



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

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/453/24/25**
Item Category: Services
Item Description: **Once off cleaning of hospital windows**

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

- **GENDER: FULL POINTS ALLOCATED TO COMPANIES WHO AT LEAST 100% ARE OWNED BY BLACK AFRICAN WHO ARE WOMEN.**

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Complusory Briefing
Date : 26/09/2024
Time : 09:30am
Venue : **PMMH (Gym Room Basement area next to nurse's home hall)**

Quotes can be collected: Prince Mshiyeni Memorial Hospital, Supply Chain Management Office Date: 20/09/2024 till 23/09/2024, Time: 09:30 am to 15:30 pm. No quotation document will be available on site meeting. Failing to collect quotation document the companies will be not allowed to 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. Zuma**

Finance Manager Signature:



EVALUATION CRITERIA

| | |
|-----------------------|--|
| Quotation No. | ZNQ/PMM/453/24/25 |
| Quotation Description | Once off cleaning of hospital windows. |

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 collection register and site meeting attendance register failing to comply with this instruction quotation will be disqualification.
- A tenderer to attach valid Bargaining Council For The Contract Cleaning Services Industry (KZN) certificate.

Stage 2: Capacity to Deliver

- A tenderer to attach letter of good standing from the bank to demonstrate to pay labour, uniform and all other cost failing to comply with this instruction quotation will be disqualification.

Stage 3: Compliance with Specification

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



STAGE 1: ADMINISTRATIVE, COMPULSORY COMPLIANCE AND MANDATORY REQUIREMENTS

| NO. | REQUIREMENTS | INCLUDED IN THE PUBLISHED DOCUMENT? | TO BE RETURNED BY BIDDER/ TENDERER? |
|----------------------------------|---|-------------------------------------|-------------------------------------|
| Administrative Compliance | | | |
| 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 | |
| Compulsory Compliance | | | |
| 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 | |
| Mandatory Requirements | | | |
| 11 | A tenderer to attach letter of good standing from the bank to demonstrate to pay labour, material and all other cost failing to comply with this instruction quotation will be disqualification | NO | |
| 12. | A tenderer to attach valid Bargaining Council For The Contract Cleaning Services Industry (KZN) certificate. | 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.

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EVALUATION CRITERIA

STAGE 2: CAPACITY TO DELIVER

| | |
|----|---|
| 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. |
| 3. | A tenderer to attach letter of good standing from the bank to demonstrate to pay labour, uniform and all other cost failing to comply with this instruction quotation will be disqualification |

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 |
| Total points for Price and must not exceed | 100 |

The Department has identified the following specific goal:

| Specific Goal | Number of Points allocated | Proof To Claim Specific Goal (Returnable Documents) |
|--|----------------------------|--|
| Gender: Full points allocated to companies who at least 100% are owned by African who are women | 20 | <ol style="list-style-type: none"> Ownership Certificate issued by the Companies and Intellectual Property Commission (CIPC). The Department will download CSD to verify this information. |
| NOTE: 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/ Mr/Dr) | Surname | Initials | Date | Signature |
| End User Representative | MR | Ndum Ndum | L.M.U | 19/09/24 | |
| SCM Official | Mr | Ngcobo | H.E | 19/09/2024 | |