## STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00

ENQUI	RIES MAY BE DI	FACSIMILE NUMBER RECTED TO: Sipho Sikibi 201 Town Bush Road, Northern Park Suburbs, PM		CONTACT NUMBER: .033 8	97 3492		 	
NU <b>N</b> DN	BER:	CLOSING DATE	÷	CLOSING	TIME: 11:00			
ESCRIP								
	THE I	OLLOWING PARTICULARS MUST BE FURNISHE	O (FAILURE TO DO S	O WILL RESULT IN YOUR OF	FER BEING DISQUA	.IFIED)		
		NAME 8	ADDRESS OF BIDDE	ER (FIRM)				
NAME (	OF BIDDER:		DATE:					
	AL ADDRESS:			ADDRESS:				
	CT NUMBER:			MILE NUMBER:				
	URE OF BIDDE		SARS					
	•	t I hereby agree to all terms and conditions]	CENTR	AL SUPPLIER DATABASE R	EGISTRATION (CSD)	NO:: Î	-	
UNIQUE	REGISTRATIO	N REFERENCE: ↓			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		1	
$\perp$						اللل		
Does this	offer comply with	the specification?		y p≘riod e.u. E.g. 1day, 1week				
s the pric	a firm?		All delivery o	osts must be included in the a	uote price			
Item	Quantity	Description		Brand & model	Country of	Price		
No					manufacture	R	C	
					-	-	_	
							_	
		-			+	-	_	
							_	
							_	
VALUE	ADDED TAX @	15% (Only if VAT Vendor)						

- SPECIAL CONTRACT CONDITIONS OF QUOTATIONS
- 1.2 1.3
- The institution is under no obligation to accept the lowest or any quote.

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

  The department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT.
- venoors. The bidder must ensure the correctness & validity of quote: that the price(s), rate(s) & preference quoted cover all for the workfilem (s) & accept that any mistakes regarding the price (s) & calculations will be at the 1.4

- bioder's risk.

  The bioder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving 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 comptly 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.

  All bioder 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.
- for each delivery point If samples / compulsory 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 (sate 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
- of infringement of patent, trademark, or industrial design rights ansing from use or use young way thereof by the purchaser.

  If the supplier fals to defiver 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 prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract.

  The purchaser, may terminate this contract in whole or in part if the supplier fails to deliver any or all of the mosts within the neriod(s) specified in the contract (alls to perform any other obligation(s) under the contract. 1.18
- 1.19
- goods within the period(s) specified in the contract falls 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, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those underlivered, and the supplier shall be liable to the purchaser for any excess costs for ch similar goods, works or servic
- 1.21 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a

- restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

  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 it 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

- 2.5 2.6

- 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 feminine and the neuter. Under no circumstances whatsoever may the quotation/bid forms be recipted or redardate. 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 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
- SPECIAL INSTRUCTIONS REGARDING HAND DELEVERED QUOTATIONS.

  Quotation shall be lodged at the address incided 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 complied with, such quotations/bids may be other than that shown on the envelope. If his provision is not complete with, such quotationsholds may be rejected as being (invalid as being invalid as being invalid as being invalid in a construction of the envelopes are kept unopened in safe custody until the closing time of the quotationable. Where, however, a quotation is receive open, it shall be sealed. If it is received without a quotationable number on the envelope, it shall be one, it shall be sealed, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.
- the quotation number ascertained, the envelope scaled and the quotation number written on the envelope.

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

  No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.

  Quotation documents must not be included in packages containing samples. Such quotations may be rejected
- 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. I	n order to give effect to th	e above, the following questionnaire must	be co	ompleted and submitted	with the quote.				
		presentative							
2.3.	Position occupied in the	e Company (director, trustee, shareholder	'):2.6.	VAT Registration Num	nber:				
2.7.		ors / trustees / shareholders / members, t bers must be indicated in paragraph 3 bel		ndividual identity numbe	ers, tax reference num!	bers and, ITICK A			
2.8.		connected with the bidder presently emplo		by the state?		YES	_	NO	
	1.If so, fumish the follow	ng particulars:	•	•					_
		or / trustee / shareholder/ member:							
	Name of state institution	at which you or the person connected to	the bi	dder is employed					
	Position occupied in the	state institution:		Any other particula	irs:	1 4-1-1-	••••	-1	
2.8.	in the public sector?	employed by the state, did you obtain the a	appro	pnate authority to under	take remunerative woi		-		eni
2.8		ch proof of such authority to the quote doc	umon	+2		YES	Ш	NO	
		f such authority, where applicable, may re-			he aunte 1				
2.8	2.2 If no fumish reaso	ns for non-submission of such proof:	sun in	the disqualification of th	is quote./				
		e, or any of the company's directors / trust						s with '	the
•	state in the previous tw				• • • • • • • • • • • • • • • • • • •	YES		NO	
2.9.		ors:					-		_
2.10		connected with the bidder, have any relati		p (family, friend, other) v	with a person employed	d by the s	tate	and w	rhc
		ne evaluation and or adjudication of this qu				YES	П	NO	
		ars:							
2.1		connected with the bidder, aware of any re				_	-		or
2.4		who may be involved with the evaluation a				YES	Ш	NO	Ŀ
		rectors / trustees / shareholders / members				ed comps	nio	e whati	hο
2.11	or not they are bidding		, 01 111	c company have any in	cicatin any other relati	YES		NO I	10
2.1	2.1. If so, furnish particula	ars:				_ , _ 0	ш	_ 110	
	The Department Of He to ensure that their de	s / trustees / members / shareholders. alth will validate details of directors / trus ails are up-to-date and verified on CSD. I passed over as non-compliant according	If the I	Department cannot vali	date the information	on CSD,			
4	DECLARATION								
	HE UNDERSIGNED RNISHED IN PARAC	(NAME) RAPHS 2.			CERTIFY THAT TH	HE INFO	RM	1ATIC	)N
	CCEPT THAT THE S OVE TO BE FALSE.	TATE MAY REJECT THE QUOTE	OR A	CT AGAINST ME S	SHOULD THIS DEC	CLARAT	OF.	N	
	ne of bidder	Signature		Position		ate		•••••	
1"C+/	ite" means –								
a) b)	any national or provincial		c) d) e)	national Assembly or the n	ational Council of provinces	; or			

<sup>&</sup>quot;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.

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SharePoint Sikithi Sipho ? ?



KZN HEALTH

## **KZN** Health Intranet

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	KWAZULU-NATAL PROVINCE					
HEALTH REPUBLIC OF SOUTH AFRICA	Quotation Advert					
Opening Date:	2021-08-24					
Closing Date:	2021-08-31	= 0				
Closing Time:	11:00					
NSTITUTION DETAILS						
nstitution Name:	Grey's hospital	$\nabla$				
Province:	KwaZulu-Natal					
Department or Entity:	Department of Health					
Division or section:	Central Supply Chain Management					
Place where goods / services is required	Greys Hospital					
Date Submitted	2021-08-24	្ន០				
TEM CATEGORY AND DETAILS						
Quotation Number:	ZNQ: GRS 670/06/21					
tem Category:	Goods	$\checkmark$				
tem Description:	(A) 12 Drawer Buddy Filing System for A4 Paper, Made of Durable F Colour light grey	Plastic				
	(B) 6 Drawer Buddy Filing System for A4 Paper, Made Of Durable Pl Colour light grey	astic				
Quantity (if supplies)	(A) 10 Units and (B) 11 Units					
COMPULSORY BRIEFING SESSION	SITE VISIT					
Select Type:	Not Applicable	V				
Date:		żņ				
Time:	•					
Venue:						
QUOTES CAN BE COLLECTED FROM:	Departmental Website					
QUOTES SHOULD BE DELIVERED TO:	Greys Hospital Tender Box					
ENQUIRIES REGARDING THE ADVE	RT MAY BE DIRECTED TO:					
Name:	Sipho Sikithi					
Email:	No Email					
Contact Number:	033 897 3492					
Contact Humbon.						
Finance Manager Name:	Mrs. 6.6 Anderson					