

# Quotation Advert

Opening Date: 2019-11-29

Closing Date: ~~2019-12-03~~ 06-12-2019

Closing Time: 11:00

## INSTITUTION DETAILS

Institution Name: Head Office Quotations

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Gale Street Mortuary

Date Submitted:

## ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: 1110/19/20-H

Item Category: Select...

Item Description: Supply and install 4 x30 000 BTU & 2 x4000 BTU Splits units at Gale Street Mortuary

Companies are free to visit the site but this is not COMPULSORY

Quantity (if supplies):

## COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Select...

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: [www.kznhealth.gov.za](http://www.kznhealth.gov.za) and 310 Jabu Ndlovu Street

QUOTES SHOULD BE DELIVERED TO: [Quotations.scmho@kznhealth.gov.za](mailto:Quotations.scmho@kznhealth.gov.za)

## ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Kwazikwakhe Cele

Email: [Kwazikwakhe.Cele@kznhealth.gov.za](mailto:Kwazikwakhe.Cele@kznhealth.gov.za)

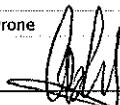
Contact Number:

033 815 8392

**Finance Manager Name:**

Ashby Tyrone

**Finance Manager Signature:**



**No late quotes will be considered**





DECLARATION OF INTEREST

- 1. Any legal person, including persons employed by the state... 2. In order to give effect to the above, the following questionnaire must be completed and submitted with the quote.

- 2.1. Full Name of bidder/representative... 2.2. Identity Number... 2.3. Position occupied in the Company... 2.4. Company Registration Number... 2.5. Tax Reference Number... 2.6. VAT Registration Number...

- 2.7. The names of all directors / trustees / shareholders / members... 2.8. Are you or any person connected with the bidder presently employed by the state? 2.8.1. If so, furnish the following particulars: 2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.)

- 2.8.2.1. If yes, did you attach proof of such authority to the quote document? 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 / shareholders / members or their spouses conduct business with the state in the previous twelve months? 2.9.1. If so, furnish particulars: 2.10. Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this quote? 2.10.1. If so, furnish particulars: 2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this quote? 2.11.1. If so, furnish particulars: 2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? 2.12.1. If so, furnish particulars:

3. Full details of directors / trustees / members / shareholders.

NB: The Department Of Health will validate details of directors / trustees / members / shareholders on CSD. It is the suppliers' responsibility to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the information on CSD, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

4 DECLARATION

I, THE UNDERSIGNED (NAME)... CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.

I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

Name of bidder Signature Position Date

"State" means -

- a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); b) any municipality or municipal entity; c) provincial legislature; d) national Assembly or the national Council of provinces; e) Parliament.

"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**

**1. AMENDMENT OF CONTRACT**

1.1. 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.

**2. CHANGE OF ADDRESS**

2.1. Bidders must advise the Department of Health (institution where the offer was submitted) should their address (*domicilium citandi et executandi*) details change from the time of bidding to the expiry of the contract.

**3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION**

- 3.1. The institution is under no obligation to accept the lowest or any quote.
- 3.2. The price quoted must include VAT (if VAT vendor). However, it must be noted that the department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT vendors.
- 3.3. The bidder must ensure the correctness & validity of quote:
  - (i) *that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk*
- 3.4. The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract.
- 3.5. This quotation will be evaluated based on the 80/20 points system, specification & correctness of information. All required documentation must be completed in full and submitted.
- 3.6. Offers must comply strictly with the specification.
- 3.7. Only offers that meet or are greater than the specification will be considered.
- 3.8. Late quotes will not be considered.
- 3.9. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.10. A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- 3.11. All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 3.12. Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.
- 3.13. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.14. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bidders have multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered.

**4. SAMPLES**

- 4.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
  - (i) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
  - (ii) If samples are not collected within three months of close of quote the institution reserves the right to dispose of them at their discretion.
- 4.2. **Samples must be made available when requested in writing or if stipulated on the document.**
  - (i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

**5. COMPULSORY SITE INSPECTION / BRIEFING SESSION**

5.1. Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process.

- (i) The institution has determined that a compulsory site meeting  will take place
- (ii) Date 27 / 11 / 2019 Time 10 : 00 Place Gale Street Mortuary

Institution Stamp:	Institution Site Inspection / briefing session Official  Full Name: .....  Signature: .....  Date: .....
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## 6. STATEMENT OF SUPPLIES AND SERVICES

- 6.1. 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.

## 7. SUBMISSION AND COMPLETION OF SBD 6.1

- 7.1. 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.

## 8. TAX COMPLIANCE REQUIREMENTS

- 8.1. 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.*
- 8.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, *the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.*

## 9. TAX INVOICE

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

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

## 10. PATENT RIGHTS

- 10.1. The supplier shall indemnify the **KZN Department of Health** (hereafter 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

- 12.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
  - (ii) if the supplier fails to perform any other obligation(s) under the contract; or
  - (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 12.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner 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.
- 12.3. 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 (B-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

1.2 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
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

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:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) 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;
- (i) **"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;



3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \text{ Where}$$

- P<sub>s</sub> = Points scored for price of bid under consideration
- P<sub>t</sub> = Price of bid under consideration
- P<sub>min</sub> = 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 Contributor	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

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.

7. SUB-CONTRACTING

(Tick applicable box)

7.1 Will any portion of the contract be sub-contracted?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....

8. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
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/FIRM**

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 **TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
.....

9.6 **COMPANY CLASSIFICATION [TICK APPLICABLE BOX]**

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

9.7 Total number of years the company/firm has been in 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 on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the 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 conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
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<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>
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## 1 CONDITIONS OF CONTRACT

### 1.1 NOTICE TO BIDDERS

- 1.1.1 The institutions will remain open and operational at all times therefore the Contractor shall make the necessary arrangements with the Institutional Management and maintenance staff for any power outages that are required. **This may necessitate weekend work**
- 1.1.2 3.1.3 All rubble shall to be removed from the institution's property immediately.
- 1.1.4 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.**
- 1.1.5 The Contractor is advised to examine all the drawings (if any) and to visit the site prior to tendering to acquaint him/herself with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim will be allowed on the grounds of ignorance of the conditions under which the work will be executed.
- 1.1.6 All items quantities in the Schedule of Prices are **PROVISIONAL** and subject to re-measure after installation.
- 1.1.7 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.
- 1.1.8 **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.**
- 1.1.9 **The Contractor must be registered with CIDB and must have minimum grading of 2ME.**
- 1.1.10 **The Contractor must be competent with proven experience in working with air-conditioning equipment with traceable references.**

### 1.2 EXECUTION PERIOD

**Two (2) Weeks** is the specified completion period for the construction stage from the date of award.

**PART 3**

**PARTICULAR SPECIFICATION**

responsibility during the guarantee period when, after proper notice, the Contractor fails to attend to such emergency repairs. All costs incurred by the Administration under these circumstances will be for the account of the Contractor.

NOTE: All electrical equipment shall comply with NER Regulation of voltage.

### 3.2 SCOPE OF CONTRACT

The specification calls for the installation of the following equipment at Gale Street Mortuary autopsy area:

- 2 x 24 000BTU/hr under-ceiling split units,
- 4 x ~~30 000BTU/hr~~ <sup>36000 BTU/hr</sup> under-ceiling split units,

All units to come complete with all their accessories: indoor and outdoor unit including connecting pipes and drain unit (to nearest drain of the building).

The units are to come with **WIRED** remotes. Wireless remotes are **NOT** permitted. The remotes are to be installed at 1200AFFL.

#### Certificate of Conformity

The contractor shall supply the mandatory Certificate of Conformity as contemplated by the South African Refrigeration and Air-Conditioning Contractors Association showing the commissioning of the works and the SAQCC registration of the artisan working on the system. First practical completion of the works will not be taken without the signed certificate.

### 3.3 INSTALLATION DETAILS

All units are to use ozone-friendly refrigerants as per regulations.

Inverter type technology will be preferable for the installation.

The outside casing of the machine, its bolting equipment shall be protected against corrosion, water and dust ingress to a minimum rating of IP66. The quote shall contain a detailed corrosion protection plan by the contractor.

### 3.4 THE SITE

The site is Gale Street Mortuary.

### 3.5 PROGRAM OF WORKS

It is imperative that the installation be achieved with minimum interruption to the existing facility.

The contractor shall notify the institution seven (7) days prior to carrying out any site work. As the institution is to remain in full operation for the duration of the works, the works are to be planned and executed so as to cause minimum inconvenience to staff and visitors.

A program **WILL BE** submitted prior to the commencement of any work for the approval by the Project Leader. No work will commence without the program of works having been approved by the Project Leader.

### **3.8 MAINTENANCE MANUALS**

One (1) set of maintenance and operating manuals are required which shall include all circuit diagrams, spare parts lists, operating instructions, etc. one set of laminated wiring diagrams shall be fixed to the wall in the plant room. These sets of drawings shall be provided at the practical completion date and the Practical Completion Certificate will NOT be issued without these documents.

### **3.9 MAINTENANCE AND SERVICING**

The entire installation including all new equipment manufactured or bought is subject to an unrestricted 12-month free maintenance and guarantee period, after the date of issue of the Completion Certificate. This also includes cover pertaining to all aspects of the equipment and associated wiring, piping, controls etc.

During the 12-month maintenance and servicing period any defects shall be made good and all plant and equipment maintained in perfect operating condition.

The services will be carried as follows, per split unit:

- 3 x minor services. First minor service to be done three (3) months from the date of First Practical Completion Certificate. Thereafter, the services will be done on a 3-month basis
- 1 x major service to be done before Final Practical Completion Certificate. This date shall be twelve (12) months from the date of First Practical Completion Certificate.

**PART 4****SCHEDULE OF PRICES****PREAMBLE TO THE SCHEDULE OF PRICES**

1. All prices shall be quoted in the currency of the Republic of South Africa and will be fixed. Only where exchange rates have been stated in the quotation document, as at two weeks (14 days) prior to closing date of this quotation, will such exchange rate fluctuation be taken into account in the variation of the cost of the imported items/equipment.
2. The Tenderer shall enter a price against each item in the schedule of prices. If the Tenderer fails to enter a price against any item in the schedule of prices the relevant cost of such item shall be regarded as being covered by other prices in the schedule of prices.
3. **The prices quoted against each item of these schedules shall cover the full inclusive cost of everything required for the execution of the work under the item plus an apportionment of any cost involved in meeting the obligations and liabilities imposed by the conditions of contract and in complying with the specifications.**
4. The prices quoted for the supply of plant and equipment shall include for all handling, loading, transporting and off-loading required for the delivery of the plant and equipment to the site, including in the case of off-site storage for double handling at the store.
5. The prices quoted for erection and installation shall include for all handling, loading, transporting and off-loading, to take plant and equipment to place on site where required, erection, installation, painting, commissioning, operating, testing, adjusting, handing over in proper working order and guarantee for a period of 12 months, all as specified.
6. The tendered rates and amounts must exclude Value Added Tax (VAT) but must include all levies, other taxes and duties on items to which they apply. Separate provision has been made in the Summary of Schedule of Prices for the purpose of VAT.
7. Amounts allowed for contingencies will be spent in part or as a whole at the sole discretion of the Department of Health's "Representative".
8. The Schedule of Prices shall be completed and signed in **black ink**. Corrections must be done by deleting, re-writing and initialling next to the amendment.
9. Electrical and Mechanical work is not measured according to the Standard Procedures of Building Work.

### 6.1 SCHEDULE OF PRICES: MATERIALS, COMPONENT/ANCILLARY PARTS AND SUB CONTRACT WORK

The service provider shall add here, ALL materials, components/ancillary parts which are required for the completion of the work quoted for.

In the event that more pages are required, this page may be copied.

ITEM	DESCRIPTION	MANUFACTURER	FIGURE/MODEL NO.	QUANTITY	UNIT COST	TOTAL COST (Excluding VAT)		
						BOUGHT OUT	PROPRIETARY	SUB CONTRACT
6.1.1	Supply, install and commission 24 000Btu/hr under-ceiling split unit incl. wired remotes			2				
6.1.2	Supply, install and commission 36 000Btu/hr under-ceiling split unit incl. wired remotes			4				
6.1.3	Supply and install 40A 5kA circuit breaker			6				
6.1.4	Supply and install 32A isolator			6				
6.1.5	Supply and install 2.5mm <sup>2</sup> 3 core PVC insulated PVC bedded SWAPVC sheathed 600/1000V cable, including terminations (subject to be remeasured upon completion of installation)			400m				
6.1.6	Supply and install 20mm PVC conduits including bends, joinery, terminations, saddles, etc.			400m				
6.1.7	Provide One set of operating and maintenance manuals for 24 000 BTU			2				
6.1.8	Provide One set of operating and maintenance manuals for 36 000 BTU			2				
6.1.9	DO Three (3) minor service			18				
6.1.10	Do One (1) major service			6				
6.1.11	Provide Certificate of Compliance			6	Free			
6.1.12	Provide Certificate of Conformity			6	Free			
TOTAL COST BOUGHT OUT ITEMS (A)								
TOTAL COST PROPRIETARY ITEMS (B)								
TOTAL COST SUB CONTRACT ITEMS (C) (Attach copy of sub-contractors quote)								



**ANNEXURE A  
SCHEDULE OF EQUIPMENT**

**24 000 BTU/hr Under-ceiling split units**

Make:.....  
Model:.....  
Serial No.: .....  
Compressor Model: .....  
Compressor Serial No.: .....  
Country of Manufacture:.....  
Corrosion Protection applied:.....

**Q 36 000 BTU/hr Under-ceiling split units**

Make:.....  
Model:.....  
Serial No.: .....  
Compressor Model: .....  
Compressor Serial No.: .....  
Country of Manufacture:.....  
Corrosion Protection applied:.....

# **ELECTRICAL INSTALLATIONS**

## **PART 1 - GENERAL**

### **1 TESTS**

After completion of the works and before first delivery is taken, a full test will be carried out on the installation for a period of sufficient duration to determine the satisfactory working thereof. During this period the installations will be inspected and the Contractor shall make good, to the satisfaction of the Representative/Agent, any defects which may arise.

The Contractor shall provide all instruments and equipment required for testing any power required for the commissioning and testing of the installations at completion.

### **2 MAINTENANCE OF INSTALLATIONS**

With effect from the date of the First Delivery Certificate the Contractor shall at his own expense undertake the regular servicing of the installation during the maintenance period and shall make all adjustments necessary for the correct operation thereof.

If during the said period the installations is not in working order for any reason for which the Contractor is responsible, or if the installations develops defects, he shall immediately upon being notified thereof take steps to remedy the defects and make any necessary adjustments.

Should such stoppages however be so frequent as to become troublesome, or should the installations otherwise prove unsatisfactory during the said period the Contractor shall, if called upon by the Department, at his own expense replace the whole of the installations or such parts thereof as the Department may deem necessary with apparatus specified by the Department.

### **3 REGULATIONS**

The installation shall be erected and tested in accordance with the Acts and Regulations as indicated in the scope of works.

### **6 QUALITY OF MATERIALS**

Only materials of first class quality shall be used and all materials shall be subject to the approval of the Department. Departmental specifications for various materials to be used on this Contract are attached to and form part of this specification.

Wherever applicable the material is to comply with the relevant South African Bureau of Standards, specifications, or to British Standard Specifications, where no SABS Specifications exist.

Materials wherever possible, must be of South African manufacture.

### **7 CONDUIT AND ACCESSORIES**

The type of conduit and accessories required for the service, i.e. whether the conduit and accessories shall be of the screwed type, plain-end type or of the non-metallic type.

Unless other methods of installation are specified for certain circuits, the installation shall be in conduit throughout. No open wiring in roof spaces or elsewhere will be permitted.

The conduit and conduit accessories shall comply fully with the applicable SABS specifications as set out below and the conduit shall bear the mark of approval of the South African Bureau of Standards.

- a) Screwed metallic conduit and accessories: SABS 1065, parts 1 and 2.
- b) Plain-end metallic conduit and accessories: SABS 1065, parts 1 and 2.
- c) Non-metallic conduit and accessories: SABS 950

All conduit fittings except couplings, shall be of the inspection type.

Bushes used for metallic conduit shall be brass and shall be provided in addition to locknuts at all points where the conduit terminates at switchboards, switch-boxes, draw-boxes, etc.

Draw-boxes are to be provided in accordance with the "Wiring Code" and wherever necessary to facilitate easy wiring.

For light and socket outlet circuits, the conduit used shall have an external diameter of 20mm. In all other instances the sizes of conduit shall be in accordance with the "Wiring Code" for the specified number and size of conductors, unless otherwise directed in part 2 of this specification or indicated on the drawings.

Only one manufactured type of conduit and conduit accessories will be permitted throughout the installation.

Running joints in screwed conduit are to be avoided as far as possible and all conduit systems shall be set or bent to the required angles. The use of normal bends must be kept to a minimum with exception of larger diameter conduits where the use of such bends is essential.

All metallic conduit shall be manufactured of mild steel with a minimum thickness of 1,2mm for plain-end conduit and 1,6mm in respect of screwed conduit.

Under no circumstances will conduit having a wall thickness of less than 1,6mm be allowed in screeding laid on top of concrete slabs.

Bending and setting of conduit must be done with special bending apparatus manufactured for the purpose and which are obtainable from the manufacturers of the conduit systems. Damage to conduit resulting from the use of incorrect bending apparatus or methods applied must on indication by the Department's inspectorate staff, be completely removed and rectified and any wiring already drawn into such damaged conduits must be completely renewed at the Contractor's expense.

Conduit and conduit accessories used for flame-proof or explosion proof installations and for the suspension of luminaires as well as all load bearing conduit shall in all instances be of the metallic screwed type.

All conduit and accessories used in areas within 50 km of the coast shall be galvanised to SABS 763.

Tenderers must ensure that general approval of the proposed conduit system to be used is obtained from the local electricity supply authority prior to the submission of their tender. Under no circumstances will consideration be given by the Department to any claim submitted by the Contractor, which may result from a lack of knowledge in regard to the supply authority's requirements.

## **8 CONDUIT IN ROOF SPACES**

Conduit in roof spaces shall be installed parallel or at right angles to the roof members and shall be secured at intervals not exceeding 1,5m by means of saddles screwed to the roof timbers.

Nail or crampets will not be allowed.

Where non-metallic conduit has been specified for a particular service, the conduit shall be supported and fixed with saddles with a maximum spacing of 450 mm. The Contractor shall supply and install all additional supporting timbers in the roof space as required.

Under flat roofs, in false ceilings or where there is less than 0,9m of clearance, or should the ceilings be insulated with glass wool or other insulating material, the conduit shall be installed in such a manner as to allow for all wiring to be executed from below the ceilings.

Conduit runs from distribution boards shall, where possible terminate in fabricated sheet steel draw-boxes installed directly above or in close proximity to the boards.

## **9 SURFACE MOUNTED CONDUIT**

Wherever possible, the conduit installation is to be concealed in the building work; however, where unavoidable or otherwise specified under Part 2 of the specification, conduit installed on the surface must

be plumbed or levelled and only straight lengths shall be used.

The use of inspection bends is to be avoided and instead the conduit shall be set uniformly and inspection coupling used where necessary.

No threads will be permitted to show when the conduit installation is complete, except where running couplings have been employed.

Running couplings are only to be used where unavoidable, and shall be fitted with a sliced couplings as a lock nut.

Conduit is to be run on approved spaced saddles rigidly secured to the walls.

Alternatively, fittings, tees, boxes, couplings etc., are to be cut into the surface to allow the conduit to fit flush against the surface. Conduit is to be bedded into any wall irregularities to avoid gaps between the surface and the conduit.

Crossing of conduits is to be avoided, however, should it be necessary purpose-made metal boxes are to be provided at the junction. The finish of the boxes and positioning shall be in keeping with the general layout.

Where several conduits are installed side by side, they shall be evenly spaced and grouped under one purpose-made saddle.

Distribution boards, draw-boxes, industrial switches and socket outlets etc., shall be neatly recessed into the surface to avoid double sets.

In situations where there are no ceilings the conduits are to be run along the wall plates and the beams.

Painting of surface conduit shall match the colour of the adjacent wall finishes.

Only approved plugging materials such as aluminium inserts, fibre plugs, plastic plugs, etc., and round-head screws shall be used for fixing saddles, switches, socket outlets, etc., to walls, wood plugs and the plugging in joints in brick walls are not acceptable.

## **10 CONDUIT IN CONCRETE SLABS**

In order not to delay building operations the Contractor must ensure that all conduits and other electrical equipment which are to be cast in the concrete columns and slabs are installed in good time.

The Contractor shall have a representative in attendance at all times when the casting of concrete takes place.

Draw-boxes, expansion joint boxes and round conduit boxes are to be provided where necessary. Sharp bends of any nature will not be allowed in concrete slabs.

Draw and/or inspection boxes shall be grouped under one common cover plate, and must preferable be installed in passages or male toilets.

All boxes, etc., are to be securely fixed to the shuttering to prevent displacement when concrete is cast. The conduit shall be supported and secured at regular intervals and installed as close as possible to the neutral axis of concrete slabs and/or beams.

Before any concrete slabs are cast, all conduit droppers to switchboards shall be neatly spaced and rigidly fixed.

## **11 FLEXIBLE CONNECTIONS FOR CONNECTING UP OF STOVES, MACHINES, ETC.**

Flexible tubing connections shall be of galvanised steel construction, and in damp situations of the plastic sheathed galvanised steel type. Other types may only be used subject to the prior approval of the Department's site electrical representative.

Connectors for coupling onto the flexible tubing shall be of the gland or screw-in types, manufactured of either brass or cadmium or zinc plated mild steel, and the connectors after having been fixed onto the tubing, shall be durable and mechanically sound.

Aluminium and zinc alloy connectors will not be acceptable.

## 12 WIRING:

Except where otherwise specified in Part 2 of this specification, wiring shall be carried out in conduit throughout. Only one circuit per conduit will be permitted.

No wiring shall be drawn into conduit until the conduit installation has been completed and all conduit ends provided with bushes. All conduits to be clear of moisture and debris before wiring is commenced.

Unless otherwise specified in Part 2 of this specification or indicated on the service drawings, the wiring of the installation shall be carried out in accordance with the "Wiring Code". Further to the requirements concerning the installation of earth conductors to certain light points as set out in the "Wiring Code", it is a specific requirement of this document that where plain-end metallic conduit or non-metallic conduit has been used, earth conductors must be provided and drawn into the conduit with the main conductors to all points, including all luminaires and switches throughout the installation.

Wiring for lighting circuits is to be carried out with 1,5mm<sup>2</sup> conductors and a 1,5mm<sup>2</sup>-earth conductor. For socket outlet circuits the wiring shall comprise 4mm<sup>2</sup> conductors and a 2,5mm<sup>2</sup>-earth conductor. In certain instances, as will be directed in Part 2 of this specification, the sizes of the aforementioned conductors may be increased for specified circuits. Sizes of conductors to be drawn into conduit in all other instances, such as feeders to distribution boards, power points etc., shall be as specified elsewhere in this specification or indicated on the drawings. Sizes of conductors not specified must be determined in accordance with the "Wiring Code".

The loop-in system shall be followed throughout, and no joints of any description will be permitted.

The wiring shall be done in PVC insulated 600/1000 V grade cable to SABS 150.

Where cable ends connect onto switches, luminaires etc., the end strands must be neatly and tightly twisted together and firmly secured. Cutting away of wire strands of any cable will not be allowed.

## 14 SWITCHGEAR

Switchgear, which includes circuit breakers, iron-clad switches, interlocked switch-socket outlet units, contactors, time switches, etc., is to be in accordance with the Departmental Quality Specifications which form part of this specification and shall be equal and similar in quality to such brands as may be specified.

For uniform appearance of switchboards, only one approved make of each of the different classes of switchgear mentioned in the Quality Specifications shall be used throughout the installations.

## 15 SWITCHBOARDS

All boards shall be in accordance with the types as specified, be constructed according to the detail or type drawings and must be approved by the Department before installation.

In all instances where provision is to be made on boards for the supply authority's main switch and/or metering equipment the contractor must ensure that all requirements of the authorities concerned in this respect are met.

Any construction or standard type aboard proposed, as an alternative to that specified must have the prior approval of the Department.

All busbars, wiring, terminals, etc., are to be adequately insulated and all wiring is to enter the switchgear from the back of the board. The switchgear shall be mounted within the boards to give a flush front panel. Cable and boxes and other ancillary equipment must be provided where required.

Clearly engraved labels are to be mounted on or below every switch. The working of the labels in English, is to be according to the lay-out drawings or as directed by the Department's representative and must be confirmed on site. Flush mounted boards to be installed with the top of the board 2,0m above the finished floor level.

## **16 WORKMANSHIP AND STAFF**

Except in the case of electrical installations supplied by a single-phase electricity supply at the point of supply, an accredited person shall exercise general control over all electrical installation work being carried out.

The workmanship shall be of the highest grade and to the satisfaction of the Department.

All inferior work shall, on indication by the Department's inspecting officers, immediately be removed and rectified by and at the expense of the Contractor.

## **17 CERTIFICATE OF COMPLIANCE**

On completion of the service, a certificate of compliance must be issued to the Department's Representative/Agent in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993).