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KZN HEALTH

## KZN Health Intranet

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## AdvertQuote


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


## Quotation Advert

Opening Date: 2022-11-14 

Closing Date: 2022-11-28 

Closing Time: 11:00

## INSTITUTION DETAILS


Institution Name: King Edward VIII hospital 

Province: KwaZulu-Natal

Department or Entity: Department of Health


Division or section: Central Supply Chain Management

Place where goods / services is required: ST Aidans Hospital

Date Submitted: 2022-11-11 

## ITEM CATEGORY AND DETAILS


Quotation Number: ZNO:  
KEV822/22


Item Category: Services 

Item Description: window repair; Quotation attached to the advert please print the document and bring it with you for site briefing so it can be stamped and signed / fail to do so will result to disqualification

## Quantity (if supplies)

## COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Briefing Session 

Date: 2022-11-28 <sup>23</sup> 

Time: 11h:00

Venue: St Aidans hospital

QUOTES CAN BE COLLECTED FROM: Quotation attached to the advert

QUOTES SHOULD BE DELIVERED TO: KDI Tender Box

## ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: MR Allerton

Email: 

Contact Number: 031 360 3707 / 0604/06665

Finance Manager Name: Mrs V Mtantato

Finance Manager Signature: 

No late quotes will be considered

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: KING EDWARD VIII HOSPITAL  
DATE ADVERTISED: 2022-11-14 CLOSING DATE: 2022-11-28 CLOSING TIME: 11:00  
FACSIMILE NUMBER: 031 205 6722 E-MAIL ADDRESS:  
PHYSICAL ADDRESS: Gate 5 Francios Road Congella

QUOTE NUMBER: ZNQ / KEV / 822 / 2022 - 2023  
DESCRIPTION: ST Aidans window repair  
CONTRACT PERIOD..... VALIDITY PERIOD 60 Days SARS PIN.....  
*(if applicable)*

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO. M A A A

UNIQUE REGISTRATION REFERENCE  
- - - -

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)  
.....  
.....

**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 PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

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

NAME OF BIDDER .....  
POSTAL ADDRESS .....  
STREET ADDRESS .....  
TELEPHONE NUMBER CODE.....NUMBER..... FACSIMILE NUMBER CODE.....NUMBER.....  
CELLPHONE NUMBER .....  
E-MAIL ADDRESS .....  
VAT REGISTRATION NUMBER (If VAT vendor) .....

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) YES NO  
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs& QSEs) MUST BE SUBMITTED TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

DESCRIPTION: ST Aidans window repair

SIGNATURE OF BIDDER ..... DATE.....  
 [By signing this document, I hereby agree to all terms and conditions]

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.....

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
		ST Aidans window repair				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

Does This Offer Comply With The Specification?	Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification?
Is The Price Firm?	State Delivery Period, e.g., 1day, 1week

<p>Enquiries regarding the <u>quote</u> may be directed to:</p> <p>Contact Person: Mr. N. Tsaulwayo ..... Tel: 031 360 3707</p> <p>E-Mail Address: .....</p>	<p>Enquiries regarding <u>technical information</u> may be directed to:</p> <p>Contact Person: Mr E. Allerton ..... Tel: 0604706665</p>
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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<sup>1</sup> 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 I 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 consortium<sup>2</sup> 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
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<sup>1</sup> 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.

<sup>2</sup> 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 of 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  take place
- (ii) Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time \_\_\_\_:\_\_\_\_ Place \_\_\_\_\_

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:

	<b>POINTS</b>
<b>PRICE</b>	<b>80</b>
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	<b>20</b>
<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		NO	
-----	--	----	--

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		NO	
-----	--	----	--

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

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.

WITNESSES	
1.	.....
2.	.....

..... SIGNATURE(S) OF BIDDERS(S)
DATE: .....
ADDRESS..... ..... .....



Quote Number:

KEV 822/22

Item Description: Replacing aluminium window related items

Department/Section: St Aiden's provincial Hospital

Purpose of Item: Protecting building contents from weather elements.

1. Pre-qualification criteria if any: Primary contractor to be AAAMSA registered and registration to be attached to tender document.

1.1. Is the works required to have a regulatory body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)? Yes

1.1.1.1. Primary contractor CIDB 1 SG registration (Attach copy to tender)

Works to be done in accordance with below requirements:

1.1.1.2. SANS 10137

1.1.1.3. SANS 10160

1.1.1.4. SANS 10400

1.1.1.5. SANS 1263

1.1.1.6. AAAMSA compliance certificate

1.2. Is a compulsory site inspection / briefing session required? Yes

if Yes, specify: Date 23/11/22 Time 11H00 Place Maintenance

1.3. Is local production and content part of the quote? Yes / No

if Yes, specify: \_\_\_\_\_

1.4. Provisions of section 4(1) (a) of the PPPFA Regulations, 2017 if applicable? Yes

if Yes, specify: Procurement Regulations

1.5. Liability Cover insurance? Yes

if Yes, specify: Yes; 3<sup>rd</sup> party liability cover/insurance

*ST Aidans Hospital  
KEV 822/22*

2. What is the specification of the required item?

List of specifications advertised must be confirmed and measured by contractor prior submitting quote. It is therefore **strongly recommended** that the contractor attending the site meeting or site for quoting purposes be registered with AAAMSA having full understanding of aluminium and glass works.

<u>Foreword</u>	
2 a	<p><b><u>Safety first requirements:</u></b></p> <p><b>Company own safety officer or hired safety officer:</b> shall monitor the companies worker's safety conduct and working manner is compulsory and this officer shall report to St Aidan' safety officer.</p> <p><b>AAAMSA regulations and compliance:</b> The company's own safety officer or hired safety officer shall ensure that all relevant AAAMSA regulations of aluminium and glazing installed in this works, is certified safe for use by building occupants and relevant certificate/s of compliance attached to final invoice.</p> <p><b>PPE:</b> All contractor staff entering these premises shall do so with hard tip safety shoes on feet and respiratory mask on face.</p> <p><b>Cherry picker:</b> Cherry picker shall be used (in accordance with all relevant safety requirement laws) in hospital front side to attend to window repair works. (The placement of cherry picker shall be arranged via email to St Aidan's project leader and/or his manager. (Note: Premises is in use all the time and areas where cherry picker is to be used shall be cordoned off by contractor and by arranging</p>



with onsite security officer manager, prior closing off any parking areas.)  
Note: Placement of cherry picker shall not restrict any vehicle/s passing through the premises.

**Scaffolding:**

The use of scaffolding (were cherry picker cannot enter) is compulsory in this works.

All relevant safety regulations to be applied in the supply, erection, dismantling, installation of safety nets preventing protection against tools and materials falling from above work areas and approvals of such safe use of scaffolding. Compulsory use of safety harnesses, use of hard hats.

**Safety file:**

Company own safety officer or hired safety officer; shall Compile and submit safety file (Non- returnable documents) (related to the works below) to the St Aidan's safety officer on receipt of official order number of works with in Four working days from official order date.

**S.C.C:**

Standard conditions of contract form treasury, will apply to this contract.

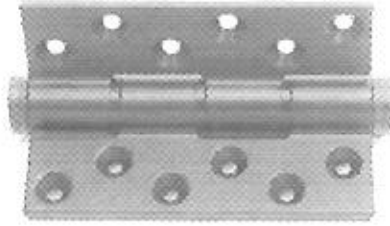
**Note:** Winning bidder site hand over will only be conducted once e-mail confirmation has been received from safety officer, and will be done by Deputy Director Systems/ Acting Maintenance Manager.

**Documents required for Site hand over is the following:**

- I. Advert page copy – Provided by contractor
  - II. Award page copy – Provided by contractor
  - III. Complete copy of original tender submitted – Provided by contractor (Copy to be made prior submitting tender)
  - IV. Official Order – Provided by contractor
  - V. Work plan – Provided by contractor
- Site hand over certificate – Provided by Deputy Director Systems/ Acting Maintenance Manager.

2.b	<b>Works to be carried out by Equipment specialists (Primary contractor) only</b> and in compliance of all legislation and regulations applicable to mentioned works.	
2.c	Attach primary contractor trade tested employees comprehensive CV with coloured picture of person	
2.d	Attached completed and consecutive daily execution plan of tasks that will be performed as per attach work plan format to tender. (Actual dates in the next column will be completed on the day of site hand over meeting with winning bidder).	
2.f	Complete in every detail the BOQ – List materials to be used for each equipment..	
2.g	<b>Procurer/client contract exit clause</b> Should a provincial contract become active for this contract in this end user specification, then this contract will become null and void. Contractor will be notified accordingly.	
2.h	<b>Material reference specification notes:</b> Top fair light window hinges (X 400) material referred to in this specification shall be as specified 1) Replace like for like or ..... 2) Install below SD-HBBZE type hinges (x 2 per window ) on fair light windows starting on the front windows of the hospital and moving to the back of the hospital main	

block and the to the admin block on ground, first, second and third floor fair light windows. This includes vertical and horizontal windows.



FINISHES



BRUSH

POLISH

WHITE

### INTERMEDIATE MIDDLE BUTT HINGE

STOCK CODE	DESCRIPTION	SIZE	FINISH
SD-HBGE	BUTT HINGE	100MM	BRUSH
SD-HBZE	BUTT HINGE	100MM	POLISH
SD-HBNA	BUTT HINGE	100MM	WHITE
SD-HBWE	BUTT HINGE	100MM	WHITE

- 3) or other approved fair light windows hinges , by PMB downhill engineering infrastructure specification committee (of which the signed and stamped specification variation specification to be attached to tender document)

2.i

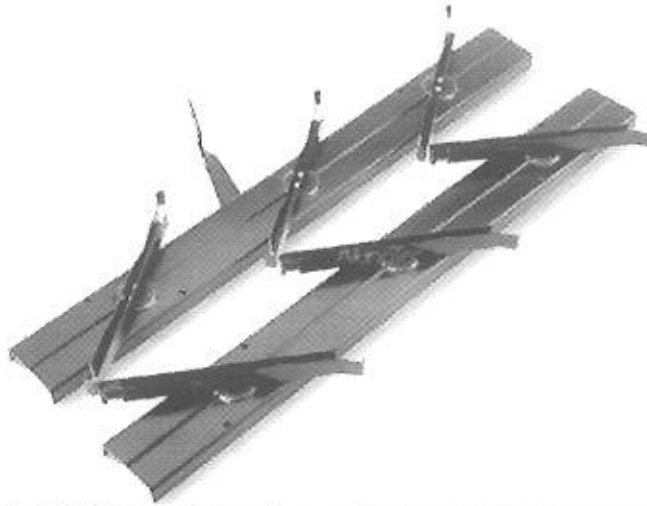
Window stay type pairs (two per window) (X 50 windows on ground floors, first floors and third floors) referred to in this specification shall be as specified

- 1) Install 2 x window stays per window as per below sample and suitable size as per list



2j

Replace existing louver mechanisms and glasses with below *Jalousie style window louver mechanisms* (See following picture) with frosted glasses in ablution and patient areas and clear glasses in other areas.



2k	<p><b>Works installation requirements:</b></p> <p>All hinges shall be secured with suitable sized and length 316 stainless steel poprivits (No aluminium pop rivets of any kind will be allowed)</p> <p>All window stays replaced shall be insulated from aluminium frame to prevent corrosion of dissimilar metals</p> <p>All outside panes installed must comply with wind load requirements and installation as per SANS 10160</p> <p>All top hung hinges to be of 316 stainless steel and must be insulated from aluminium frame to prevent corrosion of dissimilar metals</p> <p>All newly installed frames to be Bronzed aluminium to match existing and shall comply with AAAMSA and SANS 10400 related building regulations</p> <p>All glass installed shall comply with AAAMSA and SANS 10400 related building regulations</p> <p>All glass panels installed shall be indicated on suitable AAAMSA documentation and AAAMSA glass fitment compliance certificate issued.</p> <p>All glass panels installed shall be sealed and or seals installed , and protected from weather elements</p>	
2.1	<p><b>Works required:</b></p>	
	<p><b>Hospital fair light windows</b></p>	
2.1.1	<p>Install Fair light window hinges x 600 units (two per window) as per specified material in (item 2h) in hospital building starting from the front of the hospital windows side on ground floor, first floor, second floor and third floor</p>	
	<p><b>Hi Care area</b></p>	
2.1.2	<p>Replace Hi Care unit front door safety glasses (6.8mm thick) on 4 areas on front entrance door</p>	
2.1.3	<p>Replace in HI Care unit left in passage door safety glass</p>	
2.1.4	<p>Replace 2 x complete window frames and glass in Hi Care unit</p>	
	<p><b>Kitchen area</b></p>	
2.1.5	<p>Replace and set 3 x sliding door bottom roller wheels in kitchen eating area at balcony side and replace locks with Cisa type locks or ( or other approved by PMB infrastructure specification engineering committee and attach official approval letter)</p>	
2.1.6	<p>Reinstall 1 x existing window and frame in kitchen eating area at balcony side</p>	
2.1.7	<p>Manufacture internal frame with glass in kitchen eating area balcony side</p>	
	<p>Install 10 x jalousie type (as specified) louver window mechanisms and clear glasses in wall opening between kitchen and kitchen dining area</p>	
	<p><b>S1 Ward</b></p>	
2.1.8	<p>Replace 11 x (suitably sized) S1 Gyne ward (outside) passage area louver window (as specified in (item 2j))</p>	
	<p><b>Courtyard (Between pharmacy and MMC side)</b></p>	
2.1.9	<p>Replace 4 x stay Window glasses in courtyard (Between pharmacy and MMC side) on between second and third floor</p> <p>Remove and clean all tinting on 37 windows on your right standing in the court yard facing</p>	



# END-USER SPECIFICATION FORM

	the front of the hospital, and install new highly reflective sabs approved quality tinting on all windows on the inside	
	<b>PD ward</b>	
2.1.10	Replace broken window stays in (now PD ward) on the right entering the patient area	
2.1.11	Replace 70 windows Stay sets (with 2 friction stays on each window) on the front side of the building on the ground, first, second and third floor	
2.1.12	Replace louver window mechanisms (as specified in item 2h) on admin block at front entrance and first floor above door leading to kitchen with suitable size	
2.1.13	Manufacture and install suitably sized 2 x window frames with glass in 3 <sup>rd</sup> floor male toilet x 2 right corner	
2.1.14	Replace fair light window glass in 3rd floor female toilet	
2.1.15	Install 10 new jalousie type louver window hand closing devises in court yard	
2.1.16	Replace 25 Lover window mechanisms with glass in admin ablution areas	
2.1.17	Install 2 x existing fire escape push bar mechanisms (available from maintenance) on ground floor exit to refuge area and fire exit leading to front of hospital in the area of the entrance gate , on existing aluminium doors and align doors where necessary.	
2.1.18	Install suitable locking mechanism (with 3 keys) on far right admin main entrance door.	
2.1.19	Install suitable aluminium door locking mechanism on first door leading to old pool area in centre of admin building.	
2.1.20	Remove 2 x rusted square tubing security gate sets and install 2 x new Like for like sliding burglar guards/gates completely with new galvanised once and new like for like locking mechanisms and 3 x keys in side of Physio building from pool court yard side.	
2.1.21	Replace 5 x non-working ceiling mounted LED lights with like for like in hospital front foyer with new transformers.	

## 2.1.22

This below is an indication of areas of work required that if not mentioned in above specification needs to be quoted for as well.

	LOCATION	ITEMS REQUIRED.	Completed: yes/no	Compliance certificate no:
	<b>Admin Block</b>			
	<b>Church facing wall</b>			
	SD Pillay	Friction stays x2		
	Renitas office	Friction stays x2		
		Fanlight hinges x2		
	Doctors office	Friction stays x2		
		Fanlight hinges x2		
	Emeldas office	Friction stays x2		
		Fanlight hinges x2		
	physio stock rm	Friction stays x2		
	Switchboard	Friction stays x2		
	<b>pool courtyard</b>			
	Bathuuli office	Friction stays x2		
	cindys office	Friction stays x2		
	201	Friction stays x2		
	<b>DUT facing</b>			
	first room-under Muntree	Fanlight hinges x2		
		Friction stays x2		
	second room	Fanlight hinges x2		
		Friction stays x2		
	SCM	5x friction stays		
	Pinky	Friction stays x2		
	Renitas office	4x friction stays		
	Transport office	Friction stays x2		



		filing room	6x friction stays		
		Sizwe	Friction stays x2		
		finance room 206 & 204 & 207	Friction stays x2		
	<b>Sastri facing</b>	Mbambos office	Friction stays x2		
	<b>SCM second floor</b>	old library	6x friction stays		
			6x fanlight hinges		
		3rd floor Change room	2x fanlight frames		
	<b>Hospital</b>	Social worker	friction stays x4		
		M1 ward	8x friction stays		
		plastics treatment room	2x friction stays		
		plastic clinic	12 x friction stays		
		M2	friction stays x4		
		M3	6x friction stays		
		VA Room	6x friction stays		
		M4/5	2x friction stays		
		rm 209	2x friction stays		
		rm109	2x friction stays		
		rm108	2x friction stays		
		Rm 107	friction stays x2		
		Rm 103	friction stays 2		
		Rm206	2x friction stays		
		Rm 204	2x friction stays		
		x-ray	2x friction stays		
		Rm 201	2x friction stays		
		Rm104	2x friction stays		
		Rm106	2x friction stays		
		M7	4x friction stays		
		Peads	12x friction stays		
		HD	6x friction stays		
		Patient Admin	8x friction stays		
		Workshop	2x friction stays		
			Fanlight hinges x2		

**3. Does a sample need to be submitted? No (select option 3.1 or 3.2)**

3.1. Deadline for submission if Yes: Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time 11:00 Place: **Maintenance Department**

3.2. Specify that samples must be made available when requested in writing. **No**

**4. Penalties to be noted by the suppliers:**

4.1. 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.





**5. What is the evaluation criteria / special terms and conditions to be advertised?**

List evaluation criteria / special terms and conditions to be advertised (if applicable)		Comment
5.1	CIDB Rating Company must be CIDB 1ME company registered in the field of this tender	
5.2	Artisan registration <b>Attach AAAMSA artisan or person (that will be attending to this work) registration with AAAMSA (Failing in this item , your tender will not be considered for evaluation and will be disqualified from this tender.</b>	
5.3	Staff qualification <b>Staff qualification –</b> 1) Aluminium window/shop fitter trade test to be attached to tender document	
5.4	Company own employed staff experience attending to the works <b>Company employed staff experience – Artisan/s Experience(after trade test) (Company/s Human Resource department/s staff employment certified letter/s required)</b>	
5.5	Functionality <b>Functionality - Compile complete bill of material (This is to be done per unit to be serviced on BOQ</b> Quote for all material needed to complete the works on quote form attached to tender. (Example: Tender required installation of item to be installed or sealed or painted – The BOQ do not reflect the required material [will result in 0 points and <b>disqualification</b> of tender].	
5.6	Works planning <b>Works planning - Submit execution plan of each consecutive day of what work will be done and in which area. The day 1 to day 20 (for example) will be utilized to describe each day of planed works.</b> Failure to submit this plan will result in disqualification of tender. Please note a column must be left open on the right hand side to indicate the actual dates from start to finish, when company has the official order.	
5.7	Previous work experience Letters from three (3) contactable references (not later than 2 years) from current clients/ customers of the contractor where they rate the following four (6) aspects of the bidder and Documentation <ul style="list-style-type: none"> <li>• Professionalism</li> <li>• Quality of Service</li> <li>• Reporting and/or Completion Certificate Issue</li> <li>• Overall impression (would use again)</li> <li>• Certificate of Completion</li> <li>• Service Report.</li> </ul>	

Specification compiled by:		Specification approved by:	
Name	E. Allerston	Name	
Designation / Rank (in full)	Mechanical Supervisor	Designation/ Rank (in full)	
Signature		Signature	
Date	24/10/2022	Date	

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

**ESTIMATE FORM FOR : THE MAINTENANCE, REPAIR OR REPLACEMENT OF FIXED PLANT, EQUIPMENT AND INSTALLATIONS INSTALLED IN KWAZULU-NATAL PROVINCIAL HOSPITAL AND BUILDINGS**

SUBMIT TO:	FOR ATTENTION:
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INSTITUTION:	ZNQ NO.:
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SCOPE OF WORK: (A description of the work quoted for is required).

I/We hereby quote for the above work in accordance with the conditions as specified in Tender document.

Materials, component/ancillary parts: Firm Price. A detailed list of materials etc. showing unit costs shall be provided.

A.	Quoted for Bought Out Items (Excluding VAT)(Carried forward)	R
	Mark Up @ ..... % (Maximum Mark Up = 20% for values R0.00 to R500 000.00)	R
B.	Quoted for Proprietary Items (Excluding VAT)(Carried forward)	R
C.	Quote for Sub-Contract Items (Excluding VAT)(Carried forward)	R
	Mark Up @ ..... %	R.....

Note: Subcontracting is limited to specialized testing, programming of software based applications, inspections, adjustment/s, monitoring, and drawing of manufacturing plans, verifying of materials to be used in pressure vessels and associated equipment.

Actual work shall be carried out by primary contractor

D.	Labour, Travelling, Subsistence and Transport. This price shall be firm in respect of materials etc. quoted for. (Excluding VAT) (Brought forward)	R
E.	Less credit for redundant materials, parts and equipment if applicable	R ( )
	SUBTOTAL	R
	VAT @ ..... %	R

F. This Price in SA Currency firm for 90 days from date of the estimate quotation and shall not be exceeded. To be measured on completion. R

**Time required for completion ..... weeks from receipt of official order.**

NAME OF SERVICE PROVIDER: ..... ZNQ...../20....

CIDB UNIQUE NUMBER ..... CIDB CATEGORY.....

PROVINCIAL SUPPLIERS DATABASE REGISTRATION NUMBER: .....

SERVICE PROVIDER'S AUTHORISED SIGNATURE: ..... ZNQ No.....

NAME IN BLOCK LETTERS: .....

COMPANY STAMP: ..... DATE

**SCHEDULE OF PRICES: MATERIALS, COMPONENT/ANCILLARY PARTS  
AND SUB CONTRACT WORK**

The service provider shall add here, ALL materials, components/ancillary parts which are required for the completion of the work quoted for.

In the event that more pages are required, this page may be copied.

ITEM	DESCRIPTION	MANU-FACTURER	FIGURE /MODEL NO.	QUANTITY	UNIT COST	TOTAL COST (Excluding VAT)		
						BOUGHT OUT	PRO-PRIETARY	SUB CONTRACT
TOTAL COST BOUGHT OUT ITEMS (A)								
TOTAL COST PROPRIETARY ITEMS (B)								
TOTAL COST SUB CONTRACT ITEMS (C) (Attach copy of sub-contractors quote)								

TOTAL AMOUNT (A) (B) (C) TO BE CARRIED FORWARD TO PAGE 1

D.1 SCHEDULE OF PRICES  
 LABOUR, SUBSISTENCE, TRAVEL AND TRANSPORT REPLACEMENT AND  
 ADDITIONAL EQUIPMENT

D.1.1	LABOUR	No. of	TOTAL HOURS	RATE/HR		AMOUNT
a)	Artisans	.....	.....	R 300.00		R.....
b)	Apprentice	.....	.....	R 118.00		R.....
	1 <sup>st</sup> Year	.....	.....	R 150.00		R.....
	2 <sup>nd</sup> Year	.....	.....	R 180.00		R.....
	3 <sup>rd</sup> Year	.....	.....	R 265.00		R.....
c)	4 <sup>th</sup> Year	.....	.....	R 142.00		R.....
d)	Semi-skilled	.....	.....	R 75.00		R.....
d)	Unskilled	.....	.....	R 75.00		R.....
D.1.2	TRAVEL		TOTAL Km	RATE/Km		
D.1.2.1	From service provider's premises to site	..... trips(Driver) (skilled)	.....	Petrol	Diesel	R.....
				Delete as applicable		
a)		@ ..... km per trip	.....	R 7.78	R 7.58	R.....
b)		.....trips (Semi-skilled)(Driver)	.....	R 5.80	R 5.60	R.....
		@.....km per trip				
D.1.3	ADDITIONAL LABOUR TRAVELLING WITH DRIVER		TOTAL HOURS	RATE/HR		AMOUNT
a)	..... x Additional Artisan/s	..... trips (skilled) @ ..... km per trip ÷ 80km/hr	.....	R 300.00		R.....
b)	..... x Additional Semi-Skilled	..... trips (semi) @ ..... km per trip ÷ 80km/hr	.....	R 142.00		R.....
c)	..... x Additional Unskilled	..... trips (unskilled) @ ..... km per trip ÷ 80km/hr	.....	R 75.00		R.....
d)	..... x Additional Apprentice/s	..... trips (semi) @ ..... km per trip ÷ 80km/hr	.....	R.....		R.....
SUBTOTAL CARRIED FORWARD TO PAGE 4						R.....

SUBTOTAL BROUGHT FORWARD FROM PAGE 3				R.....
D.1.4	TRANSPORT		TOTAL Km	RATE
a)	Haulage to site ..... trips			
	@ .....km per trip		2.5 tone	R 9.31
	@ .....km per trip		3 tone	R10.80
	@ .....km per trip		5 tone	R12.50
	@ .....km per trip		7 tone	R14.50
	@ .....km per trip		10 tone	R16.80
b)	Crannage to and on site @ sub contract rate		R.....	x 1.10
				R.....

TOTAL AMOUNT CARRIED FORWARD TO PAGE 1 ITEM (D) R.....