

**Opening Date:** 2020-10-28

**Closing Date:** 2020-11-03

**Closing Time:** 11:00

## INSTITUTION DETAILS

**Institution Name:** Pholela CHC

**Province:** KwaZulu-Natal

**Department or Entity:** Department of Health

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

**Place where goods / services is required** PHOLELA CHC

**Date Submitted** 2020-10-26

## ITEM CATEGORY AND DETAILS

**Quotation Number:** ZNQ:  
209/20/21PCHC

**Item Category:** Goods

**Item Description:** GAZEBO X 4  
FOLDABLE CHAIRS X 7  
FOLDABLE TABLE X 4

**Quantity (if supplies)** 4,7 AND 4

## COMPULSORY BRIEFING SESSION / SITE VISIT

**Select Type:** Select...

**Date :**

**Time:**

**Venue:**

QUOTES CAN BE COLLECTED FROM:

QUOTES SHOULD BE DELIVERED TO:

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

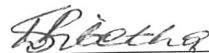
**Name:** MS NOMBUSO MEMELA

**Email:** nosipho.nkunjana@kznhealth.gov.za

**Contact Number:** 039 8329491

**Finance Manager Name:** Ms LP Sibetha

**Finance Manager Signature:**



No late quotes will be considered









## SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

### AMENDMENT OF CONTRACT

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.

### CHANGE OF ADDRESS

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.

### GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

1. The institution is under no obligation to accept the lowest or any quote.
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. 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*
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.
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.
6. Offers must comply strictly with the specification.
7. Only offers that meet or are greater than the specification will be considered.
8. Late quotes will not be considered.
9. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
10. A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
11. All delivery costs must be included in the quote price, for delivery at the prescribed destination.
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.
13. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
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.

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

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.
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.
3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
4. Quotation submitted must be complete in all respects.
5. Any alteration made by the bidder must be initialled.
6. Use of correcting fluid is prohibited
7. Quotation will be opened in public as soon as practicable after the closing time of quotation.
8. Where practical, prices are made public at the time of opening quotations.
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.

### SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

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.
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.
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.
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 [redacted] take place
- (ii) Date [redacted] / [redacted] / [redacted] Time [redacted]:[redacted] Place [redacted]

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

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

## 9. SUBMISSION AND COMPLETION OF SBD 6.1

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

## 10. TAX COMPLIANCE REQUIREMENTS

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

## 11. TAX INVOICE

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

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

## 12. PATENT RIGHTS

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



**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:

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

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

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

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

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

**5. BID DECLARATION**

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

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

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

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

**7. SUB-CONTRACTING**

(Tick applicable box)

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

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

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

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

(Tick applicable box)

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

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

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..... ..... .....



# END-USER SPECIFICATION FORM

Quote Number: 209/20/21

Item Description: Ciabebo

Department/Section: Nus Mobile

Purpose of Item: Consultation

1. Pre-qualification criteria if any:

1.1. Is the item required to have a regulatory body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)?  Yes /  No  
Regulatory Body / certification required If Yes: SABS

1.2. Is a compulsory site inspection / briefing session required? Yes /  No  
If Yes, specify: Date \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_

1.3. Is local production and content part of the quote?  Yes /  No  
If Yes, specify: \_\_\_\_\_

1.4. Provisions of section 4(1)(a) of the PPPFA Regulations, 2017 if applicable? Yes /  No  
If Yes, specify: \_\_\_\_\_

1.5. Liability Cover insurance? Yes /  No  
If Yes, specify: \_\_\_\_\_

2. What is the specification of the required item?

List specifications to be advertised	Comment
1. <u>PIECES ATTACHED</u>	
2.	
3.	
4.	
5.	

3. Does a sample need to be submitted?  Yes /  No (select option 3.1 or 3.2)

3.1. Deadline for submission if Yes: Date \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_

or  
3.2. Specify that samples must be made available when requested in writing. Yes  or No

4. Penalties to be noted by the suppliers:

4.1. 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.

5. What is the evaluation criteria / special terms and conditions to be advertised?

List evaluation criteria / special terms and conditions to be advertised (if applicable)	
1. Pre-qualification criteria	Does the offer meet the pre-qualification criteria?
2. Administrative	Does the offer comply to stipulated administrative requirements?
3. Conformance:	Was the product made or service performed to specifications?
4. Performance:	Will/does the product/service fulfil its performance obligation, in a manner that releases the supplier from all liabilities under the contract?
5. Features:	What characteristics does the product or service have?
6. Reliability:	How long can a product go between failures and the need for maintenance? (guarantee)
7. Durability:	What is the useful life for the product? How will the product hold up under extended use?
8. Serviceability:	How easy is it to repair, maintain or support the product or service? (customer support)
9. Ability & Capacity	The ability and capacity of the vendor to execute the contract
10. Preference points	Preferential Procurement System (80/20) if applicable

Name of End-user (in full)	<u>SV NUSCABO</u>	Name of SCM Rep (in full)	<u>B.L. Naimande</u>
Designation / Rank (in full)	<u>Att. Supervisor</u>	Designation/ Rank (in full)	<u>SMO</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Date	<u>19/10/2020</u>	Date	<u>20/10/2020</u>

209/20/21

# 3X3M GRAND GAZEBO WALL KIT (2 PIECE)



**KWAZULU-NATAL PROVINCE**  
HEALTH  
REPUBLIC OF SOUTH AFRICA

## SPECIFICATION

- Ideal accessory for extra privacy and wind (with stabilizer hooks)
- 3X3M gazebo size (wall kit, 2 piece, with zipped door)
- Blue colour
- Polyester material that is PVC Coated
- Department of Health branding/ logo 1,5XM (left and right sides)
- Height adjustable poles ( Aluminium Poles)

Signed by: \_\_\_\_\_

# END-USER SPECIFICATION FORM

Quote Number: 209/2021

Item Description: Foldable Charts

Department/Section: Nus mobile

Purpose of Item: Setting

1. Pre-qualification criteria if any:

1.1. Is the item required to have a regulatory body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)?  Yes /  No:

Regulatory Body / certification required if Yes: SABS

1.2. Is a compulsory site inspection / briefing session required? Yes /  No

if Yes, specify: Date \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_

1.3. Is local production and content part of the quote?  Yes /  No

if Yes, specify: \_\_\_\_\_

1.4. Provisions of section 4(1)(a) of the PPPFA Regulations, 2017 if applicable? Yes /  No

if Yes, specify: \_\_\_\_\_

1.5. Liability Cover insurance? Yes /  No

if Yes, specify: \_\_\_\_\_

2. What is the specification of the required item?

List specifications to be advertised	Comment
1.	
2.	
3.	
4.	
5.	

*Picture Attached*

3. Does a sample need to be submitted?  Yes /  No (select option 3.1 or 3.2)

3.1. Deadline for submission if Yes: Date \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_

or

3.2. Specify that samples must be made available when requested in writing. Yes  or No

4. Penalties to be noted by the suppliers:

4.1. 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.

5. What is the evaluation criteria / special terms and conditions to be advertised?

List evaluation criteria / special terms and conditions to be advertised (if applicable)	
1. Pre-qualification criteria	Does the offer meet the pre-qualification criteria?
2. Administrative	Does the offer comply to stipulated administrative requirements?
3. Conformance:	Was the product made or service performed to specifications?
4. Performance:	Will/does the product/service fulfil its performance obligation, in a manner that releases the supplier from all liabilities under the contract?
5. Features:	What characteristics does the product or service have?
6. Reliability:	How long can a product go between failures and the need for maintenance? (guarantee)
7. Durability:	How long can a product go between failures and the need for maintenance? (guarantee)
8. Serviceability:	What is the useful life for the product? How will the product hold up under extended use?
9. Ability & Capacity	How easy is it to repair, maintain or support the product or service? (customer support)
10. Preference points	The ability and capacity of the vendor to execute the contract
	Preferential Procurement System (80/20) if applicable

Name of End-user (in full)	<u>SU NGCABO</u>	Name of SCM Rep (in full)	<u>B.W. Ndandc</u>
Designation / Rank (in full)	<u>Pt/c Supervisory</u>	Designation / Rank (in full)	<u>SMO</u>
Signature	<i>[Signature]</i>	Signature	<i>[Signature]</i>
Date	<u>19/10/2020</u>	Date	<u>2020/10/20</u>



**FOLDABLE CHAIR**



-BLACK IN COLOUR

-SOFT CUSION FOR BACK AND SITTING

-WEIGHT THRESHOLD 150-----200 KG

-NON SCRATCH/NON SLIP FOOTINGS

SIGN: \_\_\_\_\_

A handwritten signature in black ink, written over a horizontal line. The signature is stylized and appears to be a name starting with 'J'.

# END-USER SPECIFICATION FORM

Quote Number: 209/20/21  
 Item Description: Foldable Tables  
 Department/Section: NUD Mobile Purpose of Item: Writing on

1. Pre-qualification criteria if any:

1.1. Is the item required to have a regulatory body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)?  Yes / No:  
 Regulatory Body / certification required If Yes: SABS

1.2. Is a compulsory site inspection / briefing session required? Yes /  No  
 if Yes, specify: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Place: \_\_\_\_\_

1.3. Is local production and content part of the quote?  Yes / No  
 if Yes, specify: \_\_\_\_\_

1.4. Provisions of section 4(1)(a) of the PPPFA Regulations, 2017 if applicable? Yes /  No  
 if Yes, specify: \_\_\_\_\_

1.5. Liability Cover insurance? Yes /  No  
 if Yes, specify: \_\_\_\_\_

2. What is the specification of the required item?

List specifications to be advertised	Comment
1.	
2.	
3.	
4.	
5.	

Picture Attached

3. Does a sample need to be submitted?  Yes / No (select option 3.1 or 3.2)

3.1. Deadline for submission if Yes: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Place: \_\_\_\_\_

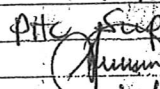
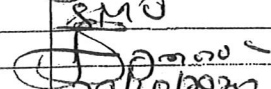
or  
 3.2. Specify that samples must be made available when requested in writing. Yes  or No

4. Penalties to be noted by the suppliers:

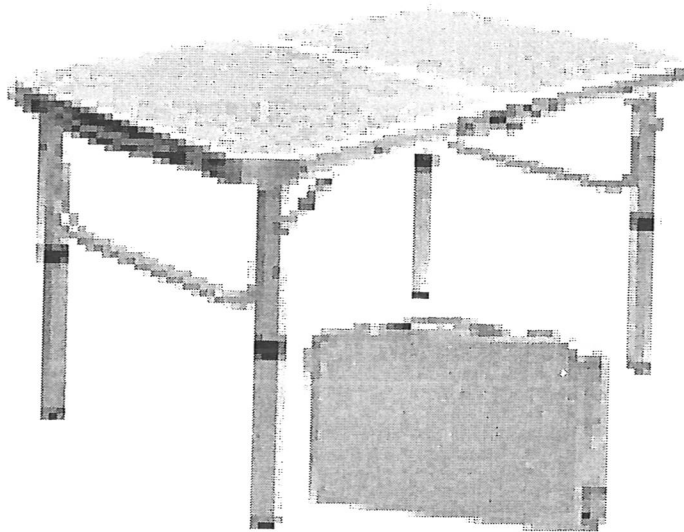
4.1. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price 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.

5. What is the evaluation criteria / special terms and conditions to be advertised?

List evaluation criteria / special terms and conditions to be advertised (if applicable)	
1. Pre-qualification criteria	Does the offer meet the pre-qualification criteria?
2. Administrative	Does the offer comply to stipulated administrative requirements?
3. Conformance:	Was the product made or service performed to specifications?
4. Performance:	Will/does the product/service fulfil its performance obligation, in a manner that releases the supplier from all liabilities under the contract?
5. Features:	What characteristics does the product or service have?
6. Reliability:	How long can a product go between failures and the need for maintenance? (guarantee)
7. Durability:	What is the useful life for the product? How will the product hold up under extended use?
8. Serviceability:	How easy is it to repair, maintain or support the product or service? (customer support)
9. Ability & Capacity	The ability and capacity of the vendor to execute the contract
10. Preference points	Preferential Procurement System (80/20) if applicable

Name of End-user (in full)	<u>SU Ncube</u>	Name of SCM Rep (in full)	<u>B.W. Ndimand</u>
Designation / Rank (in full)	<u>PtC Supervisor</u>	Designation / Rank (in full)	<u>SMO</u>
Signature		Signature	
Date	<u>19/10/2020</u>	Date	<u>20/10/2020</u>

**FOLDABLE TABLE**



-HEIGHT ADJUSTABLE

-ALUMINIUM FRAME

-1500MM LENGTH X 600MM BREADTH

-STRONG (DURABLE) PLASTIC TABLE TOP

-NON SLIP FOOTINGS WHEN USED

SIGN: \_\_\_\_\_