

SharePoint

KZN Health > Components > Supply Chain Management

AdvertQuote



**KWAZULU-NATAL PROVINCE**  
HEALTH  
REPUBLIC OF SOUTH AFRICA

### Quotation Advert

|               |            |  |
|---------------|------------|--|
| Opening Date: | 2021-08-25 |  |
| Closing Date: | 2021-09-02 |  |
| Closing Time: | 11:00      |  |

#### INSTITUTION DETAILS

|  |                                 |  |
|--|---------------------------------|--|
| Institution Name:                        | Head Office Quotations          |  |
| Province:                                | KwaZulu-Natal                   |  |
| Department or Entity:                    | Department of Health            |  |
| Division or section:                     | Central Supply Chain Management |  |
| Place where goods / services is required |                                 |  |
| Date Submitted                           |                                 |  |

#### ITEM CATEGORY AND DETAILS

|                        |   |  |
|------------------------|---|--|
| Quotation Number:      | ZNQ:<br>HOH/0469/22                         |  |
| Item Category:         | Goods                                       |  |
| Item Description:      | Supply and Deliver Various Office Furniture |  |
| Quantity (if supplies) |   |  |

#### COMPULSORY BRIEFING SESSION / SITE VISIT

|              |           |  |
|--------------|-----------|--|
| Select Type: | Select... |  |
| Date :       |           |  |
| Time:        |           |  |
| Venue:       |           |  |

QUOTES CAN BE COLLECTED FROM: [www.kznhealth.gov.za](http://www.kznhealth.gov.za)

QUOTES SHOULD BE DELIVERED TO: quotations.scmho@kznhealth.gov.za or hand deliver 310 Jabu Ndlovu street, Old Boys model, Quotation Tender Box

#### ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

|                       |                                   |
|-----------------------|-----------------------------------|
| Name:                 | Sindisiwe Thusi                   |
| Email:                | sindisiwe.Thusi2@kznhealth.gov.za |
| Contact Number:       | 033 815 8416                      |
| Finance Manager Name: | Mr T. Ashby                       |

Finance Manager Signature:

No late quotes will be considered



ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [IF YES ENCLOSE PROOF]

OFFICIAL PRICE PAGE FOR QUOTATIONS

SIGNATURE OF BIDDER .....  
 [By signing this document I hereby agree to all terms and conditions]

DATE.....

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.....

| Item No   | Quantity | Description  | Brand & model | Country of manufacture | Price |   |
|---|----------|--|---------------|------------------------|-------|---|
|   |          |  |               |                        | R     | c |
|   |          | To supply and deliver  |               |                        |       |   |
| 1   | 28       | 2 seater table with chairs (28 tables, 56 chairs)  |               |                        |       |   |
| 2   | 03       | Wall Clock   |               |                        |       |   |
| 3   | 01       | Round table with 4 chairs  |               |                        |       |   |
| 4   | 12       | Filing cabinets  |               |                        |       |   |
| 5   | 16       | Office Chairs  |               |                        |       |   |
| 6   | 08       | Office desk  |               |                        |       |   |
| 7   | 02       | 10 seater Boardroom tables with chairs   |               |                        |       |   |
| 8   | 65       | 4 Seater table with chairs (13 tables & 52 Chair)  |               |                        |       |   |
|   |          | NB: Specification attached   |               |                        |       |   |
|   |          | Kindly complete declaration of local content   |               |                        |       |   |
|   |          | Original documents required in a sealed envelope with current CSD summary report reflecting banking details, certified copy of B-BBEE certificate by verified agency and accredited by SANAS , Tax Clearance certificate or SARS pin |               |                        |       |   |
|   |          | Responses to be delivered:310 Jabu Ndlovu street,old boys Model,Quotation tender box Or Quotations.scmho@kznhealth.gov.za  |               |                        |       |   |
| VALUE ADDED TAX (Only if VAT Vendor)            |          |  |               |                        |       |   |
| TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days) |          |  |               |                        |       |   |

|  |  |
|--|--|
| Does This Offer Comply With The Specification? | Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification? |
| Is The Price Firm?                             | State Delivery Period E.G. E.G. 1day, 1week                        |

|   |   |
|---|---|
| Enquiries regarding the <u>quote</u> may be directed to:<br>Contact Person: <u>Nolwazi Mthembu</u> Tel: <u>033-815 8411</u> | Enquiries regarding <u>technical information</u> may be directed to:<br>Contact Person: <u>Nishan Singh</u> Tel: <u>033-9402541</u> |
|---|---|

**DECLARATION OF INTEREST**

1. Any legal person, including persons employed by the state<sup>1</sup>, 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. In order to give effect to the above, the following questionnaire must be completed and submitted with the quote.

|  |   |
|--|---|
| 2.1. Full Name of bidder/representative.....                                 | 2.4. Company Registration Number: ..... |
| 2.2. Identity Number: .....  | 2.5. Tax Reference Number: .....        |
| 2.3. Position occupied in the Company (director, trustee, shareholder?)..... | 2.6. VAT Registration Number: .....     |

2.7. The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below. [TICK APPLICABLE]

|     |    |
|-----|----|
| YES | NO |
|-----|----|

2.8. Are you or any person connected with the bidder presently employed by the state?

2.8.1. If so, furnish the following particulars:  
 Name of person / director / trustee / shareholder/ member: .....  
 Name of state institution at which you or the person connected to the bidder is employed:.....  
 Position occupied in the state institution: ..... Any other particulars:.....

2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? [YES] [NO]

2.8.2.1. If yes, did you attach proof of such authority to the quote document?  
*(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.)*

2.8.2.2. If no, furnish reasons for non-submission of such proof: .....

2.9. Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? [YES] [NO]

2.9.1. If so, furnish particulars:.....

2.10. Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this quote? [YES] [NO]

2.10.1. If so, furnish particulars:.....

2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this quote? [YES] [NO]

2.11.1. If so, furnish particulars:.....

2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? [YES] [NO]

2.12.1. If so, furnish particulars:.....

3. Full details of directors / trustees / members / shareholders.  
 NB: The Department Of Health will validate details of directors / trustees / members / shareholders on CSD. It is the suppliers' responsibility to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

4. **DECLARATION**  
 I, THE UNDERSIGNED (NAME).....CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.

I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

|                |           |          |      |
|----------------|-----------|----------|------|
| Name of bidder | Signature | Position | Date |
|----------------|-----------|----------|------|

"State" means -

|   |   |
|---|---|
| a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); | c) provincial legislature;                                    |
| b) any municipality or municipal entity;  | d) national Assembly or the national Council of provinces; or |
|   | e) Parliament.  |

<sup>1</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.

SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

1. AMENDMENT OF CONTRACT

1.1. Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties.

2. CHANGE OF ADDRESS

2.1. Bidders must advise the Department of Health (institution where the offer was submitted) should their address (*domicilium citandi et executandi*) details change from the time of bidding to the expiry of the contract.

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

- 3.1. The institution is under no obligation to accept the lowest or any quote.
- 3.2. The price quoted must include VAT (if VAT vendor). However, it must be noted that the department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT vendors.
- 3.3. The bidder must ensure the correctness & validity of quote:
  - (i) *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*
- 3.4. The bidder 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.
- 3.5. This quotation will be evaluated based on the 80/20 points system, specification & correctness of information. All required documentation must be completed in full and submitted.
- 3.6. Offers must comply strictly with the specification.
- 3.7. Only offers that meet or are greater than the specification will be considered.
- 3.8. Late quotes will not be considered.
- 3.9. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.10. A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- 3.11. All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 3.12. 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.
- 3.13. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.14. 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 have multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered.

4. SAMPLES

- 4.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
  - (i) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
  - (ii) If samples are not collected within three months of close of quote the institution reserves the right to dispose of them at their discretion.
- 4.2. **Samples must be made available when requested in writing or if stipulated on the document.**
  - (i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

5. COMPULSORY SITE INSPECTION / BRIEFING SESSION

5.1. Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process.

- (i) The institution has determined that a compulsory site meeting  will not  take place
- (ii) Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_:\_\_\_\_ Place: \_\_\_\_\_

|                    |  |
|--------------------|--|
| Institution Stamp: | Institution Site Inspection / briefing session Official<br><br>Full Name: .....<br>Signature: .....<br>Date: ..... |
|--------------------|--|

## 6. STATEMENT OF SUPPLIES AND SERVICES

- 6.1. The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudice to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

## 7. SUBMISSION AND COMPLETION OF SBD 6.1

- 7.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

## 8. TAX COMPLIANCE REQUIREMENTS

- 8.1. 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.*
- 8.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, *the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.*

## 9. TAX INVOICE

- 9.1. A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:

- (i) the name, address and registration number of the supplier;
- (ii) the name and address of the recipient;
- (iii) an individual serialized number and the date upon which the tax invoice is issued;
- (iv) a description and quantity or volume of the goods or services supplied;
- (v) the official department order number issued to the supplier;
- (vi) the value of the supply, the amount of tax charged;
- (vii) the words tax invoice in a prominent place.

## 10. PATENT RIGHTS

- 10.1. The supplier shall indemnify the KZN Department of Health (hereafter known as 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.

## 11. PENALTIES

- 11.1. 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 prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract.

## 12. TERMINATION FOR DEFAULT

- 12.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
  - (ii) if the supplier fails to perform any other obligation(s) under the contract; or
  - (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 12.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- 12.3. 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.

**FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.**

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017.**

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

**1. GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to all quotes:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for this quote shall be awarded for:
- (a) Price; and
  - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this quote is allocated as follows:

|  | <b>POINTS</b> |
|--|---------------|
| PRICE  | 80            |
| B-BBEE STATUS LEVEL OF CONTRIBUTOR                       | 20            |
| <b>Total points for Price and B-BBEE must not exceed</b> | <b>100</b>    |

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.
- 2. DEFINITIONS**
- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
  - (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
  - (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
  - (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
  - (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
  - (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
  - (g) "prices" includes all applicable taxes less all unconditional discounts;
  - (h) "proof of B-BBEE status level of contributor" means:
    - 1) B-BBEE Status level certificate issued by an authorized body or person;
    - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
    - 3) Any other requirement prescribed in terms of the B-BBEE Act;
  - (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
  - (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \text{ Where}$$

- P<sub>s</sub> = Points scored for price of bid under consideration
- P<sub>t</sub> = Price of bid under consideration
- P<sub>min</sub> = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

| 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                               |

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: = .....(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

(Tick applicable box)

7.1 Will any portion of the contract be sub-contracted?

|     |                          |    |                          |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted..... %
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....

8. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

|     |                          |    |                          |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

| Designated Group: An EME or QSE which is at least 51% owned by:   | EME<br>√ | QSE<br>√ |
|---|----------|----------|
| Black people  |          |          |
| Black people who are youth  |          |          |
| Black people who are women  |          |          |
| Black people with disabilities                                    |          |          |
| Black people living in rural or underdeveloped areas or townships |          |          |
| Cooperative owned by black people                                 |          |          |
| Black people who are military veterans                            |          |          |
| OR  |          |          |
| Any EME   |          |          |
| Any QSE   |          |          |



9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

9.6 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

9.7 Total number of years the company/firm has been in business:.....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution.

WITNESSES

1. ....

2. ....

.....

SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS.....

.....

.....

**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR  
DESIGNATED SECTORS**

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

**1. General Conditions**

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x/y] * 100$$

Where

- x is the imported content in Rand  
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bids indicated in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp) at no cost.

1.6 A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

**2. Definitions**

- 2.1. **"bid"** includes written price quotations, advertised competitive bids or proposals;
  - 2.2. **"bid price"** price offered by the bidder, excluding value added tax (VAT);
  - 2.3. **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;
  - 2.4. **"designated sector"** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
  - 2.5. **"duly sign"** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
  - 2.6. **"imported content"** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
  - 2.7. **"local content"** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
  - 2.8. **"stipulated minimum threshold"** means that portion of local production and content as determined by the Department of Trade and Industry; and
  - 2.9. **"sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.
3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

| Description of services, works or goods | Stipulated minimum threshold |
|---|------------------------------|
| _____                                   | _____ %                      |
| _____                                   | _____ %                      |
| _____                                   | _____ %                      |
| _____                                   | _____ %                      |

**Comment [M1]:** Please List items that you as the procuring entity wish to procure, before publishing and issuing out to bidders, along with respective minimum threshold for the sector.

4. Does any portion of the services, works or goods offered have any imported content?  
(Tick applicable box)

|     |                          |    |                          |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

| Currency       | Rates of exchange |
|----------------|-------------------|
| US Dollar      |                   |
| Pound Sterling |                   |
| Euro           |                   |
| Yen            |                   |
| Other          |                   |

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?  
(Tick applicable box)

|     |                          |    |                          |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

5.1. If yes, provide the following particulars:

- (a) Full name of auditor: .....
- (b) Practice number: .....
- (c) Telephone and cell number: .....
- (d) Email address: .....

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION  
(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

IN RESPECT OF BID NO. ....

ISSUED BY: (Procurement Authority / Name of Institution):  
.....

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrial-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),  
do hereby declare, in my capacity as .....  
of ..... (name of bidder  
entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that:

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

|   |   |
|---|---|
| Bid price, excluding VAT (y)                                  | R |
| Imported content(x), as calculated in terms of SATS 1286:2011 | R |

|  |  |
|--|--|
| Stipulated minimum threshold for local content (paragraph 3 above) |  |
| Local content %, as calculated in terms of SATS 1286:2011          |  |

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**WITNESS No. 1** **DATE:** \_\_\_\_\_

**WITNESS No. 2** **DATE:** \_\_\_\_\_











**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

**Infrastructure Maintenance Hub**  
**SPEC NO: H 120**

= **SPECIFICATION** =

**Wooden 2 seater table**

| <b><i>DESCRIPTION</i></b>   | <b><i>QTY</i></b> | <b><i>UNIT PRICE</i></b> | <b><i>TOTAL (Incl. VAT)</i></b>       |
|---|-------------------|--------------------------|---------------------------------------|
| Table <ul style="list-style-type: none"> <li>Wooden 2 seater table for training room</li> </ul><br><b>DIMENSIONS</b><br>Length – 1000 mm<br>Width - 400 mm<br>Height - 750 mm   | 28                |                          |                                       |
| <b><i>DESCRIPTION</i></b>   | <b><i>QTY</i></b> | <b><i>UNIT PRICE</i></b> | <b><i>TOTAL PRICE (incl. VAT)</i></b> |
| <b>Rick-Stacker Chair</b> <ul style="list-style-type: none"> <li>Stacking with no arm-rests</li> <li>Black Epoxy Finish Steel Frame with 20x20mm Square Tubing</li> <li>Designer Fabric Upholstered Seat and Back</li> <li>Colour of fabric can be advised on placement of order</li> </ul> | 56                |                          |                                       |
|   |                   | <b>Total</b>             |                                       |

Please Note:

The Bidder must attach Descriptive Pamphlets (color), failing to comply will lead to the rejection of the offer.

|              |   |       |                |   |       |
|--------------|---|-------|----------------|---|-------|
| Company Name | : | _____ | Signature      | : | _____ |
| Telephone No | : | _____ | Contact Person | : | _____ |
| Fax No       | : | _____ | Date           | : | _____ |



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

H0111

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

**SPECIFICATION FOR: WALL CLOCK x3**

Infrastructure Maintenance Hub  
SPEC NO: IMH 05

| <u>CLAUSE</u> | <u>SPECIFICATION / REQUIREMENT</u>   | <u>BIDDERS COMMENTS</u><br><u>YES/ NO</u> |
|---------------|--|---|
| T1            | Must be Battery Operated   |   |
| T2            | Diameter of 300 mm   |   |
| T3            | Glass Front  |   |
| T4            | Aluminum Frame   |   |
| T5            | Arabic Numerals  |   |
| T6            | Clock to have a White Face bearing the Department of Health Logo               |   |
| T7            | Bidder to ensure that the Logo is compliant to the requirements provided below |   |

Company Name : \_\_\_\_\_ Signature : \_\_\_\_\_  
 Telephone No : \_\_\_\_\_ Contact Person : \_\_\_\_\_  
 Fax No : \_\_\_\_\_ Date : \_\_\_\_\_



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

**SPECIFICATION Conference Table - Executive Office**

Infrastructure Maintenance Hub  
SPEC NO: IMH 04

| <u>DESCRIPTION</u>  | <u>QTY</u> | <u>UNIT PRICE</u> | <u>TOTAL (Incl. VAT)</u> |
|---|------------|-------------------|--------------------------|
| Oak Veneer Round Conference Table<br>45mm top solid profiled edge<br>32mm solid Pedestal Base<br>1200 Diameter<br>4 Seater<br>Oak Veneer carcass  | 1          |                   |                          |
| <u>DESCRIPTION</u>  | <u>QTY</u> | <u>UNIT PRICE</u> | <u>TOTAL (Incl. VAT)</u> |
| Executive High Back Type<br>Lumber Support<br>Water Drop Seat<br>Swivel & Tilt<br>Gas Height Adjustable<br>Syncro Mechanism<br>Multi Point Tilt Lock<br>Loop Arms<br>Covered in Black Designer Fabric<br>Five Star base on wheels | 4          |                   |                          |
| <b><u>TOTAL</u></b>   |            |                   |                          |

Please Note:

The Bidder must attach Descriptive Pamphlets (colour), failing to comply will lead to the rejection of the offer.

Company Name : \_\_\_\_\_ Signature : \_\_\_\_\_  
 Telephone No : \_\_\_\_\_ Contact Person : \_\_\_\_\_  
 Fax No : \_\_\_\_\_ Date : \_\_\_\_\_



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

Infrastructure Maintenance Hub  
SPEC NO: H 109

**= SPECIFICATION =**

**Wooden filling Cabinets – Hinged Door Type (QTY –)**

| <u>CLAUSE</u> | <u>DESCRIPTION</u>                          | <u>BIDDERS COMMENTS</u><br>"COMPLIES"/ "DOES NOT<br>COMPLY" |
|---------------|---|---|
| Clause T1     | 1500mm x 900mm x 450mm                      |   |
| Clause T2     | Two (2) x hinged doors                      |   |
| Clause T3     | 45mm Tops Solid Edging Profile – Oak Veneer |   |
| Clause T4     | 22mm Casing Structure                       |   |
| Clause T5     | Minimum Three (3) x Shelves - adjustable    |   |
| Clause T6     | Lockable                                    |   |
| Clause T7     | Oak Laminate                                |   |
|               | <b>TOTAL AMOUNT</b>                         | <b>R</b>  |

Please Note:

The Bidder must attach Descriptive Pamphlets (color), failing to comply will lead to the rejection of the offer.

Company Name : \_\_\_\_\_ Signature : \_\_\_\_\_  
 Telephone No : \_\_\_\_\_ Contact Person : \_\_\_\_\_  
 Fax No : \_\_\_\_\_ Date : \_\_\_\_\_



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

## Chairs High Back Type Specifications

(Date: July 2018 / Version: 1.2)

**Infrastructure Maintenance Hub**  
**SPEC NO: IMH 02**

**Summary:**

The Department requires a Chairs High Back Type. The following requirements are the mandatory "minimum" specifications. The responder must complete the list below and include it in their response to Supply Chain. Note that should any of the criteria not be met, the bid shall not be considered for a successful evaluation.

| Item Details                                 | Comply |    | Bidder Comments |
|--|--------|----|-----------------|
|  | Yes    | No |                 |
| Chairs High Back Type                        |        |    |                 |
| High Back Type                               |        |    |                 |
| Lumber Support                               |        |    |                 |
| Water Drop Seat                              |        |    |                 |
| Swivel & Tilt                                |        |    |                 |
| Gas Height Adjustable                        |        |    |                 |
| Syncro Mechanism                             |        |    |                 |
| Multi Point Tilt Lock                        |        |    |                 |
| Loop Arms                                    |        |    |                 |
| Covered in Black Designer Fabric             |        |    |                 |
| Five Star base on wheels                     |        |    |                 |
| Suppliers to provide sample for verification |        |    |                 |
|  |        |    |                 |
|  |        |    |                 |

Bidder : \_\_\_\_\_

Signature : \_\_\_\_\_ Date : \_\_\_\_\_

Address : \_\_\_\_\_

Phone : \_\_\_\_\_ Fax : \_\_\_\_\_

H 0167


**health**

 Department:  
 Health  
 PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

 Physical Address  
 Physical Address  
 Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
 www.kznhealth.gov.za

 Clinical Support  
 Health Technology Services

**Infrastructure Maintenance Hub**  
**SPEC NO: IMH 01**
**Office Desk**

| <u>CLAUSE</u> | <u>DESCRIPTION</u>   | <u>BIDDERS COMMENTS</u><br>"COMPLIES"/ "DOES NOT<br>COMPLY" |
|---------------|--|---|
| Clause T1     | Oak Veneer 45mm tops solid profiled edge   |   |
| Clause T2     | 32mm panel legs with solid trim detail   |   |
| Clause T3     | 700mm crescent legs  |   |
| Clause T4     | L Shaped Desk Shell –<br>2080mm x 1000mm x 750mm (h)   |   |
| Clause T5     | Perforated front panel - black   |   |
| Clause T6     | Four (4) x Drawer Mobile pedestal with oak veneer<br>tops – solid profiled edge –<br>680mm x 550mm x 450mm |   |
| Clause T7     | Two (2) x standard draws   |   |
| Clause T8     | One (1) x Deepfiler with steel cradle  |   |
| Clause T9     | One (1) x Pencil Tray  |   |
| Clause T10    | Metal self-closing runners   |   |
| Clause T11    | Central locking  |   |
| Clause T12    | Pedenza with oak veneer 45mm solid tops solid<br>profiled edge – 1950mm x 650mm x 750mm (h)                |   |
| Clause T13    | Black roller door  |   |
| Clause T14    | Veneer carcass   |   |

Please Note:

The Bidder must attach Descriptive Pamphlets (colour) and technical specifications of the equipment offered, failing to comply will lead to the rejection of the offer.

|              |   |       |                |   |       |
|--------------|---|-------|----------------|---|-------|
| Company Name | : | _____ | Signature      | : | _____ |
| Telephone No | : | _____ | Contact Person | : | _____ |
| Fax No       | : | _____ | Date           | : | _____ |



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

**SPECIFICATION 10 SEATER BOARDROOM TABLES WITH CHAIRS**

| <u>DESCRIPTION</u>   | <u>QTY</u> | <u>UNIT PRICE</u> | <u>TOTAL (Incl. VAT)</u> |
|--|------------|-------------------|--------------------------|
| Oak Veneer Boardroom Table<br><br>Size 2000 x 1000<br>Height 750mm<br>Oak Veneer Top with 32mm Bull Nose solid edging<br>Base 4x70mm solid oak legs with Solid Oak Bracing rails<br>Seen sides of bracing and legs to be fluted<br><u>DIMENSIONS</u><br>Length – 2000 mm<br>Width - 1000 mm<br>Height - 750 mm | 2          |                   |                          |
| <u>DESCRIPTION</u>   | <u>QTY</u> | <u>UNIT PRICE</u> | <u>TOTAL (Incl. VAT)</u> |
| Chairs Executive High Back Swivel Type<br><br>Lumber Support<br>Water Drop Seat<br>Swivel & Tilt<br>Gas Height Adjustable<br>Syncro Mechanism<br>Multi Point Tilt Lock<br>Loop Arms<br>Covered in Black Designer Fabric<br>Five Star base on wheels  | 10         |                   |                          |
| <b><u>TOTAL</u></b>  |            |                   |                          |

Please Note:

The Bidder must attach Descriptive Pamphlets (color), failing to comply will lead to the rejection of the offer.

|              |   |       |                |   |       |
|--------------|---|-------|----------------|---|-------|
| Company Name | : | _____ | Signature      | : | _____ |
| Telephone No | : | _____ | Contact Person | : | _____ |
| Fax No       | : | _____ | Date           | : | _____ |





**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE:**

Physical Address  
Physical Address  
Tel: 031 461 8434 Fax: 031 461 8434 Email: kevin.pillay2@kznhealth.gov.za  
www.kznhealth.gov.za

Clinical Support  
Health Technology Services

= **SPECIFICATION** =

Infrastructure Maintenance Hub  
SPEC NO: IMH 13

**TABLE DINNING**

| <i><b>DESCRIPTION</b></i>   | <i><b>QTY</b></i> | <i><b>UNIT PRICE</b></i> | <i><b>(Incl. VAT)</b></i>       |
|---|-------------------|--------------------------|---------------------------------|
| <b>Supply of Oak Veneer Dinning Table</b> <ul style="list-style-type: none"> <li>• Size 900 x 900</li> <li>• Height 750mm</li> <li>• Oak Veneer Top with 32mm Bull Nose solid edging</li> <li>• Base 4x70mm solid oak legs with Solid Oak Bracing rails</li> <li>• Seen sides of bracing and legs to be fluted</li> </ul> | <b>13</b>         |                          |                                 |
| <i><b>DESCRIPTION</b></i>   | <i><b>QTY</b></i> | <i><b>UNIT PRICE</b></i> | <i><b>PRICE (incl. VAT)</b></i> |
| <b>Rick-Stacker Chair</b> <ul style="list-style-type: none"> <li>• Stacking with no arm-rests</li> <li>• Black Epoxy Finish Steel Frame with 20x20mm Square Tubing</li> <li>• Designer Fabric Upholstered Seat and Back</li> <li>• Colour of fabric can be advised on placement of order</li> </ul>                       | <b>52</b>         |                          |                                 |
|   |                   | <b>TOTAL</b>             |                                 |

Company Name : \_\_\_\_\_  
Telephone No : \_\_\_\_\_  
Fax No : \_\_\_\_\_

Signature : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Date : \_\_\_\_\_