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SharePoint KZN Health Intranet Search this site KZN HEALTH CORPORATE INFORMATION COMPONENTS DIRECTORY KZN Health - Components - Supply Chain Management AdvertQuote KWAZULU-NATAL PROVINCE **Quotation Advert** Opening Date: 2021-10-25 Closing Date: 2021-11-02 120 Closing Time: INSTITUTION DETAILS Institution Name: Y Head Office Quotations KwaZulu-Natal Province: Department of Health Department or Entity: Central Supply Chain Management Division or section: Place where goods / services is required Date Submitted 2021-11-02 ITEM CATEGORY AND DETAILS **Quotation Number:** ZNQ: ZNQ HOH/0041/22  $\vee$ Item Category: Item Description: Replace and Installation of Blinds on Basement Registry at Natalia Buildin Quantity (if supplies) COMPULSORY BRIEFING SESSION / SITE VISIT Select Type: Date: 2021-10-28 127 Time: Venue: QUOTES CAN BE COLLECTED FROM: QUOTES SHOULD BE DELIVERED TO: ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO: Phumiani Majola Email: Phumlani.majola@kznhealth.gov.za Contact Number: 033 815 8379 Finance Manager Name: **Y**laphumulo Finance Manager Signature: will be considered

## STANDARD QUOTE DOCUMENTATION OVER R30 000.00

~~~	YOU ARE HEREBY INVI DATE ADVERTISED: 25/		OR REQUIRE	EMENTS	AT: .V.	EPAKI	IVICINI	UF F	ICAL	117-	~ <u></u>	INAL S	OCIVI		,
-	PHYSICAL ADDRESS: 3	310 JABU NDLO	OVU STRE	ET, SC	M OF	FICES,	PIETEI	RMA	RITZI	3UR(	3, 32	01			
<u>-</u>	ZNQ NUMBER: 0802/21/	/22	CLOSIN	NG DATE	. 02/1	1/2021	erven herens	CLO	SING	TIME:	.11:00			a com orașiona. O O O O O	umananan para 121
	DESCRIPTION Replace :	and Installation	of Blinds o	n Baser	ment I	Registry	at Na	talia	Buildi	ng					·
	CONTRACT PERIOD								- ····· <del>;=</del>						··· <del>···· ·</del>
	SARS PIN.		····												<del></del>
	CENTRAL SUPPLIER DAT	rabase registr	ATION (CSD)	NO.											
	UNIQUE REGISTRATION	REFERENCE		· · · · · · · · · · · · · · · · · · ·						· · · · · · · · · · · · · · · · · · ·		<del>,,</del>			
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		i Terrena Niberra (n. 1	· · · · · · · · · · · · · · · · · · · ·					,	· · · · · · · · · · · · · · · · · · ·				<u> </u>		
	Bidders should ensure t	hat quotes are d	elivered time	eously to	the c	correct a	ddress.	. If the	e quot	e is l	ate, i	t will n	ot be	accep	ted for
	consideration.														
	The quote box is open from	1 08:00 to 15:30.													
	ALL QUOTES MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RE-TYPED)														
	THIS QUOTE IS SUBJE PROCUREMENT REGULA CONDITIONS OF CONTRA	ATIONS, 2011, THE	REFERENTIA E GENERAL (	L PROC CONDITION	CUREM ONS O	ient po Foonti	OLICY 1 RACT (G	FRAM GCC) /	EWOF And, If	RK AC FAPP	CT AI LICAE	ND TH BLE, AN	E PR YOTH	EFER HER S	ENTIAL PECIAL
		THI (FAILURE TO	E FOLLOWIN DO SO WILL							LIFIE	D)			· · · · · ·	
	NAME OF BIDDER		**********	,		************	**********								
	POSTAL ADDRESS		• • • • • • • • • • • • • • • • • • • •			*******	********	******	•••••	•••••	******		•••••		•••••
	STREET ADDRESS		*****	**********				*******			•••••		******	• • • • • • • • • • • • • • • • • • • •	
	TELEPHONE NUMBER	CODENUMI	BER	······	FA	CSIMILE	NUMB	ER	CODE	•••••	NUN	BER			
	CELLPHONE NUMBER .		**************	*1*****				********		*******		*******	,		
	E-MAIL ADDRESS	***************************************										*******			
	VAT REGISTRATION NUM	MBER (If VAT vend	or)		•••••								•••••		
	HAS A B-BBEE STATUS L	EVEL VERIFICATI	ION CERTIFI	CATE BE	EN SL	JBMITTE	D? (SBC	0 6.1)					YES		NO
	IF YES, WHO WAS THE C	ERTIFICATE ISSU	JED BY?									TICK	APPLI	ICABL	E BOX]
	AN ACCOUNTING OFFICE	ER AS CONTEMPL	ATED IN TH	E CLOSE	COR	PORATIO	N ACT	(CCA)	)						
	A VERIFICATION AGENCY A REGISTERED AUDITOR	₹								,,					<b></b>
	[A B-BBEE STATUS LEVE TO QUALIFY FOR PREFE				RN AF	FIDAVIŤ	(FOR EI	MEs&	QSEs	) MUS	or BE	SUBMI	HED	IN OF	IDER
													YES		NO

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [IF YES ENCLOSE PROOF]

OFFICIAL PRICE PAGE FOR QUOTATIONS

SIGNATURE OF BIDDER.

DATE.

[By signing this document | hereby agree to all terms and conditions]

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.

Item No	Quantity	Description	Brand &		Price	
			model	manufacture	R	C
1	04	Replace and Installation of Blinds				<u></u>
		on Basement Registry at Natalia Building				
		Compulsory Site Visit				L
		Date : 28 October 2021				
		Venue : Natalia Building				
		(Outside Workshop Office)				
		Time : 10:00 am				-
						_
		NB: Specification Attached	<u> </u>			
		O in the second of the second				F
·····		Original documents required in a sealed				+-
		envelope with current CSD summary report				╁
		reflecting banking details, certified copy				╁
		of B-BBEE certificate by verified agency and				╀
		accredited by SANAS , Tax Clearance				+
		certificate or SARS pin	-			_
						_
		Responses to be delivered:310 Jabu Ndlovu				
		street,old boys Model,Quotation tender box				
		or				
		quotations.scmho@kznhealth.gov.za				$oldsymbol{\perp}$
		Only if VAT Vendor) RICE (VALIDITY PERIOD 60 Days)				$\perp$

Does This Offer Comply With The Specification?	Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification?
Is The Price Firm?	State Delivery Period E.G. E.G. 1day, 1week

Enquiries regarding the <u>quote</u> may be directed to:	Enquiries regarding technical information may be directed to:
Contact Person: Phumlani Majola Tel: 033-815-8379	Contact Person: Nompumelelo Nsele Tel 033 395 2101

## DECLARATION OF INTEREST

<ol> <li>Any legal person, including persons employed by the state¹, or persons having blood relationship, may make an offer or offers in terms of this invitation to quo limited quote or proposal). In view of possible allegations of favouritism, should employed by the state, or to persons connected with or related to them, it is in declare his/her position in relation to the evaluating/adjudicating authority where the bidder is employed by the state; and/or</li> <li>the legal person on whose behalf the bidding document is signed, has a revaluation and or adjudication of the quote(s), or where it is known that such on whose behalf the declarant acts and persons who are involved with the explanation.</li> </ol>	te (includes a price quotation, advertised competitive quote, I the resulting quote, or part thereof, be awarded to persons equired that the bidder or his/her authorised representative I- Idationship with persons/a person who are/is involved in the the a relationship exists between the person or persons for or
2. In order to give effect to the above, the following questionnaire must be comple	ted and submitted with the quote.
2.1. Full Name of bidder/representative	any Registration Number:eference Number:
<ul> <li>2.7. The names of all directors / trustees / shareholders / members, their individual employee / persal numbers must be indicated in paragraph 3 below.</li> <li>2.8. Are you or any person connected with the bidder presently employed by the standard so, furnish the following particulars:  Name of person / director / trustee / shareholder/ member:</li> </ul>	ate?   TICK APPLICABLE]
Name of state institution at which you or the person connected to the bidder is Position occupied in the state institution:	employed:
<ul><li>2.8.2. If you are presently employed by the state, did you obtain the appropriate a in the public sector?</li><li>2.8.2.1 If yes, did you attach proof of such authority to the quote document?</li></ul>	uthority to undertake remunerative work outside employment YES NO
(Note: Failure to submit proof of such authority, where applicable, may result in the dis 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 / shareh state in the previous twelve months?	olders / members or their spouses conduct business with the
2.9.1. If so, furnish particulars:  2.10. Do you, or any person connected with the bidder, have any relationship (famil may be involved with the evaluation and or adjudication of this quote?  2.10.1. If so, furnish particulars:	y, friend, other) with a person employed by the state and who YES NO
2.11. Are you, or any person connected with the bidder, aware of any relationship (f     employed by the state who may be involved with the evaluation and or adjudic	amily, friend, other) between any other bidder and any person cation of this quote?
2.12. Do you or any of the directors / trustees / shareholders / members of the comp or not they are bidding for this contract?      2.12.1. If so, furnish particulars:	YES   NO
3. Full details of directors / trustees / members / shareholders. NB: The Department Of Health will validate details of directors / trustees / mem to ensure that their details are up-to-date and verified on CSD. If the Department be considered and passed over as non-compliant according to National T	bers / shareholders on CSD. It is the suppliers' responsibility nent cannot validate the information on CSD, the quote will
4 DECLARATION	
I, THE UNDERSIGNED (NAME) FURNISHED IN PARAGRAPHS 2.	CERTIFY THAT THE INFORMATION
I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT A PROVE TO BE FALSE.	GAINST ME SHOULD THIS DECLARATION
Name of bidder Signature Pos	Date
ti State* means –  a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management d) nation Act, 1999 (Act No. 1 of 1999);  b) any emissionality or municipal entity:	cial legislature; al Assembly or the national Council of provinces; or ment.

<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.

## SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

	AMENDMENT OF CONTRACT  Any amendment to or renunciation of the provisions of the contract sh	all at all times he done in writing and shall he signed by both parties.
1.1.	. Any amendment to of renunciation of the provisions of the contract si	all acal titles be done in withing and original by signal by
2.	CHANGE OF ADDRESS	
2.1.	Bidders must advise the Department of Health (institution where the executandi) details change from the time of bidding to the expiry of the	e offer was submitted) should their address (domicilium citandi et econtract.
3.	GENERAL CONDITIONS ATTACHED TO THIS QUOTATION	
3.1. 3.2.	The price quoted must include VAT (if VAT vendor). However, it must guotations excluding VAT as some bidders may not be VAT vendors	t be noted that the department reserves the right to evaluate all
3.3. (	(i) that the price(s), rate(s) & preference quoted cover all for the wo	
3.4.	agreement, as the Principal (s) liable for the due fulfilment of this cor	ntract.
3.5.	This quotation will be evaluated based on the 80/20 points system, so documentation must be completed in full and submitted.	pecification & correctness of information. All required
3.6. 3.7.	Only offers that meet or are greater than the specification will be con	sidered.
3.8 <i>.</i> 3.9,	Expired product/s will not be accepted. All products supplied must be	e valid for a minimum period of six months.
3.10 3.11		the prescribed destination.
3.12	<ol><li>Only firm prices will be accepted. Such prices must remain firm for the</li></ol>	ne contract period. Non-firm prices (including rates of exchange
0.40	variations) will not be considered.  3. In cases where different delivery points influence the pricing, a sepa	rate pricing schedule must be submitted for each delivery point.
3.13 3.14	14 In the event of a hidder having multiple quotes, only the cheapest as	s and are quoting (cover-quoting) for this bid. In such instances only
4.	SAMPLES	
4.1.	should be provided to the institution. (This decreases the time of sating institution). The hidders sample will be retained if such bidder wins t	ety and storage risk that may be incurred by the respective he contract.
(i) -(ii)	If a company/s who has not won the quote requires their samples, the samples are not collected within three months of close of quote the	ney must advise the institution in writing of such.  e institution reserves the right to dispose of them at their discretion.
4.2. (i)	t contains the second of the s	if stipulated on the document. crutiny against the set specification when requested, their offer will b
5.	COMPULSORY SITE INSPECTION / BRIEFING SESSION	
5.1.		
(i) (ii)	The institution has determined that a compulsory site infecting.	ill not take place take place (Outside Workshop office)
In	nstitution Stamp:	nstitution Site Inspection / briefing session Official
-		ull Name:
	S	ignature:
	[	)ate: ,,,,,,,,

## STATEMENT OF SUPPLIES AND SERVICES

The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudice to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

## SUBMISSION AND COMPLETION OF SBD 6.1

Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

### TAX COMPLIANCE REQUIREMENTS

- 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.
- In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, the quote 8.2. will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

#### TAX INVOICE

- A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:
- the name, address and registration number of the supplier; (i)
- the name and address of the recipient; (ii)
- an individual serialized number and the date upon which the tax invoice is issued; (iii)
- a description and quantity or volume of the goods or services supplied; (iv)
- the official department order number issued to the supplier; (v)
- the value of the supply, the amount of tax charged; (vi)
- the words tax invoice in a prominent place.

## 10. PATENT RIGHTS

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

#### 11. PENALTIES

11.1. if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, 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 delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract.

## 12. TERMINATION FOR DEFAULT

- The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate 12.1. this contract in whole or in part:
- if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, (i)
- if the supplier fails to perform any other obligation(s) under the contract; or (ii)
- if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the (iii)
- In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner 12.2. 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.
- Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (8-BBEE) Status Level of Contribution

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

## 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all quotes:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for this quote shall be awarded for:
  - (a) Price; and
  - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this quote is allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

#### 2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
  - B-BBEE Status level certificate issued by an authorized body or person;
  - A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

_	DOMETO	AWARDED	FAR	
3.	PUNIS	AWARDED.	ruk	PRIVE

## .1 THE 80/20 PREFERENCE POINT SYSTEMS

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

$$Ps = 80 \left( 1 - \frac{Pt - P \min}{P \min} \right)$$
 Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration
Pmin = Price of lowest acceptable bid

## 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

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

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

#### 5. BID DECLARATION

8.

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:
- 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1
- 6.1 B-BBEE Status Level of Contributor: = ......(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

proot of	3-BBEE status level of contributor.		
7.	SUB-CONTRACTING	(Tick applicable box)	
7.1	Will any portion of the contract be sub-contracted?	YES NO	
7.1.1	If yes, indicate:		
	i) What percentage of the contract will be subcontracted% ii) The name of the sub-contractor		

Whether the sub-contractor is an EME or QSE

iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms

(Tick applicable box)

NO YES of Preferential Procurement Regulations,2017: QSE EME Designated Group: An EME or QSE which is at last 51% owned by: Black people Black people who are youth Black people who are women Black people with disabilities Black people living in rural or underdeveloped areas or townships Cooperative owned by black people Black people who are military veterans OR Any EME Any QSE

9,	DECLARATION WITH REGARD TO COMPANY/FIRE	ration of the second of the se					
9.1	Name of company/firm:						
9.2	VAT registration number:	maningganinanananananananan					
9.3	Company registration number:						
9,4	TYPE OF COMPANY/ FIRM [TICK APPLICABLE B	OXI					
	<ul> <li>□ Partnership/Joint Venture / Consortium</li> <li>□ One person business/sole propriety</li> </ul>						
	☐ Close corporation						
9.5	DESCRIBE PRINCIPAL BUSINESS ACTIVITIES						
	COMPANY CLASSIFICATION (TICK APPLICABLE						
9.6							
	☐ Manufacturer ☐ Supplier	<u> </u>					
	<ul> <li>□ Professional service provider</li> <li>□ Other service providers, e.g. transporter, etc.</li> </ul>						
9.7	Total number of years the company/firm has been	n business:					
9.8	I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm the preference(s) shown and I / we acknowledge that:						
	i) The information furnished is true and correct;						
	ii) The preference points claimed are in accorda	nce with the General Conditions as indicated in paragraph 1 of this form;					
	<ul><li>iii) In the event of a contract being awarded as a be required to furnish documentary proof to the</li></ul>	result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be satisfaction of the purchaser that the claims are correct;					
	iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the condition have not been fulfilled, the purchaser may, in addition to any other remedy it may have —						
	(a) disqualify the person from the bidding pro						
	* *	ncurred or suffered as a result of that person's conduct;					
	<ul> <li>(c) cancel the contract and claim any damagarrangements due to such cancellation;</li> </ul>	les which it has suffered as a result of having to make less favourable					
	who acted on a fraudulent basis, be restr	, its shareholders and directors, or only the shareholders and directors icted by the National Treasury from obtaining business from any organ ears, after the audi alteram partem (hear the other side) rule has been					
	(e) forward the matter for criminal prosecution	n.					
•							
<del></del>	WITNESSES	SIGNATURE(S) OF BIDDERS(S)					
	1	DATE:					
		ADDRESS					
	2	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					

# INSTALL /REPLACE BLINDS ON -1 BASEMENT REGISTRY NORTH TOWER AND $6^{\rm th}$ FLOOR SOUTH TOWER-ROOM NO.106 AT NATALIA BUILDING.

## SUPPLEMENTARY PREAMBLES

The contractor must visit the site and acquaint himself-fully with conditions and scope of alterations. Descriptions herein are brief and are to serve as a means of identifying work only. The full extent of work is to be assessed by the contractor on site.

Old materials from alterations, except where described to be re- used or handed over, as well as rubbish, etc. must be regularly carted from site and not be allowed to accumulate on or around the site.

## **SCOPE OF WORK**

- SUPPLY AND INSTALL VERTICAL BLINDS TO THE FOLLOWING OFFICES:-
- CONTRACTOR MUST REMOVE OLD BLINDS AND RUNNERS OFF SITE
- COLOUR AND FABRIC TO BE VIEWED ON SITE
- 20MM GAP ABOVE WINDOW SILL AND FOR REGISTRY 5MM ABOVE WINDOW SILLS
- BLINDS RUNNER MUST NOT EXCEED 2METERS IF ABOVE MUST BE DIVIDED EQUAL
- SUCCESSFUL BIDDER MUST PROVIDE SAMPLES MATERIAL PRIOR TO INSTALLATION

ITEM NO.	OFFICE/ROOM	QUANTITY
1.	REGISTRY	X3 WINDOWS
2.	6 <sup>th</sup> FLOOR SOUTH TOWER-ROOM NO.106	X1 WINDOW LARGE

WORKMANSHIP MUST BE OF HIGH QUALITY AND ALL MATERIAL USED MUST BE SABS APPROVED.

NB. A COMPULSORY SITE MEETING IS REQUIRED AND SERVICE PROVIDERS TO CONDUCT OWN MEASUREMENT