



### Quotation Advert

**Opening Date:** 2020-08-20  
**Closing Date:** 2020-08-31  
**Closing Time:** 11:00

#### INSTITUTION DETAILS

**Institution Name:** Select...  
**Province:** KwaZulu-Natal  
**Department or Entity:** Department of Health  
**Division or section:** Central Supply Chain Management  
**Place where goods / services is required** CHRIST THE KING HOSPITAL  
**Date Submitted** 2020-08-20

#### ITEM CATEGORY AND DETAILS

**Quotation Number:** ZNQ:  
155/2020/21  
**Item Category:** Goods  
**Item Description:** COMPLETION OF FILE ROOM AND REPLACEMENT OF DRY WALL

#### Quantity (if supplies)

#### COMPULSORY BRIEFING SESSION / SITE VISIT

**Select Type:** Compulsory Briefing Session  
**Date :** 2020-08-27  
**Time:** 11H00  
**Venue:** CHRIST THE KING HOSPITAL, OLD NURSES HOME

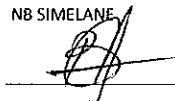
**QUOTES CAN BE COLLECTED FROM:** KINDLY NOTE THAT QUOTATION DOCUMENTS ARE UPLOADED ON THE WEBSITE ^

**QUOTES SHOULD BE DELIVERED TO:** TENDER BOX NEXT TO SECURITY MAIN OFFICE

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

**Name:** NG TSHENDU  
**Email:** scm.ctk@kznhealth.gov.za  
**Contact Number:** 039 834 7519  
**Finance Manager Name:** NB SIMELANE

**Finance Manager Signature:**



No late quotes will be considered

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: CHRIST THE KING HOSPITAL  
DATE ADVERTISED: 20-08-2020 CLOSING DATE: 31-09-2020 CLOSING TIME: 11:00  
FACSIMILE NUMBER: 039 834 2131 E-MAIL ADDRESS: scm.ctk@kznhealth.gov.za  
PHYSICAL ADDRESS: CHRIST THE KING HOSPITAL, 1 PETER HAUFF DRIVE,, IXOPO, 3276

ZNQ NUMBER: 155/2020/21  
DESCRIPTION: COMPLETION OF FILE ROOM

CONTRACT PERIOD: ONCE OFF VALIDITY PERIOD 60 Days SARS PIN:  
(if applicable)

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.

UNIQUE REGISTRATION REFERENCE

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)  
.....  
.....

Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration.

The quote box is open from 08:00 to 15:30.

ALL QUOTES MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS QUOTE IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

THE FOLLOWING PARTICULARS MUST BE FURNISHED  
(FAILURE TO DO SO WILL RESULT IN YOUR QUOTE BEING DISQUALIFIED)

NAME OF BIDDER .....  
POSTAL ADDRESS .....  
STREET ADDRESS .....  
TELEPHONE NUMBER CODE.....NUMBER..... FACSIMILE NUMBER CODE.....NUMBER.....  
CELLPHONE NUMBER .....  
E-MAIL ADDRESS .....

VAT REGISTRATION NUMBER (If VAT vendor) .....

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1)  YES  NO

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMES& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

OFFICIAL PRICE PAGE FOR QUOTATIONS

ZNQ NUMBER: 155-2020-21

DESCRIPTION: **COMPLETION OF FILE ROOM**

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
01	LIST	COMPLETION OF FILE ROOM				
	ATTACHED	INSTALLATION OF VINYL FLOOR & REPLACEMENT OF DRY WALL AT CHRIST THE KING HOSPITAL				
	NB	SEE SPECIFICATION ATTACHED AND REQUIREMENTS				
	NB	CIDB CATEGORY:GRADE 1 GB				
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: <b>NG TSHENDU</b> .....Tel: <b>039.834.7516</b> E-Mail Address: <b>scm.ctk@kznhealth.gov.za</b> .....	Enquiries regarding <u>technical information</u> may be directed to: Contact Person: <b>ST NXUMALO</b> .....Tel: <b>039.834.7564</b>
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DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, 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, shareholder):..... | 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

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

<sup>1</sup>"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); | c) provincial legislature;                                    |
| b) any municipality or municipal entity;  | d) national Assembly or the national Council of provinces; or |
|   | e) Parliament.  |

<sup>2</sup>"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.

### 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:

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

- 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"/>
-----	--------------------------	----	--------------------------

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.....  
.....  
.....

PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH

ZNQ –

**CHRIST THE KING HOSPITAL – COMPLETION OF FILE ROOM (INSTALLATION OF VINYL FLOOR AND REPLACEMENT OF DRY WALL) AT CHRIST THE KING HOSPITAL.**

**1.1 SCOPE OF CONTRACT**

This Contract is for the execution of the project indicated above.

**1.2 CONTRACT DRAWINGS**

No drawings

**1.3 CONDITIONS OF CONTRACT AND PRELIMINARIES**

**1.3.1 PERIOD OF CONTRACT**

Two (02) *Weeks* as the Contract Period for the completion of the Work from date of Site handover.

**1.3.2 CONTRACT GUARANTEE:**

The Successful Bidder will **NOT** be required to submit a contract guarantee.

**1.3.3 GUARANTEE PERIOD**

The guarantee period for the completion of the Structural work and all materials must be a minimum of Three (3) Calendar Months from the date of first delivery.

**1.3.4 SITE AND MODE OF PROCEDURE**

The work contained in this contract will be carried out on the site of the existing at **Christ the King Hospital**.

The Bidder is advised that the existing premises will be occupied throughout the period of the contract, and that the minimum amount of disruption to services is of the utmost importance.

Damage to the existing buildings - Bidders to note that any damages done or occurring to any of the buildings will be repaired at the expense of the contractor/ Bidder.

The repairs must be to the satisfaction of the Kwazulu- Natal Department of Health.

Bidders are advised to visit the site prior to tendering and to acquaint themselves with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim whatsoever will be allowed on the grounds of ignorance of the conditions under which the work will be executed.

***NB: Bidders are advised to examine the drawings and visit the site prior to quoting and to acquaint themselves 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.***

**1.3.5 SATISFACTORY INSTALLATION**

The whole of the installation shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the KZNPA Standard Preambles to all Trades, the KZNPA General Electrical Specification, ICASA,

Telecommunications regulations, the South African Bureau of Standards Code of Practice for the Wiring of Premises SABS 0142 and the Occupational Health and Safety Act and Regulations 85/1993 as amended.

Copies of the KZNPA Standard Preambles to all Trades and the KZNPA General Electrical Specification are available at the office of the Secretary for Health – KwaZulu-Natal and can be obtained on request.

PROVINCE OF KWAZULU-NATAL

DEPARTMENT OF HEALTH

ZNQ –

**CHRIST THE KING HOSPITAL – COMPLETION OF FILE ROOM (INSTALLATION OF VINYL FLOOR AND REPLACEMENT OF DRY WALL) AT CHRIST THE KING HOSPITAL.**

**TECHNICAL SPECIFICATIONS**

**2. TECHNICAL SPECIFICATION**

**2.1 GENERAL**

This TECHNICAL SPECIFICATION shall be read in conjunction with all other sections of the SPECIFICATION and cognisance shall be taken of the clauses relevant to this particular installation, whether any specific clauses are referred to or not.

**2.2 *Standard Preambles***

This is available from the department on request.

**2.3 *Health and Safety Specification***

**Health and Safety Plan with Risk assessment schedule is to be compiled taking cognisance of the specific type of patient's that walk around the institution all day. All areas are to be protected at all times from patients falling in. All new and old materials are to be securely stored during construction to eliminate any person from rolling them around or playing inside them.**

**Grading: 1 GB and above**

**CIDB COMPLIANCE**

- 2.4 Amendments: Functionality in different contracting strategies in line with regulations 4.3.3 of the CIDB regulations, where functionality is evaluated, at least three Persons who are fully conversant with the Technical aspects of the scope of works shall undertake such evaluation.**

**PROVINCE OF KWAZULU-NATAL**

**DEPARTMENT OF HEALTH**

**ZNQ –**

**CHRIST THE KING HOSPITAL – COMPLETION OF FILE ROOM (INSTALLATION OF VINYL FLOOR AND REPLACEMENT OF DRY WALL) AT CHRIST THE KING HOSPITAL.**

**3. SCOPE OF WORK**

The work to be carried out under this contract includes the supply of all materials, and including all labour to carry out all electrical work and leaving in service condition to the satisfaction of the Secretary for Health: KwaZulu-Natal.

**3.1.** The work comprises of

**3.2** Supply and install the following

- a) Alterations (Removal of dry wall)
- b) Solid door
- c) 12mm super wood (construction of Partitions walls)
- d) Vinyl floor.
- e) Mortice lock
- f) Painting of dry wall and door.

**ALTERATIONS SITE VISIT:**

Tenderers are advised to visit the site prior to tendering and satisfy themselves as to the nature and extent of the work to be done, also to examine the condition of all existing buildings as no claim will be entertained on the grounds of ignorance of the conditions under which the work was to be executed. MATERIALS FROM THE ALTERATIONS: — unless otherwise stated, will become the property of the Contractor and all these materials, together with all rubbish and debris must be carried away and the site left clean and unencumbered. Items described as “removed” shall mean removed from the site. Credit for the value of materials from the alterations is to be allowed for on the Summary/ Final Summary page. Items described as to be re-used or to be handed over to the Administration are to be dismantled where necessary and stacked on site where directed, and the Contractor will be responsible for their removal and storage until required, and shall make good all items missing, damaged or broken at his own expense. Unless otherwise described, no materials from the alterations shall be re-used in any new work without the written approval of the Department. Prior to the removal of any timbers from the site, these are to be inspected by Government Entomologists. If any of these timbers are infested by wood destroying agencies, these timbers are to be disposed of in the manner prescribed by the Government Entomologist. In taking down and removing existing work, particular care must be taken to avoid any structural or other damage to the remaining portions of the buildings.

## DOORS:

**Flush Doors:** - Semi-solid and solid laminated flush doors are to be of approved manufacture complying with SANS Specification 545. The doors are to be finished on both sides with the facing veneers specified and concealed on both stiles unless otherwise specified, with hardwood edge strips and where doors are required to receive a transparent finish, the edge strips are to match the facing veneers.

Doors with rebated meeting stiles are to have edge strips to the meeting stiles not less than 19mm thick. Each door or leaf of double door, described as hung to swing, is to be fitted with necessary hardwood reinforcing blocks for bottom shoe and top centre of spring hinge.

Unless otherwise specified, all flush doors are to be interior quality, but, where exterior doors are specified, the glue used must comply with Type WBP of SANS 2304.

**PARTITIONS:** These are to be of an approved system of standard construction, with an average sound rating of not less than 30 decibels taken over the whole face area. Framing is to be natural finish anodised aluminium comprising posts at 1200mm centres unless otherwise described, with transom rails where specified, fitted between the posts, a STANDARD PREAMBLES TO ALL TRADES 40 Rev 3 January 2009 rail against ceiling and an aluminium standard skirting on each side at base, all neatly and securely fixed together. Provision is to be made at the base of the partitions and in the ceiling rails and posts for electrical wiring, which will be installed under the electrical sub-contract, and the ceiling tails and end posts are to be fitted with continuous removable access plates. Solid panelling is to be approved solid chip core panels of the thickness specified faced on both sides as described in the items. Glazed panels are to be glazed as required, complete with all necessary natural finish anodised aluminium glazing beads and vinyl glazing strips. Louver panels where specified are to be approved natural finish anodised aluminium adjustable louver sets each comprising head and sill weather bars and two jamb strips each fitted with louver brackets with spring loaded clips for and fitted with and including louvers as required and complete with tilt bars and operating lever handles. Where the openings are not the correct size to suit a full number of standard width louver blades, an alternate head weather bar must be provided to suit a fixed louver blade of the required width. The louver sets are to be fitted with the jamb strips positioned horizontally so that the louvers will be fixed vertically. Partitions are to be in 1200mm modules, unless otherwise specified, except at ends where the odd lengths are to be made up by a narrow width at one end of the partition. Ends of partitions against walls, window frames, etc. and the top edge of partitions against ceilings are to be fitted on both sides of partition with approved vinyl scribing sections fitted between the structure and the end post or top rail of the partition. Plain openings are to have aluminium frames similar to door openings neatly fitted into the framing. Doors are to be solid laminated flush doors complying with SANS Specification 545. The doors are to be finished on both sides with veneer as described in the items and concealed on both stiles with matching hardwood edge strips. Where doors are described as having observation openings, these openings are to be of the sizes stated, glazed as specified with all edges bedded in approved neoprene gaskets and fixed with 10 x 25mm wrot matching hardwood rebated glazing beads mitred round and bradded to both sides. Rates for doors are to include for all necessary additional aluminium framing to form door openings, and for hanging the doors on and including one and a half pairs of 102mm satin chrome finish brass hinges to each door. All locks to doors in demountable partitions are to be supplied with two keys, and are to be controlled by the same master key as the mortise locks used elsewhere in the Contract when specified. Unless otherwise specified all veneered solid panelling and doors are to be finished as follows: — Prepare, stop with tinted stopping, apply an approved stain as necessary to achieve uniform colour appearance, and three coats of approved clear matt polyurethane finish including burnishing with steel wool between coats. Rates for demountable partitions are to include for supplying, assembling, erecting, finishing, glazing and fixing complete between finished surfaces of concrete floors, plastered walls and ceilings, and all in accordance with the manufacturer's ins

## **FLOOR COVERINGS, PLASTIC LININGS, ETC. FLOOR SHEETING:**

are to be of the composition, type, size and thickness specified with colour, pattern, graining, etc, consistent throughout, all to the approval of the Department. Thermoplastic floor tiles: — are not to be used. Fully flexible vinyl floor sheeting: — are to comply with SANS Specification 786 and is to be 2.5 mm nominal thickness. Recessed entrance mats with brass frame at main entrance into a health facility as “Belgotex” Grimbuster or other approved. This to be positioned outside before entering. In patient care area’s, no perforations to floor covering is to be made. Eg door stops, door barrel bolt floor keeps etc. Where the specified sizes and/or thicknesses of floor sheeting differ from those in the SANS Specifications, such items of floor sheeting shall comply in all other respects with the relevant SANS Specifications. SKIRTINGS, STAIR NOSINGS, EDGING STRIPS, ETC.: —are to be of the types and sizes specified and are to be of approved manufacture CARPET TILES AND SHEETING: — are to be of the types specified and of approved colours and patterns all to approval of the Department. STANDARD PREAMBLES TO ALL TRADES 43 Rev 3 January 2009 LAYING: — Vinyl Floor covering laying procedure and polishing. Site conditions required before the layer commences an installing of a Resilient Floor covering. Some of these conditions may appear obvious, but they are not always complied with. If any of the following recommendations are ignored, it is likely that a number of problems will arise during or after installation of the flooring. 1. All building materials and equipment, e.g. sand, scaffolding, tools, etc. should be removed. (Do not allow heaps of sand, concrete, etc., to remain on the surface of the subfloor since moisture transfer to the sub-floor takes place). 2. All resilient flooring materials require a smooth, hard, clean and level surface, not only for appearance but also for achieving a satisfactory adhesive bond and long-term durability. The Specifier and the Main Contractor shall ensure that the sub-floor is acceptable to receive the resilient flooring specified in respect of levelness, smoothness, soundness and cleanness. (The SANS Code of Practice 070/1991 as amended 1993 Section 9.3 details the requirements in this regard). The flooring contractor shall ensure that the sub-floor is sufficiently dry prior to the installation of the flooring material. The floor should be tested by means of a Hygrometer or a TrameX. (Of the instruments available for determining moisture levels in sub-floors, the most practical and accurate is the hygrometer). SHEETING Ensure that the following steps are followed during the installation: 1. Trim off factory leading edge before laying sheeting. 2. Align the sheet in position that there is an opening no bigger than 1mm between adjacent sheets. For the best results, the width of a credit card is an acceptable measure. 3. Apply adhesive according to the manufacturers’ specifications. 4. Roll the floor during and after installation with a 68kg roller to maximize the adhesion between the sheeting and the adhesive. 5. Complete the welding 24 hours after the installation. Groove the joins open with a suitable hand or electric groover to a width of not wider than 3mm and not deeper than 1.5mm. Weld the joins with a hot air welding gun with temperature settings of between 4-6 temperature setting and use a speed nozzle that will not burn the material or damage the coating. Use a sharp spatula and guide plate and remove the excess welding in two stages. 6. All vinyl sheeting needs to be stripped and sealed 72 hours after installation. Please ensure you use a good quality product. 2.1 HYGROMETER When a hygrometer is positioned on a sub-floor surface, the reading of the relative humidity of the entrapped air space is obtained. • A hygrometer reading of less than 70% indicates that the sub-floor is sufficiently dry for flooring to be laid upon it. • If the hygrometer indicates a final reading of more than 70% when the initial reading of the atmosphere was less than 70% then the sub-floor is unacceptably damp and must be allowed to dry out before any flooring is installed. • If the hygrometer indicates a final reading of more than 70% when the initial reading of the atmospheric humidity was also greater than 70%, as can occur in coastal areas, then the following applied: 1. If the final reading is significantly higher than the initial reading, then the sub-floor must be considered to be unacceptably damp. 2. If the final reading is similar to, or less than the initial reading, then the moisture content of both the atmosphere and the sub-floor are similar. STANDARD PREAMBLES TO ALL TRADES 44 Rev 3 January 2009 2.2 TRAMEX CONCRETE MOISTURE ENCOUNTER (C.M.E.) Any reading on the C.M.E. of 60% or less indicates acceptable moisture content for the installation of any vinyl floor covering. 3. Floor Preparation – New and Existing (old) Screeds 3.1 Use of screed smoothing compounds should be avoided except for making minor repairs, however should a full skim be required, then the most common method in both instances is the use of a smoothing compound e.g. Pavelite in combination with Pavelite Bonding Liquid, mixed to the correct ratio and consistency. Only recommended products, mixed strictly in accordance with manufacturers instruction should be used. Do not use smoothing compound on power floated finishes. It is recommended that in new structures the screeding should be as specified by “Tal” using “Screedmaster”, the pumped method. A badly undulating floor may require grinding by mechanical means to improve the overall levelness. Although smoothing compounds such as Pavelite will improve the sub-floor it will not achieve

perfection. 3.2 In cases where old vinyl floor coverings have been uplifted, leaving a bitumen adhesive residue, it is recommended that a strict procedure relating to the "Preparation of Sub Floors with Bitumen Residue", be complied with. (This method may not constitute good flooring practice, but has proved to be successful on many occasions. No guarantee is however given or implied). 4. Construction joints (saw cuts) and Expansion Joints 4.1 Construction joints (saw cuts) in the sub-floor should be cleaned out, and the sides of the saw cut be painted with Pavelite Bonding Liquid and allowed to dry. The joint should then be filled with a mixture of Pavelite and Pavelite Bonding Liquid. It is advisable to slightly overfill the joints, which when dry should be rubbed down with a carborundum stone. 4.2 Expansion joints should be filled with a suitable Sealant to prevent the ingress of dirt. It is bad flooring practice to lay flooring over such a joint. The flooring should stop at the edge of the joint and cover strips placed over the joint itself. Expansion joints and cover strips should be discussed and designed by a structural engineer. 5 Correct setting out is critical, and consideration should be given to the squareness of the area. It is safest to set out from the longest outside wall. 5.1. The recommended notching for a trowel to spread adhesive is a V notch of 1,5 x 1,5 x 1,5mm at 4,00mm centres. Consideration should however be given to the porosity of the sub-floor. Ensure the use of the recommended adhesive with the appropriate flooring. Do not spread the adhesive over a larger area than can be covered within the working/open time of the adhesive. 5.2 All installations must be rolled with a 68kg three sectional articulated metal floor roller on completion, within the working time of the adhesive. 5.3 Welding of sheeting is to be done only after 24 hrs after installation. 5.3. a. Trimming While the welding rod is still warm, trim off most of the top half using a sharp spatula and spatula guide which fits over the welding rod. Carry out the final trimming using the spatula knife only, when the welding rod has cooled. 5.3.b Glazing The trimmed welding rod will tend to soil more rapidly than the sheeting. It is therefore important to glaze the surface of the trimmed welding rod. 6. After installation the flooring should be adequately protected, preventing damage caused by other trades working on the site. 7. The completed floor should not be washed or polished for a period of 72 hours after the installation in order to allow the adhesive to cure. This period will vary from one adhesive to another. 7.1 The vinyl floor covering must be cleaned with an approved water based floor Stripper, in order to achieve an acceptable standard of cleanliness for sealing. Avoid excessive use of water at all times

STANDARD PREAMBLES TO ALL TRADES 45 Rev 3 January 2009 7.2 Foreign matter such as paint stains, tar, etc. which may not respond to the process must be removed by other means. 7.3 Three coats of a Water Based Emulsion floor dressing, shall then be applied on completely dry surface in accordance with the manufacturer's instructions, allowing one hour drying time between the first and second application of each dressing coat. RATES: —for all floor coverings are to include for laying as described, for cleaning down backing surfaces before laying and or all square and raking cutting and waste and fitting, fair cutting at edges where no skirting occurs, protecting from injury, and for cleaning down, etc. as described, at completion. Rates for all wall linings are to include for laying as described, cleaning down backing surfaces before laying, sizing backing surfaces if necessary to ensure proper adhesion, all square and raking cutting and waste and fitting, fair cutting at exposed edges, bending at angles and for all narrow widths and protecting from injury and cleaning down, etc. as described, at completion. Wall linings in widths not exceeding 300mm to returns, reveals and the like have not been measured separately, but have been included in the area of the general items of wall linings and rates must include or this. Rates for skirting, stair nosing, edging strips, etc. is to include for fixing as described, cutting to lengths and fitting at intersections, mitres, ends, etc. and for cleaning down at completion. 9.



## **IRONMONGERY**

Ironmongery is to be to the approval of the Department and rates are to include for fixing screws of corresponding metal and finish and for oiling and easing as required at completion. Where catalogue references are given, the articles are to be of the brand specified or other approved. No two-lever mortise locks are to be used. Mortise locks, cylinder locks, cupboard locks, etc. are to differ so that no key will pass a second lock, unless otherwise specified. Where mortise locks, cylinders, locks, etc. are specified to be "en-suite" they are to be made "en-suite" in the specified number of "suites". The "suites" are to be controlled by differing sub-master keys with a grand master key controlling all "suites", and no sub-master is to pass any lock of another "suite". All locks are to be fitted with two keys and the locks are to be stamped with consecutive numbers and the keys to each are to be stamped to correspond with the lock. Items of ironmongery specified as chrome plated or satin chrome finish are, unless otherwise specified, to be chromium plated or satin chrome finish on solid brass. Items of ironmongery specified aluminium are to be natural anodised. Where items of ironmongery are specified as fixed to pressed steel door frames, the Contractor is to ensure that the suppliers of the steel frames prepare the frames for all keeps and do all mortising and drilling required and receive all information necessary

## **METALWORK**

**PROPRIETARY MATERIALS:** — Where proprietary materials are specified, the materials used are to be of the type, specified or other approved by the Department.

**RATES:** — for all metalwork, unless otherwise stated, are to include for cutting to length, shaping, turning, threading, forging, fitting, assembling, riveting, welding, welded running joints, filing smooth, also for all screws and holes and hoisting and fixing in position. All screwed work is to have full threads

**ALUMINIUM AND ANODISED ALUMINIUM:** — is to be of the brand specified or other approved and of 6063-TF or equivalent quality and temper.

Aluminium bars and sections shall comply with the relevant clauses of SANS 1476, extruded tube and hollow sections with the relevant clauses of SANS 1474, and sheet and strips with the relevant clauses of SANS 1470. All alloys to be anodised are to be of anodising quality.

Aluminium is to be free from flaws, hammer and die markings or other imperfections. Anodising of aluminium is to be carried out in accordance with SANS Specification 999 by an approved process. The average anodic film thickness shall be 25 micrometer, and at no point should the anodic film thickness fall below 22 micrometer or be thicker than 30 micrometer.

to anodising, all surfaces are to be de-greased and cleaned, all irregularities removed and flushed off smooth and buffed where necessary.

All anodised aluminium must be coated with a suitable "non-yellowing" methylacrylate lacquer film, approved by the Department, over the entire surface. The lacquer film must be continuous and of a uniform average thickness not less than 10 micrometer. The lacquer thickness must be determined by use of a film meter or other instrument methods as described in ASTM B244-49T. Rates for anodised aluminium must include for this protective coating.

Before the work is put in hand, samples of finish are to be submitted to the Department for approval, and all finished work is to be equal in all respects to the approved samples.

The Contractor shall provide all samples required for testing in accordance with SANS Specification 999. If required, tests on the anodic film are to be carried out at the works of the anodised to verify that the work conforms to SANS Specification 999, the cost of which will be borne by the Contractor.

The surfaces of all aluminium which are jointed to or are in contact with other materials when fixed, particularly ferrous metals, are to be suitably insulated to prevent electrolytic corrosion.

Joints in all aluminium members are to be neatly formed in an approved manner with screw heads, pins, rivets, etc. concealed so that the joints are practically invisible. Screw or bolt jointing is to be kept to a minimum and will be permitted only when welding is impracticable.

Unless otherwise described, stainless steel screws or bolts are to be used for jointing and fixing aluminium work. Welded joints are to be formed by argon arc process using SANS 1476/NS6 welding rods and finished off smooth. Welding is to be executed in such a manner as not to affect the colour of the material or the anodic coating.

Exposed heads of screws, pins, rivets, etc. in coloured anodised aluminium are to be touched up with enamel paint to match the coloured anodised finish.

in the general construction and design affecting neatness, strength or durability may be introduced. If any deviation is proposed, the Contractor must submit detailed drawings showing the particular construction and form or section he proposes to use and such drawings, details and samples of fittings, etc. are to be approved by the Department before manufacture is commenced and every facility must be given for the work to be inspected during manufacture.

No work may be fixed in position until it has been inspected and approved. Anodised aluminium work must be erected as near to the end of the Contract period as possible, to minimise the danger of damage or deterioration.

All work is to be suitably protected during building operations and left in a clean and satisfactorily finished condition on completion. In particular, all anodised aluminium work must be protected against damage, and against deterioration or discolouration caused by mortar droppings, wax, paint, etc. all to the entire satisfaction of the Department. All work so damaged, deteriorated or discoloured must be replaced at the Contractor's expense.

Rates for aluminium work are to include for necessary cutting to lengths, shaping, turning, threading, forging, fitting, assembling, riveting, welding, welded running joints, filing smooth, also for all screws and holes and hoisting and fixing in position. All screwed work is to have full threads.

PROVINCE OF KWAZULU-NATAL

DEPARTMENT OF HEALTH

ZNQ –

**CHRIST THE KING HOSPITAL – COMPLETION OF FILE ROOM (INSTALLATION OF VINYL FLOOR AND REPLACEMENT OF DRY WALL) AT CHRIST THE KING HOSPITAL.**

**SCHEDULE OF RATES**

**4.1 ITEMS AND PRICING**

The Department reserves the right to place an order for any quantities of items included in the Schedules. The Schedule of Rates must also not be assumed to include and describe every detail of the supply requirement, but must be taken and read in conjunction with the other parts of the document. Thus the supplier shall not have claim for further payment in respect of any order which may be described or implied in the contract, although apparently no corresponding items are given in the Schedule of Rates. The supplier shall be deemed to have satisfied himself before quoting as to the correctness and sufficiency of his quote for the contract and of the rates and prices stated in the Schedule of Rates.

**4.2 TAX AND DUTIES**

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

**3.3 RATES**

Except where provision is made in the Schedule of Rates, the rates and prices inserted shall be the full rates and prices for the service delivered described under the respective items and shall cover all labour, transport, overhead charges and profit, etc. as well as the general liabilities, obligations and risks arising out of the Conditions of Contract, the overhead charges and profit being spread proportionately over the rates of the relative items in the Schedule of Rates.

Item No	Description	Qty	Rate	Amount
	<p style="text-align: center;"><b><u>BILL NO 1</u></b></p> <p><b>ALTERATIONS</b></p> <p>The Tenderer is referred to the relevant Clauses in the Model Preambles to All Trades and to the Supplementary Preambles which are incorporated at the back of these Bills of Quantities.</p> <p>Unless otherwise described the preambles and full Descriptions of all items appearing in all the bills of the preceding sections are to apply equally to this section.</p> <p><b>NOTES</b></p> <p>The materials to be used and the work to be done are to be similar and equal to the new work Contained in all the subsequent Bills.</p> <p>Unless otherwise described, the preambles and full Descriptions of the items appearing in all the subsequent Bills are to apply equally to this Bill.</p> <p>Items described as to be re-used or to be handed over to the Director are to be carefully dismantled where necessary and stacked on site where directed, and the Contractor will be responsible for their removal and storage until required, and shall make good all items missing, damaged or broken at his own expense.</p> <p>Unless otherwise described, <b>no materials from the alterations shall be re-used in any new work without the written approval of the Director</b>, with the exception of facing bricks required in filling to openings, etc., which may be re-used if free of cracks and chips and properly cleaned of all mortar.</p>			
Alterations				

Item No	Description	Qty	Rate	Amount
	<p>The Contractor is to take all dimensions affecting the existing buildings on the site as he will be solely responsible for all new work being to the correct sizes.</p> <p>Prices are to include for carting away from site all materials not specifically mentioned as being stored on site for re-use or handed over to the Director and all rubbish, debris, etc., arising from the alterations, etc., and for making good all work damaged or disturbed to the approval of the Director.</p> <p>Tenderers are to include in pricing for the statutory Requirements with regard to the demolition and disposal of asbestos cement material arising from the works.</p> <p><b>MATERIALS FROM THE ALTERATIONS:</b></p> <p>Unless otherwise stated, will become the property of the Contractor and all these materials, together with all rubbish and debris must be carried away and the site left clean and unencumbered.</p>			
Alterations				

Item No	Description	Qty		Amount
<b>REMOVAL OF EXISTING WORK</b>				
1.	Taking down and removing Rhino board dry wall, aluminium fittings, cornice, skirting etc. and make good.	m <sup>2</sup> 15		
2.	Remove existing hollow door including the lock set etc. and make the wall good.	no. 01.		
<b>Carried to Final Summary Alterations</b>				<b>R</b>

Item No	Description	Qty	Rate	Amount
	<p style="text-align: center;"><b><u>BILL NO. 2</u></b></p> <p><b>CARPENTRY AND JOINERY</b></p> <p><b>PREAMBLES</b></p> <p>For Preambles refer to "Standard Preambles to all trades - WB20 - 1986"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>TIMBER</b></p> <p>All softwood to be South African pine. All hardwood to be Iroko unless otherwise specified.</p> <p><b>DESCRIPTIONS</b></p> <p>The term "planted on" shall mean the nailing of one timber member to another.</p> <p>The term "screwed on" shall mean the countersunk screwing of one timber member to another.</p> <p>The term "screwed on and pelleted" shall mean the screwing of one timber member to another with the heads of screws sunk and pelleted.</p> <p>The term "plugged" shall mean the countersunk screwing of a timber member to and including plastic plugs in brickwork or</p> <p>The term "plugged and pelleted" shall mean the screwing of a timber member to and including plastic plugs in brickwork or concrete with heads of screws sunk and pelleted.</p> <p>Descriptions of floors, ceilings, joinery, etc. shall be deemed to include for all square cutting.</p>			
	Carpentry And Joinery			

Item No	Description	Qty	Rate	Amount
	<p>Descriptions of items given in lineal metre shall be deemed to include for mitres, stopped ends, fitted intersections, etc.</p> <p>Descriptions of rounded angles, rebates, grooves, chamfers, moulded edges, etc. shall be deemed to include for angles, ends, etc.</p> <p><b>PRICES GENERALLY</b></p> <p>Heads of screws and nails in exposed faces of joinery shall be countersunk and pelleted. All pelleting shall be done with material to suit the exposed face of the component in which it occurs.</p> <p>Prices for plugging are to include for approved patent wall plugs in brickwork or concrete.</p> <p>Prices for eaves covering, ceilings, floors, joinery, etc. are to include for notching and square metre and waste.</p> <p>Prices for material items such as skirtings, cornices, cover strips, edge strips, etc. given in linear metre are to include for mitres, fitted intersections, stopped ends, etc.</p> <p>Prices for labour items such as rounded angles, rebates, grooves, chamfers, moulded edges, etc. given in linear metre are to include for angles, ends, etc.</p>			
	Carpentry And Joinery			



Item No	Description	Qty	Rate	Amount
1.	Supply, deliver and install: 44 mm thick solid core door suitable for paint finish on both sides, size 813x2032 ( <b>Drawing 1</b> )	no.	01.	
2.	Shutter boards along the bottom of wecro lock hand rails size: 9 580 length x 250 wide x 21 thickness	m	9.6	
3.	The frame will be fitted on the sides and the top of the aluminium frame to secure the solid door  Purpose made meranti frame.	no.	01.	
<b>Carried to final summary</b> Carpentry And Joinery				<b>R</b>

Item No	Description	Qty	Rate	Amount
	<p style="text-align: center;"><b><u>BILL NO 3</u></b></p> <p><b>CEILINGS, PARTITIONS AND ACCESS FLOORING , ETC.</b></p> <p>The Tenderer is referred to the relevant Clauses in the Model Preambles to All Trades and to the Supplementary Preambles which are incorporated at the back of these Bills of Quantities.</p> <p>Unless otherwise described the preambles and full descriptions of all items appearing in all the bills of the preceding sections are to apply equally to this section.</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Descriptions:</b></p> <p>Items described as "nailed" shall be deemed to be fixed with hardened steel nails or pins or shot pinned to brickwork or concrete</p> <p>Items described as "plugged" shall be deemed to include screwing to fibre, plastic or metal plugs at not exceeding 600mm centres, and where described as "bolted" the bolts have been given elsewhere</p> <p><b>Note: Avoid joining the boards horizontal</b></p> <p>Ceilings, Partitions and Access Flooring, etc.</p>			

Item No	Description	Qty	Rate	Amount
<b>DRYWALL PARTITIONS</b>				
<u>100mm thick and covered both sides with 12mm Supa Wood panels in framework. Galvanized Studs width is 76mm x 0.5mm thick. All joints to be covered with 50mm fibre tape. On drywall galvanized steel studs are use self-drilling, self-tapping, rust proofed countersunk screws, with screw heads and joints between boards and between abutting edges of boards flushed up with an approved jointing material.</u>				
1.	Drywall partitions	m <sup>2</sup>	15.	
2.	Supply, deliver suitable sound insulation	m <sup>2</sup>	15.	
<b>Carried to Final Summary</b> Ceilings, Partitions and Access Flooring, etc.				<b>R</b>

Item No	Description	Qty	Rate	Amount
<b><u>BILL NO. 4</u></b>				
<b>FLOOR COVERING</b>				
<b>(CPAP WORK GROUP NO. 130 UNLESS OTHERWISE STATED)</b>				
The Tenderer is referred to the relevant clauses in the Specification of Materials and Methods to be used PW371, the Supplementary Preambles and Notes.				
Note the vinyl needs to overlap on the 100mm with the suitable black skirting				
1.	Supply, deliver and install 2.5 mm vinyl floor sheeting with welded joints colour Tanzanite blue.	m <sup>2</sup>	20.	
2.	Allow for preparing the floor before installation in terms of flatness, securing the boards, moisture etc.	Item	01.	
<b>Carried to final summary</b> Floor covering				<b>R</b>

Item No	Description	Qty	Rate	Amount
	<b><u>BILL NO.5</u></b>			
	<b>IRONMONGERY: (CPAP WORK GROUP NO. 132 UNLESS OTHERWISE STATED)</b>			
	The Tenderer is referred to the relevant clauses in the Specification of Materials and Methods to be used PW371, the Supplementary Preambles and Notes.			
	<b>SUPPLEMENTARY PREAMBLES</b>			
	<b>Finishes to ironmongery</b>			
	Where applicable finishes to ironmongery are indicated by suffixes in accordance with the following list:			
	BS Satin bronze lacquered CH Chromium plated			
	SC Satin chromium plated			
	SE Silver enamelled			
	GE Grey enamelled			
	AS Anodised silver			
	AB Anodised bronze			
	AG Anodised gold			
	ABL Anodised black			
	PB Polished brass			
	PL Polished and lacquered			
	PT Epoxy coated			
	SD Sanded			
	<b>HINGES, FLOOR SPRING HINGES, BOLTS, PANIC BOLTS, ETC.</b>			
	Supply, deliver and install:			
1.	3 lever mortice lock – 2252-76PL	no.	01.	
2.	Flush hinges aluminium 200mm, width 72mm, thickness 3mm, gap: 3mm ( <b>Drawing 2</b> )	no.	03.	
	Note: for hinges use 40mm flat head screws, Rivets are not allowed.			
	<b>Carried to final summary</b>			
	Ironmongery			<b>R</b>

Item No	Description	Qty	Rate	Amount
1.	<p align="center"><b><u>BILL NO. 6</u></b></p> <p><b>METAL WORK</b></p> <p><b>(CPAP WORK GROUP NO. 136 UNLESS OTHERWISE STATED)</b></p> <p>The Tenderer is referred to the relevant clauses in the Specification of Materials and Methods to be used PW371, the Supplementary Preambles and Notes.</p> <p><b>NOTES:</b></p> <ul style="list-style-type: none"> <li>• The aluminium frame is suitable: 100 mm thick dry wall. Standard door size 2032x813.</li> <li>• The thickness of the frame is 4 mm</li> </ul>			
	Supply, deliver and install Anodized aluminium frame	no.	01.	
	<p><b>Carried to final summary</b></p> <p>Metal work</p>			R

Item No	Description	Qty	Rate	Amount
	<b><u>BILL NO. 7</u></b>			
	<p><b>PAINTWORK</b></p> <p>(WORK GROUP NO. 152)</p> <p><b>PREAMBLES</b></p> <p>For Preambles refer to "Standard Preambles to all trades - WB20 - 1986</p> <p><b>SUPPLEMENTARY PREAMBLES DESCRIPTIONS</b></p> <p>Descriptions of paintwork shall be deemed to include for all cutting in</p> <p><b>Proprietary Items</b></p> <p>Proprietary items or materials where specified are to be of the brand specified - or other approved - by Head: Works</p> <p>-----</p> <p><b>PREPARATORY WORK TO EXISTING WORK</b></p> <p><b>Previously painted plastered surfaces</b></p> <p>Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth</p> <p><b>PAINTWORK, ETC TO NEW WORK ON FLOATED PLASTER</b></p> <p>Prepare, stop and paint one coat alkali resistant primer, one undercoat and two finishing coats of Polvin Super Acrylic:</p> <p>Colour needs to match the existing colour of the wall. use anti bacteria paint</p>			
1.	On dry wall walls.	m <sup>2</sup>	30.	
	<p>Door painting:</p> <p>existing surfaces are to be thoroughly dry and are to be cleaned of all dust, dirt, grease, oil, rust, scale, efflorescence, fungus, loose or flaking material, etc. rubbed down, stopped, filled, knotted and sanded smooth.</p> <p>Paint: colour white, solvent based, smooth finish &amp; 5 year warranty. Paint all the sides of the door including the bottom section of the door.</p>			
2.	On the new door	m <sup>2</sup>	04.	
	<p><b>Carried to final summary</b></p> <p>Paint work</p>			<b>R</b>

Item No	Description	Page No		Amount
	<u>Final summary</u>			
1.	Alterations.	13.		
2.	Carpentry and Joinery.	16.		
3.	Ceiling, partitions and access flooring.	18.		
4.	Floor covering.	19.		
5.	Ironmongery.	20.		
6.	Metal work.	21.		
7.	Paint work	22.		
	Less Material recovered onsite		- R	
				R

The following documents must be returned with the quotation:

- CIDB Registration certificate under General Building
- Valid Tax Clearance

COMPILED BY: C.B. Ngcobo C. Ngcobo  
 CHIEF WORKS INSPECTOR AT HARRY GWALA HEALTH DISTRICT

CHECKED BY: B.J ZINDELA B. J. Zindela 3/8/20  
 DISTRICT ENGINEER AT HARRY GWALA HEALTH DISTRICT



**IMPORTANT**  
THIS FORM IS ONLY TO BE INCLUDED AND COMPLETED WHEN APPLICABLE TO THE QUOTATION.

**OFFICIAL BRIEFING SESSION / SITE INSPECTION CERTIFICATE**

Site/building/institution involved:      **CHRIST THE KING HOSPITAL.**

Quotation No.:                                      ZNQ –

Service:    **COMPLETION OF FILE ROOM (INSTALLATION OF VINYL FLOOR AND REPLACEMENT OF DRY WALL) AT CHRIST THE KING HOSPITAL.**

\*\*\*\*\*

THIS IS TO CERTIFY THAT..... OF (STATE NAME OF TENDERER)  
..... VISITED AND INSPECTED THE SITE ON  
..... (DATE) AND IS THEREFORE FAMILIAR WITH THE CIRCUMSTANCES  
AND THE SCOPE OF THE SERVICE TO BE RENDERED.

.....  
**SIGNATURE OF TENDERER OR AUTHORISED REPRESENTATIVE**

**DATE :** .....

.....  
**SIGNATURE OF DEPARTMENTAL REPRESENTATIVE**

**DEPARTMENTAL STAMP:**

**DATE :** .....



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

**List of documents to be attached on the document.**

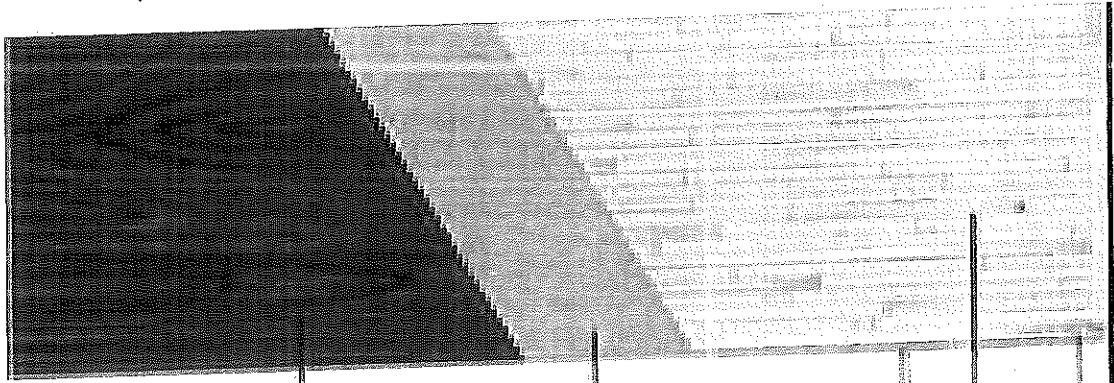
- Copy of cidb 1GB and above
- Letter of good standing
- Correctly filled specification / schedule of rates with calculations tallying
- Valid tax clearance.
- Attach proof of verifiable order above of similar work of (preferably state department).
- Attach completion certificate of abovementioned order.

**On appointment compliance with the following:**

- Submission of site specific health and safety file.
- Covid 19 compliance
- Signing of site hand over certificate.
- Contractors staff to have identifiable workwear.
- Compliance with EPWP requirements.
- Submission of contractors program.
- Penalties will be imposed on defaulting contractors, formula as follows  $(0.00275 \times \text{total cost}) = \text{cost per day}$
- Contractors are requested to sign this document.

Signed.....  
C.B. NGCOBO

Signed .....  
CONTRACTOR

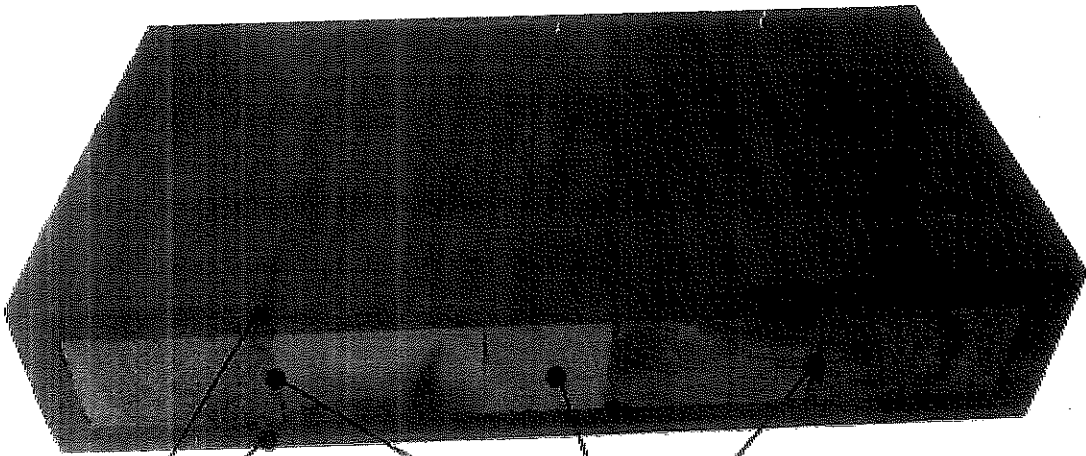


Wood veneer  
on exterior

High grade  
MDF

High grade  
chipboard  
on interior

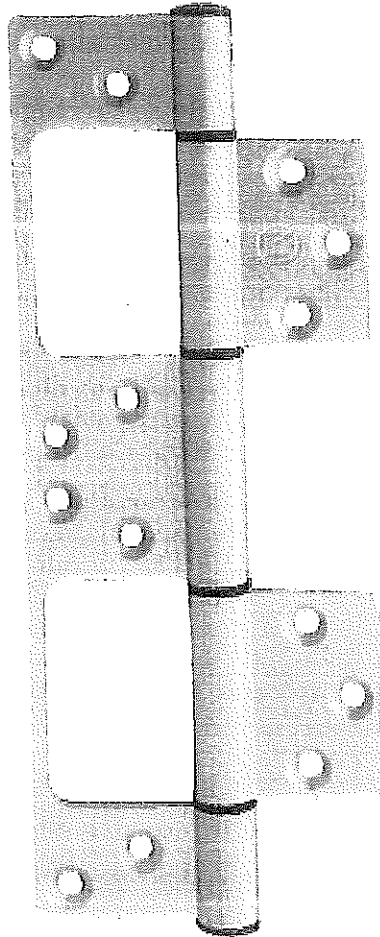
Panel



MDF

Full Solid Wood

Drawing 1



**Drawing 2**