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KWAZULU-NATAL PROVINCE
 HEALTH
 REPUBLIC OF SOUTH AFRICA

Quotation Advert

Opening Date: ~~2021-08-17~~ 19/08/2021

Closing Date: 2021-08-25

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Vryheid hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: vryheid hospital, coswald brown street

Date Submitted: ~~2021-08-16~~ 18/08/2021

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
ZNQ-VRH-250-21-22

Item Category: Services

Item Description: MAJOR SERVICE TO STANDBY GENERATOR

Quantity (if supplies):

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Select...

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM:

QUOTES SHOULD BE DELIVERED TO:

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Mr S.Zulu

Email: Siphamandla.Zulu@kznhealth.gov.za

Contact Number: 034 989 5948

Finance Manager Name: Miss N.P Thabethe

Finance Manager Signature:

No late quotes will be considered

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. 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]

2.8. Are you or any person connected with the bidder presently employed by the state? YES NO

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

¹"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. |

²"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. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.

- 4.1. 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.
- 4.2. 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.
- 4.3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
- 4.4. Quotation submitted must be complete in all respects.
- 4.5. Any alteration made by the bidder must be initialled.
- 4.6. Use of correcting fluid is prohibited
- 4.7. Quotation will be opened in public as soon as practicable after the closing time of quotation.
- 4.8. Where practical, prices are made public at the time of opening quotations.
- 4.9. 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.

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

- 5.1. Quotation 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.
- 5.2. Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed 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 rejected as being invalid.
- 5.3. 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.
- 5.4. 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.

13. PENALTIES

- 13.1. If at any time during the contract period, the service provider is unable to perform in a timely manner, the service provider must notify the institution in writing/email of the cause of and the duration of the delay. Upon receipt of the notification, the institution should evaluate the circumstances and, if deemed necessary, the institution may extend the service provider's time for performance.
- 13.2. In the event of delayed performance that extends beyond the delivery period, the institution is entitled to purchase commodities of a similar quantity and quality as a substitution for the outstanding commodities, without terminating the contract, as well as return commodities delivered at a later stage at the service provider's expense.
- 13.3. Alternatively, the institution may elect to terminate the contract and procure the necessary commodities in order to complete the contract. In the event that the contract is terminated the institution may claim damages from the service provider in the form of a penalty. The service provider's performance should be captured on the service provider database in order to determine whether or not the service provider should be awarded any contracts in the future.
- 13.4. 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.

14. TERMINATION FOR DEFAULT

- 14.1. 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.
- 14.2. 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.
- 14.3. 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.

15. 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

- 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:

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

- 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 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 last 51% owned by:	EME	QSE
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.

<p>WITNESSES</p> <p>1.</p> <p>2.</p>

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS:.....</p> <p>.....</p> <p>.....</p>



**ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE
REMEDIAL ACTION FOR DIESEL FUEL TANKS FOR VRYHEID DISTRICT HOSPITAL**

PROJECT SPECIFICATIONS

1. *NOTES TO TENDERERS*

1.1. SCOPE OF CONTRACT

This Contract is for the complete execution of the project indicated above.

1.2. CONTRACT DRAWINGS

This quotation document is to be read in conjunction with the drawings listed below which is issued together with this document.

Drawing No.: None

These drawings may be updated from time to time during the course of the Contract, and the Contractor must ensure at the time of the installation that he has the latest copy of all drawings. No claim will be considered for work, which requires to be changed due to the use of outdated drawings.

1.3. CONDITIONS OF CONTRACT AND PRELIMINARIES

1.3.1 PERIOD OF CONTRACT:ONCE

**ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS &
THE REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL**

1.3.2 CONTRACT GUARANTEE:

The successful Tenderer will **NOT** be required to submit a contract guarantee.

1.3.3 GUARANTEE PERIOD

The guarantee period for the structural work and all materials must be for a minimum of three (3) months from the date of first delivery.

The guarantee period for Electrical and Mechanical Installations shall be for a minimum of twelve (12) months from the date of first delivery.

1.3.3 SITE AND MODE OF PROCEDURE

The work contained in this contract will be carried out on the site of the existing Institution.

The Contractor is advised that the existing premises will be occupied throughout the period of the contract.

Damage to existing buildings - Tenderers to note that any damages done or occurring to any of the buildings will be repaired at the expense of the contractor/ Tenderer.

The repairs must be to the satisfaction of the KwaZulu- Natal Department of Health.

NB: *Tenderers are advised to examine the drawings and visit the site prior to quoting and to acquaint themselves with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim will be allowed on the grounds of ignorance of the conditions under which the work will be executed.*

1.3.4 SATISFACTORY INSTALLATION

The whole of the installation shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the KZNPA Standard Preambles to all Trades, the KZNPA General Electrical Specification, the South African Bureau of Standards Code of Practice for the Wiring of Premises and the Occupational Health and Safety Act 85 of 1993 as amended.

1.3.5 CERTIFICATE OF COMPLIANCE

On completion of the service, a "Test Certificate in accordance with procedures must be submitted to the office of the Chief Engineer –Department of Health: KwaZulu Natal.

1.3.6 GENERAL

The Bidder's / Contractors will be responsible for all masonry work associated with the electrical installation and making good of all work related to the electrical installation. The patching and painting must be to the satisfaction of the KwaZulu-Natal Department of Health.

2. **TECHNICAL SPECIFICATION**

2.1 **GENERAL**

This TECHNICAL SPECIFICATION shall be read in conjunction with all other sections of the SPECIFICATION and cognisance shall be taken of the clauses relevant to this particular service, whether any specific clauses are referred to or not

- 2.2 The bidder shall submit accreditation certificate from ECB/DOL.
- 2.3 The Bidder shall submit Letter of Good Standing from Department of Labour.
- 2.4 The Bidder shall submit CSD FULL REPORT.
- 2.5 The Bidder shall submit certified copy of Technician competence certificate.

3. **SCOPE OF WORK**

3.1 **The work comprises of:**

EMERGENCY GENERATORS SERVICE

1. Control Panel

- 1.1 Blow out panel. (Do not use compressed air)
- 1.2 Check tightness of all connections
- 1.3 Check alternator MCB contacts and record trip settings
- 1.4 Replace defective indicator lamps in panel.
- 1.5 Replace defective fuses in panel.
- 1.6 Check changeover contactor coils, contacts and mechanical interlock (if not mechanical, specify)

2. Fuel System

- 2.1 Check all electrical connections on fuel alarm panel.
- 2.2 Check fuel transfer pump electrical connections
- 2.3 Check for correct free travel and electrical operation of float switches

3. Batteries

- 3.1 Clean and grease terminals. Change battery clamps if necessary.
- 3.2 Check / fill battery cells to working level.
- 3.3 Battery No. 1 (Make and no.)
- 3.4 Battery No. 2 (Make and no.)

4. Engine Starter

- 4.1 Check condition of bendix
- 4.2 Check commutator
- 4.3 Check brushes
- 4.4 Check contacts on slave solenoid
- 4.5 Check starter sensor relay (i.e. discharge on start)

5. Fuel (Stop/Start) Solenoid/Relays

- 5.1 Check level

- 5.2 Check condition of linkages
- 5.3 Check connections

6. Main Alternator

- 6.1 Blow out main frame (Do not use compressed air)
- 6.2 Check all connections for tightness
- 6.3 Listen for noisy bearings and report on same
- 6.4 Grease bearings (where applicable)
- 6.5 Check status of brushes / slip rings
- 6.6 Check all diode connections
- 6.7 Check holding down bolts

7. Testing

- 7.1 Check manual mode start
- 7.2 Check test mode start
- 7.3 Simulate Mains Failure, Carry out run on load test (minimum time 20 minutes, obtain permission before proceeding)
- 7.4 Check the following
 - Time MCB "off"
 - Time engine starts
 - Time alternator "On load"
 - Time MCB "On"
 - Time sensor change over to Eskom power/Gen Set
 - Engine cooling down time
- 7.5 Check the following for correct operation of all safety circuits
 - Low oil pressure cut out
 - Water temperature cut out
 - Over speed cut out
 - Under speed cut out
 - Battery charger cut out
 - Radiator coolant level cut out (where applicable)
 - Check day tank fuel low level audible alarm
 - Check bulk tank – low level audible alarm
 - Check audible range and condition of siren.

8. Oil

- 8.1 Oil must be drained and replaced with new oil
- 8.2 Oil filters to be replaced

9. Check fan belt:

- 9.1 Condition
- 9.2 Tension – adjust if necessary
- 9.3 Pulleys

10. Clean radiator air passage & check that the coolant is at the correct level.
11. Check that oil cooler air passages are clear – clean if necessary
12. Check all radiator hoses and clamps
13. Check oil level
14. Change fuel filters primary fuel filters / water traps
15. Bleed fuel system
16. Check oil level of fuel pump cam box and governor
17. Check fuel pump drive shaft and couplings
18. Remove air filter
19. Check turbo for free rotation and bearing wear.
20. Check seal faces of elements, air cleaner hoses and clamps for dust ingress

21. Fit new or clean air filter (**washable paper air filters to be washed 3 times before discarding**).
22. Check water jacket emission heater operation.
23. Check that all gauges are in position and secure
24. Check battery charger
 - Log volts
 - Log amps
25. Check battery water – top up if necessary
26. Check battery cable lugs, clean and tighten as required
27. Simulate Mains Failure Start engine and run on load for 20 minutes and record the following.
 - (obtain permission before proceeding)**
 - 27.1 Voltage
 - 27.2 Amperage
 - 27.3 Hertz
 - 27.4 Oil pressure
 - 27.5 Water temperature
28. Listen for unusual noises
 - 28.1 On Starting
 - 28.2 When running
 - 28.3 When stopping
29. Check for oil and water leaks and repair if necessary
30. On completion of load test, restart engine and check the following
 - 30.1 Low oil pressure shut-off
 - 30.2 High temperature shut-off
 - 30.3 Low water shut-off
31. Check alternator coupling and terminals
32. Blow dust out of alternator / generator
33. Check all air vents on alternator / generator are clean and secure
- 34. Fuel Tanks**
 - 34.1 Drain of water from filter separator
 - 34.2 Drain off water
 - 34.3 Check level control switch
 - 34.4 Check electric pump
 - 34.5 Check hand pump
 - 34.6 Check low level fuel alarm
 - 34.7 Check low, low fuel alarm.
 - 34.8 Check engine cut out alarm
 - 34.9 Check covers and breathers
 - 34.10 Check pipes and fittings
 - 34.11 Change engine filter element
35. Check exhaust manifold, silencer, tall pipe, supports, etc.
36. Check air ducts
37. Check generator set's base, engine / alternator mountings etc.
38. Clean down engine, alternator, pressure clean the plant and mounting base.
- 39. Panel**
 - 39.1 Check circuit breaker
 - 39.2 Check volt meter and selector

- 39.3 Check ammeters
- 39.4 Check Hz meter
- 39.5 Check hour meter
- 39.6

- 40. Pressure Clean the plant room.
- 41. Check and adjust tappets
- 42. Replace rocker cover gasket
- 43. Drain and refill radiator with ant-freeze liquid.
- 44. Add 3 litres inhibitor to 10 litres water
- 45. Pressure test cooling system to 150kPa
- 46. Pressure test radiator cap and record pressure
- 47. Check rocker faces are smooth and not pitted
- 48. Check rocker lubrication operation.
- 49. **Supply and replace manual drain pumps.**
- 50. **Replace emersion heater unit.**
- 51. **Replace diesel gauge high and low unit (float switch for day tank).**
- 52. **Replace drain valve for compressed air engine starter.**
- 53. **Replace water pipe on gen set 2**
- 54. **Replace water drain valve for generator 1 and gen 2**
- 55. **Maternity Gen-Set replace leaking seals on diesel pump.**
- 56. **Replace injectors, O-ring seals at North Block Generator set.**

TECHNICAL REQUIREMENTS AND SCOPE OF WORK FOR IN-SITU DIESEL FUEL STORAGE TANK CLEANING AND DIESEL FUEL REMEDIATION

NOTE TO CONTRACTORS

- No subcontracting of this service shall be allowed. Failure to comply shall result in the disqualification of this bid.
- Failure to complete all the relevant documentation in its entirety shall result in the disqualification of this bid. Please note documents marked as RETURNABLE must be submitted with all other relevant documentation.
- The KwaZulu-Natal Department of Health Infrastructure Development Directorate reserves the right to inspect the Contractors diesel fuel cleaning equipment and associated material, staff accreditation documents and valid Safety File at the Contractors premises prior to the awarding of any bids or BEFORE the commencement with any services.

NOTE: Only companies who specialize in this type of work may undertake this project.

NOTE: The site must be left clean and tidy by the contractor.

- 3.2 Supply report and certificate on completion of services
- 3.3 The Bidder shall carry out all work according to the Standard Preambles to all Trades. The standard preambles can be obtained from Department of Health Facilities Management
- 3.4 The Bidder shall submit accredited certificate for the technician to operate on Electric Machinery.
- 3.5 The Bidder shall submit certified copy of Technician competence certificate.
- 3.6 The Bidder shall submit the Letter of Good Standing from Department of Labour

WORK TO BE DONE AND SCHEDULE OF

Item DESCRIPTION:
**ANNUAL SERVICES AND REPAIRS TO
 POWER SUPPLY GENERATORS & THE
 ACTION FOR DIESEL FUEL TANKS AT
 HOSPITAL**

NOTES:

All items to be priced fully inclusive of all labour, plant, profit, etc., but excluding Tax.

The Administration reserves the right to in the Bill of Quantities.

All materials used in this contract shall specified, or other approved by the Health.

Contractors are advised to visit site themselves with the site and the layout as no claims on the grounds of incorrect locality/siting of the institution will be entertained.

Contractors are informed that living on premises during the contract is not allowed for. Arrangements for accommodation will be made.

**INSTITUTION: VRYHEID HOSPITAL
 ANNUAL SERVICES AND REPAIRS TO
 POWER SUPPLY GENERATORS & T
 ACTION FOR DIESEL FUEL TANKS
 HOSPITAL**

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- 16)

SAFETY PLAN

Carried To Collection Summary

SCHEDULE OF RATES

WORK TO BE DONE AND SCHEDULE OF PRICES:

Item	DESCRIPTION: ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<p>NOTES: All items to be priced fully inclusive of all charges: e.g. labour, plant, profit, etc., but excluding Value Added Tax. The Administration reserves the right to negotiate prices in the Bill of Quantities. All materials used in this contract shall be that which is specified, or other approved by the Department of Health. Contractors are advised to visit site to acquaint themselves with the site and the layout of the institution as no claims on the grounds of ignorance of the locality/siting of the institution will be entertained later. Contractors are informed that living on the institutions premises during the contract is not allowed and arrangements for accommodation will have to be allowed for.</p>						
	INSTITUTION: VRYHEID HOSPITAL ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VYHEID HOSPITAL						
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16)	SAFETY PLAN		01				
Carried To Collection Summary			PS 1			R	

RETURNABLE

SCHEDULE OF PRICES

Institution to strike through sections that are not applicable.

To be completed by the relevant institution prior to the bid being issued for pricing.						To be completed by the Bidder
	Diesel Tank Location	bulk fuel Tank Capacity (In Litres)	Current fuel level of Buld Fuel Tank (In Litres)	Day Tank Fuel Capacity (In Litres)	Current fuel level of Day Tank (In Litres)	Total Price
1	Generator 1					
2	Generator 2					
Carry over to quotation page. R						

RETURNABLE

TECHNICAL REQUIREMENTS AND SCOPE OF WORK FOR IN-SITU DIESEL

FUEL STORAGE TANK CLEANING AND DIESEL FUEL REMEDIATION

TECHNICAL REQUIREMENTS (Contractor to ensure):

1) Compliance with all legislated safety requirements pertaining to in-situ sampling, diesel tank cleaning, fuel remediation and DOH site specific requirements.

These safety requirements shall comply with SANAS 10089 for in-situ underground bulk diesel fuel tanks and SANAS 11089/1 for in-situ above ground bulk diesel fuel tanks.

2) Only proven accredited tank cleaning and fuel remediation equipment and technology to be utilised that has:

- A processing flow rate of no less than 1:8 to tank volume ratio.
- Full spectrum water extraction capability (free, entrained and emulsified).
- BV accredited or similar induction conditioning fuel remediation technology.

- Three phase filtration and separation.

- Metallic particulate extraction.

3) Service personnel shall be trained, experienced and accredited tank cleaning operators suitable skilled in system operation, fuel remediation procedures and safety requirements.

Certified copies of all training documentation shall be provided at time of tender.

4) A process that results in minimal waste/disposal of fuel of less than 1% of tank capacity (excluding water sludge and inorganic debris).

5) All contaminated disposable fuels and materials shall be disposed of at an accredited site. Original documentation shall be provided to the KwaZulu-Natal Department of Health at the time of invoicing for work done. Failure to comply shall result in the delay of these payments.

RETURNABLE

SCOPE OF WORK:

Upon commencement of the service the appointed Contractor shall do the following:

1. Draw two bottom diesel tank samples of the diesel fuel prior to the commencement of the cleaning of the tanks. Samples shall be drawn utilising recognised diesel tank sampling equipment as per the DN10/07 procedure.

2. Samples shall be drawn from the tanks and sealed in the presence of the KwaZulu-Natal Departments Institutions Chief Artisan or his / her authorised designee.

The drawn samples shall be signed off by the relevant KZN Department of Health Institutions Chief Artisan or his / her authorised designee.

3. Samples shall be clearly labelled detailing, date, location and tank type and volume.

4. One sample to be supplied to the KwaZulu-Natal Departments Institutions Chief Artisan or his / her authorised designee.

5. Provide tank cleaning and fuel remediation services to the diesel tanks which will be remove/remediate the following:

a) Tank bottom debris

b) Free, Entrained and Emulsified water

c) Solid contaminants

d) Bio-film build-up / accumulation on tank walls and if applicable on baffles, supports

e) Remediation of the fuel to comply with SANS 342 (excluding Sulphur content compliance and raising of flashpoint levels)

f) The Contractor shall provide specification sheets of tank cleaning equipment to be utilised.

g) The Contractor shall provide a list of chemicals and dosage ratios to be used in the tank cleaning and fuel remediation process utilising the MSDS sheets.

Upon completion of the service:

- 1) Draw samples again as per items 1 to 4 above and provide a sample to KwaZulu-Natal Departments Institutions Chief Artisan or his / her authorised designee. The other, to be sent for SANS 342 laboratory analysis from a recognized laboratory.
- 2) The Contractor shall provide the name of the independently recognised test laboratory that shall be testing the diesel fuel samples.
- 3) Provide written confirmation of completion and successful remediation and cleaning per tank.
- 4) Record the volume of waste generated from each tank, remove from site and arrange for disposal at an accredited waste disposal facility.

RETURNABLE

- 5) Obtain departments duly appointed site representative signature on an appropriate document confirming the above per tank.
- 6) Provide an independent SANS 342 laboratory analysis from a recognized accredited laboratory confirming fuels remediation status per tank (excluding Sulphur content compliance and raising of flashpoint levels).
- 7) Provide a waste disposal certificate confirming waste has been received from an accredited waste disposal facility for such waste.

Confirmation of Compliance

I (full name) _____

Identity No. _____

Duly authorised to sign on behalf of (Company Name) _____

Company Reg. No. _____

Hereby confirm that I / we have read the requirements of this specification and will fully comply with this specification. I / we further confirm that I / we have the required technology and skills to perform the tasks.

Dated this _____ day of _____ 20 _____ at _____

Signature: _____

Witness:

Name : _____ Signature: _____

RETURNABLE

DIESEL FUEL TANK AD DIESEL FUEL CLEANING REGIME FOR IN-SITU STORAGE TANKS.

WORK METHOD STATEMENT

Upon arrival on site: Explain procedures to be followed.

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Drawing of diesel fuel sample: Explain procedures to be followed.

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Setting up and commencement of diesel fuel cleaning process: Explain the procedure to be followed.

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RETURNABLE

After completion of diesel fuel cleaning process: Explain the procedure to be followed.

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Signature of Contractor: _____

Name of Contractor: _____

Contractors Company Stamp:

Permission to Commence Work / Control Sheet Checklist

Items to confirm prior to issuing authorisation to commence with service

- 1) Tank cleaning equipment to be utilised conforms to the DOH Specification, Copies of Tank Cleaning Equipment Specification Sheets to be provided.
- 2) Service personnel's accreditation documentation.
- 3) Health & Safety File
- 4) Material Safety Data Sheets of Chemicals to be utilized.

Confirmation of Compliance

I (full name) _____ hereby

Confirm I have inspected the abovementioned equipment and documentation and confirm that it in compliance with the specification. The Contractor is hereby permitted to commence with the Scope of work as per Order No.: _____

Dated this _____ day of _____ 20____ at _____

Signature: _____

Emergency Power Generator Diesel Fuel Analysis Report

SANS 17025: 2005

Institution: _____
Tank type and Capacity: _____ (One report per tank)
Tank serial / Reference Number: _____

Name of Company conducting cleaning regime and collecting of samples: _____
Name of Technician: _____
Sample Date: _____
Received Date: _____
Reported Date: _____
Type of Sample Container used: _____
Volume of sample taken in ml: _____
Fuel Sample ID Code: _____

Name of Laboratory conducting testing regime: _____
SANAS Accreditation Number: _____
Name of Technician: _____
Sample Date: _____
Received Date: _____
Reported Date: _____

NOTE: One test analysis sheet to accompany each individual fuel sample.
Each test analysis sheet and fuel sample to have the same ID code.
Test results shall be returned to the relevant institution and a copy thereof supplied to the office of the Manager: KZN DoH Infrastructure Development prior to payment being made to the Service Provider.
Provide a certificate stipulating volumes of waste contaminant removed from each tank and a safe Disposal certificate from an accredited waste disposal facility for such waste. A copy thereof supplied to the Office of the Director – KZN Department of Health: Infrastructure Development – Maintenance and engineering sub directorate.

Test Results

Tests	Sample No:	SANS 342:2006 Specification		
	Results	Units	Limits	Comments
Density @ 20oC (ASTM D7042)*		Kg/L	0.800min	
Viscosity @ 40°C (ASTM D7042)*		Cst	2.2-5.3	
Flashpoint (ASTM D 93)*		Oc	55 min	
Water Content (ASTM D604)		%	0.05 max	
90% Recovery Temp. (ASTM D86)*		oC	362 max	
Total Contamination (IP40)*		Mg/Kg	24 max	
Sulphur (ASTM D4294)*		ppm	500 max	
Residue (ASTM D86)*		%		
Cetane Index (ASTM D976)*				
* Not an Accredited SANAS Method				

Visual Inspection / Additional Tests

	Unit	Result	Comments
Free water			
Colour			
Appearance			
Bacteria Content			
Total Acid Number	mgKOH/g		
IP Contamination			

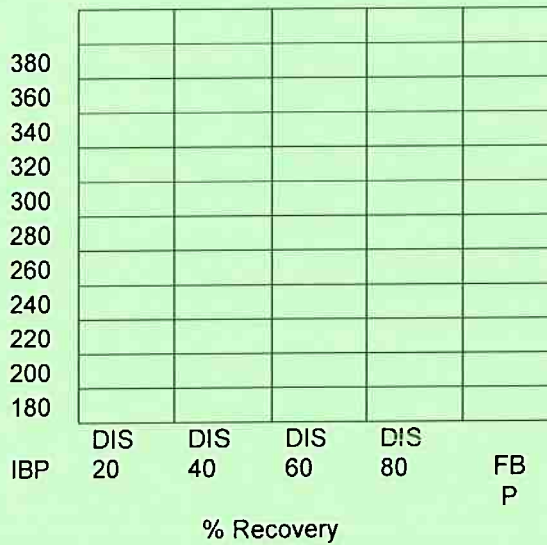
Distillation & Graph

Insert reading in relevant column on left and project values onto the graph on right

Distillation date

IBP	
10	
20	
30	
40	
50	
60	
70	
80	
90	
FBP	
Rec %	

Temperature °C



RESULT: PASS / FAIL (circle relevant item)

Name & Signature Date: _____

Laboratory Technician

Company Stamp

QUOTATION FORM

**ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE
REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL**

ALTERNATIVES

It is required that the Contractor's main offer be in accordance with the specification. However, should Contractors wish to make alternative offers these must only be made on this form or copies thereof as necessary.

Note that all of the information required in this document must be supplied for all alternative offers as well.

Where the Contractor does not wish to submit alternatives, the word "NIL" shall be inserted against each section and the page signed by the Contractor.

ALTERNATIVE NO

ALTERNATIVE PRICE
(IN WORDS)

DETAIL VARIATIONS FROM SPECIFICATION

DETAIL BENEFITS TO OWNER IN TERMS OF THE ALTERNATIVE OFFER

REMARKS

CONTRACTORS'S AUTHORISED SIGNATURE / FULL NAME AND ADDRESS OF FIRM

NAME IN BLOCK LETTERS _____
DATE _____

QUOTATION FORM

**ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE
REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL**

DEVIATIONS FROM SPECIFICATION

If the Contractor's main offer contains any deviations from the specification these deviations must be listed below:

Where no deviations from specification occur, the word "NIL" shall be entered under Deviation, and the page signed by the Contractor.

CLAUSE NO	DEVIATION

CONTRACTOR'S AUTHORISED SIGNATURE

FULL NAME AND ADDRESS OF FIRM:

NAME IN BLOCK LETTERS: _____

DATE: _____

**ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE
REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL**

SCHEDULE OF RATES

3.1 ITEMS AND PRICING

The Department reserves the right to place an order for any quantities of items included in the Schedules. The Schedule of Rates must also not be assumed to include and describe every detail of the supply requirement, but must be taken and read in conjunction with the other parts of the document. Thus the supplier shall not have claim for further payment in respect of any order which may be described or implied in the contract, although apparently no corresponding items are given in the Schedule of Rates. The supplier shall be deemed to have satisfied himself before quoting as to the correctness and sufficiency of his quote for the contract and of the rates and prices stated in the Schedule of Rates.

3.2 TAX AND DUTIES

Prices, quoted and paid, must include all customs, excise and import duties, and any other tariffs or taxes levied by the government or statutory body having jurisdiction on the goods provided under this contract, **including Value Added Tax (applicable to the current rate).**

3.3 RATES

Except where provision is made in the Schedule of Rates, the rates and prices inserted shall be the full rates and prices for the service delivered described under the respective items and shall cover all labour, transport, overhead charges and profit, etc. as well as the general liabilities, obligations and risks arising out of the Conditions of Contract, the overhead charges and profit being spread proportionately over the rates of the relative items in the Schedule of Rates.

SCHEDULE OF RATES

WORK TO BE DONE AND SCHEDULE OF PRICES:

Item	DESCRIPTION: ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<p>NOTES: All items to be priced fully inclusive of all charges: e.g. labour, plant, profit, etc., but excluding Value Added Tax. The Administration reserves the right to negotiate prices in the Bill of Quantities. All materials used in this contract shall be that which is specified, or other approved by the Department of Health.</p> <p>Contractors are advised to visit site to acquaint themselves with the site and the layout of the institution as no claims on the grounds of ignorance of the locality/siting of the institution will be entertained later.</p> <p>Contractors are informed that living on the institutions premises during the contract is not allowed and arrangements for accommodation will have to be allowed for.</p>						
	INSTITUTION: VYHEID HOSPITAL ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VYHEID HOSPITAL						
1)	MAIN PLANT ROOM 1100 KVA		01				
2)	SOUTH WARD BLOCK 500KVA		01				
3)	REPLACE OIL MANUAL DRAIN PUMP		01				
04)	REPLACE WATER DRAIN VALVE GEN 1&2		02				
05)	REPLACE DIESEL PUMP LEAKING SEAL AT BASEMENT		01				
06)	REPLACE EMERSION HEATER UNITS						
07)	REPLACE CIRCULTING PUMPS		01				
08)	REPLACE DIESEL GAUGE HIGH AND LOW(FLOAT SWITCH)		01				
09)	REPLACE DRAIN VALVE FOR COMPRESSED AIR ENGINE STARTER GEN 1&2		02				
10)	DIESEL CLEANING OF DAY TANKS AND BULK TANKS		ITEM				
11)	Diesel Bulk Tank 23 000 litres Outside the plant under ground		01				
12)	Diesel Bulk Tank 2 250 litres inside generator plant		01				
13)	Replace injectors, O-ring seals at Nurses home Gen set	set	6				
14)	SAFETY FILE		01				
Carried To Collection Summary		PS 1			R		



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

COLLECTION SUMMARY

INSTITUTION: VYHEID DISTRICT HOSPITAL

PROJECT DESCRIPTION: ANNUAL SERVICES AND REPAIRS TO EMERGENCY POWER SUPPLY GENERATORS & THE REMEDIAL ACTION FOR DIESEL FUEL TANKS AT VYHEID HOSPITAL

NOTE:

THIS COLLECTION SUMMARY MUST BE COMPLETED IN FULL BY THE CONTRACTOR AND RETURNED TOGETHER WITH THE QUOTATION FORM.

Collection Summary PS 1	R	
<u>SUB-TOTAL: CARRIED TO QUOTATION FORM</u>	R	

IMPORTANT

THIS FORM IS ONLY TO BE INCLUDED AND COMPLETED WHEN APPLICABLE TO THE QUOTATION.



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

OFFICIAL BRIEFING SESSION / SITE INSPECTION CERTIFICATE

Site/building/institution involved: **VRYHEID DISTRICT HOSPITAL**

Quotation No.:

Service: **ANNUAL SERVICES AND REPAIRS TO EMERGENCY
POWER SUPPLY GENERATORS & THE REMEDIAL ACTION
FOR DIESEL FUEL TANKS AT VRYHEID HOSPITAL**

THIS IS TO CERTIFY THAT..... OF (STATE NAME OF TENDERER)
..... VISITED AND INSPECTED THE SITE ON
..... (DATE) AND IS THEREFORE FAMILIAR WITH THE CIRCUMSTANCES AND
THE SCOPE OF THE SERVICE TO BE RENDERED.

.....
SIGNATURE OF TENDERER OR AUTHORISED REPRESENTATIVE

DATE:.....

.....
SIGNATURE OF DEPARTMENTAL REPRESENTATIVE

DEPARTMENTAL STAMP:

DATE:.....