



Quotation Advert

Opening Date: 2020-07-08
 Closing Date: 2020-07-14
 Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: G.J. Crookes hospital
 Province: KwaZulu-Natal
 Department or Entity: Department of Health
 Division or section: Central Supply Chain Management
 Place where goods / services is required: GJ CROOKES HOSPITAL
 Date Submitted: 2020-07-07

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: 189/20
 Item Category: Goods
 Item Description: SINGLE VISION SPECTACLES SET X23
 BIFOCAL SPECTACLE SET X36

Quantity (if supplies): 59

COMPULSORY BRIEFING SESSION / SITE VISIT

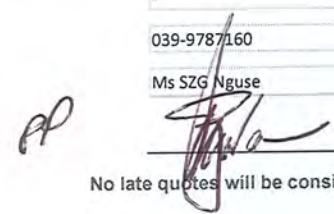
Select Type: Not Applicable
 Date :
 Time:
 Venue:

QUOTES CAN BE COLLECTED FROM: KZNHEALTH WESITE

QUOTES SHOULD BE DELIVERED TO: GJ CROOKES HOSP, NO.1 HOSPITAL ROAD, SCOTTBURGH, TENDER BOX NEXT TO RECEPTION

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Ms S Dlomo
 Email: -
 Contact Number: 039-9787160
 Finance Manager Name: Ms SZG Nguse

Finance Manager Signature: 

No late quotes will be considered

OFFICIAL PRICE PAGE FOR QUOTATIONS

ZNQ NUMBER: 189/20

DESCRIPTION: SINGLE VISION & BIFOCAL SPECTACLES

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
1	23	SINGLE VISION SPECTACLES				
2	36	BIFOCAL SPECTACLES				
		QUOTE AS PER ATTACHED LIST				
		PLEASE ATTACH COLOUR BROUCHER, FAILING WHICH YOU WILL BE DISQUALIFIED				
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. E.G. 1day, 1week

<p>Enquiries regarding the quote may be directed to:</p> <p>Contact Person: Ms S Dlomo Tel: 0399787160</p> <p>E-Mail Address: -</p>	<p>Enquiries regarding technical information may be directed to:</p> <p>Contact Person: Ms T Madlala Tel: 039-9787000</p>
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DISTRICT HOSPITAL: GJ CROOKES

SUPPLY CHAIN MANAGEMENT – DEMAND MANAGEMENT

ITEM SPECIFICATIONS

Please note with reference to the Supply Chain Management Practice Notes Part 7. It is the responsibility of the End User to provide specifications with each item requested.

Therefore to ensure quality a draft specification is to be submitted with each requisition. The draft specification is to provide information describing the required item in full and what is expected thereof.

Please note that No requisition will be accepted without this document fully completed and attached, to NSI

<p><u>DESCRIPTION OF ITEM REQUIRED</u> (please provide a full description) (You can even attach a brochure)</p>	<p>① Single vision spectacles x 21 clear spectacles x 02 transition tinted glasses</p> <p>② BIFOCAL vision spectacles x 29 clear spectacles x 07 tinted spectacles</p>
<p><u>PRODUCT CODE (If Any)</u></p>	
<p><u>SIZE:</u></p>	<p>For adults and peads frames cater for all face shapes.</p>
<p><u>COLOUR:</u></p>	<p>Variety of colours both metal and plastic ranges</p>
<p><u>PACKING SIZE:</u> Please provide details of how the item is packed</p>	<p>All spectacles to be packed in standard vinyl cases in different sizes small, standard and large - all spectacles should be labelled accordingly.</p>
<p><u>DISPOSABLE OF NON DISPOSABLE</u></p>	<p>Non-disposable</p>
<p><u>PROPRIETRY OR NON PROPRIETRY</u></p>	

NAME: STHABILE MADALA

SIGNATURE: [Signature] RANK: OPTOMETRIST

DATE: 09/06/2020 WARD/DEPARTMENT/CLINIC: EYECLINIC

TELEPHONE EXT. NO.: 7229

DAILY DISPENSING RECORD

CLINIC: 65K

DATE: 09/12/2019

OPTOM: S. Madlala

Ref N.O	Name Surname	I.D.N.O	Contact N.O	Right Lens	Left Lens	Add	B/F SV	Frame/Device	Tint	PD + Seg	Amount Due
R19120901	Phillipus Olivier			+1.00	+0.75	+2.75	B1C	M032	P6x	57/55 11mm	R865
IC1920902	Nyende Londise			-1.25/-0.25 X 75	-0.75	-	SV	P036	P6x	72/70	R865 R500
R19121101	Doorisamy Gramany			+1.00/-2.00 X 130	+0.75/-1.00 X 45	+2.50	B1F		P6x	66/64	R865 paid.
19103003	Woodley Vusa			+0.50/-0.50 X 180	+0.50/-0.75 X 10	+1.75	B1F		P6x	58/56	R865
219103007	Lele Ntomakayise			+1.00/-0.75 X 120	+1.50/-0.50 X 95	+2.50	B1F		-	69/67	R300
IC19103009	Mkize Kwombokwethe			+1.75	+2.00/-0.50 X 105	+2.50	B1F		-	64/62	R300
IC19091801	Anderson Justine			-1.50/-0.50 X 25	-0.75/-1.00 X 65	+2.50	B1F		-	64/62	R300
IC19111307	ERIC King			+1.25/-1.00 X 75	+1.25/-1.00 X 75	+2.25	B1F		-	64/62	R300

uMnyango Wezempho . Departement van Gesondheid

Fighting Disease, Fighting Poverty, Giving Hope

[Signature]
11/12/2019



GU Crookes Hospital, 1 Hospital Road, Scottburgh, 4180
 Private Bag X 5501, Scottburgh, 4180
 Tel.: 039 978 7000, Fax: 039 978 1295
 Email: sibongileprimrose.nyawo@kznhealth.gov.za
 Enquiries: Sr NP Mazubane: 7229
 SR NA Zama: 7164
 S Madlala: 7203

CLINIC: GSC

DAILY DISPENSING RECORD
 DATE: 02-12-2019

OPTOM: S. Madlala

Ref N.O.	Name Surname	ID N.O.	Contact N.O.	Right Lens	Left Lens	Add	B/F SV	Frame/Device	Tint	PD + Seg	Amount Dite
GJC 19120201	LATHA JOYCE			-0.50DS / -0.75DC x 30° +0.25DS = -0.50DC x 170°	-1.00DS / -0.50DC x 170° 6/6	+2.25DS	B/F	PO109 PO22	/	71/69 9mm	R300 FREE
GJC 19120202	ZAMIRRA MUSTAFA			-0.25DS	+1.00DS (6/9)	+1.25DS	BF	PO29	/	56/54 10mm	Free R300
JC19120203	Shakhe Raluvina			-0.50/-0.75 x 170°	-0.25 DS	-	SV	PO36	PC	65/63	R500
JC 19120204	Muziwdekulhala Fhohi			Balanced	-1.50DS / -0.25DC x 167° (6/6)	-	SV	PO29	/	9mm	Free R150
JC 19120205	LURWABLE AMANDA DIMNA			-1.95DS / -0.50DC x 110°	-1.00DS / -0.25DC x 137°	-	SV	PO21	/	63/61 9mm	Free R150
2019120206	Zuki Sule Afozake					-	SV	Femote Readers	/	65/63	R500

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 Private Bag X 5501, Scottburgh, 4180
 Tel.: 039 978 7000, Fax: 039 978 1295
 Email: sibongileprimrose.nyawo@kznhealth.gov.za
 Enquiries: Sr NP Mazubane: 7229
 SR NA Zama: 7164
 S Madlala: 7203

CLINIC: GrC
 DATE: 13/12/2019
 DAILY DISPENSING RECORD

OPTOM: S Madlala

Ref N.O	Name Surname	Contact N.O	Right Lens		Left Lens		Add	B/F S/V	Frame/Device	Tint	PD + Seg	Amount Due
JC19121301	Helen Raphel		+2.25 DS -1 -0.25 DC x 120 (19)	Bilateral	+3.25 DC	BF	M031		94/62 12mm	R200		
JC19121302	Cele Fikile		+1.00 / -0.75 x 122	+1.00	+2.00	BF	P022		73/71 13mm	R200		
JC19121303	Swenne Zamokuhle		-0.25 / -0.25 x 85	+0.50 / -0.25 x 95	+1.75	BF	P033		73/71 13mm	R865		
JC19121304	Fikile Zuma		+1.25 / -0.50 x 80	+1.75 / -0.50 x 135	+2.25	B/F	M021		68/66 13mm	R300		
JC19121305	Dennis Betha		+0.75 / -0.25 x 88	+1.25 / -0.50 x 70	+2.75	B/F	M034		64/62 15mm	R865		
JC19121306	Mbutho Cindy		-0.25 / -0.75 x 90	-8.25 / -0.75 x 150	+3.00	B/F	M034		71/69 15mm	R300		
JC19121307	Mbutho Cindy		+0.50 / -0.50 x 170	-0.25 / -0.50 x 15	+2.50	B/F	P036		68/66 15mm	R865		

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CLINIC: 67c

DATE: 15/01/2020

OPTOM: S Madala

GJ Crookes Hospital, 1 Hospital Road, Scottburgh, 4180
 Private Bag X 5501, Scottburgh, 4180
 Tel.: 039 978 7000, Fax: 039 978 1295
 Email: sibongileprimrose.nyawo@kznhealth.gov.za
 Enquiries: SR NP Mazubane, 7229
 SR NA Zama, 7164
 S Madala: 7203

Ref N.O	Name Surname	I.D.N.O	Contact N.O	Right Lens	Left Lens	Add	B/F S/V	Frame/Device	Tint	PD + Seg	Amount Due
JC20011501	Xhala Makhubele			+0.25/-1.25 x100	+0.25/-1.00 x90	+1.25	BF	MO32	-	13mm 68/66	R300
JC20011502	Gumbi Sphivwe			+1.25/-0.50 x10	+1.00/-0.50 x140	+2.00	BIF	MO32	-	15mm 68/66	R300
JC20011503	Purity Cale			+0.50	+0.25/-0.50 x110	1.25	BF	PO23	-	13mm 68/66	R300
JC20011504	Caroline Macedo			+1.00	+0.75/-0.25x110	2.50	BF	PO33	-	12mm 68/61	R865
JC20011505	Edmonde Gowender			-0.50/-1.00 x05	-0.25/-0.50 x90	2.00	BF	MD27	-	12mm 68/61	R300
JC20011506	Rodelle Louwre			12-1.50/-0.75 x90	-1.00/-0.50 x90	-	S/V	PO3D	-	67/65	R150
JC20011507	Rachelle Louwre			21-1.50/0.75 x90	-1.00/-0.50 x90	-	S/V	PO22	-	67/65	R150



DAILY DISPENSING RECORD

CLINIC: 65K

DATE: 16-01-2020

OPTOM: S. Madlala

GJ Crookes Hospital, 1 Hospital Road, Scottburgh, 4180
 Private Bag X 5561, Scottburgh, 4180
 Tel: 039 978 7000, Fax: 039 978 1295
 Email: siborg@kznhealth.gov.za
 Enquiries: Sr NP Mazubane: 7229
 SR NA Zama: 7164
 S Madlala: 7203

Ref No	Name Surname	I.D.No	Contact No	Right Lens	Left Lens	Add	B/F SV	Frame/Device	Tint	PD + Seg	Amount Due
20011601	Domatwenba Mgobhozi			+0.50/-0.50 X 75	+0.50/- +0.25	+2.00	BIF	MO21	P6x	60/59 10mm	R865
20011602	Melokwane Rhenqy			+1.00/-1.75 X 45	+1.50/-2.00 K135	-	SV	TR 707	-	30/28	R150



SIV + B/F

GJ Crookes Hospital, 1 Hospital Road, Scottburgh, A...
 Private Bag X 5501, Scottburgh, A...
 Tel.: 039 978 7000, Fax: 039 978 1295
 Email: sibongileprimrose.nyawo@kznhealth.gov.za
 Enquiries: Sr NP Mazubane: 7229
 SR NA Zama: 7164
 S Madlala: 7203

CLINIC: GJC

DATE: 26-02-2020

OPTOM: S. Madhala

DAILY DISPENSING RECORD

Ref No	Name Surname	ID No	Contact No	Right Lens	Left Lens	Add	B/F SV	Frame/Device	Tint	PD + Seg	Amount Due
JC20022611	Abeney Nonkululeko			+2.75/-0.50 X90	+3.25/-1.75 X100	+2.00	B/F		Clear	64/64	R300
JC20022612	Mpheli Nonkululeko			-5.75/-0.75 X98	-6.00/-0.50 X90	-	SIV		Clear	63/61	R150
JC20022613	Mtshelwa Tholakele			+3.25/-1.75 X122	-	-					
JC20022613	Mtshelwa Tholakele			+1.00/-1.00 X180	+2.25/-1.50 X180	+0.50	B/F		Clear	69/67	R300
JC20022614	Blamini Smangalisio			-0.25/-0.75 X170	+/-1.00 X165	-	SIV		Clear	67/65	R150
JC20022615	Gowelder Freyushie			-8.00/-1.00 X82	-8.50/-0.25 X84	-	SIV		Clear	59/57	R430
JC20022616	Dole Mtshandhu			+0.75/-0.50 X90	+1.00/-0.75 X90	-	SIV		Clear	55/54	R150
JC20022617	Dole Mtshandhu			+0.75/-0.50 X90	+1.00/-0.75 X90	-	SIV		Clear	55/54	R150
JC20022618	Rosven Sagadani			-0.75/-0.50 X105	-0.50/-2.00 X90	+0.50	B/F		Clear	70/69	R300
JC20022619	McLean Purvin			+2.00	+1.75	+0.50	B/F		Clear	74/72	R300



DAILY DISPENSING RECORD

CLINIC: G7c

DATE: _____

OPTOM: _____

GJ Crookes Hospital, 1 Hospital Road, Scottburgh, 4180
 Private Bag X 5501, Scottburgh, 4180
 Tel: 039 978 7000, Fax: 039 978 1295
 Email: sibongilephimrose.nyawo@kznhealth.gov.za
 Enquiries: Sr NP Mazubane, 7229
 SR NA Zama: 7164
 S Madlala: 7203

Ref N.O	Name Surname	I.D.N.O	Contact N.O	Right Lens	Left Lens	Add	Frame/Device	Tint	PD + Seg	Amount Due
G7C200226	Scelo Mungo			Refined +2.25/-1.00 X116	-2.25/-2.50 X81	-		Clear	75/73	R150
G7C200226	Rumel Gwenderpath			+2.25/-1.00 X116	+1.75/-0.50 X84	+0.50		Clear	61/64	R300
G7C200226	Niculus Nicosi			-1.85/-0.50 X118	-1.50	-		Clear	65/63	R150
G7C200226	Tilikhan premchani			+3.75/-1.75 X95	+2.75/-1.25 X95	2.00		Clear	63/61	R300
G7C200226	Mala, KASHIKISSOC			+1.00/-1.00 X97	+0.50/-0.50 X135	+2.00		Clear	65/63	R300
G7C200226	NOIKWARDA Dube			+0.75/-0.50 X114	+0.75/-1.00 X164	-		Clear	64/64	R150
G7C200226	Hlongwe Jabulile			-1.00/-0.50 X110	-0.75/-1.00 X68	+2.00		Clear	62/64	R300
G7C200226	Maburu Buvise			+1.00/-0.75 X73	+0.50/-0.50 X112	+2.50		Clear	66/64	R300
G7C200226	Somwelo Jiji			+8.50/-3.25 X180	+6.00/-1.50 X10	-		Clear	60/58	R450



DAILY DISPENSING RECORD

CLINIC: GJC

DATE: _____

OPTOM: S. Madhela

GJ Crookes Hospital, 1 Hospital Road, Scottburgh, 4180
 Private Bag X 5501, Scottburgh, 4180
 Tel.: 039 978 7000, Fax: 039 978 1295
 Email: sibongilepfmrose.nyawo@kznhealth.gov.za
 Enquiries: Sr Np Mazubane, 7229
 SR NA Zama: 7164
 S Madhela: 7203

Ref N.O	Name Surname	I.D N.O	Contact N.O	Right Lens	Left Lens	Add	Frame/Device	Tint	PD + Seg	Amount Due
GJC 2002 26	Nyeko Bdathy			-1.50/-0.50 X 95	-1.25/-0.50 X 82	+2.00			65/63	R300
GJC 2002 26	Bewethy Mwintal			+1.25/-1.00 X 79	+0.75/-1.00 X 90	+0.00			63/64	R300
GJC 2002 26	None Nompilo			+0.50	+0.50	-			67/65	R150
GJC 2002 26	Nyobu Bacasthile			+2.75/-0.50 X 98	+2.75/-0.25 X 90	+2.00			66/64	R300
GJC 2002 26	Sass Fesantq			-0.25/-0.50 X 85	-0.25/-0.75 X 90	-			65/63	R150
GJC 2002 2632	Mhle Kumelo			+1.25/-0.50 X 84	+0.50/-0.50 X 137	+2.00			67/65	R300
GJC 2002 2633	Moodley Armagaban			-1.50/-0.75 X 95	-0.25/-3.75 X 05	+3.00			70/68	R300
GJC 2002 2634	Duvenhage Dawid			+1.00/-0.50 X 90	+1.25	-			55/53	R150
GJC 2002 2635	Ntama Spanamelle			-2.00/-0.50 X 90	-3.00/-0.50 X 90	-			60/58	R150



Daily Dispensing Record

Clinic: GTK

Date: _____

Optom: _____

No.	Name	Tel No.	R lens	L lens	Add	Form	Frame/Device	Tint	Pd +Seg	Amount Due
200226	Masele		+0.75/-0.50	+1.75	-	SlV		-	52/50	R150
36	Musanda		+0.75/-2.00	-1.25/-1.00	-	SIV		-	45/43	R470
200228	Sprumetele		+0.25/-3.00	-1.00/-1.00	-	SIV		-	67/65	R150
200228	Lunzile		+1.15	-0.25/-1.00	-	SIV		-	65/63	R150
200228	Chikiza		+0.50/-0.50	-0.25/-1.00	-	SIV		-		
200228	Snyobile									
200228	Chikizili									
2639										

Special Instructions:

Number of children examined today	
Number of adults examined today	
Number of patients referred today	
Number of LV assessments today	

KEY

“Children” refers to patients between 0 - 15 years
 “Examined” means ALL PATIENTS EXAMINED
 “Number of patients referred today” includes ALL PATIENTS (ADULT & CHILDREN)
 LV (Low Vision) Assessment included in Adult & Children & Referred



Optical Devices Technical Specification

1. Complete Set of Spectacles

DEFINITION: A complete set of spectacles will be frame + lens + spectacle case + spectacle cleaning cloth.

a. TYPE OF LENSES: Organic Plastic Lenses (CR39)

b. TYPE OF TINTS: Photochromic PGX

1.1 Single Vision Spectacle Set

Description	Sph: 0.00 to 6.00	Sph: 6.25 to 10.00	Sph: >10.00
	Cyl: 0.00 to 3.00	Cyl: 3.25 to 6.00	Cyl: >6.00
Clear lenses	x18 spectacles = R	x02 spectacles = R	x01 spectacle = R
Photochromic/Transition tint	x02 spectacles = R	N/A	N/A

1.2 Bifocal Spectacle Set

Description	Sph: 0.00 to 6.00	Sph: 6.25 to 10.00	Sph: >10.00
	Cyl:0.00 to 3.00	Cyl: 3.25 to 6.00	Cyl:>6.00
Clear lens	x28 spectacles = R	X01 spectacle = R	N/A
Photochromic/ Transition tint	x07 spectacles = R	N/A	N/A

Spectacle Frames

Definition: Frames are used to fit in spectacles lenses.

Requirements

1. Metal frames should have flexi-temple.
2. Frames should be SABS approved for normal wear.
3. Frames should be of current designs.
4. Frames to cater for all: Face shapes (oval, wide, etc.)

Ages (including children) and

Gender

5. Variety of color to be catered for in both metal and plastic ranges.

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Accessories

Definition: Replacements and repairs.

Description	Unit Price
Metal frame replacement	R
Plastic frame replacement	R
Single vision clear standard lens replacement	R
Single vision standard lens with full fixed tint replacement	R
Bifocal clear standard lens replacement	R
Bifocal standard lens with PGX tint replacement	R
Nose pads replacement sets	R
Screw replacement sets	R
Tint removal	R

Contractual Requirements:

The awarded company should meet **ALL** of the following requirements:

Experience as a Supplier of Optical Devices

The awarded company must attach supporting proof as a supplier of optical devices for minimum of (5) years.

1. Registration with HPCSA

The awarded company is required to employ an optometrist/dispensing optician to advice on technical issues. The optometrist/dispensing optician should prove current registration with the HPCSA.

2. Packaging

All spectacles must be packaged in standard vinyl spectacle cases (not spectacle pouches and/or plastic cases) in three different sizes of cases i.e. small, standard and large. All spectacles should be labelled accordingly.

3. Turnaround Delivery Period

Delivery period should not exceed 30 days from the date of receipt of official order.

4. Incorrect/defective Orders

Incorrect or defective orders will be returned to the supplier at the supplier's costs.

5. Out of Stock Frames

Once the frame has been prescribed, the supplier is responsible for supplying it. Out of stock notices thereafter will NOT be accepted.

DECLARATION OF INTEREST

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

- 2.1. Full Name of bidder/representative..... 2.4. Company Registration Number:
- 2.2. Identity Number: 2.5. Tax Reference Number:
- 2.3. Position occupied in the Company (director, trustee, 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

¹"State" means -

- a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- b) any municipality or municipal entity;

- c) provincial legislature;
- d) national Assembly or the national Council of provinces; or
- e) Parliament.

*"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

1. AMENDMENT OF CONTRACT

- 1.1. Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties.

2. CHANGE OF ADDRESS

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

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

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

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

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

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

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

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

6. SAMPLES

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

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

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

- (i) The institution has determined that a compulsory site meeting take place
- (ii) Date ____/____/____ Time ____:____ Place _____

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

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

9. SUBMISSION AND COMPLETION OF SBD 6.1

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

10. TAX COMPLIANCE REQUIREMENTS

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

11. TAX INVOICE

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

- | | |
|---|---|
| (i) the name, address and registration number of the supplier;
(ii) the name and address of the recipient;
(iii) an individual serialized number and the date upon which the 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 (hereafter known as the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

13. PENALTIES

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

14. TERMINATION FOR DEFAULT

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

15. FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

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

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all quotes:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.

1.3 Points for this quote shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this quote is allocated as follows:

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

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

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

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

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

- Ps = Points scored for price of bid under consideration
- Pt = Price of bid under consideration
- Pmin = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: =(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

(Tick applicable box)

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

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

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

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

(Tick applicable box)

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

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		