



#### **Quotation Advert**

| REPUBLIC OF SOUTH APPRICA                | Quotationnavert  |
|--|--|
| Opening Date:                            | OZ 11/ 702+ "=   |
| Closing Date:                            | 64/11/2021   |
| Closing Time:                            | 11:00  |
| INSTITUTION DETAILS                      |  |
| Institution Name:                        | Select Hlergisizes CHC EV  |
| Province:                                | KwsZulu-Natal  |
| Department or Entity:                    | Department of Health   |
| Division or section:                     | Central Supply Chain Management  |
| Place where goods I services is required | Allengisms CM 4 Clinic   |
| Date Submitted                           | 02/11/2021   |
| ITEM CATEGORY AND DETAILS                | ,  |
| Quotation Number;                        | zna: 253/21/21   |
| Item Category:                           | select. Service  |
| Item Description:                        | Annual Servicing of  |
|  | fire equipment.  |
| Quantity (if supplies)                   | And the second s |
| COMPULSORY BRIEFING SESSION / S          | SITE VISIT   |
| Select Type:                             | Select   |
| Date:                                    |  |
| Time:                                    |  |
| Venue:                                   |  |
|  |  |
| QUOTES CAN BE COLLECTED FROM:            | Downlooded / Hlenysia CHC  |
| QUOTES SHOULD BE DELIVERED TO:           | Hlangisias Cuc Tendo Bor   |
| ENQUIRIES REGARDING THE ADVER            |  |
| Name:                                    | Mr M Dlamai  |
| Email:                                   | musaweakosi Dlamni co kriheally ov to  |
| Contact Number:                          | and the second s |
| ,  | ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~  |
| Finance Manager Name:                    | Mr. P. Munol   |

No late quotes will be considered

|   | STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT OVER R30 000   | i an                                     |                |   |            |
|---|---|--|----------------|---|------------|
| YOU ARE HEREBY  | INVITED TO QUOTE FOR REQUIREMENTS AT: HLENGISIZWE CHC   |  |                |   |            |
| DATE ADVERTISED:  | 02 November 2021 CLOSING DATE: 09 November 2021 CLO   | SING TI                                  | ME: 11;        | 00                                      |            |
| FACSIMILE NUMBER  | R: E-MAIL ADDRESS: Musawenkosi.Dlamini@kzn  | health                                   |                |   |            |
| PHYSICAL ADDRESS  | S: SIBISI ROAD UNIT 6 MPUMALANGA T/SHIP HAMMARSDALE 3   | 700                                      |                |   | •••        |
| ZNQ NUMBER: HIE   | 253/21/22   | - P - 12 - 12 - 12 - 12 - 12 - 12 - 12 - | 6. 1.9.1.3)    |   |            |
|   | nual Servicing of Fire Equipment  | (ARE<br>Danc                             | Wyn.           | V                                       |            |
|   |   |  |                |   | ,          |
| CONTRACT PERIOD   | (if applicable) VALIDITY PERIOD 60 Days SARS PIN  | **********                               | *************  | *********                               | ••••       |
| CENTRAL SUPPLIER [  | DATABASE REGISTRATION (CSD) NO.   |  |                |   |            |
| UNIQUE REGISTRATION   | ON REFERENCE  |  |                |   |            |
|   |   |  |                |   |            |
| DEPOSITED IN THE QU   | UOTE BOX SITUATED AT (STREET ADDRESS)   |  |                |   |            |
| HLENGISIZWE   | CHC SIBISI ROAD UNIT 6 MPUMALANGA T/SHIP HAMMA  | ۱RSD                                     | ALE            | 370                                     | 0          |
|   |   | **********                               | *********      | •••••                                   | 111        |
| The quote box is open fr                                    |   | will not                                 | be acc         | epted                                   | for        |
|   | E SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED)  |  |                |   |            |
| THIS QUOTE IS SUB<br>PROCUREMENT REGU<br>CONDITIONS OF CONT | BJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND<br>JLATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLI<br>TRACT. | ) THE<br>E, ANY (                        | PREFE<br>OTHER | RENT<br>SPEC                            | TAL<br>JAL |
|   | THE FOLLOWING PARTICULARS MUST BE FURNISHED   | <u></u>                                  |                | · · · · · · · · · · · · · · · · · · ·   | _          |
|   | (FAILURE TO DO SO WILL RESULT IN YOUR QUOTE BEING DISQUALIFIED)   |  |                |   |            |
| NAME OF BIDDER  |   | ••••••                                   | ••••••         | • |            |
| POSTAL ADDRESS  |   |  |                |   |            |
| STREET ADDRESS  |   | **********                               | ********       |   | ••         |
| TELEPHONE NUMBER  | CODENUMBER FACSIMILE NUMBER CODENUMBE   | ≣R                                       |                | *******                                 |            |
| CELLPHONE NUMBER  | •   |  |                |   |            |
| E-MAIL ADDRESS  |   |  |                |   |            |
| /AT REGISTRATION NU   | JMBER (If VAT vendor)   | ******                                   |                |   |            |
|   | LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1)  |  | ES             | NO I                                    | ·<br>      |
|   | · · · · · · · · · · · · · · · · · · ·   | <u> </u>                                 |                |   |            |

[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]

| OFFICIAL F                     | PRICE PAGE                 | FOR QUOTATIONS  |   | ZNO NUMBE   | <sub>R:</sub> 253/21/22                 |   |          |
|--------------------------------|----------------------------|---|---|---|---|---|----------|
|                                |                            | ual Servicing of I                                    | Fire Equipme                            | nt  | R:                                      | 11                                      | •••      |
| SIGNATURI<br>(By signing t     | E OF BIDDER<br>his documen | Rt I hereby agree to all terms a                      | nd conditions]                          | DATE  |   | *************************************** |          |
| CAPACITY                       | UNDER WHI                  | CH THIS QUOTE IS SIGNED                               | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,  |   | *************************************** | 14                                      | ******** |
| Item No                        | Quantity                   | Description   |   | Brand & model   | Country of manufacture                  | Price<br>R                              |          |
| 1                              |                            | Hlengisi  | zwe CHC                                 |   |   |   | С        |
| 2                              |                            | Mpumala   | nga Clinic                              |   |   |   |          |
| 3                              |                            | Shongw  | eni Clinic                              |   |   |   |          |
| 4                              |                            | Peacev  | lle Clinic                              |   |   |   |          |
| 5                              |                            | Fredvil   | le clinic                               |   |   |   |          |
| 6                              |                            | Ntshongv  | veni Clinic                             |   |   |   |          |
| 7                              |                            | Msundu  | zi Clinic                               |   |   |   |          |
| 8                              |                            | Bhobhonond  | Health Post                             |   |   |   |          |
|                                |                            |   |   |   |   |   |          |
|                                |                            | Specification   | is attached                             |   |   |   |          |
|                                |                            | Please bill each fa                                   |   |   |   |   |          |
|                                |                            | separately. Non<br>disqualify yoυ                     |   |   |   |   |          |
|                                |                            |   |   |   |   |   |          |
|                                |                            |   | *************************************** |   |   |   |          |
|                                |                            |   |   |   |   |   |          |
|                                |                            | 15% (Only if VAT Vendor)<br>ICE (VALIDITY PERIOD 60 D | 1340                                    |   |   |   |          |
|                                |                            |   |   |   |   |   |          |
| Does This Off<br>s The Price F |                            | ith The Specification?                                | Does The Article<br>State Delivery Pe   | Conform To The S.A.N<br>riod E.G. <i>E.G. 1day,</i> 1 | N.S. / S.A.B.S. Specifica<br>week       | ition?                                  |          |
| Enquiries re                   | garding the                | quote may be directed to:                             |   |   |   |   |          |

| Contact classify   Contact   Classify   Contact | Enquiries regarding technical information may be directed to:  Contact Person: Ms P Bhengu Tet 0317740080 |
|--|---|
|--|---|



# **SPECIFICATION**

P.O.BOX 545
HAMMARSDALE 3700
Tel: 7740080 Email: Phindile. bhengu@kznhealth.gov.za
www.kznhealth.gov.za

HLENGISIZWE CHC

# SERVICING OF FIRE PROTECTION EQUIPMENT

Page 1 of 7

#### 1. INTRODUCTION

This brief calls for the complete inspection, servicing, and all necessary repairs to be undertaken as stated. The Unit Cost stated will include all labour charges, travelling costs, servicing, recharging, pressure/hydrostatic test, refilling and all necessary repairs and spares.

The successful Contractor shall be required to inspect the installed Fire Protection Equipment, and provide the Maintenance Manager with a written report.

## 2. DESCRIPTION OF EQUIPMENT (HLENGISIZWE CHC)

| ITEM | DESCRIPTION                            | QUANTITY    | UNIT COST | ITEM TOTAL |
|------|--|-------------|-----------|------------|
| Α    | CO <sup>2</sup> Extinguishers (2.5 kg) | 7           | R         | R          |
| В    | Pillar-Post Hydrants                   | 2           | R         | R          |
| С    | 30 metre Hose Reels                    | 4           | R         | R          |
|      |  | TOTAL       | R         | R          |
|      | FIRE STATION STOCK                     |             |           |            |
| Α    | Dry Chemical Powder                    | 26          | R         | R          |
| В    | Refill KG Dry Powder                   | 14          | R         | R          |
|      |  | GRAND TOTAL | R         | R          |

# 2.1. CLINICS: MSUNDUZI BRIDGE CLINIC

| ITEM | DESCRIPTION                              | QUANTITY | UNIT COST | ITEM TOTAL |
|------|--|----------|-----------|------------|
| A    | Dry Chemical Powder extinguishers 4.5 KG | 5        | R         | R          |
| В    | 30 metre Hose Reels                      | 1        | R         | R          |
| С    | Fire Extinguisher CO2 (2Kg)              | 3        | R         | R          |
|      | TOTAL                                    | 9        |           |            |

# 2.2. CLINIC: MPUMALANGA CLINIC

| ITEM | DESCRIPTION                             | QUANTITY | UNIT COST | ITEM TOTAL |
|------|---|----------|-----------|------------|
| Α    | Dry chemical Powder Extinguishers       | 3        | R         | R          |
|      | (4.5kg)                                 |          |           |            |
| В    | Carbon Dioxide extinguisher's( 2.5 kg & | 3        | R         |            |
|      | 2kg )                                   |          |           |            |
| С    | 30 metre hose reels                     | 1        | R         |            |

# 2.3. CLINIC: FREDVILLE CLINIC

| ITEM | DESCRIPTION                         | QUANTITY | UNIT COST | ITEM TOTAL |
|------|-------------------------------------|----------|-----------|------------|
| A    | Dry chemical Powder Extinguishers   | 2        | R         | R          |
|      | (4.5kg)                             |          |           |            |
|      |                                     |          |           |            |
| В    | Carbon Dioxide extinguisher's (2kg) | 2        | R         |            |
| С    | 30 metre hose reels                 | 1        | R         |            |

## 2.4 CLINIC: PEACEVILLE

| ITEM | DESCRIPTION                       | QUANTITY | UNIT COST | ITEM TOTAL                              |
|------|-----------------------------------|----------|-----------|---|
| Α    | Dry chemical Powder Extinguishers | 4        | R         | R                                       |
|      | (4.5kg)                           |          |           | *************************************** |
|      |                                   |          |           |   |
| В    | 30 metre hose reels               | 1        | R         |   |

### 2.5 CLINIC: NTSHONGWENI

| ITEM | DESCRIPTION                       | QUANTITY | UNIT COST | ITEM TOTAL |
|------|-----------------------------------|----------|-----------|------------|
| Α    | Dry chemical Powder Extinguishers | 4        | R         | R          |
|      | (4.5kg)                           |          |           |            |
| В    | 30 metre hose reels               | 1        | R         |            |

#### 2.6 CLINIC: SHONGWENI DAM

| ITEM | DESCRIPTION                                   | QUANTITY | UNIT COST | ITEM TOTAL |
|------|---|----------|-----------|------------|
| A    | Dry chemical Powder Extinguishers (4.5kg)     | 4        | R         | R          |
| В    | Carbon Dioxide extinguisher's( 2.5 kg & 2kg ) | 4        | R         |            |
| С    | 30 metre hose reels                           | 3        | R         |            |

## 2.7 CLINIC: BHOBHONONO

| ITEM | DESCRIPTION                       | QUANTITY | UNIT COST | ITEM TOTAL                             |
|------|-----------------------------------|----------|-----------|--|
| Α    | Dry chemical Powder Extinguishers | 2.       | R         | R                                      |
|      | (4.5kg)                           |          |           |  |
|      |                                   |          |           | ************************************** |

#### The Total Amount of Section 2 to be carried to: 7.0 Schedule 'B'

- **3.1.** This Tender shall be for the complete inspection, servicing, and repairs of the Fire Fighting Equipment.
- **3.2.** Service Providers are required to complete the Schedule of Rates (Section 7) in full and failure to do so may invalidate their Offer. The charges/rates as reflected in the Offer will remain fixed.
- **3.3.** The successful Contractor shall not assign this contract or sub-let any portion thereof to any other company, firm or person unless prior written approval has been obtained from the duly appointed representative.
- **3.4.** Only Service Providers in possession of a permit to apply the SABS Standardisation Mark (Diamond Mark) will be considered. A copy of this certificate must be furnished with this offer.

- 3.5. If it is considered necessary to remove any Fire Protection Equipment to the Successful Contractors works for servicing, the Contactor shall state the time required to carry out such a service. Under such circumstances, the equipment shall be replaced by a similar unit on loan to the Institution at no additional cost to the Institution, until such time as the removed equipment has been serviced and re-installed.
- **3.6.** After completion of the service, a label bearing the name of the service company, date of Service, signature and certificate bearing the competency number of the person who carried out the service/repair shall be affixed to each item of fire fighting equipment.
- **3.7.** Should equipment require any interim maintenance, for example, recharge after use (between annual/anniversary service), rates tendered herein will apply to such interim service/maintenance as if such interim service/maintenance were an annual/anniversary service.
- **3.8.** If any appliance fails to operate when required due to the negligence of the Service Provided, the unit shall be repaired or replaced as soon as possible thereafter at no cost to the institution.
- **3.9.** All spares removed/replaced must be returned and handed over to the Chief Artisan /Foreman.
- 3.10. The Unit Price Quoted (as in Section 2) will include Service, Recharge, Pressure/Hydrostatic Test, Hose Testing and all necessary repairs and spares and Replacement of damaged/worn/missing parts.
- **3.11.** The service/maintenance performed to each unit will include for all/any spare/repair required to ensure 100 % working condition of the apparatus.
- **3.12.** The unit price will include all labour charges (including after hours) and travelling / transportation and any living-out expenses.

#### 4.0. EXCLUSIONS

- **4.1.** The following only is excluded from the unit service/maintenance cost stated.
- **4.2. Extinguishers** Complete full new extinguishers.
- **4.3. Hose Reels** –New Hose Reel Complete, thirty (30) PVC Hose, front and Back Frame Plate / Disc, Shaft.
- **4.4. Hydrants** New Hydrants Complete, Pawl Assemble, Wheel, Valve Stem.
- **4.5. Canvas Hose –** New Canvas Hose Complete, New Coupling/s Binding.

#### 5.0. MAINTENANCE PERSONNEL

**5.1.** The successful Contractor shall ensure that only qualified technicians with proven

experience in the servicing and maintenance of fire fighting equipment shall carry out both the servicing/maintenance and attending to repairs.

#### 6.0. MAINTENANCE AND REPAIR INSTRUCTIONS

- **6.1.** All servicing of Extinguishers, Hose Reels and Hydrants shall conform to SABS 14758, 0105, 019 and 1567 Standards as amended.
- **6.2.** All servicing/maintenance of Canvas Fire Hoses shall conform to SABS 1456 Standards as amended.
- 6.3. The successful Contractor and/or his Technician/s will be responsible to the Maintenance Supervisor and will receive instructions solely from the Maintenance Supervisor or his duly appointed representative. Any faulty equipment found during the service must only be reported to the Maintenance Supervisor or his duly appointed representative.

  A detailed report of findings must be provided post completion.
- **6.4.** All normal servicing/maintenance shall be carried out during the hours normally worked by the Hospital Maintenance Staff.
- 6.5. The successful Contractor shall, on arrival and before any servicing/maintenance is carried, Report to the Maintenance Supervisor. On completion of the service the successful Contractor shall again report to the Maintenance Supervisor and record details of the service in the Fire Protection Equipment Service log book.
- 6.6. The successful Contract shall have an adequately sized organization and sufficient competent personnel including Technicians and all facilities to carry out the servicing and repairs. The successful Contractor shall supply a Technician when called upon to do so to carry out emergency repair work during normal working hours between services.

| 7.0. | SCHEDULE "B"                |       |         |
|------|-----------------------------|-------|---------|
|      | Price per Annual Service    |       |         |
|      | Rate R                      | VAT R | TOTAL R |
|      | The Total amount in words : |       |         |

KINDLY RETURN ALL DOCUMENTATION WHEN REPLYING

# 

(h) For:\_\_\_\_\_

(i) Authorised Representative :

## 9. CONDITIONS OF CONTRACT

- **9.1.** Contractors are advised to visit the site before submitting quotes.
- **9.2.** Storage of all materials will be at contractors risk.
- **9.3.** All necessary safety precautions are to be observed.

| 9.4.                                 | The duration of the works is to be 2 weeks from the date of the official order.   |   |  |  |  |
|--------------------------------------|---|---|--|--|--|
| 9.5.                                 | All works is to be guaranteed for 12 months from date of completion.  |   |  |  |  |
| 9.6.                                 | All materials is to be S.A.B.S. approved.   |   |  |  |  |
| 9.7.                                 | All works carried out is to be to the entire satisfaction   | of the CEO or his appointed representative. |  |  |  |
| 9.8.                                 | All contractors from within the borough of Durban will  | be considered.                              |  |  |  |
| 9.9.                                 | All redundant material are to be removed from the site as it accumulates.   |   |  |  |  |
| 9.10.                                | Contractors are advised to be registered with the C.I.D.B.  |   |  |  |  |
| 9.11.                                | . Contractors must be registered with the Fire Protection   | on Association FPASA (proof is compulsory). |  |  |  |
| 9.12.                                | . Quotations are to be deposited at the Hospital Main Entrance, Security.   |   |  |  |  |
| 9.13.                                | 3. The closing date shall be11:   | 00.   |  |  |  |
| 9.14.                                | A compulsory site meeting will be held on   | at 10:30.                                   |  |  |  |
| 9.15.                                | 5. Tender document will be handed out during the site meeting,  |   |  |  |  |
|                                      | Technical – Miss P.P. Bhengu – 031 7740080 .  |   |  |  |  |
| 1) C<br>2) P<br>3) P<br>4) P<br>5) S | ompulsory:<br>Complete the Bill of Quantities.<br>Provide references of work of a similar scope done<br>Provide proof of current CIDB registration.<br>Proof of registration with Fire Protection Association<br>Sign and stamp below in acceptance of the specifical | on of South Africa.                         |  |  |  |
| Comp                                 | me :Company:nature:   | DMPANY STAMP                                |  |  |  |
|                                      |   |   |  |  |  |

## **DECLARATION OF INTEREST**

| 1.<br>-<br>-           | Any legal person, including persons employed by the stablood relationship, may make an offer or offers in terms of limited quote or proposal). In view of possible allegations employed by the state, or to persons connected with or declare his/her position in relation to the evaluating/adjudithe bidder is employed by the state; and/or the legal person on whose behalf the bidding docume evaluation and or adjudication of the quote(s), or where   | of this invitation of favounitism related to the icating authori ent is signed, re it is known   | n to quote (includes a p<br>n, should the resulting of<br>m, it is required that th<br>ty where-<br>has a relationship with<br>that such a relationshin | price quotation, advertis<br>quote, or part thereof, be<br>e bidder or his/her auth<br>persons/a person who | ed competitive quote,<br>e awarded to persons<br>onsed representative<br>are/is involved in the |
|------------------------|---|--|---|---|---|
| 2.                     | on whose behalf the declarant acts and persons who a<br>In order to give effect to the above, the following questions   |  |   | · ·   | te.   |
| 2.1.<br>2.2.<br>2.3.   | Full Name of bidder/representativeldentity Number:  | 2,4,<br>2,5,<br>eholder²):2.6.   | Company Registration  | n Number;   |   |
| 2.8.<br>2.8.1          | The names of all directors / trustees / shareholders / mer employee / persal numbers must be indicated in paragraphare you or any person connected with the bidder present of so, furnish the following particulars:  Name of person / director / trustee / shareholder/ member name of state institution at which you or the person connerson occupied in the state institution:   | mbers, their in the state of th | y the state?  dder is employed:   | [TICK   | APPLICABLE]  YES NO   |
| 2.8.2                  | <ol> <li>If you are presently employed by the state, did you obtain the public sector?</li> <li>If yes, did you attach proof of such authority to the quality to submit proof of such authority, where applicable,</li> </ol>   | ain the approp<br>ote document   | riate authority to under  | take remunerative work  | outside employment YES NO   |
| 2.8.2<br>2.9.<br>2.9.1 | Did you or your spouse, or any of the company's director state in the previous twelve months?  If so, furnish reasons for non-submission of specific production of submission of specific production of submission of specific production of submission of sub      | such proof:<br>s / trustees / s  | hareholders / members   | s or their spouses condu  | yet business with the   |
| 2.10.                  | Do you, or any person connected with the bidder, have an may be involved with the evaluation and or adjudication of 1. If so, furnish particulars:  | f this quote?<br>of any relation   | ship (family, friend, othe  | <br>er) hetween any other bi  | YES NO  |
| 2.12.                  | If so, furnish particulars:     Do you or any of the directors / trustees / shareholders / more not they are bidding for this contract?     If so, furnish particulars:   | embers of the  | company have any inte   |   | YES NO companies whether YES NO   |
| NB:                    | Full details of directors / trustees / members / sharehol<br>The Department Of Health will validate details of director<br>to ensure that their details are up-to-date and verified on<br>not be considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and | 's <mark>/ trustees /</mark><br>CSD, If the D  | epartment cannot valid  | ate the information on  | ppliers' responsibility<br>CSD, the quote will  |
| 4                      | DECLARATION   |  |   |   |   |
| I, TH                  | E UNDERSIGNED (NAME)<br>NISHED IN PARAGRAPHS 2.   | •••••••  | C   | ERTIFY THAT THE   | INFORMATION   |
| I AC                   | CEPT THAT THE STATE MAY REJECT THE QU<br>VE TO BE FALSE.  | OTE OR AC  | T AGAINST ME SI   | HOULD THIS DECL   | ARATION   |
|                        | of bidder Signature   | 2  | sition  | <br>Date  |   |
| a) .                   | means —<br>any national or provincial department, national or provincial public e<br>constitutional institution within the meaning of the Public Finance Mana<br>Act, 1999 (Act No. 1 of 1999);<br>any municipality or municipal entity:  | gement d)  | provincial legislature;<br>national Assembly or the nati<br>Parliament.   | ional Council of provinces; or  |   |

<sup>2&</sup>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

## AMENDMENT OF CONTRACT

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

#### **CHANGE OF ADDRESS**

Bidders must advise the Department of Health (institution where the offer was submitted) should their address (domicilium citandi et 2,1. executandi) details change from the time of bidding to the expiry of the contract.

# GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

The institution is under no obligation to accept the lowest or any quote. 3.1.

The price quoted must include VAT (if VAT vendor). However, it must be noted that the department reserves the right to evaluate all 3.2. quotations excluding VAT as some bidders may not be VAT vendors.

The bidder must ensure the correctness & validity of quote: 3.3.

- that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & (i) calculations will be at the bidder's risk
- The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this 3.4. agreement, as the Principal (s) liable for the due fulfilment of this contract.
- This quotation will be evaluated based on the 80/20 points system, specification & correctness of information. All required 3.5. documentation must be completed in full and submitted.

Offers must comply strictly with the specification. 3.6.

Only offers that meet or are greater than the specification will be considered. 3.7.

Late quotes will not be considered. 3.8.

- Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months. 3.9.
- A bidder not registered on the Central Suppliers Database or verification has failed will not be considered. 3,10.

All delivery costs must be included in the quote price, for delivery at the prescribed destination. 3.11.

- Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange 3.12. variations) will not be considered.
- In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point. 3.13.
- 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.

- Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with 4.1. words importing the masculine gender shall include the feminine and the neuter.
- Under no circumstances whatsoever may the quotation/bid forms be retyped or redrafted. Photocopies of the original bid documentation 4.2. may be used, but an original signature must appear on such photocopies.
- The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated. 4.3.
- Quotation submitted must be complete in all respects. 4.4.
- Any alteration made by the bidder must be initialled. 4.5.

Use of correcting fluid is prohibited 4.6.

Quotation will be opened in public as soon as practicable after the closing time of quotation. 4.7.

Where practical, prices are made public at the time of opening quotations. 4.8.

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 4.9. question. Clear indication thereof must be stated on the schedules attached.

# SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

Quotation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the 5.1. directives in the quotation documents.

Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate 5.2. 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.

All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody 5.3. 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.

A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing 5.4. 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 disc                      | ualified from the evaluation process.                   |
|--|---|
| (i) The institution has determined that a compulsory site meeting (ii) Date/ Time: Place | take place  |
| Institution Stamp:   | Institution Site Inspection / briefing session Official |
|  | Full Name:  |
|  | Signature:  |
|  | Date:   |

## 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.

# 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.

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.

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.

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:

if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,

if the supplier fails to perform any other obligation(s) under the contract; or

- if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner 14.2. 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.

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:
  - B-BBEE Status level certificate issued by an authorized body or person;
  - A swom 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:

| 9.   | DECL/   | DECLARATION WITH REGARD TO COMPANY/FIRM  |   |   |
|--|---|--|---|---|
| 9.1  |   | Name of company/firm:  |   |   |
| 9.2  | VAT   | VAT registration number:   |   |   |
| 9.3  | Com   | Company registration number:   |   |   |
| 9.4  | TYP   | E OI   | COMPANY/ FIRM [TICK APPLICABLE BOX]   |   |
|  |   | 0  | artnership/Joint Venture / Consortium<br>ine person business/sole propriety<br>lose corporation<br>company<br>Pty) Limited                              |   |
| 9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES   |   |  |   |   |
|  |   |  |   |   |
| 0.0  |   |  | NIV CLASSIEICATION ITICK APPLICARLE ROXI  |   |
| 9.6  |   | N<br>S   | NY CLASSIFICATION [TICK APPLICABLE BOX]<br>Manufacturer<br>Supplier<br>Professional service provider<br>Other service providers, e.g. transporter, etc. |   |
| 9.7  |   |  | mber of years the company/firm has been in busir  |   |
| 9.8  | the   | 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)  | i) The information furnished is true and correct;  |   |   |
|  | ii)   |  |   |   |
|  | 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 cont be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct; |  |   |   |
| <ul> <li>iv) If the B-BBEE status level of contributor has been claimed or obtained on a frage<br/>have not been fulfilled, the purchaser may, in addition to any other remedy it m</li> </ul> |   | ne B-BBEE status level of contributor has been cl<br>ve not been fulfilled, the purchaser may, in additio  | aimed or obtained on a fraudulent basis or any of the conditions of contract n 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;   |
| -  |   | arrangements due to such cancellation;   | ich it has suffered as a result of having to make less favourable   |   |
|  |   | (d)  | who acted on a fraudulent basis, be restricted b  | areholders and directors, or only the shareholders and directors y the National Treasury from obtaining business from any organ ter the audi alteram partem (hear the other side) rule has been |
|  |   | (e)  | forward the matter for criminal prosecution.  |   |
|  | _   |  |   |   |
|  | WITNESSES   |  | FSSES   |   |
|  |   |  |   | SIGNATURE(S) OF BIDDERS(S)  |
|  | 1.  |  |   | DATE:   |
|  | 2.  |  | , <u>.</u>  | ADDRESS   |