



## Quotation Advert

Opening Date: 26/07/2024  
Closing Date: 12/08/2024  
Closing Time: 11:00

### INSTITUTION DETAILS

Institution Name: Head Office Quotations

Province: KwaZulu-Natal

Department of entity: Department of Health

Division or section: Supply Chain Management

Place where goods/ service is required: Townhill Office Park and Truro House

Date Submitted: 26/07/2024

### ITEM CATEGORY AND DETAILS

Quotation number: HOH/0289/24

Item Category: Services

Item Description: 1 year Preventative & Maintenance Airconditioning Contract for

Townhill Office Park and Truro House (Block 1&3) and Truro House Building

Quantity: 12

### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Meeting

Date: 02/08/2024

Time: 10h00

Venue: Townhill Office Park (Block 1&3)

QUOTES CAN BE COLLECTED FROM: www.kznhealth.gov.za

QUOTES SHOULD BE DELIVERED TO: 310 Jabu Ndlovu Street, or

Quotations.scmho@kznhealth.gov.za

ENQUIRIES REGARDING ADVERT MAY BE DIRECTED TO:

Name: Miss N Mlaba

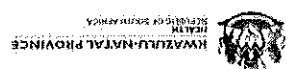
Email: Nomfundo.mlaba@kznhealth.gov.za

Contact number: 033 395 3303

Finance Manager Name: Mrs E.N. Maphumulo

Finance Manager signature: 

PP



**PARTICULARS OF QUOTATION**

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: Department of Health Central SCM

FACSIMILE NUMBER: N/A  
 E-MAIL ADDRESS: Quotations.scmh@kznhealth.gov.za  
 PHYSICAL ADDRESS: 310 Jabu Ndlovu Street, Pietermaritzburg 3201, Old Boys Model School Building  
 QUOTE NUMBER: ZNQ / HOH / 0289 / 24 - 25  
 VALIDITY PERIOD: 90 DAYS  
 DATE ADVERTISED: 26/07/2024  
 CLOSING DATE: 12/08/2024  
 CLOSING TIME: 11:00  
 DESCRIPTION: 1 year Preventative & Maintenance Airconditioning Contract for Townhill Office Park and Truro House  
 CONTRACT PERIOD (IF APPLICABLE): 1 year contract  
 DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS): 310 Jabu Ndlovu Street, Pietermaritzburg 3201, Old Boys Model School Building

ENQUIRIES REGARDING THE QUOTE MAY BE DIRECTED TO:  
 CONTACT PERSON: Nomfundo Mlaba  
 E-MAIL ADDRESS: nomfundo.mlaba@kznhealth.gov.za  
 TELEPHONE NUMBER: 033 395 3303

ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:  
 CONTACT PERSON: Nompumelelo Nsele  
 E-MAIL ADDRESS: nompumelelo.nsele@kznhealth.gov.za  
 TELEPHONE NUMBER: 033 395 2101

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

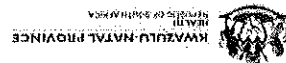
The quote box is open from 08:00 to 15:30.

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, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

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

NAME OF BIDDER: \_\_\_\_\_  
 E-MAIL ADDRESS: \_\_\_\_\_  
 POSTAL ADDRESS: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_  
 TELEPHONE NUMBER: \_\_\_\_\_  
 CELLPHONE NUMBER: \_\_\_\_\_  
 VAT REGISTRATION NUMBER (if VAT vendor): \_\_\_\_\_  
 CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO. M A A A A  
 UNIQUE REGISTRATION REFERENCE: \_\_\_\_\_



**OFFICIAL PRICE PAGE FOR QUOTATIONS OVER R2 000,01**

QUOTE NUMBER: ZNQ / HOH / 0289 / 24 / 25

DESCRIPTION: 1 year Preventative & Maintenance Airconditioning Contract for Townhill Office Park and Truro House

PREFERENCE POINTS WILL BE ALLOCATED ACCORDING TO THE IMPLEMENTATION OF SPECIFIC GOALS IN TERMS OF PPR 2022:

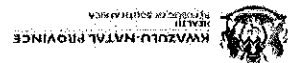
20	▲	Race – Full/partial/combination of points allocated to companies at least 51% owned by Black People
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ICN NUMBER	QUANTITY	UNIT OF MEASURE	DESCRIPTION	BRAND & MODEL	COUNTRY OF ORIGIN	PRICE
	12		1 year Preventative & Maintenance			C
			Airconditioning Contract for Townhill Office			
			Park(Block 1 & 3)and Truro House			
			Building			
			Compulsory site Briefing			
			Venue: Townhill Office Park (Block 1&3)			
			Date: 02/08//2024@10h00			
			NB: Specification Attached			
			Original documents required in a sealed			
			envelope with current CSD summary report			
			reflecting banking details, Tax Clearance			
			certificate of SARS pin			
			Responses to be delivered:310 Jabu Ndlovu			
			Street,old boys Model, Quotation tender box			
			Or Quotations.scmho@kznhealth.gov.za			
			VALUE ADDED TAX @ 15% (Only if VAT Vendor)			
			TOTAL QUOTATION PRICE (VALIDITY PERIOD 90 Days)			

DOES THIS OFFER COMPLY WITH THE SPECIFICATION? YES / NO  
 IS THE PRICE FIRM? YES / NO  
 DOES THE ARTICLE CONFORM TO THE S.A.N.S. / S.A.B.S. SPECIFICATION? YES / NO

STATE DELIVERY PERIOD (E.G. 3 DAYS, 1 WEEK)  
 NAME OF BIDDER: \_\_\_\_\_  
 SIGNATURE OF BIDDER: \_\_\_\_\_

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED: \_\_\_\_\_  
 DATE: \_\_\_\_\_



SBD 4

**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 / 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 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 \_\_\_\_\_ POSITION \_\_\_\_\_ SIGNATURE \_\_\_\_\_ 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 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

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

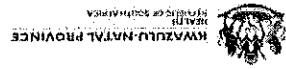
In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid/quotation documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

1	Definitions
1.1	The following terms shall be interpreted as indicated: "Closing time" means the date and hour specified in the bidding documents for the receipt of bids. "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein. "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations. "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution. "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally. "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components. "Day" means calendar day. "Delivery" means delivery in compliance of the conditions of the contract or order. "Delivery ex stock" means immediate delivery directly from stock actually on hand. "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained. "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition. "GCC" means the General Conditions of Contract. "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract. "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured. "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place. "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities. "Order" means an official written order issued for the supply of goods or works or the rendering of a service. "Project site," where applicable, means the place indicated in bidding documents. "Purchaser" means the organization purchasing the goods. "Republic" means the Republic of South Africa. "SCC" means the Special Conditions of Contract. "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract. "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.
2	Application
2.1	These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
2.2	Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
2.3	Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
3	General
3.1	Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
3.2	With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za



- 4.1. The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 4 Standards
- 5 Use of contract documents and information: inspection.
- 5.1. The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2. The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3. Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4. The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6 Patent rights
- 6.1. The supplier shall indemnify 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.
- 7 Performance security
- 7.1. Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2. The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3. The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:  
(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or  
(b) a cashier's or certified cheque
- 7.4. The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.
- 8 Inspections, tests and analyses
- 8.1. All pre-bidding testing will be for the account of the bidder.
- 8.2. If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3. If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4. If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5. Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6. Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected. Any contract supply may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the supplier's cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8. The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.
- 9 Packing
- 9.1. The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.
- 10 Delivery and documents
- 10.1. Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2. Documents to be submitted by the supplier are specified in SCC.
- 11 Insurance
- 11.1. The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.



- 12. Transportation  
Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.
- 13. Incidental services  
The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:  
(a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;  
(b) furnishing of tools required for assembly and/or maintenance of the supplied goods;  
(c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;  
(d) performance or supervision and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and  
(e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the parts  
Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.
- 14. Spare parts  
As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:  
(a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and  
(b) in the event of termination of production of the spare parts:  
(i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and  
(ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.
- 15. Warranty  
The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current model, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.  
This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.  
The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.  
Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.  
If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.
- 16. Payment  
The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.  
16.1. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.  
16.2. Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.  
16.3. Payment will be made in Rand unless otherwise stipulated in SCC.
- 17. Prices  
17.1. Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
- 18. Contract amendments  
18.1. No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment  
The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts  
20.1. The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance  
21.1. Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.  
21.2. If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.  
21.3. No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.  
21.4. The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

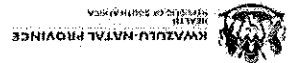


- 21.5. Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 2.1 without the application of penalties.
- 21.6. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.
- 22 Penalties
- 22.1. Subject to GCC Clause 25, 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. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.
- 23 Termination for default
- 23.1. 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:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2. 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. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3. 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.
- 23.4. If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5. Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6. If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.
- 23.7. These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector. 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.
- 24 Anti-dumping and countervailing duties and rights
- 24.1. When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.
- 25 Force Majeure
- 25.1. Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that its delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2. If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.
- 26 Termination for insolvency
- 26.1. The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
- 27 Settlement of Disputes
- 27.1. If any dispute or difference arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.





- 27.2. If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3. Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4. Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5. Notwithstanding any reference to mediation and/or court proceedings herein,  
 (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and  
 (b) the purchaser shall pay the supplier any monies due the supplier.
28. **Limitation of liability**  
 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6:  
 (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and  
 (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
29. **Governing language**  
 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 29.1. The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
30. **Applicable law**
31. **Notices**  
 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.  
 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
32. **Taxes and duties**  
 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.  
 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.  
 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
33. **National Industrial Participation (NIP) Programme**  
 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
34. **Prohibition of Restrictive practices**  
 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).  
 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.  
 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.
- 34.1. In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).  
 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.  
 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.
- 34.2. If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.  
 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.
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 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.



**SPECIAL CONDITIONS OF CONTRACT**

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

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

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

3.1. The Department is under no obligation to accept the lowest or any quote.

3.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are omissions 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;

3.7. (ii) it is the responsibility of the bidder to confirm receipt of their quotation and to keep proof thereof.

3.8. 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.

3.9. 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.

3.10. Offers must comply strictly with the specification.

3.11. Only offers that meet or are greater than the specification will be considered.

3.12. Late offers will not be considered.

3.13. Expired products will not be accepted. All products supplied must be valid for a minimum period of six months.

3.14. Used/ second-hand products will not be accepted.

3.15. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.

3.16. All delivery costs must be included in the quoted price for delivery at the prescribed destination.

3.17. 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.

3.18. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.

3.19. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.

3.20. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.

3.21. 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.

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



5.6. 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.

6.2. (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.  
 (iii) Samples must be made available when requested in writing or if stipulated on the document.  
 If a bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

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

7.1. Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process.

(i) The institution has determined that a compulsory site meeting will take place.

(ii) Date: 06 / 08 / 2024 Time: 10 : 00 Place: Newcastle Forensic Mortuaries

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 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.

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

12. **PATENT RIGHTS**

12.1. 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.

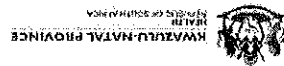
13. **PENALTIES**

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 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

**4. GENERAL CONDITIONS**

- 4.1.1. The following preference point systems are applicable to invitations to tender:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 4.1.2. The applicable preference point system for this tender is the 80/20 preference point system.
- 4.1.3. Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
  - (a) Price; and
  - (b) Specific Goals.

The maximum points for this tender are allocated as follows:

POINTS	PRICE	SPECIFIC GOALS	Total points for Price and Specific Goals
80		20	100

4.1.5. Failure on the part of a tender to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

4.1.6. The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

**4. DEFINITIONS**

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

**3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

3.1. POINTS AWARDED FOR PRICE

3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmax - Pmin} \right) \quad \text{OR} \quad Ps = 90 \left( 1 - \frac{Pt - Pmin}{Pmax - Pmin} \right)$$

80/20  90/10

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

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left( 1 + \frac{Pt - Pmax}{Pmax} \right) \quad \text{OR} \quad Ps = 90 \left( 1 + \frac{Pt - Pmax}{Pmax} \right)$$

80/20  90/10

Where  
 Ps = Points scored for price of tender under consideration  
 Pt = Price of tender under consideration  
 Pmax = Price of highest acceptable tender



**POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof documentation stated in the conditions of this tender.
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—  
 (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or  
 (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system.  
 In the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.
- Table 1: Specific goals for the tender and points claimed are indicated per the table below.**  
 Note to tenderers: The tenderer must indicate how they claim points for each preference point system.

Number of points allocated (80/20 system)	Number of points claimed (80/20 system)	Number of points allocated (90/10 system)
		20
		▲
Race – Full/partial/combination of points allocated to companies at least 51% owned by Black People		

**DECLARATION WITH REGARD TO COMPANY/FIRM**

- 4.3. Name of company/firm: \_\_\_\_\_
- 4.4. Company registration number: \_\_\_\_\_

- 4.5. TYPE OF COMPANY/ FIRM (tick applicable box)
- Partnership/ Joint Venture / Consortium
  - One-person business/sole properly
  - Close corporation
  - Public Company
  - Personal Liability Company
  - (Pty) Limited
  - Non-Profit Company
  - State Owned Company

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
  - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
    - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: Nompumelelo.nsele@kznhealth.gov.za

Cellphone: 0820895835

Telephone No: 033 395 2101

Project Leader: Nompumelelo Nsele

DEPARTMENT OF HEALTH

QUOTATION DOCUMENT

FACILITY NAME: TOWNHILL OFFICE PARK ( BLOCK 1 & 3) AND TRURO HOUSE- HEAD OFFICE BUILDINGS

REQUIRED CIDB GRADING: 1 ME OR ABOVE

PROJECT DESCRIPTION: ONE (1) YEAR PREVENTATIVE AND MAINTENANCE AIRCONDITIONING CONTRACT

PROVINCE OF KWAZULU-NATAL

DEPARTMENT OF HEALTH

www.kznhealth.gov.za

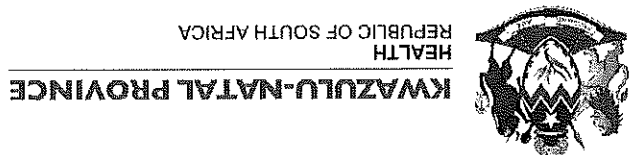
Tel: 033-3952101 Fax: 033-3941802 Email address: Nompumelelo.Nsele@kznhealth.gov.za

Physical Address : 330 Langalibalele Street, Pietermaritzburg, 3201

Postal Address : Private Bag X9051, Pietermaritzburg, 3200

Corporate Gov. & ISC Services

DIRECTORATE:



**1 SECTION A: SPECIAL CONDITIONS**

**1.1 Scope**

The scope of the bid calls for:

- The implementation of preventative maintenance to the central air-conditioning equipment of the facilities listed as per **clause 1.3** and includes responding to unplanned plant breakdown repairs (corrective maintenance and occurrence management)

**1.2 Contract**

The contract which applies to work executed as part of this specification will be valid for a period of 12 months (twelve).

**1.3 Site**

The Contractor will be required to conform to such Acts (e.g. *Act 53 of 1985: Control of Access to Public Premises and Vehicles*), regulations and restrictions affecting access to and use of the site as laid down by the Head: Health or his/her designee. Bidders should also note that the buildings are occupied and that permission for access should be obtained from the authoritative person on site. This contract shall apply to the following site locations/facilities:

<b>Department of Health Offices</b>	
Townhill Office Park, Block 1 & 3 Buildings	1 ME
MEC's Office, 9 <sup>th</sup> Floor, Truro House	

**1.4 Programme**

The Contractor shall within 20 business days of receiving the appointment, submit to the Head: Health a schedule which indicates when each system or piece of existing equipment will be inspected and full comprehensive report on the condition of the said equipment be provided. The contractor will then compile a maintenance schedule of the equipment. This schedule shall be prepared in accordance with the frequency schedule in **Section B, Clause 2.3**. Once this schedule is approved by the Head: Health or his/her designee, the Contractor shall do the maintenance in strict accordance with this schedule. The Contractor shall not commence with the maintenance schedule unless all schedules have been approved.

The Maintenance Schedule shall include the Health & Safety File for the approval of Head: Health or his/her appointed designee.

**1.5 Scaffolding**

The Contractor shall include in his rate for the supply, erection, moving as required and removal of all scaffolding and platform equipment necessary for the execution of the maintenance.

Scaffolding and platform equipment to form part of the Health & Safety File and be approved as contemplated in the regulations, the OHS Act 85 of 1993 Construction regulations 2014 and/or SANS 10085.



The Contractor shall be entitled to receive payment on additions to this contract, after the work has been 100 % completed, inspected and approved by the Head: Health or his/her designee.

The contractor shall be entitled to receive payment for scheduled maintenance monthly after the completion of scheduled maintenance. Payments shall be based on VAT invoices. Contractor shall submit with his invoice a detailed service report on the service done and condition of the works. Payment processes shall commence upon receipt of such service report.

**1.10 Payment, Omissions and Penalties**

If the contractor or any person employed by the contractor should perform any action, and/or procedure, which may cause damage of whatever nature to the property of the Head: Health or his/her designee, the contractor shall be responsible for all repair work to such damages as per **Clause 1.7**. The response and negligence to respond by the Contractor to rectify any damages to the satisfactory of the Head: Health or its representative shall be addressed as determined by this contract.

Should the contractor fail to rectify the defects or faults referred to within 1 calendar month, the Head: Health or his/her designee shall, without prejudice to any other rights that he may be entitled to rectify such defects or faults or to arrange for the rectification thereof and to recover from the contractor any damages which the user and/or Head: Health or his/her designee may have suffered as a result of the contractor's failure to carry out the terms of the contract.

Any defects or faults which appear within three (3) months from the completion of works or part thereof and the replacement of components and parts of any installation, shall be made good by the contractor within such period as may be determined by the Head: Health or his/her designee in writing to the contractor.

**1.9 Contractors' liability in respect of defects:**

The Contractor must notify the Head: Health or his/her appointed designee of the last impending Maintenance Schedule date three (3) calendar months before initial expiry of the Contract, excluding extensions, to give all parties enough time to prepare for the handover process.

The period of this contract shall be 12 (twelve) months with the option to extend for a further 6 (six) months. The extension shall be by written request by the Head: Health or his/her appointed designee. The maximum contract period including extensions shall not exceed 48 (forty-eight) months. The contract period shall commence from the date that the site is handed over to the contractor or 20 (twenty) business days after the date of the letter accepting the bid, whichever is the earlier. Contract extension shall be by means of a written appendix to the contract, which shall be issued to the Contractor by the Head: Health or his/her appointed designee, 1 (one) calendar month before the initial contract period expires. The Client has no obligations to renew the contract after the initial contract period has lapsed and no claim what so ever shall be considered if the contract is not renewed.

**1.8 Contract Period**

The Contractor shall exercise due care to avoid causing damage to the building, equipment and works during the progress of the Contract. He/she will be held responsible for any damage caused to works by his/her negligence and shall be liable for all costs incurred in making good such damage to the satisfaction of the Head: Health or his/her appointed designee.

**1.7 Damage to the works**

The Contractor shall be responsible for providing accommodation for his staff as and when may be required. No site accommodation will be provided by the Department of Health. The Contractor shall however make the response time upon call out as per **section B clause 2.6**.

**1.6 Accommodation**

If the execution cost of the works for the rest of the contract period exceeds the amount still due in terms of the contract, if any, the Head: Health may, without any prejudice, recover and user deem fit execute the works or any portion thereof:

- ii) Provide such number of persons and purchase such material as the Head: Health contract period, at such times and upon such terms as the Head: Health deems fit:
- i) Cancel the contract and enter into a further contract, by instruction with any other contractor for the execution of the works or any portion thereof for the rest of the contract period, at such times and upon such terms as the Head: Health deems fit:

adopt the following courses:  
ground of any right whatsoever. The Head: Health or his/her designee may there upon the site. The contractor shall not be entitled to refuse to withdraw from the work on the b) To instruct the contractor in writing to discontinue the work on specified date and to vacate any payment due or to become due in terms of this contract.

deducted as from the date of execution stated in contract, or any extension thereof, from for each day that the work may be in arrears. Such penalty may be recovered or may be (100) cents per hundred rand (R100) of the total contract value of the agreement per day a) To allow the contractor to proceed with the works and to recover a penalty of one hundred

- Should the contractor be in default, the Head: Health or his/her designee shall, from time to time, be entitled to adopt all or any one or more of the following courses, either wholly or partly or by way of substitution or successor:
- Does not follow the contracted and agreed maintenance scope and schedule.
- Breaches and/or neglects to comply strictly with any of the conditions of this contract or any instruction and orders given to him in writing in terms of this contract.

The contractor shall be in default if he/she

### 1.11 Defaults by Contractor

No invoice amount paid to the contractor shall act as proof that the work has been executed and accepted by the Head: Health or his/her designee that will indemnify the contractor of his responsibility and duties regarding the requirements as stated in this documents.

Any payment invoice shall be regarded as open and shall be subject to revision and adjustment by the Head: Health or his/her designee should the Contractor be found to be in default for any work done. The money related shall be deducted from the next invoice should it be found that the previous month's services were not performed and the related previous invoice was paid.

shall only then be entitled to reclaim that month's payment.  
the contractor from the date of receiving written notice from the Contractor. The contractor Health or his/her designee shall respond within 5 (five) working days to inspect the site with attended to and that the work has been inspected and verified by both parties. The Head: notice has been received by the Head: Health or his/her designee that the issues were shall be made in respect of that month's invoice. The contractor shall be in default until written with full explanation of why the works were not executed according to schedule. No payment month, written notice shall be given to the Head: Health or his/her designee of such cases, If any aspect of the scheduled maintenance and/or servicing is not attended to during that

Such work must have been proposed for review, consideration and approval by the Head: Health or his/her designee and this work shall not commence until such approval has been obtained in writing

All material shall, unless otherwise specified, comply with the requirements of the relevant SABS specification.

Should the specification and/or drawing (if any) be at variance with one or more of the above mentioned codes, the contractor shall inform the Head: Health of his/her designees in writing of such variance. The contractor shall apply the conditions of the statutory codes unless instructed in writing by the Head: Health of his/her designee to do otherwise.

- e) The relevant local authority (Municipality) regulations
- d) The latest edition of the SANS 10142 code of practice for the wiring of premises
- c) All applicable HVAC & R, SANS and ISO Standards
- b) Construction Regulations, 2014
- a) The latest edition of the Health and Occupational Safety Act, Act 85 of 1993, as amended,

All equipment supplied, all detailed layout and all work performed shall be in strict accordance with the following minimum but not limited to codes:

#### 1.14 Applicable codes

No substitutions of the articles or materials specified in this document will be permitted unless the authority of the Head: Health has been obtained, in writing, before the bid close and contractor will otherwise be required to provide and or use the specified articles or materials. Approval of any request for the substitution of any article or material will only be considered when Head: Health is satisfied that if the substitution is approved, there is sufficient time remaining before bid close to advise all other bidders accordingly.

#### 1.13 Substitutions of materials

The Contractor will be responsible to the Head: Health of his/her designee and will receive written instructions for repairs and reported faulty plant operation solely from the Head: Health or his/her designee. The contractor shall not discuss maintenance and plant operation procedures or pass comment to occupants of the facility or any other person or persons. The contractor shall not under any circumstance carry out works issued by any other persons except instructions from Head: Health of his/her designee.

#### 1.12 Maintenance and repair instruction

The contractor shall not be in default if it can be proven that the works could not be executed due to unforeseen circumstances beyond the contractors control or acts of God. In that case the contractor must notify in writing the Head: Health of his/her designee of such instance and provide a recovery plan to execute the works without affecting the subsequent scheduled activities.

If the contract or portion is cancelled the Head: Health may make an assessment of the cost of executing the works for the rest of the contract period and deduct such assessed amount from any of the aforesaid amounts that may be due to contractor. If it later transpires that the actual cost of executing the works for the rest of the contract period is less than the assessed amount, such excess shall be refunded to the contractor.

such excess from the contractor. The Head: Health shall be entitled to deduct such excess from any amounts still due in terms of this contract or any other contract existing between the contractor and the Head: Health. The contractor hereby agrees and binds himself, his successor in title, not in any way to dispute the right to deduct such amounts.

The equipment involved in this contract is provided under the **equipment schedule section** of this document.

**1.18 Equipment detail**

An air conditioning maintenance coordinating meeting shall be held once a month at the contracted facilities. The Facility Maintenance Manager (or chief artisan or appointed designee) and the service manager/plant technician from the successful bidder's organization shall be required to attend this meeting.

**1.17 Monthly maintenance co-ordination meeting**

undisturbed access to the installation according to **Clause 1.3.**

viii) To ensure that the Contractors workmen shall at all reasonable times have free and

Value Added Tax.

vi) In addition to the maintenance charge, to adjust payment for any change in the rate of the

postal address.

v) To notify the contractor of any changes of ownership of the installation or any change of

information concerning any incident

from the usage of the installation and shall supply to the Contractor all available relevant

iv) To immediately notify the Contractor of any injury or harm to any person or property resulting

the Department from the Contractor

Health or his/her designee still has the right to then claim the damages or loss suffered by

had been unable to contact the Contractor for a continuous period of three days. The Head:

where the contractor is unavailable or where the Department of Health or its staff or agent

**Clause 1.9** or, unless the prior written consent of the contractor has first been obtained, or

whatsoever, on the installation during the currency of this agreement, except in terms of

iii) Not to authorize or allow any person other than the Contractor to carry out any work,

ii) To advise contractor as soon as possible if the installation becomes inoperative

i) To ensure that at all times the installation will be used in a reasonable manner

**1.16 The Head: Health or his/her designee agree and undertake:**

Provincial, Municipal or any other authority

installation which is recommended or required by Insurance companies, Government, and

c) The contractor shall not require to install at his cost any additional equipment to the

the control of the Contractor.

however, the conditions of the above items shall be reported. Fire and water damage beyond

suspended ceiling, light diffusers, handrails, mirror, carpet or floor covering) telephone,

Damage to enclosures, surround and sills (including all finishes and corrosion, wall panels,

b) The following items of the installation are not included or covered by this agreement

be borne by the Head: Health.

his employee) and the replacement of parts with parts of a different or updated design shall

a) The costs of repairs necessitated due to misuse (other than the misuse by the contractor or

**1.15 Exclusions from contract**

For specialized equipment, it is a condition of this Contract that the successful bidder shall enter into a separate contract with original equipment manufacturers (OEM's) or authorized agents of the OEM's, particularly for VRV or VRF systems such as Hitachi, Midea, Samsung, Daikin, etc. At the services interval required the bidders shall provide the Head: Health or his/her designees with a quotation based on the relevant service providers proven cost to carry out the service. The maintenance and service by OEM and the cost thereof will be subject to the same terms and condition as all other work included in this Contract.

**1.20 Work included in this contract but to be carried out by others**

The duties involved in this contract once awarded are those provided under the maintenance schedules section of this document.

**1.19 Maintenance duties**

## 2 SECTION B: MAINTENANCE SPECIFICATIONS

### 2.1 General

This specification is for mechanical maintenance of all office air-conditioning systems and associated equipment installed at the facilities as per **Section A, Clause 1.3**. The Contractor shall provide all the necessary tools and equipment to perform the air conditioning system maintenance procedures as specified. The Contractor shall further have and provide all the necessary measuring equipment to measure (Current, volts, air flow and water temperatures etc.). All measuring equipment shall have Calibration Certificates from an approved inspecting authority. The Contractor shall be familiar with and be capable to operate a Building Management System (BMS) if installed.

### 2.2 Site maintenance personnel

2.2.1 The Contractor shall provide fully competent registered Plant Maintenance Air conditioning/Refrigeration Technicians and their assistants. The said Plant Technicians must be competent person in terms of Health and Occupational Safety Act 85 of 1993 and SAQCC, and must be of clean and sober habits, fully conversant and experienced with the type of plant and equipment installed and must be capable of rectifying the malfunctioning of the equipment installed, including the following:

- a) All types of dx split a/c units, VRF systems, packaged and field assembled air handling units and ancillary equipment.
- b) All types of fans i.e. window fans, wall mounted fans, axial fans, tube fans, propeller fans and ancillary equipment.
- c) Electronic control equipment associated with the aforementioned equipment
- d) All electrical equipment including PLC's

2.2.2 A plant technician or site manager shall be responsible to the Head: Health or his/her designee.

2.2.3 The plant technician must be provided with a telephone to enable him/her to be contacted for after hours emergency breakdowns and/or repairs. He/she shall be provided with company vehicle. Should the plant technician fall sick or be otherwise indisposed the Head: Health or his/her designee is to be immediately advised and the contractor must make immediate arrangement for a replacement. The replacement plant technician must be contactable telephonically for after-hours emergency repairs until such time the contracted plant technician returns to duty. This arrangement will also apply in the event of the plant technician being on vacation leave.

2.2.4 The plant technician shall provide proof that all staff who work on elevated plant sections have a basic fall arrest certificate to work at heights. The Certificate shall be from a recognized professional body.

**2.3 Maintenance Conditions**

This maintenance contract is based on the following service frequency schedule:

<b>EQUIPMENT TYPE</b>	<b>SERVICE FREQUENCY</b>
Packaged air conditioning units	Monthly/Quarterly/Annual
DX air conditioning units ( Midwall, under ceiling, console units, cassette, window units)	Monthly/Bi-Annual
Ventilation systems	Bi-annual

2.3.1 The bid is based on a monthly rate basis and the service schedule shall be read and interpreted accordingly. The monthly rate for maintenance and servicing to be performed shall be inclusive of the following: Labour, accommodation, travelling and all consumables (Cleaning fluids, grease, oils, cloths, cleaning solvent, touch up paint, soldering flux, refrigerant driers/filters (not air filters), refrigerant etc.) which are required for scheduled preventative maintenance. The scope of maintenance is defined in the document and shall include all actions and costs related to issues such as cleaning of floors, fixing of leaks, greasing of bearing, topping up with refrigerant and replacing V-belts, cleaning of all components and system, adjustment and settings required tightening of all connections and rust prevention treatment.

2.3.2 No spare parts are included. All spare parts, components and breakdown call outs will be charged in addition to the contract according to the rates and mark up as bided for in this contract (see Section C clause 5). Should the representative of the Head: Health or his/her designee in their capacity find that the spare parts or component failed due to any action caused by the Contractor or any neglect scheduled maintenance action, the Contractor will be responsible for all costs to replace spares and/or components including material labour and travelling costs.

The successful bidder must however prior to commencement with the contractual works produce in a table format the list of recommended long lead spare part items with an estimated duration of procurement for the consideration of the Head: Health or his/her designee.

**2.4 Record keeping**

All maintenance activities will be recorded and monitored. The records shall be logged in accordance with the contracted schedules and be manually filed per plant. The logged records shall be provided to the Head: Health on a monthly basis prior to invoicing.

**2.5 Normal time and overtime**

All services are to be performed during working hours being 7:30 to 16:30 Monday to Friday inclusive. No overtime will be paid for scheduled maintenance services carried out after hours as overtime is not intended under this Contract.

Overtime will only be entertained in cases of emergencies. Where working of overtime has been authorized by the Head: Health or his designee, overtime rates shall be applied as follows:

**Monday to Saturday Inclusive**

Overtime hours worked = Normal Time x 1.5

**Sundays and Public Holidays**

Overtime hours worked = Normal Time x 2

On appointment, the successful bidder will be required to produce recommended spares and material list as part of his maintenance schedule as per **clause 2.3.2**.  
 For non-stock items, e.g. motors, coils etc., the Contractor shall notify the Head: Health and/or his appointed designee, in writing, of the condition of the item in advance and the intention of replacing the part. This will allow the sufficient time for the procurement of the part without effecting plant downtime.

**2.8 Spare parts and material**

Exceeding these maximum allowable hours shall constitute breach of contract as per **section A clause 1.11** unless otherwise can be proven to have been not possible to meet due to reasons beyond contractors control.

- Monthly Service : 3 Hours
- Annual Maintenance : 3 Days
- Breakdown Repairs : 3 Days

The maximum allowable downtime for the plant items on the contracted maintenance schedule per facility shall be as follows:

**2.7 Down Time Allowable**

All costs involved in rectifying such breakdown and/or failure will be for the account of the Contractor and will be recovered in accordance with **section A clause 1.7 and 1.9**.

- a) Willful actions
- b) Neglect of scheduled maintenance regarding the prescribed program
- c) Incompetence,

Should it be necessary the Head: Health or his/her designee will be entitled to adjust the quotations in consultation with the contractor. Should the Head: Health or his/her designee find that the Contractor or his employees are responsible for the breakdown and/or failure of the equipment/components through:

- a) Itemized material costs including mark up
- b) Any additional cost to be specified

Breakdowns, call outs and/or complaints will be reported to the contractor telephonically and shall be confirmed by facsimile or email by the Head: Health or his/her designee (**section A clause 1.12**). Upon arrival of such notice, the Contractor shall immediately acknowledge the receipt by telephone and confirm by email. **The Contractor shall respond to call outs within one (1) hour from the time of call notification by the Head: Health or his/her designee.** The Contractor shall repair and re-instate the system if this can be achieved with replacement parts available (NB: this shall be done after consultation and approval given by the Head: Health or his/her designee). A full technical report in writing shall be faxed/emailed to the Head: Health or his/her designee upon completion of the repair. If the system cannot be re-instated the Contractor shall within 24-hour period, prepare and submit a written call out report with quotation of material costs involved to repair the system based on the bidder's rates and mark-up and provide the quotation to the Head: or his/her designee. The quotation shall be accompanied by a detailed report of the specific problem experienced with the system. The quotation shall include the following minimum requirements:

**2.6 Break Downs and Call-Outs**

**NOTE:** For the purposes of determining when overtime shall commence, it will be taken that the normal working hours are 07:30 to 16:30, Monday to Friday.



Should spare parts be required which are not in stock the Contractor may be requested (NB: depending on SCM process feasible at the time) to obtain three quotations for such material/spare parts to submit to the Head: Health or his/her designee for adjudication and approval. Contractor will be paid a markup as per the contract for the purchase of such materials/parts.

In the event that there are spare parts available in stores, no spare parts or material shall be used-from the stores if not booked out in writing.

## **2.9 Redundant materials, spare parts, plant & equipment**

Redundant materials and spare parts which arise from servicing or emergency and essential repairs must be listed by the contractor's workmen and handed over to the responsible official at the institution and a signature obtained therefore.

Redundant materials, plant and equipment arising from planned replacement and upgrading work shall:

- a) When considered scrap by the Department i.e. having no monetary value and no use to anyone, be removed from site by the contractor. An amount must be quoted for under the price schedule when required, for removal of scrap, which amount will form part of the total quotation method.

- b) When considered by the Department to have monetary value but is of no use to the Department the contractor may be invited to submit a quotation for the purchase and removal of same from Site. The Employer reserves the right to accept or reject such quotations.

**NOTE:** The Service Provider is responsible for all redundant materials and spare parts until handed over. No scrap or redundant parts, material, equipment or plant may be removed from Site without the prior written authority of the Department.

**3 SECTION C: PARTICULAR SPECIFICATIONS**

**3.1 TECHNICAL SPECIFICATION**

**3.1.1 GENERAL**

This Technical Specification shall be read in conjunction with all other sections of the Specification and cognisance shall be taken of the clauses relevant to this particular installation, whether any specific clauses are referred to or not.

**3.1.2 REPLACEMENT/NEW INSTALLATIONS**

Tenderers are to make special note of the following:

New installations (where applicable) shall be in accordance with the Occupational Health and Safety Act 85/1993 and all regulations framed therein shall be carried out to the satisfaction of the Department of Health.

Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of the Department of Health.

The work shall at all times, for the duration of the contract, be carried out under the supervision of a skilled and competent representative of the Contractor, who will be able and authorized to receive and carry out instructions on behalf of the Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.

All apparatus, component parts, fittings and materials employed in the execution of the Contract shall be new and unused and shall be the latest type or pattern of the particular manufacture employed. S.A.B.S. mark bearing items shall be used wherever possible.

The complete installation shall be maintained for a period of twelve months (12) after acceptance in writing by the Department of Health and shall allow for routine inspections not less frequently than two times a year.

The complete installation must be guaranteed against defective parts and workmanship for a period of twelve months (12) after the date of issue of the Completion Certificate. This period shall run concurrently with the maintenance period.

The following sliding scale will apply in respect of the maximum allowable mark-up on the sum total cost, prior to the addition of VAT, on all materials, spare parts, plant and equipment. A maximum mark-up on the contractors net invoiced value, before the addition of VAT of materials and spare parts shall be allowed by the Employer.

**7.1 Mark-Up On Materials, Spare Parts, Plant and Equipment**

**7 CONTRACT MARK-UPS**

Where contractors use or quote on spare parts of a lower quality or grade than that recommended by the OEM, or parts not recommended by the OEM, this must be clearly indicated and motivated to the Head: Health or his /her designee on the quotation. responsibility to ensure that OEM warranty requirements are adhered to at all times.

The maintenance and servicing of the plant items shall be implemented in accordance with the maintenance schedules and frequencies prescribed under this contract. During execution of the works the contractor shall respect OEM warranties to the Department of Health at all times when procuring spare parts, products or third party services. It will be the contractor's sole

**6 MAINTENANCE AND SERVICING**

Not Applicable

**5 MAINTENANCE MANUALS**

The testing of the work will provide the Certificate of Conformity in the prescribed format by SARACCA.

All serviced and/or repaired/replaced equipment must be tested and proven in the presence of the Maintenance Department and Infrastructure Development before being signed off.

**4 TESTING AND COMMISSIONING**

NOTE: All electrical equipment shall comply with NER Regulation of voltage.

The Department of Health reserves the right to make emergency repairs to keep the equipment in operation without voiding the Contractor's Guarantee, nor relieving the contractor of his responsibility during the guarantee period when, after proper notice, the contractor fails to attend to such emergency repairs. All costs incurred by the Administration under these circumstances will be for the account of the Contractor.

Tenderers are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their tender. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Administration.

Rates are to include for commissioning and testing of the complete installation and handing over in working order ready for use.

SUBMIT TO:		FOR ATTENTION:
INSTITUTION: <b>CPS Building</b>		REF NO.:

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 this Contract  
 Materials, component/ancillary parts: Firm Price. When applicable 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 R299 999.99)	R
	Mark Up @ ..... %	(Maximum Mark Up = 15% for values R300 000.00 to R500 000.00)	R
	Mark Up @ ..... %	(Maximum Mark Up = 13% for values over 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
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: .....			

**NOTE:** Mark-up may not be added to the proprietary items for which the contractor is the Manufacturer, or Agent, and which he/she retails. Such items should not be supplied at more than normal retail price, which is taken to include the contractor mark-up.

CIDB REGISTRATION NUMBER .....	CIDB
CATEGORY.....	
PROVINCIAL SUPPLIERS DATABASE REGISTRATION NUMBER: .....	
SERVICE PROVIDER'S AUTHORISED SIGNATURE: .....	QUOTE REF
No.....	
NAME IN BLOCK LETTERS: .....	
COMPANY STAMP:	DATE:



equal to the above-mentioned paragraph. Certified copies of such verification must be submitted with the Bid.

8.1.2 Coded Welder

Shall mean an employee welder who is in possession of a valid Competence Welder's Performance Certificate as defined in the Code of Practice for Welding (SANS 10044-1 and 2:2004).

8.1.3 Apprentices

Shall mean an employee serving under a contract of apprenticeship registered under Manpower Training Act 1981 (Act 56 of 1981) as amended.

8.1.4 Semi-Skilled

Shall mean an employee having a minimum of three (3) years' experience in performing work as specified in the scope and shall perform such work on a regular basis, or a person who has a valid SAQCC registration in an applicable category.

8.1.5 Unskilled

Shall mean an employee performing manual labour or as an assistant to skilled, semi-skilled or apprenticed workers.

8.2 PROOF OF QUALIFICATIONS

ALL copies of qualifications are to be certified by a Commissioner of Oaths.

The Bidder shall provide proof by means of Certified Copies of Artisan(s)/Technician(s)/Coded Welder(s)/Apprentice(s)/Learners qualifications and indentureship papers. Failure to provide the required proof will result in either: such employees being listed as semi-skilled in which case the semi-skilled rate will apply accordingly or, the Bid may be disregarded.

Testimonials of experience, certified by a Commissioner of Oaths are required in respect of semi-skilled workers, who shall have a minimum of 3 years related experience in respect of the service applied for. Failure to supply the required testimonials will result in such employees being listed as unskilled, in which case, the unskilled rate will apply accordingly.

Should the appropriate proof of qualification not be submitted with the tender submission, the corresponding items tendered for will not be approved for the Tenderer.

Successful Service Providers shall during the period of validity of this Contract supply to the Employer proof of qualifications and/or experience in respect of any additional/replacement employees or changed qualifications of employees.

8.3 SAQCC Registrations

Certified proof of registration of permanent members of staff are required to qualify for the following categories of works:

Air Conditioning and Refrigeration - Category B (Greater than 18 kW cooling capacity)

Certified proof of active registration with SAQCC Gas and the South African Refrigeration and Air Conditioning Contractors Association (SARACCA) under the Category B: Air Conditioning & Refrigeration Practitioner.







DVM SYSTEM				COMPONENTS	INDOOR UNIT
CHECKS					
Annually	Bi-annually	Quarterly	Monthly		
X	X	X	X	Check condensate drains and clear if necessary to prevent internal water leaks.	
X			X	Clean equipment generally and observe its operation in all its functions.	
X			X	Check amperage readings on cooling, heating and fan only operation and compare to name plate ratings.	
X	X		X	Check air filters and clean where necessary. Should the filter be damaged or torn it will be necessary to provide a new filter at the client	
X			X	Check air filter and clean where necessary. Should the filter be damaged or torn it will be necessary to provide a new filter at the client's cost.	
X			X	Check condition of evaporator coil and clean. Straighten fins with a fin comb where necessary.	
X			X	Check condition of condenser coil and clean. Straighten fin with a fin comb where necessary.	
X			X	Check condensate drip trays and treat for corrosion if necessary. Ensure unobstructed gravity flow.	
X		X	X	Check condensate drains and clear if necessary to prevent internal water leaks.	
X				Check all electrical connections at PCB	
X				Inspect for refrigerant leaks	
X		X		Check drain pump operation	
X			X	Check fan motor's to ensure that it is running freely and the bearings show no sign of wear.	
X		X		Rust proof where necessary	

				Check operation of each unit	X	X				
				Wash down coils on all exterior condensing units		X				
				Visually inspect units for any defects and damage	X	X				
				Inspect all wiring and check all electrical connections		X				
				Check all refrigerant pressures an record readings		X				
				Check compressor to ensure that it is operating efficiently and that it does not overheat in normal operating conditions	X	X				
				Check electrical connections	X	X				
				Check inverter- compressor fan	X	X				
				Inspect for refrigerant leaks		X				X
				<b>FANS</b>						
				Check general conditions, corrosion, cleanliness assembly		X				
				Check sound of motor		X				
				Check the rotor, vibration, balance			X			
				Assess power consumption						
				Clean motor and rotor		X				
				<b>FILTERS</b>						
				Check the state of the filters, assembly, signs of damage	X					
				Check whether the filters are blocked	X					
				Check the calibration and operation of the differential pressure switches						
				<b>ELECTRICAL</b>						
				Check whether the unit operates under normal power	X					
				Check electrical connections	X					
				Check power consumption of electrical connections	X					
				Check the safety precautions	X					
				Replace if necessary						
				<b>PANEL</b>						
				<b>OUTDOOR UNIT</b>						

REFRIGERATION SYSTEM					
		X			
	Check control panel for blown fuses, welded starter contacts, welded overload contacts or burned out heater elements.				
	Check compressor terminal plate for burned or damaged terminals and insulation, and shorted or grounded terminals.	X			
	Check wiring for loose power connections.	X			
	Check for high or low voltage.	X			

**CHEDULE H: DX AIR CONDITIONING UNITS**

DX CONDENSER UNITS		Frequency		
M O N I T O R I N G	1	Clean air filter and grilles		
	2	Check that the evaporator fins are clear of dirt and comb fins if necessary		
	3	Check cooling operation		
	4	Check heating operation		
	5	Inspect fan motor and blades		
	6	Inspect PC Board (circuit board)		
	7	Check operation of an expansion valves. Correct, repair or replace if necessary		
	8	Check for condensate drain system. Test condensate pump and remove any foreign particles.		
	9	Ensure that there is water inside the trap and fill up if necessary		
	10	Record supply and return air temperatures (off coil / on coil)		
	11	Check operation of thermostat (controller)		
	12	Check and record suction and discharge pressures of refrigerants (LP/HP)		
	13	Remove fan guard and check alignment and correct if necessary to get free rotation		
	14	Check that all bolts and screws are properly secured on fans and compressor		
	15	Inspect HP and LP switches and replace if necessary and check operation of		
	16	Check all electrical devices and connections and correct if necessary		
	17	Examine condenser coil and comb fins if necessary		
	18	Inspect refrigerant piping insulation and condensate pump		
	I N S P E C T I O N	19	Check correct operation of LCD screen	
		20	Calibrate the temperature as per LCD display	
		21	Check time clock is correctly set on a controller and that start and stop time is correctly set	
		22	Record any leakage of refrigerant or recovered refrigerant	
		23	Clean equipment thoroughly	
		24	Examine flexible cables for wear, fraying braid and brittle insulation	
		25	Examine connections	
		26	Test insulation resistance	
		27	Test refrigerant system for leaks using electronic leak detector	
		28	Check and record High Pressure readings	



9.1 TOWNHILL BLOCK 1

Fans						
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	F1	TD-Silent	250 mm Diameter	Inline tube fan	6	Open Plan and Boardroom Fresh Air Supply
2	F2	TD-Silent	200 mm Diameter	Inline tube fan	2	Toilet Extract

Filters						
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	PF1	Sterisan	597mm x 597 mm x 50 mm	Washable pre-filters	6	Filters for fresh air

Midwall Split Air Conditioning Units						
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	AC 1	Samsung	AM028	Midwall Split A/C Unit	1	Midwall A/C Unit - Standalone split system
2	AC 2	Samsung	AM036	Midwall Split A/C Unit	17	

3	AC 3	Samsung	AM056	Midwall Split A/C Unit	1	
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**Cassette Air Conditioning Units**

Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	AC 5	Samsung	AM056	Cassette A/C Unit	13	
2	AC 6	Samsung	AM071	Cassette A/C Unit	2	

**Condensing Units**

Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	AM120	Samsung	AM120	Condenser Unit	1	VRV Condensing Unit
2	AM220	Samsung	AM220	Condenser Unit	1	VRV Condensing Unit
3	AM300	Samsung	AM300	Condenser Unit	1	VRV Condensing Unit
4	CU1	Samsung	AN036	Condenser Unit - Standalone split system	1	Condenser Unit - Standalone split system



Centralized Branch Unit						
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	MCU 4	Samsung	MCU-4 Port	Centralized Branch Unit	5	
	MCU 6	Samsung	MCU-6 Port	Centralized Branch Unit	3	

9.2 TOWNHILL BLOCK 3

Fans							
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments	
1	F1	TD-Silent	200 mm Diameter	Inline tube fan	6	Open Plan and Boardroom Fresh Air Supply	
2	F2	TD-Silent	250 mm Diameter	Inline tube fan	2	Toilet Extract	

Filters							
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments	
1	PF1	Sterisan	597mm x 597 mm x 50 mm	Washable pre-filters	6	Filters for fresh air	

Midwall Split Air Conditioning Units							
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments	
1	AC 1	Samsung	AM036	Midwall Split A/C Unit	1	Midwall A/C Unit - Standalone split system	
2	AC 2	Samsung	AM036	Midwall Split A/C Unit	16		

3	AC 3	Samsung	AM056	Midwall Split A/C Unit	1	
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**Cassette Air Conditioning Units**

Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	AC 4	Samsung	AM036	Cassette A/C Unit	1	
2	AC 5	Samsung	AM056	Cassette A/C Unit	2	
3	AC 6	Samsung	AM071	Cassette A/C Unit	4	
4	AC 7	Samsung	AM090	Cassette A/C Unit	1	

**Condensing Units**

Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	AM160	Samsung	AM160	Condenser Unit	1	VRV Condensing Unit
2	AM180	Samsung	AM180	Condenser Unit	1	VRV Condensing Unit
3	CU1	Samsung	AN036	Condenser Unit - Standalone split system	1	Condenser Unit - Standalone split system

Centralized Branch Unit						
Item	Equipment Description	Manufacturer	Model	Description	Quantity	Comments
1	MCU 4	Samsung	MCU-4 Port	Centralized Branch Unit	5	
	MCU 6	Samsung	MCU-6 Port	Centralized Branch Unit	1	



10.1 DOH MEC OFFICE 9<sup>TH</sup> FLOOR

Item	Equipment	Make	Size	Quantity	Area	Remarks
1.	Cassette Unit	LG	24 000 Btu/h	1	MEC Office	
2.	Cassette Unit	Haier	24 000 Btu/h	1	MEC Office	
3.	Midwall Unit	Haier	24 000 Btu/h	1	MEC PA Office	
4.	Midwall Unit	Haier	12 000 Btu/h	1	Room 24	
5.	Midwall Unit	Haier	12 000 Btu/h	1	Room 21	
6.	Cassette Unit	LG	24 000 Btu/h	1	Room 23 (MEC Boardroom)	
	Cassette Unit	Haier	24 000 Btu/h	1	Room 23 (MEC Boardroom)	
7.	Midwall Unit	Haier	12 000 Btu/h	1	Room 22	
8.	Midwall Unit	Haier	9 000 Btu/h	1	Room 20	
9.	Midwall Unit	Haier	24 000 Btu/h	1	Room 19	
10.	Midwall	Haier	24 000 Btu/h	1	Room 17 (HOM Health)	
11.	Midwall	Daytek	12 000 Btu/h	1	Room 16	
12.	Midwall	Daytek	12 000 Btu/h	1	Room 15	
13.	Midwall	Daytek	12 000 Btu/h	1	Room 13	
14.	Midwall	Aveon	18 000 Btu/h	1	Reception	
15.	Midwall	Haier	30 000 Btu/h	1	Room 10 (HOD Office)	
16.	Cassette Unit	LG	24 000 Btu/h	2	Room 4 (HOD Boardroom)	
17.	Midwall Unit	Midea	18 000 Btu/h	1	Room 2	

1 TENDER EVALUATION CRITERIA AND SCORING

The Bidders needs to score a minimum of 70 points functionality and quality criteria to be considered for this quotation:

Evaluation Criteria	Deliverables	Points	Points	Sub-Points	Sub-Criteria	Sub-Points Scoring	
Financial Standing	The submission of all financial requirements stipulated in the tender	30	Points	30	Sub-points	Stamped letter from the bank confirming availability of working capital	
						0	Proof of working capital less than R30 000 or no Submission.
						30	Proof of working capital of your business account equal to or greater than R30 000.00 in the form of a stamped letter or statement from the bank. (Mandatory)
Availability of vehicle	Submission of proof of vehicle ownership or vehicle financier letter	10	Points	10	Sub-points	Proof of ownership of car or vehicle financier or proof of readily available transport.	
						0	Submission of vehicle ownership document or letter for the financial institution financing the vehicle
						0	no or irrelevant submission, does not meet requirement
Tenderer's Project Management Structure and Organogram and Experience of Resources Proposed for the Project	A tenderer that submits a detailed project organogram that sets out the roles and responsibilities of each proposed team member, which is backed up by their curriculum vitae that demonstrate extensive experience, together with a project implementation structure shall be allocated maximum sub-points. In all other instances zero (0) sub-points shall be allocated.	20	Points	5	Sub-points	Submission of a detailed organogram	
						0	No or submission is not project specific, does not meet requirement
						5	Submission of a detailed project organogram that shows roles and responsibilities of each key technical team member that will be allocated to this project.
				20	Sub-points	Detailed CV of each key project resources have more than (3) years' experience in projects of a similar value and nature and traceable references to be detailed	
						20	100% of Technical resources on the project organogram has a minimum of 3 years' experience on similar scoped projects. <b>Technical Resources:</b> Foreman/Technician, Two Trade Tested Artisan, Two Technician Assstances
						15	80-99% of Technical resources on the project organogram has a minimum of 3 years' experience on similar scoped projects.

Evaluation Criteria	Deliverables	Points	Sub-Points	Sub-Criteria	Sub-Points Scoring	
Locality	Submission of proof of location (Physical Address of the tenderer's premises) and the distance away from site ( or various sites in the event of various facilities)	10	Points	10	Sub-points	
					Submission of proof of location (Physical Address of the tenderer's premises) and the distance away from site ( or various sites in the event of various facilities)	
					10	Distance away from furthest site is less than or equal to 50km
					5	Distance away from furthest site is less than or equal to 50km and 100km
					0	No submission or distance is greater than 100km
					0	Less than 50% of Technical resources on the project organogram has a minimum of 3 years' experience on similar scoped projects
					10	<b>Technical Resources:</b> Foreman/Technician ,Two Trade Tested Artisan ,Two Technician Assistances  50-79% of Technical resources on the project organogram has a minimum of 3 years' experience on similar scoped projects.  <b>Technical Resources:</b> Foreman/Technician ,Two Trade Tested Artisan ,Two Technician Assistances



Evaluation Criteria	Deliverables	Point	Sub-Points	Sub-Criteria	Sub-Points Scoring		
Methodology and Approach	Detailed method statement and programme to be submitted.	10	Points	4	<p data-bbox="1305 1464 1369 2141">Sub-points</p> <p data-bbox="1203 1464 1305 2141">OHS Management, compliance and reporting</p> <p data-bbox="1043 1464 1203 2141">4</p> <p data-bbox="1305 1464 1369 2141">Full OHS Management, compliance and reporting plan relating to project (site specific)</p>		
					4	Sub-points	<p data-bbox="1203 1464 1305 2141">Partial or generic OHS Management, compliance and reporting plan relating to project (site specific)</p> <p data-bbox="1043 1464 1203 2141">2</p>
					6	Sub-points	<p data-bbox="1043 1464 1203 2141">Procurement of outsourced resources e.g. sub-contractors and Original Equipment Manufacturer(s) (OEM)</p> <p data-bbox="820 1464 1043 2141">6</p> <p data-bbox="820 1464 1043 2141">Procurement of outsourced resources plan including an work/partnership agreement letter with the Original Equipment Manufacturer(s).</p> <p data-bbox="735 1464 820 2141">Should a bidder indicate that all the resources to perform the work can be sourced inhouse full points will be awarded</p>
Safety	<p data-bbox="309 338 735 689">Submission of the tenderer's Safety Policy or equivalent, demonstrating 1. Safe working procedures/ processes (dealing with Airconditioning (VDM, Split units etc... 2. controls and guidelines that will give confidence to the Department that safety will be prioritised</p> <p data-bbox="213 338 309 689">3. Incidents will be reported and investigated as per OHS Act and Regulations.</p>	20	Points	20	<p data-bbox="644 1464 735 2141">Sub-points</p> <p data-bbox="213 1464 644 2141">Submission of the tenderer's Safety Policy of equivalent, demonstrating safe working procedures, processes, controls and guidelines that will give confidence to the Department that safety will be prioritised, risk assessments, tools and site inspections will be conducted. First Aid kit will be provided, Safety Officer will be made available (or at least a Supervisor will act as a Safety custodian). Incidents will be reported and investigated as per OHS Act and Regulations.</p> <p data-bbox="213 1464 309 2141">20</p> <p data-bbox="213 1464 644 2141">Submission of the summary of tenderer's Safety Policy or equivalent, demonstrating full coverage of all 3 (or more) safety aspects as per the list on the deliverables and a <b>minimum of 3 pages</b> will be required..</p> <p data-bbox="213 1464 309 2141"><b>Note:</b> A detailed safety file document will be required once the contractor has been appointed and the safety file will be approved by DoH Safety Officer before work is commenced.</p>		
					<p data-bbox="735 1464 820 2141">0</p> <p data-bbox="735 1464 820 2141">No or irrelevant submission, does not meet requirement</p>		

Evaluation Criteria	Deliverables	Point	Sub-Points	Sub-Criteria	Sub-Points Scoring
					<p data-bbox="1300 1464 1364 2143">0 No submission covering safety aspects as per the list on the deliverables.</p>