

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT OVER R30 000.00
YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: ST. AIDANS HOSPITAL
DATE ADVERTISED: 27/05/2021 CLOSING DATE: 04/06/2021 CLOSING TIME: 11:00
FACSIMILE NUMBER: N/A E-MAIL ADDRESS: staidans.scmadmin@kznhealth.gov.za
PHYSICAL ADDRESS: 33 ML-SULTAN ROAD, DURBAN, 4001
OTA con/ot
ZNQ NUMBER: STA 008/21
DESCRIPTION: Repairs to ceilings in various areas
CONTRACT PERIOD Once off (if applicable) VALIDITY PERIOD 60 Days SARS PIN
CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.
UNIQUE REGISTRATION REFERENCE
(ii iii =
DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)
ST. AIDANS HOSPITAL
33 ML SULTAN ROAD, DURBAN, 4001
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 PREFERENTIA PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIA 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 CODENUMBER FACSIMILE NUMBER CODENUMBER
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

[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]

		R				
Item No	Quantity	Description	Brand &	Country of	Price	
		Repairs to ceilings in various areas , as per specification	model	manufacture	R	C
						#
						1
						#
						1
						#
						#
						1
						#
						1
						#
						+

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

Enquiries regarding the quote may be directed to	Enquiries	regarding	the	auote	mav	be	directed	to
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Contact Person: Mrs. N. P. Zuma Tel: 031-3142376

E-Mail Address: ntombikavise.zuma@kznhealth.ca

Enquiries regarding technical information may be directed to:

Contact Person: Mr N Mohamed Tel: 031-3142271

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

any municipality or municipal entity;

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 a	bove, the following questionnain	e must be	completed and submit	ted with the quote.		
2.2.	Identity Number: Position occupied in the Com	ntative npany (director, trustee, shareho	2.5. older²):2.6.	Tax Reference Numb	per:		
2.7.	The names of all directors / t	trustees / shareholders / memb nust be indicated in paragraph	ers, their in	dividual identity number	ers, tax reference numb	pers and, if	applicable
2.8.	Are you or any person conne	ected with the bidder presently e	employed b	v the state?	[IICr	APPLICA YES	NO
2.8.	i.If so, furnish the following pa	rticulars:	•	•		<u> </u>	
	Name of person / director / tru	istee / shareholder/ member:	4 4 - 1b - 1-2	44		• • • • • • • • • • • • • • • • • • • •	
	Position occupied in the state	nich you or the person connecte institution:	a to the bi	der is employed:			•••••
2.8.2	2. If you are presently employ	ed by the state, did you obtain	the appror	Any other particula oriate authority to under	alstake remunerative wo	k outsido o	mnlovmer
	in the public sector?				rtake remunerative wor	YES	NO
2.8.2	2.1. If yes, did you attach pro-	of of such authority to the quote	document	?		[IES]	INO
(Note: 1	ailure to submit proof of such	authority, where applicable, ma	y result in	the disqualification of t	he quote.)		
2.8.2		asons for non-submission of suc	th proof:				
2.0.	state in the previous twelve n	ny of the company's directors /	trustees /	snarenoiders / member	rs or their spouses con-		
2.9.1						YES	NO
2.10	. Do you, or any person conne	cted with the bidder, have any r	elationship	(family, friend, other)	with a person employed	d by the sta	te and wh
	may be involved with the eva	lluation and or adjudication of th	is quote?			YES	NO
2.10	1. If so, furnish particulars:	and an all the later to the lat					
2.11	. Are you, or any person conne . employed by the state who m	ected with the bidder, aware of a pay be involved with the evaluat	iny relation	ship (family, friend, oth	ier) between any other l		
2.11	1. If so, furnish particulars:		ion and or	adjudication of this que	ne?	YES	NO
2.12	Do you or any of the directors	/ trustees / shareholders / mem	bers of the	company have any int	erest in any other relate	ed compani	es whethe
	or not they are bidding for this	s contract?				YES	NO
2.12	1. If so, furnish particulars:		· • • • • • • • • • • • • • • • • • • •				
3. NB:	The Department Of Health wi to ensure that their details ar	stees / members / shareholde Il validate details of directors / e up-to-date and verified on CS d over as non-compliant accord	trustees and D. If the D	epartment cannot valid	date the information of	uppliers' re on CSD, the	sponsibilit e quote wi
4	DECLARATION						
I, TI FUR	IE UNDERSIGNED (NAM NISHED IN PARAGRAPI	ИЕ) HS 2.	• • • • • • • • • • • • • • • • • • • •		CERTIFY THAT TH	E INFORI	MATION
I AC PRC	CEPT THAT THE STATE VE TO BE FALSE.	E MAY REJECT THE QUO	ΓE OR A	CT AGAINST ME S	HOULD THIS DEC	LARATIO	ON
	e of bidder	Signature		osition	Date	,	
1"State	" means –						
a)	any national or provincial department constitutional institution within the m Act, 1999 (Act No. 1 of 1999);	ent, national or provincial public entit eaning of the Public Finance Manager	y or c) nent d) e)	provincial legislature; national Assembly or the na Parliament.	ational Council of provinces;	or	

^{2&}quot;Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

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.

- 5.5. No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.
- 5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

6. SAMPLES

- 6.1. 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.
- 6.2. 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.

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

7.1.	Bidders who fail to attend the compulsory meeting will be disqua	lified from the eval	uation process.
(i) (ii)	The institution has determined that a compulsory site meeting Date 05/31/21 Time 10 :00 Place St. Aio	YES ans Hospita	ke place
Instit	ution Stamp:	Institution Site Ins	spection / briefing session Official
		Full Name:	
		Signature:	

8. STATEMENT OF SUPPLIES AND SERVICES

8.1. 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.

Date:

9. SUBMISSION AND COMPLETION OF SBD 6.1

9.1. 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.

10. TAX COMPLIANCE REQUIREMENTS

- 10.1. 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.
- 10.2. 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.

11. TAX INVOICE

- 11.1. 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.

12. PATENT RIGHTS

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.

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

- 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:
 - 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:

$$Ps = 80 \left(1 - \frac{Pt - P\min}{P\min}\right)$$
 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 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 7.1 Will any portion of the contract be sub-contracted? 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 Progressions 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE
Black people		1
Black people who are with		
Black eo le who are women		
Black eo le with disabilities		
Black eo le livin in rural or underdevelo d areas or townships		
Cooperative owned by black reorde		
Black e le who are milita veterans		
OR		
Any EME		
Any QSE		

9.	DECLAF	RATION WITH REGARD TO COMPANY/FIRM	А					
9.1	Name	of company/firm:						
9.2	VAT re	egistration number:						
9.3	Compa	any registration number:						
9.4	TYPE	OF COMPANY/ FIRM [TICK APPLICABLE BO	oxj					
	_ _ _ _	Partnership/Joint Venture / Consortium One person business/sole propriety Close corporation Company (Pty) Limited						
9.5		RIBE PRINCIPAL BUSINESS ACTIVITIES						
9.6		YANY CLASSIFICATION [TICK APPLICABLE I						
		Manufacturer Supplier Professional service provider Other service providers, e.g. transporter, etc.						
9.7	Total n	number of years the company/firm has been in	business:					
9.8	the B-I	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) T	he information furnished is true and correct;						
	ii) T	he preference points claimed are in accordance	ce 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 contra be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;							
	iv) If h	the B-BBEE status level of contributor has bee ave not been fulfilled, the purchaser may, in ac	en claimed or obtained on a fraudulent basis or any of the conditions of contract ddition to any other remedy it may have –					
	(a)	disqualify the person from the bidding proce	ess;					
	(b)	recover costs, losses or damages it has incu	urred or suffered as a result of that person's conduct;					
	(c)	cancel the contract and claim any damages arrangements due to such cancellation;	s which it has suffered as a result of having to make less favourable					
	(d)	who acted on a fraudulent basis, be restricted	s shareholders and directors, or only the shareholders and directors ed by the National Treasury from obtaining business from any organ s, after the audi alteram partem (hear the other side) rule has been					
	(e)	forward the matter for criminal prosecution.						
	WITN	ESSES	SIGNATI IDE(S) OF BIDDERG(S)					
	1		SIGNATURE(S) OF BIDDERS(S) DATE:					
	2		ADDRESS					



END-USER SPECIFICATION FORM

Qu	.⊮ ote Number:		
lte	m Description:	REPAIRS TO IDENTIFIED O	CEILINGS.
De	partment/Section:	Hospital General.	Purpose of Item: Hospital General Maintenance.
1.	Pre-qualification of	riteria if any:	
		quired to have a regulatory certification required if Y	body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)? Yes / No: es: CIDB: GB.
	1.2. Is a compulso	ry site inspection / briefin	g session required? Yes / No
	if Yes, specify: Date	Time	: Place: ST AIDANS HOSPITAL
	1.3. Is local produ	ction and content part of t	the quote? Yes / No
	if Yes, specify: Yes-A	Available local spares.	
	1.4. Provisions of	section 4(1)(a) of the PPP	FA Regulations,2017 if applicable? Yes / No
	if Yes, specify:	· ·	
	1.5. Liability Cove	r insurance? Yes / No	

2. What is the specification of the required item?

Yes: All materials used and workmanship related items must carry a one year Guarantee.

		Comment yes/no.
Ť	1. Bidders must note that answers must be provided to every technical (technical specification) requirement in	
	this Quotation Specification example YES or NO and where there are deviations, these deviations must be	
	clearly specified. The space provided under "Bidder' s Comments" for each clause must be used for this	
	purpose. Bidders who neglect to provide answers to every technical (technical specification) requirement in this	
	Quotation Specification will be disqualified. Bidders must note that abbreviated answers e.g. N/A etc. will not be	
	accepted.	
	Bidders must also note that no part of any technical (technical specification) in this Bid Specification may be	
	altered. Where there are traces of alterations found to the technical specification in this document during the	
	evaluation, the Evaluation Committee will reserve the right to disqualify the bidder. The use of correcting	
	fluid/tippex will disqualify the quotation. THIS DOCUMENT CANNOT BE RE-TYPED.	
Ť	Compulsory Site Meeting: YES-ONLY QUOTATION DOCUMENTS AND REGISTERS STAMPED AND SIGNED	
	ON THE DAY OF THE SITE MEETING WILL BE CONSIDERED.	
Ī	COMPULSORY: CIDB RATING: GB.	
Ī	Only businesses in the required industrial sector relevant to the quote will be considered. Awards will be made in	
	terms of companies core business operations.	
	TECHNICAL SPECIFICATION:	
	Repair the ceiling in the following areas:	
	1. 3 rd floor passage stairwell.	
	2. 3 rd floor male change room	
	3. 3 rd floor female change room.	
	4. 3 rd floor filing room.	
	5. 3 rd floor store room.	
	6. first floor-near lift.	
	7. Lift motor room-kitchen.	
	8. Theatre lift motor room.	
	9. CSSD and Autoclave plantroom.	
	10. HD –remove old air con unit and repair ceiling.	
	11. Old High care ward.	
	12. Rooms 201 to 209.	
	13. M7.	
	14. S1.	
	15. Theatre.	
	16. Patient Admin.	
	17. Plastics clinic.	
	18. Uro clinic.	

Name of End-user (in full)	N. MOITOMED	Name of SCM Rep (in full)	-
Designation / Rank (in full)	CHIE ABERTY	Designation/ Rank (in full)	11 - 11
Signature	1) () () ()	Signature	
Date	04/01/2011.	Date	



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Decommission and safely dispose of all items/rubble removed according to all municipal by-laws.

All items to be similar to existing, unless otherwise specified.

All walls to be painted with undercoat and two coats of Dulux pearlglo-Whipped Butter.

All ceiling to be painted with brilliant white sabs low sheen paint.

Please note all measurements are approximate.

The above to include all accessories. Paint, tile and make good all areas.

All materials used and workmanship related items must carry a one year Guarantee.

- · Maintenance of this installation, for the Duration of the one year guarantee is the service provider's responsibility
- The service provider is to provide all compulsory guarantee, certificates, user manuals, and service and maintenance requirements on completion of the installation to the maintenance Manager.
 The doors are to be designed for concealed hinging.
- 5.2. All work must be carried out during normal working hours. Qualified Technicians will perform all work and reasonable care will be taken by the contractor as per the OHS Act 85 of 1993 and the terms and conditions of this contract.
- 5.3. Complete services with Safety certification, labelling etc. and service guarantees. To include all inspection reports as per the Occupational Health and Safety Act 85 of 1993 and the terms and conditions of the contract.
- 5.4. To perform the work required in terms of this contract during normal working hours except in the case of an emergency.
- 5.5. To allow for Contractor inspections by an inspector from the Department of Labour, workmen, lights, tools, instruments and other equipment required by the inspector for the purpose of the inspection.
- 5.6. To allow for any additional inspections called for by DOH and OHSA. (Occupational Health and Safety Act) 85, of 1993 this mandatory requirement will form part of this contract. State if your company offers random OHSA. inspections as part of your service offer to the Department at no charge.
- 5.7. AFTER SERVICE REMEDIAL WORK / REPAIRS / REPLACEMENTS Contractor is required to submit a detailed report to the Maintenance Manager on completion of service. Repairs are undertaken through formal authority (order number). No repairs to be under taken without prior authority. All after service remedial work follows the process listed in Point 5.11.below.
- 5.8. CALL OUT FOR BREAKDOWN/S and REPAIR/S To have available within business hours and all repair work to be under taken by a qualified technician at all times..
- 5.9. Unforeseen or Emergency Breakdown/s and Repair/s:

To repair and replace any part of the existing components, when such replacement or repair has been occasioned by fair wear and tear and in the Contractor's opinion is essential for the safe functioning of the installed and overhauled components. All identified replacement/s or repair/s and down time to be detailed in a report and handed to the maintenance manager. The following compulsory documentation will be required for all repairs before commencing with such repair/s:

- Detailed Report
- Compulsory Official Price Quotation Price Page Form 8
- Compulsory SBD4 Form
- Compulsory Bill of Quantities Form
- Job card, safety certification and completion certificate
- Proof of guarantees pertaining to workmanship, materials and parts
- 5.10. Contractor must supply all user manuals and service manuals or guides on in house maintenance if required and all relevant information with regard to service intervals to be handed to maintenance manager. 5.11. Quoted Price must be held firm for the duration of the contract. It is the Contractor's responsibility to take a forward cover for any future increase in charges, taxes, duty etc. that maybe imposed on the Contractor in respect of servicing, materials and parts.
- 5.12. NO SUB CONTRACTING WILL BE ALLOWED FOR THIS CONTRACT. ONLY COMPANIES SPECIALISING IN THIS FIELD WILL BE CONSIDERED.
- ONLY OFFICIALLY AUTHORIZED PERSON/S RELATED TO THE ABOVE SERVICE WILL BE GRANTED ACCESS INTO THE INSTITUTION, FOR THE DURATION OF THE CONTRACT.
- 6. GENERAL TERMS AND CONDITIONS.
 - 6.1 The Contractor to commence work on receipt of order or prior arrangement. Contractor to ensure he/she informs the Maintenance Manager of planned services to be provided, with approximate down time. There after fixed dates and times must be communicated to the Maintenance Manager. Only the authorised person/s will be



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permitted on site for the duration of this contract.

- 6.2 Contractors to work within normal working hour's i.e. 07H00 to 15H30, unless prior arrangements have been agreed on and authorized for afterhours work on site. Entrance and exit for authorized afterhours work the Contractor must at all times' report to and sign in and out with the Security Supervisor on site.
- 6.3 The contractor and contractor's employees are required to report to the Maintenance Supervisor or Official in Charge upon arrival and prior to departure from the institution.
- 6.4 Compulsory: Signing in and out in the Contractors Register. The Register must be signed by all contractors staff om site, individually.(Company name, Contractor personnel/staff with title/designation as per page 3 of the BILL OF QUANTITIES Document).
- 6.5 Compulsory compliance to the OHS ACT 85 of 1993, National Building Regulations & the institution agreed on terms for the duration of the contract.
- 6.6 The Contractor will ensure the area/s where the contract is under way, the area/s closest to and within this area is always kept clean and safe for all persons. Ensure proper visible signage is in place indicating restricted areas is in place for the duration of the work in progress and removed on completion of the contract.
- 6.7 Handing over certificate, Safety Certificates, invoice/s, and job card will ONLY be accepted, once the site is cleared of all rubble/debris/unwanted scrap, under the supervision of the maintenance manager. No scrap metal or redundant parts, materials, equipment or plant to be removed off site without prior written authority from the Systems Manager.
- 6.8 The contractor shall make timeous arrangements with the maintenance manager to inspect all work carried out on the project prior to departure off site.
- 6.9 Should any part of the complete works perform unsatisfactorily, so as to become detrimental to its functional use, the contractor shall replace any such part, or the complete works, with equipment as prescribed by the institution without delay at his/her own cost. Any damages caused to the building, plant or working area due to contractor negligence, will be repaired at the contractor's cost before the end of the contract or the costs will be deducted from the final invoice of the current work in progress,
- 6.10 Failure to comply with the contract will result in penalties being levied as per the general conditions on the quotation price page ~ FORM 8.
- 6.11 The contractor shall submit his/her final invoice only after all work is satisfied as per the technical specification of the contract, together with all written guarantees not less than 12 months, safety & completion certificates, written reports if required and signed off job card. Together with the required instruction manuals, service intervals and written maintenance advice on the internal up keep of the equipment.
- 6.12 All work carried out must be to the satisfaction of the Maintenance Manager / Systems Manager or an Engineer requested by the Department's to endorse such work carried out. The Department reserves the right to consult or confirm all work undertaken by the awarded Contractor.

3.	Doe	Ooes a sample need to be submitted? Yes / No(select option 3.1 or 3.2)				
	3.1.	Deadline for submission if Yes: Date Time:Place				
or						
	3.2.	Specify that samples must be made available when requested in writing. Yes or No				

4. Penalties to be noted by the suppliers:

4.1. 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.

5. What is the evaluation criteria / special terms and conditions to be advertised?

List evaluation criteria / special terms and conditions to be advertised (if applicable)			
1.	Pre-qualification criteria	Does the offer meet the pre-qualification criteria?	
2.	Administrative	Does the offer comply to stipulated administrative requirements?	
3.	Conformance:	Was the product made or service performed to specifications?	
4.	Performance:	Will/does the product/service fulfil its performance obligation, in a manner that releases the supplier from all liabilities under the contract?	
5.	Features:	What characteristics does the product or service have?	
6.	Reliability:	How long can a product go between failures and the need for maintenance? (guarantee)	
7.	Durability:	What is the useful life for the product? How will the product hold up under extended use?	



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1	Serviceability:	How easy is it to repair, maintain or support the product or service? (customer support)	
9.		The ability and capacity of the vendor to execute the contract	
10.	Preference points	Preferential Procurement System (80/20) if applicable	

Name of End User(in Full)	Name of SCM rep(in Full)	
Designation	Designation/rank(in Full)	
Signature	Signature	
Date	Date	