

## Quotation Advert

**Opening Date:** 2020-07-27

**Closing Date:** 2020-08-06

**Closing Time:** 11:00

### INSTITUTION DETAILS

**Institution Name:** Umzimkhulu hospital

**Province:** KwaZulu-Natal

**Department or Entity:** Department of Health

**Division or section:** Central Supply Chain Management

**Place where goods / services is required** uMzimkhulu Hospital

**Date Submitted** 2020-07-23

### ITEM CATEGORY AND DETAILS

**Quotation Number:** ZNQ:  
31 / 20 - 21

**Item Category:** Services

**Item Description:** SERVICE OF TRANSFORMERS  
NB: All contractors attending site meeting will be requested to arrived at 10h30 for preparation of screen process and all contractors must wear their own musk.  
Kindly take note the Quotation documents is uploaded on the website.  
PLEASE PRINT YOUR OWN QUOTATION DOCUMENTS AND ATTACHED SPECIFICATION. The Institution will issued PAGE 5 of the Quotation on Site meeting, attaché this page with the rest and submit. THE FULL QUOTATION DOCUMENTS WILL NOT BE GIVEN AT THE SITE MEETING. Only Suppliers attending Site meeting that will QUALIFY.

**Quantity (if supplies)** 3 UNITS

### COMPULSORY BRIEFING SESSION / SITE VISIT

**Select Type:** Compulsory Briefing Session

**Date :** 2020-07-30

**Time:** 11:00

**Venue:** UMZIMKHULU HOSPITAL BOARDROOM

**QUOTES CAN BE COLLECTED FROM:** UPLOAD THE QUOTATION ON WEBSITE

**QUOTES SHOULD BE DELIVERED TO:** UMZIMKHULU HOSPITAL TENDER BOX

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

**Name:** PALESA

**Email:** philani.mkhize@kznhealth.gov.za

**Contact Number:**

0392590310

**Finance Manager Name:**






MRS L.N NGCOBO

**Finance Manager Signature:**



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No late quotes will be considered

 Submit  Save  Save As...  Close  Print Preview

Print this page

Note:







## 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 (*domicillium 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;<br>(ii) the name and address of the recipient;<br>(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;<br>(v) the official department order number issued to the supplier;<br>(vi) the value of the supply, the amount of tax charged;<br>(vii) the words tax invoice in a prominent place. |
|---|---|

## 12. PATENT RIGHTS

The supplier shall indemnify the **KZN Department of Health** (here 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:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

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

- P<sub>s</sub> = Points scored for price of bid under consideration
- P<sub>t</sub> = Price of bid under consideration
- P<sub>min</sub> = Price of lowest acceptable bid

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

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

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

5. BID DECLARATION

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

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

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

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

7. SUB-CONTRACTING

(Tick applicable box)

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

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

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

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

(Tick applicable box)

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

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

9. DECLARATION WITH REGARD TO COMPANY/FIRM

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

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

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

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

9.6 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

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

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

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

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

WITNESSES

1. ....

2. ....

.....

SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS.....

.....

.....

PROVINCE OF KWAZULU-NATAL

DEPARTMENT OF HEALTH

TECHNICAL SPECIFICATIONS

UMZIMKULU PSYCHIATRIC HOSPITAL

SERVICING OF TRANSFORMERS AND SWITCH GEARS

**ZNQ 31 / 20 - 21**

**GRADE: EP AND ABOVE**

2019/10/31

1. TECHNICAL SPECIFICATION

1.1 GENERAL

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

SCHEDULE OF RATES

2.1 ITEMS AND PRICING

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

2.2 TAX AND DUTIES

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

2.3 RATES

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

SERVICING OF THE MEDIUM VOLTAGE EQUIPMENT AT UMZIMKHULU HOSPITAL IN HARRY GWALA DISTRICT

Item number	Description of Item	Unit	Quantity	Rate (excl VAT)	Total
1	Compliance to OHS Act and Regulations				
1.1	Provision for compliance to OHS Act and Regulations - Conducting the risk assessment and identification of hazards and providing written report on mitigation and safety precautions.	Item	1		
1.2	Providing written inspection report before servicing based on inspection before commencement of work for approval by Electrical Engineer.	Item	1		
1.3	Providing written servicing report after servicing.	Item	1		
	Note: Item 1.1 and 1.2 are compulsory items to be quoted and NOT to be included in any other item or scope. Note: Not quoting for the above rates will render the tender invalid.				
2	Ring Main Unit (RMU)				
2.1	Inspect the RMU oil tank and band joints for oil leaks	Item	1		
2.2	Drain oil from oil chamber, check for sludge and sediment deposits on housing and switch-gear, clean off build-up using clean rags	Job	1		
2.3	Inspect fuse holders: check if the holders are intact and operative	Job	1		
2.4	Clean and inspect fuse carriages & links	Job	1		
2.5	Inspect strike pins: check the gaps and adjust if necessary	Job	1		
2.6	Inspect moving and fixed contacts for wear or arcing	Job	1		
2.7	General inspection of the switch mechanism: Check specifically for loose bolts, nuts and locking pins; tighten or re-torque as required	Job	1		
2.8	Close the switch and check if the moving blade penetrates into the moving and earth contacts correctly	Job	1		
2.9	Inspect the inside and outside of the tank for leaks and corrosion	Job	1		
2.10	Test the interlock mechanisms for correct operation	Job	1		
2.11	Test the switch mechanism for correct / smooth operation; clean and lubricate as required	Job	1		
2.12	Inspect and clean or replace oil indicator sight glass and gasket as required (if applicable)	Job	1		
2.13	Inspect and test the onboard meters (voltmeter and ammeter)	Job	1		
2.14	Rinse the tank with clean oil	Job	1		
2.15	Re-fill the switch and fuse chamber with clean oil to the correct, full level.	Job	1		
2.16	Close up chamber and tank and replace or re-seal gasket as required	Job	1		
2.17	Where applicable, check and re-set / replace all earth fault indicators.	Job	1		
2.18	Conduct the current injection testing for ensuring reliable and correct operation of the protection system and relays.	Job	1		

2.19	Conduct functionality test on overcurrent, earth fault, differential protection and Transformer protections to ensure reliable operation and settings.	Job	1		
2.2	Switch RMU back onto line at the circuit breaker once the permits	Job	1		
2.21	Use the Infra-Red Scanner to ascertain if there are any "Hot Spots" or "Loose Connections" within the equipment and its connections; and take remedial, corrective action where necessary.	Job	1		
3	Overhead Line				
3.1	Clear servitude underneath the OHL and to the sides by 2m away from the outer conductor (includes cutting of trees)	Job	1		
3.2	Megger the overhead line and provide the test results	Job	1		
3.3	Use the Infra-Red Scanner to ascertain if there are any "Hot Spots" or "Loose Connections" within the equipment and its connections; and take remedial, corrective action where necessary.	Job	1		
3.4	Inspect wooden poles of any damage or decay	Job	1		
2	Transformer 11kV	Item	3		
2.1	Extract an oil sample and conduct an oil analysis. NB: Report with test results must be provided to the department to ascertain the condition of transformer. (This excludes the recently serviced transformer and the new transformer)	Job	3		
2.2	Top up transformer oil (when topping up, this must be done in the presence of hospital representative to confirm number of litres - subject to be verified)	Litres	300		
2.3	Before isolation, check labels, blanks, connections, meters and indications provided.	Job	1		
2.4	Isolate and lockout transformer (by an MV authorised switching person).	Job	1		
2.5	The termination box must be opened and checked for oil drops and cleaned.	Job	1		
2.6	Inspect the tap changer of possible wear and tear, damage, flash marks, and any other abnormalities.	Job	3		
2.7	Painting of transformer with paint of approved quality to match existing painting color and quality after scraping the existing paint and rust.	Job	2		
2.8	Supply, install and correctly torque new nuts and bolts.	No.	240		
2.9	Replace all gaskets with new ones (subject to be remeasured upon completion of works)	m	20		
2.10	Inspect transformer for signs of metal fatigue or damage	Job	3		
2.11	Inspect insulators for cracks or damage	Job	3		
2.13	Inspect name plate for damage and legibility	Item	3		
2.14	Use the Infra-Red Scanner to ascertain if there are any "Hot Spots" or "Loose Connections" (where possible) within the equipment and its connections; and take remedial, corrective action where necessary.	Job	3		
2.15	Commission transformer and energize after executing the repairs	Job	3		
2.16	Use the Infra-Red Scanner to ascertain if there are any "Hot Spots" or "Loose Connections" (where possible) within the equipment and its connections; and take remedial, corrective action where necessary.	Job	3		

## Servicing of MV Switchgears and Transformers at Umzimkhulu Hospital - Quality Criteria

The threshold score, below which tenderers are eliminated from further consideration, should be 70%

### TENDER EVALUATION CRITERIA AND SCORING

The weighting for Quality out of 100 sub-points is as follows:

Evaluation Criteria		Deliverables	Points	Sub-Points		Sub-Criteria
1.	Financial Capability to start the project	Submission of proof on available capital and proof of credit limit that can be obtained from financial institutions	10 Points	5	Sub-points	Proof of capital of at least R5 000 in the form of a stamped bank statement or letter from the bank with the company's details and stamped.
				5	Sub-points	Proof in a form of an official letter from the financial institution stipulating the credit limit of R5 000 or more.
2.	Competency and experience of the tenderer on similar type of projects with medium voltage work and protection settings work	<p>Tenderers to demonstrate their competency and experience by submitting proof of at least 5 similar sized projects completed in the past 5 years. Submission must include at least the projects award letters and completion certificates to determine scope, duration and value.</p> <p>NB: The minimum subcriteria will be used to allocate points. The lowest between value of project or years of experience will be used as the minimum.</p>	20 Points	20	Sub-points	Proof of experience on atleast 5 MV switchgears and transformers maintenance projects successfully completed and years of experience working on MV switchgears and transformers $\geq 5$ years
				15	Sub-points	Proof of experience on atleast 5 MV switchgears and transformers maintenance projects successfully completed and years of experience working on MV switchgears and transformers $\geq 3$ to 5 years
				10	Sub-points	Proof of experience on atleast 5 MV switchgears and transformers maintenance projects successfully completed and years of experience working on MV switchgears and transformers $\geq 2$ to 3 years
				5	Sub-points	Proof of experience on atleast 5 MV switchgears and transformers maintenance projects and years of experience working on MV switchgears and transformers $\geq 1$ to 2 years
				0	Sub-points	Proof of experience on atleast 5 MV switchgears and transformers maintenance projects successfully completed and years of experience working on MV switchgears and transformers $< 1$ year
3.	Availability of medium voltage switching authorized person	Certificate of medium voltage switching authorization.	40 Points	40	Sub-points	Availability of medium voltage switching authorized person (OHVRS certificate or equivalent)
				0	Sub-points	No or irrelevant submission, does not meet requirement
4.	Locality	Submission of proof of location (Physical Address of the tenderer's premises) and the distance away from site (or various sites in the event of various facilities)	10 Points	10	Sub-points	Submission of proof of location (Physical Address of the tenderer's premises) and the distance away from site (or various sites in the event of various facilities) not more than 125km
				5	Sub-points	Submission of proof of location (Physical Address of the tenderer's premises) and the distance away from site (or various sites in the event of various facilities) between 126 and 200 km
				0	Sub-points	Submission of proof of location (Physical Address of the tenderer's premises) and the distance away from site (or various sites in the event of various facilities) above 200km
5.	Availability of arc flash suite rated for operation of up to 22 kV, IEC 61482-2:2009	Proof of purchase or affidavit of availability or agreement with a switching service provider.	20 Points	20	Sub-points	Proof of purchase or affidavit of availability or agreement with a switching service provider.
				0	Sub-points	Inadequate submission

**TENDER EVALUATION CRITERIA AND SCORING PRICE AND BBBEE**

Evaluation Criteria	Deliverables	Points	
Price	The lowest responsive and responsible priced offer shall be allocated 90 points. All other responsive and responsible offers shall be allocated a prorated point value based on the lowest responsive and responsible priced offer.	80	Points
Broad Based Black Economic Empowerment (BBBEE)	The points allocated to each tenderer for Broad Based Black Economic Empowerment shall be based on the Broad Based Black Economic Empowerment Scorecard. In this regard, the points score for this criteria for each tenderer, shall be	20	Points
	· Level 1 Contributor	20	Points
	· Level 2 Contributor	18	Points
	· Level 3 Contributor	14	Points
	· Level 4 Contributor	12	Points
	· Level 5 Contributor	8	Points
	· Level 6 Contributor	6	Points
	· Level 7 Contributor	4	Points
	· Level 8 Contributor	2	Points
	· Non-Compliant Contributor	0	Points





**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

INFRASTRUCTURE  
Harry Gwala District

Physical Address: Private Bag 1028, Koozali  
Tel: 031 8271 Fax: 031 8271716 Email: nicardo.govender@kznhealth.gov.za  
www.kznhealth.gov.za

List of documents to be attached with documents: ZNQ 31/20-21

**Copy of cidb EP AND ABOVE**

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

On appointment compliance with the following:

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

Signed.....  
R GOVENDER

Signed .....  
CONTRACTOR