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KZN HEALTH

## KZN Health Intranet

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## AdvertQuote



## Quotation Advert

Opening Date: 2022-06-08

Closing Date: 2022-06-15

Closing Time: 11:00

## INSTITUTION DETAILS

Institution Name: Ndwedwe CHC

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Mwolokohlo Clinic

Date Submitted: 2022-06-07

## ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:  
ZNQ/NDW/55-22/23

Item Category: Services

Item Description: Service to Ventilation @ Mwolokohlo Clinic

Quantity (if supplies):

## COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: Ndwedwe CHC - SCM office

QUOTES SHOULD BE DELIVERED TO: Tender Box - Ndwedwe CHC Rehabilitation centre veranda

## ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Maria Kekana

Email: maria.kekana@kznhealth.gov.za

Contact Number: 032 - 532 3044

Finance Manager Name: Mr SG Hlongwane

Finance Manager Signature:

No late quotes will be considered



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

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: NDWEDWE COMMUNITY HEALTH CENTRE

DATE ADVERTISED: 08 / 06 / 2022 FACSIMILE NUMBER: 032 - 532 3628 EMAIL: ndwedwehc.scmquotations@kznhealth.gov.za

ENQUIRIES REGARDING THE QUOTE: MARIA KEKANA CONTACT NUMBER: 032 - 532 3044

ENQUIRIES REGARDING TECHNICAL INFORMATION: ..... CONTACT NUMBER: .....

PHYSICAL ADDRESS: P100 CANELANDS ROAD, NEXT TO BOXER SUPERSTORES

QUOTE NUMBER: ZNQ/NDW/55-22/23 CLOSING DATE: 15 / 06 / 2022 CLOSING TIME: 11:00

DESCRIPTION: SERVICE TO VENTILATION

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

NAME & ADDRESS OF BIDDER (FIRM)	
NAME OF BIDDER:	DATE:
PHYSICAL ADDRESS:	EMAIL ADDRESS:
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: ↓	

Does this offer comply with the specification?	State delivery period, e.g. <i>1day, 1week</i>
Is the price firm?	All delivery costs must be included in the quoted price

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
01	01 UNIT	SERVICE TO VENTILATION @ MWOLOKOHLO CLINIC AS PER THE ATTACHED SPECIFICATION				
		No partial delivery / payment except on concurrence				
		Delivery period must be atleast a week / month except on concurrence. Attach CSD page with CSD registration number and unique reference number. Quotation and SBD4 must be completed in full and signed.				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

1. SPECIAL CONTRACT CONDITIONS OF QUOTATIONS
  - 1.1. The Department is under no obligation to accept the lowest or any quote.
  - 1.2. 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.
  - 1.3. ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.
  - 1.4. The price quoted must include VAT (if VAT vendor).
  - 1.5. 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.
  - 1.6. 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.
  - 1.7. 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.
  - 1.8. 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.
  - 1.9. Offers must comply strictly with the specification.
  - 1.10. Only offers that meet or are greater than the specification will be considered.
  - 1.11. Late offers will not be considered.
  - 1.12. Expired products will not be accepted. All products supplied must be valid for a minimum period of six months.
  - 1.13. Used/ second-hand products will not be accepted.
  - 1.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
  - 1.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
  - 1.16. Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.
  - 1.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
  - 1.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
  - 1.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
  - 1.20. 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.
2. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.
  - 2.1. 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.
  - 2.2. 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.
  - 2.3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
  - 2.4. 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.
  - 2.5. Any alteration made by the bidder must be initialled. Failure to do so may render the response invalid.
  - 2.6. Use of correction fluid is prohibited and may render the response invalid.
  - 2.7. Quotations will be opened in public as soon as practicable after the closing time of quotation.
  - 2.8. Where practical, prices are made public at the time of opening quotations.
  - 2.9. 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.
  - 2.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer fulfil their obligation.
3. SPECIAL INSTRUCTIONS REGARDING HAND-DELIVERED QUOTATIONS
  - 3.1. Quotations shall be lodged at the address indicated no later than the closing time specified for their receipt and in accordance with the directives in the quotation documents.
  - 3.2. 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.
  - 3.3. 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.
  - 3.4. 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.
  - 3.5. 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.
  - 3.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.
4. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.









**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**DIRECTORATE: NDWEDWE CHC**

Physical Address: P100 Mam road, Ndwedwe Central 4342  
Postal Address: Private Bag X 528, Ndwedwe 4342  
Tel: 032 532 3048 Fax: 032 532 3626 Email: Xolani.Dlamini@kznhealth.gov.za

MAINTENANCE DEPARTMENT

**PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH**

**ZNQ –  
MWOLOKOHLO-**

**Service to Ventilation**

**1.1 SCOPE OF CONTRACT**

This Contract is for the execution of the project indicated above.

**1.2 NO CONTRACT DRAWINGS**

**1.3 CONDITIONS OF CONTRACT AND PRELIMINARIES**

**1.3.1 PERIOD OF CONTRACT**

one (01) *Weeks* as the Contract Period for the completion of the Work from date of Site handover.

**1.3.2 CONTRACT GUARANTEE:**

The Successful Bidder will NOT be required to submit a contract guarantee.

**1.3.3 GUARANTEE PERIOD**

The guarantee period for the completion of the Structural work and all materials must be a minimum of Twelve (12) Calendar Months from the date of first delivery.

**1.3.4 SITE AND MODE OF PROCEDURE**

The work contained in this contract will be carried out on the site of the existing at **MWOLOKOHLO CLINIC**

The Bidder is advised that the existing premises will be occupied throughout the period of the contract, and that the minimum amount of disruption to services is of the utmost importance.

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/ Bidder.

The repairs must be to the satisfaction of the Kwazulu- Natal Department of Health. Bidders are advised to visit the site prior to tendering and to acquaint themselves with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim whatsoever will be allowed on the grounds of ignorance of the conditions under which the work will be executed.

### **1.3.5 SATISFACTORY INSTALLATION**

The whole of the installation shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the KZNPA Standard Preambles to all Trades, the KZNPA General Electrical Specification, ICASA, Telecommunications regulations, the South African Bureau of Standards Code of Practice for the Wiring of Premises SABS 0142 and the Occupational Health and Safety Act and Regulations 85/1993 as amended.

Copies of the KZNPA Standard Preambles to all Trades and the KZNPA General Electrical Specification are available at the office of the Secretary for Health - KwaZulu-Natal and can be obtained on request.

### **1.3.6 CERTIFICATE OF COMPLIANCE**

On completion of the service, a copy of the "Certificate of Compliance for Electrical Installation" must be submitted to the office of the Secretary for Health: KwaZulu Natal.

### **1.3.7 GENERAL**

The Bidder's / Contractors will be responsible for all masonry work associated with the electrical installation and making good of all work related to the electrical installation. The patching and painting must be to the satisfaction of the KwaZulu-Natal Department of Health.





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MAINTENANCE DEPARTMENT

**PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH**

**ZNQ –  
MWOLOKOHLO-  
Service to ventilation**

**SCHEDULE OF RATES**

**4.1 ITEMS AND PRICING**

The Department reserves the right to place an order for any quantities of items included in the Schedules. The Schedule of Rates must also not be assumed to include and describe every detail of the supply requirement, but must be taken and read in conjunction with the other parts of the document. Thus the supplier shall not have claim for further payment in respect of any order which may be described or implied in the contract, although apparently no corresponding items are given in the Schedule of Rates. The supplier shall be deemed to have satisfied himself before quoting as to the correctness and sufficiency of his quote for the contract and of the rates and prices stated in the Schedule of Rates.

**4.2 TAX AND DUTIES**

Prices, quoted and paid, must include all customs, excise and import duties, and any other tariffs or taxes levied by the government or statutory body having jurisdiction on the goods provided under this contract, including Value Added Tax (applicable to the current rate).

**3.3 RATES**

Except where provision is made in the Schedule of Rates, the rates and prices inserted shall be the full rates and prices for the service delivered described under the respective items and shall cover all labor, transport, overhead charges and profit, etc. as well as the general liabilities, obligations and risks arising out of the Conditions of Contract, the overhead charges and profit being spread proportionately over the rates of the relative items in the Schedule of Rates.

For all floor coverings are to include for laying as described, for cleaning down backing surfaces before laying and for all square and raking cutting and waste and fitting, fair edges where no skirting occur, protection from injury and for cleaning down etc. as described at completion.

Rates for all finings are to include for laying as described, cleaning down backing surfaces before laying, sizing backing surfaces if necessary to ensure proper adhesion, all square and raking cutting and waste and fitting, fair etc. as described at completion.

Rates for skirting, stair nosing, edging strips, etc. are to include for fixing as described, cutting to lengths, and fitting at intersections, miters, ends, etc. and for cleaning down at company



NO.		IT		R	c	R	c
	<p>All items to be priced fully inclusive of all charges e.g. labour, plan, profit etc. but excluding Value added tax</p> <p>Contractors are advised to visit site to acquire them with site and lay out of the institution premises during the contract is not allowed &amp; arrangements for accommodation will have to be allowed for. all items are subjected to re-measure</p> <p>Tenders are referred to the project specifications for full description of materials, etc. to be used .all works shall be done strictly accordance with the specification &amp; leave in perfect working order after completion</p>	No					
1	<p>Allow to hire or employ a local residential citizen. That will help to open up job opportunities for a community of the area it's a mandatory (while you are conducting service)</p>						
2	<p>Once a year service</p> <p>Dates of services will be improvised by an artisan maintenance supervisor</p>						
3	<p><b>Service to ventilation</b></p> <p><u>Allow for service, fault finding &amp; report formally including</u>  <u>Coast for repairs required, to be done</u>  <u>By a skulled service provider artisan or technician.</u></p> <p><b><u>NB!!!</u></b></p> <p><u>Qualification to be attached to a tender documents</u>  <u>For evaluation purpose</u></p> <p>Attach valid tax clearance certificate  BEE certificate  proof of registration to CSD  CIDB  Letter of good standing  A company must attach a grade regarding mechanical &amp; electrical  A company must improvise profile of a previous work in department if not attached an approved certificate</p>						
		No	Item				

ITEM NO	DESCRIPTION: service to ventilation	UNIT	QTY	RATE/UNIT		TOTAL
				R	c	R
12	Change air filters	No 01				
13	Clean fan blades Touch up paint work if necessary Re-do sealer replace sealer Check bearings Check power voltage, amps & frequency Clean the covers & filter					
14						
15	Check exhaust, manifolds, silencer, tail pipe, supports etc. Check air ducts & seal it	01				
	Allow 12 months guarantee	No	Item			
17	<b>Complete log book</b>	No	item			
18	Tenderer must allow improvising in connection with acquiring the services of the accredited Safety, Health and environment Consultant to prepare safety plan, risk assessment schedule and do regular inspections for the duration of the contract in compliance with Occupational and Safety act. (Assessment to be forwarded to Department of Health Occupational Health and Safety in Natalia.) Tenderer will not be allowed to start work without submission of Safety Plan	No	item			
19			Item			
20	R 1 500.00 (ONE THOUSAND FIVE HUNDRED RANDS) PER DAY WILL BE CHARGED, FROM DAY I (ONE) AFTER CONTRACT EXPIRED		Item			
21	TENDERES ARE ADVISED THAT ANY WORK DONE NOT UP SATISFACTORY OF THE DEPARTMENT, TENDERER MUST RE-DO WORK AT OWNNER'S EXPENSE.		Item			
	<b>CARRIED TO COLLECTION SUMMARY</b>			R		R





**health**

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MAINTENANCE DEPARTMENT

**COLLECTION SUMMARY**

**Institution Mvolokhlo Clinic**

**Project description: service  
to ventilation**

**NOTE:**

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

<b>BILL</b>	<b><u>FINAL SUMMARY</u></b>	<b>PAGE NO.</b>	<b>AMOUNT</b>
1	Service to ventilation		
2	Contingencies@10%		
	Sub Total		
	Value Added Tax@15%		
	<b>Carried to Form of Tender</b>		