

Opening Date: 2019-05-06 
Closing Date: 2019-05-13 
Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: King Edward VIII hospital 
Province: KwaZulu-Natal
Department or Entity: Department of Health
Division or section: Central Supply Chain Management
Place where goods / services is required: KING EDWARD VIII HOSPITAL REVENUE
Date Submitted: 2019-05-02 

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
KM 11119
Item Category: Services 
Item Description: NEW CONTRACT FOR CASH TRANSIT FOR 36 MONTHS AS PER SPECIFICATION
(3 YEAR CONTRACT)

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Select... 
Date: 
Time:
Venue:

QUOTES CAN BE COLLECTED FROM: ZODWA NIILAWUZANA

QUOTES SHOULD BE DELIVERED TO: KING EDWARD VIII HOSPITAL TENDOR BOX

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: KHULANI MTHEMBU
Email: KHULANI.MTHEMBU@KZNHEALTH.GOV.ZA
Contact Number: 031 360 3346
Finance Manager Name: MISS NOMONDE NCUMPE

Finance Manager Signature:

No late quotes will be considered





health

Department:
Health
PROVINCE OF KWAZULU-NATAL

Physical Address
Corner of Francios and Sydney Road, Congella, Durban
Tel. (031) 360 3001 Fax. 086 653 9497
www.kznhealth.gov.za

KING EDWARD VIII HOSPITAL

SPECIFICATION: 24 MONTHS CONTRACT FOR CASH IN-TRANSIT SERVICES

1. SCOPE OF WORK

King Edward VIII Hospital requires the services of a duly registered Cash In-transit service provider for the provision of a Cash In-Transit service to undertake the transit of monies from King Edward VIII Hospital to the Department's banking facility.

2. SPECIFICATION

- 2.1.1 Bidders must be duly registered with Private Security Industry Regulatory Authority (PSIRA) and must maintain compliance with the rules and regulations of the Private Security Industry Regulation ACT 56 of 2001, regulations (PSIRA regulations) throughout the validity of any contractual commitment.
- 2.1.2 Bidders are required to submit a valid membership certificate from PSIRA issued in terms of Section 25 of the Act.
- 2.1.3 The service provider shall collect, convey, store and deliver cash in accordance with the operating methods as amended from time to time.
- 2.1.4 Collection, conveyance, storage and delivery of cash shall be made using sealed containers as supplied by service provider.
- 2.1.5 Collection, conveyance, storage and delivery of bank deposit books shall be made using sealed envelopes/bags as supplied by service provider. The number of bags will be determined by the Hospital and the price thereof must be included in the price of the quotation. The Hospital will not consider payment of costs that were not included in the initial quotation price.
- 2.1.6 The service provider shall return the bank deposit books to the institution on the next removal.
- 2.1.7 Before handing over the cash to an employee of the service provider, the Hospital shall verify the identity of such employee by reference to the employee's personal official identity card.
- 2.1.8 The service provider shall provide details of the nature and format of official identity cards in use which will be utilized for identification of their employees.
- 2.1.9 The service provider shall be required to submit a list of cash in-transit officers allocated to the area around the institution with a copy of the officer identity card and photos. It is requested that the cash in-transit officer shall always carry their card and they must be in full company uniform.
- 2.1.10 The service provider shall provide an official receipt for each container and envelope received by them.

- 2.1.11 The service provider shall collect cash from King Edward VIII Hospital 5 days a week. The collection must be done Monday to Friday at 11:00 am excluding Public Holidays and Week-ends. An average amount of R 13 000.00 needs to be collected daily.
- 2.1.12 The cash shall be deposited immediately after collection at ABSA Bulk banking.
- 2.1.13 The service provider shall remain at an appointed facility until the cash has been received and verified by the teller. Any discrepancies must be reported within 24 hours to the Senior Manager Revenue services or designated representative.
- 2.1.14 Additional pickups such as financial year end procedures will be communicated to the service provider timeously.
- 2.1.15 Insurance to be arranged by service provider and a certified copy of the Insurance Policy is to be attached to the bid document: this is a compulsory requirement.
- 2.1.16 Any claim relating to Cash In-Transit must be dealt with and must be done by the service provider.
- 2.1.17 The price must be firm for the period of 12 months. Price increase shall be considered using CPI or PSIRA rates.
- 2.1.18 The service provider will be subjected to security screening by State Security Agency prior to awarding of the bid.