

**PROVINCIAL ADMINISTRATION OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH**



**KWAZULU-NATAL PROVINCE**

**HEALTH**  
REPUBLIC OF SOUTH AFRICA

**BILLS OF QUANTITIES**

with GCC for Construction Works - Second Edition 2010

**RETURNABLE DOCUMENT**

ONE VOLUME APPROACH

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12  
AUTOCLAVES IN 11 HOSPITALS**

**Project Leader**

KZN Department of Health - Infrastructure Development  
Private Bag X 9051  
Pietermaritzburg  
Pietermaritzburg  
3200  
27339402536 - Tel Number  
kwenzakwenkosi Thabethe@kznhealth.gov.za

**Employer:**

Head: Department of Health  
KZN Department of Health

Private Bag X 9051

**Pietermaritzburg**

3200

Tel Number: 033 - 940 2400

Tender Number: ZNB 5717/2023-H

CIDB Grading: 4ME

Document Date:

45322

Contract Period: 6 Calendar Months

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

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

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

## AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS



### THE TENDER

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### IMPORTANT NOTICE TO TENDERERS

Any reference to words Tender or Tenderder herein and/or in any other documentation shall be construed to have the same meaning as the words Tender or Tenderer. 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 alternativeTenders 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 Tendering Entity or Tenderder who, on acceptance of the Offer, would become the contractor"**

**All amendments issued for this tender must be downloaded from the website stated in the tender advertisement.**

**Tenderers are to ensure that all returnable documents as stated in T2.1, items 1 to 5, are submitted to avoid disqualification. Furthermore, tenderers are to ensure that all documents stated in T2.1, item 6, are submitted in order to be evaluated for functionality as per the requirements of T2.36.**



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**The Tender**



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**PART T1. - TENDER PROCEDURES**



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
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**T1.1 - TENDER NOTICE AND INVITATION TO TENDER**

<b>T1.1 TENDER NOTICE AND INVITATION TO TENDER</b>			
<b>THE KZN DEPARTMENT OF HEALTH INVITES TENDERS FOR THE PROVISION OF:</b>			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>Advertisement date:</b>	<b>08 December 2023</b>	<b>Closing date:</b>	<b>31 January 2024</b>
<b>Closing time:</b>	<b>11:00</b>	<b>Validity period:</b>	<b>84 Days</b>

It is estimated that tenderers must have a CIDB contractor grading designation of 4ME 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.

<input checked="" type="checkbox"/>	All Tenderer's should have a CIDB Class of Construction Contractor Grading Designation as indicated above. No Tenderer with a PE status will be considered as the Department does not have an Official Mentorship Programme in place to assist a Potentially Emerging Enterprise.
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**Only Tenderer's who are responsive to the following responsiveness criteria are eligible to submit Tenders:**

<input checked="" type="checkbox"/>	Only those tenderers 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 Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a : 4ME or higher, class of construction work, are eligible to have their Tenders evaluated.
<input checked="" type="checkbox"/>	Joint ventures are eligible to submit tenders provided that: 1 every member of the joint venture is registered with the CIDB; 2 the lead partner has a contractor grading designation in the 4ME or higher, class of construction work; or 3 the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a : <b>4ME</b> or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations.
<input checked="" type="checkbox"/>	Tender 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 Tenderder's or entity tax reference number.
<input checked="" type="checkbox"/>	Contractor's Safety, Health and Environmental Declaration.
<input checked="" type="checkbox"/>	Complete priced Bill of Quantities to be submitted.
<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 Tenderder may not be awarded a contract if he/she is not registered and in good standing with the Compensation Commissioner.
<input type="checkbox"/>	Proof of UIF Registration - Not Applicable (T2.24)
<input checked="" type="checkbox"/>	Compulsory Enterprise Questionnaire (T2.18)
<input checked="" type="checkbox"/>	<b>Tenderers must meet the minimum qualifying score for functionality criteria first before they can be considered for price and preference.</b>
<input checked="" type="checkbox"/>	Invitation to Tender - SBD 1

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

Name of Tenderer: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

Telephone Number CODE \_\_\_\_\_ NUMBER \_\_\_\_\_

Cellphone 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

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [If yes, enclose proof] YES  or NO

**THE TENDER SHALL BE EVALUATED IN THREE (3) STAGES. THE STAGES ARE AS FOLLOWS:**

STAGE 1 - Administrative compliance: All mandatory returnable documents have been submitted and are compliant; the tender documentation has been fully completed and signed. This must include mandatory requirements as indicated below (T2.1), if applicable. The bidder who did not submit administrative and mandatory requirements will be treated as non-responsive and will not progress to the next evaluation stage

STAGE 2 - Evaluation of functionality criteria: As stated in T2.36 (if applicable). Tenderers are required to submit the stated documents and achieve the minimum stated score to proceed to the next Stage of evaluation. The bidder who did not submit administrative and mandatory requirements will be treated as non-responsive and will not progress to the next evaluation stage

STAGE 3 - Evaluation of price and preference points

**Notes**

**T2.1: Returnable Documentation**

List of returnable documents include the following:

- Returnable schedules required for tender evaluation purposes
- Documents required for the evaluation of mandatory technical criteria (if applicable)
- Documents required for the evaluation of functionality

This tender will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022:

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

<b>NOTE</b>		Refer to T2.36 - Functionality Criteria	
Functionality requirement:	60	Points	
Price:	80	points	
Preference point scoring system will be based on the following points:			
<b>Preference points system:</b>			
<b>Preferences are offered to Tenderder's who have attained the following in accordance with the table below:</b>			
<b>1. Specific goals (according to the PPPFA):</b>			
(a)	In terms of Race, full, partial or combination of points may be allocated to companies who are at least 51% Owned by Black People	20	Points
<b>Total must equal 10 or 20 points</b>		<b>20</b>	<b>Points</b>

**Notes:**

- 1 The successful Tenderder will be required to sign a contract.
- 2 Tenderders should ensure that Tenders are delivered timeously to the correct address. If the Tender is late, it will not be accepted for consideration.
- 3 The Tender box is generally open during official working hours.
- 4 All Tenders must be submitted on the official forms – (Not to be re-typed)
- 5 THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT FOR CONSTRUCTION WORKS (GCC2010) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT
- 6 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.
- 7 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.
- 8 Open only the financial proposals of tenderers who, in the Functionality evaluation score, have more than the minimum number of points for Functionality 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 non-financial proposals failed to achieve the minimum number of points for Functionality.

## THE PHYSICAL ADDRESS FOR COLLECTION OF TENDER DOCUMENTS:

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

**Department of Health Central Supply Chain 310 Jabu Ndlovu Street, Pietermaritzburg,3200**

A non-refundable tender deposit of R is payable as per the tender advertisement , on collection of the Tender documents.

## COMPULSORY CLARIFICATION MEETING

It is vital that a technically qualified and knowledgeable member from the tenderer's firm attends the compulsory site clarification meeting.

A Compulsory clarification Meeting with representatives of the Employer will take place as follows:

**GJ Crooks, Main Hospital Board Room**

on: **15 January 2024**

## OTHER FACILITY SITE VISIT, DATE & TIME

EThekwini, Addington Hospital, 15 January 2024, 13:00  
 Umgungundlovu, Appelsbosch Hospital, 16 January 2024, 9:00  
 Ilembe, Montebello Hospital, 16 January 2024, 12:00  
 Umgungundlovu, Greys Hospital, 16 January 2024, 14:30  
 EThekwini, Osindisweni Hospital, 17 January 2024, 10:00  
 Ilembe, GJG Mpanza Memorial Hospital, 17 January 2024, 14:00  
 Umzinyathi, Dundee Hospital, 18 January 2024, 10:00  
 Umzinyathi, Charles Johnson Memorial Hospital, 18 January 2024, 12:30  
 Zululand, Vryheid Hospital, 18 January 2024, 14:30  
 Umkhanyakude, Bethesda Hospital, 19 January 2024, 11:00

## QUERIES REGARDING THE TENDERING PROCEDURE OR TECHNICAL INFORMATION MAY BE DIRECTED TO:

DOH Project Manager:	Kwenzakwenkosi Thabethe	Telephone no:	(033) 940 2400
Cell no:	27 792 629 742		
E-mail:	kwenzakwenkosithabethe@kznhealth.gov.za		

## DEPOSIT / RETURN OF TENDER DOCUMENTS:

Telegraphic, telephonic, telex, facsimile, electronic, posted 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:

DEPOSITED IN THE TENDER BOX AT:
Tender Advisory Services
Supply Chain Management, Head Office
310 Jabu Ndlovu Street
Pietermaritzburg
3200



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## **AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

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### **T1.2 - TENDER DATA**

<b>T1.2 TENDER DATA</b>			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Project Code:</b>	N/A		
<b>Tender no:</b>	ZNB 5717/2023-H	<b>Closing date:</b>	31 January 2024
<b>Closing time:</b>	11:00	<b>Validity period:</b>	84 Days
<b>Clause number:</b>			
	<p>The conditions of Tender are the Standard Conditions of Tender as contained in Annexure C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts as per Board Notice <b>423 of 2019</b> in Government Gazette <b>42622 of 8 August 2019</b> 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 contained within 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 "C" in the above mentioned Standard Conditions of Tender.</p>		
C.1.1	<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 5 of the CIDB's "Standard for Uniformity in Engineering and Construction Works Contracts."</p> <p>The list of Returnable Documents identifies which of the documents a Tenderer must complete when submitting a Tender. The Tenderer must submit his Tender by completing the Returnable Documents including the priced Final Summary of the Bills of Quantities, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the whole of the procurement document back to the Department bound up as it was when it was received.</p>		
C.1.2	<p>The single volume procurement document issued by the Employer comprises the following:</p> <p><b>TENDER</b></p> <p><b>Part T1: Tendering procedures</b></p> <p>T1.1 - Tender Notice and Invitation to Tender</p> <p>T1.2 - Tender Data</p> <p>T1.3 - Annexure C - Standard Conditions of Tender</p> <p><b>Part T2: Returnable documents</b></p> <p>T2.1 - List of returnable documents</p> <p>T2.2 - Returnable schedules (See different forms listed in <b>T2.1 - Returnable Schedule</b>)</p> <p><b>CONTRACT</b></p> <p><b>Part C1: Agreements and Contract Data</b></p> <p>C1.1 - Form of Offer and Acceptance</p> <p>C1.2 - Contract Data</p> <p>C1.3 - Form of Guarantee</p> <p><b>Part C2: Pricing data</b></p> <p>C2.1 - Pricing Instructions</p> <p>C2.2 - Bills of Quantities</p> <p><b>Part C3: Scope of works</b></p> <p>C3.1 - Scope of Works</p> <p>C3.2 - Specification for HIV/AIDS awareness</p> <p>C3.3 - HIV/STI Compliance report</p> <p>C3.4 - Project Specific Construction Safety, Health and Environmental Specification</p> <p>C3.5 - Supplementary Preambles</p>		

<b>Part C4: Site information</b>	
C4.1 -	Site Information
C4.2 -	Builders Lien Agreement
<b>Part 5: List of Drawings/Annexure's</b>	
C5.1 -	List of Drawings
C5.2 -	Standard Preambles for all Trades (Rev 3) - DOH 2009
C5.3 -	General Electrical Specifications
C5.4 -	Lightning Protection Specifications
C5.5 -	Map of Tender submission location
C5.6 -	Joint Venture Agreement
C5.7 -	Health and Safety Specification
C5.8 -	Health and Safety Bill of Quantities
C5.9 -	Builders Lien Agreement
C5.10	Geotechnical Investigation Report (If applicable)
C5.11	EPWP Employment Contract
C5.12	Attendance Register - Infrastructure and Other projects
C5.13	EPWP Data Collection tool for Phase 3 system
C.1.4	The Employer's agent (Engineer/Principal Agent) is:
	Name: <b>KZN Department of Health - Infrastructure Development</b>
	Capacity: <b>Project Leader</b>
	Address: <b>Private Bag X 9051 , Pietermaritzburg , Pietermaritzburg , 3200</b>
	Tel: <b>27339402536</b>
	E-mail: <b>kwenzakwenkosi Thabethe@kznhealth.gov.za</b>
	Responsible person: <b>Kwenzakwenkosi Thabethe</b>
C.1.6	<b>PP2-Competitive Selection Procedure</b>   <b>Design by Employer</b>
	<b>PP2B-Open Procedure</b>
	<b>Tenderers must meet the minimum qualifying score for functionality criteria first before they can be considered for price and preference.</b>
C.2.1	For eligibility refer to <b>T1.1 Tender Notice and Invitation to Tender</b>
	This project is an EPWP project and the tenderer is advised to price accordingly.
	Only those tenderers 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 Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a : 4ME or higher class of construction work, are eligible to have their tenders evaluated.  Joint ventures are eligible to submit tenders provided that: 1 every member of the joint venture is registered with the CIDB; 2 the lead partner has a contractor grading designation in the 4ME or higher, class of construction work; or not lower than one level below the required the required grading designation in the class of works construction works under considerations and possess the required recognition status 3 the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a : 4ME or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations.
	<b>See end of T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN TENDER for combinations of JV's arrangements.</b>

C.2.7	For particulars regarding a pre-tender site inspection meeting (clarification meeting), see <b>T1.1 Tender Notice and Invitation to Tender</b> .
C.2.12	Alternative tender offer permitted: <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
	<p>If a tenderer wishes to submit an own alternative tender offer, the only criteria permitted for such alternative tender offer is that it demonstrably satisfies the Employer's standards and requirements. A tenderer may submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted. Provided that the tenderer's main tender offer is according to specification and would under normal circumstances be recommended for acceptance, his alternative tender offer may also be considered for the purpose of the award of the contract.</p> <p>Calculations, drawings and all other pertinent technical information and characteristics as well as modified or proposed Pricing Data must be submitted with the alternative tender offer to enable the Employer to evaluate the efficacy of the alternative and its principal elements, to take a view on the degree to which the alternative complies with the Employer's standards and requirements and to evaluate the acceptability of the pricing proposals. Calculations must be set out in a clear and logical sequence and must clearly reflect all design assumptions. Pricing Data must reflect all assumptions in the development of the pricing proposal.</p> <p>Acceptance of an alternative tender offer will mean acceptance in principle of the offer. It will be an obligation of the contract for the tenderer, in the event that the alternative is accepted, to accept full responsibility and liability that the alternative offer complies in all respects with the Employer's standards and requirements.</p> <p>The modified Pricing Data must include an amount equal to 5% of the amount tendered for the alternative offer to cover the Employer's costs of confirming the acceptability of the detailed design before it is constructed.</p>
C.2.13.2	Tenderers are to ensure that their company details appear on the entire relevant Tender documentation and must be legible.
C.2.13.4	The second sentence shall read as follows "The Employer will hold all authorised signatories jointly and severally liable on behalf of the tenderer". Tenderers 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.
C.2.13.5	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 Tender Notice and Invitation to Tender</b> .
C.2.15	The closing time for submission of tender offers is as per <b>T1.1 Tender Notice and Invitation to Tender</b> .
C.2.16	The tender offer validity period is as per <b>T1.1 Tender Notice and Invitation to Tender</b> .
	The tenderer is to submit the Priced Bills of Quantities with the Returnable's at the closing of the tender.
C.2.19	Access shall be provided for inspections, tests and analysis as may be required by the Employer.
C.2.22	Tenderers <b>do not</b> have to return all retained tender documents within 28 days after expiry of the Tender validity period.
	Tenderers 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 tender.
C.3.4	The location for opening of the tender offers, immediately after the closing time thereof shall be at: <b>KZN Department of Health, 310 Jabu Ndlovu Street, Pietermaritzburg, 3200 at the time indicated on T1.1 Notice and Invitation to Bid</b>
C.3.8	<p>The employer must determine, on opening and before detailed valuation, whether each Tender offer properly received:</p> <p>a) complies with the requirements of the Conditions of Tender. b) has been properly and fully completed and signed, and c) is responsive to the other requirements of the Tender documents.</p> <p>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:</p> <p>a) detrimentally affect the scope, quality, or performance of the Works, services or supply identified in the Scope of Work or b) significantly change the Employers or the Tenderers risks and responsibilities under the contract, or c) affect the competitive position of other Tenderers presenting responsive tenders, if it were to be rectified.</p> <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>

C.3.13	<p><b>Tender offers will only be accepted if:</b></p> <ul style="list-style-type: none"> <li>(a) Tenderers must be registered on Government's Central Supplier Database (CSD) and include their master registration number (MAAA number) on the cover page of the tender document in order to enable the institution to verify the tenderers tax status on the CSD</li> <li>(b) the Tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation as is required for this tender and the Tenderer has submitted a CIDB certificate of registration which clearly indicates the status "Active"</li> <li>(c) the Tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Tenderer's ability to perform to the contract in the best interests of the employer or potentially compromise the Tender process.</li> <li>(d) 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>(e) the Tenderer 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 received a written warning/notice or has been terminated on any contract, in the past 5 years with the KZN Department of Health</li> </ul> </li> <li>(f) the Tenderer is registered with: <ul style="list-style-type: none"> <li>i) the Workmen's Compensation Fund</li> </ul> </li> <li>(g) the Tenderer submitted Authority to Sign the tender.</li> <li>(h) the Tenderer submitted Financial Standing &amp; other resources of Business Declaration.</li> <li>(i) the Tenderer signed the Form of Offer that is part of the Form of Offer and Acceptance.</li> <li>(j) the Tenderer submitted proof of Preference, if applicable.</li> <li>(k) the Tenderer submitted the fully completed Bill of Quantities including Final Summary at tender closing.</li> <li>(l) the Tenderer submitted a completed Bidder's Disclosure (SBD4).</li> <li>(m) the Tenderer submitted Site Inspection Certificate from the Compulsory Briefing Meeting.</li> <li>(n) the Tenderer submitted deliverables required to assess any stated mandatory criteria.</li> <li>(o) the Tenderer has incorporated all issued addenda (if applicable) into their submitted tender document and/or has complied with any instructions given through issued addenda.</li> </ul> <p>Providing the form of offer and acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the employer and the successful Tenderer as described in the form of offer and acceptance.</p>
C.3.15	Tenderers are informed that any formal dispute shall be resolved by being referred to Arbitration only.



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

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**T1.3 - Annexure C - Standard Conditions of Tender**

## T1.3 - Annexure C - Standard Conditions of Tender

Note: Where this document refers to Bid or Bidder it shall be read as tender or tenderer

### C.1 General

#### C.1.1 Actions

C.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 and comply with all legal obligations and not engage in anticompetitive practices.

C.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. Tenderer's 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 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.

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

#### C.1.2 Tender Documents

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

#### Interpretation

C.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.

C.1.3.2 These conditions of tender, the **tender data** and tender schedules which are required for tender evaluation purposes, shall form part of any contract arising from the invitation to tender.

C.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 fulfil his or her duties impartially;
  - ii) an individual or tenderer 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 tenderer who employs that employee.
- 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.

#### C.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 read, copied and recorded. Communication 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**.

#### C.1.5 Cancellation and Re-Invitation of Tenders

- C.1.5.1** An employer 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 engineering and construction works specified in the invitation;
  - b) funds are no longer available to cover the total envisaged expenditure; or
  - c) no acceptable tenders are received.
  - d) there is a material irregularity in the tender process.
- C.1.5.2** The decision to cancel a tender invitation must be published in the same manner in which the original tender invitation was advertised.
- C.1.5.3** An Employer may only with the prior approval of the relevant treasury cancel a tender invitation for the second time

#### C.1.6 Procurement procedures

##### C.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.

##### C.1.6.2 Competitive negotiation procedure

- C.1.6.2.1** Where the **tender data** requires 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.
- C.1.6.2.2** All responsive tenderers, or at least a minimum of not less than three responsive tenderers that are highest ranked in terms of the evaluation criteria stated in the **tender data**, shall be invited to enter into competitive negotiations based on the principle of equal treatment, keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of C.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.
- C.1.6.2.3** At the conclusion of each round of negotiations, tenderers shall be invited by the employer to revise their 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.
- C.1.6.2.4** The contract shall be awarded in accordance with the provisions of C.3.11 and C.3.13 after tenderers have been requested to submit their best and final offer.

**C.1.6.3 Proposal procedure using the two stage-system**

**C.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**

**C.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.

**C.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.

**C.2 Tenderer's obligations**

**C.2.1 Eligibility**

**C.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.

**C.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.

**C.2.2 Cost of tendering**

**C.2.2.1** 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.

**C.2.2.2** 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.

**C.2.3 Check documents**

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

**C.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.

**C.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.

**C.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.

**C.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**.

**C.2.8 Seek clarification**

Request clarification of the tender documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the **tender data**.

**C.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.

**C.2.10 Pricing the tender offer**

**C.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**.

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

**C.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**.

**C.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.

**C.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.

**C.2.12 Alternative tender offers**

**C.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.

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

**C.2.12.3** An alternative tender offer must only be considered if the main tender offer is the winning tender.

**C.2.13 Submitting a tender offer**

**C.2.13.1** Submit one tender offer only, either as 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**.

**C.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.

**C.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.

**C.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.

- C.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.
- C.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.
- C.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**.
- C.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.
- C.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**.

**C.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.

**C.2.15 Closing time**

- C.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.
- C.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.

**C.2.16 Tender offer validity**

- C.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**.
- C.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.
- C.2.16.3** Accept that a tender submission that has been submitted to the employer may only be withdrawn or substitutes by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted. If the validity period lapses before the employer evaluating the tender offer(s), the contractor reserves the right to review the price based on Consumer Price Index (CPI)
- C.2.16.4** Where a tender submission is to be substituted, a tenderer must submit a substitute tender in accordance with the requirements of C.2.13 with the packages clearly marked as "SUBSTITUTE".

**C.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 C.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.*

### **C.2.18 Provide other material**

**C.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 employers request, the employer may regard the tender offer as non-responsive.

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

### **C.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**.

### **C.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**.

### **C.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.

### **C.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**.

### **C.2.23 Certificates**

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

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

### **C.3.1 Respond to request from the tenderer**

**C.3.1.1** Unless otherwise stated in the **tender data**, respond to a request for clarification received up to five (5) working days before the tender closing time stated in the **tender data** and notify all tenderers who collected tender documents.

**C.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.

### **C.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 (3) 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 collected tender documents.

### **C.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.

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

**C.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.

**C.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 BBBEE status level and time for completion for the main tender offer only.

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

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

**C.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.

**C.3.5.2** Evaluate the 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.

#### **C.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.

#### **C.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.

#### **C.3.8 Test for responsiveness**

**C.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.

**C.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.

**C.3.9 Arithmetical errors, omissions and discrepancies**

- C.3.9.1** Check Responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.
- C.3.9.2** 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 items 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.
- C.3.9.3** Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices
- C.3.9.4** Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:
- a) 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.
  - b) 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.

**C.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.

**C.3.11 Evaluation of tender offers**

The Standard Conditions of Tender standardize the procurement processes, methods and procedures from the time that tenders are invited to the time that a contract is awarded. They are generic in nature and are made project specific through choices that are made in developing the Tender Data associated with a specific project.

Conditions of tender are by definition the document that establishes a tenderer's obligations in submitting a tender and the employer's undertakings in soliciting and evaluating tender offers. Such conditions establish the rules from the time a tender is advertised to the time that a contract is awarded and require employers to conduct the process of offer and acceptance in terms of a set of standard procedures

<b>The CIDB Standard Conditions of Tender are based on a procurement system that satisfies the following system requirements:</b>	
<b>Requirement</b>	<b>Qualitative interpretation of goal</b>
Fair	The process of offer and acceptance is conducted impartially without bias, providing simultaneous and timely access to participating parties to the same information.
Equitable	Terms and conditions for performing the work do not unfairly prejudice the interests of the parties.
Transparent	The only grounds for not awarding a contract to a tenderer who satisfies all requirements are restrictions from doing business with the employer, lack of capability or capacity, legal impediments and conflicts of interest.
Competitive	The system provides for appropriate levels of competition to ensure cost effective and best value outcomes.
Cost effective	The processes, procedures and methods are standardized with sufficient flexibility to attain best value outcomes in respect of quality, timing and price, and least resources to effectively manage and control procurement processes.

**The activities associated with evaluating tender offers are as follows:**

- a) Open and record tender offers received
- b) Determine whether or not tender offers are complete
- c) Determine whether or not tender offers are responsive
- d) Evaluate tender offers
- e) Determine if there are any grounds for disqualification
- f) Determine acceptability of preferred tenderer
- g) Prepare a tender evaluation report
- h) Confirm the recommendation contained in the tender evaluation report

**C.3.11.1 General**

The employer must appoint an evaluation panel of not less than three persons conversant with the proposed scope of works to evaluate each responsive tender offer using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

**C.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.

**C.3.13 Acceptance of tender offer**

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

- a) Is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) 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,
- c) has the legal capacity to enter into the contract,
- d) is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her 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.

**C.3.14 Prepare contract documents**

**C.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.

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

**C.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.

**C.3.16 Registration of the Award**

An Employer must, within twenty-one (21) working days from the date on which a contractor's offer to perform a construction works contract is accepted in writing by the employer, register and publish the award on the cidb Register of Projects.

**C.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.

**C.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.



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

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**PART T2 - RETURNABLE DOCUMENTS**

## T2.1 LIST OF RETURNABLE DOCUMENTS

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Project Manager:</b>	<b>Kwenzakwenkosi Thabethe</b>	<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>

### STAGE 1 VERIFICATION: MINIMUM MANDATORY / COMPULSORY REQUIREMENTS FOR TENDER EVALUATION PURPOSES

*(Tenderer to Insert a tick (√) in the "Returnable document" column to check which documents he/she returned with the tender)*

Document name	Returnable document	
Invitation to Tender - SBD 1 (T2.37)	Yes	
Bidder's Disclosure - SBD 4 (T2.11)	Yes	
Authority to Sign Tender (T2.2)	Yes	
Authority for Consortia or Joint Venture's to Sign Tender (T2.3)	Yes	
Special Resolution of Consortia or Joint Venture's (If applicable) (T2.4)	Yes	
Joint Venture Involvement Declaration (If applicable) (T2.5)	Yes	
Financial Standing and other resources of Business Declaration (T2.8)	No	N/A
Site Inspection Certificate as proof for attendance of compulsory briefing meeting (T2.10)	Yes	
Record of Addenda to Tender Documents (T2.12)	Yes	
Schedule of Imported Materials and Equipment (T2.14)	Yes	
Latest Audited Annual Financial Statement (T2.15a)	No	N/A
Contractor's Safety, Health and Environmental Declaration. (T2.17)	Yes	
Compulsory Enterprise Questionnaire (T2.18)	Yes	
Tax Compliance Status (TCS) PIN to verify on line Compliance Supplier Status via e-Filing (T2.19)	Yes	
Proof of Good Standing with the Compensation Commissioner (Attach) (T2.20)	Yes	
Form of Offer and Acceptance (Bound into Section 1 of 2) (T2.21)	Yes	
Proof of UIF Registration - Not Applicable (T2.24)	No	N/A
The National Industrial Participation Programme (T2.25)	Yes	
Proof of Registration Number on the Central Suppliers Database (T2.27)	Yes	
Complete Priced Bill of Quantities	Yes	

### DOCUMENTS REQUIRED FOR THE EVALUATION OF MANDATORY TECHNICAL CRITERIA (IF APPLICABLE) - T2.29

*(Tenderer to Insert a tick (√) in the "Returnable document" column to check which documents he/she returned with the Tender)*

Tender document requirement	Returnable document	
• Provision of an OEM letter		
• Letter certifying that the product is manufactured in South Africa		
• SAHPRA Medical Device Establishment Licence		
• ISO 13485 Certificate		
• SANS 347 Certificate		
• SANS 3834 Certificate		

>The documents, as stated in the above table if applicable, must be submitted with the tender by the closing date and time as determined by the KZN Department of Health. Should these documents not be submitted by the tenderer as required, then the tender will be declared as non-responsive and will be disqualified. Should the tenderer submit the required documentation but the evaluation committee requires further clarity/information to conduct their assessment, then the tenderer may be contacted to provide this additional information failing which the tenderer shall be eliminated from the evaluation process.

**Note:**

### STAGE 2 DOCUMENTS REQUIRED FOR THE EVALUATION OF FUNCTIONALITY - T2.36

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

Tender document requirement	Returnable document	
A tenderer that submits a detailed project organogram that sets out the roles and responsibilities of each proposed technical team member, which is backed up by their curriculum vitae that demonstrate extensive experience	Yes	
Proof of supplying ,installing and replacing of autoclaves in the past 5 years	Yes	

### STAGE 3 EVALUATION OF PRICE AND PREFERENCE - T2.9

**The Department has identified the following specific goal:**

- full points(20 points) to companies who are at least 51% Owned by Black People

Ownership verification will be conducted through Central Suppliers Database by National Treasury, through the B-BBEE scorecard attributes or Companies and Intellectual Property Commission (CIPC), using Municipal Local Economic Development Database, Confirmation Letters from Municipality and councillors

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

Document name	Returnable document	
Proof of ownership in the form of printouts from CSD or CIPC clearly indicating ownership details	Yes	

**T2.2 AUTHORITY TO SIGN TENDER**

**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 Tender to the KZN Department of Health in respect of the following project:

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

Tender Number: **ZNB 5717/2023-H**

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

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			

**Note:**

- \* Delete which is not applicable.
- 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.
- Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.
- In the case of the tendering Enterprise being a Close Corporation, a **copy of the Founding Statement** of such corporation must be attached to this tender.

**ENTERPRISE STAMP** (If Any)

**T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN TENDER**

**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 Tender, in consortium/Joint Venture with the following Enterprises:

\_\_\_\_\_

(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

to the KZN Department of Health in respect of the following project:

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

Tender Number: **ZNB 5717/2023-H**

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

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

and who will sign as follows: \_\_\_\_\_

be, and is hereby, authorised to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

3. The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.
4. The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Postal Code)

Postal Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Postal Code)

Telephone number: (Dialling Code followed by number) \_\_\_\_\_

Fax number: (Dialling Code followed by number) \_\_\_\_\_

Email Address : \_\_\_\_\_

**\*BOARD OF DIRECTORS / MEMBERS / PARTNERS in Consortium of Joint Venture**

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**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 Tendering Enterprise.
3. Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

**ENTERPRISE STAMP** (If Any)

<b>ENTERPRISE STAMP</b> (If Any)

Deemed to satisfy joint venture arrangements

Grading 2 + Grading 2 + Grading 2  
Grading 3 + Grading 3 + Grading 3  
Grading 4 + Grading 4  
Grading 4 + Grading 3 + Grading 3  
Grading 5 + Grading 5  
Grading 5 + Grading 4 + Grading 4  
Grading 6 + Grading 6  
Grading 6 + Grading 5 + Grading 5  
Grading 7 + Grading 7 + Grading 7  
Grading 8 + Grading 8 + Grading 8

Designation

= 3  
= 4  
= 5  
= 5  
= 6  
= 6  
= 7  
= 7  
= 8  
= 8  
= 9

Tenderers who envisage entering into a Joint Venture shall complete a submit a Joint Venture Agreement (see copy of CIDB's agreement elsewhere in this document) with this Tender.

**T2.4 SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES**

**RESOLUTION** of a meeting of the duly authorised representatives of the following legal entities who have entered into a consortium/joint venture to jointly tender for the project mentioned below: *(legally correct full names and registration numbers, of the Enterprises forming a Consortium/Joint Venture)*

- \_\_\_\_\_
- \_\_\_\_\_
- 2. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 3. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 4. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 5. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 6. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 7. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 8. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

held at: \_\_\_\_\_ (place) ON \_\_\_\_\_ (date)

**RESOLVED that:**

- A. The above-mentioned Enterprises submits a Tender in Consortium/Joint Venture to the KZN Department of Health in respect of the following project:

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

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Tender Number: **ZNB 5717/2023-H**  
Project Code: **N/A**

B. Mr/Mrs/Ms: \_\_\_\_\_ in

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

and who will sign as follows: \_\_\_\_\_

be, and is hereby, authorised to sign the Tender, and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Tender to the Enterprises in Consortium/Joint Venture mentioned above.

C. The Enterprises constituting the Consortium/Joint Venture, notwithstanding its composition, shall conduct all business under the name and style of:

\_\_\_\_\_

D. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the Department in respect of the project described under item A above.

E. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the Department for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item D above.

F. No Enterprise to the Consortium/Joint venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the Department referred to herein.

G. The Enterprises choose as the *domicilium citandi et executandi* of the consortium/joint venture for all purposes arising from the consortium/joint venture agreement and the Contract with the Department in respect of the project under item A above:

Physical address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Postal Code)

Postal Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Postal Code)

Telephone number: (Dialling Code followed by number) \_\_\_\_\_

Fax number: (Dialling Code followed by number) \_\_\_\_\_

Email Address : \_\_\_\_\_

**\*BOARD OF DIRECTORS / MEMBERS / PARTNERS in Consortium of Joint Venture**

	<b>Name</b>	<b>Capacity</b>	<b>Signature</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**Note:**

1. \* Delete which is not applicable.
2. **NB.** This resolution / Power of Attorney must be signed by all the Duly Authorised Representatives of the Legal Entities to the Consortium/Joint Venture submitting this Tender.
3. Should the number of Duly Authorised Representatives of the Legal Entities joining forces in this Tender exceed the space available above, additional names and signatures must be supplied on a separate page.
4. Resolutions, duly completed and signed, from the separate Enterprises who participate in this Consortium/Joint Venture must be attached to the Special Resolution.

## T2.5 JOINT VENTURES INVOLVEMENT DECLARATION

<b>Project title:</b>	AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS		
<b>Tender no:</b>	ZNB 5717/2023-H	<b>Project Code:</b>	N/A

**DECLARATION RELATING TO A TENDER SUBMITTED BY A JOINT VENTURE :**

I/We the undersigned parties do hereby declare that our respective involvement in the Works, of which I/we tender by Joint Venture, would be as follows :-

<b>Party No. 1</b>	
<b>CENTRAL SUPPLIERS DATABASE REGISTRATION NO:</b>	
<b>TENDERERS CIDB REGISTRATION NUMBER:</b>	
Name	
Address	
Percentage involvement	%

<b>Party No. 2</b>	
<b>CENTRAL SUPPLIERS DATABASE REGISTRATION NO:</b>	
<b>TENDERERS CIDB REGISTRATION NUMBER:</b>	
Name	
Address	
Percentage involvement	%

<b>Party No. 3</b>	
<b>CENTRAL SUPPLIERS DATABASE REGISTRATION NO:</b>	
<b>TENDERERS CIDB REGISTRATION NUMBER:</b>	
Name	
Address	
Percentage involvement	%

---

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**Signed - Party No. 1**

I/We (Full Name) \_\_\_\_\_

duly authorised in my capacity as \_\_\_\_\_

Of (Enterprise name) : \_\_\_\_\_

do jointly and severally accept responsibility for the due performance of the Works contained in the above project should such Tender submitted by the Joint Venture be accepted.

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do jointly and severally accept responsibility for the due performance of the Works contained in the above project should such tender submitted by the Joint Venture be accepted.

\_\_\_\_\_  
Signed by Authorised Representative

\_\_\_\_\_  
Date

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**Signed - Party No. 3**

I/We (Full Name) \_\_\_\_\_

duly authorised in my capacity as \_\_\_\_\_

Of (Enterprise name) : \_\_\_\_\_

do jointly and severally accept responsibility for the due performance of the Works contained in the above project should such tender submitted by the Joint Venture be accepted.

\_\_\_\_\_  
Signed by Authorised Representative

\_\_\_\_\_  
Date

<b>T2.9 PREFERENCE POINTS CLAIM - SBD 6.1</b>			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for Specific Goals.

**BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.**

**1. GENERAL CONDITIONS**

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

- the 80/20 system for requirements with a Rand value of up to R 50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R 50 000 000 (all applicable taxes included).

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

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price points and	80
(b) Specific Goals	20

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

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>TOTAL POINTS FOR PRICE AND SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2 DEFINITIONS

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1 POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

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

### 3.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1 POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

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

#### 4 POINTS AWARDED FOR SPECIFIC GOALS

4.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) 3any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

**(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.**

**Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)**

The specific goals allocated points in terms of this tender	Number of points allocated 80/20 system	Number of points claimed 80/20 system (To be completed by the tenderer)
Companies who are at least 51% Owned by Black People	20	

#### DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4 Company registration number: \_\_\_\_\_

#### 4.5 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[Tick applicable box]

4.6 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

..... <b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	..... ..... ..... .....

**T2.10 SITE INSPECTION MEETING CERTIFICATE**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>Site Inspection Date:</b>		<b>15 January 2024</b>	

This is to certify that I, \_\_\_\_\_ (Name of authorised Representative)  
 representing \_\_\_\_\_ (Name of Enterprise)  
 visited the site on: \_\_\_\_\_ (Date)

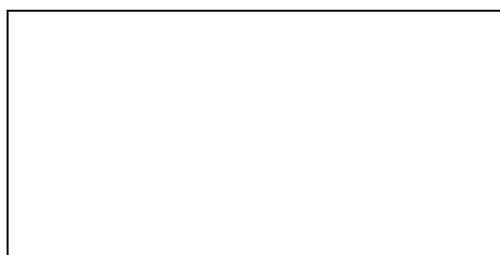
I have made myself familiar with all local conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the site inspection meeting and that I understand the work to be done, as specified and implied, in the execution of this contract.

I declare that my representative is technically capable and knowledgeable to represent my company in the meeting. I further confirm that my representative's attendance at this site meeting, shall be deemed conclusive proof that my Enterprise is fully aware of what was said and discussed at this meeting.

Name of Tenderer	Signature	Date

Name of DOH Representative	Signature	Date

**This form is only to be completed when applicable to the tender and if a Compulsory Briefing meeting has been called.**



Departmental Stamp:

<b>T2.11 BIDDER'S DISCLOSURE - SBD 4</b>			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

**2. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES / NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES / NO**

2.2.1 If so, furnish particulars:  
 \_\_\_\_\_  
 \_\_\_\_\_

<sup>1</sup>the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES / NO**

2.3.1 If so, furnish particulars:

---

---

**3. DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 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>2</sup> will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4The 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>2</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.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6I 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

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

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Position**

\_\_\_\_\_  
**Name of Bidder**

**T2.12 RECORD OF ADDENDA TO TENDER DOCUMENTS**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

The undersigned confirm that the following communications received from the employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	<b>Date</b>	<b>Title or Details</b>	<b>No. of Pages</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

Attach Additional Pages if more space is required

**If it is found that the Tenderer has failed to incorporate any addendum into their tender document, the tender will be deemed non-responsive**

<b>Signed</b>		<b>Date</b>	
<b>Name</b>		<b>Position</b>	
<b>Tenderer</b>			

## T2.14 SCHEDULE FOR IMPORTED MATERIALS AND EQUIPMENT

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

This schedule should be completed by the tenderer. *(Attach additional page(s) if more space is required)*

Item	Material / Equipment	Quotation (Excluding VAT)
1		R
2		R
3		R
4		R
5		R
6		R

The Contractor shall list imported items, materials and/or equipment which shall be excluded from the Contract Price Adjustment Provisions (if applicable) and shall be adjusted in terms of currency fluctuations only. Copies of the supplier's quotations for the items, materials or equipment (provided that such costs shall not be higher than the relevant contract rate as listed above) should be lodged with the Principal Agent / Engineer of the Department of Health within 60 (sixty) days from the date of acceptance of the tender. No adjustment of the local VAT amount, nor the contractor's profit, discount, mark-up, handling costs, etc. shall be allowed. (See P&G E16)

These net amounts will be adjusted as follows:

**FORMULA:**

The net amount to be added to or deducted from the contract sum:

$$A = V \left( \frac{Z}{Y} - 1 \right)$$

A = the amount (R) of adjustment

V = the net amount (supplier's quotation) (R) of the imported item

Y = exchange rate 14 days prior to closing date of tender submission

Z = exchange rate on the date of the Bill of Lading\* of exporters invoice.

*\* A bill of lading (sometimes abbreviated as B/L or BoL) is a document issued by a carrier which details a shipment of merchandise and gives title of that shipment to a specified party. Bills of lading are one of three important documents used in international trade to help guarantee that exporters receive payment and importers receive merchandise. A straight bill of lading, which is referred to above, is used when payment has been made in advance of shipment and requires a carrier to deliver the merchandise to the appropriate party. It is therefore the date of the paid up invoice when the shipment leaves the exporter's location. [http://en.wikipedia.org/wiki/Bill\_of\_lading]*

Name of authorised representative	Signature	Date

**T2.17 CONTRACTOR'S SAFETY, HEALTH AND ENVIRONMENTAL  
DECLARATION**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

In terms of Regulation 5(1)(h) of the Construction Regulations of February 2014 a Contractor may only be appointed to perform construction work if the Client is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Tender.

**DECLARATION**

1. I, the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications attached to this document.
2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction works under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
3. I hereby confirm that adequate provisions has been made in my Tender to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
4. I hereby undertake that if my Tender is accepted, to provide before commencement of the Works under the contract or as required by the Conditions of the Contract, a suitable and sufficiently documented Construction Safety, Health and Environmental Management Plan in accordance with Regulation 7(1)(a) of the Construction Regulations of February 2014, which shall be subject for approval by the Client.
5. I confirm that I may not commence with any part of construction work under the contract until my Construction Safety Health and Environmental Management Plan has been approved in writing by the Client.
6. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
  - a) Client's Construction Safety, Health and Environmental Specification.
  - b) Approved Construction Safety, Health and Environmental Plan.
  - c) Occupational Health and Safety Act, Act 85 of 1993.
  - d) Construction Regulations of February 2014.
7. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014, and accept that my Tender will be rejected.

Duly signed at..... on this the..... day of..... 20.....

\_\_\_\_\_  
Full Name of Signatory

\_\_\_\_\_  
Name of Enterprise

\_\_\_\_\_  
Capacity of Signatory

\_\_\_\_\_  
Signature of authorised representative of Tenderer

### T2.18 Compulsory Enterprise Questionnaire

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</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.

<b>Section 1: Name of enterprise:</b>	
<b>Section 2: VAT registration number, if any:</b>	
<b>Section 3: CIDB registration number, if any:</b>	
<b>Section 4: CSD Number:</b>	

**Section 5: 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 6: Particulars of companies and close corporations**

Company registration number	
Close corporation number	
Tax reference number	

**Section 7: SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement**

**Section 8: SBD6 issued by National Treasury must be completed for each tender and be attached as a tender requirement**

**Section 9: -**

**Section 10: -**

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

- i) authorizes the Employer to verify the tenderers tax clearance status from the South African Revenue Services that it is in order;
- ii) 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;
- iii) 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;
- iv) 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; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

<b>Signed</b>		<b>Date</b>	
<b>Name</b>			
<b>Position</b>			
<b>Enterprise name</b>			

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

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**TAX CLEARANCE REQUIREMENTS**

It is a condition of Tender that the taxes of the successful tenderer must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the tenderer'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.

1. In order to meet this requirement Tenderers are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign Tenderers / individuals who wish to submit tenders.
2. SARS will then furnish the tenderer 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 tenders 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. Tenderers 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 / Tendering Entity Tax Reference Number</b>	

**Name of Tenderer:** .....

**Signature of tenderer:** .....

**Date:** .....

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

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A 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 Tender by a Joint Venture, 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**

Tender no: ZNB 5717/2023-H

**OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of :

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

The Tenderer, 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.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance, the tenderer 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>	<b>R</b>

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 Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

<b>Signature (s)</b>			
<b>Name (s)</b>			
<b>Capacity</b>			
<b>For the tenderer</b>			
	(Name and address of tenderer)		
<b>Name and signature of witness</b>			<b>Date</b>

## ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below, accepts the Tenderer'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 Tenderer's offer shall form an agreement between the Employer and the Tenderer 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 C1	Agreement and Contract Data, (which includes this agreement)
Part C2	Pricing data
Part C3	Scope of work.
Part C4	Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the returnable schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this form of offer and acceptance. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks 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 securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. 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 tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five (5) working days of the date of such receipt notifies the employer in writing of any reason why he/she cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

<b>Signature (s)</b>			
<b>Name (s)</b>			
<b>Capacity</b>			
<b>For the employer</b>			
	<i>(Name and address of employer)</i>		
<b>Name and signature of witness</b>			

## Schedule of Deviations

### Notes:

1. The extent of deviations from the tender documents issued by the employer before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer'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 agreements reached during the process of offer and acceptance, the outcome of
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents 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 tender 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>Details:</b>
-----------------

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

<b>Details:</b>
-----------------

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

<b>Details:</b>
-----------------

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

<b>Details:</b>
-----------------

By the duly authorised representatives signing this agreement, the employer and the tenderer 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 returnable schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer 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 tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

**T2.22 - FINAL BILL OF QUANTITY SUMMARY**

<b>Project title:</b>	AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS		
<b>Tender no:</b>	ZNB 5717/2023-H	<b>Project Code:</b>	N/A

ATTACH SUMMARY PAGE OF THE BILL OF QUANTITIES

SUMMARY PAGE		
Item No	Description	Amount
1	BILL NO. 1: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT ADDINGTON HOSPITAL	
2	BILL NO. 2: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT APPELSBOSCH HOSPITAL	
3	BILL NO. 3: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT BETHESDA HOSPITAL	
4	BILL NO. 4: SUPPLY INSTALL AND COMMISSION 1 x 400L & 1 x 160L AUTOCLAVES AT CHARLES JOHNSON MEMORIAL HOSPITAL	
5	BILL NO. 5: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT MONTOBELLO HOSPITAL	
6	BILL NO. 6: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT VRYHEID HOSPITAL	
7	BILL NO. 7: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT GENERAL JUSTICE GIZENGA MPANZA MEMORIAL HOSPITAL	
8	BILL NO. 8: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT OSINDISWENI HOSPITAL	
9	BILL NO. 9: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT DUNDEE HOSPITAL	
10	BILL NO. 10: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT GJ CROOKS HOSPITAL	
11	BILL NO. 11: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT GREYS HOSPITAL	
12	BILL NO. 12: SUPPLY & COMMISSION 1 x 40L TABLE-TOP AUTOCLAVES AT HILLCREST HOSPITAL	
		SUB-TOTAL
		P&Gs
ADD		15% VAT
	GRAND TOTAL	

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

<b>Project title:</b>	AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS		
<b>Tender no:</b>	ZNB 5717/2023-H	<b>Project Code:</b>	N/A

**CURRENTLY NOT APPLICABLE**

## T2.25 THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME

### INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

### 1 PILLARS OF THE PROGRAMME

- 1.1 The NIP obligation is benchmarked on the imported content of the contract. Any contract having an imported content equal to or exceeding US\$ 10 million or other currency equivalent to US\$ 10 million will have a NIP obligation. This threshold of US\$ 10 million can be reached as follows:
  - (a) Any single contract with imported content exceeding US\$10 million.  
or
  - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a 2 year period which in total exceeds US\$10 million.  
or
  - (c) A contract with a renewable option clause, where should the option be exercised the total value of the imported content will exceed US\$10 million.  
or
  - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$ 3 million worth of goods, works or services to the same government institution, which in total over a two (2) year period exceeds US\$10 million.
- 1.2 The NIP obligation applicable to suppliers in respect of sub-paragraphs 1.1 (a) to 1.1 (c) above will amount to 30 % of the imported content whilst suppliers in respect of paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a pro-rata basis.
- 1.3 To satisfy the NIP obligation, the DTI would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners or suppliers.
- 1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

### 2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2.1 In order to ensure effective implementation of the programme, successful tenderers (contractors) are required to, immediately after the award of a contract that is in excess of R10 million (ten million Rands), submit details of such a contract to the DTI for reporting purposes.
- 2.2 The purpose for reporting details of contracts in excess of the amount of R10 million (ten million Rands) is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in paragraphs 1.1.(b) to 1.1.(d) above.

### 3 Tender SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF TenderDERS AND SUCCESSFUL TenderDERS (CONTRACTORS)

- 3.1 Tenderders are required to sign and submit this Standard Tendering Document (SBD 5) together with the Tender on the closing date and time.

3.2 In order to accommodate multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the DTI in determining the NIP obligation, successful Tenderders (contractors) are required, immediately after being officially notified about any successful Tender with a value in excess of R10 million (ten million Rands), to contact and furnish the DTI with the following information:

- Tender / contract number.
- Description of the goods, works or services.
- Date on which the contract was accepted.
- Name, address and contact details of the government institution.
- Value of the contract.
- Imported content of the contract, if possible.

3.3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr. Elias Malapane within five (5) working days after award of the contract. Mr. Malapane may be contacted on telephone (012) 394 1401, facsimile (012) 394 2401 or e-mail at [Elias@thedti.gov.za](mailto:Elias@thedti.gov.za) for further details about the programme.

#### 4 PROCESS TO SATISFY THE NIP OBLIGATION

4.1 Once the successful Tenderder (contractor) has made contact with and furnished the DTI with the information required, the following steps will be followed:

- a. the contractor and the DTI will determine the NIP obligation;
- b. the contractor and the DTI will sign the NIP obligation agreement;
- c. the contractor will submit a performance guarantee to the DTI;
- d. the contractor will submit a business concept for consideration and approval by the DTI;
- e. upon approval of the business concept by the DTI, the contractor will submit detailed business plans outlining the business concepts;
- f. the contractor will implement the business plans; and
- g. the contractor will submit bi-annual progress reports on approved plans to the DTI.

4.2 The NIP obligation agreement is between the DTI and the successful Tenderder (contractor) and, therefore, does not involve the purchasing institution.

Tender number: _____	Closing date: _____
Name of tenderer: _____	
Postal address: _____ _____	
Signature: _____	Name (in print): _____
Date: _____	

**T2.27 - PROOF OF REGISTRATION ON CENTRAL SUPPLIERS DATABASE**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Bid no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A COPY OF PROOF, THAT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIERS DATABASE TO THIS PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, copies of proof of registration on the Central Suppliers Data Base in respect of each party to the Joint Venture must be attached to this page

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

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A COPY OF PROOF, THAT THE TENDERER 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, 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 MANDATORY TECHNICAL CRITERIA

The following section contains the Mandatory Technical requirements for this bid and may include but is not limited to equipment/plant requirements, personnel requirements, minimum level of experience, professionals required, certifications required, minimum financial requirements, etc. Should the tenderer fail any of the criteria in T2.29, the tender will be deemed non-responsive and will be excluded from further evaluation. This evaluation forms part of Stage 1.

#### T2.29 Mandatory Technical Criteria

**Successful tenderers must pass all technical criteria as set out below. If below table is blank then Mandatory Technical Criteria is not applicable on this tender.**

Criteria	Deliverable Required	Deliverable meets Criteria (YES / NO) (FOR USE BY EVALUATION COMMITTEE)	Comments (FOR USE BY EVALUATION COMMITTEE)
Tenderer's Competency and Experience in manufacturing of Autoclaves or Third party's Competency and experience in dealing with Autoclaves	• Provision of proof that the Autoclave is a proudly a South African product.		
	• Provision of an OEM letter		
	• SAHPRA Medical Device Establishment		
	• ISO 13485 Certificate		
	• SANS 347 Certificate		
	• SANS 3834 Certificate		

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

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

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

1. I hereby undertake to supply all or any of the goods and/or works described in the attached tendering documents to Head: Health (Department of Health: Province of KwaZulu-Natal) in accordance with the requirements and specifications stipulated in tender number ZNB 5717/2023-H at the price/s
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Tendering documents, viz
    - Invitation to tender;
    - Tax Compliance Status (TCS) **PIN**;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claims for Specific Goals in terms of the Preferential Procurement Regulations 2022;
    - Declaration of interest;
    - Declaration of Tenderder's past SCM practices;
    - Certificate of Independent Tender 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 Tender; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the Tendering 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 Tenderder or any other person regarding this or any other Tender.
6. I confirm that I am duly authorised to sign this contract.

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

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

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

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

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

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



**T2.32 - OHSE PLAN STRUCTURE**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

A detailed OHSE Plan is to be submitted by the successful tenderer as per Construction Regulation 7(1)(a). The following are the minimum standard legal documentation that must form part of the OHSE Plan based on the risks attached in executing this project titled;

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

**T2.33 - OHSE CLIENT SPECIFIC REQUIREMENTS**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>
<b>Project Code:</b>	<b>N/A</b>

REFER to annexure 6

**T2.34 - BASELINE RISK ASSESSMENT**

<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>
<b>Project Code:</b>	<b>N/A</b>

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### T2.36 - Functionality Criteria

The threshold score, below which tenderers are eliminated from further consideration is 60 points

#### TENDER EVALUATION CRITERIA AND SCORING

The weighting for Functionality is as follows:

Evaluation Criteria		Deliverables	Points	Sub-Points	Sub-Criteria	
1	Tenderer's Project Management Structure and Organogram and Experience of Resources Proposed for the Project	A tenderer that submits a detailed project organogram that sets out the roles and responsibilities of each proposed technical team member, which is backed up by their curriculum vitae that demonstrate extensive experience	35 Points	35	Sub-points	Submission of Electrician, Coded welder, & Installer CV's, trade test certificates, with 03 years of experience
				20		Submission of( any 2) Electrician, Coded welder, & Installer CV's, trade test certificates, with 03 years of experience
				0		Submission of (1 or none) Electrician, Coded welder, & Installer CV's, trade test certificates, with 03 years of experience
2	Tenderer to demonstrate relevant project experience	Proof of supplying ,installing and replacing of autoclaves in the past 5 years	45 Points	45	Sub-points	Submission of four (04) works orders or award letters with completion certificates.
				30		Submission of three (03) works order or award letters with completion certificates.
				0		Submission of two (02) works orders or award letters with completion certificates.
3	Safety	Submission of the tenderer's 1.) Health and Safety Plan 2.) Basic First Aid Training Certificate that will give confidence to the Department that safety will be prioritised.	20 Points	10	Sub-points	Submission of the tenderer's Health and Safety Plan
				10		Submission of the tenderer's First Aid Training Certificate for either Artisan, Installer, Unskilled Labourer or Safety Rep/officer that is on the organogram
				0		No submission

#### TENDER EVALUATION CRITERIA AND SCORING PRICE AND SPECIFIC GOALS

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
Specific Goals	The points allocated to each tenderer for Specific Goals. In this regard, the points score for this criteria for each tenderer, shall be determined as follows:  - full points(20 points) to companies who are at least 51% Owned by Black People	20 Points

**PART A**  
**INVITATION TO TENDER - SBD 1**

<b>ZNB 5717/2023-H</b>										
<b>TENDER NUMBER:</b>	ZNB 5717/2023-H	<b>CLOSING DATE:</b>	As Per Tender Advert				<b>CLOSING TIME:</b>	11:00		
<b>DESCRIPTION</b>	AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS									
<b>THE SUCCESSFUL TENDERER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT</b>										
TENDER RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE TENDER BOX SITUATED AT (STREET ADDRESS)										
<b>SUPPLIER INFORMATION</b>										
NAME OF TENDERER										
POSTAL ADDRESS										
STREET ADDRESS										
TELEPHONE NUMBER	CODE				NUMBER					
CELLPHONE NUMBER										
FACSIMILE NUMBER	CODE				NUMBER					
E-MAIL ADDRESS										
VAT REGISTRATION NUMBER										
	<b>TCS PIN:</b>						<b>CSD No:</b>			
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE (Tick YES or NO)	Yes				B-BBEE STATUS LEVEL SWORN AFFIDAVIT (Tick YES or NO)	Yes				
	No					No				
IF YES, State the name of the verification agency accredited by SANAS										
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs&amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>										
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	Yes				NO					
	[IF YES ENCLOSE PROOF]				[IF YES ANSWER PART B:3 BELOW]					
<b>SIGNATURE OF TENDERER</b>						<b>DATE</b>				
<b>CAPACITY UNDER WHICH THIS TENDER IS SIGNED (Attach proof of authority to sign this tender; e.g. resolution of directors, etc.)</b>										
<b>TOTAL NUMBER OF ITEMS OFFERED</b>						<b>TOTAL TENDER PRICE (ALL INCLUSIVE)</b>				
<b>TENDERING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>					<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>					
DEPARTMENT/ PUBLIC ENTITY					CONTACT PERSON					
CONTACT PERSON					TELEPHONE NUMBER					
TELEPHONE NUMBER					FACSIMILE NUMBER					
FACSIMILE NUMBER					E-MAIL ADDRESS					
E-MAIL ADDRESS										

**PART B**

**TERMS AND CONDITIONS FOR TENDERER - SBD 1**

1.5 THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

**2. TAX COMPLIANCE REQUIREMENTS**

2.1 TENDERERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 TENDERERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 [APPLICATION FOR TAX COMPLIANCE STATUS \(TCS\) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.](http://WWW.SARS.GOV.ZA)

2.4 TENDERERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE Tender.

2.5 IN TENDERS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.

2.6 WHERE NO TCS IS AVAILABLE BUT THE TenderER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

**3. QUESTIONNAIRE TO TenderING FOREIGN SUPPLIERS**

3.1. IS THE TENDERER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES		NO	
3.2. DOES THE TENDERER HAVE A BRANCH IN THE RSA?	YES		NO	
3.3. DOES THE TENDERER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES		NO	
3.4. DOES THE TENDERER HAVE ANY SOURCE OF INCOME IN THE RSA?	YES		NO	

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.**

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE TENDER INVALID.**



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**THE CONTRACT**



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**C1 - AGREEMENT AND CONTRACT DATA**



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**FORM OF OFFER AND ACCEPTANCE**



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**C.1.1 - FORM OF OFFER AND ACCEPTANCE**

THE OFFER AND ACCEPTANCE FORM IS BOUND INTO **SECTION 1** (See end of Returnable Documents) OF THIS DOCUMENT AS PART OF THE RETURNABLE DOCUMENTS. ONCE A CONTRACT IS CONCLUDED WITH A SUCCESSFUL TENDERER, THIS PAGE WILL BE REPLACED WITH THE FILLED AND SIGNED OFFER AND SIGN ACCEPTANCE BY THE EMPLOYER AND IT WILL BECOME PART OF THE CONTRACT.

PLEASE SUBMIT THE OFFER AND ACCEPTANCE FORM WITH THE OTHER  
RETURNABLE DOCUMENTS.



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**C1.2 - CONTRACT DATA**

**C 1.2 CONTRACT DATA:**

**CONTRACT DATA FOR:**

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

Tender no: ZNB 5717/2023-H

The General Conditions of Contract are the clauses contained in the General Conditions of Contract (2010) (Second Edition) published by the South African Institution of Civil Engineering. Copies of these conditions of contract may be obtained through most regional offices of the South African Institution of Civil Engineering, telephone number 011 805 5947 or by visiting their website at www.saice.org.za.

**CONTRACT SPECIFIC DATA**

The following contract specific data are applicable to this contract:

**CONTRACT VARIABLES**

This schedule contains all variables specific to this document and is divided into pre-tender and post-tender categories. The pre-tender category must be completed in full and included in the tender documents. Both the pre-tender and post-tender categories form part of this **agreement**.

Spaces requiring information must be filled in, shown as 'not applicable' or deleted but not left blank. Where choices are offered, the non-applicable items are to be deleted. Where insufficient space is provided the information should be annexed hereto and cross referenced to the applicable clause of the schedule. Key cross reference clauses are italicised in [ ] brackets.

**The Engineer/Principal Agent, in accordance with Clause 1.1.1.16, shall obtain the specific approval from the Employer before executing any of his functions according to the "Conditions under which Consultants are appointed", or in the event where an employee of the Employer represents the Employer, the relevant General Delegations applicable at the time of executing his/her duties as described in Clause 3.1.2.**

**PRE-TENDER INFORMATION**

**CONTRACTING AND OTHER PARTIES**

[1.1.1.15]

**Employer:**

**Head: Department of Health (KZN Department of Health: Province of KwaZulu-Natal)**

Postal address:

**Pietermaritzburg  
3200**

Tel: **Not Applicable**

Fax: **033 - 940 2400**

[1.2.1.2]

Physical address:

**310 Jabu Ndlovu Street  
Pietermaritzburg  
3200**

[1.1.15]

**KZN Department of Health - Infrastructure Development**

Tender no: ZNB 5717/2023-H

**PART 1: DATA PROVIDED BY THE EMPLOYER**

[1.1.1.13]

**Defects Liability Period**

The defects liability period is: **12 months**

Defects Liability Period is Applicable for the whole of the Works

**Latent Defect Period**

[5.16.3]

The latent defect period is:

**5 years after the Final Approval Certificate**

**Documentation required before Commencement of the Works:**

[5.3.11]

The documentation required before commencement with the Works execution are;

[4.3]

Health and Safety Plan

The Contractor shall deliver his Health and Safety Plan of the Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.

[5.6]

Initial Programme

The Contractor shall deliver his programme of work within 10 calendar days after notice from the Employer, prior to the Commencement Date.

[6.2]

Guarantee

The Contractor shall deliver his chosen Guarantee (security) for this Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.

[8.6]

Insurance

The Contractor shall deliver his insurance for the Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.

Cash flow by contractor

The Contractor shall deliver his Cash flow for the Works within 14 calendar days after notice from the Employer, prior to the Commencement Date.

Priced Bill of Quantity

The Contractor shall deliver his Priced Bill of Quantity within 14 calendar days after notice from the Employer, prior to the Commencement Date.

Programme

The Contractor is required to submit his Programme of Works in terms of Clause 5.6.1 and 5.3.1 and the Principal Agent is required to approve this within 7 days in terms of Clause 5.6.3

Other requirements

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[5.3.2]

The time to submit the documentation required before commencement with Works execution is:

**7**

calendar days

<p>[5.8.1]</p> <p>[5.8.1]</p>	<p><b>Non-Working days</b></p> <p>Non-Working days Special non- working days</p> <p><b>Sundays</b> <b>All Nationally Recognized Public Holidays and the year end break</b></p> <p>First Year end break - commences <b>15-Dec-23</b> ends on <b>08-Jan-24</b> Second Year end break - commences <b>13-Dec-24</b> ends on <b>06-Jan-25</b> Third Year end break - commences <b>N/A</b> ends on <b>N/A</b> Fourth Year end break - commences <b>N/A</b> ends on <b>N/A</b></p>												
<p>[3.1.3]</p>	<p><b>Engineer/Principal Agent to consult with Employer</b></p> <p>The Engineer shall obtain the specific approval from the Employer before executing any of his functions according to the "Conditions under which Consultants are appointed", or in the event where an employee of the Employer represents the Employer, the relevant General Delegations applicable at the time of executing his/her duties.</p>												
<p>[6.2.1]</p> <p>[6.2.1]</p>	<p><b>Security</b></p> <p>The time to deliver the deed of guarantee is Prior to site hand over in terms of clause 5.3.1 and 5.3.2.</p> <p>Please see CONTRACT DATA - below to select Guarantee Option</p>												
	<p><b>Commencement Date</b></p> <p>Commencement date means the date of Site Hand over that should not occur prior to the tenderer receiving one fully signed copy of the Offer and Acceptance in terms of the Form of Offer and Acceptance.</p> <p><i>The <b>Agreement comes into effect</b> on the date when; The tenderer <u>receives one fully completed original copy of this document</u>, including the Schedule of Deviations (if any)</i></p> <p><i>The agreement ("this document") consists of;</i></p> <ol style="list-style-type: none"> <li>1. Agreement and Conditions of Contract.</li> <li>2. Form of Offer and Acceptance.</li> <li>3. Contract Data.</li> <li>4. Scope of Works.</li> <li>5. Site Information.</li> <li>6. Drawings &amp; documents referred to in the 1 to 4 above.</li> </ol> <p><i>(See Form of Offer and Acceptance)</i></p>												
<p>[5.3.1]</p>	<p>The contractor shall commence executing the Works within 7 calendar days from the Commencement Date.</p>												
<p>[5.4.1]</p>	<p><b>Possession of the site</b> will be given within 10 calendar days after the <b>contractor</b> has fulfilled the conditions (4.3, 5.6, 6.2, 8.6) and received the notification from the Employer of Site Hand Over where the contractor will receive one <u>fully signed</u> copy of the Form of Offer and Acceptance from the <b>employer</b>.</p>												
<p>[5.6.1]</p>	<p>The Contractor shall deliver his programme of work within 10 calendar days after notice from the Employer, prior to the Commencement Date.</p>												
	<p><b>CONTRACT DETAILS</b></p>												
<p>[1.1.1.33]</p>	<p><b>Works</b> description: Refer to document C3 – Scope of Work.</p>												
<p>[1.1.1.30]</p>	<p><b>Site</b> description: Refer to document C4 – Site Information.</p>												
	<p>Specific options that are applicable to a <b>State</b> organ only Where so :</p>												
<p>[6.10.6.2]</p>	<p>1) Interest rate legislation: (a) in respect of interest owed <u>by</u> the <b>employer</b>, the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and  (b) in respect of interest owed <u>to</u> the <b>employer</b>, the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply</p> <p>2) Lateral support insurance to be effected by the contractor: <table border="1" style="float: right;"><tr><td>Yes</td><td>No</td><td>X</td></tr></table></p> <p>3) Payment will be made for materials and goods <table border="1" style="float: right;"><tr><td>Yes</td><td>X</td><td>No</td></tr></table></p> <p>4) Dispute resolution by litigation <table border="1" style="float: right;"><tr><td>Yes</td><td>No</td><td>X</td></tr></table></p> <p>5) Extended <b>defects</b> liability period applicable to the following elements: <table border="1" style="float: right;"><tr><td colspan="3"><b>Electrical, Mechanical and Civil work</b></td></tr></table></p>	Yes	No	X	Yes	X	No	Yes	No	X	<b>Electrical, Mechanical and Civil work</b>		
Yes	No	X											
Yes	X	No											
Yes	No	X											
<b>Electrical, Mechanical and Civil work</b>													
<p>[8.6.1.1.2]</p>	<p>The Value of material, supplied by the Employer, and not included in the Contract Price, is: <table border="1" style="float: right;"><tr><td><b>R0.00</b></td></tr></table></p>	<b>R0.00</b>											
<b>R0.00</b>													
<p>[8.6.1.1.3]</p>	<p>The amount to cover Professional Fees, not included in the Contract Price, for repairing damage and loss to be included in the insurance: <b>30% of the Contract Price</b></p>												
<p>[8.6.1.1]</p>	<p>The value of Works Insurance, including SASRIA cover, taken by the contractor on this contract shall be: <table border="1" style="float: right;"><tr><td><b>Contract sum + 30%</b></td></tr></table></p>	<b>Contract sum + 30%</b>											
<b>Contract sum + 30%</b>													
<p>[8.6.1.3]</p>	<p>The limit for indemnity for liable insurance is: <table border="1" style="float: right;"><tr><td><b>Contract Sum + 30%</b></td></tr></table></p>	<b>Contract Sum + 30%</b>											
<b>Contract Sum + 30%</b>													
<p>[6.5.1.2.3]</p>	<p>The value of Public Liability Insurance cover, taken by the contractor on this contract shall be: <table border="1" style="float: right;"><tr><td><b>R1 million</b></td></tr></table></p>	<b>R1 million</b>											
<b>R1 million</b>													
<p>[6.5.1.2.3]</p>	<p>The percentage allowance to cover overhead charges for contractor and subcontractors, is: <table border="1" style="float: right;"><tr><td><b>0.00%</b></td></tr></table></p>	<b>0.00%</b>											
<b>0.00%</b>													
<p>[1.1.1.14]</p>	<p><b>Practical Completion Date</b> The Practical Completion date is: <b>A time measured from the Commencement date.</b></p>												
<p>[5.5.1]</p> <p>[5.13.1]</p>	<p>For the <b>works</b> as a whole: The whole of the works shall be completed within: <table border="1" style="float: right;"><tr><td><b>6 Months</b> (which shall be deemed to include all Non – Working Days, Special Non – Working Days and the year-end Builders Annual Industry Holiday Periods).</td></tr></table></p> <p>The date for <b>practical completion</b> shall be: <table border="1" style="float: right;"><tr><td><b>To be determined</b></td></tr></table></p> <p>The penalty per calendar day shall be : <table border="1" style="float: right;"><tr><td><b>0.04% of the Contract Price, rounded to the nearest R10</b></td></tr></table></p>	<b>6 Months</b> (which shall be deemed to include all Non – Working Days, Special Non – Working Days and the year-end Builders Annual Industry Holiday Periods).	<b>To be determined</b>	<b>0.04% of the Contract Price, rounded to the nearest R10</b>									
<b>6 Months</b> (which shall be deemed to include all Non – Working Days, Special Non – Working Days and the year-end Builders Annual Industry Holiday Periods).													
<b>To be determined</b>													
<b>0.04% of the Contract Price, rounded to the nearest R10</b>													

	<p><b>For the works in sections:</b></p> <p><b>The date for practical completion from the commencement date and the penalty per calendar day:</b></p> <p>Portion 1:</p>
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 2:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 3:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 4:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 5:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
	Portion 6:
[5.5.1]	N/A
[5.13.1]	0.04% of the Contract Price, rounded to the nearest R10
[1.3.2]	The law applicable to this agreement shall be that of the: <b>Republic of South Africa</b>
[6.10.1.5]	The percentage advance on materials not yet built into the Permanent Works is: <input type="text" value="0.00%"/>
[6.10.3]	<p>Percentage retention on amounts due to contractor is: <b>The Percentage retention is nil. The only security required by the Employer will be such as selected by the Contractor on the Form of Offer and Acceptance and Part 2: CONTRACT DATA PROVIDED BY THE CONTRACTOR, point 2 - Documents, of the Contract Data.</b></p> <p>Maximum retention is: <input type="text" value="10.00%"/> of the Contract Price</p>
[6.8.1] [6.8.2] [6.8.3]  [6.8.2] [6.8.3]	Notwithstanding anything to the contrary contained in the General conditions of Contract and Preliminaries, this contract is a fixed price contract and not subject to any Contract Price Adjustment Factors.
[5.14.5]	<p><b>The following clause must be added to clause 5.14.5:</b></p> <p>[5.14.5.6] The employers agent shall submit the <b>final account</b> within 3 calendar months to the principal agent.</p>
[10.5] [10.5.3]  [10.9.1]	<p>The determinations of disputes shall be by ARBITRATION ONLY.</p> <p>The number of Adjudication Board Members to be appointed is: <input type="text" value="One"/></p> <p>Replace the last part of the clause with the following: "...on the application of either party, by the Chairman, or his nominee of the Association of Arbitrators."</p>
[1.1]	<p><b>Clause</b></p> <p>[1.1.1.5] <b>COMMENCEMENT DATE</b> – means the <b>actual</b> date of Site Hand over that should not occur prior to the Tenderer receiving one fully signed copy of the Offer and Acceptance in terms of the Form of Offer and Acceptance.</p> <p>[5.12.2.2] <b>ABNORMAL CLIMATIC CONDITIONS</b> - means conditions over and above what could reasonably be expected for the specific locality where the Works are being executed and include inter alia excessive rain, heat, cold, wind and any other climatic condition that would not normally be experienced during the season that the Works are executed in that area. The South African Weather Service's (<a href="http://www.weathersa.co.za">http://www.weathersa.co.za</a>) 10 year average climatic conditions statistics would be what could be reasonably expected for the specific locality where the Works are executed.</p> <p>[6.2.1] <b>CONSTRUCTION GUARANTEE</b> – means an on demand guarantee at call obtained by the <b>contractor</b> from an institution approved by the <b>employer</b> in terms of the <b>employer's</b> construction guarantee form as selected in the Offer and Acceptance Form and the <b>contract data</b>.</p> <p><b>CONSTRUCTION PERIOD</b> – means the period commencing on the <b>commencement date</b> and ending on the date of <b>due completion date</b>. This period will be deemed to commence on actual site hand over date to the contractor and end on the date of practical completion and shall include all annual industrial holiday periods, Sundays and public holidays.</p> <p><b>CORRUPT PRACTICE</b> – means the offer, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.</p> <p><b>FINAL ACCOUNT</b> - The document prepared by the principal agent, which reflects the contract value of the works at final approval or termination.</p> <p><b>FRAUDULENT PRACTICE</b> – means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any tenderer and includes collusive practise among tenderers (prior to or after the tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition.</p>

	<p><b>INTEREST</b> – the interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be in terms of the legislation of the Republic of South Africa, and in particular:</p> <p>(a) in respect of interest owed by the <b>employer</b>, the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and</p> <p>(b) in respect of interest owed to the employer, the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply</p>
<p>[1.1.1.16] [1.1.1.21]</p>	<p><b>ENGINEER/PRINCIPAL AGENT</b> – means the person or entity appointed by the <b>Employer</b> and named in the <b>Contract Data</b> as the <b>Engineer /Principal Agent</b> to act as agent of the <b>Employer</b>. In the event of an <b>Engineer/Principal Agent</b> not being appointed, then all the duties and obligations of an <b>Engineer/Principal Agent</b> as detailed in the <b>Contract</b> shall be fulfilled by a representative of the <b>Employer</b> as named in the <b>Contract Data</b>. (Hereafter referred to as <b>Engineer</b>)</p> <p><b>GENERAL ITEMS</b> - or preliminaries means items stipulated in the Pricing Data relating to general obligations, site services, facilities and/or items that cover elements of the cost of the work which are not considered as proportional to the quantities of the Permanent Works.</p>
<p>[4.4.1]</p>	<p>Add the following to the clause 4.4.1: "<i>The Contract shall only use subcontractors who are duly registered with the CIDB and who has an ACTIVE status at the time of submitting the tender</i>"</p>
<p>[6.2.1]</p>	<p>Refer to Offer and Acceptance form for the various options that the contractor may choose from in providing a form of <b>Guarantee</b> under "GUARATEE OPTIONS".</p>
<p>[6.10.6.2]</p>	<p>Replace "<i>at the prime overdraft rate, as charged by the Contractor's Bank,</i>" with "<i>...at the interest rate as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975).</i>" Omit "<i>on all overdue payments from the date on which the same should have been paid...</i>" and replace with "<i>only after 30 calendar days from receiving written notice from the Contractor that the amount is overdue...</i>"</p>
<p>[5.12.3]</p>	<p><b>SPECIAL CONDITIONS OF CONTRACT</b> Omit clause 5.12.3 and add the following: "<i>5.12.3. If an extension of time is granted, the Contractor shall be paid such additional time-related General Items, including for special non-working days, if applicable as are appropriate regarding to any other compensation which may already have been granted in respect of the circumstances concerned. The reasons for extension of time that would invoke payment of time related General Items are inter alia;</i></p> <p>5.12.3.1 <i>Failure to give possession of the site to the contractor.</i> 5.12.3.2 <i>Making good physical loss and repairing damage to the works where the contractor is not at risk.</i> 5.12.3.3 <i>Contract instructions not occasioned by default by the contractor.</i> 5.12.3.4 <i>Failure to issue construction information timeously or the late issue of a contract instruction following a request from the contractor.</i> 5.12.3.5 <i>Late acceptance by the principal agent of a design undertaken by a selected subcontractor where the contractor's obligations have been met.</i> 5.12.3.6 <i>Suspension or cancellation termination invoked by a nominated or selected n/s subcontractor due to default by the employer or the principal agent.</i> 5.12.3.7 <i>Insolvency of a nominated subcontractor.</i> 5.12.3.8 <i>A direct contractor.</i> 5.12.3.9 <i>Opening up and testing of work and materials and goods where such work is according to in accordance with the contract documents.</i> 5.12.3.10 <i>The execution of additional work for which the quantity included in the bills of quantities is not sufficiently accurate.</i> 5.12.3.11 <i>Late or failure to supply materials and goods for which the employer is responsible.</i> 5.12.3.12 <i>Suspension of the works.</i>"</p>
<p>[5.14.5.1]</p>	<p>Omit entire clause 5.14.5.1</p>
<p>[5.16.4]</p>	<p>Add the following new clause "5.16.4. Upon the issue of a Final Approval Certificate, unless otherwise provided in the Contract: 5.16.4.1. <i>The performance Guarantee (if any) shall be returned within 14 days to the guarantor in terms of Clause 7.</i>"</p>
<p>[6.2.3]</p>	<p>Add to clause 6.2.3 the following "<i>The Contractor shall provide proof of paid-up premium payments to accompany his payment certificate as proof that his performance guarantee has not expired yet. The Contractor will not receive payment without proof of the validity of their performance guarantee.</i></p>
<p>[9.3.2.2]</p>	<p>Omit "<i>without prejudice to the exercise of any lien the Contractor may have acquired over the Employer's property.</i>" Duties and functions of the <b>Engineer</b> requiring the specific approval of the <b>Employer</b> BEFORE execution of any part of these duties are as follows:</p> <p>(a) Determinations of contractors claims for extension of time (revision of the contract completion date). All claims for extension of time shall be submitted by the <b>Engineer</b>, together with the <b>Engineer's</b> recommendations, to the <b>Employer</b> for determination. Omit "Engineer" in clause 42.2 and replace with the <b>Contractor</b> UNTIL Official Variation Order submission including the Financial Request for Additional Funds, has been approved and signed by the <b>Head of Department: Health</b></p> <p>(b) Drawings, instructions or communications of any kind requiring variations of the works and involving EXTRA's shall NOT be given effect by the <b>Contractor</b> UNTIL Official Variation Order submission including the Financial Request for Additional Funds, has been approved and signed by the <b>Head of Department: Health</b></p> <p>(c) Insurance policies to be approved by the <b>Employer</b> within 21 days of the date of the <b>Commencement</b> of the Works.</p> <p>(d) Any notice of disagreement raised by the <b>Contractor</b> or written Dispute Notice given by the <b>Contractor</b> to the <b>Engineer</b> shall be submitted by the <b>Engineer</b>, together with the <b>Engineer's</b> recommendations, to the <b>Employer</b> for determination.</p> <p>(e) The issue of the certificate of practical completion, certificate of completion and the final approval certificate shall be signed and submitted by the <b>Engineer</b>, to the <b>Employer</b> for final approval and signature. The certificates shall not be considered as officially issued until signed by the <b>Employer</b>.</p>
	<p><b>MANAGING PROJECT DURATION</b></p> <p>(a) The Contractor shall co-ordinate his programme with all other contractors whose work may precede or be executed simultaneously to his own. The Contractor will be called upon to plan and control the project using the Project Evaluation and Review Technique (PERT) or other approved Critical Path Method (CPM) network analysis of his events and activities and those of the sub-contractors in his employ and must co-ordinate his planning with any other contractor employed on the project. A fortnightly project control report will be expected from the Contractor in writing, evaluating any gains or delays against the critical path and he should allow for all costs involved in planning reviewing and updating the programme to the satisfaction of the Principal Agent against this item.</p> <p>(b) Activity-and total float shall belong to the Employer.</p> <p>(c) The Contractor shall deliver his programme of work within 10 calendar days after notice from the Employer, prior to the Commencement Date. It is a condition of this contact that, the contractor submit to the Engineer/principal agent a detailed CPM Programme which shall be to the approval of the Engineer/principal agent. In this regard tenderers are advised to consult with the Engineer/Principal Agent as to the format and requirements of the programme as no claim whatsoever will entertained should the programme fail to meet the requirements of the Engineer/Principal Agent. Failure to submit the programme within the stipulated time may result in the contractor being held in breach of contract.</p> <p>The approved programme will form the basis of time management of the project and extension of time will not be guaranteed unless the Contractor has strictly complied with this provision. The programme shall make allowance for inclement weather at 3 workings days per month.</p>

**INCLEMENT WEATHER AND CLAIMS FOR DELAYS IN PERFORMANCE**

- (a) The Contract Sum includes a monthly allowance of 3 working days inclement weather during which rainfall exceeds 10mm per day for months as indicated in the Scope of Works. These days shall be reflected on the critical path of the Contractor's programme as specified in MANAGING PROJECT DURATION above.
- (b) Claims for delays in performance due to inclement weather shall be calculated separately for each calendar month and for the project as a whole. Delays or gains to the critical path shall be reflected in all revisions of the programme. An extension of time will only be granted where the following conditions are met:
- (i) The criteria to be used for WORK stoppages shall be for safety hazards or poor quality of work.
  - (ii) The Employer's site representative or the Employer's Principal Agent, if the site representative is not available shall be notified when the Contractor stops the work and intends to claim performance delays. The Employer representative shall inspect the situation together with the Contractor and give an immediate decision.
    1. The stoppage claimed must cause a delay in the Completion Date of work. If the critical activities can proceed and a non-critical activity is delayed due to inclement weather no claims for delay shall be granted.
    2. No claims for stoppages less than 2(two) hours per day shall be considered.
    3. Claims granted for more than 2 (two) hours, but less than 10 (ten) hour (lunch included) day, shall be added together and expressed as full days.
    4. All claims shall be submitted in writing to the Principal Agent within one working day of the actual stoppage.
    5. The total delay in performance granted to the Contractor expressed in days shall be added to the contractual Completion Date of each section of the Works. The contractual penalty clause shall only come into effect after this newly arrived date.
    6. Total delays (in hours) will be rounded up or down to the nearest integer for the calculation of Working Days. The total hours (including lunch) per Working Day shall be 10 unless otherwise indicated on the Contractor's programme.
    7. Where the programmed delays for inclement weather exceed the actual delays incurred the Completion Date(s) will not be adjusted.
    8. Where the project includes builder's holidays the programmed durations for inclement weather shall be adjusted pro-rate to the actual Working Days.

9. The total of all monthly delays due to inclement weather shall be calculated in accordance with the example given below:

Description		Months					Total
		Sept	Oct	Nov	Dec	Jan	
		Hours	Hours	Hours	Hours	Hours	Hours
Programmed	Rain days	0	30	30	15	15	90
Actual	Rain days	16	22	35	15	18	106
	Difference	-16	8	-5	0	-3	-16
Estimated Extension of time - in working days							2

8 hrs/day\*

***See point 5.2 in the Scope of Works for the specific days the tenderer must allow for in this contract.***

<b>Tender no:</b>	ZNB 5717/2023-H	<b>Part 2: CONTRACT DATA PROVIDED BY THE CONTRACTOR:</b>				
	<b>POST-TENDER INFORMATION</b>					
	<b>Note:</b> All information for this section requires consultation with the <b>Contractor</b> . The <b>Engineer/Principal Agent</b> shall not pre-select any of the alternatives available to the <b>Contractor</b> .					
	<b>1 CONTRACT DETAILS</b>					
[1.1.1.9]	<b>Contractor Name:</b> .....					
[1.2.1.2]	Postal address: .....					
	.....					
	Tel no .....	Fax no .....				
	Tax / VAT Registration No: .....	e-mail .....				
	Physical address: .....					
	.....					
[1.1.1.10]	The accepted <b>contract price</b> inclusive of <b>tax</b> is R :					
	[Amount in words] .....					
	<b>Payment Of Preliminaries (Clause 6.7, 6.8, 6.10 and 6.11)</b>					
	The preliminaries amounts shall be paid in terms of:	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 50%;"><b>*Alternative A</b></td> <td style="width: 50%;"><b>Yes</b></td> </tr> <tr> <td><b>**Alternative B</b></td> <td><b>N/A</b></td> </tr> </table>	<b>*Alternative A</b>	<b>Yes</b>	<b>**Alternative B</b>	<b>N/A</b>
<b>*Alternative A</b>	<b>Yes</b>					
<b>**Alternative B</b>	<b>N/A</b>					
	<i>* Assessed by the Engineer/Principal Agent as an amount prorated to the value of the Work duly executed in the same ratio as the Preliminaries bears to the Contract Price excluding VAT, Preliminary amount, Contingencies and any CPAP.</i> <i>** Calculated from the priced Bill of Quantity/Lump Sum document. The Contractor and the Engineer/Principal Agent shall agree on a division of the priced Preliminaries items into: initial establishment charge, monthly charge and final disestablishment charge.</i>					
	If the Contractor and the Engineer/Principal Agent can not agree, within 10 Working Days from the Commencement Date, on such a division then the Engineer/Principal Agent shall make a division of the Preliminaries to be incorporated in the valuations for each monthly payment certificate as follows; 10% of the General Items/Preliminaries amount shall not be varied 15% of the General Items/Preliminaries shall only be varied in proportion of the Contract Price to the Contract Sum 75% of the General Items/Preliminaries shall be varied in proportion to the revised Construction Period compared with the initial Construction Period.					
	<b>Adjustment of Preliminaries (Clause 6.7, 6.8, 6.10 and 6.11)</b>					
<b>Alternative A</b>	For the adjustment of Preliminaries both the Contract Sum and the Contract Value (including tax) shall exclude the amount of Preliminaries, all Contingency Sum(s) and any provision for Cost Price Adjustment Provisions:-  - An amount which shall not be varied.  - An amount varied in proportion to the contract value as compared to the Contract Sum.  - An amount varied in proportion to the Construction Period as compared to the initial Construction Period (excluding revisions to the Construction Period to which the Contractor is not entitled) to adjustment of the Contract Value in terms of the agreement.  The Contractor shall provide a breakdown of charges (including tax) within 15 working days of the date of acceptance of tender and, where applicable, an apportionment of Preliminaries per section  If the Contractor and the Principal Agent cannot agree, within ten (10) Working Days from the Commencement Date, on such a division then the Principal Agent shall make a division of the Preliminaries to be incorporated in the valuations for each monthly payment certificate as follows; 0% of the amount shall not be varied 10% of the amount shall not be varied 15% varied in proportion of the Contract Value to the Contract Sum 75% varied in proportion to the revised Construction period compared with the initial Construction Period					
	<b>Sectional Completion : Subdivision of Preliminaries Costs</b>  For the adjustment of preliminaries for sections of the work the value of fixed, value, and time related amounts of the preliminaries for each section is required. The contractor is to provide such information within fifteen (15) working days of taking possession of the site, failing which the categorised preliminaries amounts shall be prorated to the value of each section.  The above shall apply equally for projects where sectional completion was not contemplated at tender stage but subsequently occurred on an adhoc basis during construction of the works as agreed between the client and the employer. The original priced categorised amounts for fixed, value, and time related amounts shall be prorated to the value of each section.  When an extension of time has been granted in terms of the GCC and the preliminaries require to be adjusted accordingly, the pertinent sectional (subdivided) categorised preliminaries amounts shall be utilised, where applicable and not the overall preliminary amounts.  Where sectional completion is required in terms of the agreement, the Contractor shall provide the Principal Agent with the division of the above categorized amounts into sections. Should the Contractor fail to provide such information within the period stipulated the categorized amounts shall be prorated to the value of each section.  <div style="text-align: right;"> <input type="checkbox"/> YES <span style="margin-left: 20px;">yes / no</span> </div> or					
<b>Alternative B</b>	The Contractor shall within 15 working days of the date of possession of the site provide the Principal Agent with a detailed breakdown of Preliminaries amounts for the works as a whole, or per section where applicable, including administrative and supervisory staff charges and for the use of construction equipment in terms of the programme. <div style="text-align: right;"> <input type="checkbox"/> NO <span style="margin-left: 20px;">yes / no</span> </div>					
	<b>The contractor is informed that only option 'A' shall apply</b>					

Waiver of the Contractors lien or right of continuing possession is required.

YES

### GUARANTEE OPTIONS

The Tenderer 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.

**Guarantees submitted must be issued by either an insurance company duly registered in terms of the Insurance Act (Long Term Insurance Act No 52 of 1998 or Short Term Insurance Act No 53 of 1998) or by a bank duly registered in terms of the Banks Act No 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 tenderer 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 Tenderer offers to provide security as indicated below: select one option

(i) payment reduction of 10% of the value certified in the payment certificate (excluding VAT)

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

(iii) 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)

### 3 SIGNATURES OF THE CONTRACTING PARTIES

Thus done and signed at.....on .....of.....20.....

Name of signatory

for and behalf of the **Employer** who by signature hereof

Capacity of signatory

as Witness.

Thus done and signed at.....on .....of.....20.....

Name of signatory

for and behalf of the **Contractor** who by signature hereof

Capacity of signatory

as Witness.



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**C1.3 - FORM OF GUARANTEE**

**C1.3 PERFORMANCE GUARANTEE -  
GCC FOR CONSTRUCTION WORKS (2nd Edition - 2010)**

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

Sir,

**ON DEMAND PERFORMANCE GUARANTEE**

**Tender Number ZNB 5717/2023-H**

**Project Code N/A**

For use with the General Conditions of Contract for Construction Works, Second Edition, 2010.

**GUARANTOR DETAILS AND DEFINITIONS**

"Guarantor" means: \_\_\_\_\_

Physical Address: \_\_\_\_\_

"Employer" means: The Provincial Administration of KwaZulu-Natal in its Department of Health

"Contractor" means: \_\_\_\_\_

"Engineer" means: \_\_\_\_\_

"Works" means: **AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT  
OF 12 AUTOCLAVES IN 11 HOSPITALS**

"Site" means: \_\_\_\_\_

"Contract" means: The Agreement made in terms of the Form of Offer and Acceptance and such amendments or additions to the Contract as may be agreed in writing between the parties.

"Contract Sum" means: The accepted amount inclusive of tax of: \_\_\_\_\_

Amount in Words: \_\_\_\_\_

"Guaranteed Sum" means: The maximum aggregate amount of: **10%** \_\_\_\_\_  
*Of Contract Sum*

Amount in Words: \_\_\_\_\_

"Expiry Date" means: \_\_\_\_\_

## CONTRACT DETAILS

Engineer Issues: Interim Payment Certificates, Final Payment Certificates and the Certificate Completion of the Works as defined in the Contract.

### PERFORMANCE GUARANTEE

- 1 The Guarantor's liability shall be limited to the amount of the Guaranteed Sum.
- 2 The Guarantor's period of liability shall be from and including the date of issue of this Performance Guarantee and up to and including the Expiry Date or the date of issue by the Engineer of the Certificate of Completion of the Works or the date of payment in full of the Guaranteed Sum, whichever occurs first. The Engineer and/or the Employer shall advise the Guarantor in writing of the date on which the Certificate of Completion of the Works has been issued.
- 3 The Guarantor hereby acknowledges that:
  - 3.1 any reference in this Performance Guarantee to the Contract is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
  - 3.2 its obligation under the Performance Guarantee is restricted to the payment of money.
- 4 Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the Employer the sum certified upon receipt of the documents identified in 4.1 to 4.3:
  - 4.1 A copy of a first written demand issued by the Employer to the Contractor stating that payment of a sum certified by the Engineer in an Interim or Final Payment Certificate has not been made in terms of the Contract and failing such payment within seven (7) calendar days, the Employer intends to call upon the Guarantor to make payment in terms of 4.2;
  - 4.2 A first written demand issued by the Employer to the Guarantor at the Guarantor's physical address with a copy to the Contractor stating that a period of seven (7) days has elapsed since the first written demand in terms of 4.1 and the sum certified has still not been paid;
  - 4.3 A copy of the aforesaid payment certificate which entitles the Employer to receive payment in terms of the Contract of the sum Certified in 4.
- 5 Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the Employer the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the employer to the Guarantor at the Guarantor's physical address calling up this Performance Guarantee, such demand stating that:
  - 5.1 the Contract has been terminated due to the Contractor's default and that this Performance Guarantee is called up in terms of 5; or
  - 5.2 a provisional or final sequestration or liquidation court order has been granted against the Contractor and that the Performance Guarantee is called up in terms of 5; and
  - 5.3 the aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.
- 6 It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.
- 7 Where the Guarantor has made payments in terms of 5, the Employer shall upon the date of issue of the Final Payment Certificate submit an expense account to the Guarantor showing how all monies received in terms of this Payment Guarantee have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Performance Guarantee shall bear interest at the prime overdraft rate of the Employer's bank compounded monthly and calculated from the date payment was made by the Guarantor to the Employer until the date of refund.
- 8 Payment by the Guarantor in terms of 4 or 5 shall be made with seven (7) calendar days upon receipt of the first written demand to the Guarantor.
- 9 Payment by the Guarantor in terms of 5 will only be made against the return of the original Performance Guarantee by the Employer.

- 10 The Employer shall have the absolute right to arrange his affairs with the Contractor in any manner which the Employer may deem fit and the Guarantor shall not have the right to claim his release from this Performance Guarantee on account of any conduct alleged to be prejudicial to the Guarantor.
- 11 The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.
- 12 This Performance Guarantee is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor. The original of this Guarantee shall be returned to the Guarantor after it has expired.
- 13 This Performance Guarantee, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.
- 14 Where this Performance Guarantee is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Court Act No 32 of 1944, as amended, to this jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at \_\_\_\_\_

Date \_\_\_\_\_

Guarantor's signatory (1) \_\_\_\_\_

Capacity \_\_\_\_\_

Guarantor's signatory (2) \_\_\_\_\_

Capacity \_\_\_\_\_

Witness signatory (1) \_\_\_\_\_

Witness signatory (2) \_\_\_\_\_



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

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**PART C2 - PRICING DATA**

<b>C2.1 PRICING INSTRUCTIONS</b> <b>GCC FOR CONSTRUCTION WORKS (Second Edition 2010)</b>			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

### C2.1 Pricing Instructions

	<p>Where any item is not relevant to this specific contract, such item is marked N/A (signifying "not applicable")</p> <p>The adjustment of the preliminaries each item priced is to be allocated to one or more of the three categories by insertion of "F", "V", "T" as the case may be against the price in the "rate" column immediately preceding the "amount" column, where "F" denotes a fixed amount (amount not varied), "V" denotes an amount variable in proportion to value and "T" denotes an amount variable in proportion to time.</p> <p><b>MASSES AND MEASURING UNITS</b></p> <p>These shall be in accordance with the Measuring Units and National Measuring Standards Act No. 76 of 1973 and amendments thereto.</p> <p>The pages of each of these documents are numbered consecutively and before the Tenderer submits his tender he should check the number of pages, and if any are found missing or duplicated, or the figures or writing indistinct, or the documents contain any obvious error, he should apply to the Head : Health AT ONCE and have same rectified as no liability whatsoever will be admitted by the Administration in respect of errors in Tender due to the foregoing.</p>
<b>2</b>	<p><b>PRICES FOR VARIATIONS</b></p> <p>Where prices or quotations for variations are submitted by the Contractor during the currency of the Contract, it is to be clearly understood that these are for the purpose of consideration by the Head : Health and that there is no assumption of acceptance. The Contractor will be notified of acceptance of prices or quotations either by insertion of the amount on the variation order or by written intimation.</p>
<b>3</b>	<p>The scale to which the Drawings are made is only to be made use of when no figured dimensions are given either on the Drawings or in the tender documents and the figured dimensions are always to be followed though they may not coincide with the scale of the Drawings, but dimensions where possible are to be taken from the buildings.</p>
<b>4</b>	<p><b>PROVISIONAL ITEMS</b></p> <p>All items described as "Provisional" shall be used as directed by the Employer and measured and valued or paid for.</p> <p>No work for which "Provisional" items are allowed shall be commenced without written instructions from the Head : Health.</p>

5	<p><b>TIMELY ORDERING OF MATERIALS</b></p> <p>The Contractor is warned to place all orders for materials or special articles as early as possible, as he will be held solely responsible for any delay in the delivery of such goods. Nevertheless this tender is conditional upon no liability being attached to the Contractor if delivery of materials is rendered impossible by reason of any act of the Government.</p>
6	<p><b>ELECTRICAL LIGHTING, POWER AND WATER</b></p> <p>The Contractor shall provide any artificial lighting which may be necessary or required for the proper execution of the works, and provide electric power and water required by all Sub-Contractors, Nominated Sub-Contractors and Sub-Contractors appointed directly by the Employer.</p> <p>The Contractor shall give all notices and pay all fees in connection with temporary electrical and water connections and shall connect temporary Electrical and Water meters for and pay for all current and water consumed.</p> <p>Tenderers are advised that the permanent light fittings and water points of any kind installed in the Works are not to be used to provide temporary lighting and supplement water requirements for construction purposes.</p>
7	<p><b>IMPORT PERMITS, DUTIES AND SURCHARGES.</b></p> <p>All tenders by means of which imported products are being called for, must use the rate of exchange 14 days prior to the closing date indicated in the tender documents. If this day falls on a weekend or public holiday, the next working day must be used.</p> <p>Furthermore, Tenderers must submit documentary proof (in the form of a certified copy) from their bank or legally recognised financial institution, clearly indicating what the rate of exchange was 14 days prior to the closing date, as mentioned above.</p> <p>Together with this, the Tenderer must confirm that the tender price relating to an imported product, was based on the rate of exchange 14 days prior to the closing date as mentioned above.</p>
8	<p><b>STANDARD SYSTEM OF MEASUREMENT WHERE BILLS OF QUANTITIES FORM PART OF THE TENDER DOCUMENTS</b></p> <p>The work executed under this Contract has been measured in accordance with the;</p> <p style="text-align: center;"><b>Standard System of Measuring Builders Work (7th Edition)</b></p> <p>including all amendments unless descriptions of items indicate a deviation and it shall be understood that the system of measurement which is herein adopted is the only system of measurement which will be recognised in connection with this contract. Any contradictions to this system of measurement contained in the "Model Preambles for Trades 2008" shall be disregarded (unless same have been accommodated in the system of measurement) but applicable rates shall be included for all requirements stated and not measured separately in compliance with this system.</p>
9	<p><b>PRICING OF ROCK EXCAVATIONS</b></p> <p>It is a condition of this tender that should the tenderer elect to price the Rock Excavation included in this tender, the rates must be market related and should be identically priced for the same classification of excavations and not vary for similar billed items in the different sections.</p>

<b>10</b>	<p><b>REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE</b></p> <ol style="list-style-type: none"> <li>In terms of the Public Finance Management Act (PFMA), 1999 (Act No 1 of 1999) Section 38 (1) (a) (iii) and 51 (1) (iii) and Section 76 (4) of PFMA National Treasury developed a single platform, The Central Supplier Database (CSD) for the registration of prospective suppliers including the verification functionality of key supplier information.</li> <li>Prospective suppliers will be able to self - register on the CSD website: <a href="http://www.csd.gov.za">www.csd.gov.za</a></li> <li>Once the supplier information has been verified with external data sources by National Treasury a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once a year that their data is still current and updated.</li> <li>Suppliers can provide their CSD supplier number and unique security code to organs of state to view their verified CSD information.</li> <li>Tenderers are required to fill in clearly, legibly, in bold print and black ink their CSD supplier number in the space hereunder:</li> </ol> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Name of Supplier</b></td> <td></td> </tr> <tr> <td><b>Central Supplier Database (CSD) Supplier Number:</b></td> <td></td> </tr> </table>	<b>Name of Supplier</b>		<b>Central Supplier Database (CSD) Supplier Number:</b>	
<b>Name of Supplier</b>					
<b>Central Supplier Database (CSD) Supplier Number:</b>					
<b>12</b>	<p><b>TAX CLEARANCE REQUIREMENTS</b></p> <p><b>It is a condition of tender that the taxes of the successful tenderer must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the Tenderer'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.</b></p> <ol style="list-style-type: none"> <li>In order to meet this requirement tenderers are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign Tenderers / individuals who wish to submit Tenders.</li> <li>SARS will then furnish the Tenderer with a Tax Compliance Status (TCS) PIN that will be valid for a period of 1 (one) year from the date of approval.</li> <li>In tenders where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN.</li> <li>Application for Tax Compliance Status (TCS) PIN can be done via e-filing at any SARS branch office nationally or on the website <a href="http://www.sars.gov.za">www.sars.gov.za</a>.</li> <li>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 <a href="http://www.sars.gov.za">www.sars.gov.za</a>.</li> <li>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 <a href="http://www.sars.gov.za">www.sars.gov.za</a>.</li> </ol> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Security PIN Number</b></td> <td></td> </tr> <tr> <td><b>Company / Entity Tax Reference Number</b></td> <td></td> </tr> </table>	<b>Security PIN Number</b>		<b>Company / Entity Tax Reference Number</b>	
<b>Security PIN Number</b>					
<b>Company / Entity Tax Reference Number</b>					
<b>13</b>	<p><b>BILLS OF QUANTITIES/LUMP SUM DOCUMENT</b></p> <p>The Bills of Quantities document forms part of and must be read and priced in conjunction with all the other documents forming part of the contract documents, the Standard Conditions of Tender, Conditions of Contract, Standard Preambles to all Trades, Specifications, Drawings and all other relevant documentation.</p>				
<b>14</b>	<p><b>VALUE ADDED TAX</b></p> <p>The tender price must include for Value Added Tax (VAT). All rates, provisional sums, etc. in the Bills of Quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.</p>				
<b>15</b>	<p><b>FIXED PRICE CONTRACT</b></p> <p>Should the Bills of Quantities/Lump Sum Document be a fixed price contract, the following clause must be inserted in the Pricing Instructions:</p> <p>Tenderers are to take note that the contract price adjustments are not applicable to this contract. Tenderers should therefore make provision in the Contract Sum, schedule of rates, etc. for possible price increases during the contract period, as no claims in this regard shall be entertained.</p>				



**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

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**C2.2 - Preliminaries for GCC for Construction works - 2nd Edition 2010**

AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS					
BILL NO. 1 C2 .2 PRELIMINARY AND GENERAL					
	NOTES	UNIT	QUANTITY	RATE	AMOUNT
i)	The agreement is to be the General Conditions of Contract for Works of Civil Engineering Construction (2010) (Second Edition) , published by the S. A. Institution Of Civil Engineering.				
ii)	The Preliminaries are to be the Construction and management requirements for works contracts - Part 1: General engineering and construction works (SANS 1921-1: 2004 Edition 1) prepared by Standards South Africa and shall be deemed to be incorporated herein.				
iii)	Tenderers are referred to the abovementioned documents for the full intent and meaning of each clause thereof (hereinafter referred to by heading and clause number only) for which such allowance must be made as may be considered necessary.				
iv)	Where standard clauses or alternatives are not entirely applicable to this contract such modifications, corrections or supplements as will apply are given under each relevant clause heading.				
v)	Where any item is not relevant to this specific contract such item is marked N/A (signifying "not applicable").				
vi)	Adjustment of the preliminaries: each item priced, is to be allocated to one or more of the three categories, where "F" denotes a fixed amount (amount not to be varied), "V" denotes an amount variable in proportion to value and "T" denotes an amount in proportion to time.				
vii)	Time (T) related Preliminaries will only be adjusted for omissions or additions, issued by the Employer, or delays caused by the Employer, for which variation and extension of time has been granted. <b>See Contract Data</b> .				
<b>SECTION A: GENERAL CONDITIONS OF CONTRACT</b>					
A1	General (clause 1) F:..... V:..... T:.....	Item			
A2	Basis of Contract (clause 2) F:..... V:..... T:.....	Item			
A3	Engineer (clause 3) F:..... V:..... T:.....	Item			
A4	Contractor's General Obligation (clause 4) F:..... V:..... T:.....	Item			
A5	Time and Related Matters (clause 5) - As referred to in the Contract Data under Special Condition of Contract. F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
A6	Payment and Related Matters (clause 6)  F:..... V:..... T:.....	Item			
A7	Quality and Related Matters (clause 7)  F:..... V:..... T:.....	Item			
A8	Risk and Related Matters (clause 8)  F:..... V:..... T:.....	Item			
A9	Termination of Contract (clause 9)  F:..... V:..... T:.....	Item			
A10	Claims and Disputes (clause 10)  F:..... V:..... T:.....	Item			
<p><b>SECTION B: SANS 1921-1:2004 (Edition 1): CONSTRUCTION AND MANAGEMENT REQUIREMENTS FOR WORKS CONTRACTS: PART 1</b></p> <p>Refer to the <b>SCOPE OF WORK</b> for detail requirements:</p>					
B1	Scope  F:..... V:..... T:.....	Item			
B2	Normative references  F:..... V:..... T:.....	Item			
B3	Definitions  F:..... V:..... T:.....	Item			
B4	Requirements for construction and management  F:..... V:..... T:.....	Item			
B4.1	General  F:..... V:..... T:.....	Item			
B4.2	Responsibilities for design and construction  F:..... V:..... T:.....	Item			
B4.3	Planning, programme and method statements  F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
B4.4	Quality assurance F:..... V:..... T:.....	Item			
B4.5	Setting out F:..... V:..... T:.....	Item			
B4.6	Management and disposal of water F:..... V:..... T:.....	Item			
B4.7	Blasting F:..... V:..... T:.....	Item			
B4.8	Works adjacent to services and structures F:..... V:..... T:.....	Item			
B4.9	Management of the Works and site F:..... V:..... T:.....	Item			
B4.10	Earthworks F:..... V:..... T:.....	Item			
B4.11	Testing F:..... V:..... T:.....	Item			
B4.12	Materials, samples and fabrication drawings F:..... V:..... T:.....	Item			
B4.13	Equipment F:..... V:..... T:.....	Item			
B4.14	Site establishment F:..... V:..... T:.....	Item			
B4.15	Survey control F:..... V:..... T:.....	Item			
B4.16	Temporary works F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
B4.17	Existing services F:..... V:..... T:.....	Item			
B4.18	Health and safety F:..... V:..... T:.....	Item			
B4.19	Environmental requirements F:..... V:..... T:.....	Item			
B4.20	Alterations, additions, extensions and modifications to existing works F:..... V:..... T:.....	Item			
B4.21	Inspection of adjoining structures, services, buildings and property F:..... V:..... T:.....	Item			
B4.22	Attendance on nominated and selected subcontractors F:..... V:..... T:.....	Item			
<b>SECTION C: SCOPE OF WORK in accordance with SANS 10403</b> <i>(The reference to Clauses refer to Table B.1 of SANS 1921-1:2004)</i>					
C1	Certification by recognised bodies - CLAUSE 4.4 F:..... V:..... T:.....	Item			
C2	Agrément certificates - CLAUSE 4.5 F:..... V:..... T:.....	N/A			
C3	Other services and facilities - CLAUSE 4.8 F:..... V:..... T:.....	Item			
C4	Recording of weather - CLAUSE 5.2 F:..... V:..... T:.....	Item			
C5	Management meetings - CLAUSE 5.3 F:..... V:..... T:.....	Item			
C6	Daily records CLAUSE 5.6 F:..... V:..... T:.....	Item			
C7	Bond and guarantees - CLAUSE 5.7 F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
C8	Permits - CLAUSE 5.9 F:..... V:..... T:.....	Item			
C9	Proof of compliance with the law - CLAUSE 5.10 F:..... V:..... T:.....	Item			
<b>SECTION D: SPECIFICATION DATA ASSOCIATED WITH SANS 1921-1:2004 (Table A.1)</b>					
D1	Requirements for drawings, information and calculations for which the contractor is responsible CLAUSE 4.1.7 F:..... V:..... T:.....	Item			
D2	The responsibility strategy assigned to the contractor for the works CLAUSE 4.2.1 F:..... V:..... T:.....	Item			
D3	The planning, programme and method statements - CLAUSE 4.3 F:..... V:..... T:.....	Item			
D4	Samples of materials, workmanship and finishes - CLAUSE 4.12.1 F:..... V:..... T:.....	Item			
D5	Fabrication drawings that the contractor is to provide and deliver to the employer - CLAUSE 4.12.2 F:..... V:..... T:.....	Item			
D6	Office for the foreman CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D7	Telephone - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D8	Office for inspector of works - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D9	Telephone in office for inspector of works - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D10	Sheds - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
D11	Provision and erection of signboards - CLAUSE 4.14.6 F:..... V:..... T:.....	Item			
D12	Termination, diversion or maintenance of existing services - CLAUSE 4.17.1 F:..... V:..... T:.....	Item			
D13	Services which are known to exist - CLAUSE 4.17.3 F:..... V:..... T:.....	Item			
D14	Detection apparatus - CLAUSE 4.17.4 F:..... V:..... T:.....	Item			
D15	Additional health and safety requirements - CLAUSE 4.18 F:..... V:..... T:.....	Item			
<b>SECTION E: SPECIFIC PRELIMINARIES</b>					
<u>Section E contains Specific Preliminary items which apply to this contract except where "N/A" (Not Applicable) appears against the item.</u>					
E1	<b>PROPRIETARY BRANDED PRODUCTS</b>  The contractor shall take delivery of, handle, store, use apply and/or fix all proprietary branded products in strict accordance with the manufacturers' instruction after consultation with the manufacturer's authorised representative.  F:..... V:..... T:.....	Item			
E2	<b>OVERTIME</b>  Should overtime be required to be worked for any reason whatsoever, the costs of such overtime are to be borne by the Contractor unless the Engineer/Principal Agent has specifically authorised in writing, prior to the execution thereof, that costs for such overtime are to be borne by the Employer.  F:..... V:..... T:.....	Item			
E3	<b>AS BUILT DRAWINGS</b>  The position of construction breaks and the extent of individual concrete pours are to be recorded by the Contractor on the Structural Engineer's drawings and are to be submitted to the Engineer/Principal Agent and the Structural Engineer for their records.  F:..... V:..... T:.....	Item			
Carried forward to collection				R	

SECTION E: SPECIFIC PRELIMINARIES		UNIT	QUANTITY	RATE	AMOUNT
E4	<p><b>SITE INSTRUCTIONS</b></p> <p>Site Instructions issued on site are to be recorded in triplicate in a Site Instruction book which is to be maintained on site by the Contractor.</p> <p>F:..... V:..... T:.....</p>	Item			
E5	<p><b>LABOUR RECORD</b></p> <p>At the end of each week the Contractor shall provide the Engineer/Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all sub-contractors on the works each day.</p> <p>F:..... V:..... T:.....</p> <p><i>Note: In the event that the contractor fails to satisfy the requirements of this specification, the Employer (Head: Health) may apply any of the sanctions provided in the contract. Sanctions may include the application of a financial penalty of 0.04% of the Contract Sum per calendar day of which the required report has not been submitted.</i></p>	Item			
E6	<p><b>PLANT RECORD</b></p> <p>At the end of each week the Contractor shall provide the Engineer/Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works.</p> <p>F:..... V:..... T:.....</p>	Item			
E7	<p><b>NON CESSION OF MONIES</b></p> <p>The Contractor shall not cede nor assign his rights or claims to any monies due or to become due under this contract.</p> <p>F:..... V:..... T:.....</p>	Item			
E8	<p><b>SECTIONAL COMPLETION</b></p> <p>When it is required that the contract be executed in sections or portions, the tenderer shall allow for all costs in this regard as no claim for additional costs will be entertained.</p> <p>F:..... V:..... T:.....</p>	Item			
E9	<p><b>LOCAL LABOUR</b></p> <p>It is a general requirement of this contract that persons normally resident in the locality of the works (Local Labour) be given preference for employment on the contract. Provided, however, that should adequate and appropriate Labour not be available within the locality, others may be employed subject to satisfactory proof being provided that every reasonable endeavour has been made to employ Local Labour. The Contractor shall identify the local community leaders with the purpose of negotiating with them regarding the utilization of Local Labour in the construction process. In this regard, the Contractor shall furthermore give preference, wherever possible to the employment of single heads of households, women and youth. The Contractor shall, in general, maximize the involvement of the local community.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
E10	<p><b>IMPORT PERMITS AND DUTIES</b></p> <p>The responsibility for obtaining the necessary import permits shall rest with the successful Tenderer. No foreign exchange will be arranged or provided by the Administration.</p> <p>Tenderers are to allow in their tenders and pay the ordinary levy imposed on imported items in terms of item 196.10 of Part 8 of Schedule No. 1 of the Customs and Excise Act, 1964 with effect from 1 October 1989.</p> <p>F:..... V:..... T:.....</p>	Item			
E11	<p><b>CONTRACT PRICE ADJUSTMENT PROVISIONS (CPAP)</b></p> <p>Notwithstanding anything to the contrary contained in the GCC for Construction Works 2010 2nd Edition, this Contract is not subject to any Contract Price Adjustment Provisions (CPAP)</p>				
E12	<p><b>EPWP CONDITIONS AND SPECIFICATIONS</b></p> <p><b>12.1 EMPLOYMENT TARGETS</b></p> <p><u>E12.1 a Employment Targets</u></p> <p>The contractor needs to provide a realistic estimate on the number of jobs that the project has the potential to create throughout the project duration as the project will be implemented using labour intensive construction methods on elements where it is economical and feasible for this construction method.</p> <p>No of jobs to be created = ..... [Contractor to fill in an estimated number]</p> <p>F:..... V:..... T:.....</p> <p>E12.1 b Employment requirements</p> <p>Tenderers are advised that this contract will be subject to the Expanded Public Works Program (EPWP) aimed at alleviating and reducing unemployment.</p> <p>Tenderers must allow for any costs for the employment of unskilled labour as per the requirements of the EPWP program;</p> <ol style="list-style-type: none"> <li>1. 55% of unskilled labour to be women</li> <li>2. 55% of unskilled labour to be youth aged between 18 and 35 years</li> <li>3. 2% of unskilled labour to be people living with disability</li> <li>4. 100% Unskilled labour utilised must reside within the boundaries of the Municipality Ward where this contract is executed, with preference to the local community closest or at the walking distance to the contract site. Wherever possible local skilled tradesmen are to be employed on this contract with the view to maximize utilization of local resources.</li> </ol> <p>F:..... V:..... T:.....</p>	Item			
	Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p><b>E12.1 c Labour rate and payment intervals</b> The contractor should ensure that labour rate paid to unskilled local labour is commensurate to the daily task. When determining the rate, consideration should be given to that EPWP beneficiaries are mostly bread winners in their families, as the program intends alleviating poverty. There should also be consideration that the labour rate promotes creation of expanded number of jobs created and person days of work. Contractors should make endeavours to ensure that labourers, particularly unskilled are remunerated on fortnight basis and prior notification be made should there be a shortfall on their wages. The labour rate for local unskilled shall also be determined in consideration of the location of the project, i.e. for projects implemented in urbanized municipalities will not be the same as that for rural municipalities.</p> <p>F:..... V:..... T:.....</p>	Item			
<p><b>12.2 LABOUR INTENSIVE CONSTRUCTION METHOD</b> <b>E12.2 a Labour Intensive Construction (LIC) method</b> On site there must a person(s) having competency in managing and implementing LIC methods. *Foreman @ NQF Level 4 the Unit Standard on Implementing LIC methods on site. *Site Agent/ Managers @ NQF level 5 the Unit Standard on Manage Labour-Intensive Skills Programme both must be CETA accredited</p> <p>F:..... V:..... T:.....</p>	Item			
<p><b>E12.2 b Labour Intensive Construction Method</b> Those parts of the contract to be constructed using Labour Intensive methods will be marked in the BoQ with letter LI (indicating Labour Intensive) against every item so designated. Such works will only be constructed using method so indicated.  Reference to be made to Guidelines for the implementation of Labour Intensive Infrastructure projects under EPWP. "Scope of Work in Respect of Work Relating to the Expanded Public Works Programme (EPWP)"</p> <p>F:..... V:..... T:.....</p>	Item			
<p><b>E12.3 RECORD KEEPING</b> 12.3.1 Every employer must keep in the project site office the following minutes of site progress minutes; contractors' monthly site progress reports; accurately recorded attendance register; proof of payment as means to verify authenticity of data in the EPWP Beneficiary form submitted with payment certificates. Copies of submitted EPWP beneficiary data forms should also be kept in the site office.</p> <p>F:..... V:..... T:.....</p>	Item			
<p>12.3.2 The employer must keep this record for a period of at least three (3) years after the completion of the project in his/her office as the project site office would have been relocated.  This should be safely kept for job creation data verifications and periodical audits on projects conducted by National and Provincial Department of Public Works after one (1) or two (2) quarters of submitting captured EPWP Data to the National EPWP coordinating Department.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p><b>E12.4 EPWP REPORTING as per EPWP DATA FORM</b> At the end of each month as part of site progress report and to be attached to every contractors' progress payment certificate; the contractor shall provide the principal agent &amp; Public Works with a written records, as per EPWP data form; which will be reflecting, beneficiaries full name &amp; surname; ID No and job description of labour employed by main contractor and sub-contractors on site. At the end of each month the contractor must submit the following documents to be attached to the Progress payment certificate:</p> <ol style="list-style-type: none"> <li>1. EPWP monthly data collection form</li> <li>2. Worker monthly payment upload</li> <li>3. Worker monthly proof of payment i.e               <ol style="list-style-type: none"> <li>3.1 Acknowledgement of receipt of payment or</li> <li>3.2 Payslips</li> <li>3.3 Bank statement highlighted the workers paid</li> </ol> </li> <li>4. Worker monthly training form</li> <li>5. Monthly attendance register</li> <li>6. Certified copies of ID's (once off)</li> <li>7. ID size photos (once off)</li> <li>8. Proof of UIF</li> <li>9. Proof of COIDA</li> </ol> <p>F:..... V:..... T:.....</p> <p><b>E12.5 EPWP PROMOTION</b> <b>12.5.1 EPWP signage board</b> EPWP Program at the project level shall always be promoted through have the projects signage board that embrace EPWP logo at the bottom, correct measurement for this signage board will be provided by the project leader during the site handing over meeting. the standard "HELVETIVA MEDUIM " letters are to be used . Professional title to be 10 mm above line . Line thickness to be 8 mm thick . Space between bottom of the line and bottom of the lettering below the line has to be 100 mm. Letter sizes are as follows : Helvetica meduim 100 mm black upper case to be for project name and owner . Helvetica meduim 75mm black upper case only to be used for professional titles.Project name and owner shall be black lettering on white background.board sizes are as follows : Board to be minomum 2000mm from ground level and to be constructed from reinforced formed chromadek panels minimum 0,6mm thick chromadek. The contractor is responsible for ensuring that the project board remains neatly and safely erected for the full duration including maintenance period,after which the project board and post are to be dismantled and handed to the client in good order.</p> <p>F:..... V:..... T:.....</p> <p><b>12.5.2 Branding of labour apparel</b> Contractor &amp; Sub-contractors' labourers shall be provided with EPWP branded Personal Protective Equipment (PPE), reflector vest with EPWP wording at the back is an ideal and cost effective means of promoting program on site.</p> <p>The contractor is then advised to price for both item 17.5.1 and 17.5.2</p> <p>F:..... V:..... T:.....</p>	Item			
	Item			
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		UNIT	QUANTITY	RATE	AMOUNT
	<p><b>E12.6 COMMUNITY LIAISON OFFICER (CLO)</b>  <b>UTILISATION OF A COMMUNITY LIAISON OFFICER</b>            In addition to the requirements of Clause E9, contained in this document;            The Contractor shall allow for and pay any and all costs necessary for the engagement of the services of a Community Liaison Officer (CLO) for the full duration of this contract</p> <p>In the interest of providing a sound service to both the community and the Contractor, a CLO may only manage one project at a given time.</p> <p>A CLO will be identified by the local structures of the ward areas and appointed following fair and transparent interviewing process, to be conducted in the presence of local structures and the contractor representative, in order to assist the Contractor in the procurement of any local labour, etc. required for this project. The Contractor is to liaise with the CLO and afford him any assistance needed in ensuring sound working relations with the local community.</p> <p><b>Key Responsibilities of the CLO are envisaged to include and not necessary be limited to:</b></p> <ol style="list-style-type: none"> <li>1. Assisting local leadership in conducting skills and resources audit which facilitates sourcing labour from within the ward or targeted areas for employment, as required by contractor.</li> <li>2. Assisting in sourcing labour-only domestic sub-contractors and the procurement of materials from local resources, as required by the contractor.</li> <li>3. Assisting the contractor by identifying areas of potential conflict and or threats to the project or to stakeholders in the project and recommend appropriate action to the contractor.</li> <li>4. Assisting contractor and stakeholders in the project in the resolution of any conflict which may arise.</li> <li>5. Establishing and ensuring that sufficient and open communication channels between the contractor and the work force are maintained.</li> <li>6. Establish and ensuring that efficient and open communication channels between the contractor and the community are maintained</li> <li>7. Identifying and reporting to the Contractor regarding issues where communication between stakeholder is necessary, recommend courses of action and facilitate such communications</li> </ol>				
	Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p>8. Assisting the Contractor and the work force in the establishment of grievance procedures and necessary recommenda-tion to the Contractor regarding the grievances and solution thereto.</p> <p>9. Attending to site meetings and project implementation meetings as required by the Contractor and prepare periodic reports as may be required by the Contractor from time to time.</p> <p>10. Attending to such other duties which are consistent with the functions of a CLO, as may be required by the Contractor from time to time.</p> <p>Tenderers are to price twice the rate of unskilled local labour rate against this item for any and all costs arising out of compliance with the foregoing and in the event of a Tenderer failing to price against this item or making inadequate financial provision against this item for compliance as aforesaid, then no claim for costs or additional cost incurred will be entertained by the Head: Works</p> <p>F:..... V:..... T:.....</p> <p><b>E12.7 SKILLS DEVELOPMENT ON SITE</b> Contractor in conforming to the object of EPWP that its beneficiaries need to be capacitated with skills that will render them employable in the future. It is then the responsibility of the Contractor that mandatory life skills are provided to 100% of workforce on site and on the job training to labourers from whom the potential for further development has been identified. The latter is not mandatory to all as it covers technical skills.</p> <p>Contractor should also make provision for the possibility that there might be local youth that will need to be placed on the project with an intention to be provided support towards improving their level of competency and productivity.</p> <p>Contractor shall also provide all necessary on-the-job training to targeted labour to enable such labour to master and advance on techniques required to undertake the work in accordance with requirements of the contract in a manner that does not compromise workers health and safety.</p> <p>F:..... V:..... T:.....</p> <p><b>E12.8 LABOUR ONLY Sub Contracting for local emerging enterprises</b> Tenderer's are advised that this contract is subject to the Expanded Public Works Programme (EPWP) and the following criteria will apply:</p> <p><u>African Equity Ownership</u></p> <p>a) The Tenderer is to allow for 5% of the total value of works to be undertaken by a Priority Population Group. This percentage excludes the costs of employing local unskilled labour. The allocation of this percentage from the Project, the screening of people, the selection of skills, will be for the Contractor to adjudicate.</p> <p>b) The Priority Population Group consists of women, youth and disabled people.</p> <p>c) The Contractor is to give first option for prospective PPG's from the surrounding areas of the Project. Should there be insufficient suitable people fitting the criteria of PPG's, the Contractor may hire people from further afield. This is to be done only after consultation with the Department of Works EPWP Co-ordinator and the Community Liaison Officer (CLO).</p> <p>d) A Mentor is to be employed by the Contractor, in consultation with the Department of Works for the purposes of quality control and liaison between the Contractor and the selected PPG's on site. The mentor will be responsible for ensuring an acceptable level of quality workmanship and that such work carried out by the PPG's is executed within the time frames stipulated.</p> <p>In so far as possible, the Contractor is encouraged to expand the PPG's skills, knowledge and performance levels.</p> <p>F:..... V:..... T:.....</p>	Item			
	Item			
	Item			
Carried forward to collection				

	UNIT	QUANTITY	RATE	AMOUNT
<p><b><u>TENDERER'S TO NOTE CONDITIONS</u></b></p> <p>a) The contract to be entered into between the Contractor and the PPG's will be a LABOUR ONLY sub-contract.</p> <p>b) The Contractor will be responsible for ensuring that all materials for use by the PPG's in the works are to be on site timeously. The Contractor shall liaise with The Mentor and PPG to determine the nature and extent of materials required and the lead time necessary.</p> <p>c) The Contractor shall be responsible for the overall programming of the Works and he is to allow for monitoring the PPG's programme and progress.</p> <p>d) In conjunction with the Mentor, he is to allow for the supervision and mentoring (where necessary) of the PPG to ensure quality and adherence to standard building practice</p> <p>e) The Contractor is to allow for extra storage facilities on site for the PPG's tools and equipment.</p> <p>f) Basic tools shall be provided by the PPG's and where these are not available; the Contractor will supply him with the necessary tools and equipment and deduct the costs thereof from the interim claims made by the PPG.</p> <p>g) Work requiring specialized tools will be provided free of charge by the Contractor with the provision that these be returned upon completion of the Work.</p> <p><b><u>CO-ORDINATION</u></b></p> <p>The Contractor is to co-ordinate the work of all the PPG's, Sub-Contractors and Nominated Sub- Contractors appointed direct by the Employer in such a manner and at all times as will suit the building programme and he is to allow adequate access, for the PPG's, where required, to carry out their work in an efficient manner as no claims for extras in this connection will be entertained.</p> <p>F:..... V:..... T:.....</p> <p><b><u>ATTENDANCE</u></b></p> <p>The Contractor may allow for attendance upon the PPG's concerned to execute the work. The Contractor is to allow the PPG's the use of any scaffolding belonging to him while it remains so erected on the site.</p> <p>Where scaffolding is necessary for the use by any PPG and the Contractor has not erected any for his own use or has removed same after his own use, the Contractor shall supply sufficient scaffolding to the PPG to be erected and dismantled by the PPG and returned to the Contractor.</p> <p>This attendance upon PPG's to execute the work is to include for the scaffolding provisions as aforesaid and, in addition, is to include for co-operating to the fullest extent with all the parties, attending on off-loading materials, providing suitable storage for tools and materials used by the PPG's, use of general facilities such as latrines, etc., supply and cost of power, lighting, water and the like.</p> <p>F:..... V:..... T:.....</p> <p><b><u>E12.9 EPWP CONTRACT FOR LABOUR</u></b></p> <p>It is compulsory that shortly after the contractor and or sub contractor has appointed local labour, the employment contract should be signed by both parties, prior to commencement with works on site. The employment contract forms part of the Ministerial Determination or from the regional EPWP officials. Each contract will lapse at the end of each financial year therefore requiring the Contractor to do a renewal of each contract should the need of employment still exist for that particular labourer.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p><b>E12.10 EPWP SCOPE of WORK</b></p> <p><b>Note:</b> Contractors are to price any item on the Bill of Quantities having below, bearing in mind that they are regarded as main sources of job creation, whether sub contracted or undertaken by the main contractor.</p> <p>Elements on the scope of work where application of Labour Intensive Construction methods as will indicated with letters (LI) are regarded feasible are as follows;</p> <p>i) Excavating trenches for foundations and any other civil works with the depth not more than 1.5 m</p> <p>ii) All masonry works which include concrete mixing on site; brickwork; plastering; screed works; jointing; etc.</p> <p>iii) Painting, Plumbing, Ironmongery; roof cladding; glazing; tiling; carpentry; flooring; waterproofing; etc.</p> <p>F:..... V:..... T:.....</p> <p><b>Note:</b> It is a general requirement of this contract that persons normally resident in the ward of the works (local labour) be given preference for employment on the contract. Provided, however, that should adequate and appropriate labour not be available within the ward, others may be employed subject to satisfactory proof being provided that every reasonable endeavour has been made to employ local labour (Local Sub-contractor(s); Skilled; Semi-Skilled and Unskilled). The contractor shall in consultation with the local community leaders with the purpose of negotiating with them regarding the utilization of local resources in the construction process. In this regard, the contractor shall furthermore give preference, wherever possible to the employment of single heads of households, women and youth as well as families declared as most indigent by War on Poverty/ Sukuma Sakhe program profiling process. The contractor should aim, in general, to maximise the involvement of the local community, however workers from other communities should not exceed 20% of all persons working on the project, where local employees possess skills at level of competency that meet contractors requirements.</p> <p><u>Payment for the labour-intensive component of the works</u> Payment for works identified in the Scope of Work as being labour-intensive shall only be made in accordance with the provisions of the Contract if the works are constructed strictly in accordance with the provisions of the Scope of Work. Any non-payment for such works shall not relieve the Contractor in any way from his obligations either in contract or in delict.</p> <p><u>Linkage of payment for labour-intensive component of works to submission of project data</u> The Contractor's payment invoices shall be accompanied by labour information for the corresponding period in a format specified by the employer. If the contractor chooses to delay submitting payment invoices, labour returns shall still be submitted as per frequency and timeframe stipulated by the Employer. The contractor's invoices shall not be paid until all pending labour information has been submitted.</p> <p><u>Applicable labour laws</u> The current Ministerial Determination (also downloadable at <a href="http://www.epwp.gov.za">www.epwp.gov.za</a>) Expanded Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice , shall apply to works described in the scope of work as being labour-intensive and which are undertaken by unskilled or semi-skilled workers.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E13	<b>HIV/AIDS AWARENESS</b> Tenderers are to price against the following items for compliance with the SPECIFICATION FOR HIV/AIDS AWARENESS bound into this document (The clauses referred to are those of the Specification for HIV/AIDS)				
E13.1	Provide and maintain a condom dispenser in terms of Clause 5.1a) F:..... V:..... T:.....	Item			
E13.2	Provide and maintain HIV/AIDS awareness posters terms of Clause 5.1b) F:..... V:..... T:.....	Item			
E13.3	HIV /Aids Awareness Programme on Site for not less than 90% of workers inclusive of all direct and indirect costs; Engage a qualified service provider as described in the scope of works to conduct an HIV Awareness Programme in terms of Clause 5.2.1a) F:..... V:..... T:.....	Item			
E13.4	Arrange for workers to attend the HIV Awareness Programme in terms of Clause 5.2.1b) F:..... V:..... T:.....	Item			
E13.5	<b>Reporting</b> Prepare and attach to claims for payment a brief report in terms of Clause 5.3 (see also HIV/STI Compliance Report included with this document). F:..... V:..... T:..... <i>Note: In the event that the contractor fails to satisfy the requirements of this specification, the employer (Head: Health) may apply any of the sanctions provided for in the contract. Sanctions may include the application of a financial penalty of 0.04% of the Contract Sum per calendar day of which the required reports has not been submitted.</i>	Item			
E14	<b>OCCUPATIONAL HEALTH AND SAFETY ACT NO. 85 OF 1993</b> Tenderers are to allow for costs in providing a project specific ' Construction Phase Safety, Health and Environmental Plan' in accordance with "Section 2 - Specification Data associated with SANS 1921-1:2004" clause C4.18 in "Part C3 - Scope of Work" F:..... V:..... T:.....	Item			
E15	<b>NOTICE BOARD, SITE OFFICE, ETC.</b> Bidders are to allow for the provision and removal of a project notice board and a site office in accordance with the Principal Agent's requirements. F:..... V:..... T:.....	Item			
E16	<b>IMPORTED MATERIALS AND EQUIPMENT</b> Where imported items are listed in the tender documents, the tenderer shall provide all information called for, failing which the price of any such item, material or equipment shall be excluded from currency fluctuations. ( <b>Refer to T2.14 - Schedule of Imported Materials and Equipment</b> . F:..... V:..... T:.....	Item			
E17	<b>CONTRACT DOCUMENTS</b> The drawings issues with these Bid documents do not comprise the complete set but serves as a guide only for Biding purposes and for indicating the scope of works to enable the Bidder to acquaint him with the nature and extent of the works and the manner in which they are to be executed.  Should any part of the drawings not be clearly legible to the Bidder he shall, before submitting his Bid, obtain clarification in writing from the principal agent. F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E18	<p><b>GENERAL PREAMBLES</b> The Document Preambles will be the DOH Supplementary Preambles January 2009 Rev.3 and shall be read in conjunction with the Bills of Quantities and be referred to for the full descriptions of work to be done and materials to be used.</p> <p>F:..... V:..... T:.....</p>	Item			
E19	<p><b>TRADE NAMES</b> Wherever a Trade Name for any product has been described in the Bills of Quantities the Bidder's attention is drawn to the fact that any other product of equal quality may be used subject to the written approval of the Principal Agent being obtained prior to the closing date for submission of Bids.</p> <p>F:..... V:..... T:.....</p>	Item			
E20	<p><b>EXISTING PREMISES OCCUPIED</b> Refer to Scope of Works Part C3 of this Bid Document for information on the occupation of existing buildings.</p> <p>F:..... V:..... T:.....</p>	Item			
E21	<p><b>INACCURATE AND DEFECTIVE WORK EXECUTED UNDER PREVIOUS CONTRACT</b> The contractor shall, after taking possession of the site and before commencing the work, check all levels, liners, profiles and the like and satisfy himself as to the dimensional accuracy of all work executed under the previous contract which may affect his work.</p> <p>Should any inaccurate or defective work be found, the contractor shall immediately notify the principal agent in writing requesting his instructions with regard thereto and afford every facility to those rectifying such inaccurate or defective work.</p> <p>F:..... V:..... T:.....</p>	Item			
E22	<p><b>VIEWING THE SITE IN SECURITY AREAS</b> If the site is situated in a security area and the Bidder must arrange with the Authorities to obtain permission to enter the site for Bidding purposes.</p> <p>F:..... V:..... T:.....</p>	Item			
E23	<p><b>COMMENCEMENT OF WORKS IN SECURITY AREAS</b> If the works falls within a security area, the contractor must arrange with the Authorities and give the necessary notices before commencement of the works. Should the contractor fail to make such arrangements, admission to the site may be refused and any additional costs will be for the contractor's account.</p> <p>F:..... V:..... T:.....</p>	Item			
E24	<p><b>ENTRANCE PERMITS TO SECURITY AREAS</b> If the works fall within a security area, the contractor shall obtain entrance permits for his personnel and workmen entering the area and shall comply with all regulations and instructions which may be issued from time to time regarding the protection of persons and property under control of the Authority.</p> <p>F:..... V:..... T:.....</p>	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E25	<p><b>SECURITY CHECK OF PERSONNEL</b> The principal agent may require the contractor to have his personnel and workmen, or a certain number of them, security classified.</p> <p>In the event of the principal agent requesting the removal of a person or persons from the works for security reasons, the contractor shall do so forthwith and shall thereafter ensure that such person or persons are denied access to the works and the site and/or to any document or information relating to the works.</p> <p>F:..... V:..... T:.....</p>	Item			
E26	<p><b>PROHIBITION ON TAKING PHOTOGRAPHS</b> In terms of article 119 of the Defence Act, 44 of 1957, it is prohibited to sketch or to take photographs of any military site or installation or any building or civil works thereon or to be in possession of a camera or other apparatus used for taking photographs, except when authorised thereto by or on behalf of the Minister.</p> <p>The same prohibition is also applicable to all Correctional Institutions in terms of article 44.1(e) of the Correctional Services Act 8 of 1959.</p> <p>F:..... V:..... T:.....</p>	Item			
E27	<p><b>Management of Water</b> Water for Construction purposes must be obtained from alternative water sources (i.e. supply other than water that is produced and distributed by a regulated water service authority from a licenced water treatment works for human consumption), eg dams, rivers, boreholes, springs, rainwater harvesting, recycled sewerage water, etc. The alternative water source shall not be of an inferior quality / standard than that required for construction purposes. The client reserves the right through his agents to test such supplies or request certificates confirming the grade and nature of the water supply. Relevant knowledge of the respective area will be an advantage.</p>				
Carried forward to collection				R	

<b>SECTION 1</b>			
<b>SUMMARY – PRELIMINARY &amp; GENERAL</b>			
<b>Collection</b>	<b>Page No.</b>	<b>Amount</b>	
	1	R	
	2	R	
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	7	R	
	8	R	
	9	R	
	10	R	
	11	R	
	12	R	
	13	R	
	14	R	
	15	R	
	16	R	
	17	R	
Carried forward to Final Summary		R	
Section No. 1 Preliminary & General Summary			



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES  
IN 11 HOSPITALS**

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**PART C2.3 BILL OF QUANTITIES**



Item No	Description	Unit	Qty	Rate	Amount
1	<b>BILL NO. 2</b> <b>Appelsbosch Hospital</b> <i>Tenderers are to refer to the Model Preambles, as well as Autoclave specification (Annexure A) for Trades (Latest Edition) and Supplementary Preambles for further description and implication of work in this section. Rates must be all inclusive.</i>				
1.1	<b>Remove Existing Autoclave</b>				
	Disconnect all services from redundant equipment or equipment to be replaced:				
1.1.1	▪ Disconnect all services (electrical supply, water & steam supply)	Item	1		
1.1.2	▪ Other ancillary equipment/ services e.g. water treatment plant	Item	1		
1.1.3	▪ Disassemble old machine and remove from site to the designated area	No.	1		
1.1.4	▪ Conduct minor building works to suit the installation of new autoclave	No.	1		
1.2	<b>Installation of New Autoclave</b>				
1.2.1	Supply, install, reconnect all services and commission 400L autoclave (including transport and labour)	No.	1		
1.3	<b>Installation of Water Treatment Plant (If not available on site)</b>				
1.3.1	Supply and install, water treatment plant, connect to all autoclaves.	No.	1		
1.4	<b>Training</b>				
1.4.1	▪ Provide training to operators and maintenance personnel	Item	1		
1.4.2	▪ Operating and maintenance manuals in English (2 hard copies), see C3.1	Item	1		
1.4.3	▪ Installation certificate of conformity signed by the OEM trained Installer, see C3.1	Item	1		
1.5	<b>Deliverables</b>				
	Provide:				
1.5.1	1-Year scheduled Maintenance for: ▪1 x Minor Service ( after six months) ▪1 x Major Service (annually)	No.	1		
1.5.2	▪ Spare printer paper roll	No.	5		
1.5.3	▪ Silicon spray can	No.	3		
1.5.4	▪ Spare door gaskets	No.	2		
		TOTAL			
	<b>Carried to summary page</b>				

Item No	Description	Unit	Qty	Rate	Amount
1	<b>BILL NO. 3</b>				
	<b>Bethesda Hospital</b>				
	<i>Tenderers are to refer to the Model Preambles, as well as Autoclave specification (Annexure A) for Trades (Latest Edition) and Supplementary Preambles for further description and implication of work in this section. Rates must be all inclusive.</i>				
1.1	<b>Remove Existing Autoclave</b>				
	Disconnect all services from redundant equipment or equipment to be replaced:				
1.1.1	▪ Disconnect all services (electrical supply, water & steam supply)	Item	1		
1.1.2	▪ Other ancillary equipment/ services e.g. water treatment plant	Item	1		
1.1.3	▪ Disassemble old machine and remove from site to the designated area	No.	1		
1.1.4	▪ Conduct minor building works to suit the installation of new autoclave	No.	1		
1.2	<b>Installation of New Autoclave</b>				
1.2.1	Supply, install, reconnect all services and commission 400L autoclave (including transport and labour)	No.	1		
1.3	<b>Installation of Water Treatment Plant (If not available on site)</b>				
1.3.1	Supply and install, water treatment plant, connect to all autoclaves.	No.	1		
1.4	<b>Training</b>				
1.4.1	▪ Provide training to operators and maintenance personnel	Item	1		
1.4.2	▪ Operating and maintenance manuals in English (2 hard copies), see C3.1	Item	1		
1.4.3	▪ Installation certificate of conformity signed by the OEM trained Installer, see C3.1	Item	1		
1.5	<b>Deliverables</b>				
	Provide:				
1.5.1	1-Year scheduled Maintenance for:				
	▪ 1 x Minor Service (after months)	No.	1		
	▪ 1 x Major Service (annually)	No.	1		
1.5.2	▪ Spare printer paper roll	No.	5		
1.5.3	▪ Silicon spray can	No.	3		
1.5.4	▪ Spare door gaskets	No.	2		
				TOTAL	
	<b>Carried to summary page</b>				













Item No	Description	Unit	Qty	Rate	Amount
1	<b>BILL NO. 10</b> <b>GJ Crooks Hospital</b> <i>Tenderers are to refer to the Model Preambles, as well as Autoclave specification (Annexure A) for Trades (Latest Edition) and Supplementary Preambles for further description and implication of work in this section. Rates must be all inclusive.</i>				
1.1	<b>Remove Existing Autoclave</b>				
	Disconnect all services from redundant equipment or equipment to be replaced:				
1.1.1	▪ Disconnect all services (electrical supply, water & steam supply)	Item	1		
1.1.2	▪ Other ancillary equipment/ services e.g. water treatment plant	Item	1		
1.1.3	▪ Disassemble old machine and remove from site to the designated area	No.	1		
1.1.4	▪ Conduct minor building works to suit the installation of new autoclave	No.	1		
1.2	<b>Installation of New Autoclave</b>				
1.2.1	Supply, install, reconnect all services and commission 160L autoclave (including transport and labour)	No.	1		
1.3	<b>Installation of Water Treatment Plant (If not available on site)</b>				
1.3.1	Supply and install, water treatment plant, connect to all autoclaves.	No.	1		
1.4	<b>Training</b>				
1.4.1	▪ Provide training to operators and maintenance personnel	Item	1		
1.4.2	▪ Operating and maintenance manuals in English (2 hard copies), see C3.1	Item	1		
1.4.3	▪ Installation certificate of conformity signed by the OEM trained Installer, see C3.1	Item	1		
1.5	<b>Deliverables</b>				
	Provide:				
1.5.1	▪ 1-Year Maintenance for both scheduled & unscheduled works (to cover the 12 month retention period)				
	▪ Minor Service (six monthly)	No.	1		
	▪ Major Service	No.	1		
1.5.2	▪ Spare printer paper roll	No.	5		
1.5.3	▪ Silicon spray can	No.	3		
1.5.4	▪ Spare door gaskets	No.	2		
		TOTAL			
	<b>Carried to summary page</b>				





SUMMARY PAGE		
Item No	Description	Amount
1	BILL NO. 1: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT ADDINGTON HOSPITAL	
2	BILL NO. 2: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT APPELSBOSCH HOSPITAL	
3	BILL NO. 3: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT BETHESDA HOSPITAL	
4	BILL NO. 4: SUPPLY INSTALL AND COMMISSION 1 x 400L & 1 x 160L AUTOCLAVES AT CHARLES JOHNSON MEMORIAL HOSPITAL	
5	BILL NO. 5: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT MONTOBELLO HOSPITAL	
6	BILL NO. 6: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT VRYHEID HOSPITAL	
7	BILL NO. 7: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT GENERAL JUSTICE GIZENGA MPANZA MEMORIAL HOSPITAL	
8	BILL NO. 8: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT OSINDISWENI HOSPITAL	
9	BILL NO. 9: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT DUNDEE HOSPITAL	
10	BILL NO. 10: SUPPLY INSTALL AND COMMISSION 1 x 160L AUTOCLAVES AT GJ CROOKS HOSPITAL	
11	BILL NO. 11: SUPPLY INSTALL AND COMMISSION 1 x 400L AUTOCLAVES AT GREYS HOSPITAL	
12	BILL NO. 12: SUPPLY, INSTALL & COMMISSION 1 X 40L TABLE-TOP AUTOCLAVE AT HILLCREST HOSPITAL	
		SUB-TOTAL
		P&Gs
ADD		15% VAT
	GRAND TOTAL	

<b>PAYMENT SUMMARY AND CASH FLOW</b>	
<b>DESCRIPTION</b>	<b>Amount</b>
1. Removal of existing Autoclaves	
2. Installation of new Autoclaves	
3. Installation of Water Treatment Plants	
4. Provision of 1 x 40L Table-top autoclave	
5. Training	
6. Provision of O & M manual, drawings etc.	
7. Provision of spares	
8. Minor service	
9. Major service	
10. 10% Retention	
	15% VAT
	P&Gs
	<b>Grand Total</b>



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES  
IN 11 HOSPITALS**

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**PART C3. SCOPE OF WORKS**

### C3. SCOPE OF WORKS - Autoclave Replacement Programme Phase 8 Replacement of 12 autoclaves in 11 Hospitals

- a) **Addington Hospital** - Remove the existing 400L autoclave unit from the identified location to designated area, & prepare space for the new 400L autoclave to be installed.
- b) Install new autoclave unit and connect to the integral boiler
- c) Commission the installed unit
- d) Provide training to the respective staff and maintenance personnel,
- e) Provide spares as per specification
- f) Provide scheduled maintenance for a period of 12 months
- a) **Appelsbosch Hospital** - Remove the existing 400L autoclave unit at the identified location to designated area, & prepare space for the new 400L autoclave to be installed.
- b) Install new autoclave unit and connect to the integral boiler
- c) Commission installed unit
- d) Provide training to the respective staff and maintenance personnel
- e) Provide spares as per specification
- f) Provide scheduled maintenance for a Period of 12 months
- a) **Bethesda Hospital** - Remove the existing 400L autoclave units at the identified locations to designated area, & prepare space for the new 400L autoclave to be installed
- b) Install new autoclave units and connect to the integral boiler
- c) Commission installed unit
- d) Provide training to the respective staff and maintenance personnel
- e) Provide spares as per specification
- f) Provide scheduled maintenance for a Period of 12 months
- a) **Charles Johnson Memorial Hospital** - Remove the existing 400L & 160L autoclave units at the identified locations to designated area, & prepare space for the new 400L & 160L autoclaves to be installed.
- b) Install new autoclave units and connect to their integral boilers
- c) Commission installed units
- d) Provide training to the respective staff and maintenance personnel
- e) Provide spares as per specification
- f) Provide scheduled maintenance for a Period of 12 months
- a) **Montobello Hospital** - Remove the existing 400L autoclave unit at the identified location to designated area, & prepare space for the new 400L autoclave to be installed.
- b) Install new autoclave unit and connect to the integral boiler
- c) Commission installed unit
- d) Provide training to the respective staff and maintenance personnel
- e) Provide spares as per specification
- f) Provide scheduled maintenance for a period of 12 months
- a) **Vryheid Hospital** - Remove the existing 160L autoclave unit at the identified location to designated area, & prepare space for the new 160L autoclave to be installed.
- b) Install new autoclave unit and connect to the integral boiler
- c) Commission installed unit
- d) Provide training to the respective staff and maintenance personnel
- e) Provide spares as per specification
- f) Provide scheduled maintenance for a period of 12 months

- a) **General Justice Gizenga Mpanza Memorial Hospital** - Remove the existing 400L autoclave unit at the identified location to designated area, & prepare space for the new 400L autoclave to be installed.
  - b) Install new autoclave Unit and connect to the integral boiler
  - c) Commission installed unit
  - d) Provide Training to the respective staff and maintenance personnel
  - e) Provide spares as per specification
  - f) Provide scheduled maintenance for a period of 12 months
- 
- a) **Osindisweni Hospital** - Remove the existing 160L autoclave unit at the identified location to designated area, & prepare space for the new 160L autoclave to be installed.
  - b) Install new autoclave unit and connect to the integral boiler
  - c) Commission installed unit
  - d) Provide training to the respective staff and maintenance personnel
  - e) Provide spares as per specification
  - f) Provide scheduled maintenance for a period of 12 months
- 
- a) **Dundee Hospital** - Remove the existing 160L autoclave unit at the identified location to designated area, & prepare space for the new 160L autoclave to be installed.
  - b) Install new autoclave unit and connect to the integral boiler
  - c) Commission installed unit
  - d) Provide training to the respective staff and maintenance personnel
  - e) Provide spares as per specification
  - f) Provide scheduled maintenance for a period of 12 months
- 
- a) **GJ Crooks Hospital** - Remove the existing 160L autoclave unit at the identified location to designated area, & prepare space for the new 160L autoclave to be installed.
  - b) Install new autoclave unit and connect to the integral boiler
  - c) Commission installed unit
  - d) Provide Training to the respective staff and maintenance personnel
  - e) Provide spares as per specification
  - f) Provide scheduled maintenance for a period of 12 months
- 
- a) **Greys Hospital** - Remove the existing 400L autoclave unit at the identified location to designated area, & prepare space for the new 400L autoclave to be installed.
  - b) Install new autoclave unit and connect to the integral boiler
  - c) Commission installed unit
  - d) Provide training to the respective staff and maintenance personnel
  - e) Provide spares as per specification
  - f) Provide scheduled maintenance for a period of 12 months
- 
- a) **Hillcrest Hospital** - Supply,install and commission 1 x 40L Table-top autoclave.

<b>C3.1 SCOPE OF WORKS</b>			
<b>GCC FOR CONSTRUCTION WORKS (Edition 2 of 2010)</b>			
Scope of Works complied in accordance with SANS 10403 where reference is made to this part of SANS 1921-1:2004			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender no:</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>1</b>	<p><b><u>SECTION 1</u></b></p> <p><b><u>EXTENT OF THE WORKS</u></b></p> <p><b>1.1 EMPLOYERS OBJECTIVES</b></p> <ul style="list-style-type: none"> <li>• Replace old or condemned autoclave units with new units of the same capacity at CSSD, Theatre or Isolation wards.</li> <li>• Ensure compliance with Infection Prevention and Control (IPC) standards.</li> </ul> <p><b>1.2 OVERVIEW OF THE WORKS</b> Replace 12 Autoclaves in 11 hospitals</p> <p><b>1.3 EXTENT OF THE WORKS</b> See the attached scope of works</p> <p><b>1.4 LOCATION OF THE WORKS</b> Various facilities</p> <p><b>1.5 TEMPORARY WORKS</b> All temporary work to comply with the Occupational Health and safety Act (Act 85 of 1993)</p>		
<b>2</b>	<p><b><u>ENGINEERING</u></b></p> <p><b>2.1 EMPLOYER'S/CONTRACTOR'S DESIGN</b> Not applicable</p> <p><b>2.2 DESIGN BRIEF</b> Not applicable</p> <p><b>2.3 DRAWINGS</b> Not applicable</p>		

2.4	<p><b>DESIGN PROCEDURES</b></p> <p>Not applicable</p>
3	<p><b><u>PROCUREMENT</u></b></p>
3.1	<p><b>PREFERENTIAL PROCUREMENT PROCEDURES</b></p> <p>This tender will be subject to the implementation of the Preferential Procurement Regulations, 2022 pertaining to the Preferential Procurement Policy Framework Act, Act Number 5 of 2000 and the relevant Supply Chain Management Legislation and the KwaZulu-Natal Supply Chain Management Policy Framework published by the KwaZulu-Natal Provincial Treasury. Tenderders are referred to <a href="http://www.kzntreasury.gov.za">www.kzntreasury.gov.za</a> for access to the relevant documents.</p> <p>Tenderders are advised to familiarize themselves with the contents of the KwaZulu-Natal Supply Chain Management Policy Framework regarding Preference Point Systems, evaluation of tenders appeals and other matters.</p>
3.2	<p><b>RESOURCE STANDARD PERTAINING TO TARGETED PROCUREMENT</b></p> <p>NOTE : This project will be adjudicated as not exceeding R 50,000 000,00</p>
3.3	<p><b>SCOPE OF MANDATORY SUBCONTRACT WORK</b></p> <p>Not applicable</p>
3.4	<p><b>PREFERRED SUBCONTRACTORS/SUPPLIERS</b></p> <p>Not applicable</p>
3.5	<p><b>SUBCONTRACTING PROCEDURES</b></p> <p>Not applicable</p>
4	<p><b><u>CONSTRUCTION</u></b></p>
4.1	<p><b>APPLICABLE SANS 2001 STANDARDS FOR CONSTRUCTION WORKS</b></p> <p>The Contractor is referred to the "Model Preambles to Trades - 2008", any "Supplementary Preambles", the Electrical Specifications and Mechanical Specification for full descriptions of materials and methods referred to in these Bills of Quantities/Lump Sum documents, insofar as they apply. The Contractor is advised to study the "Standard Preambles to all Trades", any "Supplementary Preambles", the Electrical Specifications and Mechanical Specification, before pricing Bills of Quantities/Lump Sum documents.</p> <p>Where the description in the Bills of Quantities/Lump Sum documents differ from those in the Standard Electrical Specifications, the descriptions in the Bills of Quantities/Lump Sum documents are to apply. No claim whatsoever will be allowed in respect of errors in pricing due to brevity of description of items in the Bills of Quantities/Lump Sum documents which are fully described when read in conjunction with the relevant Preambles and/or Specifications. Suppliers of materials and the like, whose quality systems apply with one or more of the SABS/SANS ISO 9000 Series should be used whenever possible in the absence of a particular SABS/SANS Specification Standard Mark.</p> <p>Wherever the words "shall be deemed to be included in the description", "shall be stated" or other words having the same effect, appear in the Standard System, it shall be deemed that all descriptions in these Bills of Quantities/Lump Sum documents incorporated such inclusions and statements whether specifically stated or not.</p> <p>The Contractor is hereby informed that where SABS/SANS Specifications are referred to in these Bills of Quantities/Lump Sums documents and Specifications thereto, then ONLY the Specification of Work Clauses will apply. The method of measurement and payment clauses will NOT apply to this Contract.</p> <p>The Contractor is hereby informed that risk of collapse and keeping excavations free from water (excluding subterranean water) generally are deemed to be included in the descriptions unless accommodated in the system of measurement. Please refer to the Geotechnical Investigation report when included at the end of these tender documents.</p> <p>Whenever reference is made to "Sub-Contractor", "Nominated Sub-Contractor" or the like in the specifications included or referred to in these Bills of Quantities/Lump Sums documents, it shall be deemed to mean "Contractor" as defined.</p>

<b>4.2</b>	<p><b>APPLICABLE NATIONAL AND INTERNATIONAL STANDARDS</b></p> <p>See above 4.1</p>												
<b>4.3</b>	<p><b>PARTICULAR / GENERIC SPECIFICATIONS</b></p> <p>The Contractor is referred to the following documents whether attached to this document or not:</p> <table border="0"> <thead> <tr> <th style="text-align: left;"><u>SPECIFICATION</u></th> <th style="text-align: left;"><u>PAGES</u></th> </tr> </thead> <tbody> <tr> <td>Specification for HIV/AIDS Awareness (CIDB)</td> <td>HIV1 TO HIV3</td> </tr> <tr> <td>Specific Construction, Safety, Health and Environmental Plan</td> <td></td> </tr> <tr> <td>Standard Preambles for all Trades (Rev 3) - DOH 2009</td> <td>1 to 95</td> </tr> <tr> <td>General Electrical Specification</td> <td>E/1 to E/20</td> </tr> <tr> <td>Lightning Protection Installation</td> <td>LP/1 to LP/6</td> </tr> </tbody> </table>	<u>SPECIFICATION</u>	<u>PAGES</u>	Specification for HIV/AIDS Awareness (CIDB)	HIV1 TO HIV3	Specific Construction, Safety, Health and Environmental Plan		Standard Preambles for all Trades (Rev 3) - DOH 2009	1 to 95	General Electrical Specification	E/1 to E/20	Lightning Protection Installation	LP/1 to LP/6
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<b>4.4</b>	<p><b>CERTIFICATION BY RECOGNIZED BODIES</b></p> <p>Appointed consultants must be actively registered with their relevant professional discipline</p>												
<b>4.5</b>	<p><b>AGRÉMENT CERTIFICATES</b></p> <p>Not applicable</p>												
<b>4.6</b>	<p><b>PLANT AND MATERIAL PROVIDED BY THE EMPLOYER</b></p> <p>Not applicable</p>												
<b>4.7</b>	<p><b>SERVICES AND FACILITIES PROVIDED BY THE EMPLOYER</b></p> <p>None.</p>												
<b>4.8</b>	<p><b>OTHER SERVICES AND FACILITIES</b></p> <p>The Contractor shall provide any artificial lighting which may be necessary or required for the proper execution of the works, and provide electric power and water required by all Sub-Contractors, Nominated Sub-Contractors and Sub-Contractors appointed directly by the Administration.</p> <p>The Contractor shall give all notices and pay all fees in connection with temporary electrical and water connections and shall connect temporary Electrical and Water meters for and pay for all current and water consumed.</p> <p>The Contractor is advised that the permanent light fittings and water points of any kind installed in the Works are not to be used to provide temporary lighting and supplement water requirements for construction purposes.</p>												
<b>5</b>	<p><b><u>MANAGEMENT</u></b></p>												
<b>5.1</b>	<p><b>APPLICABLE SANS 1921 STANDARDS</b></p> <p>SANS 876:2016 - Cable terminations and live conductors within air-filled enclosures (insulation co-ordination) for rated a.c. voltages from 7,2 kV up to and including 36 kV.</p> <p>SANS 1874:2015 - Switchgear - Metal-enclosed ring main units for rated a.c. voltages above 1 kV and up to and including 36 kV.</p> <ul style="list-style-type: none"> <li>o The Occupational Health and Safety Act (Act 85, 1993) as amended</li> <li>o The control panel, associated components and wiring shall be installed in compliance with the latest, relevant and applicable standards.</li> <li>o SANS 10147: Refrigerating systems, including plants associated with AC systems</li> <li>o SANS 347: Categorization and conformity assessment criteria for all pressure equipment</li> <li>o SANS 10142: Code of Practice for Wiring of Premises</li> <li>o SANS 60947-1: 2005/IEC 60947-1: 2004 to SANS 60947-8: 2004/IEC 60947-8: 2004: Low voltage switch gear and control gear.</li> <li>o A Certificate of Conformity, in accordance with the OHS Act as amended and SANS 347, will be required for all refrigeration and air-conditioning works</li> <li>o KwaZulu-Natal Department of Health Policy on Design of Mechanical Installations</li> <li>o An Electrical Certificate of Compliance, in accordance with the OHS Act as amended, will be required for all Electrical Works.</li> <li>o The Machinery and Occupational Safety Act - Act 6/1983</li> <li>o The Municipal by-laws and any special requirements of the Supply Authorities of the area or district concerned.</li> <li>o Local Fire Regulations.</li> <li>o All building works shall be in accordance with the Standard Preambles to All Trades. The contractor should fully familiarise himself with these documents prior to quoting.</li> </ul>												

<b>5.2</b>	<p><b>RECORDING OF WEATHER</b></p> <p>The Contractor shall keep record of abnormal climatic conditions to facilitate the adjudication of claims for extension of the contract period.</p>																																																																	
	<p>The Contractor shall allow in his programme for the following number of days for rain days (rain &gt; 10mm per day) as per the table below:</p> <table border="1"> <thead> <tr> <th colspan="3">CURRENT YEAR</th> <th>YEAR + 1</th> <th>YEAR + 2</th> </tr> </thead> <tbody> <tr><td>January</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>February</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>March</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>April</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>May</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>June</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>July</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>August</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>September</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>October</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>November</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> <tr><td>December</td><td>w/days</td><td>3</td><td>3</td><td>3</td></tr> </tbody> </table>	CURRENT YEAR			YEAR + 1	YEAR + 2	January	w/days	3	3	3	February	w/days	3	3	3	March	w/days	3	3	3	April	w/days	3	3	3	May	w/days	3	3	3	June	w/days	3	3	3	July	w/days	3	3	3	August	w/days	3	3	3	September	w/days	3	3	3	October	w/days	3	3	3	November	w/days	3	3	3	December	w/days	3	3	3
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<b>5.3</b>	<p><b>MANAGEMENT MEETINGS</b></p> <p>There will meeting(s) arrangement(s) between the succesful service provider and the represantatives of the Department.</p>																																																																	
<b>5.4</b>	<p><b>FORMS FOR CONTRACT ADMINISTRATION</b></p> <p>The Employer shall provide all necessary forms.</p>																																																																	
<b>5.5</b>	<p><b>ELECTRONIC PAYMENTS</b></p> <p>The Contractor shall provide all required information to the Employer to facilitate electronic payments upon request.</p>																																																																	
<b>5.6</b>	<p><b>DAILY RECORDS</b></p> <p>The Contractor shall keep daily records of people and equipment employed as well as a site diary in respect of work performed on the site. At the end of each week the Contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all Sub-Contractors on the works each day. At the end of each week the Contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works.</p>																																																																	
<b>5.7</b>	<p><b>BONDS AND GUARANTEES</b></p> <p>The Contractor shall within 10 calendar days after receiving notice from the Engineer and prior to 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.</p>																																																																	

5.8	<p><b>PAYMENT CERTIFICATES</b></p> <p>Requirements will be in accordance with the Employers prescriptions.</p>
5.9	<p><b>PERMITS</b></p> <p>The Contractor is advised that, in the case of an existing building or institution, all security measures in force will remain in operation and he must acquaint himself and his Employees with them as he and his Employees will at all times be subject to these measures.</p> <p>The Contractor will on no account extend his operations beyond the confines of the building site as indicated by the Employer and must ensure that all his Employees are made aware of these limits. Any Employee disregarding this instruction and found outside the limit of the building site without authority, shall be redeployed immediately and shall not again be employed on this Contract.</p> <p>The Contractor will be responsible for ensuring that this instruction is strictly enforced and must provide and remove upon completion or when directed, such other necessary temporary barriers, fences, etc., as may be required and is to allow opposite this item for any charges he may wish to make in this connection.</p> <p>The Employer will accept no responsibility whatsoever for damage to or the loss of plant, materials, etc., from the site.</p>
5.10	<p><b>PROOF OF COMPLIANCE WITH THE LAW</b></p> <p>The following certificates must be provided before first delivery is taken:</p> <ul style="list-style-type: none"> <li>- Electrical Compliance Certificate</li> <li>- Electrical and Mechanical test certificates</li> </ul>
5.11	<p><b>INSURANCE PROVIDED BY THE EMPLOYER</b></p> <p>Not Applicable</p> <p><b><u>SECTION 2</u></b></p> <p><b><u>SPECIFICATION DATA ASSOCIATED WITH SANS 1921-2004</u></b></p>
4.3	<p><b>The planning, programme and method statement are to comply with the following:</b></p> <p>N/A</p>

Clause  
Numbers

**4.1.7 The requirements for drawings, information and calculations for which the Contractor is responsible are:**

Wiring Drawing and process flow design

**4.2.1 The responsibility strategy assigned to the Contractor for the works is:**

Strategy A

**4.2.2 The structural engineer is:**

N/A

**4.2.3 Drawings & other info are to be submitted in accordance with the contractors programme**

Safety file, Organogram, Programme, FAT Certificate, Wiring drawing, process flow diagram, manufacturing certificate & Data Pack

4.12.1	<p><b>Samples of materials</b></p> <p>No Samples are required, if the contractor proposes deviation from the specification a notification with proposed alteration must be provided prior and approval must be granted by the department.</p> <p>TBC</p>
4.12.2	<p><b>Fabrication drawings that the contractor is to provide to the employer are:</b></p> <p>Panel drawing or PFD</p>
4.12.3	<p><b>Office accommodation, equipment, accommodation for site meetings and other facilities for use by the employer and his agents are:</b></p> <p>OFFICE FOR FOREMAN</p> <p>N/A</p> <p>TELEPHONE</p> <p>N/A</p> <p>OFFICE FOR INSPECTOR OF WORKS</p> <p>N/A</p> <p>TELEPHONE IN OFFICE FOR INSPECTOR OF WORKS</p> <p>N/A</p>
	<p>SHED</p> <p>N/A</p>
4.14.6	<p><b>The requirement for provision and erection of signboards are:</b></p> <p>N/A</p>
4.17.1	<p><b>Requirement for the termination, diversion or maintenance of existing services:</b></p> <p>Should the Contractor come in contact with any underground cables or pipes during excavations, immediate notification must be made to the Employer and all work in the vicinity of such cables, pipes, etc., shall cease until authority to proceed has been obtained from the Employer. Should the Contractor damage underground cables or pipes resulting in a disruption of services to an existing institution such damage shall be repaired immediately.</p>
4.17.3	<p><b>Services which are known to exist on the site:</b></p> <p>Water, Electricity and Steam</p>
4.17.4	<p><b>Requirement for detection apparatus</b></p> <p>None</p>
4.18	<p><b>ADDITIONAL HEALTH AND SAFETY REQUIREMENTS ARE:</b></p> <p>By the submission of a tender, any Tenderer will, if awarded the contract to which this tender document relates, be deemed to be the mandatory as envisaged by Section 37 (2) of the Act. As a mandatory the successful Tenderer will be deemed to be the "principal contractor" and an employer in his/her/their own right with duties as prescribed in the Act and accordingly will be deemed to have agreed to be solely responsible for ensuring that in connection with the service to which this tender document relates, all work will be performed and machinery and plant used in accordance with the Act. Should the Contractor, for whatever reason be unable to perform as required by the Act, the Contractor undertakes to inform the Employer accordingly.</p> <p>Tenderers are advised that it is a Condition of this Tender that a 'Construction Phase Safety, Health and Environmental Plan' specifically relates to the project for which tenders are being submitted and must be prepared by the Tenderer and submitted with the other tender documents at the time of tender. Failure to do so Tenderers are therefore advised to study the 'Construction Safety, Health and Environmental Specification' which is issued as part of this tender document, the Model Preambles to Trades - 2008, any project Specification included in this tender document and any and all drawings which are referred to and issued as part of this tender document before preparing their own project specific 'Construction Phase Safety, Health and Environmental Plan'. Tenderers are also advised that such a plan which is submitted with a tender but is incomplete or considered inadequate by the Employer or his Representative will invalidate the tender.</p> <p>The Contractor will be deemed to have satisfied himself with his obligations in terms of the Act and to have allowed for all costs arising from compliance with the Act as no claim for extra costs arising from compliance with, and obligations in terms of the Act will be entertained.</p>
4.22	<p><b>WORK BY NOMINATED AND SELECTED SUBCONTRACTORS COMPRISE:</b></p> <p>All works will be contracted to the bidder, sub-contracting of specialised work must be handled by the bidder and the sub-contractor concerned.</p>



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**PART C4. SITE INFORMATION**

<b>C4.1 SITE INFORMATION</b> <b>GCC FOR CONSTRUCTION WORKS (2 Edition of 2010)</b>			
<b>Project title:</b>	<b>AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS</b>		
<b>Tender No.</b>	<b>ZNB 5717/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>C4.1 Site Information</b>			
<b>C4.1</b>	<b>GENERAL</b>		
	<p>(a) Addington Hospital Dundee Hospital Osindisweni Hospital Vryheid Hospital GJ Crooks Hospital General Justice Gizenga Mpanza Memorial Hospital Montobello Hospital Charles Johnson Memorial Appelsbosch Hospital Greys Hopital Bethesda Hospital Hillcrest Hospital</p> <p>(b) The Autoclaves to be replaced in all 11 hospitals, are utilised in critical clinical areas, such as theatres &amp; CSSDs. This equipment is used for sterilising surgical instruments for Infection Prevention and Control (IPC). An addition of a 1 x 40L Table-top autoclave is to be supplied, installed and commissioned for Hillcrest Hospital.</p> <p>(c) 0</p>		
<b>C4.2</b>	<b>GEOTECHNICAL INVESTIGATION REPORT</b>		
	<p>(a) Not applicable</p>		



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**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN  
11 HOSPITALS**

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**ANNEXURES**



**Joint Venture Agreement**  
**(March 2004)**  
**(First Edition of CIDB document 1017)**

1. **PREAMBLE**

This agreement is made and entered into by and between

\_\_\_\_\_

\_\_\_\_\_

of the first part and

\_\_\_\_\_

\_\_\_\_\_

of the second part and

\_\_\_\_\_

\_\_\_\_\_

of the third part.

*(allow for additional parties as necessary).*

Whereas the foregoing parties have resolved to form a Joint Venture under the title of

\_\_\_\_\_

\_\_\_\_\_

for the exclusive purposes of securing and/or executing the Contract to be awarded by  
*(name of Employer)*

**to the KZN Department of Health in respect of the following project:**

*for (brief description of Contract)*

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12 AUTOCLAVES IN 11 HOSPITALS**

Now it is hereby agreed as follows :

2. **DEFINITIONS AND INTERPRETATION**

2.1 Definitions

The following words and expressions shall have the meanings indicated, except where the context otherwise requires. Defined terms and words are, in general, signified in the text of the Agreement by the use of capital initial letters, but the absence of such letters does not necessarily signify that a term, or word, is not defined.

**'Agreement'** means the agreement between the Members of the Joint Venture and includes this model form of agreement together with the Preamble, Specific Provisions, if any, Schedules 'A', 'B' and 'C' and any relevant Documents prepared prior to the signing of the Agreement and appended thereto.

**'Contract'** means the contract with the Employer for the supply of the Deliverables, for the purposes of securing and executing which, the Joint Venture has been formed.

**'Deliverables'** means the works and/or services, equipment, materials, goods, etc. to be furnished by the Joint Venture to the Employer in terms of the Contract.

**'Document'** means any written, drawn, typed, printed, or photographic material, which relates to the Agreement.

**'Employer'** means the person, or body, which is to award the Contract and will employ the Joint Venture if it is awarded the Contract.

**'Joint Venture'** means the joint venture formed by the Members in accordance with the Agreement.

**'Management Committee'** means the body established in terms of the Agreement to manage all aspects of the work of the Joint Venture in securing and executing the Contract and in meeting the provisions for the Agreement.

**'Member'** means a person, or body which, being a party to the Agreement, is a member of the Joint Venture.

**'Member's Interest'** means the proportion expressed as a percentage, which the total monetary value of all resources provided and contributions made by a Member towards the execution by the Joint Venture of the Contract bears to the total of such values by all Members and, unless otherwise indicated in the Agreement, represents the extent to which the Member participates in the fortunes of the Joint Venture.

**'Representative'** means the person representing a Member on the Management Committee.

**'Schedules'** means Schedules 'A', 'B' and 'C' which set out general, financial and other information relating to the Members and the obligations, duties, rights, risks and benefits arising from their participation in the Joint Venture.

**'Specific Provisions'** means the variations, if any, required to this standard form of agreement for the specific purposes of the Agreement.

## 2.2 Interpretation

Unless inconsistent with the context, an expression in the Agreement which denotes:

- any gender shall include the other genders
- a natural person shall include a juristic person and vice versa
- the singular shall include the plural and vice versa

## 2.3 Headings

The headings to clauses of the Agreement shall not be considered part thereof, nor shall the words they contain be taken into account in the interpretation of any clause.

## 2.4 Law

The Agreement shall be construed in accordance with and governed by the laws of the Republic of South Africa and the English language versions shall prevail.

## 2.5 Language

English shall be exclusively used by the Members in the preparation of Documents unless otherwise indicated.

## 2.6 Conflict between Agreement and Contract

Should any provision of the Agreement be in conflict with the terms of the Contract, the Agreement shall be amended to the approval of the Management Committee so as to eliminate the conflict.

## 3. **JOINT VENTURE GENERAL**

### 3.1 Establishment and Purpose

The Joint Venture established by the Members in terms of the Agreement is an unincorporated association with the exclusive purposes of securing and executing the Contract for the benefit of the Members.

### 3.2 Termination

The operation of the Joint Venture and the validity of the Agreement shall terminate if and when it becomes evident that the Joint Venture will not be awarded the Contract, or, if the Joint Venture secures the Contract, when all obligations and rights of the Joint Venture and the Members in connection with the Contract and the Agreement have ceased and/or been satisfactorily discharged.

Unless otherwise decided by the Management Committee, the Agreement shall not terminate if a Member changes its name, or is taken over by, or merged with, another body.

This agreement will terminate when any one of the Members resigns, are liquidated or opts out of this agreement and the Joint Venture will be in breach of contract with the Employer and their contract could be cancelled.

### 3.3 Exclusivity

Unless otherwise agreed by the Management Committee, or provided for in the Contract no Member shall engage in any activity related to the Contract other than as a Member of the Joint Venture and Members shall ensure that their subsidiaries and other bodies over which they have control comply with this requirement.

### 3.4 Participation of Members

Except as may otherwise be stipulated in the Agreement, each Member shall be responsible for all costs incurred by it prior to the date of inception of the Agreement.

Subsequent to the date of inception of the Agreement, each Member shall, participate in the operations, risks, responsibilities and fortunes of the Joint Venture including, inter alia, the provision of funding, sureties, guarantees, insurances, human and other resources and participation in profits and losses to the extents indicated in the Schedules. Participation in any aspect not covered in the Schedules shall, if an agreement cannot be reached between the Members, be to the same extents as indicated by the Members Interests.

### 3.5 Management

The affairs of the Joint Venture shall be directed and controlled by the Management Committee, as set out in Section 4 hereof.

- 3.6 Confidentiality  
All matters relating to the Agreement and the Contract shall be treated by the Members as confidential and no such matter shall be disclosed to any third party without the prior written approval of the Management Committee.

No Member shall be party to the dissemination of publicity relating to the Contract, or the Agreement, without the prior written approval of the Management Committee and the Employer.

- 3.7 Assignment  
No Member shall cede, assign, or in any other way make over any of its rights, or obligations, under the Agreement without the prior written consent of the Management Committee.

- 3.8 Subcontracting  
No Member shall subcontract any obligation, work or duty for which it is, itself, responsible in terms of the Agreement without the prior written consent of the Management Committee.

- 3.9 Variations to Agreement  
No variation, modification, or waiver of any part of the Agreement shall be of any force, or effect, unless unanimously agreed by the Members and reduced to writing.

- 3.10 Liability  
Each Member warrants that it will indemnify the other Members against all legal liabilities arising out of, or in connection with the performance of its obligations under the Agreement.  
It is acknowledged by the Members that they may be held jointly and severally liable in respect of claims against the Joint Venture by the Employer or third parties.

#### **4. MANAGEMENT OF JOINT VENTURE**

- 4.1 General  
The affairs of the Joint Venture shall be directed, controlled and managed by the Management Committee, which, within the terms of the Agreement and the Contract, shall have full authority to bind the Members in all matters relating to the affairs of the Joint Venture.

Communication between the Joint Venture and the Employer, or third parties, relating to the Contract shall be conducted exclusively by the Management Committee, or by such person as it may delegate to perform this function.

The Management Committee shall have the power to appoint a project manager and/or such other persons as it may see fit to appoint for the purpose of executing the Contract and may delegate such of its powers, responsibilities and duties as it may consider necessary, or desirable, to persons or bodies appointed or seconded for this purpose.

Such administrative functions as are necessary to ensure the effective operation of the Management Committee shall be performed by its chairman.

- 4.2 Management Committee

4.2.1 Composition

The Management Committee shall, unless otherwise agreed by all the Members, consist of one Representative of each Member and each Member shall be obliged, at all times, to maintain a Representative on the Management Committee.

Each member shall, not later than three working days after the signing of the Agreement, appoint its Representative and notify the other Members of the name and contact details of the Representative. Such Representative shall have the power to bind the Member that he represents in all matters relating to the execution of the Contract and the performance of the Agreement.

A Member shall be entitled, after giving the other Members not less than three working days written notice of his intention to do so, appoint, remove and/or replace, an alternate who shall, at any meeting of the Management Committee from which the Representative whom he represents is absent, be vested with all rights and powers and subjected to all the obligations of the absent Representative.

The chairman of the Management Committee shall be the Representative of the Member which has the largest Member's Interest. If two, or more, Members have the same, largest Member's Interest, the chairmanship shall rotate between the Representatives of such Members at three monthly intervals, the order of rotation to be determined by ballot.

Notwithstanding the foregoing, the chairmanship of the Management Committee may be determined, or changed, at any time by unanimous decision of the Management Committee.

4.2.2 *Meetings*

No remuneration shall be paid by the Joint Venture to Representatives or their alternates for serving on the Management Meetings. Meetings of the Management Committee shall take place at such times and places as the Management Committee may determine, provided that the chairman shall convene a meeting of the Management Committee to be held not later than ten working days after he has been requested, in writing, by a Member to do so. Not less than five working days written notice of any meeting of the Management Committee shall be given to all Representatives and their alternates.

The Management Committee may permit, or invite, persons other than Representatives or alternates to attend any of its meetings, but such persons shall not have voting rights.

4.2.3 *Decisions*

Each Representative shall have one vote on the Management Committee and where, in terms of this clause, a casting vote is required, this shall be exercised by the chairman.

All decisions of the Management Committee shall, desirably, be unanimous. Accordingly, if unanimity cannot, initially, be achieved in regard to a decision, the meeting at which that decision is sought shall be adjourned for a period of 48 hours to enable Representatives to consult with their principals. If, on resumption of the adjourned meeting, unanimity can still not be achieved, the decision, provided it is not one requiring unanimity of the Members, shall be taken by majority vote and, in the event of a tie, the chairman shall exercise a casting vote.

A Member not satisfied with a majority decision of the Management Committee may declare a dispute, to be dealt with in terms of Clause 8 hereof, but the majority decision shall, nevertheless, be implemented with immediate effect.

Decisions of the Management Committee, whether taken at a meeting, or otherwise, shall be recorded in written minutes, which shall be distributed by the chairman to reach the Representatives not later than five working days after those decisions were taken. Such minutes shall be deemed to have been affirmed by the Representatives unless written notice of dissent is received by the chairman not later than three working days after receipt of the minutes by the Representative.

4.2.4 Powers and duties

The functions, responsibilities and powers of the Management Committee shall include, inter alia, those listed below:

- 4.2.4.1 Formulating overall policy in regard to the achievement of the objectives of the Joint Venture.
- 4.2.4.2 Managing the day to day affairs of the Joint Venture.
- 4.2.4.3 Monitoring, directing and co-ordinating the activities of the Members to ensure that the objectives of the Joint Venture are achieved and that the obligations and responsibilities of the individual Members are met.
- 4.2.4.4 Monitoring and controlling the financial affairs of the Joint Venture and ensuring that proper books of account and financial records relating to affairs of the Joint Venture are maintained in an approved form and submitted to the Management Committee for approval at regular intervals, which shall not be longer than one month.
- 4.2.4.5 Determining the necessity for and the details of any changes in the duties and responsibilities of Members provided that any resulting changes in Members' Interests shall be unanimously approved by the Members.
- 4.2.4.6 Determining the terms and conditions of employment of personnel and the emoluments applicable to staff seconded to the Joint Venture by the Members.
- 4.2.4.7 Controlling and approving the appointment of all subcontractors.
- 4.2.4.8 Procuring, after the completion of the Contract and the release of all bonds, guarantees and sureties given in respect of the performances of the Joint Venture and the Members, the preparation and auditing of a final set of accounts, on the basis of which the final profits, or losses, attributable to the individual Members shall be determined and any necessary adjustments effected.

## 5 RESOURCES OF JOINT VENTURE

The resources to be utilised by the Joint Venture in securing and executing the Contract shall, insofar as these are to be provided directly by the Members, be as set out in the Schedules and may, from time to time, be amended by decision of the Management Committee, provided that the Member's Interests are not, except with the unanimous approval of the Members, affected thereby.

Similarly, specific areas of responsibility of the Members for the performance of work and the provision of facilities shall be as set out in the Schedules and may, from time to time, be amended by decision of the Management Committee, provided that the Members' Interest are not, except with the unanimous approval of the Members, affected thereby.

### 5.1 Schedule 'A' (General)

Schedule 'A' shall contain general information relating to the Joint Venture including, inter alia, the following :

1. The Employer's name and address.
2. A brief description of the Contract and the Deliverables.
3. The name, physical address, communications addresses and domicilium citandi et executandi of each Member and of the Joint Venture.
4. The Members' Interests.
5. A statement indicating whether, or not, Specific Provisions apply to the Agreement.
6. A schedule of insurance policies which must be taken out by the Joint Venture and by the individual Members.
7. A Schedule of sureties, indemnities and guarantees that must be furnished by the Joint Venture and by the individual Members.
8. Details of the persons, who, in the event of failure by the Members to reach agreement on the appointments of mediator and arbitrator, will nominate appointees to these positions in terms of Clauses 8.2 and 8.3.

### 5.2 Schedule 'B' (Financial)

Schedule 'B' shall contain information regarding the financial affairs of the Joint Venture including, inter alia, the following :

1. The working capital required by the Joint Venture and the extent to which and manner whereby this will be provided and/or guaranteed by the individual Members from time to time.
2. The banking accounts that are to be opened in the name of the Joint Venture and the manner in which these are to be operated.
3. The rates of interest that will be applicable to amounts by which Members are in debit, or credit, to the Joint Venture.
4. The names of the auditors and others, if any, who will provide auditing and accounting services to the Joint Venture.
5. The intervals at which interim financial accounts and forecasts will be prepared for approval by the Management Committee.
6. Insofar as not covered in Schedule 'C', the basis on which contributions of various types by the Members towards the work of the Joint Venture in securing, executing, managing and satisfactorily completing the Contract, will be valued.
7. The basis on which profits and/or surplus cash will, if available from time to time, be distributed to Members.
8. The basis upon which losses, if any, are to be apportioned to Members.

### 5.3 Schedule 'C' (Contributions by Members)

Schedule 'C' shall set out the contributions of various types, other than cash, that will be made by the individual Members towards the work and obligations of the Joint Venture and shall, as far as possible, indicate the monetary values to be placed on such contributions, which may include, inter alia, the following :

1. Staff seconded to the Joint Venture.
2. Work carried out and services provided to, or on behalf of, the Joint Venture.
3. Plant, equipment, facilities etc. made available for use by the Joint Venture.
4. Materials and goods supplied to, or on behalf of, the Joint Venture.
5. Licences, sureties, guarantees and indemnities furnished to, or on behalf of, the Joint Venture.
6. Joint Venture Disclosure form required for the Contract.

## 6 BREACH OF AGREEMENT

If a Member breaches any material provision of the Agreement, or delays or fails to fulfil its obligations in whole, or in part, and does not remedy the situation within fourteen calendar days of receipt of notice from the Management Committee, or another Member, to do so, the other Members shall have the right, without prejudice to any other rights arising from the default, to summarily terminate the Agreement and re-assign the defaulting Member's rights and obligations in the Joint Venture as they see fit and withhold any moneys due to the defaulting member by the Joint Venture.

Each Member shall indemnify the other Members against all losses, costs and claims which may arise against them in the event of the Agreement being terminated as a result of breach of the Agreement by the said Member.

## 7 INSOLVENCY OF MEMBER

Should a Member be placed in liquidation, or under judicial management, whether provisionally or finally, or propose any compromise with its creditors, the other Members shall be entitled to proceed in terms of Clause 6, as if the Member had breached the Agreement.

## 8. DISPUTES

### 8.1 Settlement

The Members shall negotiate in good faith and make every effort to settle any dispute, or claim, that may arise out of, or relate to, the Agreement.

If agreement cannot be reached, an aggrieved Member shall, if he intends to proceed further in terms of Clause 8.2 hereof, advise all other Members in writing that negotiations have failed and that he intends to refer the matter to mediation in terms of Clause 8.2.

### 8.2 Mediation

Not earlier than ten working days after having advised the other Members, in terms of Clause 8.1, that negotiations in regard to a dispute have failed, an aggrieved Member may require that the dispute be referred, without legal representation, to mediation by a single mediator.

The mediator shall be selected by agreement between the Members, or, failing such agreement, by the person named for this purpose in Schedule 'A'. The costs of the mediation shall be borne equally by all Members.

The mediator shall convene a hearing of the Members and may hold separate discussions with any Member and shall assist the Members in reaching a mutually acceptable settlement of their differences through means of reconciliation, interpretation, clarification, suggestion and advice. The Members shall record such agreement in writing and thereafter they shall be bound by such agreement.

The mediator is authorised to end the mediation process whenever in his opinion further efforts at mediation would not contribute to a resolution of the dispute between the Members.

### 8.3 Arbitration

Where a dispute or claim is not resolved by mediation, it shall be referred to arbitration by a single arbitrator to be selected by agreement between the Members or, failing agreement, to be nominated by the person named for this purpose in Schedule 'A'.

The Member requiring referral to arbitration shall notify the other Members, in writing, thereof, not later than thirty calendar days after the mediator has expressed his opinion, failing which the mediator's opinion shall be deemed to have been accepted by all Members and shall be put into effect.

Arbitration shall be conducted in accordance with the provisions of the Arbitration Act No. 42 of 1965, as amended, and in accordance with such procedure as may be agreed by the Members or, failing such agreement, in accordance with the rules for the Conduct of Arbitrations published by the Association of Arbitrators and current at the date that the arbitrator is appointed.

The decisions of the arbitrator shall be final and binding on the Members, shall be carried into immediate effect and, if necessary, be made an order of any court of competent jurisdiction.

**9. DOMICILIUM**

The Members choose domicilium citandi et executandi for all purposes of and in connection with the Agreement as stated in Schedule 'A'. A Member shall be entitled to change his domicilium from time to time, but such change shall be effective only on receipt of written notice of the change by all other Members.

Member No. 1

Thus done and signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of \_\_\_\_\_ [Company]

by [name] \_\_\_\_\_ who warrants his authority to do so.

\_\_\_\_\_

As witnesses 1. \_\_\_\_\_ As witnesses 2. \_\_\_\_\_

Member No. 2

Thus done and signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of \_\_\_\_\_ [Company]

by [name] \_\_\_\_\_ who warrants his authority to do so.

\_\_\_\_\_

As witnesses 1. \_\_\_\_\_ As witnesses 2. \_\_\_\_\_

Member No. 3

Thus done and signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of \_\_\_\_\_ [Company]

by [name] \_\_\_\_\_ who warrants his authority to do so.

\_\_\_\_\_

As witnesses 1. \_\_\_\_\_ As witnesses 2. \_\_\_\_\_

[Allow for additional parties as necessary].

## WAIVER OF CONTRACTOR'S LIEN

### DEFINITIONS

Contractor: \_\_\_\_\_

Employer: Head of Department: Health (KZN Department of Health: Province of KwaZulu-Natal)

Agreement: GCC FOR CONSTRUCTION WORKS - SECOND EDITION 2010

Works (description):

**AUTOCLAVE REPLACEMENT PROGRAMME PHASE 8 - REPLACEMENT OF 12  
AUTOCLAVES IN 11 HOSPITALS**

Site:

VARIOUS HOSPITALS

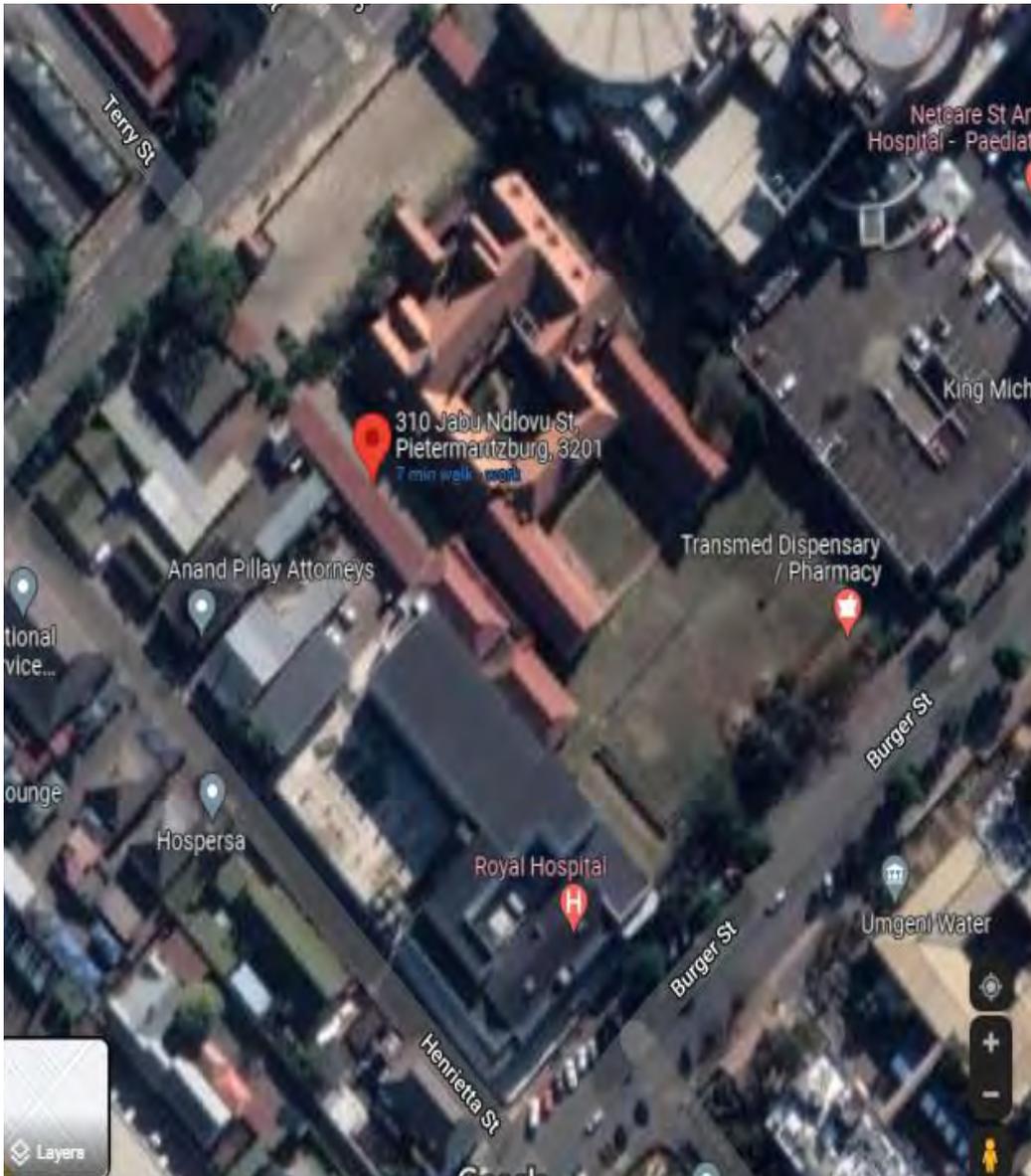
### AGREEMENT

The Contractor waives, in favour of the Employer, any lien or right of retention that is or may be held in respect of the Works to be executed on the Site

Thus done and signed at \_\_\_\_\_ on \_\_\_\_\_  
[Date]

\_\_\_\_\_  
Name of signatory

\_\_\_\_\_  
Capacity of signatory





## ANNEXURE 6

### Occupational Health and Safety Specification

VARIOUS HOSPITAL: AUTOCLAVE REPLACEMENT PROGRAM - 12 AUTOCLAVES



**KWAZULU-NATAL PROVINCE**  
HEALTH  
REPUBLIC OF SOUTH AFRICA

#### 1. Introduction

The Department of Health Kwa Zulu Natal enters into contracts with Contractors for the **Autoclave Replacement Program - 12 Autoclaves in various Hospitals**. This document describes the requirements of compliance to which the Principal Contractor/Contractor is to adhere in relation to the scope of works. This document defines the minimum management requirement that is to be implemented by the Principal Contractor/Contractor for the management of Health and Safety on the Health care facilities.

The aim of this document is to present the health and safety aspects that need to be controlled and managed on this contract. The client reserves the right to make changes as and when the Client deems fit to address issues of Occupational Health & Safety (OHS) Compliance. The Client will not entertain any claim of any nature whatsoever which arises as a result of costs incurred or delays being experienced due to the Contractor not complying with the requirements of this document or any other applicable legislative requirements imposed on the contractor.

The Principle Contractor will be required to submit a Safety File for approval prior to commencement of work. Arrangements for such approval shall be made with the OHS Department. The Principal Contractor shall submit proof that its appointed contractors Safety file has been approved.

## 2. Definitions & Abbreviations

- 2.1 “Client”** means KZN Department of Health
- 2.2 “Agent”** means a competent person who acts as a representative for a Client
- 2.3 “CR”** refers to the Construction Regulations 2014
- 2.4 “OHS”** means Occupational Health and Safety
- 2.5 “DoL”** refers to the Department of Labour
- 2.6 “DOH”** refers to the Department of Health
- 2.7 “NIHL”** refers to the Noise Induced Hearing Loss Regulations
- 2.8 “HCS”** refers to the Hazardous Chemical Substances Regulations
- 2.9 “GSR”** refers to the General Safety Regulations
- 2.10 “GAR”** refers to the General Administrative Regulations
- 2.11 “FR”** refers to Facilities Regulations
- 2.12 “PPE”** means Personal Protective Equipment
- 2.13 “MSDS”** means Material Safety Data Sheets
- 2.14 “EIR”** refers to the Electrical Installations regulations
- 2.15 “EMR”** refers to Electrical Machinery Regulations
- 2.16 “ERW”** refers to Environmental Regulations for Workplaces
- 2.17 Principal Contractor** means an employer appointed by a Client to perform Construction Work
- 2.18 Construction Work** means any work in connection with:-
- (a) the construction, erection, alteration, renovation, repair, demolition or dismantling of a addition to a building or any similar structure or;
  - (b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, road, railway, runway, sewer or water reticulation system, or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work.
- 2.19 Construction Work Permit** means a document issued in terms of Construction Regulations 3
- 2.20 Construction Manager** means a competent person responsible for the management of the physical construction process and the co-ordination, administration and management of resources on a construction site
- 2.21 Construction Supervisor** means a competent person responsible for supervising construction activities on a construction site
- 2.22 Competent Person** means a person who –
- (a) Has in respect of the work or task to be performed the required knowledge, training and experience and where applicable, qualifications, specific to that work or task. Provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualifications Framework Act, 2000 (Act No. 67 of 2000), those qualifications and training must be regarded as the required qualifications and training, and
  - (b) Is familiar with the Act and with the applicable regulations made under the Act
- 2.23 OHS Plan** means a site, activity or project specific documented plan in accordance with the Client’s Health & Safety Specification
- 2.24 Health & safety File** means a file or other record containing information in writing required by Construction Regulations 2014.
- 2.25 Hazard Identification and Risk Assessment and Risk Control (HIRA)** means a documented plan, which identifies hazards, assesses the risks and detailing the control measures and safe working procedures, which are to be used to mitigate and control the occurrence of hazards and risks during construction or operation phases.
- 2.26 The Act** means, unless the context indicates otherwise, the Occupational Health and Safety Act, 85 of 1993 and Construction Regulations 2014 promulgated there under, (OHS Act).
- 2.27 Hazard** means a source of or exposure to danger
- 2.28 Risk** means the probability or likelihood that a hazard can result in injury or damage.
- 2.29 Hazardous Chemical Substance (HCS)** means any toxic, harmful, corrosive, irritant or asphyxiant substance, or a mixture or substances, for which an occupational exposure limit is prescribed, or an occupational exposure limit is not prescribed, but which creates a hazard to health
- 2.30 Construction Plant** encompasses all types of plant including but not limiting to, cranes, piling frames, boring machines, excavators, dewatering equipment and road vehicles with or without lifting equipment.
- 2.31 Fall prevention equipment** means equipment used to prevent persons, tools or machinery from falling from a “fall risk” position, including personal protective equipment, body harness, body belts, lanyards, lifelines or physical equipment, guardrails, screens, barricades, anchorages or similar equipment.
- 2.32 Fall risk** means any potential exposure to falling either from, off or into.

**2.33 Fall protection plan** means a documented plan which includes:

- a) all risks relating from a fall risk position, considering the nature of work undertaken;
- b) the procedures and methods to be applied in order to eliminate the risk; and
- c) a rescue plan and procedures

**2.34 Scaffold** means a temporary elevated platform and supporting structure used for providing access to and supporting workmen or materials or both

**2.35. Occupational Health Practitioner** refers to either Doctors or Nurses with the following requirements:

**Doctors**

- (a) Registered and in good standing with the Health Professions Council of South Africa (HPCSA)
- (b) has a tertiary qualification in Occupational Health or Medicine which is registered as an additional qualification with HPCSA or
- (c) be registered as a specialist in Occupational Medicine with HPCSA

**Nurses**

- (a) registered and in good standing with the South African Nursing Council (SANC) and
- (b) have a tertiary qualification in Occupational Health Nursing that is recognised and registered with SANC

**2.36 Confined space** means an enclosed, restricted or limited space in which, because of its construction, location or contents, or any work activity carried on therein, a hazardous substance may accumulate or an oxygen deficient atmosphere may occur, and includes any chamber, tunnel, pipe, pit, sewer, container, valve, pump, sump or similar construction, equipment, machinery or object in which a dangerous liquid or a dangerous concentration of gas, vapour, dust or fumes may be present

**2.37 dead** means at or about zero potential and isolated from any live system;

**2.38 earthed** means connected to the general mass of earth in such a manner as will ensure at all times an immediate safe discharge of electrical energy;

**2.39 electric fence** means an electrified barrier consisting of one or more bare conductors erected against the trespass of persons or animals;

**2.40 electric fence energiser** means electrical machinery arranged so as to deliver a periodic non-lethal amount of electrical energy to an electric fence connected to it;

**2.41 electric fence system** means an electric fence and an electric fence Energiser

**2.42 "live" or "alive"** means electrically charged

**2.43 portable electric tool** means any electrically operated implement, with the exception of ordinary household electrical appliances, which is designed for use with-

- (a) a flexible cord at the supply end and which is intended for use by hand and which is to be carried by hand at the place of work; or
- (b) a flexible cable at the supply end and which is intended for use by hand and which is to be moved by hand at the place of work;

**2.44 electrical contractor** means a person who undertakes to perform electrical installation work on behalf of any other person, but exclude an employee of such first-mentioned person

**2.45 electrical installation** means any machinery, in or on any premises, used for the transmission of electricity from a point of control to a point of consumption anywhere on the premises, including any article forming part of such an electrical installation irrespective of whether or not it is part of the electrical circuit, but excluding

- (a) any machinery of the supplier related to the supply of electricity on the premises;
- (b) any machinery which transmits electrical energy in communication, control circuits, television or radio circuits
- (c) an electrical installation on a vehicle, vessel, train or aircraft; and
- (d) control circuits of 50 V or less between different parts of machinery or system components, forming a unit, that are separately installed and derived from an independent source or an isolating transformer;

**2.46 electrical tester for single phase** means a person who has been registered as an electrical tester for single phase in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of electrical installations supplied by a single-phase electricity supply at the point of control, excluding specialised electrical installations;

**2.47 installation electrician** means a person who has been registered as an installation electrician in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of any electrical installation, excluding specialised electrical installations;

**2.48 installation work means:-**

- (a) the installation, extension, modification or repair of an electrical installation;
- (b) the connection of machinery at the supply terminals of such machinery; or
- (e) the inspection, testing and verification of electrical installations for the purpose of issuing a certificate of compliance;

**2.49 master installation electrician** means a person who has been registered as a master installation electrician in terms of regulation 11 (2) for the verification and certification of the construction, testing and inspection of any electrical installation;

**2.50 point of control** means the point at which an electrical installation on or in any premises can be switched off by a user or lessor from the electricity supplied from the point of supply, or the point at which a particular part of an electrical installation on or in any premises can be switched off where different users occupy different portions of such premises;

**2.51 point of outlet** means any termination of an electrical installation which has been provided for connecting any electrical machinery without the use of tools;

**2.52 point of supply** means the point at which electricity is supplied to any premises by a supplier;

### 3. Client Requirements

#### 3.1 Leadership and Commitment

The Contractor acknowledges the KZN Department of Health's strong commitment to Health and Safety and the Contractor affirms that it has a written Health and Safety Policy, and is actively supported and endorsed by the Contractor's management. The Contractor represents that its written policy is widely disseminated and understood among its employees, and that its policy includes a description of the Contractor's organization, procedures and methods of communication to and from personnel. The Contractor must provide copies of its policy and policy statement to Department Of Health (DOH).

#### 3.2 Legal Requirements and Regulations for Health and Safety

The Contractor warrants that it is familiar with the contents and implications of the applicable Legislation; codes of practice, guidelines and standards applicable to the services to be provided. The Act and the Regulation, where applicable, require development and implementation of Work Method Statements for a range of high-risk activities, which, where applicable, the Contractor must develop and implement. The Contractor must ensure that its personnel and its subcontractor's personnel have been informed of all such laws, Acts, regulations, codes of practice, guidelines and standards.

#### 3.3 Contractors' General Requirements for Health and Safety

The Contractor is solely responsible for carrying out the work under the Contract having the highest regard for the health and safety of its employees, the KZN Department of Health's employees and persons at or in the vicinity of the Site, the Works, temporary work, materials, the property of third parties and any purpose relating to the Contractor carrying out its obligations under this Contract.

The Contractor must initiate and maintain safety precautions and programs to conform to all applicable Health and Safety laws or other requirements, including requirements of any applicable government instrumentality and DOH institutions site requirements.

The Contractor must, at its own cost, erect and maintain safeguards for the protection of workers and the public. The Contractor must manage all reasonably foreseeable hazards created by performance of the work.

##### The Contractor must:

- Provide all things and take all measures necessary for maintaining proper personal hygiene, ensuring safety of persons and property and protecting the
- Avoid unnecessary interference with the passage of people and property at or near the Site
- Prevent nuisance and excessive noises and unreasonable disturbances in performing the Services
- Be responsible for the adequacy, stability and safety of all of its site operations.
- Costs for the above are borne by the Contractor
- The Contractor must comply and is responsible for ensuring that all of its Sub-contractors comply with the relevant legislation(s) and statutory regulations f
- The contractor must appoint a Competent Safety Officer who will ensure that OHS Act and its regulations are implemented.
- The appointment of a Safety Officer must be approved by DOH
- The Safety Officer must possess a National Diploma in Environmental Health/Safety Management or SAMTRAC and have at least 2years experience

#### 3.4 Contractor's Health and Safety Management Plan

The Contractor must prepare, implement and administer the Contractor's Health and Safety Management Plan. The Plan is in writing and forwarded prior to mobilisation to the site for work under the Contract to the KZN Department of Health's Safety Department for review. The Health and Safety Management Plan must comply with this Contract including Site Rules & Requirements, and applicable law relating to workplace health, safety and environmental standards. Any proposed amendments or revisions to the Contractor's Safety Management Plan are submitted to DOH for acceptance.

The Health and Safety Management Plan must provide a systematic method of managing hazards according to the risk priority and must include all mobilisation and site set-up activities.

The Plan will be audited for completeness by the KZN Department of Health.

The contractor shall comply with the requirements of CR 7

**The Plan must be presented and accepted by DOH BEFORE permission will be granted to the Contractor to mobilise to site**

#### 3.5 Legal & Site-Specific Requirements

The Contractor shall develop, implement and administer Health & Safety Plan. The plan shall be in writing and shall be submitted to DOH within 7 days of the contract being awarded.

The plan shall demonstrate management's commitment to safety and include, but not be limited to, the following minimum auditable elements:

- The Contractors' Safety Policy.
- How safety responsibilities are assigned to different roles within the organisation. Identification of role of Safety Coordinator, and on-site managers
- Selection, placement and training procedures, including induction and ongoing training in 'Basic Safe Work' and Occupational Health & Safety training for newly hired or promoted supervisors.
- Occupational Health & Safety communications and meetings, including daily safe task instructions and project safety meetings.
- Assessment of sub-contractors and Service Providers, including requirements for Health & Safety Plans.
- Safety awareness.
- Nomination of personnel to carry out safety inspections.
- Contractor senior management involvement
- Rules and regulations including safety procedures the Contractor has in place for recurring work activities
- Personal protective equipment rules.
- Control of dangerous and hazardous substances
- System of hazard identification and risk control, such as Risk assessments, Daily Safe Task Instructions and communication.
- Verification procedures including
- Daily site safety inspections and audits
- Inspection of plant, tools and equipment prior to introduction to site and at least monthly thereafter
- Accident/incident reporting, recording, investigation and analysis, which ensure that corrective action, are taken and this action is communicated to report initiators
- Evacuation and emergency planning
- Rehabilitation procedures that encourage an early return to work
- Record keeping, including details of what is kept and for how long

### 3.5.1 Hazard Identification, Risk Assessment and Risk Control

- The development of a work scope and activity risk profile identifying and considering, safety, health and environmental hazards and exposures.
- Controls to manage risks identified within the risk profile will be formalised and implemented
- Personal Protection Equipment
- The hazard identification and risk assessment process for specific operations and activities and for new activities identified after the development of the project/work scope and activity risk profile.
- The process to be used to review the effectiveness of risk controls
- Workplace hazard inspections
- The implementation of a safety observation and coaching process conducted as a minimum by persons in leadership roles
- Method by which daily activities will be assessed for hazards and controls defined before work commences
- Contractor will carry out inspections and maintain requests of the identification of and implementation of inspection and maintenance controls for plant, mobile plant, equipment and tools requiring formal management.

### 3.5.2 Risk Assessment

The principal contractor must, before the commencement of any work and during such work, have risk assessments performed by a competent person appointed in writing.

The risk assessment should include-

- (a) the identification of risks and hazards to which persons may be exposed to
- (b) an analysis and evaluation of the risks and hazards identified based on a documented method
- (c) a documented plan and applicable safe work procedures to mitigate reduce or control the risks that have been identified
- (d) a monitoring plan and
- (e) a review plan

Furthermore, the contractor shall conduct job/task specific risk assessment. Communication of the risk assessments shall be kept in the OHS file.

Risk assessment must be performed by a trained risk assessor who has been appointed in writing.

The principal contractor shall comply with the requirements of CR 9

### 3.5.3 Task Specific Risk Assessment

Prior to the commencement of each work activity, a Task Specific Risk Assessment (HIRA) is completed; documented and submitted to KZN Department of Health for approval prior to the task commencing. The purpose of the HIRA is to identify all potential hazards associated with the Work and the Work environment, assess the risk these hazards present and then to provide risk control action that deals with those hazards, as well as providing to the workforce involved in the particular work activity, details of any hazards and the proposed controls.

#### The Task Specific Risk Assessment must:

- Describe the operation to be performed in the sequence of the basic job steps.
- Identify the hazards or potential hazards at each step.
- Identify the possible consequences for each hazard at each step.
- Assess the Initial Risk Score that each hazard presents (Probability x Severity x Frequency), the total score will be used to identify the Risk Rank/Priority Factor.
- Once control measures have been considered and implemented, a Revised Risk Score must be allocated to each hazard.
- Identify the Site Rules that apply.
- Describe how the hazard is controlled such that the residual risk is as low as reasonably practicable and is acceptable to the work crew.
- Identify the related Work Instruction if appropriate.
- Be reviewed prior to each shift.
- Be acknowledged by way of signature of all personnel involved in the work activity

### 3.5.4 Safety Method Statements

The Contractor must submit Safety Method Statements to the KZN Department of Health's nominated Representative for approval prior to the task commencing.

- The Task Items listed in the Safety Method Statement must tie up with the task items being assessed in the Task Specific Risk Assessment document.
- The Safety Method Statement must detail in a step by step and methodical manner how the task is to be done from beginning to the end and must indicate what tools/equipment will be used at each stage and/or how the work area is to be accessed.

### 3.5.5 Hazardous Materials

The Contractor must set out its policy for the use, transportation, handling and storage of fuel and hazardous materials taking into account the legislative requirements. The Contractor must ensure that all hazardous materials and waste products are disposed of in accordance with applicable laws and regulations and any procedures published by DOH or in the absence of any relevant law, regulation or procedures, in accordance with sound safe practice.

### 3.5.6 Incident Management

- The principal contractor must appoint a competent incident investigator in writing.
- Incident management plan must be developed and implemented by the principal contractor
- All incidents must be investigated and recorded
- Reportable incidents must be reported to the Department of Labour
- Incidents must be reported to DOH within 24 hours of occurrence
- An incident register must be kept on site.
- Incident investigation report inclusive of corrective measures must be submitted to DOH

### 3.5.7 Emergency Preparedness and Procedures

- The principal contractor must develop an emergency procedure
- The emergency procedure must have; but not limited to:
  - A detailed response procedure;
  - List of key personnel
  - Details of emergency services
  - Steps to be taken in the event of each and every specific type of emergency
- The emergency procedure must be communicated to all employees
- Emergency numbers must be known to all employees

### 3.5.8 First Aid Equipment

- The principal contractor must appoint first aider in writing
- The appointed first aider must be in possession of First Aid Level 2 certificate.
- The contractor must provide his own first aid box

### 3.5.9 Unsafe Acts and Conditions

- The Contractor must implement a system to recognise, correct, and report unsafe acts and conditions associated with all Site activities.

### 3.5.10 Occupational Health & Infection control

- The contract may expose employees to biological agents; contractors must ensure that an adequate risk assessment is prepared and identifies the biological agents and controls thereof.
- Appropriate PPE must be used at all times

### 3.5.11 Extreme weather conditions

- If weather conditions pose a threat to Health & Safety of employees, be it extreme heat, cold, lightning or any weather condition, the Principal must apply appropriate safety measures. For hot environments; cool portable water shall be provided.

### 3.5.12 Medical Certificates of Fitness

- Prior to commencement of works; the principal contractor must submit valid medical certificates of fitness for all employees
- DOH will only accept Medical certificates of fitness obtained from an authorised Occupational health Practitioner
- A procedure to cater for employees with limitations must be developed and implemented by the contractor.
- Employees without valid medical certificates will not be allowed on site.

### 3.5.13 Plant and Equipment

The contractor must implement and comply with OH&S Act - Electrical Machinery Reg. 9, Driven Machinery Reg. 1 – 20, Electrical Machinery Regulations and Electrical Installation Regulations.

The Contractor must supply, at his cost, all items of plant and equipment necessary to perform the work and must maintain all items in good order and condition.

Should any plant or equipment become inoperable for a period considered to be harmful to the progress of the work, the Contractor, must remove the unserviceable plant or equipment and replace it with similar serviceable plant or equipment at no cost to KZN Department of Health.

No item of plant or equipment delivered to site for this Contract is removed from the site prior to the completion of the Contract without the written approval of DOH.

DOH reserves the right to inspect items of plant or equipment brought to site by the Contractor for use on this Contract. Should DOH Representative has the opinion that any item is inadequate, faulty, unsafe or in any other way unsuitable for the safe and satisfactory execution of the work for which it is intended, He/She must advise the Contractor in writing and the Contractor must forthwith remove the item from the site and replace it with a safe and adequate substitute.

### 3.5.14 Personnel Protective Equipment/Clothing (PPE)

The contractor must provide suitable and adequate PPE to all his/her employees

PPE must be issued to all workers free of charge and a record of issuing must be kept

Training must be provided to all employees to ensure they know how to use and maintain their PPE

Training should include but not limited to: Cleaning of PPE, Hygiene, Correctly Putting PPE on, Inspection of PPE, Health Risks associated with the task,

The contractor must comply with the requirements of General Safety Regulations

### 3.5.15 Working on Live Electrical Equipment / Sub-Station

- The Contractor may not allow any work on live electrical equipment!

### 3.5.16 Elevated Work

The Contractor must submit a fall protection and rescue plan to DOH for approval, before any elevated work commence

Parachute type harness with shock absorber and double lanyard to be provided for all elevated work

Ensure that all tools in elevated positions is attached to lanyards and be attached to either the person or structure

Equipment in elevated positions must be tied back to the structure

There must be no loose items in elevated positions.

Overhead work will only be allowed only if A the area below is barricaded in accordance with DOH barricading requirements.

The contractor must implement and comply with Construction Regulations 8

### 3.5.17 Barricading requirements

All openings and edges must be barricaded with solid barricading to withstand an impact of at least 100kg

Only solid barricading covered with Orange Netting and or DOH approved equivalent barricading is allowed.

Solid barriers to prevent persons falling into them must protect openings in floors, stairwells, staircases, open-sided buildings and any structure in the course of erection, where dangerous openings exist

Contractors must pre-plan the delivery of floor grating, stair treads, landings and handrails to ensure safe access and protection for persons working on structures

Barricading must be tagged, placed on register, maintained and inspected daily – The owner of the barricade's name and mobile number must appear on the tag

All handrails and fencing must comply with DOH Standards.

The contractor must comply with the requirements of General Safety Regulation 13 (l)

**Note: Danger tape will not be accepted as barricading!**

### 3.5.18 Working in Existing Operations

Work must be carried out such that no interference is caused.

Any work which requires section of the Plant to be taken out of operation with resultant interruption to production and/or other activities must be carried out in the absolute minimum of time and be on the basis of the Contractor working around the clock (within legal parameters) for the duration of such work. The times when work of this nature can be carried out must be arranged with DOH

### 3.5.19 Permit to Work

- The Contractor must obtain a permit from DOH and necessary test must be conducted i.e testing for gases and vapour presents, etc.
- The permit must list specific condition and hazards involving the specific task

### 3.5.20 Lock-out Procedures

- In operating areas lock out procedures must follow DOH I procedures.
- There must be a separate set of procedures that cover the requirements for lockout, commissioning, start-up and hand over of the completed works.

**To ensure the safety of persons working in operating plant areas, the Contractor must ensure:**

Lock-out procedure compliance  
Instruction to all workmen concerned in its application and implementation  
Daily checking of permits  
Distribution of information and communication of any other permit system required

**3.5.21 Electrical/Mechanical Lock-out Procedure**

- The contractor must appoint a competent person and compliance with OH&S Act Regulations regarding a Certificate of competency
- The contractor must ensure that all plant and equipment being put into operation is done so in an orderly manner to safeguard all personnel involved in the commissioning process.
- The Contractors 16(2) assignee must nominate and appoint a competent person as the responsible person for energising and isolating equipment in response to requests from holders of work permits
- Manager must nominate and appoint a competent person for the duty of managing the "Permit to work" system which must entail the stages of issue, revocation and completion
- All electrical control panels are to be locked by the Contractors' appointed person with padlocks having two keys for the series
- The Contractor must provide these padlocks
- The Construction Manager and the Contractors' appointed person would be the sole custodian of these keys
- The Contractor must provide a sufficient number of padlocks; each with a unique key, for his artisans who is requesting permits for working on equipment
- These padlocks and keys are numbered for the permit holder's identification
- The Contractor must ensure that multi locks are available for his staff to cater for multiple lockouts
- The Contractors Construction Manager must provide a sufficient number of tags that are to be attached to the padlocks at the point of isolation by the person working on that piece of equipment
- These tags must indicate that the equipment is locked out and bears the name and permit number of the holder.
- Permit to work books must contain three copies, first copy for retention by the person carrying out the work on equipment, second copy to be in the hands of the Contractors responsible person and a fixed third copy for the records
- Permit holders are to enter the names of their assistants in the register and after briefing them on the nature of the work and the dangers involved, they are to sign the register to this effect in the spaces provided

For the first stage of commissioning, involving rotation testing of electric motors, the Contractors responsible person must:

- Energise the motor on receipt of a permit from the electrical technician
- Isolate and lock out for adjustments to be made
- Re-energise for further testing, and
- Isolate and lock out on completion
- The electrical technician must maintain radio contact with his assistant at the local isolator to ensure that no persons are in the immediate vicinity of the equipment to be test-run.
- After making adjustments he must again test-run the unit and, if correct, sign off the permit and remove his tag and padlock

The second stage involves cold commissioning of the equipment, and the Contractors responsible person must:

- Verify that it is the correct equipment as specified on the permit \ Isolate the piece of equipment and ensure that it is de-energised
- Attach his lock and tag to a multiple locking device
- The permit holder, having witnessed the isolation, must
- Physically test that the equipment is correctly isolated
- Sign the permit to this effect
- Inform his workers of the nature of the work and hazards involved
- Complete and sign the Workers Register and attach to the permit
- Attach his lock and tag to the multiple locking device, and
- Hand the second copy of the permit and worker's register to the Contractors responsible person
- After completion of the work, the permit holder must remove all tools and equipment and leave the area in a neat and tidy condition
- The permit holder must sign all copies of the permit and workers register to the effect that his work is complete, and remove his tag and lock from the isolator
- If work continues over more than one shift, a worker must remove his tag and lock at the end of the shift.
- If another person is to work on the machine he must follow the same lockout procedure
- If a permit holder does not remove his lock after the shift, and does not report to work the following day, the construction manager is the only person
- At the first stage of cold commissioning DOH commissioning team takes over control of the plant and must follow a similar lock-out procedure but must utilise their own plant documentation, padlocks and tagging system

**3.5.22 Notification of Construction Work**

- The principal contractor must notify the department of Labour in writing 7 days before commencement of construction works.

**3.5.23 Fall Protection**

- The Principal contractor must designate a competent person to prepare a fall protection plan
- The principal contractor must implement the fall protection plan and amend when necessary and
- Ensure that there is continued adherence to the fall protection plan

**Fall protection plan must include:**

- A risk assessment of all work carried out from a fall risk position and the procedures and methods used to address all the risks identified per location
- The process of evaluation of employees medical fitness necessary to work at a fall risk position and records thereof
- A programme for training of employees working from fall risk positions and records thereof
- The procedure addressing the inspection; testing and maintenance of all fall protection equipment
- A rescue plan detailing the necessary procedure; personnel and suitable equipment required to affect a rescue of a person in the event of a fall incident to ensure that the rescue procedure is implemented immediately following the incident.
- The site manager must be in possession of the most recently updated version of the fall protection plan

**The Principal contractor must ensure that**

- All unprotected openings on the floors; edges; slabs; hatchways and stairways are adequately guarded; fenced or barricaded or that a similar means are used to safeguard any person from falling through such opening;
- No person/s is permitted to work in a fall risk position unless the work is performed safely as above
- Fall prevention and arrest equipment are approved as suitable and of sufficient strength for the purpose for which they are being used; with regards to the load including any person; they are intended to bear;
- Securely attached to a structure or plant and the structure or plant means of attachment thereto are suitable and of sufficient strength and stability for the purpose of safely supporting the equipment and any other person who could fall and
- Fall arrest equipment is used only where it is not reasonably practicable to use fall prevention equipment.
- The contractor must comply with the requirements of CR 10

#### **3.5.24 Scaffolding**

- The contractor must appoint a competent person to supervise scaffold (scaffold Supervisor)
- The contractor must appoint a competent person to erect scaffold (Scaffold erector) these must be 2 different persons
- The contractor must ensure that scaffold are tagged accordingly
- The contractor must comply with the requirements of CR 16

#### **3.5.25 Vehicles and mobile plant**

- The contractor must ensure that vehicles and mobile plants comply with the requirements of CR 23

#### **3.5.26 Housekeeping and general safeguarding on site**

- The contractor must comply with the requirements of Environmental Regulations for Workplaces (ERW) and CR 27
- The contractor must ensure continuous housekeeping on site

#### **3.5.27 Stacking and storage on site**

- The contractor must appoint in writing a competent stacking storage supervisor
- The contractor must comply with the requirements of GSR and CR 28

#### **3.5.28 Fire precautions on site**

- The contractor must minimise fire risks on site
- The contractor must comply with the requirements of ERW and CR 29

#### **3.5.33 Employee Facilities on site**

- The contractor must provide adequate facilities on site i.e. toilets; eating areas; changing areas and showers etc.
- The contractor must comply with the requirements of CR 30

#### **3.5.34 Work on disconnected electrical machinery**

Without derogating from any specific duty imposed on employers or users of machinery by the Act, an employer or user shall, whenever work is to be carried out on any electrical machinery which has been disconnected from all sources of electrical energy; but which is liable to acquire or to retain an electrical charge, as far as is practicable, cause precautions to be taken by earthing or other means to discharge the electrical energy to earth from such electrical machinery or any adjacent electrical machinery if there is danger there from before it is handled and to prevent any electrical machinery from being charged or made live while persons are working thereon.

#### **Notice**

An employer or user shall cause notices to be displayed within, and at all designated entrances to premises, as the case may be, where generating plant and transforming, switching or linking apparatus are situated.

#### **Notices shall:**

- (a) prohibit unauthorized persons from entering such premises;
- (b) prohibit unauthorized persons from handling or interfering with electrical machinery;
- (c) contain directions of procedure in case of fire; and
- (d) contain directions on how to resuscitate persons suffering from the effects of electric shock:

#### **3.5.35 Switchgear and transformer premises**

The contractor shall cause enclosed premises housing switchgear and transformers:

- (a) to be of an ample size so as to provide clear working space for operating and maintenance staff;
  - (b) to be sufficiently ventilated to maintain the equipment at a safe working temperature;
  - (c) to be, as far as is practicable, constructed so as to be proof against rodents, leakage, seepage and flooding;
  - (d) to be provided with lighting that will enable all equipment, thoroughfares and working areas to be clearly distinguished and all instruments, labels and notices to be easily read;
  - (e) to have doors or gates, which can be readily opened from the inside, opening outwards;
  - (f) to be provided with fire extinguishing appliances or systems which are suitable for use on electrical machinery and which are maintained in good working order: Provided that, in the case of unattended premises, suitable fire extinguishing appliances be made available at such premises only when work is in progress thereon or therein; and
  - (g) to be of such construction that persons cannot reach in and touch bare conductors or exposed live parts of the electrical machinery.
- (2) No person other than a person authorized thereto by the employer or user shall enter, or be required or permitted by the employer or user to enter, premises housing switchgear or transformers, unless all live conductors are insulated against inadvertent contact or are screened off: Provided that the person so authorized may be accompanied by any other person acting under his control.

The contractor must comply with the requirements of Electrical Machinery Regulation (EMR) 6

#### **3.5.36 Electrical control gear**

The principal contractor shall provide all electrical machinery with controlling apparatus and protective devices which shall, as far as is reasonably practicable, be capable of automatically isolating the power supply in the event of a fault developing on such machinery.

The contractor must; whenever reasonably practicable, provide switchgear with an interlocking device so arranged that the door or cover of the switch cannot be opened unless the switch is in the 'off position and cannot be switched on unless the door or cover is locked.

The contractor shall mark or label all controlling apparatus permanently so as to identify the system or part of the system or the electrical machinery which it controls, and where such control apparatus is accessible from the front and the back these markings shall be on both the front and the back.

The contractor shall post a notice at switchgear or control gear which has been switched off or locked out to enable persons to work on electrical machinery or other machinery operated by electricity and controlled by. Such switchgear or control gear, warning against reclosing such switchgear or control gear.

The contractor must comply with the requirements of EMR 7

### 3.5.37 Switchboards

The contractor shall provide an unobstructed space for operating and maintenance staff at the back and front of all switchboards, and the space at the back shall be kept closed and locked except for the purpose of inspection, alteration or repair.

The contractor must comply with the requirements of EMR 8

### 3.5.38 Electrical machinery in hazardous locations

The contractor shall identify all hazardous locations and classify them in accordingly.

No person may use electrical machinery in locations where there is danger of fire or explosion owing to the presence, occurrence or development of explosive or flammable articles, or where explosive articles are manufactured, handled stored, unless such electrical machinery, with regard to its construction relating to the classification of the hazardous locations in which it is to be used, meets the requirements of the safety standard incorporated for this purpose in these Regulations under section 44 of the Act.

The contractor must comply with the requirements of EMR 9

### 3.5.39 Portable electric tools

- No person shall use or permit the use of a portable electric tool with an operating voltage that exceeds 50 V to earth unless-
  - (a) it is connected to a source of electrical energy incorporating an earth leakage protection device, the construction of which meets the requirements of the relevant health and safety standard incorporated into these Regulations under section 44 of the Act; or
  - (b) it is connected to a source of electrical energy through the interposition between each tool and the source of an individually double-wound isolating transformer, the secondary winding of which is not earthed at any point and the construction of which meets the requirements of the relevant health and safety standard incorporated into these Regulations under section 44 of the Act; or
  - (c) it is connected to a source of high frequency electrical energy derived from a generator which is used solely for supplying energy to such portable electric tool and which arrangement is approved by the chief inspector; or
  - (d) it is clearly marked that it is constructed with double or reinforced insulation.
- The contractor must comply with the requirements of EMR 10

### 3.5.40 Portable electric lights

- No employer or user shall use or permit the use of a portable light where the operating voltage exceeds 50 V unless –
  - {a} it is fitted with a substantial handle which is made of non-hygroscopic, non-conducting material;
  - {b} all live metal parts or parts which may become live owing to a faulty circuit are completely protected against accidental contact.
  - (c) the lamp is protected by means of a substantial guard firmly fixed to the insulated handle; and
  - (d) the cable lead-in is such that the insulation can withstand rough use
- The contractor must comply with the requirements of EMR 11

### 3.5.41 Earthing

An employer or user shall cause:

(a) roofs, gutters, downpipes and waste pipes on premises to which electrical energy is supplied to be earthed, except :-

- (i) where the operating voltage does not exceed 50 V;
- (ii) roofs made of non-conductive material or metal roofs covered by non-conductive material;
- (iii) gutters, downpipes and waste pipes made of non-conductive material or gutters and downpipes attached to a metal roof which is covered by non-conductive material;
- (iv) roofs, gutters, downpipes and waste pipes on premises which

receive electricity by means of underground service connections: Provided that the connection is to the conductive structures;

The contractor must comply with the requirements of EMR 18

### 3.5.42 Responsibility for electrical installations

The user or lessor of an electrical installation, as the case may be, shall be responsible for the safety, safe use and maintenance of the electrical installation he or she uses or leases

The contractor must comply with the requirements of Electrical Installations Regulations (EIR) 2

### 3.5.45 Design and construction

- A registered person shall exercise general control over all electrical installation work being carried out, and no person may allow such work without such control
- The contractor must comply with the requirements of EIR 5

### 3.5.46 Electrical contractor

- No person may do electrical installation work as an electrical contractor unless that person has been registered as an electrical contractor in terms of these Regulations
- The contractor must comply with the requirements of EIR 6

### 3.5.47 Certificate of compliance

- Every user or lessor of an electrical installation, as the case may be, shall have a valid certificate of compliance for that installation in the form of Annexure 1, which shall be accompanied by a test report in the format approved by the chief inspector, in respect of every such electrical installation.
- The contractor must comply with the requirements of EIR 7

### 3.5.48 Commencement and permission to connect installation work

- No person shall commence installation work which requires a new supply or an increase in electricity supply capacity unless the supplier has been notified
- The contractor must comply with EIR 8

### 3.5.49 Working on moving or electrically alive machinery

- The contractor shall not permit any employee either than a competent person or a person who has been trained to the satisfaction of an inspector to do an
- The contractor must comply with the requirements of General Machinery Regulations (GMR)

#### 4. Training and Competency

Prior to the commencement of the work, the Contractor must provide current documentation to the satisfaction of DOH verifying that the Contractor's personnel are competent and have the appropriate qualifications, job skills and training as required by this Contract and applicable laws.

The Contractor must ensure that all his employees and his Sub-Contractors' employees working on the site are adequately trained in the type of work to be performed, are trained in relevant procedures and have the appropriate qualifications, certificates and are under competent supervision. Records are to be maintained on site.

The Principal Contractor and all contract employees are holders of current certificates or licenses, where the operation being performed requires such or applicable industry standard where legislation does not prescribe or have registered courses to meet the requirements.

##### 4.1 Induction in Health and Safety

The Contractor must ensure that no employee of the Contractor or its subcontractors, including transport and delivery Contractors entering the site delivering materials and/or equipment, must proceed to enter the Site or any operations area until they have received all training required under applicable laws and regulations, including, but not limited to, work activity inductions and the KZN Department of Health's Site-specific induction.

The Contractor must also prepare and present to all its employees its own Contractor Induction, explaining the Contractor's Safety Management Plan, the Contractor's Rules, the obligations imposed by the Occupational Health and Safety Act and Regulations.

The contractor must comply with: OH&S Act - Section 8

##### 4.2 Isolation Procedure Training

The Contractor must comply with and train their employees in the Site requirements in relation to Hazardous Energy Isolation. The level of training is dependent on the position and responsibilities of the employee. No person who has not been properly trained and assessed as competent will be allowed to isolate any item of equipment or plant.

##### 4.3 Smoking

- The Contractor must not permit smoking at the Site except within designated smoking areas.

##### 4.4 Intoxicating Liquor or Drugs

- The contractor must implement and comply with OH&S Act – General Administrative Regulation 10
- Any person found on the site or attempting to enter site, in possession of or consuming intoxicating liquor or illegal drugs or considered unfit for work from the apparent influence of intoxicating liquor or illegal drugs or prescription drugs, is removed from the site.

##### 4.5 Housekeeping

- The contractor must implement and comply with Construction Reg. 27
- The Contractor must maintain all work areas in a tidy state, free of debris and rubbish.
- The Contractor must dispose of all debris, rubbish, spoil and hazardous waste off site, outside KZN Department of Health's property in a designated and authorised area or facility. The Contractor should make itself aware of the KZN Department of Health's waste management plan and collection and disposal arrangements and align its waste management program accordingly.
- In cases where an inadequate standard of housekeeping has developed and compromised safety and cleanliness, DOH has the right to instruct the Contractor to cease work until the area has been tidied up and made safe.
- The Contractor must carry out regular safety/housekeeping inspections at least weekly to ensure maintenance of satisfactory standards. The Contractor must document the results of each inspection and must maintain records for viewing by DOH.

#### 5. Fundamental health and safety requirements

Before any work commences, proof of and the following non-negotiable deliverables are required:

- Incident investigation training by Construction Manager and or Safety Officer
- Letter of good standing with the Workman's Compensation Commissioner
- Legal liability training of all Supervisors and Construction Managers
- Original of the notification of construction work stamped by the Department of Labour
- Public Liability Insurance
- Competency training certificates of people to execute the job
- Method statements for work to be conducted
- A Baseline Risk Assessment
- Risk Assessments for every Job/Task
- Signed legal appointments as required by legislation
- Contractors' Safety Officer CV and competency certificates
- Health and Safety Management Plan
- Health and Safety file
- All equipment to be on a current register, backed up by relevant test certificates
- A Medical fitness certificate for each employee with Annexure 3 completed per employee
- Proof of induction (Contractor induction training)

## **6. Management of COvid-19**

### **6.1 Covid- 19 Documentation**

The principal contractor shall develop a policy on COvid-19; signed by CEO

Appoint a Covid-19 compliance officer in writing

Covid-19 prevention and management plan must be developed

Conduct a risk assessment to determine exposure to Covid-19

Daily Safety Task Instructions (DSTI's) shall include Covid-19.

### **6.2 Hand washing facilities**

Construction sites must be equipped with hand washing facilities at the usual welfare facilities.

Ensure soap and fresh water is readily available and kept topped up at all times.

Ensure regular cleaning of hand wash facilities and provide adequate bin for disposal of hand paper towels with regular disposal.

Hand washing techniques posters shall be posted around the hand washing facilities

Hand sanitising agents must also be placed at strategic areas

### **6.3 Medical Certificates of Fitness**

Principal contractor shall keep copies of employee's medical certificates of fitness on site safety file.

Having studied the medical certificates of all employees; the principal contractor must ensure that high risk employees are managed accordingly i.e.

employees with underlying medical conditions

### **6.4 Screening**

The principal contractor must ensure that all personnel accessing their sites are screened.

All cases referred for testing shall be reported to relevant Department of Health's project manager.

### **6.5 Travel to site**

The principal contractor shall arrange safe transportation of employees to and from site.

Ensure that vehicles are disinfected on daily basis.

Where single occupancy of vehicle is not practicable; employees shall sit as far apart as the vehicle allows; and all windows must be kept open.

### **6.6 Eating Areas**

The principal contractor must ensure that there are dedicated eating areas for employees.

Ensure that eating areas are kept in a hygienic condition and disinfected after use.

The contractor shall stagger breaking times to reduce congestion and contact.

Employees shall be encouraged to follow the acceptable social distancing measures and seating arrangements must be as such.

Hand washing facilities and or sanitisers must be provided in these areas.

### **6.7 Changing facilities**

The principal contractor shall introduce staggered start and finish times to reduce congestion and contact at all times.

Changing facilities shall be cleaned and disinfected regularly.

Based on the size of each facility; the contractor shall determine how many people can use a changing facility at any one time to maintain the acceptable

distance

### **6.8 Avoiding close working**

There will be circumstances where it is not possible or safe for employees to distance themselves from each other by the acceptable distance.

Principal contractor shall ensure that where the acceptable distance is not practicable:-

> employees have no symptoms of Covid-19;

> allow only 1 person per m<sup>2</sup>

> PPE is worn correctly and is in line with risk assessment and

> Supervision is maintained throughout the activity.

### **6.9 Deliveries**

All personnel delivering equipment and material to site shall be subjected to screening.

Equipment and materials delivered on site must be disinfected at a designated decontamination area to avoid transition of the virus.

### **6.10 Personal Protective & Equipment Clothing**

Personal protective equipment & clothing refers to a variety of barriers, used alone or in combination, to protect against hazardous agents in the environment.

The principal contractor shall ensure that his employees and sub-contractor employees are issued with suitable PPE and that PPE is worn at all times and in a

correct manner

Ensure that used PPE is disposed of in an acceptable manner.

### **6.11 Training & awareness**

The principal contractor shall ensure continuous training and awareness on Covid-19 and measures that can be used to minimise the spread

Training to include but not limited to:-

Cough etiquette; social distancing; Hand washing; Screening station;

Correct use and disposal of PPE

Reporting of symptoms to the employer

Any other topic relevant to the pandemic.

### **6.12 Cleaning Procedures**

The principal contractor shall establish adequate cleaning and disinfection procedures and intervals thereof.

This includes but limited to:-

cleaning to prevent contamination

taps and hand washing facilities

toilet flush and seats

door handles

handrails on staircases and corridors

lift and hoist controls

machinery and equipment controls

keyboards; photocopies and other office equipment

#### 7. Close out requirement

The Health & Safety file for the Principal contractor and all contractors requires closure and handover to the client at the completion of the project. Documentation required includes all records from the start of the project. Daily or monthly plant inspection records are not required unless they are related to an incident. All records to be in electronic format and submitted to DOH for approval before final submission.

The list of documents to be submitted includes but not limited to:

- Client specification
- Principal contractor's OHS plan
- Covid-19 management plan
- Organograms
- Legal appointments
- Letters of good standing for the project
- Incident records
- Non-conformance records
- Audits
- Method statements
- Risk assessments
- Safe work procedures
- Medical certificates of fitness

#### 7 OMISSIONS FROM HEALTH SAFETY AND REQUIREMENTS SPECIFICATION

By drawing up this OHS specification, DOH has endeavoured to address the most critical aspects relating to OHS issues in order to assist the contractor in adequately providing for the health and safety of employees on site. Should DOH not have addressed all SHE/Q aspects pertaining to the work that is tendered for, the contractor needs to include it in the SHE plan and inform DOH of such issues when submitting.

#### Contractor's Acceptance & Acknowledgement of the Health&Safety Specification:

I, \_\_\_\_\_ (print name in full), the undersigned responsible person (Contractors 16.1/16.2 Appointee) for:

\_\_\_\_\_ (Company Name) declare that I have read, understood and accept the responsibilities and requirements of this Health & Safety Specification for the project **Autoclave Replacement Program - 12 Autoclaves in various hospitals**. will ensure that this Health & Safety Specification is communicated to the relevant parties so that the requirements hereto can be complied with.

\_\_\_\_\_  
**Contractor's Responsible Person**  
**(16.1/ 16.2 Appointee)**

\_\_\_\_\_  
**Date**

**SPECIFICATION: 2020/21 AUTOCLAVE REPLACEMENT****1.1 SCOPE OF CONTRACT**

- i) Disconnect, uplift and relocate the existing CSSD/Theatre/Isolation ward autoclaves situated in the autoclave plant room and hand over to maintenance to the workshop or to an area identified by Hospital maintenance personnel.
- ii) Supply, deliver to site and install the new autoclaves in the position vacated by the above old units: 7 x 400L and 5 x 160L.
- iii) Supply and install a Water Softening Plant complete with electrical and water connections, at facilities that do not have.
- iv) The existing front fascia board / cover shall be removed together with the existing autoclave as a new stainless steel front fascia/cover shall be allowed for and be supplied fixed to the new autoclaves as standard, installed to close off the space between the autoclave and the wall opening.
- v) A stainless steel architrave shall be installed after the installation of the new autoclave to suit the altered/new stainless steel front cover.
- vi) The new (or replacement) autoclaves shall be connected to the existing services (water, steam, electricity, drain etc.) as required.

**1.2 EXECUTION PERIOD**

Twelve (12) Weeks as the completion period for the Contract from the date of site handover.

**1.3 GUARANTEE PERIOD**

The guarantee period for the Mechanical Work and all materials must be a minimum of Twelve Months from the date of commissioning.

**1.4 OCCUPATIONAL HEALTH AND SAFETY FILE**

The successful bidder shall submit a Health and Safety File to the Project Leader, to be approved by the Department's Health and Safety Officer, before the commencement of work on site.

**1.5 SITE AND MODE OF PROCEDURE**

Site inspection is compulsory. Failure to attend ALL site briefings will disqualify the Bidder. Bidders are advised to visit the site prior to tendering and to acquaint themselves with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim will be allowed on the grounds of ignorance of the conditions under which the work will be executed.

Bidders are advised that the existing premises will be occupied throughout the period of the contract.

Damage to the existing buildings - Bidders to note that any damages done or occurring to any of the buildings will be repaired at the expense of the contractor/Bidder. The repairs must be to the satisfaction of the KwaZulu-Natal Department of Health.

**1.6 SATISFACTORY INSTALLATION**

The whole of the installation shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the Department of Health Standard Preambles to all Trades and the Occupational Health and Safety Act and Regulations of 1983 as amended.

Standard Preambles can be accessed on the Departmental website at <http://www.kznhealth.gov.za/>

**1.7 TECHNICAL SPECIFICATION**

These works are to be carried out in accordance with the Technical Specification Part 2 and Particular Specification Part 3 hereinafter.

**2 TECHNICAL SPECIFICATION****2.1 COMPLIANCE WITH REGULATIONS AND STANDARD SPECIFICATIONS**

- a) The operation, construction, testing, material and components of the sterilizer, as specified, shall comply with the latest requirements of:
  - i) The Occupational Health and Safety Act (Act 85, 1993) as amended.
  - ii) The South African Bureau of Standards Specification SANS 982-2009 except where this Technical Specification is at variance, in which case this Technical Specification shall take precedence, or as otherwise approved.
  - iii) SANS 347
  - iv) SANS 3834
  - v) Bacteriological filters shall comply with B.S. 3970 or equal and approved.
  - vi) Loading equipment shall comply with SANS 982-2009.
  - vii) SANS 0142: Code of Practice for Wiring of Premises.
  - viii) The chamber and jacket shall be of the standard double wall-fabricated construction, designed and manufactured in accordance with B.S. 5500 or equivalent and approved.
  - ix) The control panel, associated components and wiring shall be installed in compliance with the Department of Public Works and Land Affairs Standard Specification for the Electrical equipment and Installation for Mechanical Services Issue VIII September 1984.
  - x) SANS 60947-1: 2005/IEC 60947-1: 2004 to SANS 60947-8: 2004/IEC 60947-8: 2004: Low voltage switch gear and control gear.
  - xi) All building works shall be in accordance with the Standard Preambles to All Trades.
  - xii) An be required for all Electrical Works.
  - xiii) An automatic leak test facility shall be provided as per SANS 982-1990 clause 4.4.8
  - xiv) Copper piping used, shall be to SANS 460: 2003- Class 2.
  - xv) testing and validation of each autoclave in accordance with standard EN285 of 1996 as amended,

- b) A Certificate issued by the inspection authority under whose supervision the pressure vessel is manufactured shall be provided.
- c) Inspection and testing on site, by an approved inspection authority, shall be carried out prior to commissioning and after installation, in accordance with the Vessels under Pressure Regulations, Regulation 13. (1) (a) of the OHS Act, as amended.
- d) The autoclave must be a proudly South African product: fully manufactured in SA. It is required that the manufacturer has a quality management system in place, SANS/ISO 3834. Without the above the manufacturer MUST be disqualified.
- e) The contractor should fully familiarise himself with the above standard/documents prior to quoting.

## 2.2 TYPE AND SIZE OF STERILIZERS

The sterilizer shall be of the rectangular, horizontal, recessed, vacuum, high pressure, high speed, pulsing, single door, jacketed type, and shall be suitable for sterilizing instrument packs, porous loads, linen, milk bottles and fluids when specified. The sterilizer is required to operate at a pressure of 240-kPa gauge and a temperature shall be 138°C.

- 2.2.1 160ℓ The sterilizer shall have a chamber c shall be 460mm wide x 460mm high x 760mm deep.

The overall size shall be approximately 760mm wide x 1900mm high x 1200mm length

- 2.2.2 400ℓ The sterilizer shall have a chamber capacity of not less than 0,4 m<sup>3</sup> and the internal dimensions of the chamber shall be 600mm wide x 600mm high x 1100mm deep.

The overall size shall be 1000mm (w) x 1900mm (h) x 1600mm (l)

## 2.3 STERILIZING CHAMBER AND JACKET

- a) The sterilizing chamber shall be constructed of Stainless Steel clad, grade 430A mild steel OR entirely from grade 316/304 ℓ Stainless Steel. Minimum plate thickness shall be 10mm for mild steel and 6mm for stainless steel.
- b) A solid head-ring shall be welded to the open end of the autoclave. The head-ring shall support the clamps, which hold the door, and have machined into it a groove, which accommodates a silicone gasket. The depth of the groove shall be sufficient to ensure that the gasket can be fully retracted when a vacuum is drawn behind it.
- c) The chamber shall be constructed in such a way as to facilitate the fitting of internal shelves or the use of internal and external loading equipment.
- d) One end of the sterilizing chamber shall be closed by a suitably reinforced flat end, which shall be of the same material as the chamber and shall be welded thereto.
- e) The jacket of the sterilizer shall be manufactured from Stainless Steel clad, mild steel OR entirely from grade 316/304 ℓ Stainless Steel and be designed for a maximum design pressure of 480 kPa (gauge)/150°C and the sterilizing chamber shall be designed at a similar pressure alternating with absolute vacuum.
- f) Note: The designed safe working pressure shall be such that the safety valve shall reset, once operated, at a pressure greater than the required operating pressure, to ensure that the safety valve does not "weep".
- g) On completion of manufacture, the chamber and jacket shall each be subjected to a hydraulic test, in accordance with the Code of Construction.
- h) Steam shall be admitted to the chamber behind a baffle, which will prevent direct steam contact with the load.
- i) NOTE: - The Manufacturer shall provide a written 5-year guarantee for the chamber and jacket, in respect of any stress-related failure, which arises from faulty manufacture.

## 2.4 STERILIZER DOOR

- a) The sterilizer door shall be as specified in the particular specification. The sterilizer door shall be of the automatic vertical sliding, counter balanced type. The door shall be fabricated from the same material as the chamber.

Means shall be provided, in respect of automatic doors, to stop the vertical travel of the door should it come in contact with any obstruction such as a protruding tray, pack or the operator's hand. Note: A slipping clutch system will not be acceptable as a safety device. Suitable provision must be made to limit the vertical travel to the fully open or closed position.

The door shall be sealed by means of a steam inflated gasket, which when deflated shall be retracted by vacuum to a position free from contact with the door. The gasket must be capable of ensuring a steam and vacuum tight joint and be designed to withstand a pressure in the chamber of 480 kPa g, 1500C, and absolute vacuum -100Pa.

- b) Means shall be provided so that :-
  - i) The rise of pressure inside the chamber is prevented, prior to the door being completely closed and locked in position.

- ii) The sterilizing cycle cannot be commenced until the door is fully closed and locked in position.
- iii) The release of the door from the closed and locked position is prevented unless the pressure inside the chamber has been reduced to atmospheric pressure.
- iv) The door cannot be opened either automatically or manually until the sterilizing cycle has been fully completed.
- v) The chamber is effectively vented to atmosphere before the door opening mechanism is released.

## 2.5 CONTROL SYSTEM

- a) The control system shall be automatic. The type of control system will be specified in the particular specification and shall be either:
  - i) Programmable logic control (PLC); or
  - ii) Microprocessor/(PC) type.
- b) Control systems shall be installed in such a way as to prevent electro-magnetic interference. The controller shall be properly protected against lightning hazards, power surges, mains-borne and other noise interference to prevent malfunctioning of the system. The suppresser shall be as "PONTECH KLEEN-LINE" or other approved.
- c) A cycle counting facility of the non-cancelable type shall be provided, which may be displayed either on the front fascia or be mounted in the control panel.
- d) The function of all contactor's shall be clearly marked. All wiring terminations shall be numbered in accordance with the wiring diagram.
- e) Control panels shall incorporate a suitably rated lockable electrical isolating switch.
- f) Mains power supply failures of up to 60 seconds shall not abort the sterilizing cycle process.
- g) The following protection devices shall be installed:
  - i) all contactors are to be fitted with overloads.
  - ii) over/under voltage and phase rotation cut-out.

## 2.6 OPERATION

### 2.6.1 INSTRUMENT PACKS AND POROUS LOADS CYCLE

- a) The removal of air from the loaded chamber shall be by means of a pulsing system as hereafter specified. The sequence of operation shall be affected automatically and without manual interference once each cycle is commenced.
- b) To commence the cycle the chamber is loaded and the door is closed and locked by means of a push button. When the start button is pressed the following sequence of stages shall commence:

#### 2.6.1.1 STAGE 1: AIR REMOVAL

- a) Sufficient air shall be removed from the loaded chamber to permit achievement of the temperature-time relationship during Stage 2.
- b) The automatic control shall be capable of providing the following sequence of events during Stage 1:
  - i) Reduction of pressure within the loaded chamber to a reduced pressure of  $-80\text{Pa}$  (g).
  - ii) Admit steam to restore pressure within the chamber to a positive pressure of  $+30\text{kPa}$  (g).
  - iii) Close off steam. Reduction of pressure within the loaded chamber to a reduced pressure of  $-80\text{Pa}$  (g).
  - iv) The conditions specified under (ii) and (iii) shall be repeated a further three times to give a total of four pulses.

The automatic control shall then change to Stage 2. The vacuum pump (or ejector) shall continue to run throughout the following stages.

#### 2.6.1.2 STAGE 2: STERILIZATION

- a) Steam shall be admitted to the chamber to provide sterilizing conditions within the chamber load. The temperature shall be sensed and indicated from the chamber drain and shall accord with the following time-temperature relationship. Within the total stage a temperature of  $135^{\circ}\text{C}$  shall be maintained for not less than four minutes.
- b) If at any time during the timed sterilizing period of four minutes the temperature should fall below  $135^{\circ}\text{C}$ , the timer shall automatically reset to starting point and shall only start timing again when the correct temperature has been restored in order to guarantee that, at the end of the sterilizing period, the load in the chamber has been continuously subjected to steam at a temperature of  $135^{\circ}\text{C}$  for a period of four minutes.

c) The automatic control shall then change the process to Stage 3. Visual indication that the sterilizing period is in operation must be provided.

#### **2.6.1.3 STAGE 3: EXHAUST AND DRYING**

a) The automatic control shall close the steam to the chamber valve and open the exhaust to condenser and water to condenser valves. Visual indication that the exhaust and drying stage is in progress shall be provided.

b) When the chamber pressure has been reduced to -80Pa (g) the drying timer shall start and run for 6 minutes after which the process shall change to Stage 4.

#### **2.6.1.4 STAGE 4: AIR ADMISSION**

a) Means shall be provided for the drying vacuum, specified in Clause 2.6.1.3 above, to be broken via a bacteriological air filter.

#### **2.6.1.5 STAGE 5: CYCLE COMPLETE**

a) Visual indication that the full sterilizing cycle has been successfully completed shall be provided, after which the door can be opened.

#### **2.6.1.6 CYCLE ABORT**

a) The control circuit shall include a facility to monitor the time taken to attain the required pressure, vacuum and temperature conditions. Should any of the required conditions not be met (within a period which shall be adjustable up to 15 minutes) per stage, the cycle shall abort by proceeding through stages 3, 4 and 5 after which an audible alarm and indicator lamp shall indicate an unsterile cycle, at which point it shall be possible to open the sterilizer door.

#### **2.6.2 BOWIE AND DICK TEST CYCLE**

a) All vacuum sterilizers which process porous loads shall be provided with a dedicated Bowie and Dick test cycle. The Bowie and Dick test cycle shall be as specified in 4.6.1 except that the sterilizing temperature shall be 134°C and the sterilizing time shall be 3.5 minutes.

#### **2.6.3 FLUIDS CYCLE**

a) When specified (in the particular specification) the sterilizer shall be supplied with a fluids cycle.

b) A selector switch shall be provided which when turned to fluids and the start button is pressed the following sequence of stages shall commence:-

##### **2.6.3.1 STAGE 1: AIR REMOVAL**

a) The pressure within the loaded chamber shall be reduced to -80Pa (g). The automatic control shall then change to Stage 2.

##### **2.6.3.2 STAGE 2: STEAM TO CHAMBER**

a) Steam shall be admitted to the chamber via the down draught method until a temperature of 121°C is reached. The automatic control shall then change to Stage 3.

##### **2.6.3.3 STAGE 3: STERILIZATION**

a) Within the total stage a temperature of 121°C shall be maintained for not less than thirty minutes. The automatic control shall then change the process to Stage 4.

##### **2.6.3.4 STAGE 4: SLOW EXHAUST**

a) The steam shall be slowly exhausted via a needle (slow exhaust) valve, which shall be set in such a way that the period in which the pressure shall be reduced, from the sterilizing pressure of 105kPa g to a pressure of 14kPa g, shall not be less than twenty minutes in a loaded chamber. The automatic control shall then change to stage 5.

##### **2.6.3.5 STAGE 5: AIR FLUSH**

a) Air shall be drawn through the chamber via the filter, the open-air valve, chamber drain needle valve and vacuum pump OR water ejector. When the chamber pressure has been reduced to 15kPa g the vacuum pump OR water ejector shall continue to run for ten minutes with the air valve open.

##### **2.6.3.6 STAGE 6: CYCLE COMPLETE**

a) Visual indication that the full sterilizing cycle is complete shall be provided, after which the door can be opened.

##### **2.6.3.7 CYCLE ABORT**

a) The control circuit shall include a facility to monitor the sterilizing temperature. Should the temperature of 121°C not be reached and maintained for thirty minutes within a period of one hour, the cycle shall abort by proceeding through Stage 3, 4 and 5 after which an audible alarm and indicator light shall indicate an un-sterile cycle, at which point it shall be possible to open the sterilizer door.

#### 2.6.4 LEAK TEST FACILITY

- a) An automatic leak test facility shall be provided as per SANS 982-1990 clause 4.4.8.
- b) The selection of the leak test shall be by means of a key switch, which shall be clearly marked "LEAK TEST", or by means of a password in respect of microprocessor controls. The key switch shall be mounted on the control panel located at the rear of the sterilizer.

#### 2.6.5 MILK BOTTLE STERILIZATION

- a) An Autoclave shall be programmed and will have a cycle to sterilize milk bottles, and other similar material equipment, at maximum temperature of 121°C and maximum time of 10 minutes.

#### 2.7 STEAM JACKET DISCHARGE

- a) When the condensate discharge is connected to the condensate return line the jacket condensate discharge line shall be provided with a balanced pressure thermostatic steam trap, non-return valve and strainer.

#### 2.8 CONDENSATE DISCHARGE TO DRAIN

- a) The condensate discharge line from the jacket and chamber shall be provided with a suitable air break before discharging into the drain. A means shall be provided to prevent the emission of steam and vapour from the air break.

#### 2.9 DRAIN DISCHARGE

- a) The temperature of water, which is discharged to drain, shall not exceed 70°C.

#### 2.10 EXHAUST DISCHARGE

- a) The sterilizer shall be provided and fitted with a condenser of sufficient capacity to condense the exhaust steam. The water supply to the condenser shall be automatically controlled.

- b) A water feed tank, with ball valve and overflow outlet, piped to drain shall be incorporated via which the waste water from the condenser system shall be partially recycled in such a way as to conserve water, but to avoid loss of efficiency.

#### 2.11 SAFETY VALVES

- a) The sterilizer shall be fitted with a bronze safety valve of the vertical, direct spring-loaded type, the spring and seat of which shall be stainless steel, with screwed side discharge, directly connected to the steam space at the top of the jacket by a pipe of minimum length.
- b) The safety valve shall be capable of being set and locked by means of a lock and key.
- c) The safety valve shall be set in accordance with Regulation 6 of the OHS Act, as amended.
- d) The safety valve shall be drained by means of a tail pipe, connected via a "T" piece to form a drain pocket, located so as to drain at the valve discharge connection point.
- e) All safety valves shall be piped separately to a safe, but visible point outside of the plant room building. Wherever practicable the safety valve pipeline shall be graded to ensure that condensate flow is away from the safety valve.

#### 2.12 AIR ADMISSION

- a) Air admission to the sterilizer to break the chamber vacuum shall be through a bacteriological filter, which shall be manufactured in accordance with BS 3970. The filter shall be located at least 1220mm above floor level. The filter element shall be easily replaceable. The filter shall be attached by means of a threaded or compression type fitting.

#### 2.13 VACUUM PRODUCTION

The vacuum shall be produced by either:

- a) water ejector and centrifugal water feed pump which shall be capable of producing and maintaining a reduced pressure of -80Pa (g), at sea level, or
- b) Approved liquid ring vacuum pumps, capable of drawing -80Pa (g).

#### 2.14 THERMAL INSULATION AND CLADDING

- a) The sterilizer jacket shall be insulated externally however, where the autoclave jacket is manufactured from stainless steel fiberglass wool type insulation will not be acceptable. Insulation cladding of aluminum sheet of 0.9mm thickness, or composite insulation board with a bonded aluminum foil finish, will be acceptable. The cladding surface temperature shall not exceed 50°C while in operation.

#### 2.15 STERILIZER FASCIA AND FITTINGS

- a) The sterilizer shall be provided with a 0,9 mm thick, grade 304 ℓ, number 3 finish (satin) front fascia and architrave, sized to overlap the sterilizer opening after the removal of the existing old unit. The fascia shall have no sharp edges and when fixed in position shall fit tight against the wall opening. The fascia shall be as described under section 5 hereinafter.
- b) The following instruments and fittings shall be provided on the front panel:
  - i) One pressure gauge calibrated 0-400 kPa g to register jacket pressure and with the maximum working pressure marked on the dial in red.

- ii) One compound pressure gauge calibrated -100 to 400-kPa g to register chamber pressure. The maximum working pressure shall be marked on the dial in red. The minimum chamber vacuum shall be marked on the dial in green.
- iii) A temperature-sensing device calibrated 0 to 150°C to indicate the temperature to an accuracy of within 1°C at 136°C.
- iv) Gauges shall be 100mm diameter or approximately 72mm x 72mm or other approved
- v) Indicator lamps or LCD indication of cycle status, temperature and pressure as applicable.
- vi) A cycle counter shall be provided  
A printer of the ribbon cassette/paper roll type shall be provided and shall record a minimum of:
  - Cycle stages: time, temperature, pressure.
  - Cycle number and date.
  - Cycle status e.g. "Non Sterile"
  - Cycle water consumption in liters,
  - Autoclave idling time and water consumed during idling,
- vii) Main control switch.
  - The autoclave number (e.g. 1 or 2 or 3 etc.) shall be screen printed, or etched, onto stainless steel, or aluminum plate, of approximately 50mm x 50mm and attached to the fascia, or where otherwise indicated; or as otherwise approved.
  - A suitably wide protective rubber, or PVC, strip shall be fitted to the autoclave fascia, or as otherwise specified, to prevent, proprietary loading equipment impact damage.
  - All gauges shall be vapour proof with non-ferrous metal casings.
  - All the above mentioned instruments and fittings shall be flush mounted.

## 2.16 VALVES AND PIPING

All control valves shall be electrically activated. Steam valves shall be fitted with Teflon discs.

The following specified valves, or other approved, shall be installed for:

a)	St 20mm Ø	Asco SCE 222 A049
b)	Ex 20mm Ø	Asco SCX E220 A5
c)	Ch 15mm Ø	Asco SCX E220 A3
d)	Sti 8mm Ø	Asco SCH TX B320 A184
e)	TD 8mm Ø	Birket 13018P

- f) The main cycle control valves, namely: steam to jacket; steam to chamber; exhaust; vacuum break, shall be electrically activated. Steam valves shall be fitted with Teflon discs.
- g) Copper piping used, shall be to SANS 460: 2003- Class 2.
- h) Compression fittings shall only be used for connections to fittings, which require removal for servicing.

## 2.17 PRESSURE CONTROL

### 2.17.1 Direct Steam Autoclave

Control of steam pressure shall be by means of a suitably rated pressure switch controlled, normally closed, solenoid valve. The pressure shall modulate in such a way that the safety valve will not operate prematurely.

### 2.17.2 Integral Steam Generator Autoclave.

- a) The sterilizer shall be provided with an integral steam generator, manufactured from Grade 430A mild steel OR 316 stainless steel (for which materials Compliance Certificate shall be provided). A certificate issued by the inspection authority under whose supervision the pressure vessel is manufactured shall be provided.
- b) The steam generator vessel shall be connected to the sterilizer jacket via a globe type isolation valve. The steam generator shall be fitted with a correctly sized and rated safety valve and pressure gauge.
- c) The steam generator shall be fitted with a steam separator.
- d) At least one end of the steam generator shall be flanged, to which an inspection cover shall be bolted and sealed with a gasket of suitably rated material.
- e) To monitor the electrical load per phase, an ammeter connected via current transformers and selector switch shall be provided. The normal working amps shall be marked in red on the ammeter faceplate.
- f) Electric heating elements of the sheathed wire immersion; Incoloy type shall be fitted in a manner, which will facilitate removal, inspection and replacement. Wiring shall be continuously rated. The element kW rating shall be stamped on the manufacturer's plate.
- g) A pressure switch shall control the steam
- h) A 20mm Ø motorized automatic blow down valve shall be provided (to drain). Blow down pipework shall be installed in such a way that there is no pressurization of the water feed tank under blowdown conditions.
- i) The automatic blow down shall be programmed in order that:
  - i) The blow down time shall be adjustable from 5 to 60 seconds.
  - ii) Blow down will not take place during a cycle.
  - iii) Blow down frequency shall be adjustable from 1-7 days.
  - iv) Blow down shall take place at full operating pressure.
  - v) Elements and water feed shall be de-energized during blow down



All apparatus, component parts, fittings and materials employed in the execution of the Contract shall be new and unused and shall be the latest type or pattern of the particular manufacture employed. S.A.B.S. mark bearing items shall be used wherever possible.

Allow for any anti-vibration equipment required to ensure that the installation is completely acceptable to the Department of Health.

The complete installation shall be maintained for a period of twelve months after acceptance in writing by the Department of Health and shall allow for routine inspections not less frequently than two times a year.

The complete installation must be guaranteed against defective parts and workmanship for a period of twelve months after the date of issue of the Completion Certificate. This period shall run concurrently with the maintenance period.

Rates are to include for commissioning and testing of the complete installation and handing over in working order ready for use.

Bidders are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their tender. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Department.

The Department reserves the right to make emergency repairs to keep the equipment in operation without voiding the Contractor's Guarantee, nor relieving the Contractor of his responsibility during the guarantee period when, after proper notice, the Contractor fails to attend to such emergency repairs. All costs incurred by the Administration under these circumstances will be for the account of the Contractor.

NOTE: All electrical equipment shall comply with NER Regulation of voltage.

**ANNEXURE B**

**SCHEDULE OF INFORMATION**

- 1 Manufacturers name: \_\_\_\_\_
- 2 Does the manufacturer have an accredited ISO 9001, 2008 Quality Management System: Yes/No

If yes attach a copy of Accreditation Certificate

- 3 State overall size: \_\_\_\_\_ mm(H) \_\_\_\_\_ mm(D) \_\_\_\_\_ mm(W)
- 4 State chamber size: \_\_\_\_\_ mm(H) \_\_\_\_\_ mm(D) \_\_\_\_\_ mm(W)
- 5 State chamber volume: \_\_\_\_\_ m<sup>3</sup>
- 6 State chamber material: \_\_\_\_\_
- 7 State jacket material: \_\_\_\_\_
- 8 State code of construction: \_\_\_\_\_
- 9 State working pressure: \_\_\_\_\_ kPa
- 10 State design pressure: \_\_\_\_\_ kPa
- 11 Is the gasket groove machined into the head ring: Yes/No: \_\_\_\_\_
- 12 Does the jacket/chamber vessel have a 5 year guarantee: Yes/No: \_\_\_\_\_
- 13 Is the door closing protected by a limit switch: Yes/No: \_\_\_\_\_
- 14 Is the door closing mechanism fitted with a slipping clutch: Yes/No: \_\_\_\_\_
- 15 Is steam prevented from entering the chamber prior to the door being fully closed:  
Yes/No: \_\_\_\_\_
- 16 Can the door be opened before the cycle
- 17 State type of control system: \_\_\_\_\_
- 18 Is a UPS provided as specified: Yes/No: \_\_\_\_\_
- 19 Is an over/under voltage; phase reversal/failure protection provided: Yes/No: \_\_\_\_\_
- 20 Do the cycles provided comply with the specification: Yes/No: \_\_\_\_\_
- 21 State the cycles provided: \_\_\_\_\_
- 22 Is a test port incorporated into the side wall of the chamber/jacket: Yes/No: \_\_\_\_\_
- 23 Is a cycle abort facility, as per specification, provided: Yes/No: \_\_\_\_\_
- 24 Is a Bowie & Dick test cycle provided: Yes/No: \_\_\_\_\_
- 25 Is an air leak test cycle provided: Yes/No: \_\_\_\_\_
- 26 Is access to the Box Yes/No \_\_\_\_\_
- 27 To what standard is the bacteriological filter manufactured? \_\_\_\_\_
- 28 At what height above floor level is the filter fitted: \_\_\_\_\_ mm
- 29 Describe the type of vacuum production system: \_\_\_\_\_  
\_\_\_\_\_

- 30 Material of fascia: \_\_\_\_\_
- 31 Thickness of fascia material: \_\_\_\_\_ mm
- 32 Does the fascia have a protective strip, to prevent damage from loading equipment  
Yes/No: \_\_\_\_\_
- 33 State type and size of jacket pressure gauges: \_\_\_\_\_  
Is the maximum w.p. marked on the gauge face in red: Yes/No: \_\_\_\_\_
- 34 State type and size of the compound gauge: \_\_\_\_\_
- 35 Make and type of control: \_\_\_\_\_
- 36 Is the control a proprietary item: Yes/No: \_\_\_\_\_
- 37 State type of printer: \_\_\_\_\_

Does the printer record:

- Time Yes/No: \_\_\_\_\_
- Temperature Yes/No: \_\_\_\_\_
- Cycle number Yes/No: \_\_\_\_\_
- Sterilizer number Yes/No: \_\_\_\_\_
- Date Yes/No: \_\_\_\_\_
- Cycle complete Yes/No: \_\_\_\_\_
- Cycle unsterile Yes/No: \_\_\_\_\_
- Water consumption Yes/No: \_\_\_\_\_

4.38 Is the sterilizer number displayed on the fascia? Yes/No: \_\_\_\_\_

4.39 Integral steam boiler state:

- Material of construction: \_\_\_\_\_
- Working pressure: \_\_\_\_\_ kPa
- Design pressure: \_\_\_\_\_ kPa
- Is a safety valve fitted: Yes/No: \_\_\_\_\_
- Is a gauge glass fitted? Yes/No: \_\_\_\_\_
- Does one end have a flanged inspection cover: Yes/No: \_\_\_\_\_
- Is a manual or automatic blow down valve fitted: \_\_\_\_\_
- Is a TDS bleed fitted as specified: Yes/No: \_\_\_\_\_
- State number and rating of the elements: \_\_\_\_\_
- Is a test certificate provided Yes/No: \_\_\_\_\_
- Is a motorized blowdown valve fitted? Yes/No: \_\_\_\_\_

4.4 State material of the support frame: \_\_\_\_\_

4.41 Are levelling base pads provided: Yes/No: \_\_\_\_\_

4.42 Will the supplier be fully equipped to conduct the specified EN 285 TESTS  
Yes/No: \_\_\_\_\_

**Annexure C**

**Revised: 01/09/2016**

**PROVINCE OF KWAZULU-NATAL**

**DEPARTMENT OF HEALTH**

**HEALTH TECHNOLOGY SERVICES  
(H.T.S)**

**SPECIFICATION FOR: UMDNS: 16142**

**AUTOCLAVE CLASS 'B' TABLE TOP MICRO-PROCESSOR CONTROLLED**

**Description of Unit:** Table-top autoclave for the rapid and effective sterilization of surgical equipment, including micro - surgical implements.

**SPECIFICATION: H.T.S. M26 (MECHANICAL)**

Intended Areas of Use: Regional  
Hospitals  
Tertiary Hospitals

**Expert Advisory Group:**  
Ophthalmology: Dr C Kruse  
Dr K. Moodley  
Dr Y. Reddy

**Bidder to Sign and Date every Page**

SPECIFICATION: H.T.S. M26 (MECHANICAL)  
REVISED: 01/09/2016

**NB: GENERAL CLAUSES THAT DO NOT APPLY TO THE EQUIPMENT OFFERED MUST BE ANSWERED “COMPLIES”, “DOES NOT COMPLY” OR ANSWER THE QUESTION UNDER BIDDERS COMMENTS.**

NO	SPECIFICATION	BIDDERS COMMENTS: STATE “COMPLIES” OR “DOES NOT COMPLY” OR ANSWER THE QUESTION.
<b>Clause G1.1</b>	The space provided under “Bidder’s Comments” for each clause must be used for this purpose. Bidders who neglect to provide answers to every Clause in this Bid Specification will be disqualified. Bidders must note that abbreviated answers e.g. N/A etc. will not be accepted. Bidders must also note that no part of any clause/s in this Bid Specification may be altered. Where there are traces of alterations found to any clauses in this Bid Specification during Adjudication, the Adjudication Committee will reserve the right to disqualify the bidder. The Bidder must clearly indicate if their offered product complies with the stated requirements, by indicating, “Complies” or “Does not comply” or answer the question next to the corresponding clause.	
<b>Clause G2</b>	All responses must be clear and legible.	
<b>Clause G3</b>	<b>GUARANTEE:</b>	
<b>Clause G3.1</b>	All Equipment, Materials and Workmanship provided under this Contract must be Guaranteed for a minimum period of twenty four (24) Months. The successful bidder must arrange with the respective Hospital / Institution and the Health Technology Services before Commissioning the Equipment at the respective Hospital / Institution. The bidder to note that the Guarantee period must only take effect upon successful Commissioning at the respective Hospital / Institution and successful test and acceptance by the Health Technology Services.	
<b>Clause G3.2</b>	State percentage guaranteed up time of machine (Should be at least 99%).	
<b>Clause G3.3</b>	The recommended number of services, per annum, by the manufacturer, must be included during and up until the end of the guarantee period and all costs related to the provision of such service/s will be for the bidders account.	
<b>Clause G3.4</b>	The bidder must state the number of services that will be provided during and up to the end of the guarantee period.	
<b>Clause G3.5</b>	Any breakdown during the guarantee period must include all cost (spares, labour, travelling and sundries) for any prescribed maintenance services (major and minor) as well as any QA testing that is required by Department Health’s Radiation Control Board during the guarantee period.	
<b>Clause G3.6</b>	Travelling and Travelling Time costs must be included during the Guarantee Period?	
<b>Clause G3.7</b>	Spares that may be required during the Guarantee Period will be supplied at the expense of the bidder.	
<b>Clause G3.8</b>	Downtime during the Guarantee Period must extend the Guarantee time on a Day-to-Day basis.	
<b>Clause G3.9</b>	Any repetition (twice or more) of the same type of fault that first occurred during the guarantee period must be considered as a repair under guarantee if it occurs within the first year after the expiry of the guarantee period.	

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NO	SPECIFICATION	BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.
Clause G3.10	The same guarantee conditions must apply to replacement units.	
Clause G4	The successful bidder must Supply, Deliver, Commission and install the Equipment and will be required to demonstrate the product to the Applicable Staff at the Institution and costs for the abovementioned must be included in the final bid price.	
Clause G5	Bidders must offer the Health Technology Service's In House Technicians a demonstration of the product, which will enable the Health Technology Service's In House Technicians to become acquainted with the equipment during the Test and Acceptance phase.	
Clause G6	Preference may be given to a make and model that has been technically and clinically evaluated by a Government Institution within the R.S.A. (Attach proof of evaluation where applicable).	
Clause G7	The successful bidder must provide the Health Technology Service's in house Technicians, <b>full training</b> in the calibration, maintenance, service and repair of the product down to PCB Level. N.B. The quality and level of the training must be equivalent to the manufacturer's original factory training and any costs incurred to provide this training will be for the bidders account. A Certificate of Competency must be issued on completion of the training. The Training must be provided by the successful bidder to the Health Technology Services within three months from date of initial supply and delivery of the equipment to the end user.	
Clause G8	<b>SERVICING:</b>	
Clause G8.1	The bidder must have a well established service and repair facility in KwaZulu-Natal, to service, repair and calibrate the equipment offered. (The Health Technology Services reserves the right to inspect the premises).	
Clause G8.2	If the service is subcontracted to a local service agent, a signed copy of The letter of appointment by the bidder and acceptance by the Subcontractor must be submitted with this bid / quotation. (The Health Technology Services reserves the right to inspect the premises).	
Clause G8.3	State Number of other medical equipment "Repair & Service" Agencies (excluding your Agency) represented by the subcontractor.	
Clause G8.4	Supply the Name, Address and Telephone Number/s of the Local Service Department within KwaZulu-Natal. <b>Please supply details as follows:</b> <b>Company name</b> : _____ <b>Physical Address</b> : _____ <b>Telephone Number/s</b> : _____ <b>Fax number</b> : _____ <i>(The Health Technology Services reserves the right to inspect the premises).</i>	

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NO	SPECIFICATION	BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.
Clause G8.5	State if the Technician(s) are in the direct employ of the bidder or a subcontractor.	
Clause G8.6	The bidder must supply information on the number of Technicians permanently working in KwaZulu-Natal and their names and contact Telephone Number/s must be listed (Directly employed or subcontracted) in an annexure to the bid document.	
Clause G8.7	The Technician(s) must be original equipment manufacturer trained to deal with the service, repair and calibration of the equipment quoted on. <b>N.B. Proof of original equipment manufacturer training must be submitted with this bid / quotation offer.</b>	
Clause G8.8	The Institution's requirement is that a technician is available within a reasonable time (24 hours) to attend to malfunctioning equipment. The Bidder to state the technician per install base e.g. equipment ratio to technician ratio, e.g. 1 technician per 10 pieces of equipment.	
Clause G9	The bidder must Guarantee that no additional equipment will be Required for the successful operation of the equipment bided for on delivery and commissioning at the customers site. A starter pack of all essential accessories and disposables must be supplied so that the unit can be put into immediate operation. The cost of the starter pack must be included in the final bid price.	
Clause G10	Optional accessories must be offered for separately on the Schedule of optional accessories found at the end of this Technical specification, indicating catalogue numbers, correct descriptions and Prices inclusive of <b>V.A.T.</b>	
Clause G11	Bidder must state the period of time for delivery of Spare parts following the receipt of an official order as follows: 0 to 10 days; 0 to 20 days; 0 to 30 days; 0 to 60 days; 0 to 90 days; more than 90 days.	
Clause G11.1	The Bidder must supply with this offer a list together with the quantities of spares held locally in stock in the KwaZulu-Natal Province on the offered product. The Health Technology Services reserves the right to inspect the premises to verify the spares stock held.	
Clause G12	The bidder must include a firm commitment in writing, which must be attached with this bid that they would supply spares, components, upgrades, complete original service / repair manual, technical support and ongoing training support for technical staff of the Health Technology Services and the end users Department of Health, KwaZulu-Natal throughout the life cycle of the equipment offered.	
Clause G13	Spares must be available for 10 (Ten) years from the original equipment manufacturer for the product offered.	
Clause G14	<b>The successful bidder must include in their offer at no extra cost to the final bid price:</b>	
Clause G14.1	Complete user Operation / Maintenance Manual x 2 (two) Book / File; CD, DVD copies in English Language.	

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NO	SPECIFICATION	BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.
Clause G14.2	Complete <b>ORIGINAL</b> Service / Repair Manual x 2 (two) Book / File; CD; DVD copies in English Language which <b>MUST</b> include the following information: Fault Finding Guide, Circuit Diagrams / Schematics, Circuit Descriptions, and <b>PCB</b> Layouts, Calibration Guide, Part Numbers and exploded diagram of Mechanical Parts / Panels.	
Clause G14.3	All the above Manuals must be properly bound in either a Book, File or CD form.	
Clause G14.4	The Bidder must supply all software (including software-keys and / or passwords) to allow for trouble shooting (faultfinding), maintenance, calibrations, repairs and services at no additional cost.	
Clause G15	Does your Company have an after hour service back up facility.	
Clause G16	If the equipment is taken away for repairs, a loan set must be made available on request to the end user by the Institution until the Institution's unit is returned. All costs incurred for providing the loan unit must be for the bidders account.	
Clause G17	Bidder must bid on the latest model and Technology that fully complies with this Technical Specification.	
Clause G17.1	The Bidder must state how long this technology has been commercially available (state when the model offered was launched).	
Clause G17.2	The bidder must state if there are any near future updates expected.	
Clause G18	The successful bidder must maintain a system for notifying and Providing users with Updates, Modifications, new Software Releases and Recalls.	
a. Clause G19	The successful bidders must arrange for an acceptance test of the equipment with the Manager of the Health Technology Services and the Hospital Manager. A copy of the original answered Specification, copy Of the invoice order and relevant paperwork (PH form) from the Receiving Hospital must be submitted with the equipment when the <b>ACCEPTANCE TEST</b> is to be undertaken.	
Clause G20	Where equipment bided for, operates off 220 Volt, 50Hz a.c. supply, bidder must ensure that the product being quoted for is fitted with a 15 Amp approved mains plug top, which is held together by two screws.	
Clause G21	The unit must comply with an acceptable International Electrical Safety Standard such as <b>IEC 60601-1</b> and <b>60601-1-2</b> for Medical Equipment Where the quoted equipment operates off an electrical supply.	
Clause G22	<b>All equipment, the installation and any alteration / additions must comply with:</b>	
Clause G22.1	The Occupational Health and Safety Act (1993);	
Clause G22.2	The wiring code S.A.N.S. 0142.	
Clause G23	Units being quoted for must be CE Certified. (Attach a copy of certification). The make and the model offered must be reflected on the certificate.	
Clause G24	The Mains Cable of the unit being quoted for must be the Hospital Grade Type and it must be a minimum length of (3) three metres.	

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NO	SPECIFICATION	BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.
	N.B. The mains cable of the unit being quoted for must be S.A.N.S. Colour coded.	
Clause G25	The equipment being quoted for must be protected against Electro Magnetic Interference.	
Clause G26	Only new equipment must be quoted for. Refurbished and reconditioned equipment being quoted on will not be accepted.	
Clause G27	Bidders must note that dedicated test equipment, spare parts and any special tooling required for the upkeep and maintenance of the equipment quoted on must be available to the Health Technology Services to procure if requested.	
Clause G28	All the necessary calibration and maintenance software, where applicable, required to maintain and calibrate the equipment, must be supplied with the equipment to the Health Technology Services at no extra cost to the final bid price.	
Clause G29	<b>NB. HAZARDOUS SUBSTANCE ACT:</b>	
Clause G29.1	If this type of equipment / apparatus appears on the schedule of Hazardous Substances issued by the Directorate: Health Technology of the Department of Health, a license in terms of the Act on Hazardous Substances (Act. 15/1973) must be submitted with this bid document. The license must be registered under the bidders name or a letter of joint venture must be submitted by the license holder where the license is not in the name of the bidder. Bidders that neglect to submit a license will not be considered.	
Clause G29.2	Bidder must state the Radiation Control licence number of the make and model of equipment offered.	<b>License No:</b>
Clause G29.3	Where it has been established by the bidder that the equipment offered does not require Radiation Control licence, proof from the Radiation Control authority must be submitted with this bid document.	
Clause G30	The system offered must comply fully with or exceed all of the minimum specification requirements per the Technical Clauses.	
Clause G31	The offer submitted must be supported by descriptive literature, colour pamphlets, colour brochures and technical data sheets applicable to the offer (i.e. supporting information for all components of the system) must accompany the bid, failing which the bid will <u>not</u> be considered.	
Clause G32	The equipment and any accessories ordered from the successful bidder will be delivered, installed, tested, calibrated, demonstrated (including specified training) and commissioned in the specific Hospital at the expense of the successful Bidder, prior to full payment being made.	
Clause G33	All prices are to include V.A.T. and must be quoted in the South African currency. The price must be valid for a period of 180 days from closing date of bid.	
Clause G34	If the product offered is unknown to the Department, the Department reserves the right to have the unit evaluated by a team of Technical and Clinical <b>experts</b> with regards to its functionality, performance and quality. The decision of this committee will be used as a motivation for the evaluation and recommendation of the bid. For this reason a demonstration unit must be readily available, or the bidder must take arrange for demonstration with representatives of the Department for the equipment offered at a site within South Africa where a same make and model of unit is installed and is in full <b>clinical operation</b> . The cost of	

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NO	SPECIFICATION	BIDDERS COMMENTS: STATE "COMPLIES" OR "DOES NOT COMPLY" OR ANSWER THE QUESTION.
	this site visit is for the account of the bidder and it must therefore not place any obligation on the Department to procure from the bidder.	
Clause G35	The Institution requesting the unit reserves the right to clinically trial and evaluate the unit in order to ensure that the unit meets the clinical requirements of the Department before adjudication of the bid.	
Clause G36	<b>UPGRADEABILITY WHERE APPLICABLE:</b>	
Clause G36.1	Bidders are to state the policy with regard to future software updates and the costs that will be involved.	
Clause G36.2	The Bidder to state what hardware and software will be available, with costs and projected dates.	
Clause G37	<b>UPGRADE POLICY:</b>	
Clause G37.1	All future upgrades (hardware and software) involving <u>patient safety</u> must be offered at no additional cost.	
Clause G37.2	All future upgrades removing software viruses from existing software must be supplied at no cost.	
Clause G37.3	Any upgrade before or after installation of the equipment involving additional cost must be brought to the attention of the Manager, Health Technology Services.	
Clause G38	The Bidder must indicate the expected life of their offered unit and software in years.	

## **TECHNICAL SPECIFICATION.**

### **Clause T1**

The autoclave must be **fully automatic** with a computerized control system, which monitors all the physical parameters and must be equipped with a built-in printer to provide permanent documentation of all the sterilization parameters.

### **Clause T2**

**The design and the performance must be the following standards:**

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- 2.1 T.U.V. or similar chamber test.
- 2.2 prEN 13060/1-4 (Upcoming European standard) for Class 'B' autoclaves.
- 2.3 EN50081-2 and EN50082-2. Electromagnetic compatibility.
- 2.4 EN61010-2-041 – Electrical equipment – particular requirements for autoclaves in the Medical field.
- 2.5 CE approval – CE0434. Proof that the equipment offered complies with the above standards must be submitted – failure to comply will invalidate the bid.

**Clause T3**

The sterilization chamber must have a capacity of at least 20 litres.

**Clause T4**

The autoclave must be fitted with a high vacuum silent running vacuum pump. To ensure perfect pre and post vacuum conditions. (SPLIT vacuum).

**Clause T5**

**CLEAN WATER SUPPLY AND WASTE WATER DRAINS:**

An external water supply and an external waste water drain, or an internal RESERVOIR of sufficient capacity will be acceptable.

Please state capacity of RESERVOIR.

**BIDDER'S COMMENTS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Clause T6**

The autoclave must have at least two heating elements for prolonged life.

**Clause T7**

The autoclave offered must be capable of performing the following sterilization cycles:

Six sterilization cycles plus 3 test cycles.

Sterilization Cycles:							Test Cycles:		
Sterilization cycles	C1	C2	C3	C4	C5 Prion cycle (Creutzfeldt-Jakob disease)	C6 Flash Cycle	Vacuum Test: Test to check if the pressure is correct	Bowie & Dick Test: Test to check if the steam correctly penetrates a porous load	Helix Test: Test to check if the steam correctly penetrates a hollow load
Sterilizing temperature °C	134	121	134	121	134	134			
Type of material	Wrapped	Wrapped	Unwrapped	Unwrapped	-	-			
Sterilization time min.	5	19	4	18	20	4			
Drying time min.	10	10	6	6	10	4			

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Sterilization Cycles:							Test Cycles:		
Sterilization cycles	C1	C2	C3	C4	C5 Prion cycle (Creutzfeldt- Jakob disease)	C6 Flash Cycle	Vacuum Test: Test to check if the pressure is correct	Bowie & Dick Test: Test to check if the steam correctly penetrates a porous load	Helix Test: Test to check if the steam correctly penetrates a hollow load
Sterilizing temperature °C									
Type of material	Wrapped	Wrapped	Unwrapped	Unwrapped	-	-			
Sterilization time min.									
Drying time min.									

**Clause T8**

The autoclave must have a built-in printer or be able to dock to a **printer** to print validation documents.

**Clause T9**

Power **consumption** not to exceed 3,5kW (16 Amps).

**Clause T10**

A suitable **circuit interrupter** to match the load must be fitted.

**Clause T11**

**The following basic safety devices must be fitted:**

- T11.1 Pressure safety valve. T11.2 Door safety catch.
- T11.3 Error display warning indicator.
- T11.4 Overheat protection with warning indicator. T11.5 Door interlock switch.
- T11.6 Pressure door lock.

Please specify other safety devices incorporated in the autoclave offered.

**BIDDER'S COMMENTS:**

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**Clause T12**

The autoclave's **drum trays** and **door** must be constructed from stainless steel. (State grade of stainless steel used).

**BIDDER'S COMMENTS:**

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**Bidder to Sign and Date every Page**

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**Clause T13**

State the maximum safe working **pressure** of the autoclave (in Kpa).

**BIDDER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Clause T14**

State the test **pressure** of the autoclave drum.

**BIDDER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Clause T15**

State whether the autoclave has a **steam jacket**.

**BIDDER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Clause T16**

The robust body of the autoclave must be **finished off** in a baked enamel, epoxy powder coated or stainless steel.

**Clause T17**

A **bacteria filter** must be fitted to the vacuum break circuit.

**Clause T18**

Bidder must specify **standard accessories** offered with the unit at no extra cost to the final bid price.

**Clause T19**

The bidder must specify all **optional accessories** offered and indicate the prices.

**Clause T20**

**The bidder must indicate whether they can offer a water conditioning system for the autoclave for example:**

T20.1 An **R.O.** system.

T20.2 Filter system. T20.3 Water distiller.

The price including **V.A.T.** must be put on to the pricing system.

A complete specification of the water conditioner must be submitted.

**BIDDER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Clause T21**

**GUARANTEE / WARRANTY**

The bidder must provide a minimum of 24-month **warranty / guarantee** period for the unit offered.

**BIDDER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Clause T22**

**MAINTENANCE AND SERVICE AGREEMENT**

Upon termination of the guarantee / warranty period the bidder must provide a fully - costed PREVENTATIVE

MAINTENANCE AND SERVICE AGREEMENT for a period of 3 years to commence upon termination of the guarantee / warranty period with an option to enter into a renewable agreement.

**BIDDER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

**Bidder to Sign and Date every Page**

SPECIFICATION: H.T.S. M26 (MECHANICAL)  
REVISED: 01/09/2016





## DETAILED TECHNICAL SPECIFICATION

### GENERAL INFORMATION REQUIRED

#### FAILURE TO COMPLETE THIS PART WILL DISQUALIFY THE BIDDER

Make: \_\_\_\_\_

Model Number / Part Number for: \_\_\_\_\_

Country of Origin \_\_\_\_\_

Delivery Period \_\_\_\_\_

R S A Import Permit Holder (License No) \_\_\_\_\_

Bidder \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone No \_\_\_\_\_ Fax No. \_\_\_\_\_

Contact Person \_\_\_\_\_  
(Please Print)

**Bidder to Sign and Date every Page**

SPECIFICATION: H.T.S. M26 (MECHANICAL)  
REVISED: 01/09/2016