



## Quotation Advert

Opening Date: 2019-08-13

Closing Date: 2019-08-26

Closing Time: 11:00

### INSTITUTION DETAILS

Institution Name: Prince Mshiyeni Memorial hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Prince Mshiyeni Memorial Hospital, Mangosuthu Highway, Unit "V..."

Date Submitted: 2019-08-12

### ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:  
444/2019/2020

Item Category: Services

Item Description: Collection, packing and dispatch of Hospital supplies and asset - (Pilot) 12 months contract.

NB! Bidder/ Tenderer must comply to the attached Pre-qualification criteria for Preferential Procurement in compliance with Procurement Regulation 2017.

See attached specification/ scope of work.  
Quotations must be collected as from 14/08/2019 till 16/08/2019, 08:00am to 15:00pm at Prince Mshiyeni Memorial Hospital (Supply Chain Office).

Quantity (if supplies): As per scope of work

### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Both

Date: 2019-08-19

Time: 10:30am

Venue: Prince Mshiyeni Memorial Hospital (Auditorium Hall)

QUOTES CAN BE COLLECTED FROM: Prince Mshiyeni Memorial Hospital (Supply Chain Office)

QUOTES SHOULD BE DELIVERED TO: Prince Mshiyeni Memorial Hospital, Mangosuthu Highway, Unit "V" Section, Umlazi, 4031

### ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Hloniphani Ngcobo

Email: Hloniphani.Ngcobo@kznhealth.gov.za

Contact Number: 031 907 8214

Finance Manager Name: Mr. C. H. Buthelezi

Finance Manager Signature:

**ANNEXURE D – Women, Youth and Co-operatives**

**PRE-QUALIFICATION CRITERIA FOR PREFERENTIAL PROCUREMENT IN COMPLIANCE WITH PROCUREMENT REGULATION 2017**

<b>Contract Number</b>	
<b>Description of Service</b>	
<b>Name of Tenderer (Bidder)</b>	

**Note: The tenderer (bidder) who fail to meet the following pre-qualification criteria will be regarded as non-responsive and will immediately be disqualified:**

<b>PRE-QUALIFICATION CRITERIA</b>		<b>Does it qualify Yes / No/ NA</b>
1. A Tenderer (Bidder) having a stipulated minimum B-BBEE status level 1 contributor on Central Supplier Database (CSD).		
2. A Tenderer (Bidder) subcontracting a minimum of 30% to an EME or QSE which is at least 51% owned by black people who are woman/youth/co-operatives whose address on Central Supply Database (CSD) is within catchment area of the hospital of which is Umlazi Ngonyameni / Ethekeini Lower South Area  or  a tenderer (bidder) which is at least 51% owned by black people who are woman/youth/co-operatives. Whose address on Central Supply Database (CSD) is within catchment area of the hospital of which is UmlaziNgonyameni / Ethekeini Lower South Area		
3. If the Tenderer (Bidder) opt to subcontract a minimum of 30% to an EME or QSE per above, there must be valid proof of joint venture agreement endorsed with commissioner of oath affidavit. Note. We reserve the right to check for validity of the joint venture agreement.		
4. The EME and QSE subcontracted must be registered with Central Supplier Database(CSD)		
5. The EME and QSE subcontracted must have valid tax clearance certificate on Central Supplier Database (CSD). If expired there must be proof of tax clearance certificate which will be checked and verified with SARS via pin number		
6. Does the tenderer (bidder) comply with pre-qualification criteria?		
If No what is/are the reason/s?		
<b>Quotation Supply Chain Practitioner</b>		
<b>Surname and Initials</b>	<b>Signature</b>	<b>Date</b>

### SPECIFICATION/SCOPE

TYPE OF SERVICE: SCOPE COLLECTION, PACKING AND DISPATCH OF HOSPITAL SUPPLIES AND ASSET (PILOT)	Indicate if submitted Yes/No
1) The tenderer to collect, pack, dispatch hospital supplies and asset from various storage locations to end users within the hospital and satellite clinics, daily or on adhoc basis.	
2) The job require counting therefore, the tenderer must employ one (1) Team Leader (supervisor), five (5) workers of which four (3) must be males and two (2) females who are Youth within catchment area. The youth must have at least matric and least three months exposure to stock management or supply chain management preferable from hospital environment. Should the tenderer fail to provide this, the quotation will be regarded as non- responsive and will be disqualified.	
3) The tenderer to attach a schedule with Full Names of Youth to be employed, ID Numbers, Residential Address, period of exposure to stock management or supply chain management, Entity or Company where exposure was obtained, Year Matriculated	
<p>4) The tenderer must provide a detailed break-down of cost which must include National Minimum wage salary structure as proclaimed by the President. The cost must include <b>Salary Cost:</b> National Minimum Wage, Annual Bonus, <b>Compliance with requirements from Department of labour,</b> (Unemployment Insurance Fund (UIF), Compensation for Occupational Injuries and Diseases Act (COIDA), Provident fund, Annual leave (normal)) &amp; Uniform Cost). Note: If not included the quotation will be regarded as non-responsive, and will be disqualified.</p> <p><b>Detailed Administrative cost</b> to include Transportation, Audit Fees, Telecommunication, Bank Fees etc, Note: If not included the quotation will be regarded as non-responsive, and will be disqualified.</p> <p><b>Management Fee and Total cost.</b> The total of detailed breakdown cost must be equivalent or the same with the one on official quotation. Note: If not included the quotation will be regarded as non-responsive, and will be disqualified.</p> <p><b>The total cost should be for twelve (12) months or one year.</b> Should the tenderer fail to provide this, the quotation will be regarded as non- responsive and will be disqualified.</p>	
<p>5) The tenderer must provide a detailed execution plan which must include Collection Strategy, Packing Strategy and Dispatch Strategy. The Execution Plan should be in in with how the normal warehouse operate. The plan must be signed by contractor representative. Should the tenderer fail to provide this, the quotation will be regarded as non- responsive and will be disqualified.</p>	
6) The tenderer to attach three trade reference demonstrating service was rendered successfully and paid for, the information to include Order number/Type of Service / Name of Client / Amount Paid/ Contact Person and Contact Details. Should the tenderer fail to provide this, the quotation will be regarded as non- responsive and will be disqualified.	
7) The tenderer to attach letter of good standing from the bank to demonstrate capacity to pay labourers on time. Should the tenderer fail to provide this, the quotation will be regarded as non-responsive and will be disqualified.	
Company Stamp and Signature	