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## KZN Health Intranet

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## Quotation Advert

<b>Opening Date:</b>	2022-05-24	
<b>Closing Date:</b>	2022-05-27	
<b>Closing Time:</b>	11:00	

### INSTITUTION DETAILS

<b>Institution Name:</b>	Madadeni hospital	<input type="checkbox"/>
<b>Province:</b>	KwaZulu-Natal	
<b>Department or Entity:</b>	Department of Health	
<b>Division or section:</b>	Central Supply Chain Management	
<b>Place where goods / services is required</b>		
<b>Date Submitted</b>	2022-05-24	

### ITEM CATEGORY AND DETAILS

<b>Quotation Number:</b>	ZNQ: MAD/122/22-23	
<b>Item Category:</b>	Goods	<input type="checkbox"/>
<b>Item Description:</b>	Supply & deliver diesel for hospital generator 50ppm (OPD and laundry generators)	

Quantity (if supplies)

### COMPULSORY BRIEFING SESSION / SITE VISIT

<b>Select Type:</b>	Select...	<input type="checkbox"/>
<b>Date :</b>		
<b>Time:</b>		
<b>Venue:</b>		

**QUOTES CAN BE COLLECTED FROM:**

**QUOTES SHOULD BE DELIVERED TO:** DOWNLOAD FROM KZN WEBSITE

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

<b>Name:</b>	NTC Mdluli
<b>Email:</b>	Nhlakanipho.Mdluli@kznhealth.gov.za
<b>Contact Number:</b>	034 328 8269

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: MADADENI REGIONAL HOSPITAL

DATE ADVERTISED: 24-05-2022 CLOSING DATE: 27-05-2022 CLOSING TIME: 11:00

FACSIMILE NUMBER: E-MAIL ADDRESS: Madadeni.SCM@kznhealth.gov.za

PHYSICAL ADDRESS: F 0001 MADADENI, HOSPITAL STREET

QUOTE NUMBER: MAD/122/22-23

DESCRIPTION: SUPPLY & DELIVER DIESEL FOR HOSPITAL GENERATORS 50PPM

CONTRACT PERIOD: ONCE-OFF

VALIDITY PERIOD 60 Days

SARS PIN:

(if applicable)

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.

Grid for CSD registration number

UNIQUE REGISTRATION REFERENCE

Grid for unique registration reference

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)

ADMINISTRATION BUILDING, MADADENI HOSPITAL - TENDER BOX

Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration.

The quote box is open from 08:00 to 15:30.

QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RETYPED)

THIS QUOTE IS SUBJECT TO THE FOLLOWING EVALUATION PROCESS

- Quotations will be evaluated for compliance to administrative and specification requirements including but not limited to bidder's disclosure, the general conditions of contract (GCC) and, if applicable, any other special conditions of contract.
Proposals may also be evaluated on functionality if applicable and stated in this document.
Qualifying proposals will then be evaluated on price only.

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

Form fields for bidder details: NAME OF BIDDER, POSTAL ADDRESS, STREET ADDRESS, TELEPHONE NUMBER, FACSIMILE NUMBER, CELLPHONE NUMBER, E-MAIL ADDRESS, VAT REGISTRATION NUMBER





## 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 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 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.