



# health

Department:  
Health  
**PROVINCE OF KWAZULU-NATAL**

**HEAD OFFICE - PIETERMARITZBURG**

## Notification of Bid

**The KZN Department of Health: Head Office invites bids for the following service:**

DESCRIPTION OF SERVICE:	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS
BID NUMBER /QUOTATION NUMBER:	ZNB 9931-2021H
CIDB GRADING	3 EB
CONSTRUCTION PERIOD:	6 Calendar Months
CLOSING DATE:	14 July 2021
TIME:	11:00:00 AM
TENDER VALIDITY PERIOD:	12 Calendar Days
DOCUMENTS AVAILABLE FROM:	310 Jabu Ndlovu Street Pietermaritzburg, 3200
COST OF BID DOCUMENT:	R270. 00
TENDER CLOSE AT:	310 Jabu Ndlovu Street Pietermaritzburg, 3200

**ENQUIRIES:**

Enquiries relating to bid document may be directed to:

Contact Number: Bid Document:

Sookraj Junitha

: 033 815 8369

**COMPULSORY SITE BRIEFING:**

DATE:	23 and 24 June 2021
TIME:	10H30
VENUE:	23 June 2021- Ladysmith Hospital
	24 June 2021- Eshowe Hospital

**TECHNICAL ENQUIRIES:**

KZN Department of Health

Mr. NP Bhengu

(033) 940 2521

(060) 6141434

**Bidders to Note that:**

1. Requirements for sealing, addressing, delivery, opening and assessment of the tender are contained in the tender document.
2. The Department reserves the right not to award to the lowest bidder.
3. In addition, the Department will conduct a detailed risk assessment prior to the award of the bid.
4. Tender documents must be purchased prior to the starting time of pre tender briefing meeting. No tender documents will be issued at the pre tender briefing meeting and no site inspection meeting certificates will be issued at the pre tender briefing meeting.
5. Bidders who attend without a bid document will not be allowed to the briefing.
6. No late arrivals will be admitted to the pre tender briefing meeting.
7. Submission of a PDF copy of the completed bid tender document together with all supporting tender. not applicable
8. Late submissions will not be accepted.
9. Faxed or e-mailed bids are not accepted.
10. Only Bidders registered on the Central Suppliers Database and within the applicable CIDB grading 3 EB or higher will be legible to submit bids/quotations.

## DEPARTMENT OF HEALTH



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

## BILLS OF QUANTITIES

with GCC for Construction Works - Second Edition 2010

### **RETURNABLE DOCUMENT** ONE VOLUME APPROACH

## ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS

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### **Engineer/Principal Agent**

KZN Department of Health  
Private Bag X 9051

Pietermaritzburg  
3200  
(033) 940 2521 - Tel Number

### **Employer:**

Head: Health  
KZN Department of Health  
Private Bag X 9051  
**Pietermaritzburg**  
3200

Tel Number: (033) 940 2521

Fax Number:

### **Institution:**

Eshowe and Ladysmith Hospitals

Tel Number: 033 9402521

Fax Number:

Bid Number: ZNB 9931-2021H

CIDB Grading: 3EB

ECDP Number: N/A

Project Code: N/A

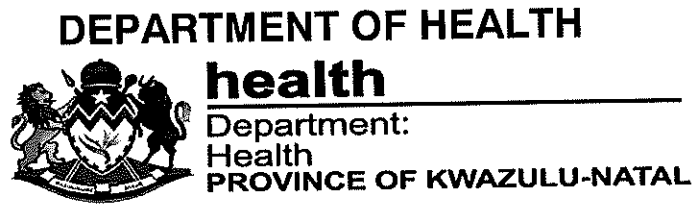
Document Date: 11-Jun-2021

Contract Period: 6 months

Contracting Party: \_\_\_\_\_

CIDB Registration number: \_\_\_\_\_

Central Suppliers Database Registration Number: \_\_\_\_\_



## BILLS OF QUANTITIES FOR

### ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS

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#### Employer

Head: Health  
KZN Department of Health  
Private Bag X 9051  
**Pietermaritzburg**

3200

Tel Number: (033) 940 2521

Fax Number:

#### Institution

Eshowe and Ladysmith Hospitals

Tel Number: 033 940 2521

Fax Number:

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**Bid Number: ZNB 9931-2021H**

**Project Code: N/A**

**CIDB Grading: 3EB**

**Document Date: 44358**

**ECDP Number: N/A**

# ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS


**health**

 Department:  
Health  
PROVINCE OF KWAZULU-NATAL

## THE BID

### 1. PART T1: BID PROCEDURES

Page No.

T1.1	Bid Notice and Invitation to Bid	4
T1.2	Bid Data	4
T1.3	Annexure F - Standard Conditions of Bid	15

### 2. PART T2: RETURNABLE DOCUMENTS

T2.1	List of Returnable Documents	2
T2.2	Authority to Sign Bid	1
T2.7	Capacity of Bidder	6
T2.9	Preference Certificate	6
T2.11	Declaration of Interest - SBD 4	3
T2.12	Record of Addenda to Bid Documents	1
T2.15	Declaration of Bidders Past SCM Practices - SBD 8	2
T2.15a	Annual Financial Statement for past financial year	1
T2.18	Compulsory Enterprise Questionnaire.	2
T2.19	Tax Compliance Status (TCS) PIN to verify on line Compliance Supplier Status via e-Filing	1
T2.20	Certified Proof of Good Standing with the Compensation Commissioner (Attach)	1
T2.21	Form of Offer and Acceptance (Bound into Section 1 of 2)	5
T2.21a	Confirm Receipt of Offer and Acceptance	1
T2.22	Complete Priced Bill of Quantities	1
T2.23	Certified Proof of Paid Municipal Rates and Taxes (F3.13.1 - Bid Data) (Attach)	1
T2.24	Certified Proof of UIF Registration (F3.13.1 - Bid Data) (Attach)	1
T2.26	Certificate of Independent Bid Determination - SBD 9	2
T2.28	Certified Proof of CIDB Registration Number	1
T2.29	Proof of payment of Bid deposit	1
T2.30	Contract Form - Purchase of Goods/Works - Part 1	1
T2.31	Contract Form - Purchase of Goods/Works - Part 2	1
T2.33	OHSE Client specification	1
T2.36	Quality Criteria	2

## THE CONTRACT

### 3. PART C1: AGREEMENT AND CONTRACT DATA

C1.1	Form of Offer and Acceptance	1
C1.2	Contract Data	16
C1.3	Form of Guarantee	3

### 4. PART C2: PRICING DATA

C2.1	Pricing Instructions	4
C2.3	Bills of Quantities	44

5. **PART C3: SCOPE OF WORKS**

C3.1 | Scope of Works

6

6. **PART C4: SITE INFORMATION**

C4.1 | Not applicable

1

**8. ANNEXURES**

Annexure 1	Preamble	1
Annexure 2	Builders Lien Agreement	1
Annexure 3	Health and Safety Specification	5

**IMPORTANT NOTICE TO BIDDERS**

Any reference to words Bid or Bidder herein and/or in any other documentation shall be construed to have the same meaning as the words Bid or Bidder. These forms are for internal and external use for the KZN Department of Health, Provincial Administration of KwaZulu-Natal.

"Quality" shall mean totality of features and characteristics of a product or service that bears on the ability of the product or service to satisfy stated or implied needs.

**No alternative Bids will be accepted.**

The Total (Including Value Added Tax) on the Final Summary of the Bill of Quantities must be carried to the "Offer" part only of the Form of Offer and Acceptance - T2.21

"Enterprise" shall mean the legal Bidding Entity or Bidder who, on acceptance of the Offer, would become the **contractor**"



**health**

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## **ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

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### **PART T1. - BID PROCEDURES**





**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

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**ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE  
AND LADYSMITH HOSPITALS**

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**T1.1 - BID NOTICE AND INVITATION TO BID**

<b>T1.1 BID NOTICE AND INVITATION TO BID</b>			
<b>THE KZN DEPARTMENT OF HEALTH INVITES BIDS FOR THE PROVISION OF:</b>			
<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>Advertisement date:</b>	<b>11 June 2021</b>	<b>Closing date:</b>	<b>14 July 2021</b>
<b>Closing time:</b>	<b>11:00</b>	<b>Validity period:</b>	<b>12 weeks</b>

It is estimated that bidders should have a CIDB contractors grading designation of 3EB or higher. No alternative Class of work, as referred to in Clause 25(3)(a)(i) of the CIDB Regulations, as amended, is anticipated for this project.

It is estimated that Potentially Emerging enterprises should have a CIDB contractor grading of **(N/A)** and satisfy the criterion stated in the Tender Data. (*Only applicable if Client has an Official Mentorship programme in place to assist potentially emerging enterprises*)  
All Tenderer's should have a CIDB Class of works Contractor Grading Designation as indicated above. No Tenderer with a PE status can be considered if "N/A" is indicated above because the Department does not have an Official Mentorship Programme in place to assist a Potentially Emerging Enterprise.

**Only bidder's who are responsive to the following responsiveness criteria are eligible to submit bids:**

<input checked="" type="checkbox"/>	Only those bidders who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with the latest Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a :  3EB or higher, class of works, are eligible to have their bids evaluated.  Bid values in close proximity to the limit of a bid value range will be dealt with in accordance with Clause 25(3)(a)(ii) and 25(7A) of the latest amended Regulation.
<input type="checkbox"/>	Joint ventures are eligible to submit bids provided that:  1 every member of the joint venture is registered with the CIDB; and  2 the lead partner has a contractor grading designation in the 3EB or higher, class of works; or  3 the combined contractor grading designation calculated in accordance with Clause 25(6) of the Construction Industry Development Board Regulations is equal to or higher than a contractor grading designation in accordance with the sum tendered for a 3EB or higher, class of works, or a value determined in accordance with the latest Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations.  Refer to Table 9 of the Regulation for requirements of combinations.
<input checked="" type="checkbox"/>	Bid document must be properly received on or before the tender closing date and time specified on the invitation, fully completed and signed in ink (All as per Standard Conditions of Tender).
<input checked="" type="checkbox"/>	Submission of Compulsory Returnable Schedules documents as per List of returnable documents.
<input checked="" type="checkbox"/>	Tax Compliance Status (TCS) PIN number and bidder's or entity tax reference number.
<input type="checkbox"/>	Contractor's Safety, Health and Environmental Declaration.
<input checked="" type="checkbox"/>	Complete priced Bill of Quantities to be submitted on the day of the bid closing date.
<input checked="" type="checkbox"/>	Proof of good standing with the Compensation Commissioner - In terms of Section 84(1)(b) of the Compensation for Occupation Injuries and Disease Act, 1993, a <b>Bidder may not be awarded a contract</b> if he/she is not registered and in good standing with the Compensation Commissioner.
<input checked="" type="checkbox"/>	Certified Proof of Paid Municipal Rates and Taxes (F3.13.1 - Bid Data) (Attach)
<input checked="" type="checkbox"/>	Certified Proof of UIF Registration (F3.13.1 - Bid Data) (Attach)
<input checked="" type="checkbox"/>	Financial Standing and other resources of Business Declaration (If Applicable).
<input checked="" type="checkbox"/>	Compulsory Enterprise Questionnaire.
<input checked="" type="checkbox"/>	Bidders must fulfil the functionality criteria first before their price will be considered.

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

Name of Bidder: \_\_\_\_\_  
Postal Address: \_\_\_\_\_  
Street Address: \_\_\_\_\_

Telephone Number CODE \_\_\_\_\_ NUMBER \_\_\_\_\_  
Cellphone Number: \_\_\_\_\_  
Facsimile Number: CODE \_\_\_\_\_ NUMBER \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
VAT Registration Number: \_\_\_\_\_

TAX COMPLIANCE STATUS (TCS) PIN TO VERIFY ON LINE COMPLIANCE SUPPLIER STATUS VIA SARS e-FILING (T2.19) YES ☐ or NO ☐

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (T2.9) YES ☐ or NO ☐

IF YES, WAS THE CERTIFICATE ISSUED BY A VERIFICATION AGENCY ACCREDITED BY SANAS?

[Tick Applicable Box]

YES ☐ or NO ☐

A Verification Agency Accredited by the South African Accreditation System (SANAS)

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [If yes, enclose proof]

YES ☐ or NO ☐

This bid will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017:

☒ 80/20 Preference point scoring system ☐ 90/10 Preference point scoring system

**NOTE**

See Quality Criteria in Annexures 6 of the Annexures attached to this document.

Quality requirement:		100	Points
Price:		80	points
Preference point scoring system will be based on the following points:			
<b>Preference points system:</b>			
Preferences are offered to Bidder's who have attained the following B-BBEE status level of contributor in accordance with the table below:			
1.	B-BBEE Status Level of Contributor	Number of Points	
(a)	Level 1	20	Points
(b)	Level 2	18	Points
(c)	Level 3	14	Points
(d)	Level 4	12	Points
(e)	Level 5	8	Points
(f)	Level 6	6	Points
(g)	Level 7	4	Points
(h)	Level 8	2	Points
(i)	Non-compliant contributor	0	Points

2. Other specific goals (according to the PPPFA):		
(a)	Contract participation goal by awarding contracts to targeted enterprises	0 Points
(b)	[Insert specific goal]	0 Points
(c)	[Insert specific goal]	0 Points
(d)	[Insert specific goal]	0 Points
Total must equal 20 points		20 Points

#### Notes:

- 1 The successful bidder will be required to fill in and sign a written GCC 2010 2nd Edition Contract.
- 2 Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.
- 3 The requirements in respect of the application of either 80/20 and 90/10 preference points scoring system, as reflected in clause F3.11 of the **Bid Data**, will apply and the points reflected above for preferences will be adjusted accordingly on a pro-rata basis if required.
- 4 The bid box is generally open during official working hours.
- 5 All Bids must be submitted on the official forms – (Not to be re-typed)
- 6 THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT FOR CONSTRUCTION WORKS (GCC2010) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT
- 7 **(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE)**
- 8 Where stated in the tender data that a two-envelope system has been followed, open only the non-financial proposal of valid tenders in the presence of tenderer's agents, who choose to attend, at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.  
  
Evaluate that non-financial proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals are to be opened.

Open only the financial proposals of tenderers who, in the quality evaluation score, have more than the minimum number of points for quality stated in the tender data, and announce the score obtained for the non-financial proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose

#### COLLECTION OF TENDER DOCUMENTS:

Tender documents may be collected during working hours at the following address :

**310 Jabu Ndlovu Street Pietermaritzburg, 3200**

A non-refundable tender amount of R 270 00 is payable cash as per the tender advertisement , on collection of the bid documents.

#### SITE INSPECTION MEETING

A Compulsory pre bid Site Inspection Meeting will take place as follows:

**Ladysmith and Eshowe Hospital**

on: **00 January 1900**

**ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE OR TECHNICAL INFORMATION MAY BE DIRECTED TO:**

DoH Project Manager:	Will be advised at time of job order	Telephone no:	339402521
Cell no:		Fax no:	0
E-mail:	0		

**DEPOSIT / RETURN OF TENDER DOCUMENTS: (Bid Documents)**

Telegraphic, telephonic, telex, facsimile, electronic and / or late tenders will not be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the **Tender Data document**.

All tenders must be submitted on the official forms – (not to be re-typed)

**TENDER DOCUMENTS MAY BE:**

<b>POSTED TO:</b>

OR

<b>DEPOSITED IN THE TENDER BOX AT:</b>
KZN-Department of Health 310 Jabu Ndlovu Street, Pietermaritzburg 3200
Head Office



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## **ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

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### **T1.2 - BID DATA**

## T1.2 BID DATA

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Project Code:</b>	N/A		
<b>Bid no:</b>	ZNB 9931-2021H	<b>Closing date:</b>	14 July 2021
<b>Closing time:</b>	11:00	<b>Validity period:</b>	12 weeks

<b>Clause number:</b>																																							
	<p>The conditions of bid are the Standard Conditions of Tender as contained in Annex F of the CIDB Standard for Uniformity in Construction Procurement as per Board Notice 136 of 2015 in Government Gazette 38960 of 10 July 2015 as amended from time to time. (see <a href="http://www.cidb.org.za">www.cidb.org.za</a>) Refer to Conditions of Tender as bound into this document.</p> <p>The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.</p> <p>Each item of data given below is cross-referenced to the clause marked "F" in the above mentioned Standard Conditions of Tender.</p>																																						
<b>F.1.1</b>	<p>The Employer is the Head: Health (KZN Department of Health-Province of KwaZulu-Natal)</p> <p>For this contract the <u>single volume</u> approach is adopted.</p> <p>This procurement document has been formatted and compiled under the headings for a single volume approach as contained in table 7 of the CIDB's "Standard for Uniformity in Construction Procurement."</p> <p>The list of Returnable Documents identifies which of the documents a bidder must complete when submitting a bid. The bidder must submit his bid by completing the Returnable Documents <u>including the priced Final Summary of the Bills of Quantities, signing the "Offer" section in the "Form of Offer and Acceptance"</u> and delivering the whole of the procurement document back to the Department bound up as it was when it was received.</p>																																						
<b>F.1.2</b>	<p>The single volume procurement document issued by the Employer comprises the following:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>BID</b></td> </tr> <tr> <td colspan="2"><b>Part T1: Bidding procedures</b></td> </tr> <tr> <td>T1.1 -</td> <td>Bid Notice and Invitation to Bid</td> </tr> <tr> <td>T1.2 -</td> <td>Bid Data</td> </tr> <tr> <td>T1.3 -</td> <td>Annexure F - Standard Conditions of Bid</td> </tr> <tr> <td colspan="2"><b>Part T2: Returnable documents</b></td> </tr> <tr> <td>T2.1 -</td> <td>List of returnable documents</td> </tr> <tr> <td>T2.2 -</td> <td>Returnable schedules (See different forms listed in <b>T2.1 - Returnable Schedule</b>)</td> </tr> <tr> <td colspan="2"><b>CONTRACT</b></td> </tr> <tr> <td colspan="2"><b>Part C1: Agreements and Contract Data</b></td> </tr> <tr> <td>C1.1 -</td> <td>Form of Offer and Acceptance</td> </tr> <tr> <td>C1.2 -</td> <td>Contract Data</td> </tr> <tr> <td>C1.3 -</td> <td>Form of Guarantee</td> </tr> <tr> <td colspan="2"><b>Part C2: Pricing data</b></td> </tr> <tr> <td>C2.1 -</td> <td>Pricing Instructions</td> </tr> <tr> <td>C2.2 -</td> <td>0</td> </tr> <tr> <td>C2.3 -</td> <td>Bills of Quantities</td> </tr> <tr> <td colspan="2"><b>Part C3: Scope of works</b></td> </tr> <tr> <td>C3.1 -</td> <td>Scope of Works</td> </tr> </table>	<b>BID</b>		<b>Part T1: Bidding procedures</b>		T1.1 -	Bid Notice and Invitation to Bid	T1.2 -	Bid Data	T1.3 -	Annexure F - Standard Conditions of Bid	<b>Part T2: Returnable documents</b>		T2.1 -	List of returnable documents	T2.2 -	Returnable schedules (See different forms listed in <b>T2.1 - Returnable Schedule</b> )	<b>CONTRACT</b>		<b>Part C1: Agreements and Contract Data</b>		C1.1 -	Form of Offer and Acceptance	C1.2 -	Contract Data	C1.3 -	Form of Guarantee	<b>Part C2: Pricing data</b>		C2.1 -	Pricing Instructions	C2.2 -	0	C2.3 -	Bills of Quantities	<b>Part C3: Scope of works</b>		C3.1 -	Scope of Works
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<b>F.1.2</b>	<b>Part C4: Site information</b> C4.1 - Not applicable <b>Part 5: List of Drawings/Annexure's</b> C5.1 - Preamble C5.2 - Builders Lien Agreement C5.3 Health and Safety Specification	
<b>F.1.4</b>	The Employer's agent (Engineer) is: Name: <b>KZN Department of Health</b> Capacity: <b>Principal Agent/Engineer</b> Address: <b>Private Bag X 9051 , Pietermaritzburg Pietermaritzburg , 3200</b> Tel: <b>(033) 940 2521</b> Fax: E-mail: Responsible person: <b>Mr. NP Bhengu</b> The second sentence shall read "Communications can be in any of the official languages recognised in KwaZulu-Natal which is English, Afrikaans or Zulu but writing is preferred in English as this is generally accepted as a business language"	
<b>F.1.6</b>	PP2-Competitive Selection Procedure      Design by Employer PP2B-Open Procedure	
<b>F.2.1</b> <b>F.3.11</b>	For eligibility refer to <b>T1.1 Bid Notice and Invitation to Bid.</b>  A contract will only be entered into with a bidder who has in his employ management and supervisory staff satisfying the requirements of the scope of work for labour intensive competencies for supervisory and <del>management staff during the contract validity of the contract</del> Only those tenderer's who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractors grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 2EP or above class of works, are eligible to submit tenders  <u>Joint Ventures are eligible to submit tenders provided that:</u> 1. every member of the joint venture is registered with the CIDB 2. the lead partner has a contractor grading designation in the 3EB class of works 3. The combined contractor grading designation calculated in accordance with the CIDB's Regulations is equal to or higher than a contractor grading designation determined in accordance with the tendered for a <b>3EB</b> class of works	
	<b>See end of T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN BID for combinations of JV's arrangements.</b>	
<b>F.2.7</b>	For particulars regarding a pre-tender site inspection meeting (clarification meeting), see <b>T1.1 Bid Notice and Invitation to Bid.</b>	
<b>F.2.12</b>	Alternative bid offer permitted:      Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
	<b>Only the complete Service as per the Bills of Quantities</b>	



<b>F.2.13.2</b>	Bidders are to ensure that their company details appear on the entire relevant bid documentation and must be legible.				
<b>F.2.13.3</b>	Part of each tender offer communicated on paper shall be submitted as an original, plus <b>ONE</b> copy of the bid document including supporting documents and priced Bill of Quantities where applicable, scanned onto a readable compact disk (CD) in pdf format, at the bidders own cost. The CD must be clearly marked with the bid information and company details.				
<b>F.2.13.4</b>	The second sentence shall read as follows <b>"The Employer will hold all authorised signatories jointly and severally liable on behalf of the bidder"</b> . Bidders proposing to contract as a Joint Venture shall submit a valid Joint Venture Agreement before the Joint Venture's offer could be accepted. Individuals, Partnerships and Companies proposing to contract as a party to a Joint Venture shall be jointly and severally liable on behalf of the Joint Venture.				
<b>F.2.13.5</b>	The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are as per <b>T1.1 Bid Notice and Invitation to Bid</b> .				
<b>F.2.13.6</b> <b>F.3.5</b>	A Open Procedure will be followed				
<b>F.2.15</b>	The closing time for submission of tender offers is as per <b>T1.1 Bid Notice and Invitation to Bid</b> .				
<b>F.2.16</b>	The tender offer validity period is as per <b>T1.1 Bid Notice and Invitation to Bid</b> .				
<b>F.2.17</b>	Sub-clause F2.17 does not preclude the negotiation of the final terms of the contract with the preferred bidder, following a competitive selection process, should the Employer elect to do so and provided that the competitive position of the preferred bidder is not affected.				
<b>F.2.18</b>	The bidder is to submit the Priced Bills of Quantities with the Returnable's at the closing of the bid. The tenderer must submit to the Employer, names of all management and supervisory staff that will be employed to supervise the labour-intensive portion of the works together with satisfactory evidence that				
<b>F.2.19</b>	Access shall be provided for inspections, tests and analysis as may be required by the Employer.				
<b>F.2.22</b>	Bidders <b>do not</b> have to return all retained tender documents within 28 days after expiry of the Bid validity period.				
<b>F.2.23</b>	Bidders are to refer to <b>List of Returnable Schedules</b> and <b>Scope of Works</b> to establish what is required to be submitted with this bid.				
<b>F.3.4.2</b>	The location for opening of the bid offers, immediately after the closing time thereof shall be at: <b>310 Jabu Ndlovu Street, Pietermaritzburg 3200</b>				
<b>F.3.8</b>	<p>The employer must determine, on opening and before detailed valuation, whether each bid offer properly received:</p> <ul style="list-style-type: none"> <li>a) complies with the requirements of the Conditions of Tender.</li> <li>b) has been properly and fully completed and signed, and</li> <li>c) is responsive to the other requirements of the bid documents.</li> </ul> <p>A responsive bid is one that conforms to all the terms, conditions and specifications of the bid documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:</p> <ul style="list-style-type: none"> <li>a) detrimentally affect the scope, quality, or performance of the Works, services or supply identified in the Scope of Work or</li> <li>b) significantly change the Employers or the Bidders risks and responsibilities under the contract, or</li> <li>c) affect the competitive position of other Bidders presenting responsive tenders, if it were to be rectified.</li> </ul> <p>Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>				
<b>F.3.9</b>	<table border="1"> <tr> <td><b>The procedure for the evaluation of responsive bids is</b></td> <td><b>2</b></td> </tr> <tr> <td><b>Evaluation Method:</b></td> <td></td> </tr> </table>	<b>The procedure for the evaluation of responsive bids is</b>	<b>2</b>	<b>Evaluation Method:</b>	
<b>The procedure for the evaluation of responsive bids is</b>	<b>2</b>				
<b>Evaluation Method:</b>					

F.3.9.1	<p><b>Scoring Price:</b> Bid offers will be scored using the following formula: (Option 1) <b>where</b></p> <p><math>N_{fo}</math> = Number of tender evaluation points awarded for the financial offer.  <math>W_1</math> = The percentage score given for financial offer as in <b>T.1.1 Bid Notice and Invitation to Bid</b>  <math>P_m</math> = The comparative offer of the most favourable tender offer.  <math>P</math> = The comparative offer of tender offer under consideration.</p> <p><b>and where Option 1 is:</b></p> <p>Up to 100 minus <math>W_1</math> tender evaluation points will be awarded to bidders who complete the preferencing schedule and who are found to be eligible for the preference claimed.</p>
F.3.10 ISO 10845-3: 5.11.4	<p>The procedure for the evaluation of responsive tender is: Evaluation <b>Method 2</b>.  The financial offer will be scored using the following formula:  The value of <math>W_1</math> is:  1) 80 where the financial value, inclusive of VAT, of one or more responsive tender offers has a value that equals or is less than R 50,000,000.  Up to 100 minus <math>W_1</math> tender evaluation points will be awarded to tenderers who complete the preferencing schedule and who are found eligible for the preference claimed.</p>
F.3.12	<p>Bid offers will only be accepted if:</p> <ul style="list-style-type: none"> <li>(a) the bidder's Tax arrangements with SARS is up to date and an unconditional Tax Compliance Status verification has been submitted by SARS as per the Tax Compliance Status PIN number.</li> <li>(b) the bidder is registered with the Construction Industry Development Board in an appropriate contractor grading designation is required for this tender and the bidder has submitted a CIDB certificate of registration which clearly indicates the status "<b>Active</b>"</li> <li>(c) the bidder is not in arrears for more than 3 months with municipal rates and taxes and municipal services charges.</li> <li>(d) the bidder has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the bidder's ability to perform to the contract in the best interests of the employer or potentially compromise the bid process.</li> <li>(e) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) as a person prohibited from doing business with the public sector; and</li> <li>(f) the bidder has not: <ul style="list-style-type: none"> <li>i) abused the Employer's Supply Chain Management System; or</li> <li>ii) failed to perform on any previous contract and has been given a written notice to this effect.</li> </ul> </li> <li>(g) the bidder is registered with: <ul style="list-style-type: none"> <li>i) the Unemployment Insurance Fund (UIF); and</li> <li>ii) the Workmen's Compensation Fund</li> </ul> </li> <li>(h) the bidder submitted Authority to Sign the tender.</li> <li>(i) the bidder submitted Financial standing &amp; other resources of Business Declaration.</li> <li>(j) the bidder submitted Equipment Schedules, if applicable.</li> <li>(k) the bidder signed the <b>Form of Offer</b> that is part of the Form of Offer and Acceptance.</li> <li>(l) the bidder submitted Preference Certificate, if applicable.</li> <li>(m) the bidder submit Final Summary of Bill of Quantities at tender closing.</li> <li>(n) the bidder submitted Declaration of Interest.</li> <li>(o) the bidder submitted Site Inspection Meeting Certificate ( where applicable)</li> <li>(p) All information required to assess 'Functionality/Quality' as per Bid Data scheduled requirements</li> </ul> <p>Providing the form of offer and acceptance does not contain any qualifying statements, <b>it will constitute the formation of a contract</b> between the employer and the successful bidder as described in the form of offer and acceptance.</p>
F.3.13	<p>Bidders are informed that any formal dispute shall be resolved by being referred to Arbitration only.</p>
F.3.14	<p>Provide to the successful bidder with three copies of the signed contract document.</p>



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## **ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

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### **T1.3 - Annexure F - Standard Conditions of Tender**

**Annex F**  
*(normative)*

**Standard Conditions of Tender**

**F.1 General**

**F.1.1 Actions**

**F.1.1.1** The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in F.2 and F.3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices.

**F.1.1.2** The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

- Note:*
- 1) *A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.*
  - 2) *Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.*

**F.1.1.3** The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

**F.1.2 Tender Documents**

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

**F.1.3 Interpretation**

**F.1.3.1** The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

**F.1.3.2** These conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

**F.1.3.3** For the purposes of these conditions of tender, the following definitions apply:

- a) **conflict of interest** means any situation in which:
  - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially;
  - ii) an individual or organisation is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or

- iii) Incompatibility or contradictory interests exist between an employee and the organisation which employs that employee.
- b) **comparative offer** means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;
- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;
- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels;
- e) **organization** means a company, firm, enterprise, association or other legal entity, whether incorporated or not, or a public body;
- f) **functionality** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs.

#### **F.1.4 Communication and employer's agent**

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be readily read, copied and recorded. Communications shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

#### **F.1.5 Cancellation and Re-Invitation of Tenders**

**F.1.5.1** An organ of state may, prior to the award of the tender, cancel a tender if-

- (a) due to changed circumstances, there is no longer a need for the services, works or goods requested; or
- (b) funds are no longer available to cover the total envisaged expenditure; or
- (c) no acceptable tenders are received.

**F.1.5.2** The decision to cancel a tender must be published in the cldb website and in the government Tender Bulletin for the media in which the original tender invitation was advertised.

#### **F.1.6 Procurement procedures**

##### **F.1.6.1 General**

Unless otherwise stated in the tender data, a contract will, subject to F.3.13, be concluded with the tenderer who in terms of F.3.11 is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

##### **F.1.6.2 Competitive negotiation procedure**

**F.1.6.2.1** Where the tender data require that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of F.3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of

**F.3.8** relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.

**F.1.6.2.2** All responsive tenderers, or not less than three responsive tenderers that are highest ranked in terms of the evaluation method and evaluation criteria stated in the tender data, shall be invited in each round to enter into competitive negotiations, based on the principle of equal treatment and keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of F.2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

**F.1.6.2.3** At the conclusion of each round of negotiations, tenderers shall be invited by the employer to make a fresh tender offer, based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.

**F.1.6.2.4** The contract shall be awarded in accordance with the provisions of F.3.11 and F.3.13 after tenderers have been requested to submit their best and final offer.

#### **F.1.6.3 Proposal procedure using the two stage-system**

##### **F.1.6.3.1 Option 1**

Tenderers shall in the first stage submit technical proposals and, if required, cost parameters around which a contract may be negotiated. The employer shall evaluate each responsive submission in terms of the method of evaluation stated in the tender data, and in the second stage negotiate a contract with the tenderer scoring the highest number of evaluation points and award the contract in terms of these conditions of tender.

##### **F.1.6.3.2 Option 2**

**F.1.6.3.2.1** Tenderers shall submit in the first stage only technical proposals. The employer shall invite all responsive tenderers to submit tender offers in the second stage, following the issuing of procurement documents.

**F.1.6.3.2.2** The employer shall evaluate tenders received during the second stage in terms of the method of evaluation stated in the tender data, and award the contract in terms of these conditions of tender.

#### **F.2 Tenderer's obligations**

##### **F.2.1 Eligibility**

**F.2.1.1** Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with employer.

**F.2.1.2** Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

## **F.2.2 Cost of tendering**

**F2.2.1** Accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

**F2.2.2** The cost of the tender documents charged by the employer shall be limited to the actual cost incurred by the employer for printing the documents. Employers must attempt to make available the tender documents on its website so as not to incur any costs pertaining to the printing of the tender documents.

## **F.2.3 Check documents**

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

## **F.2.4 Confidentiality and copyright of documents**

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

## **F.2.5 Reference documents**

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

## **F.2.6 Acknowledge addenda**

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

## **F.2.7 Clarification meeting**

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the tender data.

## **F.2.8 Seek clarification**

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

## **F.2.9 Insurance**

Be aware that the extent of insurance to be provided by the employer (if any) might not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance.

## **F.2.10 Pricing the tender offer**

**F.2.10.1** Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

**F.2.10.2** Show VAT payable by the employer separately as an addition to the tendered total of the prices.

**F.2.10.3** Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.

**F.2.10.4** State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

#### **F.2.11 Alterations to documents**

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

#### **F.2.12 Alternative tender offers**

**F.2.12.1** Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

**F.2.12.2** Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

**F.2.12.3** An alternative tender offer may only be considered in the event that the main tender offer is the winning tender.

#### **F.2.13 Submitting a tender offer**

**F.2.13.1** Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

**F.2.13.2** Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

**F.2.13.3** Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

**F.2.13.4** Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.



**F.2.13.5** Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

**F.2.13.6** Where a two-envelope system is required in terms of the tender data, place and seal the returnable documents listed in the tender data in an envelope marked —financial proposal and place the remaining returnable documents in an envelope marked —technical proposal. Each envelope shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

**F.2.13.7** Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.

**F.2.13.8** Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

**F.2.13.9** Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.

**F.2.14 Information and data to be completed in all respects**

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

**F.2.15 Closing time**

**F.2.15.1** Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.

**F.2.15.2** Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

**F.2.16 Tender offer validity**

**F.2.16.1** Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data.

**F.2.16.2** If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.

**F.2.16.3** Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted.

**F.2.16.4** Where a tender submission is to be substituted, submit a substitute tender in accordance with the requirements of F.2.13 with the packages clearly marked as —SUBSTITUTE.

#### **F.2.17 Clarification of tender offer after submission**

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

*Note: Sub-clause F.2.17 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.*

#### **F.2.18 Provide other material**

**F.2.18.1** Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

**F.2.18.2** Dispose of samples of materials provided for evaluation by the employer, where required.

#### **F.2.19 Inspections, tests and analysis**

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender data.

#### **F.2.20 Submit securities, bonds and policies**

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

#### **F.2.21 Check final draft**

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

#### **F.2.22 Return of other tender documents**

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the tender data.

#### **F.2.23 Certificates**

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

### **F.3 The employer's undertakings**

#### **F.3.1 Respond to requests from the tenderer**

**F.3.1.1** Unless otherwise stated in the tender Data, respond to a request for clarification received up to five working days before the tender closing time stated in the Tender Data and notify all tenderers who drew procurement documents.

**F.3.1.2** Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

### **F.3.2 Issue Addenda**

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who drew documents.

### **F.3.3 Return late tender offers**

Return tender offers received after the closing time stated in the Tender Data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

### **F.3.4 Opening of tender submissions**

**F.3.4.1** Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

**F.3.4.2** Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, number of points claimed for its BBEE status level and time for completion for the main tender offer only.

**F.3.4.3** Make available the record outlined in F.3.4.2 to all interested persons upon request.

### **F.3.5 Two-envelope system**

**F.3.5.1** Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

**F.3.5.2** Evaluate functionality of the technical proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the functionality evaluation more than the minimum number of points for functionality

stated in the tender data, and announce the score obtained for the technical proposals and the total price and any points claimed on BBBEE status level. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for functionality.

### **F.3.6 Non-disclosure**

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

### **F.3.7 Grounds for rejection and disqualification**

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

### **F.3.8 Test for responsiveness**

**F.3.8.1** Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

**F.3.8.2** A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

### **F.3.9 Arithmetical errors, omissions and discrepancies**

**F.3.9.1** Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with F.3.11 for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
  - i) line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
  - ii) the summation of the prices.

**F3.9.2** The employer must correct the arithmetical errors in the following manner:

- a) Where there is a discrepancy between the amounts in words and amounts in figures, the amount in words shall govern.
- b) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
- c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of the arithmetical error in the manner described above.

#### **F.3.10 Clarification of a tender offer**

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

#### **F.3.11 Evaluation of tender offers**

##### **F.3.11.1 General**

Appoint an evaluation panel of not less than three persons. Reduce each responsive tender offer to a comparative offer and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

##### **F.3.11.2 Method 1: Price and Preference**

In the case of a price and preference:

- 1) Score tender evaluation points for price
- 2) Score points for BBBEE contribution
- 3) Add the points scored for price and BBBEE.

##### **F.3.11.3 Method 2: Functionality, Price and Preference**

In the case of a functionality, price and preference:

- 1) Score functionality, rejecting all tender offers that fail to achieve the minimum number of points for functionality as stated in the Tender Data.
- 2) No tender must be regarded as an acceptable tender if it fails to achieve the minimum qualifying score for functionality as indicated in the tender invitation.
- 3) Tenders that have achieved the minimum qualification score for functionality must be evaluated further in terms of the preference points system prescribed in paragraphs 4 and 4 and 5 below.

The 80/20 preference point system for acquisition of services, works or goods up to Rand value of R50 million

- 4) (a)(i) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included):

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for comparative price of tender or offer under consideration;

$P_t$  = Comparative price of tender or offer under consideration; and

$P_{\min}$  = Comparative price of lowest acceptable tender or offer.

- (4)(a)(ii) An employer of state may apply the formula in paragraph (i) for price quotations with a value less than R30 000, if and when appropriate:
- (4)(b) Subject to subparagraph (4)(c), points must be awarded to a tender for attaining the B-BBEE status level of contributor in accordance with the table below:

B-BBEE status level of contributor	Number of points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- (4)(c) A maximum of 20 points may be allocated in accordance with subparagraph (4)(b)
- (4)(d) The points scored by tender in respect of B-BBEE contribution contemplated in subparagraph (4) (b) must be added to the points scored for price as calculated in accordance with subparagraph (4)(a).
- (4)(e) Subject to paragraph 4.3.8 the contract must be awarded to the tender who scores the highest total number of points.

#### The 90/ 10 preference points system for acquisition of services, works or goods with a Rand value above R 50 million

- (5)(a) The following formula must be used to calculate the points for price in respect of tenders with a Rand value above R50 000 000 (all applicable taxes included):

90/10

$$P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

*P<sub>s</sub>* = Points scored for comparative price of tender or offer under consideration;  
*P<sub>t</sub>* = Comparative price of tender or offer under consideration; and  
*P<sub>min</sub>* = Comparative price of lowest acceptable tender or offer.

- (5)(b) Subject to subparagraph (5)(c), points must be awarded to a tender for attaining the B-BBEE status level of contributor in accordance with the table below:

B-BBEE status level of contributor	Number of points
1	10
2	9
3	8
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0

- (5)(c) A maximum of 10 points may be allocated in accordance with subparagraph (5)(b).
- (5)(d) The points scored by tender in respect of B-BBEE contribution contemplated in subparagraph (5)(b) must be added to the points scored for price as calculated in accordance with subparagraph (5)(a).
- (5)(e) Subject to paragraph 4.3.8 the contract must be awarded to the tender who scores the highest total number of points.

#### **F.3.11.6 Decimal places**

Score price, preference and functionality, as relevant, to two decimal places.

#### **F.3.11.7 Scoring Price**

Score price of remaining responsive tender offers using the following formula:

$$N_{FO} = W_1 \times A$$

where: *N<sub>FO</sub>* is the number of tender evaluation points awarded for price.  
*W<sub>1</sub>* is the maximum possible number of tender evaluation points awarded for price as stated in the Tender Data.  
*A* is a number calculated using the formula and option described in Table F.1 as stated in the Tender Data.

**Table F.1: Formulae for calculating the value of A**

Formula	Comparison aimed at achieving	Option 1	Option 2
1	Highest price or discount	$A = (1 + \frac{P - P_m}{P_m})$	$A = P / P_m$
2	Lowest price or percentage commission/ fee	$A = (1 - \frac{P - P_m}{P_m})$	$A = P_m / P$
$P_m$ is the comparative offer of the most favourable comparative offer. $P$ is the comparative offer of the tender offer under consideration.			

### **F.3.11.8 Scoring preferences**

Confirm that tenderers are eligible for the preferences claimed in accordance with the provisions of the tender data and reject all claims for preferences where tenderers are not eligible for such preferences.

Calculate the total number of tender evaluation points for preferences claimed in accordance with the provisions of the tender data.

### **F.3.11.9 Scoring functionality**

Score each of the criteria and subcriteria for quality in accordance with the provisions of the Tender Data.

Calculate the total number of tender evaluation points for quality using the following formula:

$$N_q = W_2 \times S_q / M_s$$

where:  $S_q$  is the score for quality allocated to the submission under consideration;  
 $M_s$  is the maximum possible score for quality in respect of a submission; and  
 $W_2$  is the maximum possible number of tender evaluation points awarded for the quality as stated in the tender data

### **F.3.12 Insurance provided by the employer**

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the contract data, require the employer to provide.

### **F.3.13 Acceptance of tender offer**

Accept the tender offer, if in the opinion of the employer, it does not present any risk and only if the tenderer:

- is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- has the legal capacity to enter into the contract,
- is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by



- a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,
- e) complies with the legal requirements, if any, stated in the tender data, and
  - f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

#### **F.3.14 Prepare contract documents**

**F.3.14.1** If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the employer and the successful tenderer.

**F.3.14.2** Complete the schedule of deviations attached to the form of offer and acceptance, if any.

#### **F.3.15 Complete adjudicator's contract**

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

#### **F.3.16 Notice to unsuccessful tenderers**

**F.3.16.1** Notify the successful tenderer of the employer's acceptance of his tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period.

**F.3.16.2** After the successful tenderer has been notified of the employer's acceptance of the tender, notify other tenderers that their tender offers have not been accepted.

#### **F.3.17 Provide copies of the contracts**

Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

#### **F.3.18 Provide written reasons for actions taken**

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender, but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

#### **F.3.19 Transparency in the procurement process**

**F.3.19.1** The cldb prescripts require that tenders must be advertised and be registered on the cldb i.Tender system.

**F.3.19.2** The employer must adopt a transparency model that incorporates the disclosure and accountability as transparency requirements in the procurement process.

**F3.19.3** The transparency model must identify the criteria for selection of projects, project information template and the threshold value of the projects to be disclosed in the public domain at various intervals of delivery of infrastructure projects.

**F3.19.4** The client must publish the information on a quarterly basis which contains the following information:

- Procurement planning process
- Procurement method and evaluation process
- Contract type
- Contract status
- Number of firms tendering
- Cost estimate
- Contract title
- Contract firm(s)
- Contract price
- Contract scope of work
- Contract start date and duration
- Contract evaluation reports

**F3.19.5** The employer must establish a Consultative Forum which will conduct a random audit in the implementation of the transparency requirements in the procurement process.

**F3.19.6** Consultative Forum must be an independent structure from the bid committees.

**F3.19.7** The information must be published on the employer's website.

**F3.19.8** Records of such disclosed information must be retained for audit purposes.



## **ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

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### **PART T2 - RETURNABLE DOCUMENTS**

## T2.1 LIST OF RETURNABLE DOCUMENTS

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Project Manager:</b>	<b>Nkosinathi Bhengu</b>	<b>Bid no:</b>	<b>ZNB 9931-2021H</b>

### 1. RETURNABLE SCHEDULES REQUIRED FOR BID EVALUATION PURPOSES

(Bidder to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the bid)

Bid document name	Returnable document	
Declaration of Interest - SBD 4	Yes	
Authority to Sign Bid	Yes	
Capacity of Bidder	Yes	
Annual Financial Statement for past financial year	Yes	
Site Briefing Certificate as proof for attendance of compulsory site meeting. (if applicable)	Yes	
Preference Certificate	Yes	
Compulsory Enterprise Questionnaire.	Yes	
Contractor's Safety, Health and Environmental Declaration.		N/A
Complete Priced Bill of Quantities	Yes	
Certificate of Independent Bid Determination - SBD 9	Yes	
Certified Proof of CIDB Registration Number	Yes	
Contract Form - Purchase of Goods/Works - Part 1	Yes	
Contract Form - Purchase of Goods/Works - Part 2	Yes	
Quality Criteria	Yes	

### 2. RETURNABLE SCHEDULES REQUIRED FOR BID EVALUATION PURPOSES BUT TO BE SUPPLIED BY THE BIDDER

(Bidder to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the bid)

Bid document name	Returnable document	
Tax Compliance Status (TCS) PIN to verify on line Compliance Supplier Status via e-Filing	Yes	
Certified Proof of Good Standing with the Compensation Commissioner (Attach)	Yes	
Proof of payment of Bid deposit	Yes	
Certified Proof of Paid Municipal Rates and Taxes (F3.13.1 - Bid Data) (Attach)	Yes	
Certified Proof of UIF Registration (F3.13.1 - Bid Data) (Attach)	Yes	
Certified Proof of Registration Number on the Central Suppliers Database	Yes	
Annual Financial Statement for past financial year	Yes	
Entire bid document including returnable and supporting documents, scanned as PDF onto a CD, clearly marked with the Bid information.		N/A

### 3. RETURNABLE SCHEDULES THAT WILL BE INCORPORATED INTO THE CONTRACT

*(Bidder to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the bid)*

Bid document name	Returnable document
Form of Offer and Acceptance (Bound into Section 1 of 2)	Yes
Record of Addenda to Bid Documents	Yes
Confirm Receipt of Offer and Acceptance	Yes

#### 4. OTHER DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT

*(Bidder to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the bid)*

Bid document name		Returnable document
Bill of Quantities	Yes	
Form of Guarantee	Yes	
Declaration of Bidders Past SCM Practices - SBD 8	Yes	
List of Drawings/Annexure's		N/A

## 5. DOCUMENTS REQUIRED FOR THE EVALUATION OF FUNCTIONALITY

(Bidder to Insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the bid)

[illegible]

## T2.2 AUTHORITY TO SIGN BID

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

(Legally correct full name and registration number, if applicable, of the Enterprise)

held at (town) : \_\_\_\_\_ on (date) : \_\_\_\_\_

**RESOLVED that:**

1. The Enterprise submits a Bid to the KZN Department of Health in respect of the following project:

**ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

Bid Number: **ZNB 9931-2021H**

2.

\*Mr./Mrs./Ms: \_\_\_\_\_

in \*his/her capacity as: \_\_\_\_\_ (Position in the Enterprise)

and who will sign as follows: \_\_\_\_\_ (Authorised Signatory)

be, and is hereby, authorised to sign the Bid, and any and all other documents and/or correspondence in connection with and relating to this Bid, as well as to sign any Contract, and any and all documentation, resulting from the award of the Bid to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			

**Note:**

1. \* Delete which is not applicable.
2. NB. This resolution / Power of Attorney must be signed by all the Directors / Members / Partners of the Legal Tendering Enterprise authorising the Representative to make this Offer.
3. Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.
4. In the case of the tendering Enterprise being a Close Corporation, a **certified copy of the Founding Statement** of such corporation must be attached to this tender.

**ENTERPRISE STAMP** (If Any)

## T2.7 CAPACITY OF BIDDER

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

1. **WORK CAPACITY:** (The Bidder is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Bid being disregarded.)

- 1.1. **Artisans and Employees:** (*Artisans and Employees to be ,or are ,employed for this project* )

Categories of Employee - Key Personnel (part of Business Enterprise)	Professional Registration No.	Date of Employment
Site Agent		
Project Manager		
Foreman		
Quality Control & Safety Officer-Construction Supervisor		
Artisans		
Unskilled employees		
Others		

1.2. Provide full particulars of the following Assets: (Assets owned and to be hired - Indicate owned assets )

Machinery	Plant	Equipment	Vehicles

1.3. Workshops:

Address of Main Workshop:	Address of Regional Workshop (If Applicable):



**1.4. Other offers submitted at time of this tender for which results are pending:**  
*(Any other client's tender must also be included)*

[illegible]

**2. PARTICULARS OF THE BIDDERS CURRENT AND PREVIOUSLY COMPLETED COMMITMENTS:**

**2.1. Current private sector projects: (List the 5 projects closest to the contractor grading designation of this project)**

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

**2.2. Current Government sector projects: (List the 5 projects closest to the contractor grading designation of this project)**

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

**2.3. Previously completed projects:** *(List the 5 projects closest to the contractor grading designation of this project)*

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	

Name of Bidder	Signature of authorised representative	Date

## T2.8 FINANCIAL STANDING AND OTHER RESOURCES OF BUSINESS DECLARATION

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

- (a) Based on the track record determined on the Minimum Average Annual Turnover coupled to the assessed Works Capabilities of Contracting Enterprises, the Construction Industry Development Board (CIDB) awards Grading Designations and accordingly registers it on the system.

This confirms that a Contractor has, at the time of registration, in the absence of any supply side interventions, sufficient working capital to commence the Works for a single contract and render due performance.

- (b) However, it regularly occurs that a Contractor will at the same time submit tenders for a number of projects that are advertised during an overlapping period. Moreover, the Contractor may be busy with a Contract that is of the registered CIDB Grading Designation (value) or is even attending to a number of smaller valued Contracts.
- (c) It therefore becomes the prerogative of a Bidder in such instances to prove to the Department that the Enterprise has the capacity in every respect to attend to more than one (1) contract at a time.
- (d) A Bidder who wishes to be considered for this tender Contract award, over and above other tenders that they have submitted, shall submit when requested by the DoH the necessary proof that:
- (i) he/she has access to additional finance (inclusive of a PERFORMANCE GUARANTEE BY A REGISTERED FINANCIAL INSTITUTION),
  - (ii) he/she has additional Human Resources available to successfully complete this project.
  - (iii) he/she has adequate Equipment, Plant and Machinery that all of the above can, undoubtedly, be sourced for this tender. (Please submit to the DoH the name and contact details of the supplier if the Bidder is going to hire Equipment, Plant or Machinery, when requested.)
- (e) Bidder to submit their latest 12 months audited financial statements with the returnable documents.

I, the undersigned,

*(name of person authorized to sign on behalf of the Bidder)*

understand that it is the responsibility of the Bidder to prove and provide when requested by the DoH, evidence of the good Financial Standing of the Business to complete the Contract successfully.

Furthermore, it is understood that failure to provide when requested by DoH, at least the information as stated in paragraphs (d)(i)(ii) AND (iii) above will not enable the Evaluation Team to assess the CURRENT financial standing of the Business and the failure to provide said information when requested will, therefore, invalidate the Tender.

I accept and understand that the KZN Department of Health, as representative of the Provincial Administration of KwaZulu-Natal in this tender, may act against me and the Bidder, jointly and severally, should this declaration and/or any information provided be found to be false.

Duly signed at..... on this the..... day of..... 201.....

Full Name of Signatory

Name of Enterprise

Capacity of Signatory

Signature of authorised representative

T2.9 PREFERENCE CERTIFICATE		
Project title:	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS	
Bid no:	ZNB 9931-2021	N/A

Plea  
befc

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution.

**BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

## 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R 50 000 000 (all applicable taxes included); and

1.2 For this project the 80% preference point system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price points and
- (b) Quality points

80
100
180

- (c) B-BBEE Status Level of Contribution

1.3.1	<b>PRICE</b>	80
1.3.2	<b>SPECIFIC CONTRACT PARTICIPATION GOALS</b>	
1.3.3	<b>1.3.3.1</b>	
	(i) Level 1 Contributor	20
	(ii) Level 2 Contributor	18
	(iii) Level 3 Contributor	14
	(iv) Level 4 Contributor	12
	(v) Level 5 Contributor	8
	(vi) Level 6 Contributor	6
	(vii) Level 7 Contributor	4
	(viii) Level 8 Contributor	2
	(ix) Non-compliant	0
	<b>1.3.3.2</b>	
	(i)	0
	(ii)	0
	(iii)	0
	(iv)	0
		<b>100</b>

Total points for Price and B-BBEE Status Level of Contribution **must not exceed 100**

... of ...

- 1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Construction Sector Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.5 The bidder shall be a Value Adding Enterprise. A Value Adding Enterprise is defined in the BBBEE Code of good practice as an organisation that is VAT registered and whose net profit before tax summed with its total labour cost exceeds 25% of the value of its total revenue.
- 1.6 The Department reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the Department.

## 2 GENERAL DEFINITIONS

- 2.1 **"All applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.
- 2.2 **"B-BBEE"** means broad-based black empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **"proof of B-BBEE status level of contributor" means-**
- a) the B-BBEE status level certificate issued by an authorised body or person;
  - b) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
  - c) any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act
- 2.5 **"black designated groups"** has the meaning assigned to it in the codes of good practice issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act.
- 2.6 **"black people"** has the meaning assigned to it in section 1 of the Broad-Based Black Economic Empowerment Act.
- 2.7 **"Bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods, works or services, through price quotations, advertised competitive bidding process or proposals.
- 2.8 **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act 53 of 2003);
- 2.9 **"co-operative"** means a co-operative registered in terms of section 7 of the Co-Operatives Act, 2005 (Act No 14 of 2005)
- 2.10 **"designated group" means**
- a) black designated groups;
  - b) black people;
  - c) women;
  - d) people with disabilities; or
  - e) small enterprises, as defined in section 1 of the National Small Enterprise Act, 1996 (Act No 102 of 1996)
- 2.11 **"designated sector"** means a sector, sub-sector or industry or product designated in terms of regulation 8(1)(a).
- 2.12 **"Comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilised have been taken into consideration.
- 2.13 **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- 2.14 **"Consortium or joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract.

- 2.15 **"military veteran"** has the meaning assigned to it in section 1 of the Military Veterans Act, 2011 (Act No 18 of 2011).
- 2.16 **"Contract"** means the agreement that results from the acceptance of a bid by an organ of state.
- 2.17 **"National Treasury"** has the meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No 1 of 1999)
- 2.18 **"EME"** means any enterprise with an annual total revenue of **R10 million or less;**
- 2.19 **"QSE"** means any enterprise with an annual total revenue between **R10 million and R50 million;**
- 2.20 **"people with disabilities"** has the meaning assigned to it in section 1 of the Employment Equity Act, 1998 (Act No 55 of 1998).
- 2.21 **"Firm Price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from change, imposition or abolition of customs or excise duty and any other duty, levy or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.22 **"price"** includes all applicable taxes less all unconditional discounts.
- 2.23 **"Quality"** shall mean totality of features and characteristics of a product or service that bears on the ability of the product or service to satisfy stated or implied needs.
- 2.24 **"Non-firm prices"** means all prices other than "firm" prices;
- 2.25 **"Person"** includes reference to a juristic person.
- 2.26 **"Rand value"** means the total estimated value of a contract in Rand denomination that is calculated at the time of bid invitations and includes all applicable taxes and excise duties.
- 2.27 **"stipulated minimum threshold"** means the minimum threshold stipulated in terms of regulation 8(1)(b).
- 2.28 **"Sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.29 **"Total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- 2.30 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.31 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.
- 2.32 **"rural area" means-**
  - a) a sparsely populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area; or
  - b) an area including a large settlement which depends on migratory labour and remittances and government social grants for survival, and may have a traditional land tenure system.
- 2.33 **"township"** means an urban living area that anytime from the late 19th century until 27 April 1994, was reserved for black people, including areas developed for historically disadvantaged individuals post 27 April 1994.
- 2.34 **"treasury"** has the meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No 1 of 1999)
- 2.35 **"youth"** has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No 54 of 2008)



### 3 ADJUDICATING USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

### 4 POINTS AWARDED FOR PRICE

#### 4.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

**80/20**

Where:

- $P_s$  = Points scored for cooperative price of bid under consideration  
 $P_t$  = Comparative price of bid under consideration  
 $P_{min}$  = Comparative price of lowest acceptable bid

### 5 POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 5.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant contributor	0

- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- 5.3 Bidders who qualify as QSEs in terms of the B-BBEE Act must submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

## 6 BID DECLARATION

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following.

## 7 B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.3.1 AND 5.1 ABOVE

7.1 B-BBEE Status Level of Contribution: =   
*(Max of points 10 or 20)*

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS)

## 8 SUB-CONTRACTING

8.1 Will any portion of the contract be sub- Yes ☐ No ☐

8.1. If yes, indicate:

- 1
- (i) what percentage of the contract will be subcontracted?  %
  - (ii) the name of the sub-contractor? \_\_\_\_\_
  - (iii) the B-BBEE status level of the sub-contractor? \_\_\_\_\_
  - (iv) whether the sub-contractor is an EME? Yes ☐ No ☐

## 9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm: \_\_\_\_\_

9.2 VAT registration number:

9.3 Company registration number:

9.4 Type of company/firm: (insert a X in the applicable box)

11

## 9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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## 9.6 COMPANY CLASSIFICATION

11

11

100

9.7 Total number of years the company/firm has been in \_\_\_\_\_

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct;
- (ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

**WITNESSES:**

2. \_\_\_\_\_

Date: \_\_\_\_\_

Address:

SIGNATURE(S) OF BIDDER(S)

T2.11 DECLARATION OF INTEREST - SBD 4			
Project title:	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS		
Bid no:	ZNB 9931-2021H	Project Code:	N/A

<sup>1</sup> Any legal person, including persons employed by the state<sup>1</sup>, or persons having kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of the possible allegations of favouritism, should the resulting bid/quotation, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her/their authorized representative declare his/her/their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her/their interest, where-

- 1.1 the bidder is employed by the state; and/or
- 1.2 the legal person on whose behalf the quotation/bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quotation(s)/bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quotation/bid.

**2 In order to give effect to the above, the following questionnaire must be completed and submitted with the quotation/bid document.**

- 2.1 Full Name of bidder or his or her representative: \_\_\_\_\_
- 2.2 Identity Number: \_\_\_\_\_
- 2.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>): \_\_\_\_\_
- 2.4 Registration Number of Company, enterprise, close corporation, partnership agreement or trust: \_\_\_\_\_
- 2.5 Tax Reference Number: \_\_\_\_\_
- 2.6 VAT Registration Number: \_\_\_\_\_
- 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity number, tax reference number and, if applicable, employee / persal number must be indicated in paragraph 3 below.

<sup>1</sup>"State" means –

- (a) any National or Provincial department, National or Provincial public entity or Constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) Provincial Legislature;
- (d) National Assembly or the National Council of Provinces; or
- (e) Parliament.

<sup>2</sup>"Shareholders" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

- 2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, furnish the following particulars:

Name or person / director / shareholder / member: \_\_\_\_\_

Name of state institution to which the person is connected: \_\_\_\_\_

Position occupied in the state institution: \_\_\_\_\_

Any other particulars:

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2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attached proof of such authority to the bid document? YES / NO  
(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.2 If no, furnish reasons for non-submission of such proof:

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2.8 Did you or your spouse, or any of the company's directors / shareholders / members of their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

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2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this quotation/bid?

2.9.1 If so, furnish particulars: YES / NO

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2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between the bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this quotation/bid? YES / NO

2.10.1 If so, furnish particulars:

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2.11 Do you or any of the directors / trustees/ shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES / NO

2.11.1 If so, furnish particulars:

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### 3 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

### DECLARATION

I, THE UNDERSIGNED (NAME) : \_\_\_\_\_

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Position

\_\_\_\_\_  
Name of bidder

## T2.12 RECORD OF ADDENDA TO BID DOCUMENTS

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

1. I / We confirm that the following communications received from the Department of Health before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)

	Date	Title or Details	No. of Pages
a.			
b.			
c.			
d.			
e.			
f.			
g.			
h.			
i.			
j.			
k.			
l.			
m.			

Name of authorised representative	Signature	Date

OR

- 2 I / We confirm that no communications were received from the Department of Health before the submission of this tender offer, amending the tender documents.

Name of authorised representative	Signature	Date

## T2.15 DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES - SBD 8

- 1 This Standard Bidding Document must form part of all bid's invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have:
  - abused the institution's supply chain management system;
  - committed fraud or any other improper conduct in relation to such system;
  - or failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question		
4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector?  (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:    		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a> , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:    		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:    		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:    		



## 5 CERTIFICATION

I the undersigned (*full name*) \_\_\_\_\_  
certify that the information furnished on this declaration is true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of authorised representative	Signature	Date	Position

**T2.15a LATEST 12 MONTH ANNUAL FINANCIAL STATEMENT**

**Project title:**

**ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT  
WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

**Bid no:**

**ZNB 9931-2021H**

**Project Code:**

**N/A**

**ATTACH A CERTIFIED COPY OF THE ANNUAL FINANCIAL  
STATEMENT OF THE COMPANY FOR THE PAST FINANCIAL  
YEAR TO THIS PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, certified copies of the annual financial statements of the past financial year in respect of each party to the Joint Venture must be attached to this page

**ATTACH COMPANY LATEST 12 MONTHS ANNUAL FINANCIAL STATEMENTS TO THIS PAGE**

## T2.18 Compulsory Enterprise Questionnaire

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1: Name of enterprise:**

**Section 2: VAT registration number, if any:**

**Section 3: CIDB registration number, if any:**

**Section 4: Particulars of sole proprietors and partners in partnerships**

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 6 partners

**Section 5: Particulars of companies and close corporations**

Company registration number	
Close corporation number	
Tax reference number	

**Section 6: Record of service of the state**

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

<input type="checkbox"/> a member of any municipal council	<input type="checkbox"/> an employee of any provincial department, National or Provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
<input type="checkbox"/> a member of any Provincial Legislature	<input type="checkbox"/> a member of an accounting authority of any National or Provincial public entity
<input type="checkbox"/> a member of the National Assembly or the National Council of Province	<input type="checkbox"/> an employee of Parliament or a Provincial Legislature
<input type="checkbox"/> a member of the board of directors of any municipal entity	
<input type="checkbox"/> an official of any municipality or municipal entity	

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

\*insert separate page if necessary

# **Section 7: Record of spouses, children and parents in the service of the state**

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

<input type="checkbox"/> a member of any municipal council	<input type="checkbox"/> an employee of any Provincial department, National or Provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
<input type="checkbox"/> a member of any Provincial Legislature	<input type="checkbox"/> a member of an accounting authority of any National or Provincial public entity
<input type="checkbox"/> a member of the National Assembly or the National Council of Province	<input type="checkbox"/> an employee of Parliament or a Provincial Legislature
<input type="checkbox"/> a member of the board of directors of any municipal entity	
<input type="checkbox"/> an official of any municipality or municipal entity	

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

\*Insert separate page if necessary

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Position of authorised representative		Date	
Signature of authorised representative			
Name of authorised representative			
Enterprise name			

**T2.19 TAX COMPLIANCE STATUS (TCS) PIN TO VERIFY ON LINE  
COMPLIANCE SUPPLIER STATUS VIA SARS e-FILING**

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

**TAX CLEARANCE REQUIREMENTS**

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations. It is a condition of this Offer of Commission that your practice remains in good standing with SARS (South African Revenue Services) in terms of its tax clearance, during the project, which is required to process your payment certificates.

1. In order to meet this requirement bidders are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign bidders / individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax Compliance Status (TCS) PIN that will be valid for a period of 1 (one) year from the date of approval.
3. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN.
4. Application for Tax Compliance Status (TCS) PIN can be done via e-filing at any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).
5. Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).

**IMPORTANT NOTICE**

1. The South African Revenue Services (SARS) has phased out the issuing of paper Tax Clearance Certificates.
2. From 18 April 2016 SARS introduced an enhanced Tax Compliance (TCS) system.
3. The new system allows taxpayers to obtain a Tax Compliance Status (PIN), which can be utilised by authorised third parties to verify taxpayers compliance status online via SARS e-filing.
4. Bidders are required to fill in clearly, legibly, in bold print and black ink the SARS (TCS) PIN number and Tax Reference number in the space hereunder:

<b>Tax Compliance Status(TCS) PIN Number</b>	
<b>Company / Bidding Entity Tax Reference Number</b>	

**Name of Bidder:** .....

**Signature of bidder:** .....

**Date:** .....

**T2.20 CERTIFIED PROOF OF GOOD STANDING WITH THE  
COMPENSATION COMMISSIONER**

Project title:	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS		
Bid no:	ZNB 9931-2021H	Project Code:	N/A

**ATTACH A CERTIFIED COPY OF PROOF, THAT THE  
TENDERER IS IN GOOD STANDING WITH THE  
COMPENSATION COMMISSIONER, TO THIS PAGE FOR  
ADJUDICATION PURPOSES**

**NOTE**

In the case of a Bid by a Joint Venture, certified copies of proof of Good Standing with the Compensation Commissioner in respect of each party to the Joint Venture must be attached to this page

## T2.21 - FORM OF OFFER AND ACCEPTANCE

Agreement

ZNB 9931-2021H

### OFFER

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works:

#### ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS

The Bidder, identified in the Offer signature block, has examined the documents listed in the Tender Data and Addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender and complies fully with the requirements of Clause F.3.13 in the Bid Data.

By the representative of the Bidder, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance, the Bidder offers to perform all of the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

#### THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:

<b>Amount (in words):</b>	
<b>Amount in figures:</b>	R <span style="width: 70%;"></span>

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Bidder before the end of the period of validity stated in the Tender Data, whereupon the Bidder becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

#### THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or Close Corporation:  And: Whose Registration Number is:  And: Whose Income Tax Reference Number is:	OR	Natural Person or Partnership:  Whose Identity Number(s) is/are:  Whose Income Tax Reference Number is/are:
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#### AND WHO IS (if applicable):

Trading under the name and style of:
--------------------------------------

#### AND WHO IS:

Represented herein, and who is duly authorised to do so, by:  Mr/Mrs/Ms:  In his/her capacity as:	<b>Note:</b> A Resolution / Power of Attorney, signed by all the Directors / Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.
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#### SIGNED FOR THE BIDDER:

Name of authorised representative	Signature	Date

#### WITNESSED BY:

Name of authorised representative	Signature	Date

**Bid no: ZNB 9931-2021H**

This Offer is in respect of the official documentation.

**GUARANTEE OPTIONS:**

The Bidder agrees to provide a bank or insurance guarantee in accordance with clause 6.2.3 of the Conditions of the GCC2010 Contract within the period stated in the Contract Data. This guarantee shall be for a sum equal to an amount stated in the Contract Data.

NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

(a) the Bidder accepts that in respect of contracts up to R1 million, a payment reduction of 5% of the contact value will be applicable and will be reduced by the Employer in terms of the applicable conditions of contract.

(b) in respect of contracts above R1 million, the Bidder offers to provide security as indicated below:

(i) cash deposit of 10 % of the Contract Price

(ii) bank or insurance Performance Guarantee of 10 % of the Contract Price

(iii) cash deposit of 5% of the Contract Price and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT)

(iv) bank or insurance guarantee of 5% of the Contract Price and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT)


**NOTE:** Where the Bidder has not selected one of the guarantee options above, the default option will be as if the Bidder has selected a security of a bank or insurance guarantee of 5% of the value of the Works and a payment reduction of 5% of the value certified in the payment certificate excluding value added tax. - See GCC2010 clause 6.2.2 as amended in Contract Data.

NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

*The Bidder elects as its domicilium citandi et executandi in the Republic of South Africa, where any and all legal notices may be served, as (physical address):*

**Other Contact Details of the Bidder are:**

Telephone No: \_\_\_\_\_ Cell Phone No: \_\_\_\_\_

Fax No: \_\_\_\_\_ Email Address : \_\_\_\_\_

Postal address: \_\_\_\_\_

Banker : \_\_\_\_\_ Branch : \_\_\_\_\_

UIF Registration Number: \_\_\_\_\_ CIDB Registration Number: \_\_\_\_\_

Central Suppliers Database  
Registration Number:

--

ECDP Number:

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## ACCEPTANCE (For Official use only)

**Bid no: ZNB-H**

By signing this part of this Form of Offer and Acceptance, the Employer identified below, accepts the Bidder's offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of the Bidder's offer shall form an agreement between the Employer and the Bidder upon the terms and conditions contained in this Agreement and in the contract that is the subject of this Agreement.

**The terms of the contract, are contained in:**

Part 1	Agreement and Contract Data, (which includes this agreement)
Part 2	Pricing data
Part 3	Scope of work.
Part 4	Site information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the Offer agreed by the Bidder and the Employer during this process of Offer and Acceptance, are contained in the schedule of deviations attached to and forming part of this Agreement. No amendments to or deviations from said documents are valid unless contained in this Schedule, which must be duly signed by the authorised representative(s) of both parties.

The Bidder shall within 7 days after receiving a completed copy of this Agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the Conditions of Contract identified in the Contract Data at, or just after, the date this **Agreement comes into effect**. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Bidder receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Bidder (now Contractor) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

**For the Employer:**

Name of delegated signatory	Signature	Rank	Date

<b>Name of Organisation:</b>	Department of Health
<b>Address of Departmental Office:</b>	35 Hyslop, Townhill Office Park, Block 1, Pietermaritzburg, 3200

**WITNESSED BY:**

Name of witness	Signature	Rank	Date

**Bid no: ZNB-H**

**Schedule of Deviations**

**Notes:**

1. The extent of deviations from the bid documents issued by the Employer prior to the bid closing date is limited to those permitted in terms of the Conditions of Bid.
2. A Bidder's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid become the subject of agreement reached during the process of, offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the bid document and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.
4. Any change or addition to the bid documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

<b>1.1.1. Subject:</b>
<b>Detail:</b>

<b>1.1.2. Subject:</b>
<b>Detail:</b>

<b>1.1.3. Subject:</b>
<b>Detail:</b>

<b>1.1.4. Subject:</b>
<b>Detail:</b>

<b>1.1.5. Subject:</b>
<b>Detail:</b>

<b>1.1.6. Subject:</b>
<b>Detail:</b>

By the duly authorised representatives signing this Schedule of Deviation, the Employer and the Bidder agree to and accept the foregoing Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and addenda thereto as listed in the Bid Schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the Bidder and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the Bid documents and the receipt by the Bidder of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

**For the Contractor:**

Name of delegated signatory	Signature	Position in Entity	Date

**For the Employer:**

Name of delegated signatory	Signature	Rank	Date

**WITNESSED BY:**

Name of witness	Signature	Rank	Date

## T2.21a CONFIRMATION OF RECEIPT

### ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS

Bid no.:	ZNB 9931-2021H	Project Code:	N/A
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The Bidder (now Contractor), identified in the Offer part of this Agreement hereby confirms receipt from the Employer, identified in the Acceptance part of this Agreement, of one fully completed original copy of this Agreement, including the Schedule of Deviations (if any) today:

the \_\_\_\_\_ (day)

of \_\_\_\_\_ (month)

\_\_\_\_\_ (year)

at \_\_\_\_\_ (Place)

For the Contractor:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Capacity*

Signature and name of witness:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name*

## T2.22 - FINAL SUMMARY

<b>Project title:</b>	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS		
<b>Bid no:</b>	ZNB 9931-2021H	<b>Project Code:</b>	N/A

ATTACH SUMMARY

**T2.23 - PROOF OF PAID MUNICIPAL RATES & TAXES**

<b>Project title:</b>	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS		
<b>Bid no:</b>	ZNB 9931-2021H	<b>Project Code:</b>	N/A

**ATTACH PROOF OF PAID MUNICIPAL RATES & TAXES TO  
THIS PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Quotation by a Joint Venture, proof of paid municipal rates and taxes for each member of the Joint Venture should be attached to this form.

**T2.24 - CERTIFIED PROOF OF VALID UIF REGISTRATION**

<b>Project title:</b>	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS		
<b>Bid no:</b>	ZNB 9931-2021H	<b>Project Code:</b>	N/A

**ATTACH A CERTIFIED COPY OF PROOF, THAT THE BIDDER  
IS IN GOOD STANDING WITH THE UIF TO THIS PAGE FOR  
ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, certified copies of proof of Good Standing with the **UIF** in respect of each party to the Joint Venture must be attached to this page

The contractor must submit proof of UIF Contributions made to the fund to the Principal Agent on a monthly basis for the duration of the contract.

Should the contractor default on his monthly payments, the Employer will pay the outstanding payments due and the contractor will be liable for payments made by the Employer on behalf of the contractor, plus any additional cost associated with this process.

<b>T2.26 CERTIFICATE OF INDEPENDENT BID DETERMINATION - SBD 9</b>			
<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

1. This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a per se prohibition meaning that it cannot be justified under any grounds.
3. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a) disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b) cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
4. This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

### **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

**ZNB-H - ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS**

*(Bid Number and Description)*

in response to the invitation for the bid made by:

**KZN Department of Health**

*(Name of Institution)*

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of : \_\_\_\_\_ that :  
(Name of Bidder)



1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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.

<sup>3</sup> 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.
10. 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.

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**Signature**

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**Date**

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**Position**

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**Name of bidder**

**T2.28 - CERTIFIED PROOF OF CIDB REGISTRATION NUMBER**

<b>Project title:</b>	<b>ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 9931-2021H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A CERTIFIED COPY OF PROOF, THAT THE BIDDER  
IS REGISTERED WITH THE CONSTRUCTION INDUSTRY  
DEVELOPMENT BOARD (CIDB) TO THIS PAGE FOR  
ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, certified copies of proof of registration with the CIDB in respect of each party to the Joint Venture must be attached to this page

**T2.29 - PROOF OF PAYMENT OF BID DEPOSIT**

<b>Project title:</b>	ELECTRICAL UPGRADE AND INSTALLATION OF LAUNDRY HOT WATER SYSTEM AT ESHOWE AND LADYSMITH HOSPITALS		
<b>Bid no:</b>	ZNB 9931-2021H	<b>Project Code:</b>	N/A

**ATTACH A COPY OF PROOF OF PAYMENT WHERE  
AVAILABLE OF THE BID DEPOSIT BY THE BIDDER, TO THIS  
PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture a certified copy of proof of payment where available of the bid deposit is only necessary in respect of any one party to the Joint Venture and must be attached to this page

## T2.30 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 1

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

### PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to Head: Health (Department of Health: Province of KwaZulu-Natal) in accordance with the requirements and specifications stipulated in bid number ZNB-H at the price/s quoted.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz:
    - Invitation to bid;
    - Tax Compliance Status (TCS) PIN;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract for construction works Edition 2 - GCC2010; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT): \_\_\_\_\_

CAPACITY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_

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

#### Witnesses:

1. \_\_\_\_\_

2. \_\_\_\_\_

Date: \_\_\_\_\_

## T2.31 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 2

### PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I \_\_\_\_\_ in my capacity as \_\_\_\_\_

accepts your bid under reference ZNB-H dated \_\_\_\_\_ for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

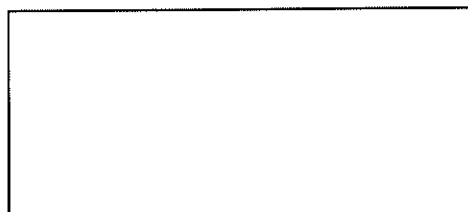
ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT \_\_\_\_\_ ON \_\_\_\_\_  
[Place] [Date]

NAME (PRINT): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



OFFICIAL STAMP:

<b>Witnesses:</b>	
1. _____	
2. _____	
Date: _____	

## T2.36 - Functionality Criteria

The minimum threshold score below which tenderers are eliminated from further consideration must be 60%

### TENDER EVALUATION CRITERIA AND SCORING FOR ESHOWE AND LADYSMITH HOSPITAL

The weighting for Quality and functionality out of 100 sub-points is as follows:

Evaluation Criteria	Deliverables	Points	Sub-Points	Sub-Criteria	Sub-Points Scoring
1. Financial Standing  <i>The Bidder must at least score 10 points in Financial Standing in order to be considered responsive</i>	The submission of all financial requirements stipulated in the tender	40 Points	25 Sub-points	Letter from the bank confirming of available capital of at least 10% of tender value. If the Service provider shows availability of more than 20% of Tendered value, then full points will be awarded for this sub criteria.	25 Proof of working capital of at least 10% of tendered value
					10 Proof of working capital is between 5% to 9% of the tendered value
					0 Proof of working capital of less than 5% of tendered value
			15 Sub-points	Letters of credit reference from suppliers and credit limits to the value equal or more than 10% of the tender value.	15 Credit is more than or equal to 10% of the tendered value
					10 Credit is between 5% to 9% of the tendered value
					0 Credit is below 5% of the tendered value
2 Organisation, competency and Experience  <i>The Bidder must at least score 10 points Competency, Experience and Resource Capacity in order to be considered responsive</i>	Tenderer to demonstrate their technical competency, human resource capacity and relevant project experience	20 Points	20 Sub-points	Organisations number of projects in Electrical Upgrade to LV Switchgear, LV Cables, Distribution boards completed over the past 3 years with traceable references.	20 3 projects and above with their completion certificate and work orders
					10 2 projects with completion certificate and work orders
					0 One(1) or no project
3 Tenderer's Project Management Structure and Organogram and Experience of Resources Proposed for the Project  <i>The Bidder must score full 30% In TendersProject Management Structure and Organogram and Experience of Resources in order to be considered responsive</i>	A tenderer to submit 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 experience and competency of the team members.	40 Points	40 Sub-points	Resources capability, competency and experience	40 The key project resources (Installation electrician with wireman's licence )with atleast three years of practical experience each after obtaining a licence
					30 The key project resources (Installation electrician with wireman's licence) atleast two years of practical experience each after obtaining a licence
					0 No Electrician

### TENDER EVALUATION CRITERIA AND SCORING PRICE AND BBEE

Evaluation Criteria	Deliverables	Points
Price	The lowest responsive and responsible priced offer shall be allocated 80 points. All other responsive and responsible offers shall be allocated a prorated point value based on the lowest responsive and responsible priced offer.	80 Points

Broad Based Black Economic Empowerment (BBBEE)	The points allocated to each tenderer for Broad Based Black Economic Empowerment shall be based on the Broad Based Black Economic Empowerment Scorecard. In this regard, the points score for this criteria for each tenderer, shall be determined as follows:	20	Points
	• Level 1 Contributor	20	Points
	• Level 2 Contributor	18	Points
	• Level 3 Contributor	14	Points
	• Level 4 Contributor	12	Points
	• Level 5 Contributor	8	Points
	• Level 6 Contributor	6	Points
	• Level 7 Contributor	4	Points
	• Level 8 Contributor	2	Points
	• Non-Compliant Contributor	0	Points