






Quotation Advert

Opening Date: 2020-08-07 
Closing Date: 2020-08-17 
Closing Time: 11:00





INSTITUTION DETAILS

Institution Name: St Mary's Marianhill 
Province: KwaZulu-Natal
Department or Entity: Department of Health
Division or section: Central Supply Chain Management
Place where goods / services is required No.1 Hospital Road, Abbot Francis Monastery, Marianhill 3610
Date Submitted 2020-08-06 

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: 13/2020
Item Category: Goods 
Item Description: Various Hospital Linen and Clothing
Quantity (if supplies): As above

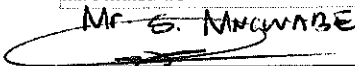
COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable 
Date : 
Time: 
Venue: 

QUOTES CAN BE COLLECTED FROM: FOR SAFETY PRECAUTIONS NO QUOTATIONS WILL BE AVAILABLE TO COLLECT ON SITE DUE TO COVID-19

QUOTES SHOULD BE DELIVERED TO: ST MARY'S HOSPITAL MARIANHILL - TENDER BOX OR EMAIL/FAX

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Mr. S Kweyama
Email: Sanele.Kweyama@kznhealth.gov.za
Contact Number: 031 717 1111
Finance Manager Name: Mr. S Mthethwa
Finance Manager Signature: 

ACTENGI

No late quotes will be considered

OFFICIAL PRICE PAGE FOR QUOTATIONS

ZNQ NUMBER: 123/2020

DESCRIPTION: VARIOUS HOSPITAL LINEN AND CLOTHING

SIGNATURE OF BIDDER DATE.....
 [By signing this document I hereby agree to all terms and conditions]

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.....

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
		SUPPLY OF:				
		VARIOUS HOSPITAL LINEN AND CLOTHING				
		REFER TO ATTACHED SPECIFICATION				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

Does This Offer Comply With The Specification?	Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification?
Is The Price Firm?	State Delivery Period E.G. <i>E.G. 1day, 1week</i>

Enquiries regarding the <u>quote</u> may be directed to: Contact Person: <u>Mr. S Kwevama</u> Tel: <u>0317171111</u> E-Mail Address: <u>Sanele.kwevama@kznhealth.gov.za</u>	Enquiries regarding <u>technical information</u> may be directed to: Contact Person: <u>Ms. S Khumalo</u> Tel: <u>0317171006</u>
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DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
- the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.

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..... 2.4. Company Registration Number:
 2.2. Identity Number: 2.5. Tax Reference Number:
 2.3. Position occupied in the Company (director, trustee, shareholder²):..... 2.6. VAT Registration Number:

2.7. The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below. [TICK APPLICABLE]

2.8. Are you or any person connected with the bidder presently employed by the state?

YES	NO
-----	----

2.8.1. If so, furnish the following particulars:
 Name of person / director / trustee / shareholder/ member:
 Name of state institution at which you or the person connected to the bidder is employed:.....
 Position occupied in the state institution:Any other 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?

YES	NO
-----	----

2.8.2.1. If yes, did you attach proof of such authority to the quote document?

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

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?

YES	NO
-----	----

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?

YES	NO
-----	----

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?

YES	NO
-----	----

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?

YES	NO
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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

¹"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; or
- e) Parliament.

²"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. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.

- 4.1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter.
- 4.2. Under no circumstances whatsoever may the quotation/bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
- 4.3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
- 4.4. Quotation submitted must be complete in all respects.
- 4.5. Any alteration made by the bidder must be initialled.
- 4.6. Use of correcting fluid is prohibited
- 4.7. Quotation will be opened in public as soon as practicable after the closing time of quotation.
- 4.8. Where practical, prices are made public at the time of opening quotations.
- 4.9. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

- 5.1. Quotation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the quotation documents.
- 5.2. Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.
- 5.3. All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody until the closing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bid number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.
- 5.4. A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing date and time of quotation will be considered.

- 5.5. No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.
- 5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

6. SAMPLES

- 6.1. 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.
- 6.2. 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.

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

- 7.1. 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 take place
- (ii) Date / / ; Time ; Place

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

- 8.1. 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.

9. SUBMISSION AND COMPLETION OF SBD 6.1

- 9.1. 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.

10. TAX COMPLIANCE REQUIREMENTS

- 10.1. 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.*
- 10.2. 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.*

11. TAX INVOICE

- 11.1. 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 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. |
|---|---|

12. PATENT RIGHTS

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.

13. PENALTIES

- 13.1. If at any time during the contract period, the service provider is unable to perform in a timely manner, the service provider must notify the institution in writing/email of the cause of and the duration of the delay. Upon receipt of the notification, the institution should evaluate the circumstances and, if deemed necessary, the institution may extend the service provider's time for performance.
- 13.2. In the event of delayed performance that extends beyond the delivery period, the institution is entitled to purchase commodities of a similar quantity and quality as a substitution for the outstanding commodities, without terminating the contract, as well as return commodities delivered at a later stage at the service provider's expense.
- 13.3. Alternatively, the institution may elect to terminate the contract and procure the necessary commodities in order to complete the contract. In the event that the contract is terminated the institution may claim damages from the service provider in the form of a penalty. The service provider's performance should be captured on the service provider database in order to determine whether or not the service provider should be awarded any contracts in the future.
- 13.4. 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.

14. TERMINATION FOR DEFAULT

- 14.1. 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.
- 14.2. 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.
- 14.3. 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.

15. 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
Total points for Price and B-BBEE must not exceed	100

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:

$$Ps = 80 \left(1 - \frac{Pt - P \min}{P \min} \right) \text{ Where}$$

- Ps = Points scored for price of bid under consideration
- Pt = Price of bid under consideration
- Pmin = 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 least 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.

WITNESSES
1.
2.

..... SIGNATURE(S) OF BIDDERS(S)
DATE:
ADDRESS.....



END-USER SPECIFICATION FORM

Quote Number: ZNQ/23/2020

Item Description: **HOSPITAL LINEN**

Department/Section: **SYSTEMS**

Purpose of Item: **HOSPITAL REQUIREMENT**

1. Pre-qualification criteria if any:

1.1. Is the item required to have a regulatory body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)? Yes / **No**
Regulatory Body / certification required if Yes: _____

1.2. Is a compulsory site inspection / briefing session required? Yes / **No**
if Yes, specify: Date ____/____/____ Time ____:____ Place _____

1.3. Is local production and content part of the quote? Yes / **No**
if Yes, specify: _____

1.4. Provisions of section 4(1)(a) of the PPPFA Regulations, 2017 if applicable? Yes / **No**
if Yes, specify: _____

1.5. Liability Cover insurance? Yes / **No**
if Yes, specify: _____

2. What is the specification of the required item?

List specifications to be advertised	Comment
1. ATTACHED HOSPITAL LINEN SPECIFICATION	
2.	
3.	
4.	
5.	

3. Does a sample need to be submitted? **Yes** / No (select option 3.1 or 3.2)
3.1. Deadline for submission if Yes: Date 11/08/2020 Time 11:00 Place St Marys Hospital

or
3.2. Specify that samples must be made available when requested in writing. Yes or No

4. Penalties to be noted by the suppliers:

4.1. 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.

5. What is the evaluation criteria / special terms and conditions to be advertised?

List evaluation criteria / special terms and conditions to be advertised (if applicable)		
1.	Pre-qualification criteria	Does the offer meet the pre-qualification criteria?
2.	Administrative	Does the offer comply to stipulated administrative requirements?
3.	Conformance:	Was the product made or service performed to specifications?
4.	Performance:	Will/does the product/service fulfil its performance obligation, in a manner that releases the supplier from all liabilities under the contract?
5.	Features:	What characteristics does the product or service have?
6.	Reliability:	How long can a product go between failures and the need for maintenance? (guarantee)
7.	Durability:	What is the useful life for the product? How will the product hold up under extended use?
8.	Serviceability:	How easy is it to repair, maintain or support the product or service? (customer support)
9.	Ability & Capacity	The ability and capacity of the vendor to execute the contract
10.	Preference points	Preferential Procurement System (80/20) if applicable

Name of End-user (in full)	<u>NELISWE DLAMINI</u>	Name of SCM Rep (in full)	<u>NR Moline</u>
Designation / Rank (in full)	<u>LAUNDRY MANAGER</u>	Designation/ Rank (in full)	<u>SCM SUPERVISOR</u>
Signature		Signature	
Date	<u>01/07/2020</u>	Date	<u>01/07/2020</u>

LINEN REQUIRED

DATE: 25/05/2020

Facility Name: St. Mary's Hospital

LAUNDRY MANAGER: NELISIWE DLAMINI

Contact Number: (031) 717 1035/2685

SYSTEMS MANAGER: GUGU NDABA

Contact Number: (031) 717 1026

Date:

Code	Item Description	Qty
38-05051	Jacket Pyjama Winter Adult Blue 102cm	50
38-05052	Jacket Pyjama Winter Adult Blue 107cm	50
38-07242	Nightdress Closed Print Flannelettes Large	40
38-07243	Nightdress Closed Print Flannelettes XLarge	40
38-07244	Nightdress Closed Print Flannelettes XXLarge	20
38-10463	Trousers Pyjama Adult Patient Mazarin Blue 102cm	50
38-10475	Trousers Pyjama Summer Adult Size 122cm	50
38-01110	Bedspread Patient 180 x 230cm	200
38-08110	Pillow Polyester 70cm x 44cm (Stored at F.N. 626)	50
38-08205	Pillowslip White 50cm x 75 cm PVC	200
38-08820	Sheet Draw White Sheeting 100 x 180cm	200
38-01014	Bag Laundry	50
3811827	Blankets Woollen	150

DESCRIPTION	
JACKETS - PYJAMA FOR ADULT PATIENTS. (WINTER) Size 102cm	
<u>MATERIAL:</u>	Flannelette. As per S.A.B.S. 1387 Parts I and V Type F56
<u>COLOUR:</u>	Mazarine Blue CKS 129-30c.
<u>STYLE:</u>	Usual pyjama style, but longer length as size roll, long sleeves, four buttons front, two point collar, one pocket, sloped shoulder. CKS 306.
<u>COLLAR:</u>	One piece 49, 5 cm long. 9 cm wide at back. Joined, turned and sewn 0, 6 cm from edge.
<u>BUTTONHOLES AND BUTTONS:</u>	Four 18 mm buttonholes equidistant, down left front. Four 17 mm plastic buttons down right front to match, strongly sewn. Press studs will be acceptable.
<u>POCKET:</u>	One patch pocket on left breast, 16 cm wide by 16, 5 cm deep from edge to edge finished. Pocket mouth to be barred by machine.
<u>SLEEVES:</u>	Shaped scye. Sleeve head and seams raised and double stitched, first stitching 0, 15 cm, second stitching 0, 6 cm from edge. Bottom turned up 4 cm and turned in 0, 6 cm, to finish 3 cm.
<u>FOREPARTS:</u>	Front opening to be turned back 4, 5 cm and turned in 0, 6 cm, to finish 4 cm and sewn 0, 15 cm from edge. One row of stitching 0, 45 cm from front edge. Left front to lap over right front when buttoned.
<u>BOTTOMS:</u>	Turned up 3 cm and turned in 0, 6 cm to finish 2, 5 cm and machine stitched.
<u>BACK PIECES:</u>	Large back piece of self material, rounded at bottom not less than 21, 5 cm wide by 15 cm deep sewn inside back at neck edge turned in 0, 6 cm and sewn 0, 3 cm from edge. Attached at top to collar base and sewn into shoulder seams.
<u>SEAMS:</u>	All seams second stitching 0, 6 cm from edge.
<u>SEWING:</u>	Spun polyester M80.
<u>SIZE TAB:</u>	Mercerised and singed dye fast size tab to be sewn on each item indicating item no, size, Manufacturer name month and year. (e.g. Feb 2018)
<u>MARKING:</u>	Fast dye size tab to be sewn into neck on each garment.
<u>SIZES</u>	
<u>Chest</u>	<u>Length</u>
102cm	80 cm

DESCRIPTION	
JACKETS - PYJAMA FOR ADULT PATIENTS. (WINTER) Size 107cm	
<u>MATERIAL:</u>	Flannelette. As per S.A.B.S. 1387 Parts I and V Type F56
<u>COLOUR:</u>	Mazarine Blue CKS 129-30c.
<u>STYLE:</u>	Usual pyjama style, but longer length as size roll, long sleeves, four buttons front, two point collar, one pocket, sloped shoulder. CKS 306.
<u>COLLAR:</u>	One piece 49, 5 cm long. 9 cm wide at back. Joined, turned and sewn 0, 6 cm from edge.
<u>BUTTONHOLES AND BUTTONS:</u>	Four 18 mm buttonholes equidistant, down left front. Four 17 mm plastic buttons down right front to match, strongly sewn. Press studs will be acceptable.
<u>POCKET:</u>	One patch pocket on left breast, 16 cm wide by 16, 5 cm deep from edge to edge finished. Pocket mouth to be barred by machine.
<u>SLEEVES:</u>	Shaped scye. Sleeve head and seams raised and double stitched, first stitching 0, 15 cm, second stitching 0, 6 cm from edge. Bottom turned up 4 cm and turned in 0, 6 cm, to finish 3 cm.
<u>FOREPARTS:</u>	Front opening to be turned back 4, 5 cm and turned in 0, 6 cm, to finish 4 cm and sewn 0, 15 cm from edge. One row of stitching 0, 45 cm from front edge. Left front to lap over right front when buttoned.
<u>BOTTOMS:</u>	Turned up 3 cm and turned in 0, 6 cm to finish 2, 5 cm and machine stitched.
<u>BACK PIECES:</u>	Large back piece of self material, rounded at bottom not less than 21, 5 cm wide by 15 cm deep sewn inside back at neck edge turned in 0, 6 cm and sewn 0, 3 cm from edge. Attached at top to collar base and sewn into shoulder seams.
<u>SEAMS:</u>	All seams second stitching 0, 6 cm from edge.
<u>SEWING:</u>	Spun polyester M80.
<u>SIZE TAB:</u>	Mercerised and singed dye fast size tab to be sewn on each item indicating item no, size, Manufacturer name month and year. (e.g. Feb 2018)
<u>MARKING:</u>	Fast dye size tab to be sewn into neck on each garment.
<u>SIZES</u>	
<u>Chest</u>	<u>Length</u>
107cm	85 cm

WARMER CLOSED NIGHTDRESS - FOR WOMEN Size LARGE

<u>MATERIAL:</u>	Good quality patterned flannelette SABS 1387 Parts I and V. Type F56.
<u>STYLE:</u>	Short sleeves, round neck with single yoke - front and back, buttoning at front from neck to waist.
<u>FRONT:</u>	Single yoke 13 cm from shoulder, open at front from neck to waist with 5 buttons and 12 cm button holes facing respectively and spaced evenly. Buttons 10 mm plastic. Gathers at both sides of the front opening where bottom pieces of material are stitched to yoke.
<u>NECK:</u>	Rounded neck with 4 cm facing.
<u>BACK:</u>	Closed back joined to yoke with 4 pleats of 1 cm each at centre back. Yoke 15 cm from shoulder.
<u>SLEEVES:</u>	Shaped sleeve hand double stitched, wide sleeves. Scye 60 cm no cuff, end of sleeve hemmed 0, 6 cm to finish 49 cm wide at end.
<u>BOTTOM:</u>	Turned up 2 cm in 0, 6 cm to finish 1, 25 cm and machine stitched.
<u>SEAMS:</u>	All seams safety stitch over lock.
<u>SEWINGS:</u>	Spun polyester M80.
<u>SIZE TAB:</u>	Mercerised and singed dye fast size tab to be sewn on each item indicating item no, size, Manufacturer name month and year. (e.g. Feb 2018)
<u>SIZE TABS:</u>	Tab to show size on inside of back yoke.
<u>SIZE:</u>	Large
Length at Back	125 cm

	DESCRIPTION
	<p>WARMER CLOSED NIGHTDRESS - FOR WOMEN Size X-Large</p> <p><u>MATERIAL:</u> Good quality patterned flannelette SABS 1387 Parts I and V. Type F56.</p> <p><u>STYLE:</u> Short sleeves, round neck with single yoke - front and back, buttoning at front from neck to waist.</p> <p><u>FRONT:</u> Single yoke 13 cm from shoulder, open at front from neck to waist with 5 buttons and 12 cm button holes facing respectively and spaced evenly. Buttons 10 mm plastic. Gathers at both sides of the front opening where bottom pieces of material are stitched to yoke.</p> <p><u>NECK:</u> Rounded neck with 4 cm facing.</p> <p><u>BACK:</u> Closed back joined to yoke with 4 pleats of 1 cm each at centre back. Yoke 15 cm from shoulder.</p> <p><u>SLEEVES:</u> Shaped sleeve hand double stitched, wide sleeves. Scye 60 cm no cuff, end of sleeve hemmed 0, 6 cm to finish 49 cm wide at end.</p> <p><u>BOTTOM:</u> Turned up 2 cm in 0, 6 cm to finish 1, 25 cm and machine stitched.</p> <p><u>SEAMS:</u> All seams safety stitch over lock.</p> <p><u>SEWINGS:</u> Spun polyester M80.</p> <p><u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, size, Manufacturer name month and year. (e.g. Feb 2018)</p> <p><u>SIZE TABS:</u> Tab to show size on inside of back yoke.</p> <p><u>SIZE:</u> X-Large Length at Back 130cm</p>

	DESCRIPTION
	<p>WARMER CLOSED NIGHTDRESS - FOR WOMEN Size XX-Large</p> <p><u>MATERIAL:</u> Good quality patterned flannelette SABS 1387 Parts I and V. Type F56.</p> <p><u>STYLE:</u> Short sleeves, round neck with single yoke - front and back, buttoning at front from neck to waist.</p> <p><u>FRONT:</u> Single yoke 13 cm from shoulder, open at front from neck to waist with 5 buttons and 12 cm button holes facing respectively and spaced evenly. Buttons 10 mm plastic. Gathers at both sides of the front opening where bottom pieces of material are stitched to yoke.</p> <p><u>NECK:</u> Rounded neck with 4 cm facing.</p> <p><u>BACK:</u> Closed back joined to yoke with 4 pleats of 1 cm each at centre back. Yoke 15 cm from shoulder.</p> <p><u>SLEEVES:</u> Shaped sleeve hand double stitched, wide sleeves. Scye 60 cm no cuff, end of sleeve hemmed 0, 6 cm to finish 49 cm wide at end.</p> <p><u>BOTTOM:</u> Turned up 2 cm in 0, 6 cm to finish 1, 25 cm and machine stitched.</p> <p><u>SEAMS:</u> All seams safety stitch over lock.</p> <p><u>SEWINGS:</u> Spun polyester M80.</p> <p><u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, size, Manufacturer name month and year. (e.g. Feb 2018)</p> <p><u>SIZE TABS:</u> Tab to show size on inside of back yoke.</p> <p><u>SIZE:</u> XX-Large Length at Back 135cm</p>

	DESCRIPTION
	<p>PYJAMA TROUSERS FOR ADULT PATIENTS. (WINTER) Size 102cm</p> <p><u>MATERIAL:</u> Flannelette. SABS 1387, Parts I and V Type F56.</p> <p><u>COLOUR:</u> Mazarine Blue C.K.S. 129-30c. Printed with KZN logo.</p> <p><u>STYLE:</u> No fly.</p> <p><u>WAISTBAND:</u> Self material 3, 75 cm wide finished, threaded with girdle. Girdle to be secured at centre back and threaded through two "buttonhole" slits on the inside front 50 of the waistband 50cms apart.</p> <p><u>BOTTOMS:</u> Turned up 3 cm turned in 0, 6 cm finish 2, 5 cm and machine stitched 0, 3 cm from edge.</p> <p><u>SEAMS:</u> As for pyjama jackets.</p> <p><u>SEWING:</u> All sewing to be of spun polyester M80.</p> <p><u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, size, Manufacturer name month and year. (e.g. June 2020)</p> <p><u>MARKINGS:</u> Fast dye size tab to be sewn inside back on each garment.</p> <p><u>SIZE:</u> 102 cm</p>

TECHNICAL SPECIFICATION**Description: Pyjama Trousers for Adult patients:**

- Material: printed 65%/35% polyester cotton. SABS Type pe64. Made from soft foam and covered 50 mm x 10 mm.
- Style: No fly. CKS. 306
- Waistband: Self material 3, 75 cm wide finished, threaded with girdle. Girdle to be secured at centre back and threaded through two "buttonhole" like slits on the inside front 50cms apart of the waistband.
- Seams: as for pyjama jackets.
- Sewing: all sewing to be of spun polyester m80.
- Markings: fast dye size tab to be sewn on each garment.
- Size: 122 cm
- Colour: white
- KZN BRANDING

	DESCRIPTION
	<p>BEDSPREAD PATIENTS (Mazarine Blue) (180 x 230cm)</p> <p>Adult bedspreads to be used as quilts in winter, lightly padded.</p> <p><u>FABRIC/MATERIAL:</u> SABS 1401:8; SANS 63:2007; BS5852.100% cotton, 100% polyester padding, fully pre-shrunk,</p> <p><u>THREADCOUNT:</u> 180 or better</p> <p><u>COLOUR:</u> CKS 129-30c/2 Mazarine Blue.</p> <p><u>LETTERING:</u> The item must be marked with the KZN 20 mm lettering royal blue over the entire face of the item.</p> <p><u>WEIGHT:</u> not specified</p> <p><u>DIMENSIONS:</u> Finished – 230cm x 180cm</p> <p><u>STITCHING:</u> Thread M80 mercerised, stitches 5 per 10mm.</p> <p><u>SEAMS:</u> Raw seams hemmed 2,5cm wide Double stitched</p> <p><u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, dimensions, Manufacturer name, month and year of manufacture (eg. Jun 2020)</p>

	DESCRIPTION
	<p>PILLOWS (polyester filled) (70 x 44cm)</p> <p><u>FABRIC/MATERIAL:</u> SABS 11394/1983. Polyester/cotton casing filled with 0.5 kg solid core virgin polyester</p> <p><u>THREADCOUNT:</u> Fibre. Casing to be 100% cotton Casing - 180 or better</p> <p><u>COLOUR:</u> CKS 129-1c/2 White.</p> <p><u>LETTERING:</u> The item must be marked with the KZN 20 mm lettering royal blue over the entire face of the item.</p> <p><u>WEIGHT:</u> not specified</p> <p><u>DIMENSIONS:</u> Finished – 70 cm x 44 cm x 570 gm</p> <p><u>STITCHING:</u> Thread M80 mercerised, stitches 5 per 10mm.</p> <p><u>SEAMS:</u> Raw seams hemmed 2,5cm wide Double stitched</p> <p><u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, dimensions, Manufacturer name. month and year of manufacture (e.g. JUN 2020)</p> <p><u>ADDITIONAL:</u> To be individually wrapped in plastic.</p>

	DESCRIPTION
	<p>PILLOWSLIP (White PVC) (50 x 80cm)</p> <p>This item is intended to be used as a pillow protector and is made in the form of a bag. Once the pillow is inserted the pillowcase is stitched closed by the hospital seamstress.</p> <p><u>FABRIC/MATERIAL:</u> Polyvinyl Chloride (PVC) <u>THREADCOUNT:</u> not applicable <u>COLOUR:</u> CKS 129-1c/2 White. <u>LETTERING:</u> The item is not marked – to be marked by hospital <u>WEIGHT:</u> not yet specified – samples to be evaluated <u>DIMENSIONS:</u> Finished – 80 cm x 50 cm – no flap <u>STITCHING:</u> Thread M80 mercerised, stitches 5 per 10mm. <u>SEAMS:</u> Raw seams 10mm wide Double stitched <u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, dimensions, Manufacturer name, month and year of manufacture (e.g. JUN 2020) <u>ADDITIONAL:</u> Packed in bundles of 10 units.</p>

	DESCRIPTION
	<p>SHEETS DRAW COTTON (WHITE) (100 X 180cm)</p> <p><u>FABRIC/MATERIAL:</u> SABS 1401 Part 3 of 1983 Latest issue Type P48.100% cotton, bleached and fully pre-shrunk. Two layers of material.</p> <p><u>THREADCOUNT:</u> 180 or better</p> <p><u>COLOUR:</u> CKS 129-1c/2 White.</p> <p><u>LETTERING:</u> The item must be marked with the KZN 20 mm lettering royal blue (CKS 129-31c) over the entire face of the item.</p> <p><u>WEIGHT:</u> not specified</p> <p><u>DIMENSIONS:</u> Finished – 100 cm x 180 cm</p> <p><u>STITCHING:</u> Thread M80 mercerised, stitches 5 per 10mm.</p> <p><u>SEAMS:</u> Raw ends turned in 1.25cm seams hemmed 2,5cm wide Double stitched</p> <p><u>SIZE TAB:</u> Mercerised and singed dye fast size tab to be sewn on each item indicating item no, dimensions Manufacturer name. month and year of manufacture (e.g. JUN 2020)</p> <p><u>ADDITIONAL:</u> One row of double stitching down centre of length.</p>

	DESCRIPTION
	<p>BAGS, LAUNDRY (White Nylon)</p> <p>Round base, cylinder shaped. Draw cord to pass through 10 eyelets, 1, 25 cm inside diameter, evenly spaced apart through hem at mouth i.e. ± 20, 4 cm apart. It is essential that an equal number of eyelets be fitted. Base to walls and all wall join seams to be made with 2 rows of stitching. Double thickness base and reinforced stitching.</p> <p>FABRIC/MATERIAL: 470 dtex Nylon (Warp and Weft) COLOUR: White LETTERING: The Item must be marked with the KZN lettering 40mm high 50cm apart in a band across the body of the bag WEIGHT: 225 grams per square metre. DIMENSIONS: Top (opened) Diameter ± 65 cm. Sides ± 90 cm. Base diameter ± 60 cm. 5 cm Hem at mouth fitted, with eyelets and draw-cord for closing the bag. STITCHING: Thread M80 mercerised, stitches 5 per 10mm. SEAMS: Hem at mouth = 60mm double stitched and bar tacked for durability. Other joins - Hemmed 2,5cm wide and double stitched EYELETS: Brass (metal) 10 eyelets (size = 12,5mm internal diameter) evenly spaced apart through hem at Mouth of the bag at approximately 20cm apart HANDLES: Two to be fitted: one across the middle of the base, and one on the side - 40 cm from top. Each handle to be 15 cm long, 6 cm wide hemmed and flag stitched at joins. . DRAWCORD: To be good quality woven nylon 6mm diameter and 80cm long. Ends knotted and singe sealed. SIZE TAB: Mercerised and singed dye fast size tab to be sewn on each item indicating item no, dimensions, Manufacturer name, month and year of manufacture (e.g. JUN 2020)</p>

	DESCRIPTION
	<p>BLANKETS WOOLLEN (Oxford Blue) (150X200CM) (ADULT BED)</p> <p><u>FABRIC/MATERIAL:</u> SABS 63 Type V, 100% Cotton <u>THREADCOUNT:</u> 180 or better <u>COLOUR:</u> CKS: standard – Oxford Blue. <u>LETTERING:</u> The item must be marked with the KZN 80cm lettering white, to be printed or woven down the centre of the blanket at 30cm intervals. <u>WEIGHT:</u> not specified <u>DIMENSIONS:</u> Finished – 150 cm x 200 cm. <u>STITCHING:</u> Thread M80 mercerised, stitches 5 per 10mm. <u>SEAMS:</u> Raw seams hemmed 2,5cm wide Double stitched <u>SIZE TAB:</u> Mercerised and Singed dye fast size tab to be sewn on each item indicating item no, dimensions, Manufacturer name. month and year of manufacture (e.g. JUN 2020)</p>