



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

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AdvertQuote



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

Quotation Advert

Opening Date: 2022-05-24
Closing Date: 2022-06-03
Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: EG & Usher Memorial hospital
Province: KwaZulu-Natal
Department or Entity: Department of Health
Division or section: Central Supply Chain Management
Place where goods / services is required: EGUMH (Health & Safety)
Date Submitted: 2022-05-24

ITEM CATEGORY AND DETAILS

Quotation Number: ZNC:
EGU13/2022/2023
Item Category: Services
Item Description: Provide pest control services for a period of 12 months in the EGUMH

Quantity (if supplies) 01

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Briefing Session
Date : 2022-05-27
Time: 11:00AM
Venue: EG. & USHER MEMORIAL HOSPITAL, Ant Natal Clinic (ANC) Boardroom

QUOTES CAN BE COLLECTED FROM: Documents are downloadable from kzh health website

QUOTES SHOULD BE DELIVERED TO: 59 corner of Elliot Street & The Avenue Road, Kokstad, 4700

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Mr. L. Doko
Email: lwazi.doko@kznhealth.gov.za
Contact Number: 039 797 8128
Finance Manager Name: Ms V.C BOOTH

Finance Manager Signature:

No late quotes will be considered



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Acquisition management

Private Bag X506 KOKSTAD 4700
Corner of Elliot street & the Avenue Road, KOKSTAD, 4700
Lwazi.dokoo@kznhealth.gov.za
Tel: 0339 797 8128 Fax: 0339 797 8162

ADVERTISING DATE: 24 May 2022

RFQ/ZNO: EGU13/2022/2023

SERVICE PROVIDER TO TENDER FOR PEST CONTROL SERVICE FOR A PERIOD OF 12 MONTHS

Bidders are invited to submit proposals/Quotations for the PEST CONTROL SERVICE as per the specification/ checklist.

MANDATORY DOCUMENTS TO BE SUBMITTED, FAILURE TO DO SO WILL LEAD TO BE NON RESPONSIVE.

E.G & Usher Memorial Hospital supply chain management will apply. A current CSD summary report reflecting banking details, Tax clearance certificate or SARS pin, Letter of good standing, CIDB Certificate and copy of Pest control certificate. Non-compliant will result to elimination factor.

The price quoted must be firm and must be inclusive of VAT for vat vendors, CSD registration report must be attached (supplier number and unique registration reference number), failure to attach the above mentioned documentation will result to your bid to be non-responsive. E.G & Usher Memorial Hospital reserves the right not to appoint and value for money will be the key determinant. Note: Bid document to be directed via hand delivery to the hospital tender box situate at the main hospital gate "E.G & Usher Memorial Hospital" Cnr of Elliot & The Avenue Road Kokstad 4700 . All quotations must be received not later than 11h00 before noon on the 03rd Of June 2022. Public opening of tenders – in this regard E.G & Usher Memorial Hospital will comply with the regulations made under the disaster Management Act, 2002, published in the Gazette on the 18 March 2020.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE GOVERNMENT SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 40553 DATED 20 JANUARY 2017).

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest' in the enterprise, employed by the state? YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution

2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES/NO

2.2.1. If so, furnish particulars:

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES/NO

2.3.1. If so, furnish particulars:

3. DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that certify to be true and complete in every respect:

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

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

Name of Bidder Signature Position Date

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

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

GENERAL CONDITIONS OF CONTRACT

1. AMENDMENT OF CONTRACT

- 1.1. Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties.

2. CHANGE OF ADDRESS

- 2.1. Bidders must advise the Department of Health (institution where the offer was submitted) should their address (*domicilium citandi et executandi*) details change from the time of bidding to the expiry of the contract.

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

- 3.1. The Department is under no obligation to accept the lowest or any quote.
 - 3.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are obscurities regarding technical aspects of the offer, to obtain confirmation of prices, 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) 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, 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 products 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 price, is incomplete in any respect, the said supplier meets all specification requirements and offers the lowest price, the Department reserves the right to request the bidder to complete/ submit such information.
 - 4.5. Any alteration made by the bidder must be initialled; failure to do so may render the response invalid.
 - 4.6. Use of correcting fluid is prohibited and may render the response invalid.
 - 4.7. Quotations will be opened in public as soon as practicable after the closing time of quotation.
 - 4.8. Where practical, prices are made public at the time of opening quotations.
 - 4.9. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
 - 4.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer for fulfil their obligation.

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

- 5.1. Quotation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the quotation documents.
- 5.2. Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.
- 5.3. All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody until the closing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bid number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.
- 5.4. A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing date and time of quotation will be considered.
- 5.5. No quotation/bid sent through the post will be considered 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 two 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: 27 / 05 / 2022 Time: 11 00am Place: ANTI-NATAL CLINIC BOARDROOM

Institution Stamp: <div style="text-align: center;"> East Griqualand & Usher Memorial Hospital Cnr. Elliot St. & The Avenue Kokstad </div>	Institution Site Inspection / briefing session Official Full Name: <u>Mr. T. W. HILOPHE</u> 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. TAX COMPLIANCE REQUIREMENTS

- 9.1. 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.**
- 9.2. 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.**

10. TAX INVOICE

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

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

11. 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.

12. PENALTIES

- 12.1. 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.
- 12.2. 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.
- 12.3. 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.
- 12.4. 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.

13. TERMINATION FOR DEFAULT

- 13.1. 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.
- 13.2. 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.
- 13.3. 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.

14. THE DEPARTMENT RESERVES THE RIGHT TO DISQUALIFY ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.



health

Department:
Health

PROVINCE OF KWAZULU-NATAL

Grr Elliot & The Avenue Kokstad 4700
Private x 506, Kokstad
Tel: 036 797 8153
E-Mail: lwazi.dokco@kznhealth.gov

East Griqueland and Usher Memorial Hospital

SITE BRIEFING MEETING – TENDERER'S NOTES

PROVIDE PEST CONTROL SERVICES FOR A PERIOD OF 12 MONTHS

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PEST CONTROL SERVICES FOR A PERIOD OF 12 MONTHS

SECTION A: PROJECT SPECIFICATION.

1. NOTES TO TENDERERS

1.1 SCOPE OF CONTRACT

This contract is for the complete execution of the project indicated above.

1.2 CONTRACT DRAWINGS

This quotation document is to be read in conjunction with the drawings listed below which are issued together with this document. Drawing No: Nil (hospital Artisan will be assisting contractor during the service).

1.3 CONDITIONS OF CONTRACT AND PRELIMINARIES.

1.3.1 **PERIOD OF CONTRACT:** 12 months as the contract period for the completion of the maintenance work from the date of site handover.

1.3.2 **CONTRACT / PERFORMANCE GUARANTEE:** The successful tenderer shall submit all required document as per specification before work commencements.

1.3.3 **GUARENTEE PERIOD:** The guarantee period for the service work and all other materials must be for a minimum of 12 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 existing institution. The contractor is advised that the existing premises will be occupied throughout the period of the contract. No damages to buildings or state property – tenderer to note that any damages done or occurring to any of the buildings or property will be repaired at the expense of the contractor/tenderer. The repairs must be to the satisfaction of the KZN Department of Health. **NB** tenderers are advised to visit the site prior to quoting 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 will be allowed on the grounds of ignorance of the conditions under which the work will be executed.

1.3.5 **SATISFACTORY INSTALLATION:** **NB:** Pest control; the whole of the service shall be carried out in accordance with the south African bureau of standards code of practice for the application of Agriculture Regulations, the KZNPA Standard Preambles to all Trades, and the Occupational Health and Safety Act 85 of 1993 as amended.

1.3.6 **CERTIFICATE/REPORTS OF COMPLIANCE:** On completion of each monthly service, copies of:

- Treatment reports and chemicals specification
- Departmental service schedule and the invoice shall be submitted to the office of the hospital supply chain office, maintenance office or Assistant Director (systems).
- CIDB Certificate
- Trend analysis: flies, cockroaches, rodents, rats, mice, bees, etc.

1.3.7 **PENALTY FOR NON-COMPLETION:** No payment will be made to the contractor when failed to complete the work. It will also be reported as tender defaulter.

NB : This service shall not at all be sub-contracted.

SPECIAL CLAUSES:

- A. The quality of work shall not be compromised, and shall be at the satisfaction of the Department of Health (~~the~~ Artisan). Failure to deliver quality and poor workmanship and as per specifications will lead to cancellation of the contract (breach of contract).
- B. Failure to deliver within the given contract period will lead to cancellation of the contract (breach of contract).
- C. All delayed services due to unavailability of materials or spares, shall be reported. Request extension of time in writing, from the office of the Chief Artisan

A supporting letter stating unavailability of materials or spares from the supplier shall be attached as an application supporting document.

- D. Failure to abide by Dept. of Health Standard Preambles to all Trades and the use of inferior quality materials will lead to the cancellation of this contract.
- E. The Tenderer (contractor) must acquaint himself/herself with the specifications, drawings, site layout and totality of work specified and to pre-measure before submitting quotations as no variation orders and no additional costs will be entertained due to under quoting or lack of understanding the specifications.
- F. No payments will be made to Contractors who fails to adhere to providing and using of safety approved chemicals.
- G. This service shall not at all be sub-contracted.

H. Following registration compulsory:

Registration with CIDB

Department of Agriculture

SARS

Registered Technicians

- I. Where registration is not enclosed such quotation document will not be evaluated and will disqualify the tenderer see page 5 item (H).

- a. ONLY APPROVED CHEMICALS IS TO BE USED FOR THIS SERVICE.
- b. NB: Facility will be fully operational at all times and the Contractor is to ensure that accessibility by the staff, patients, Health Professional's and public is not obstructed in any way.



East Griqualand and Usher Memorial Hospital

Cnr. Elliot Street and the Avenue, Kokstad, 4700 / Postal Add: P.O. Box X 506, Kokstad, 4700

Tel: 039 7978153 Fax: 039 797 8117 email: .hlophewt8@gmail.com

DEPARTMENTAL LIST INTERNAL

RE: PEST CONTROL / /

	WARD/DEPARTMENT		SIGNATURE
1.	ZONAL MATRON	MANAGER	
2.	CASUALTY	DEPARTMENT	
3.	OPD	DEPARTMENT	
4.	T.B CLINIC	DEPARTMENT	
5.	A & B - WARD	WARD	
6.	THEATHRE	DEPARTMENT	
7.	D - WARD	WARD	
8.	CSSD	DEPARTMENT	
9.	F - WARD	WARD	
10.	I - WARD	WARD	
11.	J - WARD	WARD	
12.	ARV 1	CLINIC	
13.	ARV 2	CLINIC	
14.	GATE WAY	CLINIC	
15.	STOMA	CLINIC	
16.	PHC MOBILE	CLINIC	
17.	KOKSTAD CLINIC	CLINIC	
18.	KHANYISELANI	CLINIC	
19.	SHAYAMOYA	CLINIC	
20.	FRANKLIN	CLINIC	
21.	FINANCE	BUDGET & EXPENDITURE	
22.	FINANCE	SCM	
23.	FINANCE	REVENUE	
24.	FINANCE	ASSETS	
25.	SYSTEMS	SENIOR SYSTEMS OFFICER	
26.	SYSTEMS	SWITCHBOARD	
27.	SYSTEMS	REGISTRY	
28.	SYSTEMS	TRANSPORT	

29.	SYSTEMS	MORTUARY	
30.	SYSTEMS	ADMITTING	
31.	SYSTEMS	LAUNDRY	
32.	SYSTEMS	GENERAL ORDERLY'S	
33.	SYSTEMS	NURSES HOME	
34.	SYSTEMS	SECURITY	
35.	SYSTEMS	FOOD SERVICES	
36.	SYSTEMS	MAINTANANCE	
37.	SYSTEMS	WASTE MANAGEMENT	
38.	SYSTEMS	PARK HOMES	
39.	MEDICAL	REHAB	
40.	MEDICAL	DOCTORS	
41.	MEDICAL	DIETETICS	
42.	MEDICAL	DENTAL	
43.	MEDICAL	SOCIAL WORKER	
44.	MEDICAL	RADIOLOGY	
45.	MEDICAL	PHARMACY	
46.	HR	PRACTICES	
47.	HR	LABOUR	
48.	HR	SKILLS AND DEVELOPMENT	
49.	HR	EMPLOYEE ASSISTANT PROGRAMME	
50.	HR	OCCUPATION HEALTH AND SAFETY	
51.	CHIEF EXECUTIVE OFFICER	CEO	
52.	MEDICAL	MANAGER	
53.	ASSISTANT DIRECTOR	HRM	
54.	ASSISTANT DIRECTOR	FINANCE	
55.	ASSISTANT DIRECTOR	SYSTEMS	
56.	NURSING	DEPUTY MANAGER NURSING	
57.	SECRETARY	CEO	
58.	PARK HOME NO.1	RESIDENTS	
59.	PARK HOME NO.2	RESIDENTS	
60.	PARK HOME NO.3	RESIDENTS	
61.	PARK HOME NO.4	RESIDENTS	
62.	PARK HOME NO.5	RESIDENTS	
63.	PARK HOME NO.6	RESIDENTS	
64.			

65.	BRICK HOUSE NO.1	RESIDENTS	
66.	BRICK HOUSE NO.2	RESIDENTS	
67.	BRICK HOUSE NO.3	RESIDENTS	
68.			



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Postal Address: P/BAG X506 KOKSTAD

Physical Address: Corner of ELLIOT STREET and THE AVENUE

Tel: 039 7978100 Fax: 039 7978162 Email address: Sibongile.mgobhozi@kznhealth.gov.za

Systems

SPECIFICATION FOR PEST CONTROL SERVICE

AT

EAST GRIQUALAND AND USHER MEMORIAL DISTRICT HOSPITAL AND SATELLITE CLINICS

1. WARDS/DEPARTMENTS/RESIDENCE AREAS

This Pest Control Service Contract is for the eradication and control of all pest and vermin (rats, mice, cockroaches, bird lice, all type of ant larvae, fish moths, etc in all buildings of EG Usher Memorial District Hospital and its satellite clinics (see attached Addendum).

2. SERVICE PROCEDURE AND CONDITIONS

- 2.1 All servicing is to be carried out during normal working hours with the least inconvenience to all patients and staff.
- 2.2 Preference will be given to service providers that are registered members of the *South African Pest Control Association (SAPCA)*.
- 2.3 Provide Proof of Appropriate Insurance.
- 2.4 Proposed service dates shall be provided by the Contractor and submitted to the Senior Systems Management Officer.
- 2.5 On arrival at the institution on the date of service, the Contractor will be required to report to the office of the Assistant Director Systems or Maintenance Manager to sign into the contracts register before any servicing takes place. On the completion of the service procedure, the Contractor will once again be required to report to the Assistant Director, Systems, or the Maintenance Manager's office to sign out of the Contractors' Register.
- 2.6 When the contractor arrives on the site to carry out servicing, he must be in possession of copies of the service schedule 'Annexure A'. This schedule must be signed by the officer in charge of each ward and department where servicing has been completed in terms of the specifications. The signature of the officer on charge will verify that the service has been carried out to his or her satisfaction.
- 2.7 The properly completed and signed 'Annexure A' must then be filled in by the service technician complete with the date and the company stamp attached to the Contractor's invoice that will be forwarded for payment.
- 2.8 Safety data sheet of all pesticides utilized and a Certificate of Treatment to be issued to each facility after the service has been conducted together with a comprehensive report on identified areas with possible reasons for pest build up and measures to prevent such build-up.

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

3. GENERAL SERVICING PROCEDURES

3.1 Service to be done monthly.

3.2 Every room or enclosures in the ward or departments are to be treated with solid, liquid or gel baits (and/or any other industry alternative) as per SABS codes of practice.

3.3 All built in cupboards shall be internally sprayed or gel treated

3.4 All plant rooms and basement areas are to be sprayed treated and rodent bait treated.

3.5 All free standing out-buildings shall be sprayed treated as per specification.

3.6 All sewerage and storm water manholes are to be opened and spray treated at each service.

3.7 Rodent baits should be placed in high infestation areas and rat baits for the hospital's main kitchen.

NOTE: the contractor is to be in possession of his own tools and equipment to open sewerage and storm water manholes.

3.8 The surroundings of every open type waste gully shall be sprayed treated at each service.

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

3.10 The edges of all concrete walkways within enclosed passages shall be spray treated at each service.

3.11 Contractors must provide a letter of good standing.

SPECIAL REQUESTS AND EMERGENCY SERVICES

On Occasion the Health and Safety Officer may request that the Contractor perform corrective, special or emergency services that are beyond routine service requests. The Service Provider shall respond to these exceptional circumstances and complete the necessary work within one working day after the receipt of the request. In the event that such services cannot be completed within one working day, the Contractor shall immediately notify the Health and Safety Officer and indicate the anticipated completion date.

LIST OF CLINICS TO BE FUMIGATED

Name of the Clinic	Kilometres
Franklin Clinic	35km
Shayamoya Clinic	6km
Khanyiselani Clinic	3km
Greater Kokstad Clinic	1km
Gateway Clinic	0km within the hospital premises
Mobile Clinic	0km within the hospital premises

Compiled by:  W T Hlophe (Acting Health and Safety Officer)

Date: 03 May 2022

Supported by:  P S Mgobhozi (A D – Systems)

Date: 03 May 2022

Name of Service Provider: _____

Signature: _____

Date: _____