

## Quotation Advert

**Opening Date:** 2019-07-17

**Closing Date:** 2019-07-26

**Closing Time:** 11:00

### INSTITUTION DETAILS

**Institution Name:** Benedictine hospital

**Province:** KwaZulu-Natal

**Department or Entity:** Department of Health

**Division or section:** Central Supply Chain Management

**Place where goods / services is required** maintenance

**Date Submitted** 2019-07-16

### ITEM CATEGORY AND DETAILS

**Quotation Number:** ZNQ:  
157 / 2019-20

**Item Category:** Services

**Item Description:**

1. DRILLING OF BOREHOLE PUMP

CIBD ME AND EE THAT CAN TENDER FOR THIS TENDER

**Quantity (if supplies)**

### COMPULSORY BRIEFING SESSION / SITE VISIT

**Select Type:** Both

**Date :** 2019-07-19

**Time:** 12H00

**Venue:** AT NJOKO CLINIC

**QUOTES CAN BE COLLECTED FROM:** DOCUMENT WILL BE AVAILABLE ON SITE MEETING

**QUOTES SHOULD BE DELIVERED TO:** [manqoba.mfaldia@kznhealth.gov.za](mailto:manqoba.mfaldia@kznhealth.gov.za) tender box next to PRO office

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

**Name:** PHAKATHI A.A

**Email:** Hfengiwe.Mthembu@kznhealth.gov.za

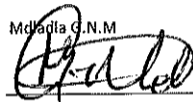
**Contact Number:**

035 831 7062

Finance Manager Name:






Mdladla G.N.M

Finance Manager Signature:



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No late quotes will be considered

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## Part 2

- 2.1 The Specifications are for the drilling of boreholes and equipping them with hand Pumps (Bush Pump Type B) and completion of all civil works involved.
- 2.2 For this the Contractor shall provide all labour, transport, plant, tools, equipment and materials and appurtenances, and shall perform all Works necessary to satisfactorily locate sites for drilling, construct and complete successfully drilled boreholes including lowering of borehole assembly with PVC casing and Screen and end cap, gravel pack at appropriate intervals and back fill, close near surface water table aquifer, cleaning and development of said boreholes, pump test for 7 hours.
- 2.3 The Contractor shall employ only competent workmen for the execution of the Works and all such Works shall be performed under direct supervision of an expert water well driller/site supervisor.
- 2.3 The Contractor upon arrival in a District will meet the designated representative from Benedictine Hospital. The contractor to determine these locations will determine the road conditions for accessibility of the drilling rig.
- 2.4 **Borehole Depth:**  
Boreholes shall be drilled to such depths as to penetrate below the shallow water table aquifers and tap the first potential deeper aquifer or aquifers in confined/semiconfined conditions with a minimum discharge of *0.25 liters per second* to sustain continuous pump testing for 6 hours to ensure reliable operation of hand pumps fitted on them. The depth to be drilled should be at least 200 metres and at least *six (6) meters* below the main aquifer to provide proper installation of an electrical pump to provide a sand trap of 3 meters. If the discharge is less than 0.25 liters/sec.
- 2.5 **Borehole Diameter:**  
Boreholes will be drilled with telescopic diameters. The first 6 meters from the surface will have concrete grouting for sanitary protection. For this the borehole will be reamed to a minimum diameter of 8 or 10 inches and concrete grouting placed in the annular space between the casing and open borehole wall.
- Borehole will be drilled with 6 1/2 inch bit. The reaming diameter will be based on the type of temporary casing the contractor will use and not less than 8 inches to install Class 10 PVC casing of 140mm outside diameter for the total depth of the borehole.
- The contractor must take into account the depths he has to drill and lower temporary casing to complete the drilling. This cost must be built in the quoted unit cost for drilling.
- The client will not be responsible for any loss of temporary casing which the contractor is unable to pull out or lost due to snapping or breaking from the completed boreholes.
- 2.6 **Screen:**  
The Contractor will use proprietary; factory-made Class 10 UPVC slotted screens, the slot size and screen length depending on the aquifer materials and aquifer thickness. The Contractor will take sole responsibility of designing the well assembly and placing screen and casing at appropriate depths to match the positioning of the aquifer(s).

Slotted screens should be of DIN 4925/8061 or equivalent approved by international standards and have the following dimensional specifications: U-PVC casing pipe, Class 10, drinking water standards, non toxic and in standard lengths of three (3) meters, *Nominal diameter of 125mm*, OD 140mm, flush jointed, male female trapezoidal threads, slot width 0,75 mm and not more than 1mm, and open area as percentage of internal surface area 9.26% per linear meter. Depending on the aquifer, the Contractor may choose an appropriate slot width other than 0.75mm.

## 2.7 Casing Pipe and Sand Trap:

Casing pipe should be of DIN 4925/8061 or equivalent approved by international standards, and have the following dimensional specifications: *U-PVC Class 10*, drinking water standards, non toxic and in standard lengths of three (3) meters in length, Nominal diameter 125mm, outer diameter 140mm, WT 7.5mm, for installation down to 90 meters, flush jointed for internal and external diameter, male/female trapezoidal threads and in lengths of 3 meters.

The boreholes will be fully cased to bottom. The threads both male and female are properly cleaned with a clean brush and cloth before they are joined. If the pipes used are with bell and socket, these are cleaned using fluids and cemented with recommended solvent cement by the manufacturers of the casing pipes and screen. Wait for recommended time for the joint to set firmly before lowering into the borehole. The Contractor will take all necessary precautions during the transportation and storage of casing pipes from their warehouse to drilling sites to prevent distortions, ending or deformation of the pipe that could result in eccentricity along the length of the pipe.

A maximum of 3 meter length of sand trap will be part of the well design when boreholes are cased to the bottom. The sand trap will be from UPVC casing pipe with specifications described above, fitted to the end of last screen and bottom end with an end-cap. The end cap is glued with appropriate solvent cement or solutions as recommended by the UPVC manufacturer. Note that the joint sections are properly cleaned with cleaning fluids and recommended time given for the joint to set firmly before lowering into the borehole.

## 2.8 WATER QUALITY TESTING :

The contractor shall, make sampling and quality analysis of water from every borehole.

The water quality test should be conducted at a competent testing laboratory that is authorized by the client.

The parameters to be tested are given in table below and standards will be according to WHO guidelines for drinking water quality.

Water samples for chemical analysis should be collected at the end of the test pumping process and analysed at the approved laboratory at the earliest possible time to facilitate timely handing over of the borehole for use by the community. Thus the pump handle should only be fitted after acceptable chemical analysis results. Samples for biological testing will be collected later in suitable batches so as to meet the time limit of 48 hours between collecting and analysis in the laboratory

## 2.9 DRILLING SITE CLEANUP

Each drilling site should be completely cleared of all waste after use. Drilling waste (chippings and mud) should be buried. Rubbish, waste oil and chemicals should be returned to the main camp for disposal as outlined in one (1) above. No spillage of oils or fuels should occur. On completion of each borehole the site must be left clean and free from all debris, hydrocarbons and waste, and all pits filled to the satisfaction of the Supervisor.

## 2.10 RECORDS AND REPORTING

The Contractor shall keep daily activity records for each borehole. The records shall contain the information as specified below. In addition separate records should be supplied for each borehole upon completion.

- a) Daily Record
- b) Site name Reference number of borehole
- c) GPS Co-ordinates of borehole (latitude / longitude)
- d) Names of foreman and drillers Method of drilling
- e) Make, model, type and size of drilling rig
- f) Diameter of hole, and depth of changes in diameter
- g) Depth of hole at start and end of shift or working day
- h) Depth and size of casing at start and end of shift or working day
- i) Description of strata drilled with depth of transitions encountered
- j) Depth at which water is struck
- k) Yield of air lifted water, when drilling or developing with air in litres per second.
- l) Time log showing rate of penetration in minutes per metre, type of bit, standby time due to breakdown.
- m) Depth intervals at which formation samples are taken
- n) Records of components and quantities used or added to the drilling fluid or air. Water level at the start of each working day
- o) Electrical conductivity measurements during test pumping P
- p) Problems encountered during drilling
- q) Details of installations in the borehole (if any)
- r) Depth, size and description of well casing Depth, size and description of well screens  
Aquifer depth and SWL after completion of well
- s) A copy of the Daily Record shall be made available daily to the Supervisor, and should include any other pertinent data as may be requested by the Supervisor.

## 2.11 Test Pump Installation

The conduit tube should be attached and secured to the first section of pump column behind the pump element and the test pump installed to the required depth, attaching and securing the conduit tube to the riser main every 2 to 3 m. If the pump installation depth has not been specified by the Hydrogeological Consultant beforehand, then this must be determined on the basis of the guidelines provided

The size of the pump to be three phase supplied from the nearest kiosk

SCHEDULE OF RATES

2. WORK TO BE DONE AND SCHEDULE OF PRICES:

Item	DESCRIPTION	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<p><b>NOTE:</b>                      All rates for items contained in this Schedule of Prices must be filled <b>excluding</b> the applicable Value Added Tax. All prices shall include labour and transport. The Administration reserves the right to Negotiate prices in the Bill of Quantities</p> <ol style="list-style-type: none"> <li>1. The contractor to provide their own water and electricity</li> <li>2. The contractor is not allowed to sleep on site</li> <li>3. The contractor is not allowed to work during the weekends</li> <li>4. All rubbles must be removed and the contractor to comply with OHS Act</li> <li>5. Only contractor registered with CIDB ME and EE that can tender for this projects</li> <li>6. Service provider to provide proof of electrical registration with ECA/ECB on tendering</li> <li>7. Service provider to produce Electrical &amp; plumbing compliance Certificate.</li> </ol>						
	<b>INSTITUTION:</b> Benedictine Hospital						
	<p><b>PROPRIETARY ARTICLES:</b>                      All equipment and material used in this contract shall be that which is specified or other approved.</p>						
	Sitting of the borehole by the approved and registered Geologist and the certificate to be provided once the project is finished	Item					
	<p>Borehole Depth:                      Boreholes shall be drilled to such depths as to penetrate below the shallow water table aquifers and tap the first potential deeper aquifer or aquifers in confined/semiconfined conditions with a minimum discharge of 0.25 liters</p>						

<p><i>per second</i> to sustain continuous pump testing for 6 hours to ensure reliable operation of hand pumps fitted on them. The depth to be drilled should be at least 200 metres and at least <i>six (6) meters</i> below the main aquifer to provide proper installation of an electrical pump to provide a sand trap of 3 meters. If the discharge is less than 0.25 liters/sec.</p> <p>Boreholes will be drilled with telescopic diameters. The first 6 meters from the surface will have concrete grouting for sanitary protection. For this the borehole will be reamed to a minimum diameter of 8 or 10 inches and concrete grouting placed in the annular space between the casing and open borehole wall.</p> <p>Borehole will be drilled with 6 1/2 inch bit. The reaming diameter will be based on the type of temporary casing the contractor will use and not less than 8 inches to install Class 10 PVC casing of 140mm outside diameter for the total depth of the borehole.</p> <p>The contractor must take into account the depths he has to drill and lower temporary casing to complete the drilling. This cost must be built in the quoted unit cost for drilling.</p> <p>The client will not be responsible for any loss of temporary casing which the contractor is unable to pull out or lost due to snapping or breaking from the completed boreholes</p>	M	200				
<p>Electrical submersible 3 phase pump connected to the kiosk from that is approximately 120metres away from the tank. The submersible pump to be 5kW 380V 3phase that can pump at 7.65l/m. The pump to be fitted with on and off switch and protection unit in case of water level become dry and also cut of the water if the water tank is full.</p>	No	1				
<p>Testing ad issuing of report for water testing and also make recommendation for the cleaning of borehole water</p>	item					

## SECTION U

### SPECIAL TERMS AND CONDITIONS

#### INTRODUCTION

- (a) Bidder/s must ensure that they are fully aware of the Conditions contained in this bid document as they shall become the Conditions of Contract once the bid is awarded.
- (b) Only bidders that fully meet the specifications shall be accepted.

#### 1. ACCEPTANCE OF BID

1.1 The Department of Health Bid Adjudication Committee is under no obligation to accept the lowest or any bid.

1.2

1.2 The financial standing of a bidder and their ability to manufacture or to supply goods or render services may be examined before their bid is considered for an award.

1.3 The Department will assess the financial position and capability of the bidders to deliver. In order to do this, bidders must supply the Department with a Bank Guarantee/Guarantee/confirming the financial capability of the bidder to deliver the contract for the duration of the project. This Guarantee must be in writing and must be issued in relation to the bid and be verifiable by the Department. Failure to provide written and valid Guarantees will render the bid non-responsive thereby invalidating the bid. If, on verification by the Department, it is established that the Guarantee provided by the bidder is insufficient, invalid and cannot be confirmed, the bid will be rendered non-responsive and thereby invalidating the bid. The Department reserves the right to contact and collect information from any third party/institution/organisation issuing the Guarantee on behalf of the bidder.

#### 2. AMENDMENT OF CONTRACT

2.1 Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties subject to the Department of Health Bid Adjudication Committee approval.

2.2 An extension may only be considered if the Department alters a scope of the original contract or any validated claims are submitted within the prescribed 21 days of occurrence.

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#### 3. CHANGE OF ADDRESS

Bidders must advise the Department of Health Central Supply Chain Management should their address (domicilium citandi et executandi) details change from the time of bidding to the expiry of the contract.



#### **4. CIDB RATING REQUIRED**

The CIDB Rating is 2ME or 2EE

#### **5. COMPLIANCE WITH SPECIFICATION (INCLUDING SABS/SANS/CKS SPECIFICATIONS)**

5.1 Offers must comply strictly with the specification. Offers exceeding specification requirements are deemed to comply with the specification. The quality of products must not be less than what is specified. Where SABS/SANS or CKS specifications are called for, the Bidder must submit a certificate of compliance from the SABS with the submission of the bid. If the product is an SABS mark bearing product, this certificate will not be necessary.

5.2 SABS/SANS can be contacted for testing and conformity services at  
Tel: 031 – 203 2900 – Fax: 031 – 2032907.

5.3 SANS, SABS AND CKS specifications will be at the account of the prospective bidder.

#### **6. CONSTRUCTION**

Construction shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the KZN Standard Preambles to all Trades, the KZN General Electrical Specification, and the South African Bureau of Standards SANS 10142-1:2006 Wiring Code and the Occupational Health and Safety Act and Regulations 85/1993 as amended.

Copies of the KZN Standard Preambles to all Trades and the KZN General Electrical Specification are available in–KwaZulu-Natal Department of Health and can be obtained on request from the Departmental offices at 191 Peter Kerchhoff Street, Pietermaritzburg or may be accessed on the Departmental website at <http://www.kznhealth.gov.za/>

#### **7. COUNTER OFFERS**

Bidders' attention is drawn to the fact that counter offers with regard to any of the abovementioned Special Conditions of Contract will invalidate such bids

#### **8. DETAILS OF CURRENT CONTRACTS HELD BY THE BIDDER (refer to Annexure A)**

The bidder must furnish the following details of all current contracts.

- (i) Date of commencement of contract/s;
- (ii) Expiry date/s;
- (iii) Value per contract; and
- (iv) Contract details. That is, with whom held, phone number and address/s of the companies.

## 9. EQUAL BIDS

In the event that two or more bids have equal total points, the successful bid will be the one scoring the highest number of preference points for specified goals. Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

## 10. EXECUTION PLAN

10.1 The bidder will be required to provide an efficient and effective service. Therefore, the bidder is required to submit proof that he/she has the required capacity to execute the contract tendered for successfully. The bidder must supply references or state his/her experience as a company to undertake the contract. References of past experience of owners/employees of new entities must accompany the bid document. Alternatively, the bidder must submit a project execution plan that the company will utilise to successfully execute the contract in terms of manpower, machinery, process, process control, infrastructure, etc. (Refer to/attach as Annexure B)

10.2 It is a bid condition that prior to an award of the bid being made and/or during the evaluation process, the Department of Health reserves the right to conduct inspections of the premises of the most acceptable bidder. Therefore premises of the bidder shall be open, at reasonable hours, for inspection by a representative of the Department of Health or organization acting on its behalf. (Please mark this as annexure D)

## 11. EXECUTION PERIOD

Execution period for this project is TWO (2) MONTHS

## 12. FIRM PRICES

12.1 This bid requires that all prices offered are firm. If a non-firm price is offered then the bidder may be disqualified for not complying with the Conditions of the Bid.

12.2 Bidders are advised that should they be successful in being awarded the contract, it is mandatory for the successful bidder to take out forward cover with a recognised financial institution.

## 13. GUARANTEE

### 13.1. General

The Contractor shall guarantee and maintain the Contract Works for a period of twelve months after first delivery of the plant. During the maintenance period the Contract Works shall be maintained by the Contractor and any defective material, equipment or workmanship (excepting proven, willful or accidental damage, or fair wear and tear) shall be

made good with all possible speed at the Contractor's expense and to the satisfaction of the client.

13.1.1. Making Good

When called upon by the client the Contractor shall make good on site and shall bear all expense incidental thereto including making good of work by others, arising out of removal or reinstallation of equipment. All work arising from the implementation of the guarantee or maintenance of equipment shall be carried out at times which will not result in any undue inconvenience to users of the equipment or occupants of premises.

If any defects are not remedied within a reasonable time the client may proceed to do the work at the Contractor's risk and expense, but without prejudice to any other rights which the client may have against the Contractor.

13.1.2 Latent Defects and Failure to Comply with Specification

The client reserves the right to demand the replacement or making good by the Contractor at his own expense of any part of the Contract which is shown to have any latent defects or not to have complied with the Specification, notwithstanding that such work has been taken over or that the guarantee period has expired.

13.1.3 Qualification by Bidder

Should any specified materials or equipment in the bidder's opinion be of inferior quality, or be unsuitably employed, rated or loaded, the bidder shall prior to the submission of his tender advise the consultant accordingly. His failure to do so shall mean that he guarantees the work including all materials or equipment as specified.

13.2 All equipment, material and workmanship provided under the Contract must be guaranteed for a minimum period of twelve (12) months and a 5 year warranty for latent defect will be apply. The successful bidder must arrange with the both the Department of Health before installing and commissioning the equipment. The bidder to note that the Guarantee period must only take effect upon successful commissioning and successful test and acceptance by the Department of Health.

13.2 The Bidder must state the guarantee period of the equipment offered.

13.3 Any breakdown during the guarantee period must include all costs (spares, labour, travelling and sundries) for any prescribed maintenance service (major and minor) as well as any QA testing that is required by the Department of Health during the guarantee period.

13.4 Travelling distance and travelling time must be included during the guarantee period.

- 13.5 Spares that may be required during the guarantee period will be supplied at the expense of the bidder.
- 13.6 Downtime during the guarantee period must extend the guarantee time on a day-to-day basis.

**Original certified copies of certificates to be attached to the to the bid document, failure to comply will disqualify the offer.**

**14. INFORMATION FOR ASSESMENT**

- 14.1 The bidder must submit with the bid document on the closing date and time of bid a guarantee or a letter of undertaking from a manufacturer that support required to execute the contract successfully for the duration of the contract shall be provided. (Please mark as Annexure C).
- 14.2 The Department of Health reserves the right to conduct inspections of the premises of the acceptable bidder. Therefore premises of the bidder shall be open, at reasonable hours, for inspection by a representative of the Department of Health or an organization acting on it's behalf.

**15. INFORMATION REQUIRED FROM BIDDER (please mark as Annexure D)**

- 15.1 Bidders must provide the following particulars about themselves as part of the bid:
- |      |   |   |
|------|---|---|
| 15.2 | Where they have their Headquarters.     | Details to be supplied<br>On company's<br>Letterhead. |
| 15.3 | Where they have their Regional Offices. |   |

**16. INJURIES TO STAFF**

If equipment or any other object within the project causes injury to staff, the contractor will, under the supervision of the Department of Health, execute the required safety plan performance. The contractor will subsequently be required to draft a detailed report incorporating inter alia, reasons for such injury/injuries.

**17. IRREGULARITIES**

Companies are encouraged to advise the Department of Health timeously of any possible irregularities which might come to their notice in connection with this or other contracts.

**18. JOINT VENTURES**

- 18.1. In terms of the Preferential Procurement Regulations, 2011 pertaining to the Preferential Procurement Policy Framework Act 5 of 2000, a trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid.

18.2. Should this bid be submitted by a joint venture, the joint venture agreement must accompany the bid document before the closing date and time of bid. The joint venture agreement must clearly specify the percentage of the contract to be undertaken by each company participating therein.

18.3. Separate a PREFERENCE POINTS CLAIM FORMS must be submitted by each company participating in the joint venture. The non-submission of a PREFERENCE POINTS CLAIM FORM by a company will result in preference points not being allocated to such company. Failure to submit the joint venture Agreement will result in preference points not being allocated to all companies participating in the joint venture.

18.4 Each party to a Joint Venture/Consortium must submit an original valid Tax Clearance Certificate together with the bid before the closing date and time of bid.

## 19. LATE BIDS

19.1 Bids are late if they are received at the address indicated in the bid documents after the closing date and time.

19.2 A late bid shall not be considered and, where practical, shall be returned unopened to the Bidder, accompanied by an explanation.

## 20. NOTES TO BIDDERS

20.1 Contractors are urged to ensure that safety measures as per the Occupational Health and Safety (OHS) Act are in place before any work is undertaken. The bidder must comply with Health and Safety Act for the duration of the contract.

20.2 All dimensions and sizes shall be checked and confirmed before any work is undertaken or materials ordered. Any discrepancies shall be brought to the attention of the project leader immediately.

20.3 The institutions will remain open and operational at all times therefore the Contractor shall make the necessary arrangements with the Institutional Management and staff for any power outages that are required. This may necessitate maintenance weekend work.

20.4 The Department of Health reserves the right to negotiate prices in the Bill of Quantities.

20.5 All materials used in this contract shall be that which is specified or other approved.

20.6 All redundant material and rubble shall to be removed from the institution's property immediately.

- 20.7 All materials and fittings—structural, electrical and mechanical—shall comply with the Department of Health standard specifications (copies available on request).
- of  
access to  
20.8 Contractors are advised to visit site to acquaint themselves with the site and the layout of the institution as no claims on the grounds of ignorance of the locality/siting or the institution will be entertained later.
- 20.9 Contractors are informed that living on the institutions premises during the contract is not allowed and arrangements for accommodation will have to be made.
- 20.10 All rates for items contained in this Schedule of Prices must be computed **excluding** the applicable VAT.
- 20.11 All items to be priced fully inclusive of all charges e.g. labour, transport, scaffolding, materials, profit, etc., but excluding Value Added Tax.
- 20.12 All equipment and materials used in this contract shall be that which is specified or **other approved prior to submission and closure of the bid.**
- 20.13 This TECHNICAL SPECIFICATION shall be read in conjunction with all other sections of the SPECIFICATION and cognisance shall be taken of the clauses relevant to this particular installation, whether any specific clauses are referred to or not.
- 20.14 Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of the Department of Health
- 20.15 The work shall at all times, for the duration of the contract, be carried out under the supervision of a skilled and competent representative of the Contractor, who will be able and authorised to receive and carry out instructions on behalf of the Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.
- 20.16 The institution is fully functional and occupied. Care must be exercised that daily functioning of the institution and safety of staff, patients and visitors is not compromised in any way. Public liability insurance is recommended to cover any?
- 20.17 The Schedule of Prices shall be read in conjunction with the Scope of Work. Any discrepancies or omissions shall be brought to the attention of the Project Leader immediately.
- 20.18 **Preference will be given to Bidders who have registered offices / workshops within the borders of the Province of KwaZulu-Natal. This is in an effort to reduce response times to call outs for breakdowns in the more remote areas of the Province.**
- 20.19 The guarantee period for the Electrical Work and all materials shall be a minimum of **twelve Months** from the date of first delivery. Contract Period for the

completion of the Structural Work from date of Site handover is two months.

Structural All Bidders to note that the Electrical/ Mechanical Work shall run concurrently with the contract

20.20 All items in the Schedule of Prices are PROVISIONAL and shall be subjected to re-measure after installation.

20.21 Contractor to have their own water and electricity.

## **21. MATERIALS FROM THE ALTERATIONS**

Unless otherwise stated, such items will become the property of the Contractor and all these materials, together with all rubbish and debris must be carried away and the site left clean and unencumbered. Items described as "removed" shall mean removed from the site. Items described as to be re-used or to be handed over to the Department of Health are to be dismantled where necessary and stacked on site where directed, and the Contractor will be responsible for their removal and storage until required, and shall make good all items missing, damaged or broken at his own expense. Unless otherwise described, no materials from the alterations shall be re-used in any new work without the written approval of the Department of Health.

Prior to the removal of any timbers from the site, these are to be inspected by Government Entomologists. If any of these timbers are infested by wood destroying agencies, these timbers are to be disposed of in the manner prescribed by the Government Entomologist. In taking down and removing existing work, particular care must be taken to avoid any structural or other damage to the remaining portions of the buildings.

## **22. NOTICE OF DISCONNECTIONS**

The Contractor is to give ample notice to the Department of Health regarding any disconnections necessary prior to the removal or interruption of electrical or telephone cables, water supply and sanitary services, etc.

## **23. NOTIFICATION OF AWARD OF BID**

23.1 Notification of the award of bid shall be in writing by a duly authorized official of the Department of Health, Central Supply Chain Management. The written acceptance of an offer constitutes a legal and binding contract if no appeals are lodged. The contract circular will be issued by a duly authorized official of the Department of Health only.

23.2 The intentions of award of bid will be advertised in the same media as the invitation.

## **24. PAYMENT FOR SUPPLIES AND SERVICES**

24.1 A contractor shall be paid by the Department of Health in accordance with supplies delivered and services rendered.

24.2 Should a contractor indicate a special discount on his/her account provided payment is made within a certain time, every effort shall be made to take advantage of such discount.

24.3 Any query concerning the non-payment of accounts must be directed to the Department of Health.

The following protocol will apply if accounts are queried:

- (i) Contact must be made with the officer-in-charge of stores;
- (ii) If there is no response from stores, the Manager of the institution must be contacted;
- (iii) Failing all of the above, the contractor must contact The General Manager: Accounting Services: Department of Health Head Office.
  - (a) Name/s of person/s contacted at the institution and dates; and
  - (b) Details of outstanding account.

The General Manager: Accounting Services will then take the appropriate action.

## **25. PENALTY CLAUSE**

In the event that the contract is not completed on scheduled completion date, penalty amount of 0.04% of contract sum will be charged per day for extra days taken after scheduled completion date. The amount shall be deducted from outstanding payments.

## **26. PRICES-ONLY OFFER**

Where only 1 offer is received, the Department of Health has to determine whether the prices are fair and reasonable.

Proof of reasonableness will be determined in the following sequence:

- (i) Comparison with prices, after discounts, to his/her other normal clients and the relative discount that the State enjoys;
- (ii) Where this is not possible, profit before tax based on a full statement of relevant costs; and
- (iii) In all cases, comparison with previous bid prices where these are available.

## **27. PROVINCIAL SUPPLIERS DATABASE**

27.1 A bidder submitting an offer must be registered on the Provincial Suppliers Database. A bidder who has submitted an offer and is not registered on the Provincial Suppliers Database will not be considered.

27.2 Each party to a Joint Venture/Consortium must be registered on the Provincial Suppliers Database at the time of submitting the bid.

## **28. PUBLIC LIABILITY INSURANCE**

28.1 The successful contractor must provide proof of Public Liability Insurance at site hand over. Regular inspection will be conducted by the Departmental officials to ensure quality and standards are adhered to.



28.2 In the event of products tested the contractor will bear the cost of any item failing to meet the relevant standard.

## 29. RATE OF EXCHANGE

29.1 All bids involving imported products must use the rate of exchange that was applicable 14 days prior to the closing date indicated in the bid documents. If this day falls on a week-end or public holiday, the next working day must be used.

29.2 Bidders must submit documentary proof (in the form of a certified copy) from their bank or any other legally recognised financial institution, clearly indicating what the rate of exchange was 14 days prior to the closing date, as mentioned above. Information may be obtained from the internet from a financial institution's website.

29.3 In addition to this, the bidder must confirm that the bid price relating to an imported product was based on the rate of exchange 14 days prior to the closing date as mentioned above.

29.4 The Department of Health reserves the right to re-negotiate the price should there be a reduction of price in the market.

## 30. SATISFACTORY INSTALLATION

30.1 All work shall be carried out according to the Department of Health's Standard Preambles to all Trades, the OHS Act, National Building Code of Practices and Regulations, the KZN DOH Policy Document for the Design of Electrical Installations and the SANS 10142-1 Wiring Code.

30.2 Copies of these documents are available from the office of the Manager, Infrastructure Development KwaZulu-Natal Department of Health, 191 Peter Kerchhoff Street, Pietermaritzburg and may be obtained on request.

30.3 The whole of the installation shall be carried out in accordance with:

- (a) The Department of Health Policy Document on the Design of Electrical Installations Revision 2 of 2008.
- (b) All low voltage switchgear and control gear assemblies are to comply to SABS 1473 Part 1 1989 /IEC 439 - 1 1985.
- (c) An Electrical Certificate of Compliance, in accordance with the SANS10142-1 Wiring Code will be required for all Electrical Works.
- (d) The Occupational Health and Safety Act and Regulations 5 1993.
- (e) The Municipal By-laws and any special requirements of the Supply Authorities of the area or district concerned.
- (f) Local Fire Regulations.
- (g) The contractor should fully familiarise himself with these documents prior to quoting.

(h) The set shall be self-contained i.e. Outdoor, completely weatherproof canopy type and where specified soundproof as well.

### **31. SITE AND MODE OF PROCEDURE**

The work contained in this contract will be carried out on the site of Benedictine hospital in the Province of KwaZulu-Natal. The Contractor is advised that the existing premises will be occupied throughout the period of the contract. The work undertaken shall be to the satisfaction of the KwaZulu-Natal Department of Health.

Damage to existing buildings – bidder 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.

### **32. SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM**

The South African National Accreditation System (SANAS) is recognized by the South African Government as the single National Accreditation Body that gives formal recognition that laboratories, Certification Bodies, Inspection Bodies, Proficiency Testing Scheme Providers and Good Laboratory Practice (GLP) test facilities are competent carry out specific tasks. This organization can be contacted as follows: Tel: 012 – 3943760; Fax: 012 3940526.

### **33. SPECIAL CONDITIONS OF CONTRACT**

The bid is issued in accordance with the provisions of the Public Financial Management Act (PFMA), chapter 16 A of the Treasury Regulations and shall be subject to the provisions of the General Conditions of Contract. The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. Where, however, the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract prevail.

### **34. TAX AND DUTIES**

Prices, offered and paid, must include all customs, excise and import duties, and any other tariffs or taxes levied by the government or statutory body having jurisdiction on the goods provided under this contract, including Value Added Tax (applicable to the current rate).

### **35. TAX CLEARANCE CERTIFICATE**

35.1 An original Tax Clearance Certificate must be submitted with the bid before the closing date and time of the bid. Failure to submit an original and valid Tax Clearance Certificate will invalidate the bidders bid.

35.2 The Department of Health will verify the validity of the successful bidders Tax Clearance Certificate before any agreement or contract is entered into. The South African Revenue Services will clear the Tax Clearance Certificate.

## **36. UNSATISFACTORY PERFORMANCE**

Unsatisfactory performance occurs when performance is not in accordance with the contract conditions.

- (a) Before any action is taken, the institution shall warn the contractor by registered/certified mail that action will be taken in accordance with the contract conditions unless the contractor complies with the contract conditions and delivers satisfactory supplies or services within a specified reasonable time (7 days minimum). If the contractor does not perform satisfactorily despite the warning the institution will:
  - (i) Take action in terms of its delegated powers
  - (ii) Make a recommendation to its Head Office for cancellation of the contract concerned.
- (b) When correspondence is addressed to the contractor, reference will be made to the contract number/item number/s and an explanation of the complain

## **37. VALIDITY PERIOD OF BID AND EXTENSION THEREOF**

The validity (binding) period for the bid must be 180 days from close of bid. However, circumstances may arise whereby this Department may request the bidders to extend the validity (binding) period. Should this occur, the Department will request bidders to extend the validity (binding) period under the same terms and conditions as originally tendered for by bidders. This request will be done before the expiry of the original validity (binding) period.

## **38. VAT**

38.1 Bid prices must be inclusive of VAT.

38.2 A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:

- (a) The name, address and registration number of the supplier;
- (b) The name and address of the recipient;
- (c) An individual serialized number and the date upon which the tax invoice is issued;
- (d) A description of the goods or services supplied;
- (e) The quantity or volume of the goods or services supplied;
- (f) Either –
  - (i) The value of the supply, the amount of tax charged and the consideration for the supply; or
  - (ii) Where the amount of tax charged is calculated by applying the tax fraction to the consideration, the consideration for the supply and either the amount of the

tax charged, or a statement that it includes a charge in respect of the tax and the rate at which the tax was charged.

**NOTE:**

1. The Department of Health reserves the right to verify the veracity of all information submitted.





## EVALUATION CRITERIA

### Drilling of the Borehole at Benedictine Hospital

All offers received shall be evaluated on the following:

**1. Specifications:**

Only offers that meet the specification and Special Terms and Conditions in all aspects as stipulated in the bid document shall be considered.

Offers exceeding specification requirements are deemed to comply with the specification.

**2. Correctness of information:**

All information required in the bid document must be accurate and duly completed including all the appropriate signatures. This includes the completion of documentation where required and the submission of required/requested documentation e.g. Valid Tax Certificate, etc.

The KwaZulu-Natal Department of Health reserves the right to verify all information submitted.

Non-compliance with the above will result in elimination from further evaluation criteria.

**3. Plan to execute the contract:**

The bidder is required to submit proof that he/she has the required plan to execute the contract. In this instance, you may refer to the "Execution Plan" in Section U of the bid document.

Commitment to training and capacitation of employees must be displayed.

**4. CIDB Rating Required**

The CIDB Rating 1ME

**5. Preferential Point System:**

The 80/20 Preference Point System will be applicable to this bid and the points will be allocated as follows:

PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	<u>20</u>
Total points for Price and B-BBEE	100

**Note:** For purposes of comparison and in order to ensure a meaningful evaluation, bidders must submit detailed information in substantiation of compliance to the evaluation criteria mentioned. Should the space provided not be adequate, bidders are kindly requested to attach the required information as Annexure D following the sequence used in the bid document.