



Quotation Advert

Opening Date: 2020-10-12

Closing Date: 2020-10-23

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: St Francis hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: St Francis hospital

Date Submitted: 2020-10-07

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: 101/20/21

Item Category: Services

Item Description: Electrical upgrade to L.V switchgear , L.V cables and electrical distribution boards

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Visit

Date : 2020-10-19

Time: 10H00

Venue: St Francis Hospital , Dinning Hall

QUOTES CAN BE COLLECTED FROM: Please print from website

QUOTES SHOULD BE DELIVERED TO: Please Email to Bongani.Mchunu@kznhealth.gov.za

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: MISS S.C GUMEDE

Email: Samkelisiwe.Gumede@kznhealth.gov.za

Contact Number: 035 873 0203 EXT 141 / 035 873 0021

Finance Manager Name: MISS M.P SITHOLE

Finance Manager Signature:

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: ST FRANCIS HOSPITAL	
DATE ADVERTISED: 12/10/2020	CLOSING DATE: 23/10/2020
FACSIMILE NUMBER: 035 873 0574	E-MAIL ADDRESS: Bongani.Mchunu@kznhealth.gov.za
PHYSICAL ADDRESS: Mashona Reserve, Mahlabathini 3865	

ZNQ NUMBER: 101/2020/21

DESCRIPTION: Electrical upgrade

CONTRACT PERIOD: once-off (if applicable) VALIDITY PERIOD 60 Days SARS PIN:

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO. [Grid]

UNIQUE REGISTRATION REFERENCE [Grid]

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS) St Francis Hospital , Mashona Reserve, Mahlabathi 3865 Tender is Situated at Main gate

Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration.

The quote box is open from 08:00 to 15:30.

ALL QUOTES MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS QUOTE IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO WILL RESULT IN YOUR QUOTE BEING DISQUALIFIED)

NAME OF BIDDER POSTAL ADDRESS STREET ADDRESS TELEPHONE NUMBER CODE.....NUMBER..... FACSIMILE NUMBER CODENUMBER..... CELLPHONE NUMBER E-MAIL ADDRESS VAT REGISTRATION NUMBER (if VAT vendor)

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) YES NO

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMES& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

OFFICIAL PRICE PAGE FOR QUOTATIONS

ZNQ NUMBER: 101/2020/21

DESCRIPTION: Electrical upgrade

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
01	Once-off	Electrical upgrade to L.V switchgear , L.V cable - and electrical distribution boards				
		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: Contact Person: <u>S.C Gumede</u> Tel: <u>035.873.0206</u> E-Mail Address: <u>Samkelisiwe Gumede@kznhealth</u></p>	<p>Enquiries regarding technical information may be directed to: Contact Person: <u>M.P Zibane</u> Tel: <u>035.873.0209</u></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
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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 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 10/19/20 Time _____ Place St Francis Hospital

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

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

9. SUBMISSION AND COMPLETION OF SBD 6.1

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

10. TAX COMPLIANCE REQUIREMENTS

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

11. TAX INVOICE

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

12. PATENT RIGHTS

The supplier shall indemnify the **KZN Department of Health** (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:

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

- 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	NO	
-----	----	--

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	NO	
-----	----	--

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

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

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

9.2 VAT registration number:.....

9.3 Company registration number:.....

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

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

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....
.....

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

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

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

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

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

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

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>



KWAZULU-NATAL PROVINCE

HEALTH
REPUBLIC OF SOUTH AFRICA

PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

QOUTATION NUMBER:

REQUIRED CIDB GRADING: 1EB/EP

FACILITY NAME: ST FRANCES HOSPITAL

**PROJECT DISCRPTION: ELECTRICAL UPGRADE TO LV
SWITCHGEAR, LV CABLES AND ELECTRICAL DISTRIBUTION
BOARDS**

QOUTATION DOCUMENT

PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

BID No. ZNB _____

PROJECT DISCRIPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND
ELECTRICAL DISTRIBUTION BOARDS

CIDB GRADING: 1EB/EP

INDEX

PART ONE	-	CONDITION OF CONTRACT
PART TWO	-	TECHNICAL SPECIFICATION
PART THREE	-	PARTICULAR SPECIFICATION INCLUDING SCHEDULE OF EQUIPMENT
PART FOUR	-	SCHEDULE OF PRICES

PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

PROJECT DISCRIPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND
ELECTRICAL DISTRIBUTION BOARDS

PART ONE

CONDITION OF CONTRACT

1. NOTES TO BIDDERS

- 1.1 The institutions will remain open and operational at all times therefore the Contractor shall make the necessary arrangements with the Institutional Management and maintenance staff for any power outages that are required. This may necessitate weekend work
- 1.2 All items to be priced fully inclusive of all charges e.g. labour, transport, scaffolding, materials, profit, etc., but excluding Value Added Tax.
- 1.3 The Administration reserves the right to negotiate prices in the Schedule of Prices.
- 1.4 All redundant material and rubble shall to be removed from the institution's property immediately.
- 1.5 All equipment and materials used in this contract shall be that which is specified or other approved prior to submission and closure of the bid.
- 1.6 The Contractor is advised to examine all the drawings (if any) and to visit the site prior to tendering to acquaint him/herself with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim will be allowed on the grounds of ignorance of the conditions under which the work will be executed.
- 1.7 All items in the Schedule of Prices are **PROVISIONAL** and subject to re-measure after installation.
- 1.8 The Schedule of Prices shall be read in conjunction with the Scope of Work.
Any discrepancies or omissions shall be brought to the attention Leader of the Project immediately.
- 1.9 **Preference will be given to Bidders who have registered offices / workshops within the borders of the Province of KwaZulu-Natal. This is in an effort to reduce response times to call outs for breakdowns in the more remote areas of the Province.**
- 1.10 **Only Contractors who are registered with a CIDB Grading of EB 1/EP 1 or higher shall be considered.**
- 1.11 **The contractor to submit number of projects of the similar nature completed over the past three years with traceable references. Proof of completion certificate attached. Copy of certificate of Electrician with trade test attached**

Failure to comply with the above requirements will result in the tender being disqualify.

1.12 SCOPE OF CONTRACT

The Scope of the Contract is contained in Part Three (Particular Specification).

1.14 **PERIOD OF CONTRACT**

Three (3) Months as the completion period for the Contract from the date of site handover.

1.15 **SITE AND MODE OF PROCEDURE**

The work contained in this contract will be carried out on the site of St Frances Hospital in the Province of KwaZulu-Natal.

Tenderers are encouraged to visit the site to ensure successful installation of the work required.

Damage to the existing buildings - Bidders to note that any damages done or occurring to any of the buildings will be repaired at the expense of the contractor/ Bidder.

The work undertaken shall be to the satisfaction of the KwaZulu-Natal Department of Health.

1.16 **SATISFACTORY INSTALLATION**

All work shall be carried out according to the Department of Health's Standard Preambles to all Trades, the OHS Act, National Building Code of Practices and Regulations, the KZN DOH Policy Document for the Design of Electrical Installations and the SANS 10142-1 Wiring Code.

Copies of these documents are available from the office of the Manager, Infrastructure Development KwaZulu-Natal Department of Health, Townhill Office Park 35 Hyslop Road, Pietermaritzburg and may be obtained on request.

**PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH**

**PROJECT DISCIPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND
ELECTRICAL DISTRIBUTION BOARDS**

PART TWO

TECHNICAL SPECIFICATION

2.1 GENERAL

**FAILURE TO COMPLETE THE SCHEDULE OF INFORMATION IN ITS ENTIRITY SHALL LEAD TO
THE DISQUALIFICATION OF THE BID.**

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.

The whole of the installation shall be carried out in accordance with:

- The Department of Health Policy Document on the Design of Electrical Installations Revision 7 of 2013.
- All low voltage switchgear and control gear assemblies are to comply to SABS 1473 Part 1 - 1989 /IEC 439 - 1 1985.
- An Electrical Certificate of Compliance, in accordance with the SANS 10142-1 Wiring Code will be required for all Electrical Works.
- The Occupational Health and Safety Act and Regulations 85 of 1993.
- The Municipal By-laws and any special requirements of the Supply Authorities of the area or district concerned.
- Local Fire Regulations.
- The Contractor should fully familiarise himself with these documents prior to quoting
- The Occupational Health and Safety Act (Act 85, 1993) as amended.
- SANS 10400: The application of the National Building Regulations
- An Electrical Certificate of Compliance, in accordance with the OHS Act as amended, will be required for all Electrical Works.
- The Machinery and Occupational Safety Act - Act 6/1983
- All building works shall be in accordance with the Standard Preambles to All Trades.
- The Kwa Zulu - Natal Department of Health General Electrical Specification

2.2 BRIEF SUMMARY

- To improve the electricity energy reliability
- To ensure safe operation of LV distribution system
- To ease the maintenance routines daily, weekly and monthly
- Plan and execute upgrade of the electricity distribution system.

2.3 EXECUTIVE SUMMARY

- Upgrading of the LV supply and the Distribution Boards to meet the power requirement, to enhance security, quality and reliability, availability of power supply to the hospital.
- Installation of LV cables and switchgear upgrade
- Ensure proper co-ordinating and discrimination of the power supply protection circuit.
- Installation and relocation of server unit to a proper location at the first floor.
- Testing and Commissioning of the whole installation.
- Issuing certificate of compliance

NB: Comprehensive scope of work and installation instructions are on Part 3 – Particular Specification.

**PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH**

**PROJECT DISCRIPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND
ELECTRICAL DISTRIBUTION BOARDS**

PART THREE

PARTICULAR SPECIFICATION

3.1 GENERAL

This particular specification must be read with, and shall form part of, Part 1 of this document (Technical Specification).

In so far as the conditions contained herein are at variance with any obtained in the Technical Specifications, the contract shall be interpreted in terms of this Part 2 (Particular Specification).

3.2 SCOPE OF WORK

The specification calls for upgrading of electrical distribution system as per the following:

- Replacement of LV switchgear
- Disconnect all cables (Incomer and Feeders) for laundry DB
- Remove the exiting Distribution Board including all circuit breakers
- Supply and install new Distribution Board pre-wired and equipped with the following:
 - 160A Isolator (Incomer to DB from LV Switchgear)
 - Surge arresters
 - 3 x 100A TP MCB
 - 2 x 80A TP MCB
 - 3 x 63A TP MCB
 - 4 x 40A TP MCB
 - 1 x 35A TP MCB
 - 2 x 30A TP MCB
 - 2 x 15A TP MCB
 - 2 x 40A SP MCB
 - 6 x 30A SP MCB
 - 1 x 40A SP MCB
 - 6 x 20A SP MCB
 - 3 x 63A Earth Leakage (Per phase)
 - Spares (for future purposes)
- Supply and install 2 X 16mm², 100m 4 core Cu ECC PVC/SWA cable from the Laundry DB to Tumbler Dryer isolator
- Supply and install 2 X 16mm², 15m 4 core Cu ECC PVC/SWA cable from the Laundry DB to Tumbler Dryer isolator
- Supply and install 2 x 63A isolators
- Disconnect 2 x Speed Queen Dryer from the isolators and leave the isolators connected to DB
- Disconnect and remove the two existing Tullis Dryers and spinner machine. Place these machines to the place identified by Hospital and make good the floor.
- Reposition the 2 x Speed Queen Dryer to same place as the two existing Tullis Dryers
- Connect the 2 x Speed Queen Dryer from new isolators
- Connect extraction ducting from 2 x Speed Queen Dryer to the outside
- Supply and installation of all labelling in accordance with the DoH Electrical Policy Document Rev 7 2013
- Test and commissioning

- Provide a Certificate of Compliance for the whole of the electrical installation to be issued on completion of the project.
- Submission of an approved Safety Plan specifying type of work to be carried out.

**PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH**

**PROJECT DISCRIPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND
ELECTRICAL DISTRIBUTION BOARDS**

All installations must comply with the DoH's electrical installation policy, SANS10142-1 and 2

3.3 INSTALLATION DETAILS

- The Kwa Zulu - Natal Department of Health General Electrical Specification

Note: The contractor should fully familiarize himself with these documents prior to quoting

Supply and install electrical wiring, safety devices, applicable terminations and labelling as per the Department of Health's Policy Document for the Design of Electrical Installations.

Certificate of Compliance

The contractor shall submit the mandatory Certificate of Compliance. First delivery of this contract will not be taken until such time as this certificate is submitted to the Department of Health.

All necessary electrical power wiring between the main LV panel and laundry machines shall be the responsibility of the Contractor.

All electrical work carried out will be neat and best class materials must be used. All wiring to conform to the S.A.B.S Code of Practice 0142 and will be subject to prior inspection and approval before acceptance. Refer to the Standard Electrical Specification; in as far as it applies.

3.3.1 TESTING AND COMMISSIONING

All new equipment shall be tested over 24 hours, commissioned, ready for use and be maintained and guaranteed for a period of twelve (12) months.

3.3.2 GUARANTEE AND MAINTENANCE

3.3.2.1 General

The Contractor shall guarantee and maintain the Contract Works for a period of twenty four months (24) after Works Completion of the plant. During the maintenance period the Contract Works shall be maintained as specified in Clause 21 by the Contractor and any defective material, equipment or workmanship (excepting proven, willful or accidental damage, or fair wear and tear) shall be made good with all possible speed at the Contractor's expense and to the satisfaction of the client.

3.3.2.2 Making Good

When called upon by the client the Contractor shall make good on site and shall bear all expense incidental thereto including making good of work by others, arising out of removal or reinstallation of equipment. All work arising from the implementation of the guarantee or maintenance of equipment shall be carried out at times which will not result in any undue inconvenience to users of the equipment or occupants of premises.

If any defects are not remedied within a reasonable time the client may proceed to do the work at the Contractor's risk and expense, but without prejudice to any other rights which the client may have against the Contractor.

3.3.2.3. Latent Defects and Failure to Comply with Specification

The client reserves the right to demand the replacement or making good by the Contractor at his own expense of any part of the Contract which is shown to have any latent defects or not to have complied with the Specification, notwithstanding that such work has been taken over or that the guarantee period has expired.

3.3.2.4. Qualification by Tenderer

Should any specified materials or equipment in the Tenderer's opinion be of inferior quality, or be unsuitably employed, rated or loaded, the Tenderer shall prior to the submission of his tender advise the consultant accordingly. His failure to do so shall mean that he guarantees the work including all materials or equipment as specified.

3.3.3 MAINTENANCE

The entire installation including all new equipment manufactured or bought is subject to an unrestricted 12-month free maintenance and guarantee period, after the date of issue of the Completion Certificate. This also includes cover pertaining to all aspects of the equipment and associated wiring controls etc.

During the 12-month maintenance, any defects shall be made good and maintained in perfect operating condition.

**PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH**

**PROJECT DISCRPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND
ELECTRICAL DISTRIBUTION BOARDS**

PART FOUR

SCHEDULE OF PRICES

4. PREAMBLE TO SCHEDULE OF PRICES

4.1 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 tendering as to the correctness and sufficiency of his tender for the contract and of the rates and prices stated in the Schedule of Rates.

4.2 Tax and Duties

Prices, tendered 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).

4.3 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.

NOTE: ALL QOUTES MUST BE INCLUSIVE OF LABOUR, MARK UP/PROFIT AND CONSUMABLES

NOTE: This estimate form shall be used for Repair work, when the scope of work is not known and only one quotation is obtained. The work done shall be measured on completion and shall be at proven time, travel and costs in accordance with the Contract

PROVINCE OF KWAZULU-NATAL - DEPARTMENT OF HEALTH	
PROJECT DISCIPTION: ELECTRICAL UPGRADE TO LV SWITCHGEAR, LV CABLES AND ELECTRICAL DISTRIBUTION BOARDS	
SUBMIT TO:	FOR ATTENTION:
INSTITUTION:	REF NO.:
- SCOPE OF WORK:	
<p>I/We hereby quote for the above work in accordance with the conditions as specified in Contract ZNB5730/2014H.</p> <p>Materials, component/ancillary parts: Firm Price. When applicable a detailed list of materials etc. showing unit costs shall be provided.</p>	
A. Quoted for Bought Out Items (Excluding VAT)(Carried forward)	R
Mark Up @ % (Maximum Mark Up = 20% for values R0.00 to R299 999.99)	R
Mark Up @ % (Maximum Mark Up = 15% for values R300 000.00 to R500 000.00)	R
Mark Up @ % (Maximum Mark Up = 13% for values over R500 000.00)	R
B. Quoted for Proprietary Items (Excluding VAT)(Carried forward)	R
C. Quote for Sub-Contract Items (Excluding VAT)(Carried forward)	R
Mark Up @ %	R
D. Labour, Travelling, Subsistence and Transport. This price shall be firm in respect of materials etc. quoted for. (Excluding VAT) (Brought forward)	R
E. Less credit for redundant materials, parts and equipment if applicable	R ()
SUBTOTAL	R
VAT @ %	R
F. This Price in SA Currency firm for 90 days from date of the estimate quotation and shall not be exceeded. To be measured on completion.	R
Time required for completion weeks from receipt of official order.	
NAME OF SERVICE PROVIDER:	
CIDB REGISTRATION NUMBER	CIDB
CATEGORY.....	
PROVINCIAL SUPPLIERS DATABASE REGISTRATION NUMBER:	
SERVICE PROVIDER'S AUTHORISED SIGNATURE:	QUOTE REF
No.....	
NAME IN BLOCK LETTERS:	
COMPANY STAMP:	DATE:

SCHEDULE OF PRICES: MATERIALS, COMPONENT/ANCILLARY

PARTS

AND SUB CONTRACT WORK

The service provider shall add here, ALL materials, components/ancillary parts which are required for the completion of the work quoted for.

In the event that more pages are required, this page may be copied.

Tenderers are referred to the specification prepared by the electrical engineer, accompanying these bills of quantities for the electrical work, for the full descriptions of the following items which are to be read and priced in conjunction with the said specification.

Material must be ordered as determined on site and not from the drawings or Bill of Quantities. The Employer will not accept any responsibility for surplus or inadequately ordered material. Payments will only be made for the actual re-measured quantities as installed.

ITEM	DESCRIPTION	QTY	UNIT	RATE	TOTAL
1	Prices for piping, cables, etc. must include for cutting and losses, as well as short lengths where necessary, joining, supporting and complete fixing against walls, in ducts, in ceiling spaces, under concrete slabs, etc. as required and as shown on the drawing. Unless otherwise measured hereinafter, all quantities measured in the Bill of Quantities are net quantities. Cutting, offcuts labour and material must also be included in the prices.				
1.1	Submission of an approved Safety Plan specifying type of work to be carried out.	Item	Sum		
1.2	Replacement of LV switchgear including circuit breakers. A new LV board to be designed to fit into the existing room and terminate the existing cables.	Item	Sum		
2	Laundry DB				
2.1	Disconnect all cables (Incomer and Feeders).	Item	Sum.		
2.2	Remove the exiting Distribution Board including all circuit breakers	1	No		

2.3	<p>Supply and install new Distribution Board pre-wired and equipped with the following:</p> <ul style="list-style-type: none"> ○ 160A Isolator (Incomer to DB from LV Switchgear) ○ Surge arresters ○ 3 x 100A TP MCB ○ 2 x 80A TP MCB ○ 3 x 63A TP MCB ○ 4 x 40A TP MCB ○ 1 x 35A TP MCB ○ 2 x 30A TP MCB ○ 2 x 15A TP MCB ○ 2 x 40A SP MCB ○ 6 x 30A SP MCB ○ 1 x 40A SP MCB ○ 6 x 20A SP MCB ○ 3 x 63A Earth Leakage (Per phase) ○ Spares (for future purposes) 	Item	Sum		
3	Removal of the existing machines and reposition tumble dryers				
3.1	Disconnect 2 x Speed Queen Dryer from the isolators and leave the isolators connected to DB.	Item	Sum		
3.2	Disconnect and remove the two existing Tullis Dryers and spinner machine. Place these machines to the place identified by Hospital and make good the floor.	Item	sum		
3.3	Reposition the 2 x Speed Queen Dryer to same place as the two existing Tullis Dryers	Item	Sum		
3.4	Connect the 2 x Speed Queen Dryer from new Isolators	Item	Sum		

3.5	Connect extraction ducting from 2 x Speed Queen Dryer to the outside	1	No		
4	Low Voltage Cables				
4.1	600/1000V grade PVC/PVC/SWA/PVC stranded copper conductor cable (terminations and earth conductors elsewhere measured) Supply and install 16mm ² , 100m 4 core Cu ECC PVC/SWA cable from the Laundry DB to Tumbler Dryer isolator Only the use of C.C.G or Pratley Glands and shrouds shall be permitted. All terminations shall be done with the use of hydraulic crimping tools only.	100	m		
4.2	Supply and install 2x16mm ² , 100m 4 core Cu ECC PVC/SWA cable from the Laundry DB to Tumbler Dryer isolator	100	m		
5	Testing and Commissioning				
5.1	Supply and installation of all labelling in accordance with the DoH Electrical Policy Document Rev 7 2013	Item	Sum		
5.2	Test and commissioning	Item	Sum		
5.3	Provide a Certificate of Compliance for the whole of the electrical installation to be issued on completion of the project.	Item	Sum		
Carry over to Price Page PS 3					R

D.1 SCHEDULE OF PRICES
 LABOUR, SUBSISTENCE, TRAVEL AND TRANSPORT REPLACEMENT AND
 ADDITIONAL EQUIPMENT

D.1.1 LABOUR		No. of	TOTAL HOURS	RATE/HR	AMOUNT	
a)	Artisans	R 300.00	R.....	
b)	Apprentice	R 118.00	R.....	
	1 st Year	R 150.00	R.....	
	2 nd Year	R 180.00	R.....	
	3 rd Year	R 265.00	R.....	
	4 th Year			
c)	Semi-skilled	R 142.00	R.....	
d)	Unskilled	R 75.00	R.....	
D.1.2 SUBSISTENCE		No. of	TOTAL DAYS	RATE/24HR DAY		
a)	Artisans	R 303.00	R.....	
b)	Apprentice	R 303.00	R.....	
c)	Semi-skilled	R 303.00	R.....	
d)	Unskilled	R 303.00	R.....	
D.1.3 HOTEL/ACCOMMODATION			No. of Persons	No. of Nights	Cost per Night as per Suppliers Invoice	
.....			R.....	
NOTE: When applicable you may only claim for Accommodation OR Subsistence NOT both						
D.1.4 TRAVEL			TOTAL Km	RATE/Km		
D.1.4.1	From service provider's premises to site.....			Petrol	Diesel	
a)	trips (skilled)	Delete as applicable		R.....
b)	@ km per trip	R 7.78	R 7.58	R.....
trips (Semi-skilled)	R 5.80	R 5.60	R.....
	@.....km per trip			
D.1.4.2	From accommodation to site					
a) trips (skilled)	R 7.78	R 7.58	R.....
	@km per trip			
b)trips (semi-skilled)	R 5.80	R 5.60	R.....

	@km per trip			
D.1.5	ADDITIONAL LABOUR TRAVELLING WITH DRIVER	TOTAL HOURS	RATE/HR	AMOUNT
a) x Additional Artisan/s trips (skilled) @ km per trip ÷ 80km/hr	R 300.00	R.....
b) x Additional Semi-Skilled trips (semi) @ km per trip ÷ 80km/hr	R 142.00	R.....
c) x Additional Unskilled trips (unskilled) @ km per trip ÷ 80km/hr	R 75.00	R.....
d) x Additional Apprentice/s trips (semi) @ km per trip ÷ 80km/hr	R.....	R.....
SUBTOTAL CARRIED FORWARD TO PAGE 4				R.....

SUBTOTAL BROUGHT FORWARD FROM PAGE 3				R.....
D.1.6	TRANSPORT	TOTAL Km	RATE	
a)	Haulage to site trips @km per trip	2.5 tone	R 9.31	R.....
	@km per trip	3 tone	R10.80	R.....
	@km per trip	5 tone	R12.50	R.....
	@km per trip	7 tone	R14.50	R.....
	@km per trip	10 tone	R16.80	R.....
b)	Cranage to and on site @ sub contract rate	R.....	x 1.10	R.....

TOTAL AMOUNT CARRIED FORWARD TO PAGE 1 ITEM (D) R.....