



# Quotation Advert

Opening Date: 2020-08-27

Closing Date: 2020-09-03

Closing Time: 11:00

### INSTITUTION DETAILS

Institution Name: Benedictine hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Health and safety

Date Submitted: 2020-08-26

### ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: 176 / 20-21

Item Category: Services

Item Description:

1. Service of fire extinguishers

- Ndlozana Clinic
- Maphophoma Clinic
- Hengimpilo Clinic

Contractor must be registered with South African Qualification for fire Industry.

Document attached.

Quantity (if supplies)

### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date :

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: Download from website ONLY - due to covid 19

QUOTES SHOULD BE DELIVERED TO: To be deposited in the tender box next to PRO office due to network

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

Name: Phakathi AA

Email: hlengiwe.mthembu@kznhealth.gov.za

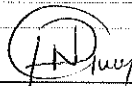
Contact Number:

**Finance Manager Name:**

035 8317062





Gumede PN

**Finance Manager Signature:**



A handwritten signature in black ink, appearing to read 'G. N. Gumede', is written over a horizontal line. The signature is enclosed within a hand-drawn circle.

**No late quotes will be considered**

 Submit |  Save | Save As... |  Close |  Print Preview

Print this page





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<sup>2</sup>):..... 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);
- b) any municipality or municipal entity;
- c) provincial legislature;
- 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.

- 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;                           | (iv) a description and quantity or volume of the goods or services supplied; |
| (ii) the name and address of the recipient;  | (v) the official department order number issued to the supplier;             |
| (iii) an individual serialized number and the date upon which the tax invoice is issued; | (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:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

**2. DEFINITIONS**

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **"QSE"** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

**3. POINTS AWARDED FOR PRICE**

**3.1 THE 80/20 PREFERENCE POINT SYSTEMS**

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

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

- 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 last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9. **DECLARATION WITH REGARD TO COMPANY/FIRM**

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

9.2 VAT registration number:.....

9.3 Company registration number:.....

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

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

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
.....

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

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

9.7 Total number of years the company/firm has been in business:.....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

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

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
--

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>
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**SPECIFICATION  
FOR  
THE SERVICING AND REPAIRING  
OF EXTINGUISHERS AT BENEDICTINE HOSPITAL AND CLINICS**

This quotation calls for the complete inspection, servicing, preventative maintenance and repair of fire extinguisher.

**REQUIREMENTS**

- Only contractors on the valid permit to apply the SABS standardization mark Diamond mark will be considered. The technician servicing the equipment must register with the S.A.Q.C.C. (South African Qualification for Fire Industry) **NOTE**; a copy of these certificates must be furnished with this quotation.
- The Contractor will be requested to visit the site to do all observations necessary.
- Contractors are also advised to be present on site meeting for anything that might be discussed outside the specification
- The site meeting shall be on July 2020 at Benedictine Hospital.

- The competed workmen skilled in their trades shall carry out all work.
- Quality shall be of the best standard practice and workmanship shall be subject to the approval of the Hospital Representative.
- During the progress of work the Contractor shall carefully clean up after his /her men and shall leave the area and the portion of the building clean and free from debris.

- If it is considered necessary to remove any Fire Fighting Equipment to the contractors' works for servicing, the contractor shall state the time required in writing to carry out such a service. Under such circumstances, the equipment must be replaced by similar unit on loan to the institution at no cost to the institution, until such time the removed equipment has been serviced, returned and reinstalled.

- The Contractor will be required to conform to the Security and other Regulations imposed by the Health Service Department and in addition are to provide suitable means of identification of all workmen employed on his/her work to the approval of the Hospital.

- The Contractor is also advised to comply with Health and Safety Regulations while performing duties on the Hospital premises.

- No variation will be entertained for non-complying with paragraph one of this document.

## PROGRAMME

- Time is considered to this contract and Contractors taking quotations are advised if necessary to discuss the program for the work with the Hospital Representative on Technical Division before submitting quotations
- The Contractor shall carry out his/her work in such a manner as to suit the Hospital Management.
- Contract period for this work shall be two weeks only.

- The contractor to provide the facility with the inventory of fire extinguisher, stating type of equipment, number and location.
- After completion of the service labelling of the Service Company, date of service and the date of expiry shall appear on the tag of each fire extinguisher installed/ repaired.

- Should equipment require any interim maintenance, for example, recharge after use (between the annual services), rates rendered herein will apply to such interim service /maintenance as if such item service maintenance were an annual service.

- If any unit fails to operate when required due to negligence of the contractor the unit shall be repaired or brought back into fully operational use as soon as possible thereafter at no cost to the institution.

- The service /maintenance performed to each unit will include for all /any spares/repairs required to ensure 100% working condition of the apparatus.

- All spares replaced or removed to be handed to the Maintenance Supervisor and a receipt obtained therefore.

- The contractor will be required to provide the certificate of service on the last day of finishing the work.

- the service should be guaranteed for a period of one year, with good pressure in all the equipment's

## QUOTATIONS

Quotation for the entire work contained in this contract are to be submitted on the official quotation form provided, sealed in an envelope endorsed and will be deposited in a Quotation Box at the Hospital main entrance by the date and time stipulated

APPROVED BY

C.E.O: .....

FINANCE MANAGER: .....

SYSTEMS MANAGER: .....

Fire equipment inventory

No	Name of Clinic/Facility	No. and type of equipment for service	Hose reels	Fire hydrants
1.	Benedictine Hospital	→ 29 X 4.5 KG – DCP Total = → 127 X 9.0KG – DCP Total = → 1 X 2.0KG – CO2 → 16 X 2.5KG – CO2 Total = 173	39 X Fire Hose need service	3X Fire hydrants
2.	Ngeku Clinic	→ 3X 9.0KG – DCP → 1X 4.5KG – DCP → 2X 2.0KG – CO2 Total = 06		
3.	Hengimpilo Clinic	→ 5X 4.5KG – DCP → 06X 2.0KG – CO2 Total = 11		
4.	Mahashini Clinic	→ 3X 2.0KG – CO2 → 2X 4.5KG – DCP → 1X 9.0KG – DCP Total = 06		
5.	Sovana Clinic	→ 6X 4.5KG – DCP → 1X 9.0KG – DCP Total = 07	01 X Fire Hose need service and switches	
6.	Maphophoma Clinic	→ 4X 9.0KG – DCP Total = 07	4 X Fire Hose need service	

		→ 4X 4.5KG - DCP → 1X 2.0KG - CO2	Total = 06		
7.	Ekubungazeleni Clinic	→ 4X 4.5KG - DCP → 1X 2.0KG - CO2	Total = 05		
8.	Nkunzana Clinic	→ 5X 4.5KG - DCP → 2X 9.0KG - DCP	Total = 07	01 X Fire Hose need service	
9.	Buxedene Clinic	→ 3X 4.5KG - DCP → 1X 9.0KG - DCP	Total = 04	01 X Fire Hose need service	
10.	Njoko Clinic	→ 3X 4.5KG - DCP	Total = 03	01 X Fire Hose need service	
11.	Dengenl Clinic	→ 4X 5.0KG - CO2 → 5X 4.5KG - DCP → 1X 2.0KG - CO2 → 2X 5.0KG - CO2	Total = 08		
12.	Osothu Clinic	→ 13 X 9.0KG - DCP → 1X 2.0KG - CO2	Total = 14	05 X Fire Hose need service	
13.	Queen Nolonolo Clinic	→ 06X 4.5KG - DCP	Total = 03	04 X Fire Hose need service	
14.	Enhlekiseni Clinic	→ 06X 4.5KG - DCP → 1X 2.0KG - CO2		04 X Fire Hose need service	

**BENEDICTINE HOSPITAL FIRE EQUIPMENT INVENTORY**

		<b>Total = 07</b>		
<b>15.</b>	<b>Ndlozane Clinic</b>	→ 04 X 9.0KG – DCP → 02X 4.5KG – DCP → 1X 2.0KG – CO2	<b>Total = 07</b>	
<b>16.</b>	<b>Mthwadlana Clinic</b>	02X 4.5KG – DCP	<b>Total = 02</b>	
<b>17.</b>	<b>EMRS</b>	→ 02 X 9.0KG – DCP	<b>Total = 02</b>	

<b>FIRE EXTINGUISHER TYPE AND SIZE</b>	<b>NO.</b>	<b>LOCATION</b>
Co2 2kg	111	Nursing Collage
DCP 9kg	98	Nursing Collage
DCP 9kg	107	Nursing Collage
DCP 9kg	108	Nursing Collage
DCP 9kg	109	Nursing Collage
DCP 9kg	110	Nursing Collage
DCP 9kg	112	Nursing Collage
DCP 9kg	114	Nursing Collage
DCP 9kg	113	Nursing Collage
Firehose	30	Nursing Collage
Firehose	31	Nursing Collage
Firehose	H30	Nursing Collage
Firehose	Not numbered	Nursing Collage
Firehose	Not numbered	Nursing Collage



Female medical Ward	19	Firehose
Female medical Ward	20	Firehose
Female medical Ward	85	DCP 4.5 kg
Female medical Ward	86	DCP 4.5 kg
Female medical Ward	87	DCP 4.5 kg
Female medical Ward	88	DCP 4.5 kg
Male medical Ward	Not Numbered	Firehose
Male medical Ward	No. 92	DCP 4.5 kg
Male medical Ward	No. 93	DCP 4.5 kg
Admitting & Discharge Office	24	DCP 9kg
Admitting & Discharge Office	67	DCP 9kg
Admitting & Discharge Office	Not numbered	DCP 9kg
Admitting & Discharge Office	Not numbered	DCP 9kg
Quarantine Ward (POPD)	1b	DCP 9kg
MMHCU	30	DCP 9kg
MMHCU	26	DCP 9kg
Tuck-shop	22	DCP 9kg
Psych. Clinic	79	DCP 4.5 kg
Security main gate	20	DCP 9kg
OPD	Not numbered	Fire hose
OPD	5	Fire hose
OPD	14	DCP 9kg
OPD	15	DCP 9kg
OPD	16	DCP 9kg
OPD	17	DCP 9kg
OPD	18	DCP 9kg
OPD	19	DCP 9kg

DCP 9kg	20	OPD
DCP 9kg	31	OPD
DCP 9kg	Not numbered	OPD
DCP 9kg	Not numbered	OPD
DCP 9kg	Not numbered	OPD
DCP 9kg	Not numbered	OPD
DCP 9kg	Not numbered	OPD Card Office
DCP 9kg	Not numbered	Paeds Ward
DCP 4.5 kg	4a	Paeds Ward
DCP 4.5 kg	4	Paeds Ward
DCP 4.5 kg	5	Paeds Ward
DCP 4.5 kg	6	Paeds Ward
DCP 4.5 kg	7	Paeds Ward
DCP 4.5 kg	8	Paeds Ward
Fire hose	Not numbered	Paeds Ward
Fire hose	Not numbered	Paeds Ward
Fire hose	Not numbered	Paeds Ward
Fire hydrant	Not numbered	Paeds Ward
DCP 4.5 kg	2A	Physiotherapy
DCP 9kg	10	Physiotherapy
DCP 4.5 kg	1	Empilweni Clinic
DCP 4.5 kg	2A	Empilweni Clinic
DCP 4.5 kg	2C	Empilweni Clinic
DCP 4.5 kg	3	Empilweni Clinic
DCP 4.5 kg	3b	Empilweni Clinic
Fire hose	Not numbered	Empilweni Clinic patients' toilets
DCP 4.5 kg	24	Rondovels
DCP 9kg	22	Dental Unit

DCP 9kg	23	High care
Fire hose	9	High care
DCP 9kg	Not numbered	High care
DCP 4.5 kg	72	Theatre
DCP 4.5 kg	73	Theatre
DCP 9kg	Not numbered	HR Passage
DCP 9kg	79	HR Passage
DCP 9kg	57	HR Passage
Fire hose	18	HR Passage
Fire hose	12	Sister Lodge
Fire hose	13	Sister Lodge
DCP 9kg	56	Sister Lodge
DCP 9kg	57	Sister Lodge
Fire hose	10	Main kitchen
Fire hose	11	Main kitchen
DCP 9kg	17	Main kitchen
DCP 9kg	47	Main kitchen
DCP 9kg	48	Main kitchen
DCP 9kg	54	Main kitchen
DCP 9kg	55	Main kitchen
DCP 4.5 kg	52	Main kitchen
CO2 5kg	49	Main kitchen
DCP 9kg	45	CSSD
DCP 4.5 kg	Not numbered	Revenue
DCP 9kg	32	Laundry Services
DCP 9kg	33	Laundry Services
DCP 9kg	34	Laundry Services



DCP 9kg	75	Management Block 1 <sup>st</sup> floor
DCP 9kg	76	Management Block 1 <sup>st</sup> floor
DCP 9kg	77	Management Block 1 <sup>st</sup> floor
DCP 9kg	69	Management Block G floor
DCP 9kg	70	Management Block G floor
DCP 9kg	71	Management Block G floor
DCP 9kg	Not numbered	Transport Office
DCP 9kg	Not numbered	Transport Office park home
DCP 9kg	110	Staff residence-Boys
DCP 9kg	Not numbered	Staff residence-Boys
DCP 9kg	Not numbered	Staff residence-Boys
DCP 9kg	Not numbered	Staff residence-Boys
DCP 9kg	H34	Staff residence-Boys
Fire hose	Not numbered	Staff residence next to Transport
DCP 9kg	Not numbered	Staff residence next to Transport
DCP 9kg	Not numbered	Staff residence next to Transport
DCP 9kg	Not numbered	Staff residence next to Transport
DCP 9kg	Not numbered	Staff residence next to Transport
DCP 9kg	Not numbered	Security Gate(car exit) next to Ex-miner)
DCP 9kg	Not numbered	Fitter's Cottage
DCP 9kg	Not numbered	Dieticians Park home
DCP 9kg	Not numbered	Plant room
DCP 9kg	Not numbered	Plant room
DCP 9kg	Not numbered	Plant room
DCP 9kg	Not numbered	Plant room
DCP 9kg	Not numbered	Plant room
DCP 9kg	Not numbered	Plant room
DCP 9kg	111	Guest House

DCP 9kg	81	Opposite Guest house
DCP 9kg	Not numbered	Plant room opposite male surgical ward
DCP 9kg	Not numbered	Male Surgical Ward
DCP 9kg	67	Male Surgical Ward
DCP 9kg	68	Male Surgical Ward
DCP 2.5 kg	33	Male Surgical Ward
DCP 2.5 kg	66	Male Surgical Ward
Fire hose	17	Male Surgical Ward
DCP 9kg	31	Gynea
Fire hose	16	Gynea
Fire hose	14	Labour Ward
Fire hose	15	Labour Ward
DCP 4.5 kg	16	Labour Ward
DCP 9kg	23	Labour Ward
DCP 9kg	47	Labour Ward
DCP 9kg	61	Labour Ward
DCP 9kg	Not numbered	Social Worker
DCP 9kg	Not numbered	Gas room
DCP 9kg	Not numbered	Gas cage
DCP 9kg	Not numbered	Maintenance Dept.
DCP 9kg	Not numbered	Maintenance Dept.
DCP 9kg	Not numbered	Maintenance Dept.
DCP 4.5 kg	129	Maintenance Dept.
DCP 9kg	130	Maintenance Dept.
DCP 9kg	Not numbered	Staff resident (eMhlanga) Ground Floor
DCP 9kg	Not numbered	Staff resident (eMhlanga) Ground Floor
DCP 9kg	Not numbered	Staff resident (eMhlanga) Ground Floor

Staff resident (eMhlanga) Ground Floor	Not numbered	Fire hose
Staff resident (eMhlanga) First Floor	Not numbered	DCP 9kg
Staff resident (eMhlanga) First Floor	Not numbered	DCP 9kg
Staff resident (eMhlanga) First Floor	Not numbered	DCP 9kg
Staff resident (eMhlanga) Second Floor	99	DCP 9kg
Staff resident (eMhlanga) Second Floor	100	DCP 9kg
Staff resident (eMhlanga) Second Floor	101	DCP 9kg
Staff resident (eMhlanga) Second Floor	41	Fire hose
Staff Residence- Slovo	147	DCP 4.5 kg
Staff Residence- Slovo	141	CO2 2.5 kg
Staff Residence- Slovo	41	Fire hose
Staff Residence- Slovo	149	CO2 2.5 kg
Staff Residence- Slovo	40	Fire hose
Staff Residence- Slovo	148	CO2 2.5 kg
Doctors Flat A Block	141	CO2 2.5 kg
Doctors Flat A Block	142	CO2 2.5 kg
Doctors Flat A Block	38	Fire hose
Doctors Flat D Block	143	CO2 2.5 kg
Doctors Flat D Block	144	CO2 2.5 kg
Doctors Flat D Block	39	Fire hose
Doctors Flat C Block	101	CO2 2.5 kg
Doctors Flat C Block	138	CO2 2.5 kg
Doctors Flat C Block	36	Fire hose
Doctors Flat B Block	139	CO2 2.5 kg
Doctors Flat B Block	140	CO2 2.5 kg
Doctors Flat B Block	37	Fire hose

**BENEDICTINE HOSPITAL CLINICS & EMRS FIRE EQUIPMENT INVENTORY**

DCP 9kg	Not Numbered	Doctors Common Room
Fire hose	27	New Block –Staff Res.
Fire hose	28	New Block –Staff Res.
DCP 9kg	105	New Block –Staff Res.
DCP 9kg	97	New Block –Staff Res.
Fire hose	24	New Block –Staff Res.
DCP 9kg	98	New Block –Staff Res.
DCP 4.5 kg	96	New Block –Staff Res.
DCP 2.5 kg	Not Numbered	Safety Office
DCP 2.5 kg	Not Numbered	Safety Office
DCP 2.5 kg	Not Numbered	Safety Office
DCP 5.0 kg	Not Numbered	Safety Office
CO2 5.0 kg	Not Numbered	Safety Office

FIRE EXTINGUISHER TYPE AND SIZE	NO.	LOCATION
DCP 4.5 kg	Not numbered	Ekubungazeleni Clinic
DCP 4.5 kg	Not numbered	Ekubungazeleni Clinic
DCP 4.5 kg	Not numbered	Ekubungazeleni Clinic
DCP 4.5 kg	Not numbered	Ekubungazeleni Clinic
CO2 2kg	Not numbered	Ekubungazeleni Clinic
DCP 4.5 kg	Not numbered	Njoko Clinic
DCP 4.5 kg	Not numbered	Njoko Clinic
DCP 4.5 kg	Not numbered	Njoko Clinic
DCP 4.5 kg	Not numbered	Njoko Clinic
Fire hose	Not numbered	Njoko Clinic
Fire hose	Not numbered	Buxedene Clinic
DCP 4.5 kg	Not numbered	Buxedene Clinic
DCP 4.5 kg	Not numbered	Buxedene Clinic









Nkuzane Clinic	Not numbered	DCP 4.5 kg
Nkuzane Clinic	Not numbered	DCP 4.5 kg
Ngqeku Clinic	Not numbered	DCP 9kg
Ngqeku Clinic	Not numbered	DCP 9kg
Ngqeku Clinic	Not numbered	DCP 9kg
Ngqeku Clinic	Not numbered	DCP 4.5 kg
Ngqeku Clinic	Not numbered	Co2 2kg
Ngqeku Clinic	Not numbered	Co2 2kg
Ngqeku Clinic	Not numbered	Co2 5kg
Ngqeku Clinic	Not numbered	Co2 5kg
Ngqeku Clinic	Not numbered	Co2 5kg
Dengenl Clinic	Not numbered	Co2 2kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 4.5 kg
Dengenl Clinic	Not numbered	DCP 9kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	DCP 9kg
Sovana Clinic	Not numbered	DCP 4.5 kg
Sovana Clinic	Not numbered	Fire hose
Mahhashini Clinic	Not numbered	Co2 2kg
Mahhashini Clinic	Not numbered	Co2 2kg
Mahhashini Clinic	Not numbered	Co2 2kg

The Contractor shall focus on the clinic quoting for and shall contact the Hospital if having any problems regarding the safety equipment, sizes and types.  
 The Clinics fire equipment should be serviced at the Clinics, and the contractor should take it to account that most of the clinics are more than 10KM away from the Hospital.

**Note:**

DCP 4.5 kg	Not numbered	Mahhashini Clinic
DCP 4.5 kg	Not numbered	Mahhashini Clinic
DCP 9kg	Not numbered	Mahhashini Clinic
DCP 4.5 kg	Not numbered	Mahhashini Clinic
DCP 4.5 kg	Not numbered	Mthwadlana Clinic