health Department:	Quotation Advert
Health PROVINCE OF KWAZULU-NATAL	Quotation Advert
Opening Date:	2020-08-27
Closing Date:	2020-09-03
Closing Time:	11:00
INSTITUTION DETAILS	
Institution Name:	Edendale hospital
Province:	KwaZulu-Natal
Department or Entity:	Department of Health
Division or section:	Central Supply Chain Management
Place where goods / services is required	Edendate Hospital SCM Main stores
Date Submitted	2020-08-26
ITEM CATEGORY AND DETAILS	
Quotation Number:	ZNQ: 843/20-21
item Category:	Goods
item Description:	Sheets Bed Poly-Cotton (White) 180 X 275CM
Quantity (if supplies)	2000 units
COMPULSORY BRIEFING SESSION	SITE VISIT
Select Type:	Select
Date:	
Time:	
Venue:	
QUOTES CAN BE COLLECTED FROM:	Download and print from the intranet
QUOTES SHOULD BE DELIVERED TO:	Blue Tender Box at Edendale Hospital By Main Gate
ENQUIRIES REGARDING THE ADVE	RT MAY BE DIRECTED TO:
Name:	Slzwe
Email:	NO EMAILED QUOTATION WILL BE CONSIDERED
Contact Number:	033 395 4570
Finance Manager Name:	Mr Dan Thangalan
Finance Manager Signature:	

No late quotes will be considered

DATE ADVERTISED. 27/08/2020 CLOSING DATE: 03/09/2020 CLOSING TIME: 11:00 FACSIMILE NUMBER: 033:395-4570 E-MAIL ADDRESS: SIZWE-ngcongo@kznhealth.gov.za PHYSICAL ADDRESS: Iot.89 Seiby Misimango, road , Piessislaer , Pietermaritzburg, 3201 NO NUMBER: 843/20-21 ESCRIPTION: Sheets Bed Poly-Cotton (White) 180 X 275CM ONTRACT PERIOD. (# applicable) ENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.		STANDARD												MEN	T O\	/ER	R30	000	.00					
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[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 P	RICE PAGE	FOR QUOTATIONS			ZNQ NUMBE	_{R:} 843/20-21	***************************************	of the state of th
DESCRIPTION	_{ON} Shee	ts Bed Poly-Cotto	n (Whit	e) 180 X	275CM			
SIGNATURE (By signing t	E OF BIDDER his document	t	nd conditions	sj	DATE.			
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Item No	Quantity	Description			Brand & model	Country of manufacture	Price R	С
1	2000	Sheets Bed Poly-Cotto	n (White) 18	30 X 275CM				
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is The Price	Firm?		State	Delivery Perio	d E.G. <i>E.G. 1day</i> ,	1week		
Contact Pe	rson:	e <u>quote</u> may be directed to: Tel:				nical information may		

DECLARATION OF INTEREST

1.	Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where— the bidder is employed by the state; and/or the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.					
2.	In order to give effect to the ab	ove, the following questionnaire must	be completed and submitted with the	quote.		
2.2.	Identity Number: Position occupied in the Comp		2.4. Company Registration Number: 2.5. Tax Reference Number:	***************************************		
2.8.	The names of all directors / tr employee / persal numbers m Are you or any person connect I if so, fumish the following part Name of person / director / trus Name of state institution at whi	ustees / shareholders / members, the ust be indicated in paragraph 3 below sted with the bidder presently employe liculars: stee / shareholder/ member:	t. ed by the state? bidder is employed:	[TICK APPLICABLE] YES NO		
2.8.2	Position occupied in the state it. If you are presently employed in the public sector? If yes, did you attach proof a such a submit proof of su	nstitution:	Any other particulars: propriate authority to undertake remu nent? It in the disqualification of the quote.)	nerative work outside employment YES NO		
2.8.2 2.9. 2.9.	2.2. If no, furnish reast Did you or your spouse, or an state in the previous twelve m 1. If so, furnish particulars:	sons for non-submission of such proof y of the company's directors / trustee	f: s / shareholders / members or their s	pouses conduct business with the YES NO		
2.10 2.11 2.11 2.12	may be involved with the evaluation. If so, furnish particulars	uation and or adjudication of this quot cted with the bidder, aware of any rela ay be involved with the evaluation and / trustees / shareholders / members of contract?	e?tionship (family, friend, other) betwee I or adjudication of this quote? I the company have any interest in an	YES NO n any other bidder and any person YES NO		
3.	Full details of directors / trus The Department Of Health will to ensure that their details are	stees / members / shareholders. I validate details of directors / truste e up-to-date and verified on CSD. If the dover as non-compliant according to the	nes / members / shareholders on CS ne Department cannot validate the in	formation on CSD, the quote will		
4	DECLARATION					
	I, THE UNDERSIGNED (NAME)					
	CCEPT THAT THE STATE OVE TO BE FALSE.	MAY REJECT THE QUOTE OF	R ACT AGAINST ME SHOULD	THIS DECLARATION		
	e of bidder	Signature	Position	Date		
¹ *Stat a) b)	e" means – any national or provincial departme constitutional institution within the me Act, 1999 (Act No. 1 of 1999); any municipality or municipal entity;	int, national or provincial public entity or eaning of the Public Finance Management	c) provincial legislature; d) national Assembly or the national Counce e) Parliament.	sil of provinces; ar		

[&]quot;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) (ii)	The institution has determined that a compulsory site meeting Date/ Time Place	take place			
Institu	ution Stamp:	Institution Site Inspection / briefing session Official			
		Full Name:			
		Signature:			
		Date:			

8. STATEMENT OF SUPPLIES AND SERVICES

8.1. The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudice to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

9. SUBMISSION AND COMPLETION OF SBD 6.1

9.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

10. TAX COMPLIANCE REQUIREMENTS

- 10.1. In the event that the tax compliance status has failed on CSD, it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier.
- 10.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

11. TAX INVOICE

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

12. PATENT RIGHTS

The supplier shall indemnify the KZN Department of Health (hear after known as the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

13. PENALTIES

- 13.1. If at any time during the contract period, the service provider is unable to perform in a timely manner, the service provider must notify the institution in writing/email of the cause of and the duration of the delay. Upon receipt of the notification, the institution should evaluate the circumstances and, if deemed necessary, the institution may extend the service provider's time for performance.
- 13.2. In the event of delayed performance that extends beyond the delivery period, the institution is entitled to purchase commodities of a similar quantity and quality as a substitution for the outstanding commodities, without terminating the contract, as well as return commodities delivered at a later stage at the service provider's expense.
- 13.3. Alternatively, the institution may elect to terminate the contract and procure the necessary commodities in order to complete the contract. In the event that the contract is terminated the institution may claim damages from the service provider in the form of a penalty. The service provider's performance should be captured on the service provider database in order to determine whether or not the service provider should be awarded any contracts in the future.
- 13.4. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance.

14. TERMINATION FOR DEFAULT

- 14.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
- (ii) if the supplier fails to perform any other obligation(s) under the contract; or
- (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 14.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- 14.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 15. FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all quotes:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for this quote shall be awarded for:
 - (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this quote is allocated as follows:

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

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

2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
 - B-BBEE Status level certificate issued by an authorized body or person;
 - 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:

$$Ps = 80 \left(1 - \frac{Pt - P \min}{P \min} \right)$$
 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 Contributo	r 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	DECL	AR_{I}	ATI	ON

8.

- 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 NO							
7.1.1	If yes, indicate:								
	i) What percentage of the contract will be subcontracted								

Whether the sub-contractor is an EME or QSE

iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of YES

Preferential Procurement Regulations, 2017:	I I I I	
Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth	WITH A STATE OF THE STATE OF TH	
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	en rounne	
Any QSE		

9.	DECLAR	ATION 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	DESCR	RIBE PRINCIPAL BUSINESS ACTIVITIES					
9.6		ANY CLASSIFICATION (TICK APPLICABLE BO					
		Manufacturer Supplier Professional service provider Other service providers, e.g. transporter, etc.	•				
9.7	Total n	umber of years the company/firm has been in bu	usiness:				
9.8	the B-E		do so on behalf of the company/firm, certify that the points claimed, based on graphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for				
	i) Th	ne information furnished is true and correct;					
	ii) Ti	ne preference points claimed are in accordance	with the General Conditions as indicated in paragraph 1 of this form;				
			ult of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may atisfaction of the purchaser that the claims are correct;				
		the B-BBEE status level of contributor has been ave not been fulfilled, the purchaser may, in add	claimed or obtained on a fraudulent basis or any of the conditions of contract ition to any other remedy it may have —				
	(a)	disqualify the person from the bidding process	3;				
	(b)	recover costs, losses or damages it has incurr	red or suffered as a result of that person's conduct;				
	(c)	cancel the contract and claim any damages varrangements due to such cancellation;	which it has suffered as a result of having to make less favourable				
	(d)	who acted on a fraudulent basis, be restricted	shareholders and directors, or only the shareholders and directors I by the National Treasury from obtaining business from any organ after the audi alteram partem (hear the other side) rule has been				
	(e)	forward the matter for criminal prosecution.					
			_				
	WITN	ESSES	SIGNATURE(S) OF BIDDERS(S)				
	1		DATE:				
	2		ADDRESS				
	1		***************************************				

ITEM NO. DESCRIPTION SHEETS BED POLY-COTTON (WHITE) 180 X 275CM SABS, 1401 Part 4. Type P43 70% cotton and 30% polyester, bleached and fully pre-shrunk. FABRIC/MATERIAL: THREADCOUNT: 180 or better COLOUR: LETTERING: CKS 129-1c/2 White. The item must be marked with the KZN 20 mm lettering royal blue over the entire face of the item. WEIGHT: not specified Finished -- 180 cm x 275 cm **DIMENSIONS:** STITCHING: Thread M80 mercerised, stitches 5 per 10mm. Raw seams hemmed 2,5cm wide Double stitched SEAMS: SIZE TAB: Mercerised and singed dye fast size tab to be sewn on each item indicating item no, dimensions Manufacturer name. ADDITIONAL: Delivered in bundles of 10 - suitably wrapped/boxed/baled to prevent contamination by dust whilst in transit