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KZN HEALTH

## **KZN Health Intranet**

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COMPONENTS

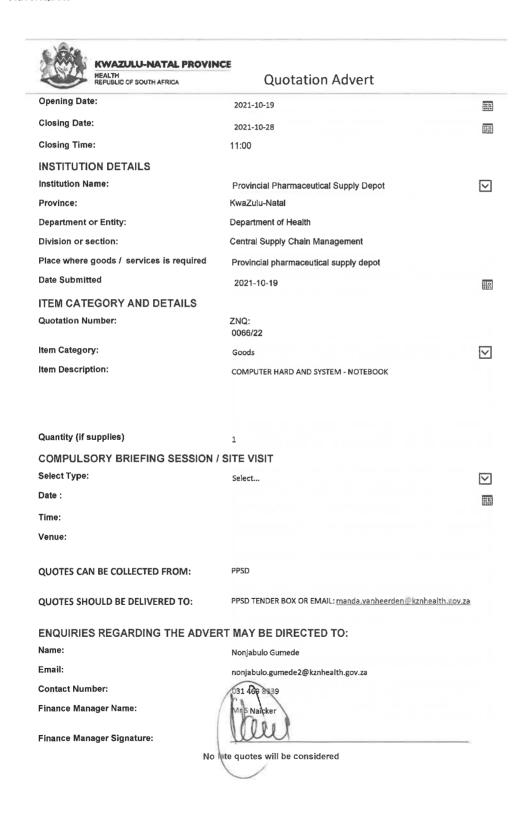
DIRECTORY

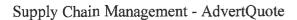
DISTRICT OFFICES

IFALTH FACILITIES

KZN Health > Components > Supply Chain Management

### AdvertQuote





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#### STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00

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SIGNAT	URE OF BIDDER			SARS PIN:												
[By signi	ng this document	I hereby agree to all terms and conditions]		CENTRAL	SUPPI	JER D	ATAB/	ASE RE	GISTRA	TION (	CSD)	VO.	1			
UNIQUE	REGISTRATION	REFERENCE: ↓														
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<ol> <li>SPE</li> </ol>	CIAL CONTRACT CO	NDITIONS OF QUOTATIONS		restricti	on penali	y on the	supplier	by prohibiti	ng such suį	plier fra	m doing i	busin	ess with	i the pu	alic se	ector for a

- 1.1 1.2 1.3
- The institution is under no obligation to account the lowest or any quote.

  The price quoted must include VAT (if VAT vendor).

  The department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT. venuors.

  The bidder must ensure the correctness & validity of quote: that the price(s), rate(s) & preference quotec
- 1.4 cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the
- bidder's risk.

  The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract. This quotation will be evaluated specification & correctness of information.

  Only offers that comply with or greater than specification will be considered.

- Late quotes will not be consider
- Late quotes will not be considered.
   All products supplied must be valid for a minimum period of six months.
   All products supplied must be valid for a minimum period of six months.
   A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
   Ill delivery costs must be included in the quote price, for delivery at the prescribed destination.
   Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.
   In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted teacher delivery prices.

- for each delivery point.

  1.14 If samples / compulsory site inspection / briefing session are required, the supplier will be informed in due

- course.

  1.15 The supplier shall furnish any information, when requested.

  1.16 In the event that the tax compliance status has failed on CSD, it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier.

  1.17 The supplier shall indemnify the KZN Department of Health (aka the purchaser) against all third-party claims of infringement of patent, tredemark, or industrial design rights arising from use of the goods or any part
- of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

  1.18 If the supplier falls to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delevered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the gontract.

  1.19 The purchaser, may terminate this contract in whole or in part if the supplier falls to deliver any or all of the goods within the period(s) specified in the contract tails to perform any other obligation(s) under the contract; or has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

  1.20 The purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- such similar goods, works or services
- 1.21 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a

- period not exceeding 10 years.

  1.22 In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bidders having multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be
- 2. SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS
- 2.1
- QUOTATION.

  Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter. Under no circumstances whatscever may the quotation/bid forms be retyped or redrafted. Protocopies of the original bid documentation may be used, but on original signature must appear on such photocopies. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated. Clustellow submitted must be compelled in all the respects.

- The bidder is advised to check the number of pages and to satisfy himself that none are missing or dupli Quotations outwinted must be complete in all respects. Any alteration made by the bidder must be initialled. Use of correcting fluid is prohibited Quotation will be opened in public as soon as practicable after the closing time of quotation. Where practical, prices are made public at the time of opening quotations. If it is desired to make more than one offer against any infidival item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
- SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS
- SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

  Quotation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the quotation documents. Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as he havin invalid.
- other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.

  3.3 All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody until the closing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bid number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.

  3.4 A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing date and time of quotation will be considered.

  3.5 No quotation/dis ent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.

  3.6 Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

- as being invalid.

### **DECLARATION OF INTEREST**

- 1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
  - the bidder is employed by the state; and/or
  - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.

2.8. Are you or any person connected with the bidder presently employed by the state?  2.8.1 if so, furnish person / directors / trustee s / shareholder / member:  Name of person / directors / trustee s / shareholder / member:  Name of state institution at which you or the person connected to the bidder is employed:  Position occupied in the state institution:  Any other particulars:  2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside in the public sector?  [YES]  2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside in the public sector?  [YES]  2.8.2. If yo, did you attach proof of such authority, where applicable, may result in the disqualification of the quote.]  2.8.2. If yo, furnish persons for non-submission of such proof:  [YES]  2.9. Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct busin state in the previous twelve months?  [YES]  2.9. If yo, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the s may be involved with the evaluation and or adjudication of this quote?  2.10. Do you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder an employed by the state who may be involved with the evaluation and or adjudication of this quote?  2.11. If so, furnish particulars:  2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related compa or not they are bidding for this contract?  2.12. If so, furnish particulars:  3. Full details of directors / trustees / shareholders.  NB: The Department of Health will validate details of directors / trustees / members / shareholders on CSD, it is the suppliers' to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate		
2.7. The names of all directors / trustees / shareholders / members, their individual identify numbers, tax reference numbers and, employee / persal numbers must be indicated in paragraph 3 below.  2.8. Are you or any person connected with the bidder presently employed by the state?  [TICK A	,,	
employee / persal numbers must be indicated in paragraph 3 below.  2.8. Are you or any person connected with the bidder presently employed by the state?  YES  2.8.1. If so, furnish the following particulars:  Name of person / director / trustee / shareholder/ member:  Name of state institution at which you or the person connected to the bidder is employed:  Position occupied in the state institution:  Any other particulars:  2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside in the public sector?  2.8.2.1. If yes, did you attach proof of such authority to the quote document?  Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.)  2.8.2.2. If no, furnish reasons for non-submission of such proof:  2.9. Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct busing state in the previous twelve months?  2.9. Did you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the smay be involved with the evaluation and or adjudication of this quote?  2.10.1. If so, furnish particulars:  2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder an employed by the state who may be involved with the evaluation and or adjudication of this quote?  2.11. If so, furnish particulars:  2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related company or not they are bidding for this contract?  2.12. If so, furnish particulars:  3. Full details of directors / trustees / members / shareholders.  NE: The Department Of Health will validate details of directors / trustees / members / shareholders on CSD. It is the suppliers' to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the informat	·1	
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may be involved with the evaluation and or adjudication of this quote?  2.10.1. If so, furnish particulars:  2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder an employed by the state who may be involved with the evaluation and or adjudication of this quote?  2.11.1. If so, furnish particulars:  2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related compa or not they are bidding for this contract?  2.12.1. If so, furnish particulars:  3. Full details of directors / trustees / members / shareholders.  NB: The Department Of Health will validate details of directors / trustees / members / shareholders on CSD. It is the suppliers to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, to ensure that their details of directors / trustees / members / shareholders.  4. DECLARATION  I. THE UNDERSIGNED (NAME)	tate and w	vho
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FURNISHED IN PARAGRAPHS 2.  I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT AGAINST ME SHOULD THIS DECLARAT PROVE TO BE FALSE.  Name of bidder Signature Position Date  "State" means – a) any national or provincial department, national or provincial public entity or c) provincial legislature;		
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constitutional institution within the meaning of the Public Finance Management d) national Assembly or the national Council of provinces; or Act, 1999 (Act No. 1 of 1999); e) Parliament.  b) any municipality or municipal entity;		

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



## Prepared by:

Initial and Surname	Designation	Signature	Date	
PT Xate	Supply Chain Clerk	estat)	3 May 2021	
		4000		

# Reviewed by Supervisor/Operations Manager:

Initial and Surname	Designation	Signature	Date
KC Budhia	Assistant Manager: Pharmaceutical Services	NBM.	3 May 2021

Item details	Specification
Specification Number	03/05/2021
Item description	Notebook (Laptop)
Size	Minimum 14 Inch display
Colour	Black/silver
Material	Standard
Packaging (unit/box)	1 unit in box
Functionality/performance	Processor: Intel core (TM) i7 installed RAM: Minimum 16.0GB System type: 64 bit operating, x 64-based processor Internal storage: Minimum 500GB Screen resolution: Minimum 1920 x 1080 Standard USB and HDMI ports
Purpose	Required for Demand Planning
Additional requirements	Operating Software: Windows Microsoft - 10 (Professional) Microsoft Office 2016 (Professional) Anti-reflective screen Wireless mouse and keyboard Carry case (Laptop bag) Compatible battery charger Warranty: Minimum 1 year

# Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
M Lutchman	Pharmacist: Demands	epre	3.5.21