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**AdvertQuote**



**Quotation Advert**

**Opening Date:** 2022-02-11

**Closing Date:** 2022-02-18

**Closing Time:** 11:00

**INSTITUTION DETAILS**

**Institution Name:** Madadeni hospital

**Province:** KwaZulu-Natal

**Department or Entity:** Department of Health

**Division or section:** Central Supply Chain Management

**Place where goods / services is required** Madadeni hospital

**Date Submitted** 2022-02-11

**ITEM CATEGORY AND DETAILS**

**Quotation Number:** ZNQ: MAD/868/22

**Item Category:** Services

**Item Description:** Pest control for Madadeni hospital

**Quantity (if supplies)** 24 months

**COMPULSORY BRIEFING SESSION / SITE VISIT**

**Select Type:** Compulsory Briefing Session

**Date :** 2022-02-15

**Time:** 11: 00 Late coming will not be entertained.

**Venue:** Madadeni hospital, Maintenance section.

**QUOTES CAN BE COLLECTED FROM:** Quotes have been uploaded together with the advert.

**QUOTES SHOULD BE DELIVERED TO:** To the emails Service providers are advised to hand deliver their quotations at Madadeni hospital in the Admin tender box.

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

**Name:** Mr. AL Ntlangeni

**Email:**

**Contact Number:** 034 328 8269

**Finance Manager Name:** Mr. MP Msomi

**Finance Manager Signature:**

No late quotes will be considered

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: MADADENI PROVINCIAL HOSPITAL
DATE ADVERTISED: 11/02/2022 CLOSING DATE: 18/02/2022 CLOSING TIME: 11:00
FACSIMILE NUMBER: E-MAIL ADDRESS: Madadeni.SCM@kznhealth.gov.za
PHYSICAL ADDRESS: F 0001 SECTION 6 MADADENI 2951

QUOTE NUMBER: MAD/868/22

DESCRIPTION: PEST CONTROL FOR MADADENI HOSPITAL

CONTRACT PERIOD: VALIDITY PERIOD 60 Days SARS PIN:
(if applicable)

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

UNIQUE REGISTRATION REFERENCE [Grid]

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)
[Grid]

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 CODE.....NUMBER..... FACSIMILE NUMBER CODE.....NUMBER.....
CELLPHONE NUMBER
E-MAIL ADDRESS
VAT REGISTRATION NUMBER (If VAT vendor)

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) YES NO
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs& QSEs) MUST BE SUBMITTED TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

**OFFICIAL PRICE PAGE FOR QUOTATIONS**

QUOTE NUMBER: MAD/868/22

DESCRIPTION: PEST CONTROL FOR MADADENI HOSPITAL

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
1	24 MONTHS	PEST CONTROL FOR MADADENI HOSPITAL				
		REQUIREMENTS: CIDB GB, REGISTRATION WITH AGRICULTURE, PREVIOUS EXPERIENCE (3 ORDERS) AND A PUBLIC LIABILITY				
		PRICE PER MONTH				
		TOTAL PRICE FOR 24 MONTHS				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

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., 1day, 1week

<p><b>Enquiries regarding the quote may be directed to:</b></p> <p>Contact Person: <u>MR. AL NTLANGENI</u> Tel: <u>0343288269</u></p> <p>E-Mail Address: .....</p>	<p><b>Enquiries regarding technical information may be directed to:</b></p> <p>Contact Person: <u>MR Q MADUNA</u> Tel: <u>0343288386</u></p>
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## 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 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 OF THIS QUOTATION.**
- 3.4. 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.
- 3.5. 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.*
- 3.6. 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.
- 3.7. 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.
- 3.8. Offers must comply strictly with the specification.
- 3.9. Only offers that meet or are greater than the specification will be considered.
- 3.10. Late offers will not be considered.
- 3.11. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.12. Used/ second-hand products will not be accepted.
- 3.13. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
- 3.14. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
- 3.15. 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.
- 3.16. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.17. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
- 3.18. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
- 3.19. 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 is incomplete in any respect, the said supplier meets all specification requirements and is lowest to quote, 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 disqualified from the evaluation process.

- (i) The institution has determined that a compulsory site meeting  take place
- (ii) Date  /  /  Time  :  Place

Institution Stamp:	Institution Site Inspection / briefing session Official  Full Name: .....  Signature: .....  Date: .....
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**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
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

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

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

### 2. DEFINITIONS

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

**3. POINTS AWARDED FOR PRICE**

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

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

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

- 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**  
applicable box)

(Tick

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 Preferential Procurement Regulations, 2017:

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

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		

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.....  
.....  
.....



**health**  
 Department:  
 Health  
 PROVINCE OF KWAZULU-NATAL

**FUNCTIONAL /TECHNICAL EVALUATION CRITERIA**

PEST CONTROL FOR MADADENI HOSPITAL ( 24 MONTHS CONTRACT)

CATEGORY	YES/NO (FOR SUPPLIERS)	WEIGHT	POINTS	ACTUAL SCORE (FOR OFFICE USE)
1. CIDB 1GB		25%		
2. REGISTRATION WITH AGRICULTURE		25%		
3. PREVIOUS EXPERIENCE (3 ORDERS)		25%		
4. PUBLIC LIABILITY		25%		
<b>TOTALS</b>				

**ATTENTION: SERVICE PROVIDERS**

PLEASE ATTACH PROOF OF WHAT IS REQUIRED ABOVE IN TERMS OF FUNCTIONALITY IN ORDER FOR YOUR QUOTE/BID TO BE AWARDED.

Signature: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_

SUPPLIER/TRADING NAME OR STAMP: \_\_\_\_\_



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

*Mada*

**MADADENI PROVINCIAL HOSPITAL**  
**PEST CONTROL SERVICES**

1.1 This pest control service is for the eradication and control of all pests and vermin (rats, mice, cockroaches, bird's lice all types of ants, moth larvae, fish months act)  
In the areas as depicted in Annexure A

1.2 This service contract does not cover the eradication of termites (white ants) or bees.

1.2.1 Should an exceptional situation arise where the institution requires the eradication or treatment of termites or bees, a separated quotation based on the traveling and hourly rates as indicated in the price schedule will be called for.

**2. SERVICE PERIOD**

2.1 A full treatment of all the areas as indicated in the schedule shall be carried out every four 4 weeks commencing from the date of the official site handover to the contractor.

**3. SERVICE HOURS**

3.1 All servicing must be carried out during hospital working hours.

3.2 Hospital working hours is defined as between 07H30 AND 16H00 weekdays only.

3.3 Servicing will be carried out with the least possible inconvenience to patients and staff within each ward and department.

**4. RE- INFESTATION**

4.1 If in between each four weekly service re infestation of any type of pests become apparent the contractor will be required to provide an immediate re-service in the specified infested area at no cost to the complete satisfaction of the administration.

**5. SERVICE PROCEDURE**

5.1 No servicing should be carried out before the contractor has made prior arrangements for a service date with the officer in charge of the institutional infection control manager

5.2 Such service arrangements shall be made at least 7 days prior to the actual proposed service date.

5.3 On arrival at the institution on the date of service the contractor will be required to report to the infection control manager and to sign the contractor site visit register before any servicing takes place.

5.4 On completion of the service procedure the contractor will once again be required to report to the infection control manager to sign the contractor site visit register.

5.5 When the contractor arrives on site to carry out servicing, he must be in possession of the service schedule "ANNEXURE A"

5.6 This schedule must be signed by the manager of each ward and department where servicing has been completed in terms of specifications.

5.7 The signature of the ward will verify that the service has been carried out to the satisfaction of the manager in charge.

5.8 The properly completed and signed "ANNEXURE A" must be filled in by the service technician with the date and company stamp and attached to the contractor's invoice which must be forwarded for payment to:

**THE HOSPITAL MANAGER  
MADADENI REGIONAL HOSPITAL  
PRIVATE BAG X 6642  
NEWCASTLE  
2940**

**FOR ATTENTION: MR SC ZWANE**

5.9 Failure to comply with the instruction pertaining to the service schedule could result to the payment for the service being withheld.

## **6. PAYMENTS**

6.1 Payments shall be made after four<sup>4</sup> weekly service has been carried out and the relevant documents have been submitted.

## **7. CONTRACT PERIOD AND CONDITION**

7.1 The contract resulting from the acceptance of the successful contractors quotation by the **HEAD: DEPARTMENT OF HEALTH KWAZULU NATAL** shall be valid for a period of **SIX (06)** calendar months, calculated from the official date of site handover and acceptance

## **8. CONTRACT CANCELLATION**

8.1 The Department of Health, KwaZulu Natal, through the appointed institutional manager reserves the right to cancel the contract by means of one calendar month written notice, should the

contractor not carry out the servicing in terms of contract and specifications to the complete satisfaction of the administration.

#### **9. CONTRACT ASSIGNMENT**

9.1 The successful contractor shall not by any means assign this contract or sub-contract any portion of this contract to any other company, firm or person without the express written authority of the department of health.

9.2 This contract shall also be automatically cancelled should the successful contractors company get any changes in status i.e., new ownership, contractor deceased, declared insolvent etc.

#### **10. CONTRACT OF INSURANCE**

10.1 This contract agreement shall not be construed as a contract of insurance.

#### **11. CHEMICAL HANDLING**

11.1 All application, storage handling of pest control chemicals shall be carried out according to SABS Codes of Practice.

#### **12. REGISTRATION**

12.1 Contractors who intend to submit quotations for pest control service must be registered with the Department of Agriculture in Pretoria.

12.2 Registration must be for various types of chemicals and procedures application as required.

12.3 It will be a requirement that certified copies of all registration certificates must accompany the quotation documents.

12.4 Data sheets of all chemicals that will and might be used must be submitted with the quotations

12.5 Companies submitting their quotations without the relevant certificates and data sheets on the chemicals will not be considered for the contract awarding procedures.

### **GENERAL SERVICING PROCEDURES**

#### **13. GENERAL SERVICING PROCEDURES**

13.1 Every room or enclosure in the wards department is to be treated with chemical spray as per SABS CODES of Practice.

13.2 Provision must also be made for the application of a chemical gel in strategic areas of each ward or department after chemical spray

13.3 All built in cupboards shall be internally sprayed and gel treated

13.4 All storage room such as kit rooms, surgical storage rooms etc. shall be treated with spray and gel.

13.5 All plant rooms and basements areas are to be spray and rodent bait treated.

13.6 All free standing out building will be treated as per specifications.

13.7 All sewage and storm water manholes are to be opened and spray treated at each service.

13.8 The contactor is to be in possession of his own tools and equipment to open sewage drains and storm water manholes.

13.9 The surrounds of every open type waste water gulley and water way shall be spray treated at every service.

13.10 The outside walls of every building or structure where walls reach ground level throughout the complex must be spray treated at each service

13.11 All edges of all concrete walkways within the enclosed passages shall be spray treated at each service.

#### **14. OBJECTIONS AND COMPLAINTS.**

14.1 Should the contactor experience any problem or objections from staff or patients in a ward or department being serviced, the matter is to be reported to the infection control manager so that action can be taken to rectify the situation.

14.2 Under no circumstances must the contractor involve himself/herself in arguments or altercations with staff or patients.

#### **15. NON SERVICING OF SPECIFIC AREAS**

15.1 Requests by patients or staff in a ward department not to carry out service procedures in a specific area must be ignored by the service contactor.

15.2 The only occasion when such a request is to be honored is when the request is made by the manager of the ward or department and the request is based on the fact that the room or area in question is housing patient who is suffering from respiratory complications and such a patient cannot be moved from the question.

15.3 In all cases where such a request is made the service technician is to note this in the remarks column of the service schedule and the requesting officer is to sign the service schedule accordingly.

#### **16. REQUEST FOR EXTRA TREATMENT**

16.1 The contractor may not undertake to perform any extra pest control, servicing on the request of staff or patients in the ward or departments.

16.2 Any extra work carried out without the written authority of the infection control manager will be to the contractor's account.

16.3 The issue of chemicals to any unauthorized persons within the institution for their private use is no permitted.



16.4 Contractors found contravening this clause will be removed from site and the contract cancelled.

**17. SCHEDULE OF INFORMATION**

17.1 The following schedule of information is required.

- A. Contractor or Firm Name:
- B. Postal Address :.....
- C. Physical Address :.....
- D. Telephone Number :.....
- E. Facsimile Number :.....
- F. Cellular Number :.....
- G. Has the contractor carried out work for the administration in the past and if so, supply details:

**PRICE SCHEDULE**

**18. SCHEDULE OF PRICES**

18.1 Cost per kilometer from base hospital in case of callout for exceptional requests(excluding VAT)	R
18.2 Hourly labour rate pest control technician including rate for and assistant in case of callout for exceptional requests(excluding VAT)	R
<b>18.2.1 THE ABOVE TWO PRICES DO NOT FORM PART OF THE SERVICE PRICE</b>	
<b>18.2.2 PRICING FOR EACH SERVICE SHALL INCLUDE ALL TRAVELLING AND LABOUR COSTS FOR THE TECHNICIAN AND ASSISTANTS TO CARRY OUT THE SERVICE AS PER THE SPECIFICATIONS</b>	
18.3 PRICE PER EACH 4 WEEKLY SERVICE AS PER THE SPECIFICATIONS	R
18.4 TOTAL CONTRACT PRICE FOR <del>THIRTEEN</del> <sup>24</sup> SERVICES DURING THIS CONTRACT PERIOD OF <del>TWELVE MONTHS</del> (EXCLUDING VAT) <i>24 months</i>	R
<b>THE TOTAL CONTRACT PRICE IS TO BE CARRIED TO THE OFFICIAL QUOTATION FORM AND WEITTEN IN WORDS AND FIGURES, AND THIS AMOUNT WILL BE ACCEPTED AS FINAL AND BINDING.</b>	

**AUTHORISED COMPANY SIGNATURE:**.....

**NAME IN PRINT** :.....

**COMPANY NAME** :.....

**COMPANY STAMP** :.....



**MADADENI REGIONAL HOSPITAL: PEST CONTROL SERVICE  
ANNEXURE A**

THIS SERVICE SCHEDULE IS TO BE SIGNED BY THE MANAGER IN CHARGE OF EACH WARD OR DEPARTMENT ON COMPLETION OF THE SERVICE AND THEN FINALLY SIGNED AND STAMPED BY THE SERVICE TECHNICIAN. THE COMPLETED SCHEDULE MUST THEN ACCOMPANY THE CONTRACTORS INVOICE FOR

AREA DESCRIPTION	SIGNATURE	REMARKS/COMMENTS
WARD E2		
WARD E3		
WARD E4		
SECURITY		
SCHOOL HEALTH		
PSYCH REGISTRY		
DENTAL UNIT		
X.RAY		
C.T SCAN		
PHARMACY MAIN		
PHARMACY O.P.D		
V.C.T		
PMTCT		
BOILERS		
TUCKSHOP		
CONTROL OFFICE		

# MADADENI REGIONAL HOSPITAL: PEST CONTROL SERVICE ANNEXURE A

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FINANCE OFFICE		
OCCUPATIONAL THERAPY		
PHYSIO THERAPY		
MOBILE CLINIC		
C.S.S.D		
LABORATORY		
O.P.D		
PEOPLES MANAGEMENT		
MAIN HALL		
SUPPLY CHAIN MANAGEMENT		
MAINTENANCE		
BLOOD BANK		
TRANSPORT		
PSYCHIATRY O.P.D		
PSYCHIATRY ADMISSIONS		
PSYCHIATRY WARD C1		
PSYCHIATRY WARD C2		
PSYCHIATRY WARD C3		
PSYCHIATRY WARD C4		
PSYCHIATRY WARD C5		
PSYCHIATRY WARD C6		
PSYCHIATRY WARD C7		
WARD E1		

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DOCTORS RESIDENCE HOUSE 11	
DOCTORS RESIDENCE HOUSE 12	
DOCTORS RESIDENCE HOUSE 13	
DOCTORS SINGLE QUARTERS 1	
DOCTORS SINGLE QUARTERS 2	
DOCTORS SINGLE QUARTERS 3	
DOCTORS SINGLE QUARTERS 4	
DOCTORS SINGLE QUARTERS 5	
LAUNDRY	
KITCHEN	
KITCHEN BASEMENT	
MECHANICAL PLANT ROOMS	
NURSES HOME BLOCK 1	
NURSES HOME BLOCK 2	
NURSES HOME BLOCK 3	
NURSES HOME FLATLET 1	
NURSES HOME FLATLET 2	
ADMINISTRATION BLOCK	
THEATRES	
I.C.U	
GENERAL WARD 11	
GENERAL WARD 12	
GENERAL WARD 13	
GENERAL WARD 14	
TB1	

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ANNEXURE A**

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TB2	
TB3	
TB4	
METERNITY	
MORTUARY	
DOCTORS RESIDENTS HOUSE 1	
DOCTORS RESIDENTS HOUSE 2	
DOCTORS RESIDENTS HOUSE 3	
DOCTORS RESIDENTS HOUSE 4	
DOCTORS RESIDENTS HOUSE 5	
DOCTORS RESIDENTS HOUSE 6	
DOCTORS RESIDENTS HOUSE 7	
DOCTORS RESIDENTS HOUSE 8	
DOCTORS RESIDENTS HOUSE 9	
DOCTORS RESIDENTS HOUSE 10	
GENERAL WARD 1	
GENERAL WARD 2	
GENERAL WARD 3	
GENERAL WARD 4	
GENERAL WARD 5	
GENERAL WARD 6	
GENERAL WARD 7	
GENERAL WARD 8	
GENERAL WARD 9	
GENERAL WARD 10	

