

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, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

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).

1.2. The applicable preference point system for this tender is the **80/20** preference point system.

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.

1.4. The maximum points for this tender are allocated as follows:

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

1.5. Failure on the part of a tenderer 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.

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:

$$\begin{array}{ccc}
 \text{80/20} & & \text{90/10} \\
 \text{Ps} = 80 \left(1 - \frac{\text{Pt} - \text{Pmin}}{\text{Pmin}} \right) & \text{OR} & \text{Ps} = 90 \left(1 - \frac{\text{Pt} - \text{Pmin}}{\text{Pmin}} \right)
 \end{array}$$

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:

$$\begin{array}{ccc}
 \text{80/20} & & \text{90/10} \\
 \text{Ps} = 80 \left(1 + \frac{\text{Pt} - \text{Pmax}}{\text{Pmax}} \right) & \text{OR} & \text{Ps} = 90 \left(1 + \frac{\text{Pt} - \text{Pmax}}{\text{Pmax}} \right)
 \end{array}$$

Where

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

4. 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.
- then 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.

The specific goal/s allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system)
Race: Full points allocated to companies who are at least 51% Owned by Black People	20	

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 propriety
- 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.

<p>_____</p> <p>SIGNATURE(S) OF TENDERER(S)</p> <p>SURNAME AND NAME: _____</p> <p>DATE: _____</p> <p>ADDRESS: _____</p> <p>_____</p> <p>_____</p>



Telephone: 031 261 0755, 031 261 0756, 031 261 0757
 Fax: 031 261 0758, 031 261 0759, 031 261 0760
 E-mail: MalungaMalunga@kzn.health.gov.za
 Quotation Specification Committee

SPECIAL CONDITION OF BID / QUOTATION

1. SAMPLES

1.1. The institution reserves the right to request the supplier to provide the picture of the item / to request an actual sample of the item to be supplied for quality testing / verification.

2. STOCK AVAILABILITY

2.1 The institution reserves the right to request the confirmation letter for stock availability before awarding the bid / quotation.

3. DELIVERY ADHERENCE

3.1. 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 purchase order.

4. PENALTY

4.1. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract / order, the Institution shall, without prejudice to its other remedies, deduct from the contract / order 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 Institution may also consider termination of the contract / order pursuant to Clause 5.1 below.

5. TERMINATION / CANCELLATION

5.1. The Institution, without prejudice to any other remedy for breach of bid / quotation, by written notice of default sent to the supplier, may terminate this contract / order 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 / order, or within any extension thereof granted by the Institution;
- B. If the Supplier fails to perform any other obligation(s) under the contract / Specification / Quotation; or
- C. If the supplier, in the judgment of the Institution, has engaged in corrupt or fraudulent practices in competing for or in executing the contract / order.

6. SUPPLIER'S / BIDDER'S DETAILS

- 6.1. Initials and Surname _____
- 6.2. Position at the Company _____
- 6.3. Signature _____

AUTHORIZED / ENDORSED BY QUOTATION SPECIFICATION COMMITTEE

INITIALS AND SURNAME	PORTFOLIO	SIGNATURE
MR. MC MALUNGA	CHAIRPERSON	
MR. TO MAPHUMULO	MEMBER	
MS. MSB MNGUNI	MEMBER	
MRS. V RAMPERSAD	MEMBER	



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

Tongaat CHC, 07 Sanele Nxumalo Lane
Tongaat
4400
Tel: 032 944 5054 Fax: 032 9451210

Quotation Specification
Committee

**TONGAAT COMMUNITY HEALTH CENTRE
ITEM / SERVICE DESCRIPTION**

SPEC NO: QSN _____

- Supply of Stationery Items.

1. SCOPE OF WORK

The company to be awarded is anticipated to supply **Surgical Items as per Specification below.**

2. Full description of items to be supplied:

Item No:	Item Description	
2.1. 0111201	Paper Fasteners: <ul style="list-style-type: none"> 51mm Long, Indian (Lace File) Treasury Tags. Pack & Label. 	Company Must provide Sample.
2.2. 0111701	Box File: <ul style="list-style-type: none"> Size: 380mm X 255mm X 70mm. To be constructed of 1825 microns chipboard with a reinforced hinged lid and front flap. A spring clip mechanism securely riveted to the inside of the Centre of the box on the long spine end. Top and bottom end of the box to be reinforced with 3.6mm board to enable the file to stand upright when filled with documents, label to cover entire outside of spine. 	Company Must provide Sample.
2.3. 0117301	Ball Point Pen Black: <ul style="list-style-type: none"> Medium ball & non replaceable refill. Retractable side push button and click. SABS approved & Box of 20 pens Complying with the latest edition of CKs 1. Ball Point Pens For Use In School And Offices. 	Company Must provide Sample.
2.4. 0117303	Ball Point Pen Black Red: <ul style="list-style-type: none"> Medium ball & non replaceable refill. Retractable side push button and click. SABS approved & Box of 20 pens Complying with the latest edition of CKs 1. Ball Point Pens For Use In School And Offices. Pack And Label: Boxes Of 50 	Company Must provide Sample.
2.5. 0203701	Pads, Memorandum: <ul style="list-style-type: none"> Size: A4 (297mm X 210mm). 200 leaves printed one side only in black ink, each pad. Paper : White 46gsm Padded Along The Top With Kraft Liner 180gsm Backing Board. 	Company Must provide Sample.
2.6. 2321101	Cards, Appointment Patient: <ul style="list-style-type: none"> Printed Both Sides Only In Black Ink Size: 105mm X 152mm Board: Eltoro Litho 200 Gsm Score 76mm From Left Hand Side-Not Folded All Items To Be Boxed Pkts of 250 cards. 	Company Must provide Sample.
2.7. 2329051	Clinical Charts Adult (Arv): <ul style="list-style-type: none"> Stock: Cover – Tokai Maize 240gsm Text – White 80gsm Size: A4 Pages: 12 + Cover Print: Cover – 4 Process One Side Text – Black Throughout 	Company Must provide Sample.

INITIALS AND SURNAME

MR BC NDLOVU

MRS S.ABELAR

PORTFOLIO

FCS

FSO

SIGNATURE



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

Tongaat CHC, 07 Sanele Nxumalo Lane
Tongaat
4400
Tel: 032 944 5054 Fax: 032 9451210

Quotation Specification
Committee

TONGAAT COMMUNITY HEALTH CENTRE

SPEC NO: QSN _____

ITEM / SERVICE DESCRIPTION

- **Supply of Stationery Items.**

1. SCOPE OF WORK

The company to be awarded is anticipated to supply **Stationery Items as per Specification below.**

2. Full description of items to be supplied:

Item No:	Item Description	
2.1. 0106201	Paper Carbon Pencil: ▪ Size A4 black & 100sh/pad.	
2.2. 0107601	Paper A4 Single Lined: ▪ Packet of ½ Reams & Fainted margins.	
2.3. 0103805	Envelopes B/Small: ▪ Size: (114mm X 162mm), C6 Seal Easy & Boxed 250.	Special Note: ▪ TCHC must be printed on each envelop.
2.4. 0103808	Envelopes B/Large: ▪ Size: (353mm X 250mm), B4 Seal Easy & Boxed 250.	Special Note: ▪ TCHC must be printed on each envelop.
2.5. 5057944	File Ring: ▪ PVC 2 Ring, A4 size (70mm Spine) & Blue in colour & Box of 20.	
2.6. 5010020	Permanent Art-line Marker: ▪ Featuring a handy pocket clip, with a hard wearing, superfine plastic nib for durability – this marker is ideal for all types of permanent marking where a fine line is required, such as shelf labelling, marking the spines of plastic files etc. ▪ Take this marker anywhere with its slim body design and a handy pocket clip – ideal for all types of permanent marking.	
2.7. 5010024	White Board Marker: ▪ For use on whiteboards. ▪ Positive click-closure cap ensures the tip is kept airtight to prevent drying out and cap must be safety ventilated. cap	
2.8.8 0118601	Drawing Pin: ▪ 11mm pin with Head, Stainless Steel & Box of 100 Pieces.	
2.9. 0118601	Glue Stick- (Size 100G): ▪ Glue stick for paper, must be solvent free, non-toxic & washable in cold water. ▪ Acid free, clean & neat for sticking paper & cards.	

INITIALS AND SURNAME	PORTFOLIO	SIGNATURE
MR BC NDLOVU	FCS	
MRS S.ABELAR	FSO	



Tongaat CHC, 07 Sanele Nxumalo Lane
Tongaat
4400
Tel: 032 944 5054 Fax: 032 9451210. Email: Mondli.malunga@kznhealth.gov.za

Quotation Specification
Committee

TONGAAT COMMUNITY HEALTH CENTRE

SPEC NO: QSN TCHC _____

SCOPE OF WORK

The supplier / bidder to be awarded is anticipated to **SUPPLY AND DELIVER BOOK MANUSCRIPT A4 AS PER SPECIFICATION BELOW.**

DETAILS	
LAMINATING POUCH	LAMINATING POUCH: SIZE A3 BOX OF 100 303 mm x 426 mm

SUPPLIER'S / BIDDER'S DETAILS

- 1.1. Initials and Surname _____
- 1.2. Position at the Company _____
- 1.3. Signature _____

AUTHORIZED / ENDORSED BY :

INITIALS AND SURNAME	PORTFOLIO	SIGNATURE
MR BC NDLOVU	FCS	
MRS S ABELAR	FSO	



TONGAAT COMMUNITY HEALTH CENTRE

SPEC NO: QSN _____

**1. ITEM / SERVICE DESCRIPTION
 SUPPLY THE LABELS LASER.**

2. SCOPE OF WORK

- THE COMPANY TO BE AWARDED IS ANTICIPATED TO SUPPLY AND DELIVER LABELS LASER AS PER SPECIFICATION BELOW.

3. FULL DESCRIPTION OF ITEMS TO BE SUPPLIED:

TECHNICAL SPECIFICATION	
LABELS LASER – 24 UP WHITE	LABELS LASER: <ul style="list-style-type: none"> ▪ 24 up [70*37*24]. ▪ White in colour. ▪ Box of 100 sheets. ▪ Pre-cut self-adhesive.
LABELS LASER – 24 UP RED	LABELS LASER: <ul style="list-style-type: none"> ▪ 24 up [70*37*24]. ▪ Red in colour. ▪ Box of 100 sheets. ▪ Pre-cut self-adhesive.

NOTE:

- The department reserves the right to request for an actual sample / send a picture of the item to be supplied from a potential supplier for quality testing / verification.

AUTHORIZED / ENDORSED BY :

INITIALS AND SURNAME	PORTFOLIO	SIGNATURE
MR. B.C.NDLOVU	FCS	
MRS S.ABELAR	FSO	



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**Quotation Specification
Committee**

TONGAAT COMMUNITY HEALTH CENTRE

SPEC NO: QSN TCHC _____

SCOPE OF WORK

- The supplier / bidder to be awarded is anticipated to **SUPPLY AND DELIVER PRESTIK 100G AS PER SPECIFICATION BELOW.**

DETAILS	
PRESTIK 100G	<ul style="list-style-type: none"> ▪ Reusable adhesive. ▪ Water resistant, Non-toxic and Solvent free. ▪ Individually wrapped. ▪ Size 100G. ▪ Single Use. [Box of 10] 1

**AUTHORIZED / ENDORSED BY QUOTATION SPECIFICATION
COMMITTEE**

1. Initials & Surname (End-User)		Initials & Surname (SCM Official)	
Designation / Rank		Designation / Rank	
Signature		Signature	
Date		Date	
Initials & Surname (Member)		Initials & Surname (Member)	
Designation / Rank		Designation / Rank	
Signature		Signature	
Date		Date	



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Quotation Specification
Committee

SPECIAL CONDITION OF BID / QUOTATION

1. SAMPLES

1.1. The institution reserves the right to request the supplier to provide the picture of the item / to request an actual sample of the item to be supplied for quality testing / verification.

2. STOCK AVAILABILITY

2.1 The institution reserves the right to request the confirmation letter for stock availability before awarding the bid / quotation.

3. DELIVERY ADHERENCE

3.1. 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 purchase order.

4. PENALTY

4.1. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract / order, the Institution shall, without prejudice to its other remedies, deduct from the contract / order 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 Institution may also consider termination of the contract / order pursuant to Clause 5.1 below.

5. TERMINATION / CANCELLATION

5.1. The Institution, without prejudice to any other remedy for breach of bid / quotation, by written notice of default sent to the supplier, may terminate this contract / order 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 / order, or within any extension thereof granted by the Institution;
B. If the Supplier fails to perform any other obligation(s) under the contract / Specification / Quotation; or
C. If the supplier, in the judgment of the Institution, has engaged in corrupt or fraudulent practices in competing for or in executing the contract / order.

6. SUPPLIER'S / BIDDER'S DETAILS

6.1. Initials and Surname

6.2. Position at the Company

6.3. Signature

AUTHORIZED / ENDORSED BY

INITIALS AND SURNAME	PORTFOLIO	SIGNATURE
MR B.C NDLOVU	FCS	
MRS S .ABELAR	SCO	



Tongaat CHC, 07 Sanele Nxumalo Lane Tongaat 4400 Tel: 032 944 5054 Fax: 032 9451210. Email: Mondli.malunga@kznhealth.gov.za


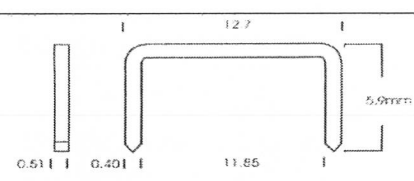
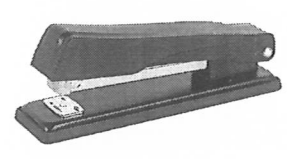
Quotation Specification Committee

TONGAAT COMMUNITY HEALTH CENTRE

SPEC NO: QSN TCHC _____

SCOPE OF WORK

The supplier / bidder to be awarded is anticipated to SUPPLY AND DELIVER STATIONERY ITEMS AS PER SPECIFICATION BELOW.

DETAILS	
<p>2.1. BOOK MANUSCRIPT 0101002</p> 	<p>Book Manuscript:</p> <ul style="list-style-type: none"> A4 Size, 2 quires. Hard cover 384 pages. The writing paper must have light horizontal lines printed across at regular intervals and one margin on the left hand side.
<p>2.2. TREASURE INDIAN TAGS 0111201</p>	<p>Treasure Indian Tags:</p> <ul style="list-style-type: none"> A short piece of cord having tin plated steel ends one of which can be slotted inside the other. It will be used for holding papers together or fastening them into a file; 51mm long & box of 100.
<p>2.3. PEN, SPIRIT BASE 0117601</p>	<p>Pen, Spirit Base:</p> <ul style="list-style-type: none"> Fine tip black in color. To fit on stencil ruler.
<p>2.4. RULER 0120101</p>	<p>Ruler</p> <ul style="list-style-type: none"> Plastic 300mm long in packets of 10 in accordance with the latest issue of CKS 363. Must be shatterproof.
<p>2.5. STAPLE PINS 26/6 0120701</p>	<p>Staple Pins 26/6:</p> <ul style="list-style-type: none"> Compatible to standard Size: 26/6 Material: Metal and Color: Silver. Diameter of about 11mm. Box of 5000 chisel point staples. 
<p>2.6. INK FOR ENDORSING 0113002</p>	<p>Ink for Endorsing:</p> <ul style="list-style-type: none"> Colour: Black. Size: 30ML. To be used on the stamp Pad.
<p>2.7. INK FOR ENDORSING 0113003</p>	<p>Ink for Endorsing:</p> <ul style="list-style-type: none"> Colour: Red. Size: 30ML. To be used on the stamp Pad.
<p>2.8. STAPLER – DESK TYPE 0120601</p>	<ul style="list-style-type: none"> Stapler Desk Type 90mm Medium. All metal constructed. 



SPECIAL CONDITION OF BID / QUOTATION

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2. STOCK AVAILABILITY

2.1 The institution reserves the right to request the confirmation letter for stock availability before awarding the bid / quotation.

3. DELIVERY ADHERENCE

3.1. 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 purchase order.

4. PENALTY

4.1. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract / order, the Institution shall, without prejudice to its other remedies, deduct from the contract / order 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 Institution may also consider termination of the contract / order pursuant to Clause 3.5 below.

5. TERMINATION / CANCELLATION

5.1. The Institution, without prejudice to any other remedy for breach of bid / quotation, by written notice of default sent to the supplier, may terminate this contract / order 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 / order, or within any extension thereof granted by the Institution;

B. If the Supplier fails to perform any other obligation(s) under the contract / Specification / Quotation; or

C. If the supplier, in the judgment of the Institution, has engaged in corrupt or fraudulent practices in competing for or in executing the contract / order.

6. SUPPLIER'S / BIDDER'S DETAILS

6.1. **Initials and Surname** _____

6.2. **Position at the Company** _____

6.3. **Signature** _____

AUTHORIZED / ENDORSED BY :

INITIALS AND SURNAME	PORTFOLIO	SIGNATURE
MR. BC NDLOVU	FCS	
MRS S.ABELAR	FSO	