

Agricultural Research Council-NRE

141 Cresswell Rd

Weavind Park

Pretoria,

0184



Request for Quotation: VIM01REQ003469

Closing Date: 6 August 2025 at 11h00

VAT Registration: 4140125313

Delivery address: Agricultural Research Council, NRE ,141 Cresswell Road, Weavind Park, Pretoria, 0184

Request for Quotation for the Supply, Delivery, Installation, and Training of a Plotter for

ARC-NRE

Good day,

1. You are kindly requested to submit a written proposal for the Supply, Delivery, Installation, and Training of a Plotter for ARC-NRE in accordance with the provided specifications.

Quotations with Supporting Documentation must be emailed to:

KubhekaL@arc.agric.za

1.1 SPECIFICATIONS IN DETAIL - Attached.

2. Request for Quotation Evaluation stages:

The RFQ evaluation process consists of several stages that are applicable according to the merits of the request for quotation, as defined below:

Stage 1: Specification

Stage 2: Evaluation Criteria: National Treasury Procurement Regulations

Stage 3: Agricultural Research Council Preference Points System – **See Annexure A**
(Must be Completed) RDP Goal - Promotion of South African-Owned Enterprises

Requirements (Administrative):

(NOTE: Failure to provide the below-listed documents May lead to disqualification)

Description	Comply	Do Not Comply
1. Submission of original valid Tax pin or a Tax Compliance Status letter issued by the South African Revenue Services		
2. Completed and signed Standard Bidding Documents (SBD) forms included in the bid document. (SBD 4)		
3. Only bidders registered on the Central Supplier Database (CSD) will be considered. Bidders shall include the CSD registration number with the bid proposal.		
4. B-BBEE Certificate or Sworn Affidavit		

2.1 Special Conditions (Failure to comply with the below-listed Special Condition will result in immediate disqualification)

Description	Comply	Do Not Comply
1. Upon delivery of the equipment, the supplier shall issue a warranty certificate confirming activation of the warranty and commencement of maintenance services. The supplier shall provide a comprehensive three (3) year manufacturer's warranty and maintenance program covering the plotter and all associated equipment supplied under this contract.		

2.2 Compulsory requirements (NOTE: Failure to provide the below-listed documents will lead to disqualification)

Description	Comply	Do Not Comply
1. A warranty letter must be submitted along with the quotation. This warranty must clearly outline the terms and conditions and confirm that coverage will be valid for a minimum of three (3) years from the date of installation or delivery, whichever occurs later.		
2. The supplier shall provide evidence that their company is a certified dealer of the associated equipment supplied by this contract.		

3. All price quotations that have a rand value of R 2000.00 to below R 50,000,000.00, including VAT, will be evaluated by applying the 80/20 principle as prescribed by the Preferential Procurement Policy Framework Act 5 of 2000 and its Regulations of 2022, and the Agricultural Research Council Preference Points System – See Annexure A

4 Administrative Requirements:

- 4.1 Valid Tax Pin issued by the South African Revenue Services (SARS).
- 4.2 Only bidders registered on the Central Supplier Database (CSD) will be considered.
Bidders shall include the CSD registration number with the bid proposal.
- 4.3 Completed and signed Standard Bidding Documents (SBD) forms included in the bid document.
- 4.4 The above-specified goods/services should be delivered/rendered to the at abovementioned delivery address.

- 4.5 The particulars of the guarantee that will apply to the goods quoted for, with regards to the period and extent of the warranty must be clearly stated. Where services are required, service providers must submit documentation pertaining to the relevant experience.
- 4.6 Your written quotation must be emailed to KubhekaL@arc.agric.za
- 4.7 **Standard conditions:**
- 4.8 **The 60 days validity of the quotations must be indicated.**
- 4.9 Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, taxes, etc.
- 4.10 The ARC will consider No price adjustments or amendments of the delivery particulars contained in paragraph 2.
- 4.11 The supplier accepts full responsibility for the proper execution and fulfillment of the goods/services quoted.
- 4.12 ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.
- 4.13 Quotes should be submitted on official letterhead and duly signed.
- 4.14 Goods and services should be supplied/rendered upon receipt of a purchase order from the ARC.
- 4.15 The General Conditions of Contract issued by the National Treasury are applicable.
- 4.16 The ARC supply chain management code of conduct is applicable.
- 4.17 Standard Bidding Documents (SBD) forms must be signed and returned together with the quotation Failure to comply will result in the disqualification of your quotation.

4.18 Your quotation must indicate the delivery date **within 21 days**.

4.19 The ARC reserves the right to do due diligence on the quotations.

4.20 The ARC reserves the right to benchmark prices quoted.

4.21 Late and incomplete submissions will invalidate the quotation submitted.

4.22 Quotations must be market-related, if there is material evidence that the bidder has under-quoted, they will be disqualified.

4.23 Don't quote for additional items that are not on the specifications as this will void your quotation

Thank you in anticipation.

Ms. Lungile Kubheka

Tel: +27 (0)12 842- 4078

Email: KubhekaL@arc.agric.za

Supply Chain Management: ARC