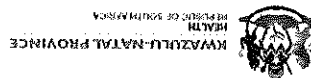


SharePoint

Nkabonde Samkelisiwe



KZN HEALTH

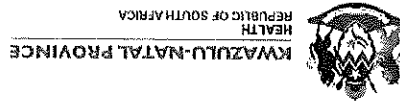
KZN Health Intranet

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KZN Health > Components > Supply Chain Management

AdvertQuote



KWAZULU-NATAL PROVINCE  
HEALTH  
REPUBLIC OF SOUTH AFRICA

Quotation Advert

Opening Date: 2022-10-31  
Closing Date: 2022-11-10  
Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Estcourt hospital  
Province: Kwazulu-Natal  
Department or Entity: Department of Health  
Division or section: Central Supply Chain Management  
Place where goods / services is required: Forderville clinic  
Date Submitted: 2022-11-02

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: EST 596/2022-23  
Item Category: Goods  
Item Description: steam steriliser-table top (5 litres)-spec for h.t.s. - s124(surgical)  
Quantity (if supplies): 01

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

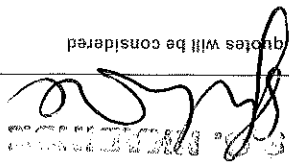
Date:   
Time:   
Venue:   
QUOTES CAN BE COLLECTED FROM: Kzn Health Website  
QUOTES SHOULD BE DELIVERED TO: 1 old main road estcourt hospital next to typist office

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Samke Nkabonde  
Email: samkelisiwe.Nkabonde@kznhealth.gov.za  
Contact Number: 036 342 7075

Finance Manager Name:

Finance Manager Signature:

A handwritten signature in black ink, appearing to be 'S. M. M.', written over a horizontal line.

No late quotes will be considered



DESCRIPTION: STEAM STERILISER- TABLE TOP (5 LITRES)-SPEC FOR H.T.S. - S124 (SURGICAL)

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

PLEASE ATTACHE DETAILED CSD SUMMARY

REPORT, 07 PAGE AND SBD 4

BIDDER DISCLOSURE

SUPPLY AND DELIVER

1. 01 UNIT

STEAM STERILISER-TABLE TOP (5 LITRES)

(DENTAL,OPHTHALMOLOGY,ORTHOPEDECS,

GYNAGCOLOGY,GENERAL SURGERY,ENDOSCOPES)

UMDNS:16142

SPECIFICATION: H.T.S. - S124 (SURGICAL)

Enquiries regarding the quote may be directed to:

Contact Person: Samke Nkabinde  
 Tel: 036-342 7075  
 E-Mail Address: Samkeliswe.Nkabinde@kznhhealth.gov.za

Enquiries regarding technical information may be directed to:

Contact Person: Mrs P Maleyu  
 Tel: 036 342 7107

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

VALUE ADDED TAX @ 15% (Only if VAT Vendor)

TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)

REVISED: 01/11/2016

PROVINCE OF KWAZULU-NATAL

DEPARTMENT OF HEALTH

HEALTH TECHNOLOGY SERVICES

SPECIFICATION FOR:

STEAM STERILISER - TABLE TOP (5 Liters)

(DENTAL, OPHTHALMOLOGY, ORTHOPEDICS, GYNACOBLOGY, GENERAL SURGERY,  
ENDOSCOPES)

UMDNS: 16142

SPECIFICATION: H.T.S. - S124 (SURGICAL)

Description of Unit: Sterilization of Ophthalmology  
instruments

Intended Areas of Use:  
Regional Hospitals  
Tertiary Hospitals

Expert Advisory Group:  
Ophthalmology:  
Dr C. Kruse  
Dr K. Moodley  
Dr Y. Reddy  
HTS Technical

MR: GENERAL CLAUSES THAT DO NOT APPLY TO THE EQUIPMENT OFFERED MUST BE ANSWERED "COMPLIES", "DOES NOT COMPLY" OR ANSWER THE QUESTION UNDER BIDDERS COMMENTS.

BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.	SPECIFICATION	NO
	<p>Clause G1.1 "The space provided under "Bidder's Comments" for each clause must be used for this purpose. Bidders who neglect to provide answers to every Clause in this Bid Specification will be disqualified. Bidders must note that abbreviated answers e.g. N/A etc. will not be accepted. Bidders must also note that no part of any clauses in this Bid Specification may be altered. Where there are traces of alterations found to any clauses in this Bid Specification during Adjudication, the Adjudication Committee will reserve the right to disqualify the bidder. The bidder must clearly indicate if their offered product complies with the stated requirements, by indicating, "Complies" or "Does not comply" or answer the question next to the corresponding clause.</p>	<p>Clause G1.1</p>
	<p>Clause G2 All responses must be clear and legible.</p>	<p>Clause G2</p>
	<p>Clause G3  <b>GUARANTEES:</b>            All Equipment, Materials and Workmanship provided under this Contract must be guaranteed for a minimum period of twenty four (24) Months. The successful bidder must arrange with the respective Hospital / Institution and the Health Technology Services before Commissioning the Equipment at the respective Hospital / Institution. The bidder to note that the Guarantee period must only take effect upon successful Commissioning at the respective Hospital / Institution and successful test and acceptance by the Health Technology Services. State percentage guaranteed up time of machine (Should be at least 99%).            The recommended number of services, per annum, by the manufacturer, must be included during and up until the end of the guarantee period and all costs related to the provision of such services will be for the bidders account.</p>	<p>Clause G3.1            Clause G3.2            Clause G3.3</p>
	<p>Clause G3.4 The bidder must state the number of services that will be provided during and up to the end of the guarantee period.</p>	<p>Clause G3.4</p>
	<p>Clause G3.5 Any breakdown during the guarantee period must include all cost (spare, labour, travelling and sundries) for any prescribed maintenance services (major and minor) as well as any QA testing that is required by Department Health's Radiation Control Board during the guarantee period.</p>	<p>Clause G3.5</p>
	<p>Clause G3.6 Travelling and Travelling Time costs must be included during the Guarantee Period?</p>	<p>Clause G3.6</p>
	<p>Clause G3.7 Spares that may be required during the Guarantee Period will be supplied at the expense of the bidder.</p>	<p>Clause G3.7</p>
	<p>Clause G3.8 Downtime during the Guarantee Period must extend the Guarantee time</p>	<p>Clause G3.8</p>

BIDDER COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.	SPECIFICATION	NO
	on a Day-to-Day basis.	
	Any repetition (twice or more) of the same type of fault that first occurred during the guarantee period must be considered as a repair under guarantee if it occurs within the first year after the expiry of the guarantee period.	
	Clause G3.9	
	The successful bidder must Supply, Deliver, Commission and install the Equipment and will be required to demonstrate the product to the Applicable Staff at the Institution and costs for the abovementioned must be included in the final bid price.	
	Clause G4	
	Bidders must offer the Health Technology Services in House Technicians a demonstration of the product, which will enable the Health Technology Services in House Technicians to become acquainted with the equipment during the Test and Acceptance phase.	
	Clause G5	
	Preference may be given to a make and model that has been technically and clinically evaluated by a Government Institution within the R.S.A. (Attach proof of evaluation where applicable)	
	Clause G6	
	The successful bidder must provide the Health Technology Services in House Technicians, full training in the calibration, maintenance, service and repair of the product down to PCB Level. N.B. The quality and level of the training must be equivalent to the manufacturer's original factory training and any costs incurred to provide the training will be for the bidders account. A Certificate of Competency must be issued on completion of the training. The Training must be provided by the successful bidder to the Health Technology Services within three months from date of initial supply and delivery of the equipment to the end user.	
	Clause G7	
	The bidder must have a well established service and repair facility in KwaZulu-Natal, to service, repair and calibrate the equipment offered. (The Health Technology Services reserves the right to inspect the premises).	
	Clause G8	
	SEVICING:	
	Clause G9	
	Clause G9.1	
	Clause G9.2	
	Clause G9.3	
	Clause G9.4	
	Please supply details as follows: Company name : Physical Address : Supply the Name, Address and Telephone Numbers of the Local Service Department within KwaZulu-Natal.	

BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.	SPECIFICATION	NO
	<p>Telephone Number/s : _____ Fax number : _____</p> <p>(The Health Technology Services reserves the right to inspect the premises).</p>	
	<p>Clause GR.5 State if the Technician(s) are in the direct employ of the bidder or a subcontractor.</p>	
	<p>Clause GR.5 The bidder must supply information on the number of Technicians permanently working in KwaZulu-Natal and their names and contact Telephone Numbers must be listed (Directly employed or subcontracted) in an annexure to the bid document.</p>	
	<p>Clause GR.7 The Technician(s) must be original equipment manufacturer trained to deal with the service, repair and calibration of the equipment quoted on. M.B. Proof of original equipment manufacturer training must be submitted with this bid / quotation offer.</p>	
	<p>Clause GR.8 The institution's requirement is that a technician is available within a reasonable time (24 hours) to attend to malfunctioning equipment. The bidder to state the technician per install base e.g. equipment ratio to technician ratio, e.g. 1 technician per 10 pieces of equipment.</p>	
	<p>Clause GR.9 The bidder must guarantee that no additional equipment will be required for the successful operation of the equipment bid for on delivery and commissioning at the customers site. A starter pack of all essential accessories and disposables must be supplied so that the unit can be put into immediate operation. The cost of the starter pack must be included in the final bid price.</p>	
	<p>Clause GR.10 Optional accessories must be offered for separately on the Schedule of optional accessories found at the end of this Technical specification, including catalogue numbers, correct descriptions and Prices inclusive of V.A.T.</p>	
	<p>Clause GR.11 Bidder must state the period of time for delivery of Spare parts following the receipt of an official order as follows: 0 to 10 days; 0 to 20 days; 0 to 30 days; 0 to 60 days; 0 to 90 days; more than 90 days.</p>	
	<p>Clause GR.11 The Bidder must supply with this offer a list together with the quantities of spares held locally in stock in the KwaZulu-Natal Province on the offered product. The Health Technology Services reserves the right to inspect the premises to verify the spares stock held.</p>	
	<p>Clause GR.12 The bidder must include a firm commitment in writing, which must be attached with this bid that they would supply spares, components, upgrades, complete original service / repair manual, technical support and ongoing training support for technical staff of the Health Technology Services and the end users Department of Health, KwaZulu-Natal throughout the life cycle of the equipment offered.</p>	



BIDDERS COMMENTS: "DOES NOT COMPLY" OR "DOES COMPLY" OR ANSWER THE QUESTION.	SPECIFICATION	NO
	Clause 913 Bares must be available for 10 (Ten) years from the original equipment manufacturer for the product offered.	
	Clause 914 The successful bidder must include in their offer at no extra cost to the final bid price:	
	Clause 914.1 Complete user Operation / Maintenance Manual x 2 (two) Book / Files; CD, DVD copies in English Language.	
	Clause 914.2 Complete ORIGINAL Service / Repair Manual x 2 (two) Book / Files; CD; DVD copies in English Language which MUST include the following information: Fault Finding Guide, Circuit Diagrams / Schematics, Circuit Descriptions, and ECGs Layouts, Calibration Guide, Part Numbers and exploded diagram of Mechanical Parts / Panels.	
	Clause 914.3 All the above Manuals must be properly bound in either a Book, File or CD form.	
	Clause 914.4 The Bidder must supply all software (including software-keys and / or passwords) to allow for trouble shooting (faultfinding), maintenance, calibrations, repairs and services at no additional cost.	
	Clause 915 Does your Company have an after hour service back up facility.	
	Clause 916 If the equipment is taken away for repairs, a loan set must be made available on request to the end user by the institution until the institution's unit is returned. All costs incurred for providing the loan unit must be for the bidders account.	
	Clause 917 Bidder must bid on the latest model and Technology that fully complies with this Technical Specification.	
	Clause 917.1 The Bidder must state how long this technology has been commercially available (state when the model offered was launched).	
	Clause 917.2 The bidder must state if there are any near future updates expected.	
	Clause 918 The successful bidder must maintain a system for notifying and Providing users with Updates, Modifications, new Software Releases and Recalls.	
	Clause 919 The successful bidders must arrange for an acceptance test of the equipment with the Manager of the Health Technology Services and the Hospital Manager. A copy of the original answered Specification, copy Of the Invoice order and relevant paperwork (PH form) from the Receiving Hospital must be submitted with the equipment when the ACCEPTANCE TEST is to be undertaken.	
	Clause 920 Where equipment bid for, operates off 220 Volt, 60Hz a.c. supply, bidder must ensure that the product being quoted for is fitted with a 15 Amp approved mains plug top, which is held together by two screws.	
	Clause 921 The unit must comply with an acceptable International Electrical Safety Standard such as IEC 60601-1 and 60601-1-2 for Medical Equipment.	
	Clause 922 All equipment, the installation and any alteration / additions must comply with:	
	Clause 922.1 The Occupational Health and Safety Act (1993).	

BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.	SPECIFICATION	NO
	Clause G22.2 The wiring code S.A.N.S. 0142.	
	Units being quoted for must be CE Certified. (Attach a copy of certification). The make and the model offered must be reflected on the certificate.	
	Clause G24 The Mains Cable of the unit being quoted for must be the Hospital Grade Type and it must be a minimum length of (3) three metres. N.B. The mains cable of the unit being quoted for must be S.A.N.S. Colour coded.	
	Clause G25 The equipment being quoted for must be protected against Electro Magnetic Interference.	
	Clause G26 Only new equipment must be quoted for. Refurbished and reconditioned equipment being quoted on will not be accepted.	
	Clause G27 Bidders must note that dedicated test equipment, spare parts and any special tooling required for the upkeep and maintenance of the equipment quoted on must be available to the Health Technology Services to procure if requested.	
	Clause G28 All the necessary calibration and maintenance software, where applicable, required to maintain and calibrate the equipment, must be supplied with the equipment to the Health Technology Services at no extra cost to the final bid price.	
	Clause G29 MS. HAZARDOUS SUBSTANCE ACT:	
	If this type of equipment / apparatus appears on the schedule of Hazardous Substances issued by the Directorate: Health Technology of the Department of Health, a license in terms of the Act on Hazardous Substances (Act. 15/1973) must be submitted with this bid document. The license must be registered under the bidders name or a letter of joint venture must be submitted by the license holder where the license is not in the name of the bidder. Bidders that neglect to submit a license will not be considered. Bidder must state the Radation Control license number of the make and model of equipment offered.	
	Where it has been established by the bidder that the equipment offered does not require Radation Control license, proof from the Radation Control authority must be submitted with this bid document. The system offered must comply fully with or exceed all of the minimum specification requirements per the Technical Clauses. The offer submitted must be supported by descriptive literature, colour pamphlets, colour brochures and technical data sheets applicable to the accompany the bid, falling within the bid will not be considered. The equipment and any accessories ordered from the successful bidder will be delivered, installed, tested, calibrated, demonstrated (including specified training) and commissioned in the specific hospital at the expense of the successful bidder, prior to full payment being made. All prices are to include V.A.T. and must be quoted in the South African	
	Clause G29.5	
	Clause G29.2	
	License No:	
	Clause G30	
	Clause G31	
	Clause G32	
	Clause G33	

BIDDER COMMENTS: "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.	SPECIFICATION	NO
	<p>currency. The price must be valid for a period of 180 days from closing date of bid.</p>	<p>Clause 634</p>
	<p>If the product offered is unknown to the Department, the Department reserves the right to have the unit evaluated by a team of Technical and Clinical experts with regards to its functionality, performance and quality. The decision of this committee will be used as a motivation for the evaluation and recommendation of the bid. For the reason a demonstration unit must be readily available, or the bidder must take arrangement for demonstration with representatives of the Department for the equipment offered at a site within South Africa where a same make and model of unit is installed and is in full clinical operation. The cost of this site visit is for the account of the bidder and it must therefore not place any obligation on the Department to procure from the bidder.</p>	<p>Clause 635</p>
	<p>The institution requesting the unit reserves the right to clinically trial and evaluate the unit in order to ensure that the unit meets the clinical requirements of the Department before adjudication of the bid.</p>	<p>Clause 636</p>
	<p><b>UPGRADEABILITY WHERE APPLICABLE:</b></p>	<p>Clause 638</p>
	<p>Bidders are to state the policy with regard to future software updates and the costs that will be involved.</p>	<p>Clause 639.1</p>
	<p>The Bidder to state what hardware and software will be available, with costs and projected dates.</p>	<p>Clause 639.2</p>
	<p><b>UPGRADE POLICY:</b></p>	<p>Clause 637</p>
	<p>All future upgrades (hardware and software) involving patient safety must be offered at no additional cost.</p>	<p>Clause 637.1</p>
	<p>All future upgrades removing software viruses from existing software must be supplied at no cost.</p>	<p>Clause 637.2</p>
	<p>Any upgrade before or after installation of the equipment involving additional cost must be brought to the attention of the Manager, Health Technology Services</p>	<p>Clause 637.3</p>
	<p>The Bidder must indicate the expected life of their offered unit and software in years.</p>	<p>Clause 638</p>

**TECHNICAL SPECIFICATION AND MINIMUM REQUIREMENTS FOR A PORTABLE STERILIZING**

**UNIT - STEAM - TABLE TOP.**

**GENERAL DESCRIPTION OF STERILIZER.**

**TECHNICAL REQUIREMENTS.**

Clause T1

The unit offered must operate of mains voltage and must be 220V / 50Hz, 1300 Watts. The power cord must not be less than 3 meters in length.

BIDDERS COMMENTS:

Clause T2

The unit offered must not operate on electrical current higher than 6 Amps.

BIDDERS COMMENTS:

Clause T3

The unit offered must have a water reservoir capacity of at least 4 litres and must be sufficient for approximately 40 sterilization cycles.

BIDDERS COMMENTS:

Clause T4:

The sterilizer must function with a micro – processor that controls a defined volume of distilled water, which is pumped into a steam generator, converted into steam, and injected into the sterilizing chamber, which actively removes at least 99% of the air out of the chamber.

Clause T7:

BUYER'S COMMENTS:

An extra long endoscopy cassette must be available as an optional extra if required. This must be quoted separately on the schedule of optional accessories and must not be included in the final bid price. The cassette internal dimensions must be approximately 50cm x 20cm x 10cm. The cassette must act as the sterilization chamber and must include a stainless steel grid.

Clause T6:

BUYER'S COMMENTS:

The unit offered must have a sterilization chamber with a removable stainless steel cassette and must have a capacity of at least 5 litres. The cassette internal dimensions should be approximately 40 x 20 x 10cm. The cassette must act as the sterilization chamber and must include a stainless steel grid.

Clause T5:

BUYER'S COMMENTS:

- The water reservoir must have two sensors:
- i) One that reads the level of the water and indicates on the LCD when the reservoir needs to be refilled.
  - ii) The other sensor must have a conductivity probe to ensure that only good quality steam processed distilled water is acceptable and must be indicated on the LCD.

T11.1 Unwrapped Cycle:  
To sterilize unwrapped instruments, the sterilization cycle must be constant at 136° C for 3.5 minutes.  
The total cycle time including warm up, pressurization and de-pressurization must not be more than 10

The unit offered must have a keypad with a start button that controls four (4) pre-set programs with a single touch

Clause T11

\_\_\_\_\_

BIDDER'S COMMENTS:  
The cassette of the unit offered must be thermally insulated to prevent heat loss to minimize the overall processing time.

Clause T10

\_\_\_\_\_

BIDDER'S COMMENTS:  
The distilled water must be used only once every sterilizing cycle and automatically ejected through a cooling coil into a waste bottle and must not be recycled.

Clause T9

\_\_\_\_\_

BIDDER'S COMMENTS:  
The micro - processor must accurately control and monitor the sterilizing temperature and pressure.

Clause T8:

\_\_\_\_\_

BIDDER'S COMMENTS:

GENERAL COMMENTS:

Failure of either one or both of these factors will cause the sterilizer to abort the cycle automatically.

24 minutes and the temperature inside the chamber must not exceed 138°C.

more than  
The total cycle time including warm up, pressurization and de-pressurization must not be  
121° C for 15 minutes.  
constant at  
To sterilize certain rubber, plastic and other delicate items the sterilization cycle must be

**T11.3 Delicate Cycle:**

GENERAL COMMENTS:

Failure of either one or both of these factors will cause the sterilizer to abort the cycle automatically.

17.5 minutes and the temperature inside the chamber must not exceed 138°C.

more than  
The total cycle time including warm up, pressurization and de-pressurization must not be  
for 6 minutes.  
To sterilize wrapped and hollow loads, the sterilization cycle must be constant at 136° C

**T11.2 Wrapped Cycle:**

GENERAL COMMENTS:

Failure of either one or both of these factors will cause the sterilizer to abort the cycle automatically.

minutes and the temperature inside the chamber must not exceed 138°C.

Clause T15

BIDDER'S COMMENTS:

The sterilizer must have a manual keypad override stop button, that allows for safe interruption of any cycle, at any stage of the cycle, that can be operated by a single touch.

Clause T14

BIDDER'S COMMENTS:

The sterilizer must have an LCD for monitoring the sterilization process throughout the cycle including the temperature, pressure and time.

Clause T13

BIDDER'S COMMENTS:

The sterilizer must have an air drying cycle that operates automatically after completion of any cycle and switches the sterilizer off after 60 minutes.

Clause T12

To sterilize a full load in the cassette the sterilization cycle must be constant at 135° C for 6 minutes.  
The total cycle time including warm up, pressurization and de-pressurization must not be more than 17.5 minutes and the temperature inside the chamber must not exceed 138°C.  
Failure of either one or both of these factors will cause the sterilizer to abort the cycle automatically.



The sterilizer must have an optional built in thermal printer. That indicates the date, time, temperature and the cycle number.

BIDDER'S COMMENTS:

The sterilizer must have an level indicator to enable the correct leveling of the unit.

Clause T16

BIDDER'S COMMENTS:

The sterilizer must be micro-processor that will regulate functions to eliminate over heating and temperature spikes to ensure optimal sterilizing conditions and the correct operating sequence of the sterilizing cycle.

Clause T17

BIDDER'S COMMENTS:

The sterilizer must be validated with both the Bowie Dick Test, a biological monitor and a super atmospheric Process Challenge Device (Helix).

Clause T18

BIDDER'S COMMENTS:

The sterilizer external dimensions must not exceed 60cm x 45cm x 20cm and the weight of the unit must not exceed 35kg. The unit must not require any permanent water or waste installations.

Clause T19

BIDDER'S COMMENTS:

BIDDER'S COMMENTS:

The bidder must provide a minimum of 24-month warranty / guarantee period for the unit offered.

GUARANTEE / WARRANTY

Clause T 24

BIDDER'S COMMENT:

The sterilizer must conform to EN 61010-2:2001 Safety Requirements Part 1. General requirements EN 1010-2-041:1977 Safety requirements Part 2-041 for Steam Sterilizers EN 61326:1997 EMC requirements.

Clause T21

BIDDER'S COMMENT:

The sterilizer must conform to EN 13060:2004 Small Steam Sterilizers.

Clause T20

Clause 125

MAINTENANCE AND SERVICE AGREEMENT

The bidder must provide a fully - costed PREVENTATIVE MAINTENANCE AND SERVICE AGREEMENT for a period of 3 years to commence upon termination of the guarantee / warranty period with an option to enter into a renewable agreement.

BIDDER'S COMMENTS:



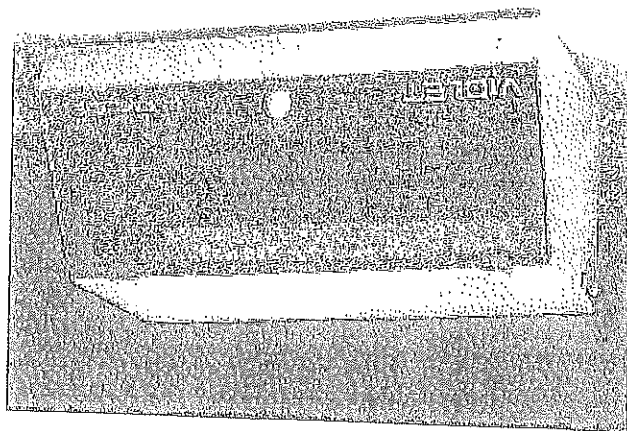


Make: \_\_\_\_\_  
Model Number / Part Number for: \_\_\_\_\_  
Country of Origin \_\_\_\_\_  
Delivery Period \_\_\_\_\_  
R S A Import Permit Holder (License No) \_\_\_\_\_  
Bidder \_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone No \_\_\_\_\_  
Fax No. \_\_\_\_\_  
Contact Person \_\_\_\_\_  
(Please Print)

**FAILURE TO COMPLETE THIS PART WILL DISQUALIFY THE BIDDER**

**GENERAL INFORMATION REQUIRED**

**DETAILED TECHNICAL SPECIFICATION**



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 persons/ 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 / partners / 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 / 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 / partners / 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

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 persons 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 cliandi et executandi*) details change from the time of bidding to the expiry of the contract.

**3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION**

3.1. The Department is under no obligation to accept the lowest or any quote.  
 3.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are obscurities regarding technical aspects of the offer, to obtain confirmation of prices or preference claims in cases where it is evident that a typing, written, transfer or unit error has been made, to investigate the vendor's standing and ability to complete the supply/service satisfactorily.  
 3.3. **ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.**  
 3.4. The price quoted must include VAT (if VAT vendor).  
 3.5. Should a bidder become a VAT vendor after award or during the implementation of a contract, they may not request the VAT percentage from the Department as the service provider made an offer during the period they were not registered as a VAT vendor. The Department is only liable for any VAT from registered VAT vendors as originally stated on the quotation document.  
 3.6. The bidder must ensure the correctness & validity of the quotation:  
 (i) that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk  
 (ii) it is the responsibility of the bidder to confirm receipt of their quotation and to keep proof thereof.  
 3.7. The bidder must accept full responsibility for the proper execution & fulfillment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfillment of this contract.  
 3.8. This quotation will be evaluated based on the 80/20 points system, specification, correctness of information and/or functionally 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. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.  
 3.18. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.  
 3.19. 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 initialed; 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.

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.

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. TAX COMPLIANCE REQUIREMENTS**

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 points 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.

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

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.

**8. STATEMENT OF SUPPLIES AND SERVICES**

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

**7. COMPULSORY SITE INSPECTION / BRIEFING SESSION**

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.

(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.

(iii) If a company who has not won the quote requires their samples, they must advise the institution in writing of such.

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.

**6. SAMPLES**

5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

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.

5.4. 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.

5.3. 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.

5.2. 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.

5.1. 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. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS**

4.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer fulfill their obligation.

**15. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.**

- 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.

**14. TERMINATION FOR DEFAULT**

- 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 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.

**13. PENALTIES**

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. PATENT RIGHTS**

- (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. TAX INVOICE**

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

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.

**GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to all quotes:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
  - 1.3 Points for this quote shall be awarded for:
    - (a) Price; and
    - (b) B-BBEE Status Level of Contributor.
  - 1.4 The maximum points for this quote is allocated as follows:

POINTS	
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 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 contributor 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.

**DEFINITIONS**

2. (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;

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		

Designated Group: An EME or QSE which is at least 51% owned by:

EME  QSE

YES  NO

(Tick applicable box)

8.

- 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.....

Whether the sub-contractor is an EME or QSE

If yes, indicate:

7.1.1

Will any portion of the contract be sub-contracted?

7.1

YES  NO

(Tick applicable box)

**7. SUB-CONTRACTING**

7.

(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.

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contributor 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)

**5. BID DECLARATION**

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

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:

**4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

Ps = Points scored for price of bid under consideration  
 Pt = Price of bid under consideration  
 Pmin = price of lowest acceptable bid

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

A maximum of 80 points is allocated for price on the following basis:

3.1

**THE 80/20 PREFERENCE POINT SYSTEMS**

3.

**POINTS AWARDED FOR PRICE**

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 property
- 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-BEE 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-BEE 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.

1. .... WITNESSES	2. ....
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SIGNATURE(S) OF BIDDERS(S) DATE: ..... ADDRESS: .....	..... ..... .....
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KWAZULU-NATAL PROVINCE  
HEALTH  
REPUBLIC OF SOUTH AFRICA

Institution name:

**COMPLAINTS PROCESS FOR QUOTATIONS R2 000.00 TO R500 000.00 INCLUDING V.A.T**

**1. Supplier Submits Written Complaint / Objection**

- Bidders aggrieved by decisions or actions taken by the Department or Institution during the SCM procurement process, must lodge a written complaint **immediately**.
- Complaints lodged two (2) or more days after the award will not be entertained.
- Complaints must be directed to the Responsibility Manager of the Institution (Hospital or CHC) and District Finance Manager for District Offices.
- It must be noted that this is not an appeals process and as such will not halt the procurement process.

**2. Institution Prepares Written Response to Complaint**

- The Responsibility Manager, or his appointee, must prepare a response letter to the complainant.
- The complaint must be resolved within **60 days**.
- Should the complainant not be satisfied with the response, the matter will be referred to the District Finance Manager (applicable to all Hospitals and CHC) or District Manager (Applicable to all District Offices) for a final verdict.
- Should the complainant still not be satisfied with the response received, they may then seek legal recourse at their own expense.

Complaints or objections should be directed to:

Responsibility Manager:

Email Address: