



### Quotation Advert

Opening Date: 19/09/2024

Closing Date: 30/09/2024

Closing Time: 11:00

#### INSTITUTION DETAILS

Institution Name: Prince Mshiyeni Memorial Hospital

Province: KwaZulu-Natal

Department of entity: Department of Health

Division or section: Supply Chain Management

Place where goods/

Service is required: PMMH (Cleaning Services)

Date Submitted: 19/09/2024

#### ITEM CATEGORY AND DETAILS

Quotation number: ZNQ/PMMH/452/24/25

Item Category: Services

Item Description: Upgrading an existing PABX system.

**NB1: THE BELOW PREFERENCE POINTS WILL BE ALLOCATED IN COMPLIANCE WITH THE DEPARTMENTAL PREFERENCE PROCUMENT POLICY (KNOWN AS SCM PPP)**

- **RDP GOAL:** Full points allocated promote enterprises located in a specific municipality for work to be done or services to be rendered in that Municipality.

#### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Complusory Briefing

Date : 23/09/2024

Time : 10:00am

Venue : PMMH (SCM Boardroom)

**Quotation document will be available on site meeting time: 10:00 am, place: SCM boardroom.**

**Late companies will be not allowed to collect quotation document and attend site meeting.**

**QUOTES CAN BE DELIVERED TO: PMMH on tender box ONLY.**

Telephonic, Telex, Facsimile, Emailed and late quotation will not be accepted.

**ENQUIRIES REGARDING ADVERT MAY BE DIRECTED TO:**

**Name:** Hloniphani Ngcobo

**Email:** Hloniphani.Ngcobo@kznhealth.gov.za

**Contact number:** 031 907 8214

**Finance Manager Name:** Mr C.D. Zuma

**Finance Manager Signature:**



## EVALUATION CRITERIA

Quotation No.	ZNQ/PMM/452/24/25
Quotation Description	Upgrading an existing PABX system.

### EVALUATION CRITERIA

This institution intends to evaluate valid quotations using **four (4) evaluation stages**. These are peremptory requirements, should the bidder/tenderer fail to comply with any of the stages as stated below, the quotation will be regarded as non-responsive, and will not progress to the final stage of evaluation:

#### Stage 1: Administrative Compliance, Compulsory and Mandatory Requirements

- A tenderer to sign site meeting attendance register failing to comply with this instruction quotation will be disqualification.
- A tenderer to attach proof of previous order and invoice for the same service failing to comply with this instruction quotation will be disqualification.

#### Stage 2: Capacity to Deliver

#### Stage 3: Compliance with Specification

#### Stage 4: Price and Preference Points System (Specific Goals)



**EVALUATION CRITERIA**

**STAGE 1: ADMINISTRATIVE, COMPULSORY COMPLIANCE AND MANDATORY REQUIREMENTS**

NO.	REQUIREMENTS	INCLUDED IN THE PUBLISHED DOCUMENT?	TO BE RETURNED BY BIDDER/ TENDERER?
<b>Administrative Compliance</b>			
1.	PARTICULARS OF QUOTATION	Yes	
2.	OFFICIAL PRICE PAGE FOR QUOTATIONS OVER R2 000.01	Yes	
3.	BIDDER'S DISCLOSURE (SBD4)	Yes	
4.	GENERAL CONDITIONS OF CONTRACT (GCC)	Yes	
5.	SPECIAL CONDITIONS OF CONTRACT (SCC)	Yes	
6.	PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 (SBD 6.1)	Yes	
<b>Compulsory Compliance</b>			
7.	SUPPLIER UPDATED CIPC REGISTRATION DOCUMENTS	NO	
8.	A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (For EMEs& QSEs)	NO	
9.	CENTRAL SUPPLIER DATABASE COMPLIANCE REPORT (CSD)	NO	
10	A tenderer (bidder) must submit Original proof of address from Ward Counsellor or Utility Bill of tenderer (bidder) not less than three months old.	NO	
<b>Mandatory Requirements</b>			
11	A tenderer to attach proof of previous order and invoice for the same service failing to comply with this instruction quotation will be disqualification.	NO	
12.	A tenderer to sign site meeting attendance register failing to comply with this instruction quotation will be disqualification	NO	

Note: This relates to administrative, compulsory and mandatory returnable documents which must be fully completed, and submitted, should you fail to submit any of the above returnable documents, your offer will be treated as non-responsive and will not proceed to the next stage of evaluation. The department reserve a right to verify validity of the documents submitted, should it be discovered that the information submitted is misrepresented the quotation will be disqualified.

**STAGE 2: CAPACITY TO DELIVER**

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**EVALUATION CRITERIA**

1.	Valid copy of at least one order and delivery note which will serve as proof that you have delivered this item either in private or public health facility. Note: Should you fail to submit any of the above returnable documents, your offer will be treated as non-responsive and will not proceed to the next stage of evaluation
2.	If there is valid proof that the bidder was previously issued with an order and failed to deliver without acceptable reasons, the bidder will be treated as a defaulter and will not progress to the next stage of evaluation.

**STAGE 3: COMPLIANCE WITH SPECIFICATION**

Requirement	Complies With Specification Yes /No
The bidder / Tenderer to confirm that the product supplied complies with attached specification document, should you fail to indicate compliance your quotation will not progress to the next stage of evaluation	

**STAGE 4: PRICE AND PREFERENCE POINTS**

The value of this quotation is estimated not to exceed R 50 000 000 (inclusive of all applicable taxes), therefore the 80/20 preference point system shall be applicable. Points for this quotation will be awarded for:

CATEGORY	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and must not exceed</b>	<b>100</b>

The Department has identified the following specific goal:

Specific Goal	Number of Points allocated	Proof To Claim Specific Goal (Returnable Documents)
RDP GOAL: Full points allocated to promote enterprises located in a specific municipality for work to be done or services to be rendered municipality.)	20	<ol style="list-style-type: none"> <li>Ownership Certificate issued by the Companies and Intellectual Property Commission (CIPC).</li> <li>The Department will download CSD to verify this information.</li> </ol>
<b>NOTE:</b> Should a responsive bidder fail to submit proof to claim points, as stated above this will not result in disqualification, however the bidder will not be awarded points for specific goals.		

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**EVALUATION CRITERIA**

EVALUATION CRITERIA AND SPECIFICATION APPROVED BY					
Official	Title (Ms/ Miss/ Mrs/ M/Dr)	Surname	Initials	Date	Signature
End User Representative	Mr	Ngcobo	K.N	19/09/2024	
SCM Official	Mr	Ngcobo	H.E	19/09/2024	