



Quotation Advert

Opening Date: 2020-07-22

Closing Date: 2020-07-29

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Ngwelezane hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: NGWELEZANA HOSPITAL

Date Submitted: 2020-07-20

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
A163/20-21

Item Category: Goods

Item Description: SUPPLY, INSTALL AND COMMISSION THE COMPLETE UNINTERUPTIBLE POWER SUPPLY (UPS) WITH DC BATTERIES AT ICU

Quantity (if supplies) 01 UNIT

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date :

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: NGWELEZANA HOSPITAL SCM COUNTER

QUOTES SHOULD BE DELIVERED TO: MGWELEZANA HOSPITAL TENDER BOX NEXT TO OPD

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: RT GUMEDE/NZ DLADLA/NS MNGOMEZULU

Email: tholakele.mkhumbuzi@kznhealth.gov.za

Contact Number: 035 901 7180/7228

Finance Manager Name: TANKUMALO

Finance Manager Signature: 

No late quotes will be considered



health

Department:

Health

PROVINCE OF KWAZULU-NATAL

NGWELEZANA HOSPITAL

ZNQ – A : 163/19-20

ITEM: SUPPLY, INSTALL AND COMMISSION THE COMPLETE UNINTERRUPTIBLE POWER (UPS) WITH DC BATTERIES AT NGWELEZANA

Closing Date & Time : 29 JULY 2020 @ 11 A.M
Contract Period : ONCE OFF
Validity Period : 60 DAYS
Contact Person : NZ DLADLA/ N.S MNGOMEZULU
Telephone no. : 035 901 7228/7180

DOCUMENTS MUST BE DEPOSITED IN THE QUOTATION BOX SITUATED IN:

THANDUYISE ROAD,NGWELEZANA TOWN SHIP EMPANGENI,3880	THE QUOTATION BOX IS AVAILABLE ON THE FOLLOWING DAYS AND TIMES: MONDAYS TO FRIDAYS 07:30 - 16:00
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COMPULSORY DOCUMENTS TO BE ATTACHED. (INDICATE WITH A TICK) FAILURE TO ATTACH DOCUMENTS WILL LEAD TO DISQUALIFICATION AND NO BEE PREFERANCE POINTS WILL BE ALLOCATED WHERE AN ORIGINAL OR CERTIFIED BEE CERTIFICATE IS NOT ATTACHED:

ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE

CERTIFIED COPY OF A VALID B-BBEE CERTIFICATE

NB: ORIGINAL TAX CLEARANCE AND BBEE CERTIFICATE MAY BE ATTACHED TO ONE ZNQ DOCUMENT WHICH IS CLOSING ON THE SAME DATE AND COPIES OF TAX CLEARANCE & CERTIFIED B-BBEE CERTIFICATE MAY BE ATTACHED TO THE OTHER DOCUMENTS. PLEASE INDICATE THIS ZNQ NO: WHERE ORIGINALS ARE ATTACHED. ZNQ-A:

NAME OF TENDERER: _____

CENTRAL SUPPLIERS DATABASE REGISTRATION NO.: _____

PROVINCIAL SUPPLIERS DATABASE REGISTRATION CLASSIFICATION :(Tick (✓) applicable block)

VALIDATED SUPPLIER PROVISIONAL SUPPLIER:

OFFICIAL PRICE PAGE FOR QUOTATIONS

ZNQ NUMBER: **A163/20-21**

DESCRIPTION: SUPPLY, INSTALL AND COMMISSION THE COMPLETE UNINTERUPTIBLE POWER (UPS) WITH DC BATTERIES AT NGWELEZANA

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.	01	SUPPLY, INSTALL AND COMMISSION THE COMPLETE				
	UNIT	UNINTERUPTIBLE POWER (UPS) WITH DC BATTERIES				
		AT NGWELEZANA ICU				
		01.REGISTRATION WITH CIDB CATEGORY				
		1EB AND ABOVE				
		SPECIFICATION ATTACHED				
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: N.S.MNGOMEZI Tel: 0359017228</p> <p>E-Mail Address: tholakele.mkhumbuzi@kznhelath</p>	<p>Enquiries regarding technical information may be directed to:</p> <p>Contact Person: Tel:.....</p>
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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):..... | 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); | c) provincial legislature; |
| b) any municipality or municipal entity; | d) national Assembly or the national Council of provinces; or |
| | e) Parliament. |

²"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 products 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** (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_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = Price of lowest acceptable bid

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

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

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

5. BID DECLARATION

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

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

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

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

7. SUB-CONTRACTING

(Tick applicable box)

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

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

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

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

(Tick applicable box)

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

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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

DEPARTMENT OF HEALTH

PROVINCE OF KWAZULU-NATAL

**SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF AN ONLINE UPS
WITH THE BATTERIES AT NGWELEZANE HOSPITAL'S INTENSIVE CARE UNIT**

QUOTATION NUMBER:

REQUIRED CIDB GRADING: 1EB AND Above

FACILITY NAME: NGWELEZANE HOSPITAL

**PROJECT DESCRIPTION: SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF AN
ONLINE UPS**

QUOTATION DOCUMENT

DEPARTMENT OF HEALTH

NGWELEZANE HOSPITAL

Project Leader: Sandile Ngema

Telephone No: 035 901 7125/ 033 940 2520/ 076 235 3442

Email: Sandile.Ngema2@kznhealth.gov.za

On behalf of Ngwelezana Tertiary Hospital, we hereby invite you to quote for the below services as per specification.

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF AN ONLINE UPS PROJECT SPECIFICATIONS

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. **Note to Contractors:**

1. Works to be completed within 14 working days from receiving an official order.
2. This office to be notified in advance to arrange for an onsite inspection after completion of the installation so as to finalize the payment. **No payment will be done should incomplete service schedules be handed in on completion.**
3. The scope of work/ specifications is specific to Ngwelezane Hospital and all bidders are required to attend the compulsory site briefing.
4. No work can commence without prior authorisation by the Engineer of the Facility.
5. A kick off meeting is compulsory and the bidder who will be awarded the job must notify the Facility and the Engineer in charge of the start date so that a kick-off meeting can be scheduled and conducted three days before the work start date.
6. **The following items to be quoted on:**

Tenderers are to include for the supply, delivery, installation and commissioning of an online UPS with the batteries capable of sixty (60) minutes battery back-up at full load. See detailed Technical Specification under Annexures

Input supply: 380/400V +/-15%, 3-phase, 50Hz

Output Rating/ Load requirements: 20kVa, single phase, 220V +/- 1%, 50HZ and 0.8 power factor.

2. NOTES TO BIDDERS

1. All work is to be carried out to the approval of the department by skilled and qualified workmen and in accordance with the methods prescribed in SABS code of practice.
2. Contractors are urged to ensure that safety measures as per the Occupational Health and Safety (OHS) Act are in place before any work is undertaken.
3. All dimensions and sizes shall be checked and confirmed before any work is undertaken or materials ordered. Any discrepancies shall be brought to the attention of the project leader immediately.
4. All work is to be carried out as per the Bill of Quantities (BOQ) and technical specifications as issued with this document-no alterations will be allowed unless the project leader grants prior authority.
5. The Department of Health reserves the right to negotiate prices in the Bill of Quantities.
6. All materials used in this contract shall be that which is specified or other approved.
7. Contractors are advised to visit site to acquaint themselves with the site and the layout of the institution as no claims on the grounds of ignorance of the locality/siting or access to the institution will be entertained later.

8. Contractors are informed that living on the institutions premises during the contract is not allowed and arrangements for accommodation will have to be made.
9. All rates for items contained in this Schedule of Prices must be computed **excluding** the applicable VAT.
10. All rates quoted shall be inclusive of transport, labour and profit but exclude VAT.
11. All work is to be executed in accordance with the instructions issued by the manufacturer of the material/equipment being used.
12. The institution is fully functional and occupied. Care must be exercised that daily functioning of the institution and safety of staff and visitors is not compromised in any way.
13. The whole installation shall be in accordance with the Occupational Health and Safety Act 85/1993 as amended and all regulations framed therein shall be carried out to the satisfaction of the Department of Health.
14. Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of the Department of Health.
15. The work shall at all times, for the duration of the contract, be carried out under supervision of a skilled and competent representative of the Service Provider, who will be able and authorized to receive and carry out instructions on behalf of the of the Service Provider. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.
16. All apparatus, component parts, fittings and materials employed in the execution of the Contract shall be new and unused and shall be the latest type or pattern of the particular manufacture employed and SABS approved. S.A.B.S. mark bearing items shall be used wherever possible.
17. The complete installation shall be maintained as specified in this particular specification after acceptance in writing by the Department of Health.
18. The complete installation must be guaranteed against defective parts and workmanship for the period specified after the date of issue of the Completion Certificate. This period shall run concurrently with the maintenance period.
19. Rates are to include for commissioning and testing of the complete installation and handing over in working order ready for use.
20. Tenderers are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their bid. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Administration.
21. The Department of Health reserves the right to make emergency repairs to keep the equipment in operation without voiding the Contractor's Guarantee, nor relieving the Contractor of his/her responsibility during the guarantee period when, after proper notice, the Contractor fails to attend to such emergency repairs. All costs incurred by the administration under these circumstances will be for the account of the Contractor.
22. The bidder will not be adjudicated on the Price only. The bidders will be adjudicated based on the cheapest COMPETENT, RESOURCED and COMPLIANT bidder

3. SCHEDULE OF RATES

3.1 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.

3.2 TAX AND DUTIES

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

3.3 RATES

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

4. STANDARDS

The design, operation, maintenance, repairs, material and components of the UPS and its associated equipment specified, must comply with the latest requirements of:

- i) The Occupational Health and Safety Act (Act 85, 1993) as amended.
- ii) SANS 10142: Code of Practice for Wiring of Premises.
- iii) SANS 62040-01:2013

5. PROGRAMMING OF WORKS

- The contractor shall notify the institution three (3) days prior to carrying out any site work.
- The UPS supplies the critical loads of the Hospital and the hospital is to remain in full operation for the duration of the works. It is therefore requested that the works be planned and executed so as to cause minimums inconvenience to staff and the health care users.
- Contractor shall finish this work within fourteen (14) days counting from the date of site handover, unless other strong and valid reason is stated.

6. TESTING AND COMMISSIONING

The units shall be tested and commissioned before handing over to Department of Health: Infrastructure Engineer. There shall be a commissioning program submitted to the DoH Engineer by the service provider prior to the testing and commissioning and the tests and commissioning shall be witnessed by the Department of Health: Provincial Infrastructure Engineer or his/her representatives.

7. THE SITE

The site is Ngwelezane Hospital in the King Cetshwayo District.

8. SCOPE OF WORK AND BOQ

Please see Annexure for detailed scope of work. The scope of work includes the following;

- Remove and submit to the Maintenance Department the old UPS at the ICU
- Supply, Delivery, Installation and Commissioning Of An Online UPS as per the Specifications in Annexure A
- Provide the Electrical Certificate of Compliance for the installation
- Supply, install and commission the earth monitoring systems for the ICU
- Providing 1 Year Preventative and Corrective Maintenance Services of the newly installed UPS after the warranty period has expired – Service provider to provide the maintenance schedules for approval.

Item	DESCRIPTION	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<p>INSTITUTION: NGWELEZANA TERTIARY HOSPITAL</p> <p>All equipment and material used in this contract is to be that which is specified or other approved.</p> <p>Quantities are provisional and shall be re- measured after completion.</p> <p>NB. Tenderer to take note that no staff are allowed to reside on site. Only a security guard is allowed in the contractor's site establishment after hours</p>						
1.	Supply and deliver the UPS (and its ancillaries) capable of supplying 20kVA loads as per the Specifications in Annexure A	Unit	01				
2.	Install and commission the UPS above	Unit	01				
3.	Provide electrical certificate of compliance	Unit	01				
4.	Earth monitoring system including cables	Unit	01				
5	1 Year Preventative and corrective Maintenance (After end of warranty period)	Unit	01				
Carried To Collection Summary		PS 1		R			

9. RETURNABLE DOCUMENTS

1. Proof of relevant qualification and (or Electrical Trade Tests) for the personnel who will be involved in the design and installation work. Certificate to be attached. **No submission will lead to elimination for further adjudication.**
2. Detailed CV of personnel who has been (and will be) involved with un-interruptible power supplies (UPS) design, installation, maintenance and (or) repairs work with proven references and showing more than 5 years' experience with design and installations of UPSs for Hospitals. The same persons must be available for this specific work and will be requested to produce identification on the Works Start date. **No submission will lead to elimination for further adjudication**
3. Organization experience on UPS installation, maintenance and (or) repairs. List of Past completed jobs/ project regarding UPS installations and maintenance. **Submit Award Letters/Work Order/Works Completion Certificates all with proven references that can be contacted.**

10. Your quotation must be submitted to the following address:

POSTED

Department of Health
Ngwelezana Tertiary Hospital
Private Bag X 20021
Empangeni
3880

DELIVERED

Thanduyise Road
Ngwelezana Hospital
Empangeni

In a sealed envelope, the front being clearly endorsed with the Contract Number **ZNQ** and service type as stated above no later than **11H00** on the..... **Note: The tender box is at the Main Entrance at the hospital.**

11. **PERIOD OF CONTRACT**

1 week is the Contract Period for the completion of the Work from date of Site handover.

CONTACT PERSON PERTAINING TO SPECIFICATION

Name : Mr. SN Ngema
Telephone Number : (035) 901 7125
Fax No. : Nil
Execution Period : 01 Week
CIDB Rating required (attach proof) : 1 EB and Above

12. **Annexures**

Detailed Specifications

UNINTERRUPTABLE POWER SUPPLY (UPS) - ON LINE

TECHNICAL SPECIFICATION

A) GENERAL

Tenderers are to include for the supply, delivery, installation and commissioning of an online UPS with the batteries capable of 60 minutes battery back-up at **full load**.

Input supply: 380/400V +-15%, 3-phase, 50Hz

Output Rating/ Load requirements: 20 kVa, single phase, 220V +- 1%, 50HZ and 0.8power factor.

The UPS must be supplied with all required accessories like PVC insulated copper conductor cables, cable terminations MCCB panels (if needed). The required accessories will be discussed and finalized during the suite briefing but can include the MCCB panels for UPS input power, MCCB panels for UPS output power distribution, PVC insulated copper conductor power cables and all to be discussed during the Briefing session. The Unit shall be of the floor standing type and the colour shall be Beige 60.

A battery compartment housing all the batteries shall be a free standing unit separate from the UPS control unit. The UPS shall be equipped with an external On-line bypass switch as per Drawing No. 9001H.

Power supply to switched socket outlets and switches Operating Theatres shall be on an earth monitoring system. Double pole switches on socket outlets and switches shall be used for supply points in these areas. Earth Monitoring Systems shall comply with and be certified in terms of SANS 10142-1 Section 7. The Earth Monitoring Distribution Board shall be located as close as possible to the Earth Monitoring distribution system. The remote alarm panel shall be located inside the theatre.

The Tenderer shall supply a factory tested full load test report upon installation. This will be followed by a full load test of the UPS on-site and shall be witnessed and signed off by the Electrical Engineer.

As part and during the warranty period, the service provider shall perform the needed preventative maintenance of the UPS necessary to upkeep the equipment condition.

**COMPLY
YES/NO**

B) STANDBY TIME (Full Load) 60 minutes

C) Rectifier Battery Charger:

COMPLY

YES/NO

INPUT

- i) Nominal Voltage: 400V AC, Three Phase.
- ii) Fault Current: 5kA Symmetrically at 230V.
- iii) Voltage Variation: $\pm 10\%$ From Nominal.
- iv) Frequency: 50 Hz $\pm 5\%$
- v) Operating Current Inrush: Soft start from 20% to 100% full load rating in 15 seconds.
- vi) Current Limiting: 120% full load for 5 minutes
150% full load for 10 seconds.
- vii) Power Factor: 0,82 min at full load.
- viii) Protection: Circuit Breaker.

D) OUTPUT

COMPLY

YES/NO

- i) Voltage: As required by inverter input and battery.
- ii) Regulation: $\pm 1\%$ max for input voltage and DC load variation.
- iii) Ripple Voltage: $\pm 1\%$ RMS, 0 - 100% restrictive load.
- iv) Regulation with 100% load application: $\pm 5\%$
- v) Frequency stability 50Hz: $\pm 0,2\%$
- vi) Overload capability: 120 % for 5 Minutes.
200 % for 5 Cycles.
- vii) Total harmonic distortion: $< 3\%$ & (Linear load).

- viii) Load power factor: 0,7 Lag to 0,9 Lead.
- ix) Efficiency at full load: 80 % to 90 %.
- x) Make before break maintenance bypass switch:
- xi) Lightning protection:

E) STATIC TRANSFER SWITCH COMPLY
YES/NO

- i) Fully automatic transfer:
- ii) Total detection and transfer time: < 500 Micro Seconds.
- iii) Overload rating: 1250 % for 1 cycle.
- iv) Static bypass switch:

F) ENVIRONMENTAL CONDITIONS COMPLY
YES/NO

- i) Operating temperature at full load: 0° to 40°C.
- ii) Noise level at 1 metre: < 55 dBA.
- iii) Humidity: 0 % to 90 %.
- iv) Operating altitude: Up to 2500 m.

G) BATTERIES COMPLY
YES/NO

- i) Sealed Lead Acid Maintenance Free in separate cabinet:

H) ALARM FUNCTIONS ON UNIT COMPLY
YES/NO

- i) "Mains off": Visual, Audible and Mute.
- ii) "Battery low": Visual, Audible and Mute.
- iii) "Inverter off": Visual, Audible and Mute.
- iv) "Short circuit": Visual, Audible and Mute.

- v) "Over load": Visual, Audible and Mute.
- vi) "Bypass"; Visual, Audible and Mute.
- vii) "Charger off": Visual, Audible and Mute.
- viii) "Battery under voltage": Visual, Audible and Mute.
- ix) "Over temperature": Visual, Audible and Mute.
- x) "No sync": Visual.

I) REMOTE ALARM PANEL **COMPLY**
YES/NO

- i) Normal Operation: Visual.
- ii) Mains Failure: Visual, Audible and Mute.
- iii) UPS Failure: Visual, Audible and Mute.

J) CABINET **COMPLY**
YES/NO

Steel cabinet (preferably neutral beige colour):

K) GENERAL **COMPLY**
YES/NO

- i) The Tenderer shall perform an on-site full load test of the unit for a standby time duration of at least 80%. The Tenderer shall document the test and the test shall be witnessed and signed off by the institutional maintenance staff.
- ii) The Tenderer shall provide on-site operator instruction during normal working hours to the Hospital operating personnel.
- iii) The unit shall comply in all respects with the Occupational Health and Safety Act and Regulations 85/1993.
- iv) The unit must be guaranteed against faulty workmanship, material and mechanical defects for a period of 12 months.
- v) Two complete sets of operating manuals shall be supplied with the unit. The manuals shall include both literature and schematic wiring diagrams of the unit.
- vi) After each period of six months operation during the guarantee period the Tenderer shall allow for a complete maintenance service

of the unit (i.e. Two services).

vii) The Tenderer shall allow for the supply, delivery and installation of a By-pass switch arrangement independent of the UPS as per Item Code EC03005P/UPS/DOH (Obtainable from Electro Mechanical KZN)

SCHEDULE OF INFORMATION AND CONTRACT PRICES
(To be completed by Tenderer)

i) Manufacturer:

ii) Make and Model:

iii) Country of origin:

iv) Overall Dimensions:

v) Deviation from Specification:
.....
.....
.....
.....
.....
.....

vi) Additional Features Not Specified
.....
.....
.....
.....
.....

vii) Guarantee Period Offered:

viii) Delivery Period:

ix) Nearest Service and Spares Centre:

Name of Tenderer: _____

Tenderer's Signature: _____ Date _____