



Quotation Advert

Opening Date: 2020-09-02
 Closing Date: 2020-09-11
 Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Ilembe district office
 Province: KwaZulu-Natal
 Department or Entity: Department of Health
 Division or section: Central Supply Chain Management
 Place where goods / services is required: MPUMELELO CLINIC
 Date Submitted: 2020-09-01

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
ZNQ092/20/21
 Item Category: Services
 Item Description: MINOR REPAIRS AND RENOVATIONS AT MPUMELELO CLINIC
CIDB : REQUIREMENTS 1GB AND ABOVE

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Visit
 Date : 2020-09-07
 Time: 11:00
 Venue: MPUMELELO CLINIC

QUOTES CAN BE COLLECTED FROM: AVAILABLE AT SITE MEETING

QUOTES SHOULD BE DELIVERED TO: ILEMBE HEALTH DISTRICT OFFICE , NO 1 KING SHAKA STREET , KWADUKUZA (STANGER)

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: N.E.NXASANA
 Email: nkululeko.nxasana@kznhealth.gov.za / patience.ntuli@kznhealth.gov.za
 Contact Number: 032 437 3500
 Finance Manager Name: HLENGWE NGCOBO
 Finance Manager Signature:

No late quotes will be considered



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

ZNQ092/20/21

iLEMBE HEALTH DISTRICT OFFICE

Minor Repairs and Renovations at Mpumelelo Clinic

Advert Date : 02 September 2020
Closing Date & Time : 11 September 2020 @ 11h00
Contract Period : N/A
Administration Enquiries : Mr. S. N. Masuku /Mrs. S. Z. Zulu
Contact Number : 032 437 3500 Ext (3561/3562)

Technical Contact Person : Mr.D.N.Skhakhane / Mr.K.Shabangu
Contact Number : 032 437 3500

DOCUMENTS MUST BE DELIVERED BY HAND AND DEPOSITED IN THE QUOTATION BOX SITUATED IN:

Lembe Health District Office
3rd Floor, King Shaka Center
1 on King Shaka street
KwaDukuza
"Next to Elevators"

THE QUOTATION BOX IS AVAILABLE ON THE
FOLLOWING DAYS AND TIMES: MONDAYS TO
FRIDAYS 07:30 - 16:00

COMPANY NAME : _____

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?); | 2.6. 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 07/09/2020 Time 11:00 Place Mpumelele Clinic

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:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **"prices"** includes all applicable taxes less all unconditional discounts;
- (h) **"proof of B-BBEE status level of contributor"** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **"QSE"** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

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

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = Price of lowest acceptable bid

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

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

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

5. BID DECLARATION

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

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

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

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

7. SUB-CONTRACTING

(Tick applicable box)

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

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

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

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

(Tick applicable box)

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

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

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

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

9.2 VAT registration number:.....

9.3 Company registration number:.....

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

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

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....
.....

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

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

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

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

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

WITNESSES
1.
2.

..... SIGNATURE(S) OF BIDDERS(S)
DATE:
ADDRESS

PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

ZNQ –

MPUMELELO CLINIC – REPAIRS TO AND RENOVATION TO THE CLINIC

1.1 SCOPE OF CONTRACT

This Contract is for the execution of the project indicated above.

1.2 CONTRACT DRAWINGS

No drawings

1.3 CONDITIONS OF CONTRACT AND PRELIMINARIES

1.3.1 PERIOD OF CONTRACT

Eight (08) *Weeks* as the Contract Period for the completion of the Work from date of Site handover.

1.3.2 CONTRACT GUARANTEE:

The Successful Bidder will **NOT** be required to submit a contract guarantee.

1.3.3 GUARANTEE PERIOD

The guarantee period for the completion of the Structural work and all materials must be a minimum of Three (3) Calendar Months from the date of first delivery.

1.3.4 SITE AND MODE OF PROCEDURE

The work contained in this contract will be carried out on the site of the existing at **MPUMELELO CLINIC**

The Bidder is advised that the existing premises will be occupied throughout the period of the contract, and that the minimum amount of disruption to services is of the utmost importance.

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 repairs must be to the satisfaction of the Kwazulu- Natal Department of Health. Bidders are advised to visit the site prior to tendering and to acquaint themselves with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim whatsoever will be allowed on the grounds of ignorance of the conditions under which the work will be executed.

NB: Bidders are advised to examine the drawings and visit the site prior to quoting and to acquaint themselves 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.

1.3.5 SATISFACTORY INSTALLATION

The whole of the installation shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the KZNPA Standard Preambles to all Trades, the KZNPA General Electrical Specification, ICASA, Telecommunications regulations, the South African Bureau of Standards Code of Practice for the Wiring of Premises SABS 0142 and the Occupational Health and Safety Act and Regulations 85/1993 as amended.

Copies of the KZNPA Standard Preambles to all Trades and the KZNPA General Electrical Specification are available at the office of the Secretary for Health – KwaZulu-Natal and can be obtained on request.

TECHNICAL SPECIFICATIONS

2. TECHNICAL SPECIFICATION

2.1 GENERAL

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

2.2 *Standard Preambles*

This is available from the department on request.

2.3 *Health and Safety Specification*

Health and Safety Plan with Risk assessment schedule is to be compiled taking cognisance of the specific type of patient's that walk around the institution all day. All areas are to be protected at all times from patients falling in. All new and old materials are to be securely stored during construction to eliminate any person from rolling them around or playing inside them.

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

ZNQ –

MPUMELELO CLINIC-REPAIRS TO AND RENOVATION TO THE CLINIC

3. SCOPE OF WORK

The work to be carried out under this contract includes the supply of all materials, and including all labour to carry out all electrical work and leaving in service condition to the satisfaction of the Secretary for Health: KwaZulu-Natal.

3.1. The work comprises of

3.2 Supply and install the following

- a) Alterations, paint and removal of the heavy duty Sisalation.

METALWORK

PROPRIETARY MATERIALS: — Where proprietary materials are specified, the materials used are to be of the type, specified or other approved by the Department.

RATES: — for all metalwork, unless otherwise stated, are to include for cutting to length, shaping, turning, threading, forging, fitting, assembling, riveting, welding, welded running joints, filing smooth, also for all screws and holes and hoisting and fixing in position. All screwed work is to have full threads

RATES: — are to include for fixing in accordance with the manufacturer's instructions for screwing head and sill weather strips and jamb strips with stainless steel screws to frames (Elsewhere measured) and for oiling and easing at completion.

Door Frames

Door frames to be natural anodized aluminium pre-fitted with woolpile gaskets, clipped into H-Profile at head and clipped into combination split post and cover plate at styles. The rebate on the door frame caters for standard doors of a thickness between 40mm and 44mm.

Glazing

Glazed panes to be framed with H-Profile fitted horizontally at top and bottom, butted against side of split-post and clip on cover plate combination and fixed with angle brackets. Glazing sections pre-fitted with woolpile gaskets and set into H-profiles and into post / cover plate combinations to form a neat glazing opening. Glazing beads pre-fitted with woolpile gaskets and then clipped into glazing section.

MATERIALS: — Proprietary materials where specified are to be of the brand specified or other approved by the Department.

All primers, emulsion paints, enamels, stains, varnishes, etc. are to comply with the relevant SANS Specification.

Paints, etc. shall be suitable for application on the surfaces to which they are being applied and those used externally shall be of exterior quality or suitable for exterior use.

For any particular work the priming coat and subsequent coats of paint are to be executed with paints from the same manufacturer and in accordance with that manufacturer's instructions.

The materials are to be brought to the site in unopened containers and no adulteration will be permitted, except thinners of a quantity and quality directed by the manufacturer.

The Department shall at all times be permitted to take samples for testing purposes from open containers of any brand of paint being used on the work.

All materials, if and when required by the Department, will be subject to tests by the South African Bureau of Standards, and the cost of such tests, should the material under test not meet the requirements of this specification, shall be borne by the Contractor. Fillers and stoppings are to be suitable for use with the material being filled or stopped and to the approval of the Department.

PREPARATORY WORK: — 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.

Ceilings are to have nail heads, including those to cornices and cover strips, primed and stopped up as necessary and rubbed down smooth.

Asbestos cement shall be primed with an approved alkali resistant primer before the application of subsequent coats which are not, in themselves, alkali resistant.

Iron, steel and other ferrous metals shall be cleaned in accordance with SANS Code of

Practice 064 to remove rust, scale, grease, oil, etc. and the surface brought to a bright metallic condition.

Galvanized iron and zinc shall be cleaned in accordance with SANS Code of Practice 062 to remove the manufacturer's temporary protective coating, white rust, etc.

Other non-ferrous metals shall be thoroughly cleaned to remove all milling oils, temporary protective coatings, etc. and the surface abraded with fine water-paper and white spirit.

Woodwork to be painted shall have all knots and resinous areas treated with an approved knotting, the surface shall then be primed and all holes, etc. stopped and rubbed down smooth,

Woodwork to be oiled, stained, varnished, etc. shall be free of all stains, pencil marks and other surface discolorations and all holes, etc. stopped with tinted stopping and rubbed down smooth.

In preparing existing glazed sashes and sash doors, all loose putty is to be removed, the rebates primed and glass re-sprigged and re-puttied as necessary before the painting is commenced.

Previously distempered or lime washed surfaces to receive any other type of paint, are to have the existing distemper or lime wash completely removed by scraping or wire brushing and the surfaces treated with an approved bonding liquid.

Where existing paint film are in good condition any flaking or bared patches are to be properly feathered into the surrounding paint and spot primed as necessary.

Where existing paint films are in poor condition and require to be removed completely, they are to be removed by means of wire brushing, paint remover, burning off, or other approved method. Paint removers shall be free of wax and caustic substances and shall preferably be of water rinseable type. When burning off paint from wood, care must be taken to avoid charring the wood.

The final state of preparatory work to existing decorated surfaces shall in all cases produce in the finished decorated surfaces a condition similar to new work.

The Contractor will be held responsible for the proper and adequate preparation of the surfaces and any work which fails to meet the manufacturer's recommendations must be made good at the Contractor's expense to the satisfaction of the Department.

APPLICATION OF PAINTS, ETC.: — Painting may be carried out by brush, roller or spray as recommended by the manufacturer and to the approval of the Department. All paints, etc. are to be applied in strict accordance with the manufacturer's instructions. Each coat of paint is to be adequately and permanently keyed onto the previous coat or surface and shall be evenly distributed and continuous and shall dry to a smooth film, free from sags, runs or other imperfections. Each coat of paint is to be of a colour distinctive from previous or succeeding coats.

All painting must be done in accordance with a colour scheme which will be provided by the Department, and rates for painting etc. are to include for all cutting in of contrasting colours and masking as required. No distinction has been made where more than one colour of the same material is required on the walls or ceiling of the same room.

Samples of colours for the final coats are to be prepared in all cases to the approval of the Department and all work must be finished to the approved colours.

Backs of wood door and similar frames and the surfaces of other new or prefixed joinery in contact with brickwork, etc. and built in as the work proceeds, shall be primed or sealed before building in to prevent moisture seeping into the wood from the mortar bedding.

Tongued and grooved and rebated edges of boards in batten doors and other such like inaccessible parts of new joinery shall, before assembly, be primed, or where the joinery is to receive a finish other than paint, be given one coat of such other finishing material.

All new external structural timbers shall be primed before the timbers are fixed in position and shall include all surfaces such as backs of fascias and barge boards.

RATES: — Rates for painting, etc. are to include for all preparatory work, and where spraying is employed, are to include or adequately masking all surrounding areas. Where diameters of pipes are stated these are the nominal internal diameters, and rates for painting pipes are to include for painting the holderbats, hangers, clips, etc. supporting the pipes.

Rates are to include for providing all necessary dust sheets, covers, etc. 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.

PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

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MPUMELELO CLINIC-REPAIRS TO AND RENOVATION TO THE CLINIC

SCHEDULE OF RATES

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 quoting as to the correctness and sufficiency of his quote for the contract and of the rates and prices stated in the Schedule of Rates.

4.2 TAX AND DUTIES

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

3.3 RATES

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

Item No	Description	Qty	Rate	Amount
	<u>BILL NO, 1</u>			
	<u>ALTERATIONS</u>			
	<u>REMOVAL OF EXISTING DOORS, WINDOWS, ETC. FROM BRICKWORK</u>			
	<u>Taking out and removing doors, windows, etc. from brickwork.</u>			
1	Timber double door and frame exceeding 2,5m ² and not exceeding 5m	no	2	
2	Timber single door and frame not exceeding 2,5m ²	no	2	
	<u>SERVICING OF EXISTING METALWORK</u>			
	<u>Service existing steel windows:</u>			
3	Extra on servicing existing steel window sash for supply and fitting new handle	no	12	
4	Extra on servicing existing steel window sash for supply and fitting new sliding stay	No	12	
	<u>REMOVAL OF EXISTING METALWORK</u>			
	<u>Taking out and removing sundry metalwork:</u>			
5	Metal burglar proofing welded to steel frame not exceeding 2,5m ²	no	1	
	<u>Take down and remove roof not exceeding a pitch of 50degrees, including roof covering, timber trusses and batten, ceiling and cornice eaves soffit covering, fascia's, barge boards, gutters and rainwater pipis.</u>			
6	Take down concrete or clay roof tile and set aside for re-use.	m ²	18	
7	38 x 38 timber battens and set aside for re-use.	m	42	
8	Allow for removal of Sisalation 420 heavy industrial grade aluminuim foil base.	m ²	18	
	Carried to Summary			
	Alterations			

Item No	Description	Qty	Rate	Amount
	<u>BILL NO .2</u>			
	<u>ROOF COVERINGS ETC</u>			
	<u>CONCRETE ROOF TILES</u>			
	<u>Approved concrete roof tiles, to approved colours on 38 x 38 sawn softwood tiling battens at 320mm Centre's spiked to timber rafters.</u>			
1	Concrete roof tile re-use previously removed	M ²	18	
2	120 Degrees angled and butt joint capping bedded and pointed in 1:3 colour tinted cement mortar on ridge or hip apex	m	12	
3	Concrete or clay badge to be supply and install to match the existing	m	24	
	Carried to Summary Roof Covering			

Item No	Description	Qty	Rate	Amount
	<p><u>BILL NO .3</u></p> <p><u>CARPENTRY AND JOINERY</u></p> <p><u>PRE-TREATMENT OF TIMBERS</u></p> <p><u>Approved concrete roof tiles, to approved colours on 38 x 38 sawn softwood tiling battens at 320mm Centre's spiked to timber rafters.</u></p> <p>All permanent timbers installed in the buildings are to be treated against borer, cryptotermes, termites, and all wood destroying agencies with an approved preventative, all in accordance with SANS Code of Practice 05</p> <p><u>INSULATION, WATERPROOFING AND DUST PROOFING MATERIAL FOR ROOFS: — shall be of an approved aluminium foil faced both sides laminated Kraft Paper and synthetic reinforced material fixed in accordance with the manufacturer's instructions, lapped 150mm at all edge, unless otherwise specified</u></p> <p>BATTEN BOARDING: — is to be long grain three-ply boarding manufactured with kiln-dried South African Meranti softwood core formed of laminations not exceeding 45mm wide and faced on both sides with selected veneers as described, bonded under heat and hydraulic pressure with water-resistant synthetic resin adhesive and sanded to a smooth finish</p> <p><u>ROOF CONSTRUCTION</u></p> <p>Sawn south African softwood</p>			
1	38 x 38 mm battens re-use previously removed. m	42		
2	Sisalation 420 heavy industrial grade aluminium foil base. m ²	18		
	<p>Carried to Summary carpentry and joinery</p>			

Item No	Description	Qty	Rate	Amount
	<u>BILL NO, 4</u>			
	<u>PAINTING</u>			
	<u>ON PREVIOUSLY PAINTED PLASTER, ETC.</u>			
	Tenderers attention is drawn to page SP52 of the Standard Preambles to all Trades - WB 20 of the full description of preparatory work to be carried out before			
	<u>ON METAL</u>			
	Prepare and apply two coats of approved bitumen paint on:			
1	Backs of steel door frames	m ²	10	
2	Steel window frames	m ²	28	
	<u>PAINT ON WOOD</u>			
	Prepare and stop with tinted stopping and apply three coats of Spick and Span Woodcoat Clear Suede matt polyurethane finish, including burnishing with steel wool between coats on wood:			
3	On doors	m ²	60	
	Carried to Summary Painting			

Item No	Description	Page No	Amount
	<u>COLLECTION SUMMARY</u>		
	ALTERATIONS	07	
	ROOF COVERING	08	
	CARPENTRY AND JOINERY	09	
	PAINTING	10	
	CARRIED TO QUOTATION FORM		