Agricultural Research Council

1134 Park Street

ARCADIA

0083

Request for quotation

Number: RFQ-21/000167
Date: 2022-03-28
Expiration Date: 2022-03-30 at 12H00
Telephone: +27 (0) 12 529-9314
Tax Registration: 4140125313

Delivery address:

ARC-Onderstepoort Veterinary Institute (ARC-OVI)
100 Old Soutpan Road (M35)
Private Bag X05
ONDERSTEPOORT
0110

REQUEST FOR MAINTENANCE AND CALIBRATION SERVICES

Good day

1. You are kindly requested to submit a written quotation to the Agricultural Research Council as per below or attached terms of reference (TOR).

No	Requisition No.	Description	Quantity	Unit of Measure (UOM)
1.1.	REQ - 027951	Service of Microscope	3	EACH
1.2.	REQ - 026636	Servicing of 37 degrees incubators	6	EACH
1.3.	REQ – 044180	Servicing of Bio – safety - Calibration and servicing of Biohazard cabinet	5	EACH

2. Compulsory requirements:

2.1. Valid current Tax Clearance Certificate and the pin code issued by the South African Revenue Services (SARS).

2.2. Only bidders registered on the Central Supplier Database (CSD) will be considered. Bidders shall include the CSD registration number with the bid proposal.

2.3. Only bidders that submit a valid current certified copy of the BBBEE certificate, original BBBEE certificate or the sworn affidavit, will be considered for scoring on the 20 points

as per the 80/20 principle. Bidders are therefore required to submit the certified copy of the BBBEE certificate, original BBBEE certificate or the sworn affidavit.

2.4. Completed and signed Standard Bidding Documents (SBD) forms included in the bid document.

3. The above specified goods/services should be delivered / rendered to the ARC-Onderstepoort Veterinary Institute at above-mentioned delivery address.

4. The particulars of the guarantee that will apply to the goods quoted for, with the particular regards to the period and extent of the warranty must be clearly stated. Where services are required, service providers must submit documentation pertaining the relevant experience.

5. Your written quotation must be deposited or emailed depending on the instructions given in the email.

6. All price quotations that have a rand value of R 30,000.00 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. The lowest acceptable price will score 80 points, the 20 BBBEE points will be allocated as follows:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

7. Standard conditions:

6.1. The validity of the quotations must be indicated.

6.2. Prices quoted should be in South African Rand and inclusive of VAT costs such as delivery, insurance, taxes, etc.

6.3. No price adjustments or amendment of the delivery particulars contained in paragraph 2 will be considered by the ARC.

6.4. The supplier accepts full responsibility for the proper execution and fulfilment of the goods/services quoted for.

6.5. ARC reserves the right to accept or reject any special terms and conditions that may qualify the goods/services to be provided.

6.6. Quotes should be submitted on an official letterhead and duly signed.

6.7. Goods and services should be supplied / rendered upon receipt of a purchase order from the ARC.

6.8. The General Conditions of Contract issued by National Treasury are applicable.

6.9. The ARC supply chain management code of conduct is applicable.

6.10. Standard Bidding Documents (SBD) forms must be signed and returned together with the quotation if the price is above R 10,000.00. Failure to comply will result to disqualification of your quotation.

6.11. Kindly provide one quotation for each REQ (Requisition) quoted and indicate the REQ reference number on quotation.

6.12. Your quotation must indicate the delivery date.

6.13. The ARC reserve the right to do due diligence on the quotations.

6.14. The ARC reserves the right to benchmark prices quoted.

Thank you in anticipation.

Mr Katlego Chaba
Tel: +27 (0) 12 529-9314
Email: chabak@arc.agric.za
Supply Chain Management: ARC
Date: 2022-03-28