

**Agricultural Research Council-NRE**

**141 Cresswell Rd**

**Weavind Park**

**Pretoria,**

**0184**



**Request for Quotation: AEI01REQ000690**

**Closing Date: 17 July 2026 at 11:00**

VAT Registration: 4140125313

**Delivery address: Agricultural Research Council-NRE, 141 Creswell Road, Weavind Park, Pretoria**

**Request for Quotation: Supply, Delivery, Installation and Commissioning of a Laboratory-Scale Thermo-Chemical Reactor System for Biomass, Biochar and Waste Conversion Research**

Good day,

1. You are kindly requested to submit a written quotation for the Supply, Delivery, Installation and Commissioning of a Laboratory-Scale Thermo-Chemical Reactor System for Biomass, Biochar and Waste Conversion Research as per the specifications attached.
2. Quotations with supporting documentation must be submitted by email to [KubhekaL@arc.agric.za](mailto:KubhekaL@arc.agric.za) on or before the closing date, and please note that submissions via links will not be accepted.

**2.1 SPECIFICATIONS IN DETAIL- Attached**

**3. 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**

### 3.1 Compulsory Supply Chain Management Documents:

**(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. BBBEE Certificate or Sworn Affidavit		

### 3.2 Special Conditions **(Non-compliance with the below special conditions will result in disqualification)**

Description	Comply	Do Not Comply
<b>1. New Equipment</b> <ul style="list-style-type: none"><li>All equipment supplied shall be brand new, unused, and of current production. Refurbished, remanufactured, demonstration, or discontinued equipment will not be accepted.</li></ul>		
<b>2. Delivery, Installation and Commissioning</b> <ul style="list-style-type: none"><li>The successful bidder shall deliver, install, commission, calibrate, test, and demonstrate the complete laboratory-scale thermo-</li></ul>		

<p>chemical reactor system at the Agricultural Research Council (ARC) site specified in the purchase order.</p> <ul style="list-style-type: none"> <li>• The supplier shall ensure that all components of the system are fully integrated, operational, and configured in accordance with the manufacturer's specifications and the requirements contained in this document.</li> <li>• All installation, commissioning, calibration, testing, and demonstration activities shall be carried out by suitably qualified personnel at no additional cost to ARC.</li> </ul>		
<p><b>3. Warranty</b></p> <ul style="list-style-type: none"> <li>• The warranty period shall commence on the date of final acceptance by ARC and shall remain valid for a minimum period of twenty-four (24) months.</li> <li>• A manufacturer's or supplier's warranty certificate shall be provided upon delivery and commissioning of the system, confirming the warranty period and the terms and conditions of the warranty.</li> <li>• During the warranty period, the supplier shall repair or replace any defective equipment, software, components, instrumentation, or accessories at no additional cost to ARC.</li> </ul>		
<p><b>4. Documentation and Handover</b></p> <ul style="list-style-type: none"> <li>• Upon completion of installation and commissioning, the supplier shall provide all applicable documentation required for the operation, maintenance, and support of the system, including but not limited to: <ul style="list-style-type: none"> <li>• User manuals.</li> <li>• Operation manuals.</li> <li>• Maintenance manuals.</li> <li>• Calibration certificates.</li> <li>• Commissioning reports.</li> <li>• Software licences (where applicable).</li> <li>• Warranty certificate.</li> <li>• Any other documentation required for the safe and effective operation of the system.</li> </ul> </li> </ul>		

<ul style="list-style-type: none"> <li>All documentation shall be provided in English in both electronic and hard-copy format where applicable.</li> </ul>		
<p><b>5. Acceptance Testing</b></p> <ul style="list-style-type: none"> <li>Final acceptance of the laboratory-scale thermo-chemical reactor system shall be subject to successful installation, commissioning, testing, and performance verification by the Agricultural Research Council (ARC).</li> <li>Acceptance shall be based on the successful demonstration of the following: <ul style="list-style-type: none"> <li>Successful installation and commissioning of the reactor system.</li> <li>Safe operation under the specified design and operating conditions.</li> <li>Verification of temperature control performance.</li> <li>Verification of gas flow control accuracy.</li> <li>Successful production and recovery of biochar and condensable products.</li> <li>Successful completion of a demonstration run using representative biomass feedstock.</li> <li>Successful completion of the required operator training.</li> <li>Delivery of all required documentation and certificates.</li> </ul> </li> </ul> <p><b>The system shall only be regarded as fully accepted after ARC has verified that all technical, operational, safety, training, and documentation requirements have been satisfactorily fulfilled.</b></p>		

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

Description	Comply	Do Not Comply
<p><b>1. Manufacturer's Technical Datasheets</b></p> <ul style="list-style-type: none"> <li>The bidder shall submit manufacturer's technical datasheets for the proposed laboratory-scale thermo-chemical reactor system.</li> </ul>		

<p>The datasheets shall clearly demonstrate compliance with all the minimum technical specifications contained in this document.</p> <p><b>Proof required: Manufacturer's technical datasheets.</b></p>		
<p><b>2. Warranty Letter</b></p> <ul style="list-style-type: none"> <li>The bidder shall submit a signed letter on the company's letterhead confirming a minimum warranty period of twenty-four (24) months from the date of final acceptance by ARC.</li> </ul> <p><b>Proof required: Signed warranty letter.</b></p>		
<p><b>3. Training Commitment</b></p> <ul style="list-style-type: none"> <li><b>The bidder shall provide a signed commitment on the company's letterhead confirming that a minimum of five (5) days onsite operator training will be provided upon installation and commissioning of the system.</b> <ul style="list-style-type: none"> <li>The training shall include, as a minimum: <ul style="list-style-type: none"> <li>Reactor operation.</li> <li>Process optimization.</li> <li>Feedstock preparation.</li> <li>Pyrolysis and gasification procedures.</li> <li>Product collection and analysis.</li> <li>Safety procedures.</li> <li>Preventive maintenance.</li> <li>Troubleshooting.</li> <li>Data analysis and reporting.</li> <li>Training materials shall be supplied in both electronic and hard-copy format.</li> </ul> </li> </ul> </li> </ul> <p><b>Proof required: Signed training commitment on the bidder's letterhead.</b></p>		
<p><b>4. Experience in Similar Projects</b></p> <ul style="list-style-type: none"> <li>The bidder shall provide evidence of successfully supplying, installing, and commissioning laboratory-scale thermo-chemical reactor systems or comparable scientific laboratory equipment.</li> <li><b>Proof required:</b></li> </ul>		

<ul style="list-style-type: none"> <li>• At least two (2) reference letters or completion certificates for similar projects completed within the last five (5) years; and</li> <li>• Each reference letter or completion certificate must be supported by the corresponding appointment letter or purchase order (PO) as evidence that the work was awarded to the bidder.</li> </ul>		
---	--	--

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 above-mentioned 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](mailto:KubhekaL@arc.agric.za)

#### **4.7 Standard conditions:**

4.8 The validity of the quotations must be 60 days.

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

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

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

Thank you in anticipation.

Ms. Lungile Kubheka

Tel: +27 (0)12 842- 4078

Email: [KubhekaL@arc.agric.za](mailto:KubhekaL@arc.agric.za)

Supply Chain Management: ARC