

KZN HEALTH

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AdvertQuote

KWAZULU-NATAL PROVIN	CE	
HEALTH REPUBLIC OF SOUTH AFRICA	Quotation Advert	
Opening Date:	2022-08-24	
Closing Date:	2022-09-01	110
Closing Time:	11:00	
INSTITUTION DETAILS		
Institution Name:	Port Shepstone hospital	V
Province:	KwaZulu-Natal	
Department or Entity:	Department of Health	
Division or section:	Central Supply Chain Management	
Place where goods / services is required	PORT SHEPSTONE HOSPITAL	
Date Submitted	2022-08-24	10
ITEM CATEGORY AND DETAILS		
Quotation Number:	ZNQ:	
Item Category:	PSH 337-2223 Goods	∇
Item Description:	DENTAL RECORDS PATIENTS FILES	
nem Bossilpasin	DENTAL RECORDS FAILENTS TIEES	
Quantity (if supplies)	40 000 UNITS	
COMPULSORY BRIEFING SESSION	/ SITE VISIT	
Select Type:	Not Applicable	\vee
Date:		110
Time:		
Venue:		
QUOTES CAN BE COLLECTED FROM:	DEPARTMENT OF HEALTH WEBSITE	
QUOTES SHOULD BE DELIVERED TO:	MAIN HOSPITAL TENDER BOX BY SECURITY GATE / EMAIL	
ENQUIRIES REGARDING THE ADVI	ERT MAY BE DIRECTED TO:	
Name:	MR SM CELE	
Email:	sphamandla.cele@kznhealth.gov.za	
Contact Number:	039-688 6129	
Finance Manager Name:	MR NSB/RADEBE	
_	// ladely	
Finance Manager Signature:	4-57	
/ N	o late/quotes will be considered	

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: PORT SHEPSTONE HOSPITAL
DATE ADVERTISED: 2022-08-24 CLOSING DATE: 2022-08-25 CLOSING TIME: 11:00
FACSIMILE NUMBER: 039-682 6761 E-MAIL ADDRESS: sphamandla.cele@kznhealth.gov.za
PHYSICAL ADDRESS: NO 7. BAZLEY STREET PORT SHEPSTONE
QUOTE NUMBER: ZNQ / PSH / 337 / 22 - 23
DESCRIPTION: DENTAL RECORDS PATIENTS FILES
CONTRACT PERIOD ONCE OFF VALIDITY PERIOD 60 Days SARS PIN
CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.
UNIQUE REGISTRATION REFERENCE
DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)
NO 7 BAZLEY STREET PORT SHEPSTONE HOSPITAL 4240
Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration.
The quote box is open from 08:00 to 15:30.
QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RETYPED)
THIS QUOTE IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR QUOTE BEING DISQUALIFIED)
NAME OF BIDDER
POSTAL ADDRESS
STREET ADDRESS
TELEPHONE NUMBER CODENUMBER FACSIMILE NUMBER CODENUMBER
CELLPHONE NUMBER
E-MAIL ADDRESS
VAT REGISTRATION NUMBER (If VAT vendor)
HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN-SUBMITTED? (SBD 6.1) [A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE SWORN AFEIDAVIT (FOR EMES& QSEs) MUST BE SUBMITTED TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE] Department: Department: PROVINCE OF KWAZULU-NATAL PROVINCE OF KWAZULU-NATAL 2022 -08- 2 4
PORT SHEPSTONE PORT SHEPSTONE REGIONAL HOSPITAL REGIONAL MANAGEMENT Page 1 of 9

OFFICIAL F	PRICE PAGE	FOR QUOTATIONS OVER R3	30 000		QU	OTE NUMBE	ER: <u>ZNQ</u>	/PSH / 337	22 _	23
DESCRIPTI	ON: DENTA	AL RECORDS PATIENTS FILE	S		.,					
SIGNATUR	E OF BIDDE	R nt, I hereby agree to all terms an					TE			
CAPACITY	UNDER WH	ICH THIS QUOTE IS SIGNED								
Item No	Quantity	Description				Brand &	С	ountry of	Price	
		7				model		nanufacture	R	С
		SUPPLY AND	DELIV	'ER						
Α	40 000	DENTAL RECORDS	PATIEN	NTS FIL	ES					
		AS PER SPECIFICATION	ON NO:	: DR 01	2223		_			
							_			
							_			
							_			_
							-			-
-										
		1								
	-									
	-									
	-					-				
						-				
VALUE AD	DED TAX @	15% (Only if VAT Vendor)								
		RICE (VALIDITY PERIOD 60 D	ays)							
		γ-								
Doos This	Offer Comply	With The Specification?			he Article Specification		To The	e S.A.N.S. /	S.A.B.S.	
Is The Price		with the Specification?	C			, e.g., 1day,	1week			
1.5 1.10 1 110						, J.g., raay,	· NOON			
Enguirles	vo a o valin a th	a musta may be directed to			Familia		!!!			-14

uiries regarding <u>technical information</u> may be directed to:
tact Person: NB MPANGASE Tel: 039 688 6287

health Department: Health PROVINCE OF KWAZULU-NATAL

PORT SHEPSTONE REGIONAL HOSPITAL

Physical address: 7 Bazley Street, Port Shepstone, 4240 Postal address: P/Bag X5706, Port Shepstone, 4240

Enq: Mrs. J.S. Zulu

PSH SPECIFICATION NO.: DR 01/2223 DENTAL RECORDS PATIENT FILE

SECTION A – General

Reference: ZNQ

Clause	Clause Description Bidders Remarks	
G1	Bidders must quote on the supply and delivery of the item to: Port Shepstone Hospital – SCM Department No. 7 Bazley Street, Port Shepstone, 4240. During office hours 07:30am to 15:00pm. No deliveries will be accepted on weekends and public holidays.	
G2	The card/box must include the following details: 2.1 Name and contact details of the company.	
G3	Bidders must provide a sample of the item quoted for.	

SECTION B - Technical Specification

Clause	Clause Description	Bidders Remarks	
T1	The required cards will be used for the Dental Record File.		
T2	The file must be opened on top in order to insert the records. SIZE OF THE CARD: Height = \pm 25cm Length = \pm 18cm		
	Printing to be done as follows: FRONT		
	TANDHEELKUNDIGE REKORD /DENTAL RECORD		
	Van Rekordkaart Nr Surname Record Card No		
r.	Christian Names		
	Telefoon Telephone Geboortedatum Geslao		
	Geboortedatum Date of Birth/ / Sex Patient Category HO, H1, H2, PHP, P Pre-School Adult		
	Kliniek SKOOL: STANDARD / SCHOOL: STANDARD		
	Streek Region Gr. 1 Gr. 11 1 2 3 4 5 6 7 8 9 10		
	Datum Behandeling Rehandeling		
	Datum Behandeling Behandel deur Voorskrif Treatment by Prescription		
=-			
Т3			
	Total Modils Solutions C30 682.7796		

Printing to be done as follows: BACK
3
18 17 16 55/15 55/14 53/13 52/12 51/11 61/21 62/22 63/23 64/24 65/26 26 27 28
48 47 46 8545 8444 8343 8242 8141 71/31 72/32 73/33 74/24 75/25 36 37 38
48 47 48 8545 8444 8343 8242 8141 71/31 72/32 73/33 74/34 75/35 36 37 38 1
3 4
MEDIESE GESKIEDENISMEDICAL HISTORY
LY DIE PASIENT AAN ENIGE VAN DIE DOES THE PATIENT SUFFER FROM VOLGENDE SIEKTES? ANY OF THE FOLLOWING DISEASES? (Merk met 'n kruis) (Mark with a cross)
1. RUMATIEK KOORS 2. SUIKERSIEKTE 3. VALLENDE SIEKTE PILEPSY
4. HARTLETSEL 5. HOEBLOEDDRUIK 6. NEIGING TOT ABNOR-MALE BLOEDING TENDENCY TO EX. CESSIVE BLEEDING
7. PORTFIRIE 8. GEELSUG 9. ALLERGIE PORPHYRIA JAUNDICE ALLERGY
SWANGERSKAP PREGNANCY
ANDER / OTHER: BESTRALING VAN KOP EN NEK RADIATION OF HEAD AND NECK
VERDERE BESONDERHEDE T.O.V. BOGENOEMDE FURTHER DETAIL WITH REGARD TO THE ABOVE-MENTIONED:
IS DIE PASIËNT TANS ONDER MEDIESE BEHANDELING (INDIEN WEL, VERSTREK BESONDERHEDE) IS THE PATIENT PRESENTLY UNDER MEDICAL TREATMENT? (IF SO, SUPPLY DETAILS)
GEBRUIK DIE PASIËNT TANS MEDISYNE? (INDIEN WEL, VERSTREK BESONDERHEDE) IS THE PATIENT PRESENTLY UNDER MEDICATION? (IF SO, SUPPLY DETAILS)
Handlekening van Pasiënt/Ouer of Voog van Pasiënt Datum/Date Signature of Patient/Parent or Guardian of Patient
* The second section of the section of the section of the second section of the section of
SECTION C – Confirmation
Compulsory to be completed by the bidder and returned with quotation:
I,
(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

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

- 2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

 YES/NO
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution

- 2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?
- 2.2.1. If so, furnish particulars:
- 2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES/NO
- 2.3.1. If so, furnish particulars:

3. DECLARATION

- I, the undersigned,(name)...... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:
- 3.1. I have read and I understand the contents of this disclosure;
- 3.2. I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6. There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM

INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Name of Bidder	Signature	Position	Date
Nume of Blader	Signature	Position	Date

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

GENERAL CONDITIONS OF CONTRACT

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 Department is under no obligation to accept the lowest or any quote.
- 3.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are obscurities regarding technical aspects of the offer, to obtain confirmation of prices or preference claims in cases where it is evident that a typing, written, transfer or unit error has been made, to investigate the vendor's standing and ability to complete the supply/service satisfactorily.
- 3.3. ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.
- The price quoted must include VAT (if VAT vendor).
- 3.5. Should a bidder become a VAT vendor after award or during the implementation of a contract, they may not request the VAT percentage from the Department as the service provider made an offer during the period they were not registered as a VAT vendor. The Department is only liable for any VAT from registered VAT vendors as originally stated on the quotation document.
- 3.6. The bidder must ensure the correctness & validity of the quotation:
 - (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
 - (ii) it is the responsibility of the bidder to confirm receipt of their quotation and to keep proof thereof.
- 3.7. 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.
- 3.8. This quotation will be evaluated based on the 80/20 points system, specification, correctness of information and/or functionality criteria.
 All required documentation must be completed in full and submitted.
- 3.9. Offers must comply strictly with the specification.
- 3.10. Only offers that meet or are greater than the specification will be considered.
- 3.11. Late offers will not be considered.
- 3.12. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.13. Used/ second-hand products will not be accepted.
- 3.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
- 3.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
- 3.16. 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.
- 3.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
- 3.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
- 3.20. In such instances, the Department reserves the right to immediately disqualify such bidders as cover-quoting is an offence that represents both corruption and acquisition fraud.

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. Quotations submitted must be complete in all respects. However, where it is identified that information in a bidder's response, which does not affect the preference points or price, is incomplete in any respect, the said supplier meets all specification requirements and scores the highest points in terms of preference points and price, the Department reserves the right to request the bidder to complete/submit such information.
- 4.5. Any alteration made by the bidder must be initialled; failure to do so may render the response invalid.
- 4.6. Use of correcting fluid is prohibited and may render the response invalid.
- 4.7. Quotations 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.

4.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer for fulfil their obligation.

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 disquare	lified from the evaluation process.
(i) (ii)	The institution has determined that a compulsory site meeting Date Time: Place	take place
Institut	ion 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 (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
- 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. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.

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

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

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

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all quotes:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for this quote shall be awarded for:
 - (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this quote is allocated as follows:

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

- Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act," means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
 - 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:

$$Ps = 80 \left(1 - \frac{Pt - P\min}{P\min} \right)$$
 Where

Ps

= Points scored for price of bid under consideration

Pt

= Price of bid under consideration

- Pmin
- price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 5. BID DECLARATION
- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:
- 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1
- 6.1 B-BBEE Status Level of Contributor: =(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7.	SUB-CONTRACTING	(Tick			
2273	applicable box)		YES	NO	
7.1	Will any portion of the contract be sub-contracted?	,			

- 7.1.1 If yes, indicate:
 - i) What percentage of the contract will be subcontracted.....%
 - ii) The name of the sub-contractor.....
 - iii) The B-BBEE status level of the sub-contractor.....
- 8. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of YES NO Preferential Procurement Regulations, 2017: Designated Group: An EME or QSE which is at last 51% owned by: **EME** QSE Black people Black people who are youth Black people who are women Black people with disabilities Black people living in rural or underdeveloped areas or townships Cooperative owned by black people Black people who are military veterans OR Any EME Any QSE

9.	DECLARATION WITH REGARD TO COMPANY/FIRM								
9.1	Name of company/firm:								
9.2		VAT registration number:							
9.3		Company registration number:							
9.4	TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]								
		Partnership/Joint Venture / Consortium One person business/sole propriety Close corporation Company (Pty) Limited							
9.5	DES	SCRIBE PRINCIPAL BUSINESS ACTIVITIES							
9.6		MPANY CLASSIFICATION [TICK APPLICABLE BO	OXJ						
		Manufacturer Supplier Professional service provider Other service providers, e.g. transporter, etc.							
9.7	Tota	al number of years the company/firm has been in b	usiness:						
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 rest be required to furnish documentary proof to the s	sult of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may atisfaction of the purchaser that the claims are correct;						
	iv)	If the B-BBEE status level of contributor has b contract have not been fulfilled, the purchaser ma	een claimed or obtained on a fraudulent basis or any of the conditions of ay, in addition to any other remedy it may have –						
	(8	a) disqualify the person from the bidding process	s;						
	(t	b) recover costs, losses or damages it has incur	d or suffered as a result of that person's conduct;						
	(0		which it has suffered as a result of having to make less favourable						
	(0	who acted on a fraudulent basis, be restricted	shareholders and directors, or only the shareholders and directors d by the National Treasury from obtaining business from any organ after the audi alteram partem (hear the other side) rule has been						
	(€	e) forward the matter for criminal prosecution.							
	WIT	NESSES	SIGNATURE(S) OF BIDDERS(S)						
	1.		DATE:						
	2.		ADDRESS						

CTANDARD CHOIL DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER 230 000 00 incl vat

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YOU ARE	HEREBY INVITE	D TO QUOT	E FOR RI	EQUIR	EMENTS	AT: P	ORT S	HEPS	ION	ЕН	OS	SPITA	L											
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ENQUIRIE	ENQUIRIES REGARDING THE QUOTE: MR SM CELE CONTACT NUMBER: 039-688 6129 ENQUIRIES REGARDING TECHNICAL INFORMATION: K GOVENDER CONTACT NUMBER: 039-688 6296																							
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Does this of	fer comply with t	he specificati	on?							_	_	period												
Is the price	firm?								All de	liver	у со	sts mu	st be in	cluded	in the qu	oted p	price							
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	QUOTATION PR				Days)							-	10	24/2	dessy india words impo	24	/							
1. SPE	CIAL CONTRACT O	ONDITIONS OF	QUOTATIO	ONS				1	.3	1 4	Jiles	ss incom	stent w	A or ex	esely indi	cated	otherw	ise by	the con	text,	the sing	ular sha	all inclu	ude the
12 The	Department is under Department reserve	s the right to cor	mmunicate i	n writing	with vendor	s in ca	ses where	information	\s	1	plura neute	anticvic	G.	A PORT	woras impo	orung u	ne ma	sculine	genoer .	snaii		uie ieii	nine a	
inco	mplete or where the	e are obscurities	s regarding there it is ev	technica	al aspects of at a typing, y	the offer written.	er, to obtain transfer or	n confirmati unit error h	on 2	2.2 - l	Unade of th	e origin	umetano al bid d	es what locumen	soever may tation may	be us	otation sed, b	n/bid to ut an	orms be original	retyp	ature m	eoraneo iust app	ear o	n such
haar	n made, to investigat DECISIONS TAK	a the wender's e	hae naihaet	ability to	complete th	na supp	ly/service s	atisfactoril	1.	2.3	photo The	picoer is	advised	d to che	ck the numl	ber of	pages	and to	satisfy	him	self that	none a	re mis	sing or
CAN	NCELLATION OF The price quoted must in	IIS QUOTATION	١.		•					,	autil	aled.			complete in									
1.5. Sho	uld a bidder become	a VAT vendor a	after award	or during	the implem	entatio	n of a contr	act, they m	nay	100	a bid	der's res	sponse,	which do	specification	ct the p	prefere	ence po	ints or p	orice,	is inco	nplete ii	n any r	espect,
peri	request the VAT per od they were not re	egistered as a	VAT vendor	. The D	epartment i	s only	liable for a	any VAT fr	om		prefe	erence po	oints and	price, th	ne Departme	ent res	erves	the righ	t to requ	uest t	he bidd	er to co	nplete	submit /
registered VAT vendors as originally stated on the quotation document. 1.6. The bidder must ensure the correctness & validity of the quotation: 2.5 Any alteration made by the bidder must be initialled. Failure to do so may render the response in the property of the pr							nse inv	ralid.																
(i) that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any						2.7	Quo	tations w	ill be ope	ened in p	oublic as soc	on as p	ractica	able afte	er the clo	osing	time of	quotatio	n.					
 (ii) It is the responsibility of the bidder to confirm receipt of their quotation and to keep proof thereof. 1.7. The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions 							2.9	If it i	s desired	to mak	e more t	ade public a han one offe	er agai	nst an	y indivi	dual iten	n, su	ch offer	should	be giv	en on a			
devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract. 1.8. This quotation will be evaluated based on the 80/20 points system, specification, correctness of 2.10 The Department is under no obligation to pay suppliers in part for work done if the supplier or							s attac can n	hed. o longer																
info	ormation and/or fun-	ctionality criteria	. All requir	ed doci	umentation	must b	e complete	ed in full	and		fulfil	their obl	igation		EGARDING									
1.9. Off	omitted. ers must comply stric	tly with the spec	ification.		b.a.a					3.1	Quo	tations s	hall be	lodged a	at the addre	ess ind	licated	no late	er than	the c	losing 1	ime spe	cified	for their
1.11. Lat	ly offers that meet or e offers will not be o	onsidered.								3.2	Eac	h quotati	ion shall	be add	ressed in a	ccorda	nce w	ith the	directive	es in	the quo	otation d	ocume	ents and
1.12. Exp	1.12. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six shall be lodged in a separate sealed envelope, with the name and address of the bidder, the quotation						relation																	

months.

1.13. Used/ second-hand products will not be accepted.

1.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be

1.14. A bidder not registered on the Central Suppliers Database or whose Ventication has raised with not be considered.
1.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
1.16. 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.
1.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
1.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
1.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this

1.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this 1.20. In such instances, the Department reserves the right to immediately disqualify such bidders as coverquoting is an offence that represents both corruption and acquisition fraud.
 SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS

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.

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 ascortained, the envelope sealed and the quotation number written on the envelope.

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 date and time of quotation will be considered.

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.

Quotation documents must not be included in packages containing samples. Such quotations may be extended to be the provided.

3.5

rejected as being invalid.
THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO

PORT SHEPSTONE REGIONAL HOSPITAL

Physical address: 7 Bazley Street, Port Shepstone, 4240

Postal address: P/Bag X5706, Port Shepstone, 4240

Eng: Mrs. J.S. Zulu

PSH SPECIFICATION NO.: BD 01/2223 RECORDING AND INVESTIGATION OF INCIDENTS REGISTER ANNEXURE 1

SECTION A - General

Reference: ZNQ

Clause	Clause Description	Bidder Remarks
G1	Bidders must quote on the supply and delivery of the item to: Port Shepstone Hospital – SCM Department No. 7 Bazley Street, Port Shepstone, 4240. During office hours 07:30am to 15:00pm. No deliveries will be accepted on weekends and public holidays.	
G2	SABS/SANS proof of certification or any other relevant certification documentation must be provided with the quotation.	
G3	Bidders must provide a sample of the item quoted for.	
G4	The packet/box must include the following details: 4.1 Ref No./Ref. No. / Batch No. 4.2 Manufacturing and Expiry date. 4.3 Name and contact details of the company.	

SECTION B - Technical Specification

Clause	Clause Description	Bidder Remarks
	The required Book must be a Recording and Investigation of	
T1	Incidents Register, Annexure 1 as per Occupational Health and	
	Safety Act, 1993.	
T2	The book published by Hortors Stationery.	1
Т3	The book can be viewed at Port Shepstone Hospital at Supply	
13	Chain Department.	

SECTION C – Confirmation

Compusory to be completed by the bidder and returned with quotation.							
.,	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.							
	<i>I</i>						
Signature	Date						

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2.	BIDDER'S	DEGL	ARAIIL	JΙV

- 2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

 YES/NO
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution	
4			

2.2.	Do you, or any person connected with the bidder, have a relationship with any person who is employed by the pro-	curing institution? YES/NO
2.2.1.	If so, furnish particulars:	
2.3.	Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a conthe enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?	trolling interest in YES/NO
2.3.1.	If so, furnish particulars:	
3.	DECLARATION	
	I, the undersigned,(name) in submitting the accompanying make the following statements that I certify to be true and complete in every respect:	g bid, do hereby

- 3.1. I have read and I understand the contents of this disclosure;
- 3.2. I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6. There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Name of Bidder	Signature	Position	Date

¹ The power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.