Hlongwane Jabulani - ?

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:	2021-09-01			
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	Regional traning centre			
Date Submitted	2021-08-25			
ITEM CATEGORY AND DETAILS				
Quotation Number:	ZNQ; HOH/0639/22			
Item Category:	Goods			
Item Description:	Printing of adherence guidelines flip file as per attached specification			
Quantity (if supplies)				
COMPULSORY BRIEFING SESSION /	SITE VISIT			
Select Type:	Not Applicable			
Date:				
Time:				
Venue:				
13				
QUOTES CAN BE COLLECTED FROM:				
	J			
QUOTES SHOULD BE DELIVERED TO:	310 Jabu Ndłovu Street, PMB, 3201 (Old Boys Model School Building)			
ENQUIRIES REGARDING THE ADVER	RT MAY BE DIRECTED TO:			
Name:	jabulani Hlongwane			
Email:	jabulani.hlongwane@kznhealth.gov.za			
Contact Number:	033 815 8345			
Finance Manager Name:	Mr T Ashby			
Finance Manager Signature:				
No late quotes will be considered				

2021/08/25

STANDARD QUOTE DOCUMENTATION OVER R30 000.00 YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: DEPARTMENT OF HEALTH- CENTRAL SCM DATE ADVERTISED: 25/08/2021 PHYSICAL ADDRESS: 310 JABU NDLOVU STREET, SCM OFFICES, PIETERMARITZBURG, 3201 DESCRIPTION.....Printing of adherence guidelines flip file as per attached specifications Once Off
CONTRACT PERIOD.......VALIDITY PERIOD 60 Days SARS PIN..... CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO. UNIQUE REGISTRATION REFERENCE DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS) 310 JABU NDLOVU STREET, PIETERMARITZBURG, SCM OFFICES, TENDER ADVISORY Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration. The quote box is open from 08:00 to 15:30. ALL QUOTES MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED) THIS QUOTE IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO WILL RESULT IN YOUR QUOTE BEING DISQUALIFIED) NAME OF BIDDER POSTAL ADDRESS STREET ADDRESS CELLPHONE NUMBER E-MAIL ADDRESS VAT REGISTRATION NUMBER (If VAT vendor) | YES | NO I HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) ITICK APPLICABLE BOX IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

A REGISTERED AUDITOR...
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMES& QSES) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

YES NO

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [IF YES **ENCLOSE PROOF**] OFFICIAL PRICE PAGE FOR QUOTATIONS DATE..... SIGNATURE OF BIDDER [By signing this document I hereby agree to all terms and conditions] CAPACITY UNDER WHICH THIS QUOTE IS SIGNED. Price Brand Country Item No Quantity Description manufacture model R Printing of adherence guidelines 6000 1 flip file as per attached specifications Sample viewing Date:30/08/2021 Time:10:00am-11:00am 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 quotations.scmho@kznhealth.gov.za VALUE ADDED TAX (Only if VAT Vendor) TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days) Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification? Does This Offer Comply With The Specification? State Delivery Period E.G. E.G. 1day, 1week Is The Price Firm? Enquiries regarding technical information may be directed to: Enquiries regarding the quote may be directed to: Contact Person: Jabulani Hlongwne Tel. 033-815 8345 Contact Person: Caleb Wang Tel 033 397 7412

DECLARATION OF INTEREST

	Any legal person, including persons employed by the state', or pers blood relationship, may make an offer or offers in terms of this invitat limited quote or proposal). In view of possible allegations of favouritiemployed by the state, or to persons connected with or related to the declare his/her position in relation to the evaluating/adjudicating author the bidder is employed by the state; and/or the legal person on whose behalf the bidding document is signed evaluation and or adjudication of the quote(s), or where it is known that the property is a state of the state.	ion to quote (includesm, should the resinem, it is required ority where- If has a relationship that such a relation	des a price quotation, advertised com ulting quote, or part thereof, be award that the bidder or his/her authorised ip with persons/a person who are/is i ionship exists between the person or	petitive quote, led to persons representative nvolved in the
2.	on whose behalf the declarant acts and persons who are involved In order to give effect to the above, the following questionnaire must be			
2.1. 2.2. 2.3.	Full Name of bidder/representative	5. Tax Reference	istration Number: Number: on Number:	
2.7. 2.8. 2.8.1	employee / persal numbers must be indicated in paragraph 3 below. Are you or any person connected with the bidder presently employed. If so, furnish the following particulars: Name of person / director / trustee / shareholder/ member:	d by the state?	TICK YES	APPLICABLE]
200	Name of state institution at which you or the person connected to the Position occupied in the state institution: If you are presently employed by the state, did you obtain the app	bidder is employed Anv other p	d:articulars:	
2.8.2	in the public sector? 2.1. If yes, did you attach proof of such authority to the quote documerailure to submit proof of such authority, where applicable, may result	ent?	YES	NO
201	2.2. If no furnish reasons for non-cultimission of such proof:			
	Did you or your spouse, or any of the company's directors / trustees state in the previous twelve months?		YES	NO NO
2.10	If so, furnish particulars: Do you, or any person connected with the bidder, have any relations may be involved with the evaluation and or adjudication of this quote	ship (family, friend,	other) with a person employed by the	state and who
2.11	If so, furnish particulars: Are you, or any person connected with the bidder, aware of any relatemployed by the state who may be involved with the evaluation and the so, furnish particulars:	or adjudication of	this quote?	S NO
2.12	Do you or any of the directors / trustees / shareholders / members of or not they are bidding for this contract? If so, furnish particulars:	the company have	any interest in any other related comp	oanies whether NO
3	Full details of directors / trustees / members / shareholders. The Department Of Health will validate details of directors / truster to ensure that their details are up-to-date and verified on CSD. If the not be considered and passed over as non-compliant according to N	es / members / sh le Department can	areholders on CSD. It is the suppliers not validate the information on CSD	s' responsibility , the quote will
4	DECLARATION			07071
FUI	HE UNDERSIGNED (NAME) RNISHED IN PARAGRAPHS 2.			1
	CCEPT THAT THE STATE MAY REJECT THE QUOTE OR OVE TO BE FALSE.	ACT AGAINST		
	ne of bidder Signature	Position	Date	
¹"Stal a) b)	te" means — 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); any municipality or municipal entity;	c) provincial legislat d) national Assembl e) Parliament.	ure; y or the national Council of provinces; or	

SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

OF EGIAL GOVERNORS CONTINUES OF ACCUMANTAL
 AMENDMENT OF CONTRACT 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:
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.

5.1. Bidders who fail to attend the compulsory meeting will be disquare	alified from the evalu	uation process.	
(i) The institution has determined that a compulsory site meeting (ii) Date/ Time: Place	will not tak	te place	
Institution Stamp:	Institution Site Ins	spection / briefing session Official	
	Full Name:		
	Signature:		:
	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 (hear after 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
- 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:

	POINTS
PRICE	: 80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 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.
- 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;
 - 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:

$$Ps = 80 \left(1 - \frac{Pt - P\min}{P\min}\right)$$
 Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration
Pmin = 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 Contributo	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			į	:	
5.1	Bidders who claim points in respect of B-BBEE Status Level of Contribut	ion must complete the fol	lowing:			:
6.	B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF F	PARAGRAPHS 1.4 AND	4.1			!
6.1	B-BBEE Status Level of Contributor: =(maximum of 20 point	ts)		î		
	claimed in respect of paragraph 7.1 must be in accordance with the table refle f B-BBEE status level of contributor.	cted in paragraph 4.1 and	l must be substar	ntiated by	y rele	evan
7.	SUB-CONTRACTING	(Tick	applicable box)			į
7.1	Will any portion of the contract be sub-contracted?		YES	NO		
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 of Preferential Procurement Regulations.2017:	an enterprise in terms	YES	NO		

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE V
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/FIR	RM
9.1	Name of company/firm:	
9.2	VAT registration number:	
9.3	Company registration number:	
9.4	TYPE OF COMPANY/ FIRM [TICK APPLICABLE I	вохј
:	 □ 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	F BOX1
9 . 0	 ☐ Manufacturer ☐ Supplier ☐ Professional service provider ☐ Other service providers, e.g. transporter, et 	
9.7	Total number of years the company/firm has been	in business:
9.8	I/we, the undersigned, who is / are duly authorised the B-BBE status level of contributor indicated in p the preference(s) shown and I / we acknowledge the	d to do so on behalf of the company/firm, certify that the points claimed, based on paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for hat:
	i) The information furnished is true and correct;	
	ii) The preference points claimed are in accorda	nnce with the General Conditions as indicated in paragraph 1 of this form;
	iii) In the event of a contract being awarded as a be required to furnish documentary proof to the	a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may he satisfaction of the purchaser that the claims are correct;
	 iv) If the B-BBEE status level of contributor has a have not been fulfilled, the purchaser may, in 	been claimed or obtained on a fraudulent basis or any of the conditions of contract addition to any other remedy it may have –
	(a) disqualify the person from the bidding pro	ocess;
	(b) recover costs, losses or damages it has in	ncurred or suffered as a result of that person's conduct;
		ges which it has suffered as a result of having to make less favourable
	who acted on a fraudulent basis, be restr	, its shareholders and directors, or only the shareholders and directors icted by the National Treasury from obtaining business from any organ ears, after the audi alteram partem (hear the other side) rule has been
	(e) forward the matter for criminal prosecutio	n.
	WITNESSES	SIGNATURE(S) OF BIDDERS(S)
	1	DATE:
	2	ADDRESS

PRINT SPECIFICATIONS FOR ADHERENCE GUIDELINES FLIP FILE

- 1) **Paper** 200gsm
- 2) Number of pages 162 pages
- 3) Binding white wire binding on the long end
- 4) Front and Back cover frosted front, white backing board
- 5) **Stand** Malgray (chipboard) 1,750mic, 1050gsm, white / grey (not printed)

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