



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

## Quotation Advert

**Opening Date:** 2022-07-13

**Closing Date:** 2022-07-22

**Closing Time:** 11:00

### INSTITUTION DETAILS

**Institution Name:** Edumbe CHC ▾

**Province:** KwaZulu-Natal

**Department or Entity:** Department of Health

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

**Place where goods / services is required** EDUMBE CHC

**Date Submitted** 2022-07-12

### ITEM CATEGORY AND DETAILS

**Quotation Number:** ZNQ:  
EDU 087/22/23

**Item Category:** Services ▾

**Item Description:** RENOVATION AT FRIESGEWACHT CLINIC

**Quantity (if supplies)** 01

### COMPULSORY BRIEFING SESSION / SITE VISIT

**Select Type:** Both ▾

**Date :** 2022-07-18

**Time:** 10H00

**Venue:** FRIESGEWACHT CLINIC

**QUOTES CAN BE COLLECTED FROM:** SHOULD BE PRINTED FROM THE ADVERT

**QUOTES SHOULD BE DELIVERED TO:** EDUMBE CHC TENDER BOX

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

**Name:** SITHEMBILE

**Email:** happiness.shabalala@kznhealth.gov.za

**Contact Number:** 079 868 1870

**Finance Manager Name:** Mr S. Shandu

**Finance Manager Signature:**

No late quotes will be considered







## 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.**
- 3.4. 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 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  will  take place
  - (ii) Date 18 /07 /2022 Time 10 :00 Place FRIESGEWACHT CLINIC (BILANYONI AREA)

Institution Stamp:	Institution Site Inspection / briefing session Official
	Full Name: .....
	Signature: .....
	Date: .....

**8. STATEMENT OF SUPPLIES AND SERVICES**

- 8.1. The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudice to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

**9. SUBMISSION AND COMPLETION OF SBD 6.1**

- 9.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

**10. TAX COMPLIANCE REQUIREMENTS**

- 10.1. In the event that the tax compliance status has failed on CSD, **it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier.**
- 10.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, **the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.**

## 11. TAX INVOICE

11.1. A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:

- |  |  |
|--|--|
| (i) the name, address and registration number of the supplier;                           | (iv) a description and quantity or volume of the goods or services supplied; |
| (ii) the name and address of the recipient;  | (v) the official department order number issued to the supplier;             |
| (iii) an individual serialized number and the date upon which the tax invoice is issued; | (vi) the value of the supply, the amount of tax charged;                     |
|  | (vii) the words tax invoice in a prominent place.                            |

## 12. PATENT RIGHTS

The supplier shall indemnify the **KZN Department of Health** (hereafter known as the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

## 13. PENALTIES

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

## 14. TERMINATION FOR DEFAULT

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

## 15. 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
<b>PRICE</b>	80
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	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:

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

- P<sub>s</sub> = Points scored for price of bid under consideration
- P<sub>t</sub> = Price of bid under consideration
- P<sub>min</sub> = 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	<input type="checkbox"/>	NO	<input type="checkbox"/>
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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	<input type="checkbox"/>	NO	<input type="checkbox"/>
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Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are youth	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are women	<input type="checkbox"/>	<input type="checkbox"/>
Black people with disabilities	<input type="checkbox"/>	<input type="checkbox"/>
Black people living in rural or underdeveloped areas or townships	<input type="checkbox"/>	<input type="checkbox"/>
Cooperative owned by black people	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are military veterans	<input type="checkbox"/>	<input type="checkbox"/>
OR		
Any EME	<input type="checkbox"/>	<input type="checkbox"/>
Any QSE	<input type="checkbox"/>	<input type="checkbox"/>

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.

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
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<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>
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**PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH  
ZULULAND DISTRICT**



**RENOVATIONS TO FRIESGEWACHT CLINIC  
(TECHNICAL SPECIFICATIONS)**

**Institution: EDUMBE CHC  
Date : 29 JUNE 2022**

## PROJECT SPECIFICATION

The work to be carried out in terms of this section of the project comprises the supply and installation of *all the materials necessary, as per the Schedule of Rates*

### PART 1

#### 1. SCOPE OF WORK

- 1.1. Preparation and painting of walls (wall cracks to be closed off using poly filler or rhinolite).
- 1.2. Broken cornices to be replaced where required.
- 1.3. Preparation and painting of window frames, ceiling and roof.
- 1.4. Preparation and varnishing of skirting.
- 1.5. Preparation and painting of doors and door frames.

### PART 2

#### 2.1 TECHNICAL SPECIFICATION

This TECHNICAL SPECIFICATION shall be read in conjunction with all other sections of the SPECIFICATION and cognisance shall be taken of the clauses relevant to this particular work, whether any specific clauses are referred to or not.

### PART 3

#### 3.1. MATERIALS:

- 3.1.1. Proprietary materials where specified are to be of the brand specified or other approved by the Department. All paint shall be applied strictly according to the Manufacturers specifications.
- 3.1.2. All primers, emulsion paints, enamels, stains, varnishes, etc. are to comply with the relevant SANS specification. Paints, etc. shall be suitable for application on the surfaces to which they are being applied and those used externally shall be of exterior quality or suitable for exterior use. For any particular work the priming coat and subsequent coats of paint are to be executed with paints from the same manufacturer and in accordance with that manufacturer's instructions.
- 3.1.3. The materials are to be brought to the site in unopened containers and no adulteration will be permitted, except thinners of a quantity and quality directed by the manufacturer.
- 3.1.4. The Department shall at all times be permitted to take samples for testing purposes from open containers of any brand of paint being used on the work.
- 3.1.5. All materials, if and when required by the Department, will be subject to tests by the South African Bureau of Standards, and the cost of such tests, should the material under test not meet the requirements of this specification, shall be borne by the Contractor. Fillers and stoppings are to be suitable for use with the material being filled or stopped and to the approval of the Department.

#### 3.2. PREPARATORY WORK:

- 3.2.1 All new and existing surfaces are to be thoroughly dry and are to be cleaned of all dust, dirt, grease, oil, rust, scale, efflorescence, fungus, loose or flaking material, etc. rubbed down, stopped, filled, knotted and sanded smooth as required in accordance with the paint manufacturer's recommendations and to the approval of the Department prior to the application of paint, etc.
- 3.2.2 Ceilings are to have nail heads, including those to cornices and cover strips, primed and stopped up as necessary and rubbed down smooth. Asbestos cement shall be primed with an approved alkali

resistant primer before the application of subsequent coats which are not, in themselves, alkali resistant.

3.2.3 Iron, steel and other ferrous metals shall be cleaned in accordance with SANS Code of Practice 064 to remove rust, scale, grease, oil, etc. and the surface brought to a bright metallic condition. Galvanized iron and zinc shall be cleaned in accordance with SANS Code of Practice 062 to remove the manufacturer's temporary protective coating, white rust, etc.

3.2.4 Other non-ferrous metals shall be thoroughly cleaned to remove all milling oils, temporary protective coatings, etc. and the surface abraded with fine water-paper and white spirit.

3.2.4 Woodwork to be painted shall have all knots and resinous areas treated with an approved knotting, the surface shall then be primed and all holes, etc. stopped and rubbed down smooth.

3.2.5 Woodwork to be oiled, stained, varnished, etc. shall be free of all stains, pencil marks and other surface discolorations and all holes, etc. stopped with tinted stopping and rubbed down smooth.

3.2.6 In preparing existing glazed sashes and sash doors, all loose putty is to be removed, the rebates primed and glass re-sprigged and re-puttied as necessary before the painting is commenced.

3.2.7 Previously distempered or lime washed surfaces to receive any other type of paint, are to have the existing distemper or lime wash completely removed by scraping or wire brushing and the surfaces treated with an approved bonding liquid.

3.2.8 Where existing paint film are in good condition any flaking or bared patches are to be properly feathered into the surrounding paint and spot primed as necessary.

3.2.9 Where existing paint films are in poor condition and require to be removed completely, they are to be removed by means of wire brushing, paint remover, burning off, or other approved method.

3.2.10 Paint removers shall be free of wax and caustic substances and shall preferably be of water rinse able type. When burning off paint from wood, care must be taken to avoid charring the wood.

3.2.11 The final state of preparatory work to existing decorated surfaces shall in all cases produce in the finished decorated surfaces a condition similar to new work.

3.2.12 The Contractor will be held responsible for the proper and adequate preparation of the surfaces and any work which fails to meet the manufacturer's recommendations must be made good at the Contractor's expense to the satisfaction of the Department.

3.2.13 **NOTICE BOARDS**- Remove notice boards from the walls and store for re-mounting after completion of painting.

3.2.14 **MASKING OFF**- Use masking tape and old newspaper or other paper, tape off all non-removable fixtures and fittings, window glass, medical trunking, power trunking, pvc skirtings etc prior to any painting taking place.

3.2.15 **LINEN STORE SHELVES**- remove the timber shelves and shelf units from the linen store and re-install when the painting of the store is complete.

3.2.16 **DROP SHEETS** - Supply and utilise canvas or PVC drop sheets to cover fixtures, fittings, equipment furniture and floors during the painting procedure.

3.2.17 **MOVING EQUIPMENT OR FURNITURE**- The successful contractor will be responsible to move equipment or furniture from the areas to be painted and to return such equipment or furniture to their respective positions when the painting is completed.

**3.2.18 SIGNS** - All paper signs, paper instructions, paper circulars etc stuck onto the walls, doors or door frames shall be removed by the contractor and handed to the department manager prior to preparation of the surfaces taking place.

**3.2.19 TOOLS AND EQUIPMENT**

- The contractor is to be in possession of all necessary tools and equipment to carry out this project.
- The hospital tools, equipment and facilities will not be at the contractors disposal
- All tools and equipment brought onto site by the contractor shall conform to the requirements of the occupational health and safety act (act 85 of 1993 as amended)

**3.2.20 SITE CONDITION**- The site is to be kept tidy at all times during the course of the project. On completion of the project the site shall be left neat and tidy with all rubbish and rubble removed from site by the contractor.

**3.2.21 OCCUPATION**- Contractors are to note that the ward will be occupied and fully functional during the course of the project. The successful contractor will be responsible to liaise with the department manager to determine which areas can be tackled and completed with the least inconvenience to the patients and staff.

**3.2.22 WORKING HOURS**- Normal working hours is defined as being between 07h00 and 16h30 during weekdays only. All contract work shall be carried out during normal hospital working hours. Should the contractor wish to work after hours, weekends or public holidays, a written request must be submitted to the hospital maintenance manager for authority to work out of normal working hours. Under no circumstances will overtime rates be paid to the contractor should he elect to work out of normal hospital working hours.

**3.2.23 CONTRACT PERIOD**- The contract period for the completion of the works will be Forty Five (45) working days calculated from the date of official site handover to the contractor.

**3.3 APPLICATION OF PAINTS, ETC.**

3.3.1 Painting may be carried out by brush, roller or spray as recommended by the manufacturer and to the approval of the Department. All paints, etc. are to be applied in strict accordance with the manufacturer's instructions. Each coat of paint is to be adequately and permanently keyed onto the previous coat or surface and shall be evenly distributed and continuous and shall dry to a smooth film, free from sags, runs or other imperfections. Each coat of paint is to be of a colour distinctive from previous or succeeding coats.

3.3.2 All painting must be done in accordance with a colour scheme which will be provided by the Department and rates for painting etc. are to include for all cutting in of contrasting colours and masking as required. No distinction has been made where more than one colour of the same material is required on the walls or ceiling of the same room.

3.3.3 Samples of colours for the final coats are to be prepared in all cases to the approval of the Department and all work must be finished to the approved colours.

3.3.4 Backs of wood door and similar frames and the surfaces of other new or prefixed joinery in contact with brickwork, etc. and built in as the work proceeds, shall be primed or sealed before building in to prevent moisture seeping into the wood from the mortar bedding.

3.3.5 Tongued and grooved and rebated edges of boards in batten doors and other such like inaccessible parts of new joinery shall, before assembly, be primed, or where the joinery is to receive a finish other than paint, be given one coat of such other finishing material.

3.3.6 All new external structural timbers shall be primed before the timbers are fixed in position and shall include all surfaces such as backs of fascia's and barge boards

### **3.4. PAINTWORK TO PREVIOUSLY PAINTED PREPARATORY WORK EXISTING SURFACES**

3.4.1 All previously painted surfaces must be sanded and thoroughly washed down and allowed to dry completely before paint is applied. Blistering or peeling shall be completely removed and cracks shall be opened, filled with suitable filler and finished smooth.

3.4.2 Previously painted metal surface shall be thoroughly rubbed and cleaned down. Blistered or peeling shall be completely removed.

3.4.3 Previously painted wood surface shall be thoroughly cleaned down, Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth.

### **3.5. RATES:**

3.5.1 Rates for painting, etc. are to include for all preparatory work, and where spraying is employed, are to include or adequately masking all surrounding areas.

3.5.2 Where diameters of pipes are stated these are the nominal internal diameters, and rates for painting pipes are to include for painting the holder bats, hangers, clips, etc. supporting the pipes.

3.5.3 Rates are to include for providing all necessary dust sheets, covers, etc. taking all necessary precautions to prevent marking the surfaces of joinery, walls, floors, glass, electrical fittings, etc. All surfaces disfigured or otherwise damaged shall be completely renovated or replaced as necessary to the approval of the Department at the Contractor's own expense.

### **3.6. GUARANTEE**

The guarantee/maintenance period for the completed works will be three (3) months calculated from the date of official acceptance of the works by the KZN DEPARTMENT OF HEALTH (First Delivery Certificate)

Any faults or defects found during this period will be rectified by the contractor at no cost to, and, to the complete satisfaction of the kzn department of health.

## **PART 4**

### **4. MINIMUM REQUIREMENTS**

- 4.1 CIDB grading 1 GB or more is eligible to tender.
- 4.2 Qualified and/or experienced artisan to be utilized on site, proof to be submitted with bid documents.
- 4.3 Experience on similar work, at least one completion certificate to be submitted with bid documents.

### **5. NOTES TO BIDDERS**

- 5.1 No contractors will be allowed to sleep on site.
- 5.2 Contractors to comply to Health and Safety Act and PPE clothing to be used for the duration of the contractor.
- 5.3 Contractor to ensure that the proper security of their material and tools is being provided throughout the entire project.
- 5.4 This project is very tight since there may not be a decanting plan.
- 5.5 Since the facility is operational 24 hours, disruption of services will be limited and work may need to be conducted on weekends and during night.
- 5.6 Company representatives attending site briefings and appending signatures on Site Briefing Registers should have reasonable knowledge of the work/s being undertaken.
- 5.7 Company Representatives attending Site Briefings and appending signatures on Site Briefing Registers are duly appointed representatives of the company.

**SCHEDULE OF RATES**

**6. WORK TO BE DONE AND SCHEDULE OF PRICES:**

Item	DESCRIPTION	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<b>NOTE:</b> All rates for items contained in this Schedule of Prices must be filled <b>excluding</b> the applicable Value Added Tax. All prices shall include labour and transport. The Administration reserves the right to Negotiate prices in the Bill of Quantities						
	<b>INSTITUTION:</b> EDUMBE CHC						
	<b>PROPRIETARY ARTICLES:</b> All equipment and material used in this contract shall be that which is specified or other approved. <b>PAINT SPECIFICATION:</b> <b>A) <u>Window Frames</u></b> - Paint all window frames with two coats inside & outside.  <b>B) <u>WALLS</u></b> - Paint one coat Primer on all prepared areas. - Paint walls with two coats of Plascon Tawny Mink (VEL 2 code) Interior Velvet Sheen.  <b>C) <u>DOORS AND FRAMES</u></b> - Paint once coat Primer on all prepared areas - Paint all doors and frame with two coats Plascon Enamel Ivory (G374 Code) Interior/Exterior High Gloss.  <b>D) <u>SKIRTINGS/BUMBER RAILS</u></b> - Paint all Skirtings and bumper rails with Interior/exterior Knot Seal, clear finish. - Paint all skirtings and bumper rails with a Plascon, Interior varnish, Teak Colour.						
	<b>Main Clinic</b>						
	<b>Waiting Area</b>						
	Paint Walls	m <sup>2</sup>	48				
	Windows		4				
	Paint doors and Door Frames		2				
	Paint Skirtings	m	20				
	Ceiling	m <sup>2</sup>	42				
	Adjust door closers		04				
	Repair all striker plates on door locks.		05				
	<b>Carried To Collection Summary PS 1</b>					R	
	<b>Labour</b>						
	Paint Walls	m <sup>2</sup>	86				



Windows		3				
Paint doors and Door Frames		2				
Paint Skirtings	m	16				
Ceiling	m <sup>2</sup>	16				
<b>Carried To Collection Summary PS 1</b>					R	
<b>Kitchen</b>						
Paint Walls	m <sup>2</sup>	68				
Windows		2				
Paint doors and Door Frames		2				
Paint Skirtings	m	16				
Ceiling	m <sup>2</sup>	16				
<b>Carried To Collection Summary PS 1</b>					R	
<b>Staff Toilet</b>						
Paint Walls	m <sup>2</sup>	34				
Windows		2				
Paint doors and Door Frames		2				
Paint Skirtings	m	13				
Ceiling	m <sup>2</sup>	13				
<b>Carried To Collection Summary PS 1</b>					R	
<b>Sluice Room</b>						
Paint Walls	m <sup>2</sup>	32				
Windows		1				
Paint doors and Door Frames		3				
Paint Skirtings	m	12				
Ceiling	m <sup>2</sup>	9				
Burglar guards		1				
<b>Carried To Collection Summary PS 1</b>					R	
<b>Labour Passage</b>						
Paint Walls	m <sup>2</sup>	43				
Windows		0				
Paint doors and Door Frames		0				
Paint Skirtings	m	8				
Ceiling	m <sup>2</sup>	8				
<b>Carried To Collection Summary PS 1</b>					R	
<b>Sluice Room 2</b>						
Paint Walls	m <sup>2</sup>	27				
Windows		0				
Paint doors and Door Frames		2				
Paint Skirtings	m	10				
Ceiling	m <sup>2</sup>	5				
<b>Carried To Collection Summary PS 1</b>					R	
<b>Reception</b>						
Paint Walls	m <sup>2</sup>	37				
Windows		1				
Paint doors and Door Frames		1				
Paint Skirtings	m	14				
Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						
<b>Room C18</b>						
Paint Walls	m <sup>2</sup>	32				

	Windows	m	1				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	12				
	Ceiling	m <sup>2</sup>	8				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Room C8</b>							
	Paint Walls	m <sup>2</sup>	39				
	Windows		1				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	14				
	Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						R	

<b>Room C7</b>							
	Paint Walls	m <sup>2</sup>	39				
	Windows		1				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	14				
	Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Room C6</b>							
	Paint Walls	m <sup>2</sup>	39				
	Windows		1				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	14				
	Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Room C5</b>							
	Paint Walls	m <sup>2</sup>	39				
	Windows		1				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	14				
	Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						R	
<b>OM's Office</b>							
	Paint Walls	m <sup>2</sup>	39				
	Windows		1				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	14				
	Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Patients' Toilets</b>							
	Paint Walls	m <sup>2</sup>	7				
	Windows		2				
	Paint doors and Door Frames		3				
	Paint Skirtings	m	14				
	Ceiling	m <sup>2</sup>	12				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Disabled Toilet</b>							

	Paint Walls	m <sup>2</sup>	3				
	Windows		1				
	Paint doors and Door Frames		1				
	Supply and install Skirting	m	6				
	Ceiling	m <sup>2</sup>	3				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Waiting Area</b>							
	Paint Walls	m <sup>2</sup>	54				
	Windows	m	4				
	Paint doors and Door Frames		1				
	Paint Skirtings	m	1				
	Ceiling	m <sup>2</sup>	54				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Main Clinic</b>							
	Roof	m <sup>2</sup>	365				
	Door Burglar Guards		3				
	Varnish Wooden Doors		3				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Waste Storage Room</b>							
	Roof	m <sup>2</sup>	25				
<b>Carried To Collection Summary PS 1</b>						R	
<b>Park Homes x2</b>							
	Paint Roof	m <sup>2</sup>	80				
<b>Carried To Collection Summary PS 1</b>						R	
<b>MCWH Room 1</b>							
	Paint Walls	m <sup>2</sup>	86				
	Windows		2				
	Paint doors and Door Frames		1				
	Ceiling	m <sup>2</sup>	16				
	Paint Roof	m <sup>2</sup>	150				
	Skirting	m	16				
<b>Carried To Collection Summary PS 1</b>						R	
<b>MCWH Room 2</b>							
	Paint Walls	m <sup>2</sup>	86				
	Window		2				
	Paint doors and Door Frames		1				
	Ceiling	m <sup>2</sup>	16				
	Skirting	m	16				
<b>Carried To Collection Summary PS 1</b>						R	
<b>MCWH Toilet</b>							
	Paint Walls	m <sup>2</sup>	30				
	Windows		1				
	Paint doors and Door Frames		1				
	Ceiling	m <sup>2</sup>	6				
	Skirting	m	8				
<b>Carried To Collection Summary PS 1</b>						R	
<b>MCWH</b>							

<b>Passage</b>							
	Paint Walls	m <sup>2</sup>	106				
	Windows		2				
	Paint doors and Door Frames		1				
	Ceiling	m	20				
	Skirting	m	25				
<b>Carried To Collection Summary PS 1</b>						<b>R</b>	
<b>Flat 1</b>							
	Roof	m <sup>2</sup>	125				
<b>Flat 2</b>							
	Roof	m <sup>2</sup>	125				
	Replace close couple toilet		1				
<b>Carried To Collection Summary PS 1</b>						<b>R</b>	

**COLLECTION SUMMARY**

**INSTITUTION: EDUMBE CHC**  
**PROJECT: RENOVATIONS AT FRIESGEWACHT CLINIC**

NB: COMPULSORY SITE BRIEFING.

**NOTE:**

THIS COLLECTION SUMMARY MUST BE COMPLETED IN FULL BY THE CONTRACTOR AND RETURNED TOGETHER WITH THE TENDER FORM.

Collection Summary PS 1	R		
SUB-TOTAL	R		
ADD Provision for Value Added Tax Allow 15% of SUB-TOTAL			
<b><u>TOTAL: CARRIED TO FORM</u></b>	<b>R</b>		