



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

PRE-BID DOCUMENT

ZNB 5560/1/2022-H

THE SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE IN THE DEPARTMENT OF HEALTH HEAD OFFICES: 3 YEAR CONTRACT

BIDDER TO NOTE THE FOLLOWING

PRE-BID MEETING DATE AND TIME:

Date: 12 JULY 2022

Time: 10: 00AM

Venue: 330 LANGALIBALELE STREET, NATALIA BUILDING, AUDITORIUM

TECHNICAL SPECIFICATION

EXECUTIVE LEVEL (14 & above)		
No.	DESCRIPTION	SPECIFICATION
1.	Executive Desk with side unit	50 mm, cherry veneer, rounded edges.
2.	Conference Table	To match Executive Desk with hexagon box shaped legs
3.	Executive high back office Chair	Genuine leather, gas height adjustment, wooden arms to match desk, swivel and tilt
4.	Set of Visitors chairs	To match executive chair
5.	6x Conference Table Chairs	To match visitor's chairs
6.	Roller Door Credenza	Wooden to match desk unit, with roller doors.
7.	Metallic Document trays	To match desk unit
8.	Waste Bin	To match wooden furniture – box shaped
9.	4-Drawer Filing Cabinet	To match wooden furniture
10.	Roller Door wooden cupboard	Wooden to match desk unit, with roller doors
11.	Wooden standing coat hanger	To match wooden furniture with 4 hangers
12.	Wall Unit/ Wooden bookcase with glass doors – Base and top units	To match wooden furniture – Base: 4 Door unit and Top: 4 glass doors with frosted glass

LEVEL 13 DIRECTORS		
No.	DESCRIPTION	SPECIFICATION
1.	Executive Desk with side unit	50 mm, cherry veneer, rounded edges.
2.	Conference Table	To match Executive Desk with hexagon box shaped legs
3.	Executive high back office Chair	Genuine leather, gas height adjustment, wooden arms to match desk, swivel and tilt
4.	Set Visitors chairs	To match executive chair
5.	6x Conference Table Chairs	To match visitor's chairs
6.	Credenza	Wooden to match desk unit, with roller doors.
7.	Document trays	To match desk unit
8.	Waste Bin	To match wooden furniture – box shaped
9.	Stationery wooden cupboard	Roller door, wooden to match desk unit
10.	4-Drawer Filing Cabinet	To match wooden furniture
11.	2 Tier Document Trays	To match wooden furniture

LEVEL 12 AND 11 - DEPUTY DIRECTORS		
No.	DESCRIPTION	SPECIFICATION
1.	Managerial Desk with side unit	38 mm, cherry veneer, rounded edges.
2.	Conference Table	To match Executive Desk - with hexagon box shaped legs
3.	Managerial high back office Chair	Bonded Leather touch, upholstered, swivel and tilt
4.	Set Visitors chairs	To match executive chair
5.	4x Conference Table Chairs	To match visitor's chairs
6.	Credenza	Wooden to match desk unit, with roller doors.
7.	Document trays	To match desk unit
8.	Waste Bin	To match wooden furniture – box shaped
9.	Stationery wooden cupboard	Roller door, wooden to match desk unit
10.	4-Drawer Filing Cabinet	To match wooden furniture
11.	2 Tier Document Trays	To match wooden furniture

LEVEL 10 AND 09 - ASSISTANT DIRECTORS

No.	DESCRIPTION	SPECIFICATION
1.	Managerial Desk with side unit	38 mm, cherry veneer, rounded edges.
2.	Managerial high back office Chair	Bonded Leather touch, upholstered, swivel and tilt
3.	Set Visitors chairs	To match executive chair
4.	Credenza	Wooden to match desk unit
5.	Document trays	To match desk unit
6.	Waste Bin	To match wooden furniture
7.	2-Door Stationery wooden cupboard	Wooden to match desk unit
8.	4-Drawer Filing Cabinet	To match wooden furniture
	2 Tier Document Trays	To match wooden furniture

LEVEL 08 AND BELOW

No.	DESCRIPTION	SPECIFICATION
1.	Admin Desk 3 drawer with L extension	32 mm, cherry veneer, rounded edges.
2.	High back office Chair	Upholstered, swivel and tilt – Midnight Blue material
3.	Set Visitors' chairs	To match high back chair
4.	Credenza	2 door Wooden to match desk unit.
5.	Wooden document trays	To match desk unit
6.	Waste Bin	Round plastic material
7.	4-Drawer filing cabinet	Cream steel
8.	2-Door stationery cupboard	Cream steel

CLUSTER FURNITURE

No.	DESCRIPTION	SPECIFICATION
1.	3-Way units with drawers and screens	32 mm melamine finish in cherry with metal legs
2.	4-Way units with drawers and screens	32 mm melamine finish in cherry with metal legs
3.	High back office Chair	Upholstered, swivel and tilt
4.	Reception Counter	To match size of reception area

OPTIONAL EXTRAS		
No.	DESCRIPTION	SPECIFICATION
1.	Heavy Duty 4x4 Chairs	High Back, Black bonded leather with Heavy Duty Casters
2.	4 seater round table with 4 chairs	38 mm, cherry veneer, rounded edges. Legs to be recessed38 mm, cherry veneer, rounded edges
3.	Ergonomic High Back Chairs	High Back, Mesh with contrasted seating, with Heavy Duty Casters
4.	6 seater round table with 6 chairs	To match furniture - with hexagon box shaped legs
5.	12 seater boardroom table	38 mm, cherry veneer, rounded edges. Legs to be recessed38 mm, cherry veneer, rounded edges
6.	20 seater boardroom table	38 mm, cherry veneer, rounded edges. Legs to be recessed38 mm, cherry veneer, rounded edges
7.	24 seater boardroom table	38 mm, cherry veneer, rounded edges. Legs to be recessed38 mm, cherry veneer, rounded edges
8.	30 seater boardroom table	38 mm, cherry veneer, rounded edges. Legs to be recessed38 mm, cherry veneer, rounded edges
9.	Boardroom chair	High back Black leather with wheels
10.	Computer table	32 mm melamine finish in cherry
11.	Classroom style desk	800 x 450 mm with 1 drawer, cherry veneer
12.	Coffee Table	Wooden to match furniture
13.	Raised 4 compartment Document Trays	Wooden to match furniture
14.	Reception Desk	Wooden to match furniture
15.	Reception couches	To match office furniture
16.	Triple shelf Bespoke Tea Trolleys	Wooden
17.	Triple shelf Bespoke Tea Trolleys	Metal
18.	Stackable student desk	Steel legs with wooden tops

Please Note: All Chairs must come with Heavy Duty Casters