



KZN HEALTH

# KZN Health Intranet

Search this site

[HOME](#) [CORPORATE INFORMATION](#) [COMPONENTS](#) [DIRECTORY](#) [DISTRICT OFFICES](#) [HEALTH FACILITIES](#)[KZN Health > Components > Supply Chain Management](#)

## AdvertQuote



## Quotation Advert

Opening Date: 2021-09-10

Closing Date: 2021-09-28

Closing Time: 11:00

### INSTITUTION DETAILS

Institution Name: Port Shepstone hospital ▾

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: MARBURG CLINIC

Date Submitted: 2021-09-10

### ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:  
PSH 413/2122

Item Category: Services ▾

Item Description: REPAIR CLINIC ROOF AND CEILING AT MARBURG CLINIC.  
CIDB GRADING : 1GB PE OR HIGHER  
BIDDERS REQUESTED TO DOWNLOAD QUOTATION DOCUMENT AND  
BRING ALONG TO THE SITE MEETING FOR STAMPING AND SIGNING.

Quantity (if supplies): 01

### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Visit ▾

Date : 2021-09-21

Time: 11:00 AM

Venue: MARBURG CLINIC

QUOTES CAN BE COLLECTED FROM: DOCUMENTS ATTACHED FOR DOWNLOADING

QUOTES SHOULD BE DELIVERED TO: PORT SHEPSTONE HOSPITAL TOP GATE (TENDER BOX) OR EMAILED TO  
surendra.premnadu@kznhealth.gov.za

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

Name: Ms. Zinhle Nkabane

Email: beneleannatoria.ncane@kznhealth.gov.za

Contact Number: 039 688 6232

Finance Manager Name: Mr. N.S.B Radebe

Finance Manager Signature:

No late quotes will be considered

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT SYSTEMS 0000000000

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: PORT SHEPSTONE REGIONAL HOSPITAL

DATE ADVERTISED: 2021/09/10 CLOSING DATE: 2021/09/28 CLOSING TIME: 11:00

FACSIMILE NUMBER: 039 682 6761 E-MAIL ADDRESS: surendra.premnadu@kznhealth.gov.za

PHYSICAL ADDRESS: NO.7 BAZLEY STREET PORT SHEPSTONE

**DESCRIPTION:** REPAIR CLINIC ROOF AND CEILING

[illegible]

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)  
 NO.7 CONNOR AND BAZLEY STREET PORT SHEPSTONE HOSPITAL-MAIN ENTRANCE SECURITY GATE

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.

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)

**[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]**

ZNQ NUMBER: PSH413/2122

DESCRIPTION: REPAIR CLINIC ROOF AND CEILING

SIGNATURE OF BIDDER ..... DATE.....  
 [By signing this document I hereby agree to all terms and conditions]

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.....

| Item No  | Quantity | Description                                   | Brand & model | Country of manufacture | Price |   |
|--|----------|---|---------------|------------------------|-------|---|
|  |          |   |               |                        | R     | c |
|  |          | REPAIR CLINIC ROOF AND CEILING                |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          | NB : ALL BIDDERS TO DOWNLOAD DOCUMENTS        |               |                        |       |   |
|  |          | AND BRING TO THE SITE MEETING FOR OFFICIAL TO |               |                        |       |   |
|  |          | STAMP AND SIGN IT                             |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          | NSI413/2122                                   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
|  |          |   |               |                        |       |   |
| <b>VALUE ADDED TAX @ 15% (Only if VAT Vendor)</b>      |          |   |               |                        |       |   |
| <b>TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)</b> |          |   |               |                        |       |   |

|  |  |  |  |
|--|--|--|--|
| 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. <i>E.G. 1day, 1week</i>                 |  |

Enquiries regarding technical information may be directed to:

Contact Person: **MR DX BIYELA** Tel: **0396886159**..

E-Mail Address: .....

## 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. [TICK APPLICABLE]

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

- 2.8.1. If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member: .....

Name of state institution at which you or the person connected to the bidder is employed:.....

Position occupied in the state institution: .....Any other particulars:.....

- 2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES NO

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

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

- 2.8.2.2. If no, furnish reasons for non-submission of such proof: .....

- 2.9. Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES NO

- 2.9.1. If so, furnish particulars:.....

- 2.10. Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this quote? YES NO

- 2.10.1. If so, furnish particulars:.....

- 2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this quote? YES NO

- 2.11.1. If so, furnish particulars:.....

- 2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES NO

- 2.12.1. If so, furnish particulars:.....

### 3. Full details of directors / trustees / members / shareholders.

NB: The Department Of Health will validate details of directors / trustees / members / shareholders on CSD. It is the suppliers' responsibility to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

### 4. DECLARATION

I, THE UNDERSIGNED (NAME).....CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.

I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

|                         |                    |                   |               |
|-------------------------|--------------------|-------------------|---------------|
| .....<br>Name of bidder | .....<br>Signature | .....<br>Position | .....<br>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);  
 b) any municipality or municipal entity;

- c) provincial legislature;  
 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. 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 disqualified from the evaluation process.

- (i) The institution has determined that a compulsory site meeting **Yes** take place
- (ii) Date 21/09/2021 Time 11:00 Place Melburg Clinic

|                    |   |
|--------------------|---|
| 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;                           | (iv) a description and quantity or volume of the goods or services supplied; |
| (ii) the name and address of the recipient;  | (v) the official department order number issued to the supplier;             |
| (iii) an individual serialized number and the date upon which the tax invoice is issued; | (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** (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.

### 13. PENALTIES

- 13.1. If at any time during the contract period, the service provider is unable to perform in a timely manner, the service provider must notify the institution in writing/email of the cause of and the duration of the delay. Upon receipt of the notification, the institution should evaluate the circumstances and, if deemed necessary, the institution may extend the service provider's time for performance.
- 13.2. In the event of delayed performance that extends beyond the delivery period, the institution is entitled to purchase commodities of a similar quantity and quality as a substitution for the outstanding commodities, without terminating the contract, as well as return commodities delivered at a later stage at the service provider's expense.
- 13.3. Alternatively, the institution may elect to terminate the contract and procure the necessary commodities in order to complete the contract. In the event that the contract is terminated the institution may claim damages from the service provider in the form of a penalty. The service provider's performance should be captured on the service provider database in order to determine whether or not the service provider should be awarded any contracts in the future.
- 13.4. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance.

### 14. TERMINATION FOR DEFAULT

- 14.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
  - (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
  - (ii) if the supplier fails to perform any other obligation(s) under the contract; or
  - (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 14.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- 14.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

### 15. FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all quotes:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.

1.3 Points for this quote shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this quote is allocated as follows:

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

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **"QSE"** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

### 3. POINTS AWARDED FOR PRICE

#### 3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

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

$P_s$  = Points scored for price of bid under consideration  
 $P_t$  = Price of bid under consideration  
 $P_{\min}$  = 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 |  | NO |  |
|-----|--|----|--|

7.1.1 If yes, indicate:

- What percentage of the contract will be subcontracted.....%
- The name of the sub-contractor.....
- 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 |  | NO |  |
|-----|--|----|--|

| Designated Group: An EME or QSE which is at least 51% owned by:   | EME<br>√ | QSE<br>√ |
|---|----------|----------|
| 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.

WITNESSES

- 1. ....
- 2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS.....  
.....  
.....



Enquires: Mr. G. D. Donelley- Reference: ZNQ: PSH 413/2122 - Date: 21 September 2021

**MINUTES OF SITE MEETING HELD ON:**

**Date:** 21 September 2021 at 11:00am

**Venue:** Marburg Clinic

**1. Matter Discussed:**

- 1.1. Signing of attendance register and site inspection briefing certificate.
- 1.2. Handing out of quotation documents.
- 1.3. Completion of quotation documents.
  - 1.3.1. SBD 4
  - 1.3.2. SBD 6.1
  - 1.3.3. Form 9
  - 1.3.4. Bill of Quantities
- 1.4. Submission of required information.
  - 1.4.1. Documents as per page 12 of the specification.
- 1.5. Site visit and deliberations on specifications and requirements.
- 1.6. Bidders are compelled to re-visit the site for one-on-one clarification of measurements and requirements. Post Site Inspection Briefing certificate to be signed on day of re-visit.
- 1.7. No part payments will be made and any stage of the project.
- 1.8. No payment will be made for incomplete or poor quality of work.
- 1.9. Material list page to be completed for all quotation documents. Failure to attach signed and completed document will render the quotation as not valid.
- 1.10. Past poor performance of contractors.
  - 1.10.1. Contractors that have performed poorly in the past will not be considered.
  - 1.10.2. Contractors that have not completed previous projects fully will not be considered.
  - 1.10.3. Contractors will be referred to National Treasury as a defaulter to be listed on the Database of Restricted Suppliers.**

I, ....., from ..... do hereby

(Print Name)

(Name of Business)

acknowledge that I have read and understand the items discussed as laid out above and will ensure that the quotation price submitted will address all the requirements as stipulated.

.....  
Signature

..... / ..... / .....  
Date

**2. General matters during site visit:**

2.1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.5. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.6. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.7. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.8. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.9. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.10. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DOCUMENTATION TO BE SUBMITTED**

| No. | Document Details  | Doc. Type                  | Submitted |    |
|-----|---|----------------------------|-----------|----|
|     |   |                            | Yes       | No |
| 1.  | Tax Clearance Certificate   | Original                   |           |    |
| 2.  | CIDB Registration   | Certified Copy of Original |           |    |
| 3.  | Company Registration Documents (CK)                                 | Certified Copy of Original |           |    |
| 4.  | B-BBEE Status Verification Certificate                              | Certified Copy of Original |           |    |
| 5.  | Fully Completed and Signed Quotation Document                       | Original                   |           |    |
| 6.  | SBD 4 Document Declaration Of Interest (Fully completed and signed) | Original                   |           |    |
| 7.  | Bill of Quantities (fully priced for each item as listed)           | Original                   |           |    |
| 8.  | Central Supplier Database Registration                              | Copy                       |           |    |
| 9.  | Registration with Department of Labour Letter of Good Standing.     | Certified Copy of Original |           |    |

**PLEASE NOTE: FAILURE TO SUBMIT ANY OF THE DOCUMENTS AS REQUIRED IN THE TABLE ABOVE WILL RESULT IN THE OFFER BEING REGARDED AS NON-RESPONSIVE.**

**A COVERING LETTER REFERRING TO THE DOCUMENT WHERE A SET OF THESE DOCUMENTS HAVE BEEN ATTACHED MUST BE ATTACHED TO EVERY OTHER QUOTATION DOCUMENT.**



## **TECHNICAL SPECIFICATION**

---

### **1. GENERAL**

- 1.1. This TECHNICAL SPECIFICATION shall be read in conjunction with all other sections of the SPECIFICATION, including the National Building Regulations SABS 0400 of 1990 as amended and the Occupational Health and Safety Act and Regulations, 85 of 1993.
- 1.2. Cognisance shall be taken of the clauses relevant to this particular installation, whether any specific clauses are referred to or not.

### **2. SCOPE**

- 2.1. The work to be carried out under this contract includes the supply, delivery, installation, connecting, testing and leaving in good service condition to the satisfaction of the Head of Department or his or her designee, the building maintenance, renovations, repairs and minor new works to KwaZulu-Natal Health Institutions as specified by the Head of Department or his or her designee.
- 2.2. Work to be done as per drawing.
- 2.3. Material as specified below.
- 2.4. Work to be done according to Standard preambles of Trade of the Department of Health.
- 2.5. No jack hammers to be used unless cleared by Maintenance Manager.
- 2.6. If unsure please contact Maintenance Manager before commencing with the work.
- 2.7. No cutting off cables (electrical or network) if not cleared by Maintenance Manager. Contractor will be responsible if any cables are cut without permission.

### **3. REFERENCES**

- 3.1. Where references have been made to specific brand names, these are read as **"OR OTHER APPROVED BY DEPARTMENT OF HEALTH, FACILITIES MANAGEMENT."**

### **STRUCTURAL SPECIFICATION:**

---

1. Repair leaking roof over Reception area (**SABS APPROVED PRODUCTS**)
2. Repairs to flashing(**SABS APPROVED PRODUCTS**)
3. Repairs to ceiling(**SABS APPROVED PRODUCTS**)
4. Paint stained ceilings(**SABS APPROVED PRODUCTS**)
5. Replace corrugated fibreglass roof sheets (1.25mm) (**SABS APPROVED PRODUCTS**)

The Department of Health Standard Preamble to All Trades (Rev. 3 January 2009) applies throughout and must be read in conjunction with this document.



**KWAZULU-NATAL PROVINCE**

**HEALTH  
REPUBLIC OF SOUTH AFRICA**

## **PORT SHEPSTONE HOSPITAL SCOPE OF WORK**

### **1. GENERAL**

Repairs to Roof and Ceiling

### **2. SCOPE OF WORK**

- a. The work to be carried out in terms of this section of the project comprises the supply and installation of all the materials necessary, as per the Bill of Quantities and Drawings.
- b. All work must be checked and approved by the Chief Works Inspector.
- c. All workmanship will be done fully in accordance of the Occupational Health and Safety Act 85/1993, as amended.
- d. All work to be carried out as per Department of Health - Standard Preambles to all trades, Rev 3- January 2009.
- e. Contractors are advised to visit the site to acquaint themselves fully with the nature and full extent of the work involved. Claims on the grounds of insufficient information will not be entertained.
- f. Site to be cleared daily of building rubble and work area kept clean at all times.

**PLEASE NOTE THAT THIS CONTRACT PERIOD IS FOR TWO (2) WEEKS.  
CONTRACTOR IS TO ENSURE THAT THEY HAVE STAFF IN PLACE TO COMPLETE  
THIS CONTRACT WITHIN THE STATED PERIOD.**

Time required for completion of this contract as specified from receipt of official order: -

Lead Time: One (1) Week

Site Time: One (1) Weeks

Total Time: Two (2) Weeks

\_\_\_\_\_  
Signature of Contractor

\_\_\_\_\_  
Name of Contractors

\_\_\_\_\_  
Contractor Name in block letters

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractors Stamp

ZNQ:

Bidders Signature: .....

**BILLS OF QUANTITIES**  
**MARBURG CLINIC-REPAIRS TO ROOF AND CEILING**

**Notes to Bidders:** All items to be priced fully inclusive of all charges, e.g. labour, scaffolding, materials, preparation, profit, Transport etc. **including Value Added Tax.**

| Item | Description   | Unit  | Quantity | Rate | Total |
|------|---|-------|----------|------|-------|
| 1    | <p><b><u>RECEPTION AREA</u></b><br/> Remove damaged membrane and sealer. Clean area (according to manufacturer's spec)<br/> Apply new polyester fabric (membrane) and acrylic coating over joint beginning at parapet wall below window.</p> <p>Apply 2 extra coats acrylic coating.</p>  | m     | 3        |      |       |
| 2    | <p><b><u>FLASHING ALONG PARAPET WALLS</u></b><br/> Clean parapet wall/flashing area.<br/> Apply new 200mm wide polyester fabric (membrane) and acrylic coating (SEALOFLEX) over joints along parapet wall.</p> <p>Seal joint between flashing and roof sheeting.</p> <p>Apply 2 extra coats acrylic coating.<br/> <b>Colour: Green</b></p>  | m     | 45       |      |       |
| 3    | <p><b><u>FIBREGLASS SHEETS</u></b><br/> Replace 2 x damaged fibreglass sheeting.<br/> Length: 3m each.<br/> Thickness: 1.25mm.<br/> Clear.<br/> Profile and width to match existing</p> <p>Use a fixing nail which has a polyethylene (or similar) soft washer backed with a steel cup washer. The length of a nail will be determined by the sheet profile used. All <b>MODEK</b> domestic sheets use a 50 mm, 63 mm or 75 mm roof nail.</p> | Units | 2        |      |       |

|   |   |                |    |  |  |
|---|---|----------------|----|--|--|
| 4   | <u>RECEPTION CEILING</u><br><br>Remove damaged ceiling in reception area.<br><br>Replace RHINOBOARD ceiling board.<br><br>Replace damaged cornice.<br><br>To match existing   | m <sup>2</sup> | 4  |  |  |
| 5   | <u>PAINT CEILINGS</u><br>Prepare ceilings and paint with 2 x coats of PLASCON Super Acrylic PVA (POLVIN). Colour: White<br>All stains to be coated with PLASCON Road Marking Paint and then final coat<br><br>Painting of stained ceilings must be carried out 1m along exterior walls (where visible) and over new ceiling | m <sup>2</sup> | 55 |  |  |
|   | REFER TO STANDARD PREAMBLES   |                |    |  |  |
| Total amount carried over to the Quotation Form |   |                |    |  |  |

Materials:

ALL SABS APPROVED

ZNQ: Bidders Signature: .....

# CONTRACTORS STAFF AND SUPPLIERS INFORMATION FORM

## Supplier information

| <u>Company name</u> | <u>Contact person</u> | <u>Telephone No.</u> | <u>Supplier of</u> |
|---------------------|-----------------------|----------------------|--------------------|
|                     |                       |                      |                    |
|                     |                       |                      |                    |
|                     |                       |                      |                    |
|                     |                       |                      |                    |
|                     |                       |                      |                    |

## Sup contractor information

| <u>Company name</u> | <u>Contact person</u> | <u>Telephone No.</u> | <u>Sub contract for</u> | <u>Name of responsible person on site</u> |
|---------------------|-----------------------|----------------------|-------------------------|---|
|                     |                       |                      |                         |   |
|                     |                       |                      |                         |   |
|                     |                       |                      |                         |   |
|                     |                       |                      |                         |   |
|                     |                       |                      |                         |   |
|                     |                       |                      |                         |   |

## Contractor staff information as per registration with Department of Labour

| <u>Name</u> | <u>ID Number</u> | <u>Salary number</u> | <u>Rank</u> | <u>Qualification</u> |
|-------------|------------------|----------------------|-------------|----------------------|
|             |                  |                      |             |                      |
|             |                  |                      |             |                      |
|             |                  |                      |             |                      |
|             |                  |                      |             |                      |
|             |                  |                      |             |                      |
|             |                  |                      |             |                      |



**PSH SPECIFICATION NO.:RTCRAMC / 2122**  
**REPAIRS TO CLINIC ROOF AT MARBURG CLINIC**

**SECTION C – Confirmation**

*Compulsory to be completed by the bidder and returned with quotation:*

I, ....., from ..... do hereby  
(Print Name) (Name of Business)

acknowledge that I have read and understand the specifications as laid out above and will ensure that the quotation price submitted will address all the requirements as stipulated.

.....  
Signature

..... / ..... / .....  
Date