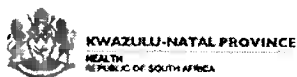


SharePoint

Sikithi Siphon - ?



KZN HEALTH **KZN Health Intranet**

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KZN Health > Components > Supply Chain Management

**AdvertQuote**



**Quotation Advert**

Opening Date: 2021-08-24  
 Closing Date: 2021-09-07  
 Closing Time: 11:00

**INSTITUTION DETAILS**

Institution Name: Grey's hospital  
 Province: KwaZulu-Natal  
 Department or Entity: Department of Health  
 Division or section: Central Supply Chain Management  
 Place where goods / services is required: Greys Hospital  
 Date Submitted: 2021-08-24

**ITEM CATEGORY AND DETAILS**

Quotation Number: ZNQ: GRS 1370/08/21  
 Item Category: Services  
 Item Description: Remove old metal tray ceilings, hangers & old light fittings in Ward A1 passage, the nurses station and the two ablutions, Supply all materials and install new suspended ceiling & 3x40w recessed parabolic light fittings for LED, 1200X600mm (AS PER SPECIFICATION ATTACHED)  
 Quantity (if supplies): Ward A1

**COMPULSORY BRIEFING SESSION / SITE VISIT**

Select Type: Compulsory Site Visit  
 Date: 2021-08-30  
 Time: 10:00  
 Venue: Maintenance Department

QUOTES CAN BE COLLECTED FROM: Departmental website  
 QUOTES SHOULD BE DELIVERED TO: Greys Hospital Tender Box

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

Name: Siphon Sikithi  
 Email: No Email  
 Contact Number: 033 897 3492  
 Finance Manager Name: Mrs. B.G Anderson  
 Finance Manager Signature:

No late quotes will be considered

GRS 1370/08/21



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

201 Townbush Road, Northern park, Pietermaritzburg, 3201  
Private bag X9001, Pietermaritzburg, 3200  
Tel: 033 897 3476 Fax: 033 897 3716 Email:  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

DIRECTORATE:  
GREY'S HOSPITAL  
MAINTENANCE  
DEPARTMENT

**REMOVE OLD METAL TRAY CEILINGS, HANGERS & OLD LIGHT FITTINGS IN WARD A1 PASSAGE, THE NURSES STATION AND THE TWO ABLUTIONS. SUPPLY ALL MATERIALS AND INSTALL NEW SUSPENDED CEILING & 3x40W RECESSED PARABOLIC LIGHT FITTINGS FOR LED, 1200x600mm AS PER SPECIFICATIONS AT GREY'S 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.: Nil

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

EIGHT (8) Weeks as the Contract Period for the completion of the Structural Work from date of Site handover.

1.3.2 CONTRACT GUARANTEE:

The successful Tenderer will 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.

1.3.4 SITE AND MODE OF PROCEDURE

1.3.5 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.

Fighting Disease, Fighting Poverty, Giving Hope

**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.*

### 1.3.5 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.

Copies of the KZNPA Standard Preambles to all Trades and the KZNPA General Electrical Specification are available at the office of the Superintendent – General for Health – KwaZulu-Natal and can be obtained on request.

### 1.3.6 CERTIFICATE OF COMPLIANCE

On completion of the service, a copy of the "Certificate of Compliance for Electrical Installation" must be submitted to the office of the Superintendent –General for Health: KwaZulu-Natal.

### 1.3.7 NOTE

On completion of the service, when the contractor hands in the invoice, it MUST be accompanied with the completed EPWP forms. Failing this the invoice will not be processed for payment.

## 2. SCOPE OF WORK

Remove old metal tray ceilings, hangers and old light fittings in Ward A1 passage, Nurses station and the two ablutions. Supply all materials and install new suspended ceiling and new 3x40W Recessed Parabolic light fittings for LED, 1200x600mm, 2year warranty and all accessories required for the total installation and including all labour and leaving in service condition to the satisfaction of the Secretary for Health: KwaZulu-Natal.

### The work comprises of:

- Supply, install ALL new, 3x40W Recessed Parabolic light fittings for LED, 1200x600mm, 2year warranty and light covers (Main entrance, main passage, UPS passage, X-Ray passage, sluice room, cleaner's room, store room, Nursing station tea lounge, OM office, Kitchen, call-room and cleaning store room & toilets.
  - ❖ Passage 12 x LED fittings and LED tubes (size: 600 x 1200mm)
  - ❖ Toilets 8 x LED fittings and LED tubes (size: 600 x 1200mm)
  - ❖ Kitchen 1 x LED fittings and LED tubes (size: 600 x 1200mm)
  - ❖ Nurses station 2 x LED fittings and LED tubes (size: 600 x 1200mm)
  - ❖ Counselling rooms 1 x LED fittings and LED tubes (size: 600 x 1200mm)
- a) Suspended ceiling boards are to be vinyl covered fibre cement 1200 x 600 x 6mm boards and inclusive of their component parts must be of sufficient strength to perform the function for which they are to be used.
- b) Manufactured from best quality materials and conform to the requirements of the fire master.
- c) The exposed surface of all ceiling panels and supporting members are to be uniform in colour and free from surface blemishes. All new suspended ceilings are to shadow line.
- d) Hangers are to be galvanized and are to be at maximum 1.2 metres to meet the requirements of the specifications, each with one end fixed to the suspension grid main bearers and other end fitted with suitable galvanized straps to the roof structure.
- e) Fixing points must be agreed to by the department before any power short fixings are made.
- f) Hangers must not be suspended from air conditioning ducts.
- g) Hangers to be provided at all four corners of recessed lights fittings.



- h) Component parts and fixings other than aluminum must be non-corrosive and able to withstand atmospheric pollution.
  - i) Surfaces of aluminum which are in contact with other materials when fixed particularly ferrous metals are to be suitably insulated to prevent electrolytic corrosion.
  - j) All work is to be executed by specialists in accordance with manufactures instructions and to the approval of the department.
  - k) Rates for ceilings are to include for hangers suspension systems, ceiling panels for constructing the ceiling in a manner suitable for carrying air conditioning diffusers and a light fitting in positions required for setting out the ceilings to layouts approved by the department for all non-standard size panels, for modifications to standard suspension systems as necessary to work around air conditioning ducts, pipes or light fittings for all necessary square cutting and waste notching and fitting around projections, columns etc.
  - l) All old light fittings to be removed from ablutions and passage.
  - m) New light fittings 3x40W Recessed Parabolic light fittings for LED, 1200x600mm, 2year warranty
  - n) New lights fittings in ablutions to be fitted in approximately in the same position as the old fittings (toilet seats with covers).
  - o) The passage light fittings must be in the centre of the passage and two above the nurse station.
  - p) The contractor must do all the electrical connections and testing of all the lights.
- **Contractor bidding - must be their core business (Electrical).**
  - **Artisans must be qualified Electricians – submit Trade Test Certificates.**
  - **Provide proof / completion certificates of previous work similar to requested.**

**NOTE: CONTRACTORS TO OFFER A CREDIT FOR ALL THE OLD STEEL CEILING TRAYS AND OLD LIGHT FITTINGS. IT WILL BE THE CONTRACTORS RESPONSIBILITY TO REMOVE THESE MATERIALS FROM THE SITE ONCE THE CREDIT HAS BEEN PAID. THE SITE MUST BE LEFT CLEAN AND TIDY.**



**QUOTATION FORM**

**REMOVE OLD METAL TRAY CEILINGS, HANGERS & OLD LIGHT FITTINGS IN WARD A1 PASSAGE, THE NURSES STATION AND THE TWO ABLUTIONS. SUPPLY ALL MATERIALS AND INSTALL NEW SUSPENDED CEILING & 3x40W RECESSED PARABOLIC LIGHT FITTINGS FOR LED, 1200x600mm AS PER SPECIFICATIONS AT GREY'S 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**

**REMOVE OLD METAL TRAY CEILINGS, HANGERS & OLD LIGHT FITTINGS IN WARD A1 PASSAGE, THE NURSES STATION AND THE TWO ABLUTIONS. SUPPLY ALL MATERIALS AND INSTALL NEW SUSPENDED CEILING & 3x40W RECESSED PARABOLIC LIGHT FITTINGS FOR LED, 1200x600mm AS PER SPECIFICATIONS AT GREY'S 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: \_\_\_\_\_



**PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH**

**REMOVE OLD METAL TRAY CEILINGS, HANGERS & OLD LIGHT FITTINGS IN WARD A1 PASSAGE,  
THE NURSES STATION AND THE TWO ABLUTIONS. SUPPLY ALL MATERIALS AND INSTALL NEW  
SUSPENDED CEILING & 3x40W RECESSED PARABOLIC LIGHT FITTINGS FOR LED, 1200x600mm  
AS PER SPECIFICATIONS AT GREY'S 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	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<b>REPLACEMENT OF METAL TRAY CEILINGS AND LIGHT FITTINGS AT WARD A1</b>						
	<b><u>BILL NO.1 SUSPENDED CEILINGS</u></b>						
	<u>6mm fibre-cement ceiling tiles size 600 x 1200mm with square edge and white vinyl face covering layed on white pre-painted exposed T 15 Tee suspension system including galvanised main Tees, cross Tees, hold down clips, wedges, reinforcement splines, etc all suspended with galvanised hangers at centres not exceeding 1200mm</u>						
1.	Allow for removal of existing metal tray ceilings	M <sup>2</sup>	220				
2.	Supply and install new suspended ceiling	M <sup>2</sup>	220				
	<b><u>BILL NO.2 LIGHT FITTINGS</u></b>						
	<u>3x40W Recessed Parabolic light fittings for LED, 1200x600mm, 2year warranty</u>						
	<u>3x18W Recessed Parabolic light fittings for LED, 600x600mm, 2year warranty</u>						
3.	Allow for removal of existing light fittings	No.	53				
4.	Supply and install new 3x40W, 1200x600mm LED light fittings	No.	20				
5.	Supply and install new 40W, 1200mm LED tubes	No.	60				
6.	Supply and install new 3x18W, 600x600mm LED light fittings	No.	06				
7.	Supply and install new 18W, 600mm LED tubes	No.	18				
8.	Supply electrical certificate of compliance	No.	01				
9.	Safety Plan & LETTER OF GOOD STANDING	No.	01				
	<b>SUBTOTAL</b>				R		
	<b>LESS CREDIT FOR ITEMS RECOVERED ON SITE</b>				R		
	<b>Carried To Collection Summary</b>					R	
	<b>PS 1</b>						



**COLLECTION SUMMARY**

INSTITUTION: GREYS HOSPITAL

PROJECT DESCRIPTION: REMOVE OLD METAL TRAY CEILINGS, HANGERS & OLD LIGHT FITTINGS IN WARD A1 PASSAGE, THE NURSES STATION AND THE TWO ABLUTIONS. SUPPLY ALL MATERIALS AND INSTALL NEW SUSPENDED CEILING & 3x40W RECESSED PARABOLIC LIGHT FITTINGS FOR LED, 1200x600mm AS PER SPECIFICATIONS AT GREY'S 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	
<b><u>SUB-TOTAL:</u> CARRIED TO QUOTATION FORM</b>	R	

**IMPORTANT**

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

**OFFICIAL BRIEFING SESSION / SITE INSPECTION CERTIFICATE**

Site/building/institution involved: GREY'S HOSPITAL

Quotation No.:

Service:

REMOVE OLD METAL TRAY CEILINGS, HANGERS & OLD LIGHT FITTINGS IN WARD A1 PASSAGE, THE NURSES STATION AND THE TWO ABLUTIONS. SUPPLY ALL MATERIALS AND INSTALL NEW SUSPENDED CEILING & 3x40W RECESSED PARABOLIC LIGHT FITTINGS FOR LED, 1200x600mm AS PER SPECIFICATIONS AT GREY'S HOSPITAL

THIS IS TO CERTIFY THAT..... OF (STATE NAME OF TENDERER)..... VISITED AND INSPECTED THE SITE ON..... (DATE) AND THEREFORE IS 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: .....

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: Grey's Hospital
DATE ADVERTISED:
PHYSICAL ADDRESS: Townbush Road Pietermaritzburg, Email: greyshospital.SCMBuyingoffice@kznhealth.gov.za

ZNQ NUMBER: CLOSING DATE: CLOSING TIME: 11:00

DESCRIPTION:

CONTRACT PERIOD: VALIDITY PERIOD 60 Days

SARS PIN:

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO. [Grid]

UNIQUE REGISTRATION REFERENCE [Grid]

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)
GREY'S HOSPITAL
201Townbush Road,Northern Park Suburb, Pietermaritzburg 3201

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
TELEPHONE NUMBER CODE.....NUMBER..... FACSIMILE NUMBER CODE .....NUMBER.....
CELLPHONE NUMBER
E-MAIL ADDRESS

VAT REGISTRATION NUMBER (If VAT vendor)

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) [YES] [NO]

IF YES, WHO WAS THE CERTIFICATE ISSUED BY? [TICK APPLICABLE BOX]

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)
A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS);
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]



**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 <sup>2</sup> ):..... | 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.
- 2.8. Are you or any person connected with the bidder presently employed by the state? [TICK APPLICABLE]  

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
-----	----

*(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.)*

- 2.8.2.1. If yes, did you attach proof of such authority to the quote document?  

YES	NO
-----	----
- 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
----------------	-----------	----------	------

<sup>1</sup>"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>2</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  take place
- (ii) Date \_\_\_/\_\_\_/\_\_\_ Time \_\_\_:\_\_\_ Place \_\_\_\_\_

Institution Stamp:	Institution Site Inspection / 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** (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:

	POINTS
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"/>
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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"/>
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Designated Group: An EME or QSE which is at least 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>
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<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>
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