

Quotation Advert

Opening Date: 2019-07-17

Closing Date: 2019-07-31

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 Admitting

Date Submitted 2019-07-16

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
158 / 2019-20

Item Category: Goods

Item Description: 1. supply and install steel shelving with cladding and shelf dividers
specification attached

Quantity (if supplies) 03

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Both

Date : 2019-07-24

Time: 10H00

Venue: SISTERS LOUNGE

QUOTES CAN BE COLLECTED FROM: DOCUMENT WILL BE AVILABLE ON SITE METTING

QUOTES SHOULD BE DELIVERED TO: manqoba.rndladla@kznhealth.gov.za/to tender box next to PRO office

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: PHAKATHI A.A

Email: Hlengiwe.Mthembu@kznhealth.gov.za

Contact Number:

035 831 7062

Finance Manager Name:

Mdladla G.N.M

Finance Manager Signature:

A handwritten signature in black ink, appearing to read 'Mdladla G.N.M', written over a horizontal line.

No late quotes will be considered



BENEDICTINE HOSPITAL STANDARD SPECIFICATION FORM

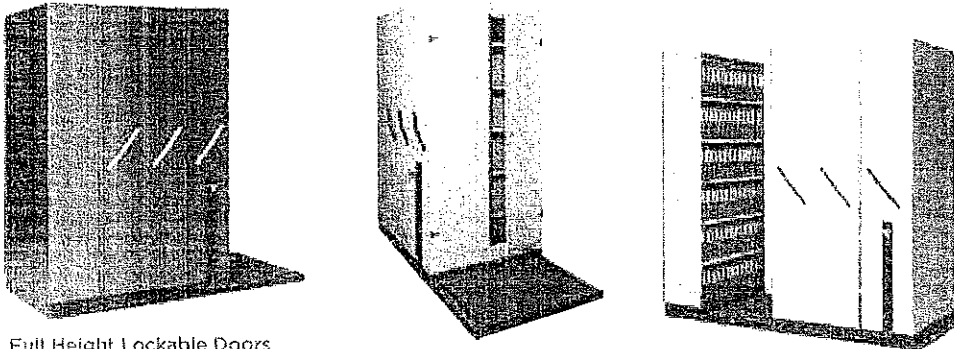
SECTION	Admission & Discharge		
ITEM DESCRIPTION	Supply & install steel shelving with cladding and shelf divider, please refer to measurement on NSI		
DETAILED SPECIFICATION			
<p>The Full Height Lockable Doors can be used either on a free-standing unit or on the single bay at the end of a Hi-Density Filing System.</p> <p>Feature</p> <ul style="list-style-type: none">- Allows the user to make use of vertical height – costly floor space is minimised.- Allows the user a myriad of internal component combinations dependant on the storage application.- Inside of the cabinet can be simply adjusted at any time making use of multiple setting options on the side of the cabinet.- A variety of finish options are available to enhance the overall aesthetic of the area in which the cabinets are being installed <p><u>Detailed information</u> Please see attached the copy of pictures of the specification item.</p>			
SAMPLE REQUIRED	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	.

END USER SIGNATURE	
INITIALS & SURNAME	Z.P.M. ZUMBU
DATE	15/07/2018

HIGH DENSITY FILING SYSTEMS

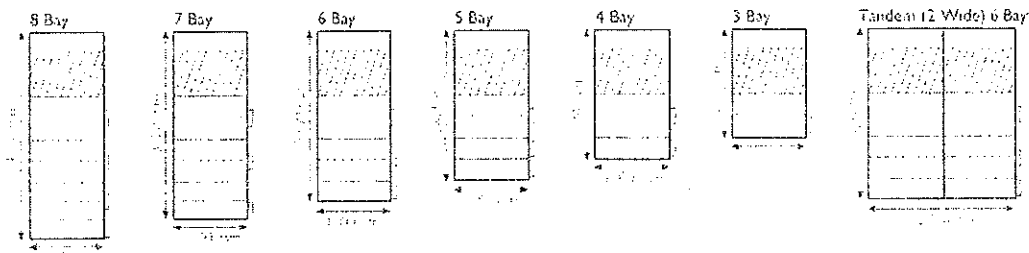
Features

- Allows the user to make use of vertical height – costly floor space is maximised.
- Allows the user a myriad of internal component combinations dependant on the storage application.
- Inside of the cabinet can be simply adjusted at any time making use of multiple setting options on the side of the cabinet.
- A variety of finish options are available to enhance the overall aesthetic of the area in which the cabinets are being installed.



Full Height Lockable Doors

The Full Height Lockable Doors which is available as an option can be used either on a free-standing unit or on the single bay at the end of a Hi-Density Filing System.



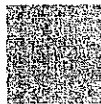
NOTE:

- Bay widths are calculated using 1000mm deep units.
- 700mm units are also available but cannot be used with pull-out components.
- Circular and Tandem bays (1, 2, 3, etc) units are available in multiple combinations.
- The storage system will add to maximised working efficiency, by saving floor space.

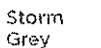
Finishes:

Metal

1000mm x 1000mm



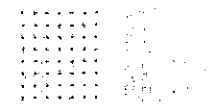
Folkstone Grey



Storm Grey

Decorative cladding - Metal

1000mm x 1000mm



Perforated Dimple

Decorative Cladding - Laminate

1000mm x 1000mm



Burgundy Mahogany

Bodensee Cherry

Folkstone Grey

Vancouver Maple

Bavarian Beech

Natural Oak

Handles:



Black handle

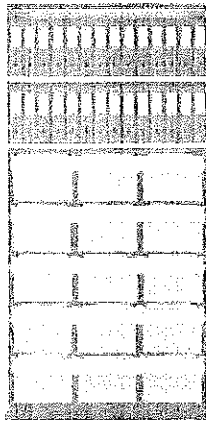


Silver handle



Chain Drive

The Chain Drive is recommended in the instances where the bays are being used in tandem (i.e. 2 wide, 3 wide etc.) or in the instance where a large multiple of bays are being used.



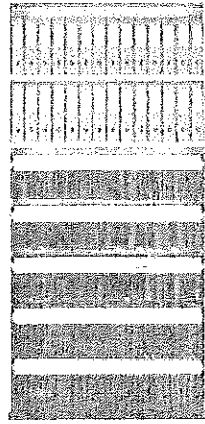
**Bay accommodates:
A4 suspended pockets**

Using 5 x universal pull out cradles

- 2477 Drawers and cradles per bay
- 20 drawers of files
- 300 meters of file per bay
- 400 pages per A4 (not going higher than 4 x cradle per bay)

And 2 x /Shelves

- Accommodates either 2 x A4 file or archive boxes



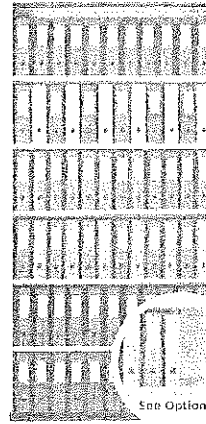
**Bay accommodates:
Footscap suspended pockets**

Using 5 x universal pull out cradles

- Each cradle accommodates 100 drawers of files
- 300 meters of files per bay
- 720 pages per A4 (not going higher than 5 x cradles per bay)

And 2 x /Shelves

- Accommodates either Lever Arch File or archive boxes



**Bay accommodates:
Lever Arch Files**

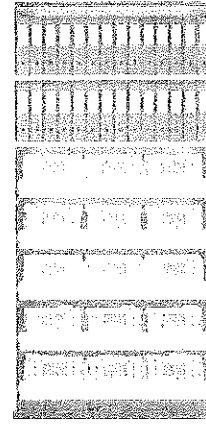
Option 1:

Using 5 x shelves/6 openings

- i.e. NO shelf wire racks
- Each shelf accommodates 100 x A4 Lever Arch Files
- 200 meters of files per bay

Option 2: Using 5 x shelves/6 openings and 6 x shelf wire racks

- Each shelf accommodates 20 x A4 Lever Arch Files
- 200 meters of files per bay



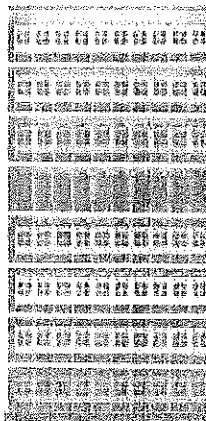
**Bay accommodates:
A4 containers (pull out drawers)**

Using 5 x universal pull out drawers

- 2477 drawers and cradles per bay
- 20 drawers of files
- 300 meters of file per bay
- 400 pages per A4 (not going higher than 4 x cradles per bay)

And 2 x shelves

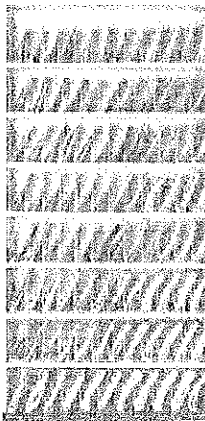
- Accommodates either 2 x A4 file or archive boxes



**Bay accommodates:
A4 containers (shelves)**

Using 7 x shelves/8 openings

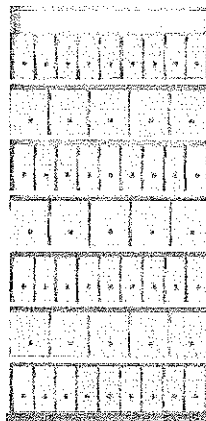
- Each shelf accommodates 100 x A4 containers
- 300 x A4 containers per bay
- 400 pages per A4 (not going higher than 4 x cradles per bay)



**Bay accommodates:
Lateral shelf files**

Using 7 x shelves/8 openings and 8 x shelf wire racks

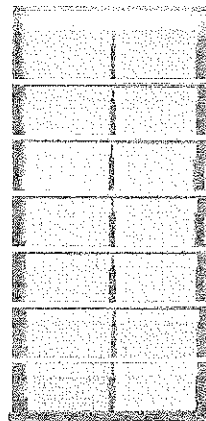
- Each shelf accommodates 100 meters of files
- 300 meters of files per bay



**Bay accommodates:
Archive boxes**

Using 6 x shelves/7 openings

- Each shelf accommodates 9 x standard archive boxes
- 60 standard archive boxes per bay (not going higher than 4 x cradles per bay)
- Each shelf accommodates 5 x 6 inch opening boxes
- 35 opening and 4 inch boxes per bay



**Bay accommodates:
Off-site storage boxes**

Option 1:

Using 6 x shelves/7 openings (with A4 size contents in bay)

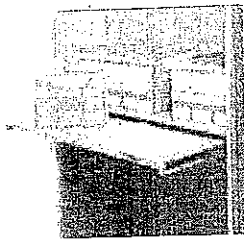
- Each shelf accommodates 10 x off-site storage boxes
- 60 off-site storage boxes per bay

Option 2:

Using 5 x shelves/6 openings (with Lever Arch Files in bay)

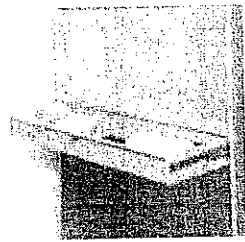
- Each shelf accommodates 10 x off-site storage boxes
- 50 off-site storage boxes per bay

Additional components



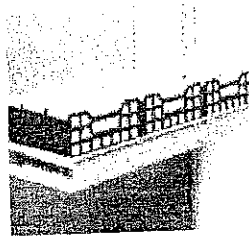
Pull-out working shelf

- Used when referencing documents within the filing bay
- Should be positioned immediately below a shelf
- Use only one pull-out working shelf per two filing bays



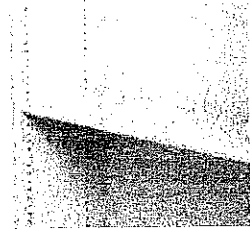
Pull-out stationery drawer

- Used for the storage of stationary, CD's etc.
- Must be fitted directly below a shelf
- Fitted with a lock, as a standard feature

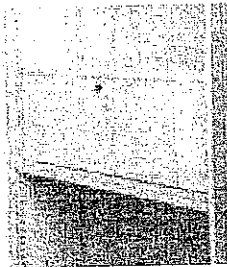


A4 Pull-Out Drawer

- Accommodates 2 A4 containers.
- Recommended no more than 5 Pull-Out Drawers and 2 shelves are fitted per single bay
- Accommodates 0.95 linear meters of A4 filing.

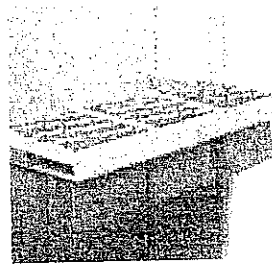


Shelf Wire Rack



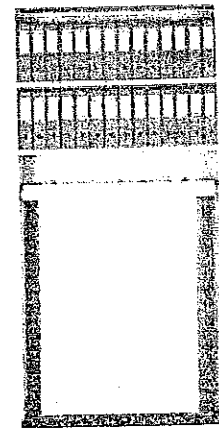
Lockable shelf door

- Is an independently lockable cabinet within a bay
- Used as a security cabinet



A4 Pull-Out Cradle

- Accommodates A4 suspended pockets (hanging files).
- TWO filing options include:
 - Suspend the A4 files in 3 equal rows from front to back.
 - Suspend the A4 files from left to right.
- Recommended no more than 5 A4 Pull-Out Cradles and 2 shelves are fitted per single bay.



Pull-out plan filing cradle

- Used mainly for A0 plans
- Has 5 x binders per cradle
- Each binder holds 30 to 40 plans



Step stool with collapsible wheel

Allows the user easier access to the top shelves.