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KZN Health > Components > Supply Chain Management

AdvertQuote



**KWAZULU-NATAL PROVINCE**  
HEALTH  
REPUBLIC OF SOUTH AFRICA

**Quotation Advert**

Opening Date: 2022-01-31

Closing Date: 2022-02-08

Closing Time: 11:00

**INSTITUTION DETAILS**

Institution Name:

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required:

Date Submitted: 2022-01-31

**ITEM CATEGORY AND DETAILS**

Quotation Number: ZNQ:

Item Category:

Item Description:

Quantity (if supplies):

**COMPULSORY BRIEFING SESSION / SITE VISIT**

Select Type:

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM:

QUOTES SHOULD BE DELIVERED TO:

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

Name:

Email:

Contact Number:

Finance Manager Name:

Finance Manager Signature:

No late quotes will be considered

**STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00**

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: DEPARTMENT OF HEALTH- CENTRAL SCM  
 DATE ADVERTISED: 31/01/2022 FACSIMILE NUMBER: .....  
 ENQUIRIES MAY BE DIRECTED TO: MXOLISI MYEZA CONTACT NUMBER: 033-9402518  
 PHYSICAL ADDRESS: 310 JABU NDLOVU STREET, SCM OFFICES, PIETERMARITZBURG, 3201

ZNQ NUMBER: HOH/1191/22 CLOSING DATE: 08/02/2022 CLOSING TIME: 11:00

DESCRIPTION: AFTER SERVICE REPAIRS OF BODY CABINETS

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO WILL RESULT IN YOUR OFFER BEING DISQUALIFIED)

NAME & ADDRESS OF BIDDER (FIRM)	
NAME OF BIDDER	
PHYSICAL ADDRESS	DATE
CONTACT NUMBER	FACSIMILE NUMBER
SIGNATURE OF BIDDER	SARS PIN
[By signing this document I hereby agree to all terms and conditions]	CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.:
UNIQUE REGISTRATION REFERENCE: ↓	

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
1	01	After Service repairs of body cabinets at Bulwer Forensic Mortuaries				
		NB: Specification attached				
		Hand Deliver : 310 Jabu Ndlovu street, SCM Offices, Quotation Tender				
		Box. Proof of CSD summary with banking details, Tax Clearance				
		Certificate must be attached OR email to				
		Quotations.scmho@kznhealth.gov.za				
VALUE ADDED TAX (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

Does this offer comply with the specification?	State delivery period e.g. E.g. 1day, 1week
Is the price firm?	All delivery costs must be included in the quote price

**SPECIAL CONTRACT CONDITIONS OF QUOTATIONS**

- The institution is under no obligation to accept the lowest or any quote.
- The price quoted must include VAT (if VAT vendor).
- The department reserves the right to evaluate all quotations excluding VAT as some Bidders may not be VAT vendors.
- The Bidder must ensure the correctness & validity of quote: *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*
- 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.
- This quotation will be evaluated specification & correctness of information.
- Only offers that comply with or greater than specification will be considered.
- Late quotes will not be considered.
- All products supplied must be valid for a minimum period of six months.
- A Bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 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.
- In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- If samples / compulsory site inspection / briefing session are required, the supplier will be informed in due course.
- The supplier shall furnish any information, when requested.
- 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.
- The supplier shall indemnify the KZN Department of Health (aka 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.
- 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. The purchaser may also consider termination of the contract.
- The purchaser, may terminate this contract in whole or in part if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract fails to perform any other obligation(s) under the contract; or has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 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.
- 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.
- 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.

**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.

.....	.....	.....	.....
Name of bidder	Signature	Position	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); | c) provincial legislature;                                    |
| b) any municipality or municipal entity;  | 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.



health

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Department:

Health

**PROVINCE OF KWAZULU-NATAL**

## **INFRASTRUCTURE DEVELOPMENT**

### **REFRIGERATION BODY CABINETS REPAIRS**

#### **HARRY GWALA DISTRICT – Bulwer Forensic Mortuaries**

Prepared By: Mr ML Myeza

August 2021

**PROVINCE OF KWAZULU-NATAL**

**DEPARTMENT OF HEALTH**

# MAJOR SERVICE OF REFRIGERATION SYSTEM AT HARRY GWALA MLM BULWER MLM

## PART 1

### 1. GENERAL

#### 1.1 SCOPE OF WORK

- The current scope of work is as per the schedule activities on 8.1 Specifications and BOQ.

#### 1.2 SITE AND MODE OF PROCEDURE

- The site is at Bulwer Forensic Pathology Services at Harry Gwala District in KwaZulu-Natal.
- Bidders are advised that all the existing premises will be occupied throughout the period of any contract.
- Damage to the existing buildings - Bidders to note that any damages done or occurring to any of the buildings will be repaired at the expense of the contractor.
- The service must be done to the satisfaction of the KwaZulu-Natal Department of Health Infrastructure Engineering and Technical Services

#### 1.3 CONTRACT DRAWINGS

- There are no contract drawings issued together with this document.

#### 1.4 REQUIREMENTS (RETURNABLE DOCUMENTS)

- 1ME or above CIDB registration.
- Trade test certificates – refrigeration mechanic (for Artisans).
- Registration with the relevant body (SAQCC under GAS category B).
- Maintenance and repairs experience in the form of CV (personnel within the company).
- Atleast one order and completion letter/certificate for similar scope of work.

**NOTE: Failure to submit any of the above documents/information will automatically disqualify the service provider.**

## PART 2

## **1. GENERAL TECHNICAL SPECIFICATION**

- This Technical Specification is provided as a guideline for bid purposes. The final scope will be discussed during the site briefing.
- After service detailed report to be submitted upon completion of work.

## **2. STANDARDS**

- The operation, construction, material and components of the cold room and freezers and its associated equipment specified, must comply with the latest requirements of:
  - i) The Occupational Health and Safety Act (Act 85, 1993) as amended.
  - ii) SANS 10142: Code of Practice for Wiring of Premises.

## **3. PROGRAMMING OF WORKS**

- The contractor shall notify the institution two (2) days prior to carrying out any site work. As the mortuary is to remain in full operation for the duration of the works, the works are to be planned and executed so as to cause minimum inconvenience to staff. Contractor shall finish this work within two weeks counting from the date when the order number has been issued, unless other strong and valid reason,

## **4. TESTING AND COMMISSIONING**

- The units shall be tested and commissioned before handing over to Department of Health: Provincial Infrastructure Development Engineer. There shall be a commissioning program submitted by the service provider prior to the commissioning and the commissioning shall be witnessed by the Department of Health: Provincial Infrastructure Development Engineer or his/her representatives.

## **5. SCHEDULE OF EQUIPMENT**

### **Bulwer MLM**

- a) 2 x 6 tier body cabinets

## **6. REFRIGERATION INTRODUCTION**

The refrigeration systems in the forensic mortuaries are used to keep the temperatures of the cold rooms, body cabinets and freezers in the forensic mortuaries at desired low levels to prevent the bodies from decomposing as that can affect the autopsy results.

At Harry Gwala Forensic Mortuaries, the asset information for the coldrooms, freezer rooms, body holding cabinets and split units is as per the Schedule of Equipment.

## **7. INSTALLATIONS IN HARRY GWALA HEALTH DISTRICTS FORENSIC MORTUARIES**

### **7.1 Refrigeration System**

There are four (4) forensic mortuaries at Harry Gwala District and each of these mortuaries has refrigeration system and split units installed.

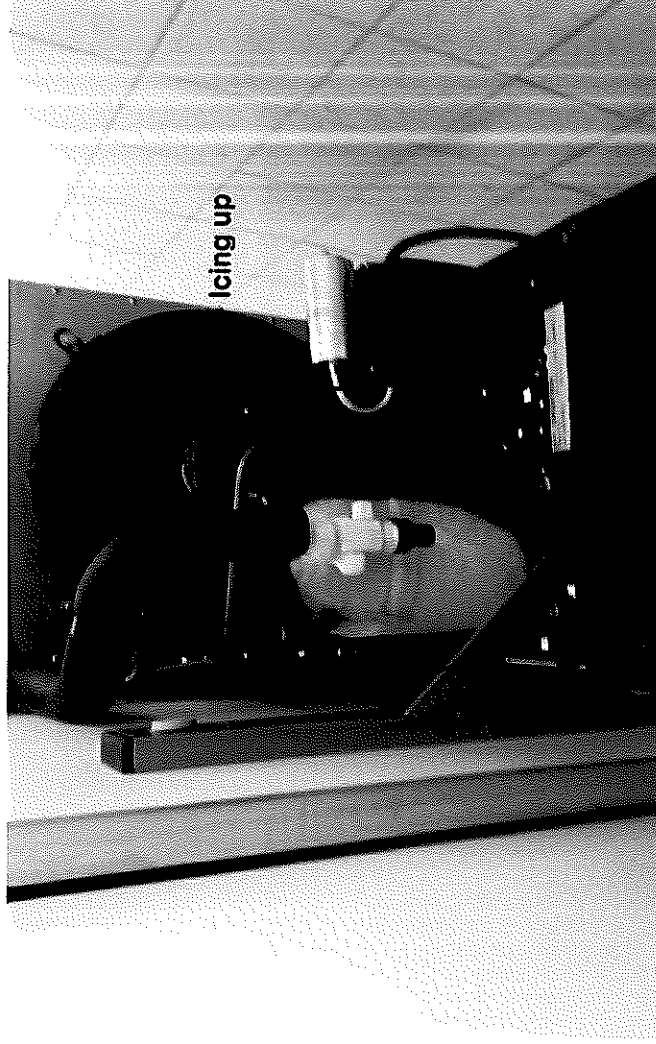
**8. REFRIGERATION SYSTEMS' MAINTENANCE**

There are two (2) fundamental types of refrigeration System maintenance that the successful contractor must perform, namely "preventative" maintenance. The contractor must work more towards maximum preventative maintenance, preferable to maintain 80:20 ratio (preventative to reactive) at all times.

## 8.1 SPECIFICATION (SERVICE ACTIVITIES)

### Mortuary Cabinet 2

- Suction pipe and evaporator coil iced up, remove ice.
- Checked for gas leaks, repair and also regas.
- Replace expansion valve.





## **9. IMPLEMENTING WORK AND REPORTING ON SITE**

- 9.1. All contractor employees are required to report to the Facility Manager or his delegated official **upon arrival and prior to departure/upon completion of work.**
- 9.2. Upon arrival and departure (completion of work), all contractor employees must sign the *Contractors Site Visit Register* which will be kept in the facility by the Facility Manager.
- 9.3. A job sheet must be completed on site by the service provider indicating the time worked for a job allocated. The job sheet is to be signed and stamped with a dated facility stamp by the facility manager or his/her delegated official on site. This will be issued to the awarded contractor.
- 9.4. The document required to effect invoice pay-out is as follows:
- Instruction issued to carry out works on a particular scope.
  - Job sheet, stamped (or signed) and dated by facility manager or his/her designated official.
  - Attendance/site visit register
  - Report on scope executed.
  - Service provider's invoice.

The work will be paid on the basis of time in job sheet and in accordance with the agreed rates.

- 9.5. Report must be sent to the DoH Infrastructure Engineer and the copy to the Facility Manager within 5 days of the works completion.

## **10. EQUIPMENT TO BE PROVIDED BY THE SERVICE PROVIDER**

The service provider shall supply all plant, material, consumables and tools required to carry out the scope of work related to refrigeration maintenance and repairs in the Harry Gwala Forensic Mortuary – Bulwer MLM.

Where a service provider is required to hire plant or equipment which does not form part of their normal refrigeration scope of work, prior approval shall be obtained from the Department's Representative. The name of Department's Representative will be communicated to the appointed contractor.

The works shall be carried out in full compliance to Occupational Health and Safety Act and Regulations and all relevant Acts and Standards. All safety precautions required for working on electrical systems shall be taken into account and a risk assessment shall be conducted by the service provider. Suitable personal protective equipment shall be worn at the time of duty. The contractor is fully liable for safety and security of his personnel and shall indemnify the Department of Health for all incidents.

**11. SUMMARY PRICE PAGE**

<b>DESCRIPTION</b>			
<b>Labour:</b> Supply the services of a reputable, competent and accredited Service Provider for carrying out refrigeration preventative maintenance including all Health and Safety compliance.			
<b>Carry out the after service repairs – the pricing must include, but not limited to, labour, travelling, mark-ups, overheads, etc.</b>	<b>Quantity</b>	<b>Item Price</b>	<b>Total Cost (Quantity x Item Price)</b>
<b>Mortuary Cabinet 2</b>			
11.1.1 Suction pipe and evaporator coil iced up, remove ice.	1		
11.1.2 Checked for gas leaks, repair and also regas.	1		
11.1.3 Replace expansion valve.	1		
<b>Subtotal Amount.</b>			
<b>If VAT vendor, include 15% VAT.</b>			
<b>TOTAL Tender Amount.</b>			