



## Quotation Advert

Opening Date: 2020-10-12

Closing Date: 2020-10-21

Closing Time: 11:00

### INSTITUTION DETAILS

Institution Name: Edumbe CHC

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: EDUMBE CHC

Date Submitted: 2020-10-09

### ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: 207/20/21

Item Category: Services

Item Description:

#### RENOVATIONS TO MAIN CLINIC AND NURSES HOME AT LUNEBURG CLINIC

\*QUOTATION IS ATTACHED TO ADVERT, PLEASE PRINT THE DOCUMENT AND BRING IT WITH YOU FOR SITE INSPECTION SO THAT IT CAN BE STAMPED AND SIGNED, YOU WILL NOT BE ALLOWED TO PARTICIPATE IF YOU DO NOT HAVE THE DOCUMENT WITH YOU, AND NO DOCUMENT WILL BE ISSUED ON SITE. WEAR YOUR PPE AND BRING YOUR OWN PEN.

Quantity (if supplies): AS PER SPECIFICATION ATTACHED

### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Both

Date: 2020-10-14

Time: 09:30

Venue: EDUMBE CHC THEN PROCEED TO LUNEBURG CLINIC

QUOTES CAN BE COLLECTED FROM: ATTACHED TO ADVERT

QUOTES SHOULD BE DELIVERED TO: EDUMBE CHC- TENDER BOX, MAY ALSO BE EMAILED

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

Name: Mrs H.S Shabalala

Email: ntokozi.mnyezima@kznhealth.gov.za

Contact Number: 034 995 8557/ 53/ 41

Finance Manager Name: Mrs N.N. Vundla

Finance Manager Signature:





DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, 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<sup>2</sup>):..... 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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<sup>1</sup>"State" means -

- |  |  |
|--|--|
| <p>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);</p> <p>b) any municipality or municipal entity;</p> | <p>c) provincial legislature;</p> <p>d) national Assembly or the national Council of provinces; or</p> <p>e) Parliament.</p> |
|--|--|

<sup>2</sup>"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  will  take place
- (ii) Date 10/14/20 Time 09:30 Place From EDUMBE CHC to LUNEBURG

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

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

**9. SUBMISSION AND COMPLETION OF SBD 6.1**

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

**10. TAX COMPLIANCE REQUIREMENTS**

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

**11. TAX INVOICE**

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

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

**12. PATENT RIGHTS**

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

### **13. PENALTIES**

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

### **14. TERMINATION FOR DEFAULT**

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

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

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

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

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

**1. GENERAL CONDITIONS**

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

	<b>POINTS</b>
<b>PRICE</b>	80
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	20
<b>Total points for Price and B-BBEE must not exceed</b>	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"/>
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7.1.1 If yes, indicate:

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

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

(Tick applicable box)

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

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

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

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

9.2 VAT registration number:.....

9.3 Company registration number:.....

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

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

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
.....

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

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

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

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

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

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
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<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p>
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ZND: 209 / 20 / 21

PROVINCE OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH  
ZULULAND DISTRICT



RENOVATIONS AT LUNEBURG CLINIC  
(TECHNICAL SPECIFICATIONS)

Institution: EDUMBE CHC

Date : 01 APRIL 2020

## PROJECT SPECIFICATION

The work to be carried out in terms of this section of the project comprises the supply and installation of all the materials necessary, as per the Schedule of Rates

### PART 1

#### 1. SCOPE OF WORK

- 1.1. Clean and wash the roof for main clinic and 3 nurses' homes.
- 1.2. Paint the entire clinic and 3 nurses's home internal walls, window frames, door frames and doors.
- 1.3. Replace wooden double door with same material, flush bolts to be installed top and bottom.
- 1.4. Sand down and varnish all wooden doors.
- 1.5. Replace shower tray at Flat 2.
- 1.6. Replace damaged wall tiles.
- 1.7. Replace existing tap with elbow tap.
- 1.8. Brick up, plaster, paint, lay floor tiles and install a door at guard room.

### PART 2

#### 2.1 TECHNICAL SPECIFICATION

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 work, whether any specific clauses are referred to or not.

### PART 3

#### 3.1. MATERIALS:

- 3.1.1. Proprietary materials where specified are to be of the brand specified or other approved by the Department.
- 3.1.2. All the material to be used is to comply with the relevant SANS specification and in accordance with that manufacturer's instructions.

#### 3.2. PREPARATORY WORK:

- 3.2.1 All new and existing surfaces are to be thoroughly dry and are to be cleaned of all dust, dirt, grease, oil, rust, scale, efflorescence, fungus, loose or flaking material, etc. rubbed down, stopped, filled, knotted and sanded smooth as required in accordance with the paint manufacturer's recommendations and to the approval of the Department prior to the application of paint, etc.

- 3.2.3 MOVING EQUIPMENT OR FURNITURE- The successful contractor will be responsible to move equipment, furniture or fixtures from the areas of installation

- 3.2.4 SIGNS -All paper signs, paper instructions, paper circulars etc. stuck onto the doors or door frames shall be removed by the contractor and handed to the department manager prior to installation

#### 3.2.5 TOOLS AND EQUIPMENT

- The contractor is to be in possession of all necessary tools and equipment to carry out this project.
- The hospital tools, equipment and facilities will not be at the contractors disposal
- All tools and equipment brought onto site by the contractor shall conform to the requirements of the occupational health and safety act (act 85 of 1993 as amended)

**3.2.20 SITE CONDITION-** The site is to be kept tidy at all times during the course of the project. On completion of the project the site shall be left neat and tidy with all rubbish and rubble removed from site by the contractor.

**3.2.21 OCCUPATION-** Contractors are to note that the facility will be occupied and fully functional during the course of the project. The successful contractor will be responsible to liaise with the maintenance manager to determine which areas can be tackled and completed with the least inconvenience to the patients and staff.

**3.2.22 WORKING HOURS-** Normal working hours is defined as being between 07h00 and 16h30 during weekdays only. All contract work shall be carried out during normal hospital working hours. Should the contractor wish to work after hours, weekends or public holidays, a written request must be submitted to the hospital maintenance manager for authority to work out of normal working hours. Under no circumstances will overtime rates be paid to the contractor should he elect to work out of normal hospital working hours.

**3.2.23 CONTRACT PERIOD-** The contract period for the completion of the works will be determined by the supplier and indicated as Delivery Period on the official bid document.

### **3.5. RATES:**

3.5.1 Rates are to include all preparatory work.

3.5.2 Where diameters of pipes are stated these are the nominal internal diameters, and rates for painting pipes are to include for painting the holder bats, hangers, clips, etc. supporting the pipes.

3.5.3 Rates are to include for providing all necessary material, taking all necessary precautions to prevent marking the surfaces of joinery, walls, floors, glass, electrical fittings, etc. All surfaces disfigured or otherwise damaged shall be completely renovated or replaced as necessary to the approval of the Department at the Contractor's own expense.

### **3.6. GUARANTEE**

The guarantee/maintenance period for the completed works will be Six (6) months calculated from the date of official acceptance of the works by the KZN DEPARTMENT OF HEALTH (First Delivery Certificate/Final Delivery).

Any faults or defects found during this period will be rectified by the contractor at no cost to, and to the complete satisfaction of the KZN Department of Health.

## **PART 4**

### **4. MINIMUM REQUIREMENTS**

- 4.1 Cidb grading 1GB or more is eligible to tender.
- 4.2 Experience on similar work, completion certificates to be submitted with bid documents.
- 4.3 Qualified and/or experienced artisans to be utilized on site, proof of qualification to be submitted with bid documents.

### **5. NOTES TO BIDDERS**

- 5.1 No contractors will be allowed to sleep on site.
- 5.2 Contractors to comply to Health and Safety Act for the duration of the contractor.
- 5.3 Contractor to ensure that the proper security of their material is being provided throughout the entire project.
- 5.4 This project is very tight since there may not be a decanting plan.
- 5.5 Since the facility is operational 24 hours, disruption of services will be limited and work may need to be conducted on weekends and during night.

- 5.6 Company representatives attending site briefings and appending signatures on Site Briefing Registers should have reasonable knowledge of the work/s being undertaken.
- 5.7 Company Representatives attending Site Briefings and appending signatures on Site Briefing Registers are duly appointed representatives of the company.
- 5.8 It's the responsibility of the successful contractor to have the specification on commencement date of work, maintenance will not provide the specification on the day.
- 5.9 It's the responsibility of the contractors official to check and ensure the work as it progresses, is according to the specifications.
- 5.10 Successful bidder will not commence the work without prior submission of execution plan.

**NB: SITE MEETING IS COMPULSORY.**

**SCHEDULE OF RATES**

**5. WORK TO BE DONE AND SCHEDULE OF PRICES:**

Item	DESCRIPTION	UNIT	QTY	RATE/UNIT		TOTAL	
				R	c	R	c
	<p><b>NOTE:</b> All rates for items contained in this Schedule of Prices must be filled excluding the applicable Value Added Tax. All prices shall include labour and transport. The Administration reserves the right to Negotiate prices in the Bill of Quantities.</p>						
	<p><b>INSTITUTION: EDUMBE CHC</b></p>						
	<p><b>PROPRIETARY ARTICLES:</b> All equipment and material used in this contract shall be that which is specified or other approved.</p> <p><b>PAINT SPECIFICATION:</b></p> <p><b>A) CEILING</b> Paint the ceiling with two coats of Plascon Cloud White (VEL 30 code ) Interior Velvet Sheen</p> <p><b>B) WALLS</b> - Paint one coat Primer on all - Paint walls with two coats of Plascon Tawny Mink (VEL 2 code) Interior Velvet Sheen</p> <p><b>C) DOORS AND FRAMES</b> - Paint once coat Primer on all prepared areas - Paint all doors and frame with two coats Plascon Enamel Ivory (G374 Code) Interior/Exterior High Gloss</p> <p><b>D) SKIRTINGS</b> - Paint Skirtings with Interior/exterior Knot Seal, clear finish - Paint skirtings with a Plascon, Interior varnish, Teak Colour.</p>						
1.	Clean and wash the roof for main clinic.	m <sup>2</sup>					
2.	Clean and wash the roof for nurses home and guard house.	m <sup>2</sup>					
3.	Replace all damaged 150x150mm wall tiles.						
4.	Replace and paint damaged flasher boards at the main clinic and nurses' home.	m					
5.	Replace existing tap with elbow tap at disabled toilet.		1				
6.	Replace gutters with similar type and colour at the main clinic.	m					
7.	Sand down and varnish wooden doors with same colour varnish.		4				
8.	Replace wooden double door with similar type.		1				
9.	Clean and paint walls, doors & door frames and window frames for the main clinic.						
	Consulting Rooms x2	m <sup>2</sup>	22x2				

	OM Office	m <sup>2</sup>	20				
	Pharmacy	m <sup>2</sup>	9				
	Stuice Room	m <sup>2</sup>	23				
	Staff toilet	m <sup>2</sup>	5				
	Disabled Toilet	m <sup>2</sup>	2				
	Kitchen	m <sup>2</sup>	19				
	Store room	m <sup>2</sup>	10				
	Observation Room	m <sup>2</sup>	16				
	Counselling Room	m <sup>2</sup>	16				
	Passage	m <sup>2</sup>	27				
	Paint the whole ceiling in the main clinic.	m <sup>2</sup>					
10.	<b>Clean and paint walls, doors &amp; door frames and window frames for the nurses home flat 2.</b>						
	Lounge	m <sup>2</sup>	22				
	Kitchen	m <sup>2</sup>	6				
	Bed Room 1	m <sup>2</sup>	17				
	Bed Room 2	m <sup>2</sup>	17				
	Paint ceiling in nurses home	m <sup>2</sup>					
	Replace and seal pvc shower tray at Flat 2		1				
	Replace kitchen fluorescent light fitting with LED fitting		1				
	Repair kitchen cupboard.		1				
11.	<b>Clean and paint walls, doors &amp; door frames and window frames for the nurses home flat 1.</b>						
	Lounge	m <sup>2</sup>	22				
	Kitchen	m <sup>2</sup>	6				
	Bed Room	m <sup>2</sup>	17				
	Bath Room	m <sup>2</sup>	10				
	Replace kitchen fluorescent light fitting with LED fitting		1				
12.	<b>Clean and paint walls, doors &amp; door frames and window frames for the nurses home flat 3.</b>						
	Lounge	m <sup>2</sup>	22				
	Kitchen	m <sup>2</sup>	6				
	Bed Room	m <sup>2</sup>	17				
	Bat Room	m <sup>2</sup>	10				
13.	<b>Clean and paint walls, doors &amp; door frames, window frames and ceiling at Security Guard house</b>						
	Guard room	m <sup>2</sup>	5				
	Toilet	m <sup>2</sup>	3				
	Brick up, plaster inside, install the new door and paint.		1				



	Replace fluorescent light fitting with LED fitting.		1				
	<b>TOTAL</b>						
Carried To Collection Summary PS 1						R	

**COLLECTION SUMMARY**

INSTITUTION: EDUMBE CHC

RENOVATIONS AT LUNEBURG CLINIC

NOTE:

THIS COLLECTION SUMMARY MUST BE COMPLETED IN FULL BY THE CONTRACTOR AND RETURNED TOGETHER WITH THE TENDER FORM.

Collection Summary PS 1	R		
SUB-TOTAL	R		
ADD Provision for Value Added Tax			
Allow 15% of SUB-TOTAL			
<b>TOTAL: CARRIED TO FORM</b>	R		