## STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00

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- The price quoted must include VAT (if VAT vendor).

  The diepartment reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT. 1.3
- The bidder must ensure the correctness & validity of quote: that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk.
- 1.5

- 1.10
- bioder's risk.

  The bioder must accept full responsibility for the proper execution & full imment of all obligations conditions devorking on under this agreement, as the Principal (s) liable for the due fulfilment of this contract. This quotation will be evaluated specification & correctness of information.

  Only offers that comply with or greater than specification will be considered.

  Late quotes will not be considered.

  All products supplied must be valid for a minimum period of six months.

  A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.

  All delivery costs must be included in the quote price, for delivery at the prescribed destination.

  Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.

  In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point is inserted to the pricing are required, the supplier will be informed in due
- 1.14 If samples / computsory site inspection / briefing session are required, the supplier will be informed in due

- course.
  The supplier shall furnish any information, when requested.
  In the event that the tax compliance status has failed on CSD, it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier. The supplier shall indemnify the KZN Department of Health (aka the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
  If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prince interest rate calculated for each day of the delayed in delivery or
- contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The punchaser may also consider termination of the contract.

  1.19 The punchaser, may terminate this contract in whole or in part if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract fails to perform any other obligation(s) under the contract, or has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

  1.20 The punchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undeflivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.

- 1.22 In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bidders having multiple companies and are quoting (cover-quoting) for this bid, in such instances only the cheapest bid according to specification will be
- SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS
- SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS QUOTATION.

  Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the ferminine and the neuter. Under no circumstances whatsoever may the quotation/bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated. Quotation submitted must be complete in all respects.

  Any alteration made by the bidder must be initialled.

  Use of correcting fluid is prohibited. 2.2

- 2.6 2.7

- Quotation will be opened in public as soon as practicable after the closing time of quotation. Where practical, prices are made public at the time of opening quotations. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
- SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS
- Occupation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the quotation documents.

  Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate seaded envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not compiled with, such quotations/bids may be rejected as before invalid.
- other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.

  3.3 All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody until the closing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bid number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.

  3.4 A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing date and time of quotation will be considered.

  3.5 No quotation/bid sent through the post will be considered if it is received after the closing date and time of quotation do quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

- as being invalid.

## **DECLARATION OF INTEREST**

- 1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.

2. Ir	n order to give effect to the above, the following questionnaire must b	e co	ompleted and submitted with the quote.	
2.2.	Full Name of bidder/representativeldentity Number:	2.5.	Tax Reference Number:	
2.3.	Position occupied in the Company (director, trustee, shareholder²):	2.6.	VAT Registration Number:	
2.7.	The names of all directors / trustees / shareholders / members, the employee / persal numbers must be indicated in paragraph 3 below	eir in	dividual identity numbers, tax reference	numbers and, if applicable [TICK APPLICABLE
2.8.	Are you or any person connected with the bidder presently employed	ed b	y the state?	YES NO
2.8.1	I.If so, furnish the following particulars:		-	<u>-                                      </u>
	Name of person / director / trustee / shareholder/ member:		Handa and the same	
	Name of state institution at which you or the person connected to th Position occupied in the state institution:	e bio	Any other portions	***************************************
2.8.2	2. If you are presently employed by the state, did you obtain the ap	nron	riate authority to undertake remunerativ	o work autoida anala
	in the public sector?	piop	mate authority to undertake remunerativ	
2.8.2	2.1. If yes, did you attach proof of such authority to the quote docum	nenť	?	YES NO
(Note: I	<u>Failure to submit proof</u> of such authority, where applicable, may resu	ft in t	the disqualification of the quote )	
2.8.2	2.2. If no, furnish reasons for non-submission of such proof:			
2.9.	Did you or your spouse, or any of the company's directors / trustee	es / s	shareholders / members or their spouse	s condu <u>ct business with the</u>
201	state in the previous twelve months?			YES NO
2.3.1	. If so, furnish particulars:	ohin	(family friend other) with a new and	alassa dibertha adam as di ili
2.10	may be involved with the evaluation and or adjudication of this quot	ısılıp te?	(tamily, mend, other) with a person emp	
2.10.	1. If so, furnish particulars:			YES NO
2.11.	. Are you, or any person connected with the bidder, aware of any rela	ation	ship (family, friend, other) between any o	other bidder and any person
	employed by the state who may be involved with the evaluation and	d or a	adjudication of this quote?	YES   NO
2.11.	1. If so, furnish particulars:			L
2.12.	Do you or any of the directors / trustees / shareholders / members o	f the	company have any interest in any other	
2 12	or not they are bidding for this contract?  1. If so, furnish particulars:			YES NO
		• • • • • • • • • • • • • • • • • • • •		
<b>3.</b> NB:	Full details of directors / trustees / members / shareholders. The Department Of Health will validate details of directors / truste to ensure that their details are up-to-date and verified on CSD. If the notion be considered and passed over as non-compliant according to	he D	epartment cannot validate the information	tion on CSD, the quote will
4	DECLARATION			
I, TH FUR	HE UNDERSIGNED (NAME) NISHED IN PARAGRAPHS 2.	• • • • •	CERTIFY THA	T THE INFORMATION
I AC PRO	CCEPT THAT THE STATE MAY REJECT THE QUOTE OF VE TO BE FALSE.	R AC	CT AGAINST ME SHOULD THIS	DECLARATION
	e of bidder Signature		Position	Date
1504-4-	- }			•
"State a)	"means - any national or provincial department, national or provincial public entity or	c)	provincial locicleture	
b)	constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); any municipality or municipal entity;	d)	provincial legislature; national Assembly or the national Council of prov Parliament.	inces; or

<sup>\*</sup>Shareholder means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

SharePoint



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	KWAZULU-NATAL PROVINCE										
<b>***</b>	HEALTH REPUBLIC OF SOUTH AFRICA	Quotation Advert									
Opening Date	e:	2021-08-24	Ħ								
Closing Date	:	2021-08-31									
Closing Time	<b>:</b> :	11:00									
INSTITUTIO	ON DETAILS										
Institution Na	ame:	Grey's hospital	~								
Province:		KwaZulu-Natal									
Department o	or Entity:	Department of Health									
Division or s	ection:	Central Supply Chain Management									
Place where	goods / services is required	Greys Hospital									
Date Submitt	ed	2021-08-24	100								
ITEM CATE	GORY AND DETAILS										
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QUOTES CAN	BE COLLECTED FROM:	Departmental Website									
QUOTES SHO	OULD BE DELIVERED TO:	Greys Tender Box									
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Name:		Sipho Sikithi									
Email:		No email									
Contact Numl	ber:	033 897 3492									
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Finance Mana	iger Signature:	(Blue									
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