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KZN HEALTH

KZN Health Intranet

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Quotation Advert

Opening Date: 2021-04-30

Closing Date: 2021-05-07

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Umphumulo hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: umphumulo hospital

Date Submitted: 2021-04-29

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: ump1751/20/21

Item Category: Services

Item Description: Repair to parkhome toilet as per attached specification

Quantity (if supplies): 1

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: R74 greytown road Maphumulo 4470 (umphumulo stores)

QUOTES SHOULD BE DELIVERED TO: R74 greytown road Maphumulo 4470 (security main gate)

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Sibonelo Sithole

Email: sibonelo.sithole@kznhealth.gov.za

Contact Number: 032 481 4103

Finance Manager Name: Mrs Selepe

Finance Manager Signature:

29/04/2021

No late quotes will be considered

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 **WILL NOT** take place
- (ii) Date _____ Time _____ Place _____

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

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

9. SUBMISSION AND COMPLETION OF SBD 6.1

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

10. TAX COMPLIANCE REQUIREMENTS

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

11. TAX INVOICE

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

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

12. PATENT RIGHTS

The supplier shall indemnify the **KZN Department of Health** (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"/>
-----	--------------------------	----	--------------------------

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.....

BILL OF QUANTITIES

AND

SPECIFICATIONS

LOCATION

UMPHUMULO
HOSPITAL

DEPARTMENT OF HEALTH

PROVINCE OF KWAZULU-NATAL

UMPHUMULO HOSPITAL

ZNQ

NEW TOILET / PAN INSTALLATION TO PARK HOMES IN HOSPITAL

AT UMPHUMULO HOSPITAL

Closing Date & Time :

Contract Period :

2 (14 days) Weeks

Validity Period :

90 Days

Contact Person :

Mr. A. RAHIM

Contact Telephone Number :

082 871 7652

DOCUMENTS DELIVERED BY HAND MUST BE DEPOSITED IN THE QUOTATION BOX SITUATED AT THE SECURITY GUARD HOUSE.

UMPHUMULO HOSPITAL	OLD	R74	THE QUOTATION BOX IS AVAILABLE ALL
GREYTOWN ROAD UMPHUMULO			THE TIME

DOCUMENTS POSTED SHALL BE ADDRESSED TO:

THE STORES
UMPHUMULO HOSPITAL
PRIVATE BAG X9219
MAPHUMULO
4470

NAME OF TENDERER
(as appeared on the Tax Clearance Certificate)

PROVINCIAL SUPPLIERS DATABASE
REGISTRATION NO.:

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

VALIDATED SUPPLIER

PROVINCIAL SUPPLIER:

NOTICE:

PROVINCIAL REGISTERED COMPANIES:

LETTER TO BE ATTACHED FROM KWAZULU-NATAL PROVINCIAL TREASURY REFLECTING THE REASON(S) FOR NON ALLOCATION OF FULL REGISTRATION STATUS

AND WHAT DOCUMENT(S) AND OR INFORMATION IS STILL OUTSTANDING.
 OUTSTANDING DOCUMENTATION/ INFORMATION MUST ALSO ACCOMPANY THIS
 OFFER

**AT UMPHUMULO HOSPITAL
 DEPARTMENT OF HEALTH: OFFICIAL PRICE QUOTATION
 REQUEST FOR THE SUPPLY OF GOODS/SERVICES:
 LEVEL ZERO OR ONE CONTRACT**

TENDERER TO NOTE THE FOLLOWING: LEVEL ZERO CONTRACT IS UP TO AN AMOUNT OF R1,000.00 INCL. OF VAT. LEVEL ONE CONTRACT IS FROM R1,000.01 UP TO AN AMOUNT OF R200,000.00 INCL. OF VAT. IF THE QUOTE COMES UNDER R5,000.00 YOUR BUSINESS MAY FAX THE QUOTE TO THE ORGANISATION WHO CALLED FOR IT. IF NOT, EACH QUOTATION MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE ON WHICH THE NAME, ADDRESS OF THE TENDERER, THE QUOTATION NUMBER AND THE CLOSING DATE MUST BE CLEARLY ENDORSED. THE QUOTATION MUST REACH THE DESTINATION NOT LATER THAN THE CLOSING DATE OR DEPOSITED IN THE QUOTATION BOX SITUATED AT THE ORGANISATION. TENDERED PRICES MUST BE IN SOUTH AFRICAN CURRENCY AND INCLUSIVE OF VAT. THIS FORM MUST BE COMPLETED IN DETAIL, SIGNED BY THE TENDERER AND THE SIGNATURE OF WITNESS. FAILURE TO COMPLY WITH THESE REQUIREMENTS MAY RESULT IN THE QUOTE BEING DISREGARDED.

NAME OF BUSINESS / DETAILS OF TENDERER:	
COMPANY NAME:	
POSTAL ADDRESS:	
STREET ADDRESS:	
PHONE NO	
OFFICIAL STAMP OF BUSINESS	
SIGNATURE OF TENDERER:	SIGNATURE OF WITNESS:
CAPACITY (RANK) IN BUSINESS	DATE:
PROJECT:	
NEW TOILET / PAN INSTALLATION TO PARK HOMES IN HOSPITAL	

QUOTATION NUMBER	CLOSING DATE AND TIME	VALIDITY PERIOD
		90 DAYS
CONTRACT PERIOD: 2 (TWO) WEEKS		
TENDER AMOUNT/ PRICE INFORMATION		
NETT PRICE	R	
VAT @ 14%	R	
TOTAL QUOTATION PRICE	R	
TENDERERS TO NOTE: RATES OF EXCHANGE - PLEASE REFER TO PARAGRAPH 15, SPECIAL TERMS AND CONDITIONS.		
DOES THE OFFER COMPLY WITH SPECIFICATION? (Mark with an X)		
YES	NO	

IF NOT, FURNISH DETAILS

DETAILS OF HOSPITAL / INSTITUTION - UMPHUMULO HOSPITAL
KZN HEALTH SERVICES: UMPHUMULO HOSPITAL
R74 Old Greytown Road Private bag X9219 Maphumulo 4470
ENQUIRIES: MR. A. RAHIM
TELEPHONE: (032) 481 4128 - CELL 082 871 7652

SPECIAL INSTRUCTIONS AND NOTICES TO TENDERS REGARDING THE COMPLETION OF QUOTATION FORMS

PLEASE NOTE THAT THIS QUOTATION IS SUBJECT TO THE KWAZULU-NATAL PROCUREMENT ACT, 2001 (ACT NO. 3 OF 2001), KWAZULU-NATAL PROCUREMENT REGULATIONS PROMULGATED IN TERMS OF SECTION 47 OF THE KWAZULU-NATAL PROCUREMENT ACT, AND THE GENERAL CONDITIONS AND PROCEDURES FOR PROCUREMENT (ZNT 6).

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.

1. Under no circumstances whatsoever may the quotation forms be retyped or reprinted. Photocopies of the original quotation documentation may be used, but an original signature must appear on such photocopies.

2. The tenderer is advised to check the number of pages and to satisfy himself that none are missing or duplicated.

3. Quotations submitted must be complete in all respects.

4. Quotations 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. 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 Tenderer, 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 may be rejected as being invalid.

6. 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 quotations. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.

7. 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.

8. No quotation 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.

9. No quotation submitted by telefax, telegraphic or other electronic means will be considered.
10. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

11. Any alteration made by the Tenderer must be initialed.
12. Use of correcting fluid is prohibited
13. Quotations will be opened in public as soon as practicable after the closing time of quotation.
14. Where practical, prices are made public at the time of opening quotation.
15. 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.

REGISTRATION ON THE PROVINCIAL SUPPLIERS DATABASE

1. In terms of the KwaZulu-Natal Procurement Regulations promulgated in terms of Section 47 of the KwaZulu-Natal Procurement Act, all suppliers of goods and services to the Province of KwaZulu-Natal are required to register on the Provincial Suppliers Database.
2. If you wish to apply for registration, forms may be downloaded from the website, <http://www.kzntrasury.gov.za>, or obtained by phoning the toll free number **0800 201 049**. This number is also available for general enquiries relating to Provincial procurement.
3. If a business is registered on the Database and it is found subsequently that false or incorrect information has been supplied, then the Province may, without prejudice to any other legal rights or remedies it may have :
 - 3.1 de-register the supplier from the Database,
 - 3.2 cancel a quotation or a contract awarded to such supplier, and the supplier would become liable for any damages if a less favourable quotation is accepted or less favourable arrangements are made.
4. The same principles as set out in paragraph 3 above are applicable should the supplier fail to request updating of its information on the Suppliers Database, relating to changed circumstances.

CONDITIONS OF QUOTATION

1. /We hereby quote to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to the KwaZulu-Natal Provincial Administration/Parliament (hereinafter called the "Province") on the terms and conditions and in accordance with the specifications stipulated in the quotation documents (and which shall be taken as part of and be incorporated into this quotation) at the prices and on the terms regarding time for delivery and/or execution inserted therein.

2. I agree that :
 (a) the offer herein shall remain binding upon me and open for acceptance by the Province during the validity period indicated and calculated from the closing time of the quotation;

(b) this quotation and its acceptance shall be subject to the KwaZulu-Natal Procurement Act, 2001, the Procurement Regulations promulgated in terms of section 47 of the aforementioned Act and the terms and conditions contained in the KwaZulu-Natal General Conditions and Procedures for procurement (ZNT 6), with which I am fully acquainted ;

(c) if I withdraw my quotation within the period for which I have agreed that the quotation shall remain open for acceptance, or fail to fulfill the contract when called upon to do so, the Province may, without prejudice to its other rights, agree to the withdrawal of my quotation or cancel the contract that may have been entered into between me and the Province. I will then pay to the Province any additional expenses incurred by the Province having either to accept any less favourable quotation or, if fresh quotations have to be invited, the additional expenditure incurred by the invitation of fresh quotations and by the subsequent acceptance of any less favourable quotation. The Province shall have the right to recover such additional expenditure by set-off against monies which may be due to me under this or any other quotation or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfillment of this or any other quotation or contract and pending the ascertainment of the amount of such additional expenditure to retain such monies, guarantee or deposit as security for any loss the Province may sustain by reason of my default;

(d) if my quotation is accepted, the acceptance may be communicated to me by registered post, and that the South African Post Office Limited shall be treated as delivery agent to me;

(e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my quotation and I choose *domicilium citandi et executandi* in the Republic at (full physical address) :

3. I furthermore confirm that I have satisfied myself as to the correctness and validity of my quotation : that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.

4. I hereby accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfillment of this contract.

5. I agree that any action arising from this contract may in all respects be instituted against me and I hereby undertake to satisfy fully any sentence or judgment which may be pronounced against me as a result of such action.

6. HAS THE "DECLARATION OF INTEREST" FORM BEEN DULY COMPLETED AND INCLUDED WITH THE OTHER QUOTATION FORMS?
YES NO

7. CERTIFICATION OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT

I, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE TENDERER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:

1. The tenderer will furnish documentary proof regarding any quoting issue to the satisfaction of the Province, if requested to do so.
2. If the information supplied is found to be incorrect and/or false then the Province, in addition to any remedies it may have, may :-

2.1 Recover from the contractor all costs, losses or damages incurred or sustained by the Province as a result of the award of the contract, and/or

2.2 Cancel the contract and claim any damages which the Province may suffer by having to make less favourable arrangements after such cancellation.

SIGNED ON THIS DAY OF 20 AT

SIGNATURE OF TENDERER OR DULY AUTHORISED REPRESENTATIVE
NAME IN BLOCK LETTERS

ON BEHALF OF (TENDERER'S NAME)

CAPACITY OF SIGNATORY

NAME OF CONTACT PERSON (IN BLOCK LETTERS, PLEASE)

POSTAL ADDRESS

TELEPHONE NUMBER:

FAX NUMBER:

CELLULAR PHONE NUMBER:

E-MAIL ADDRESS:

DECLARATION OF GOOD STANDING REGARDING TAX

IT IS A CONDITION OF QUOTATION THAT -

1. The taxes of the successful tenderer MUST be in order, or that suitable arrangements have been made with the Receiver of Revenue to satisfy them.
2. This form, Application for Tax Clearance Certificate (in respect of quotations), MUST be completed by the tenderer in all respects and submitted to the Receiver of Revenue where the tenderer is registered for income tax purposes. That Receiver of Revenue will then furnish the tenderer with a Tax Clearance Certificate that will be valid for 6 months from date of issue. The Tax Clearance Certificate must be submitted in the original with the quotation, that is before the closing time and date of the quotation. Failure to submit an original and valid Tax Clearance Certificate WILL invalidate your quotation, unless a valid original Tax Clearance Certificate is already in the possession of the office inviting this quotation.
3. Each party to a Consortium/Sub-contractor must complete a separate Tax Clearance Certificate. Copies of the application for Tax Clearance Certificate are available at any Receiver's Office.

DECLARATION TO BE MADE BY TENDERER

(This form is to be detached and submitted to the SARS for issuing of a Tax Clearance Certificate)

SOUTH AFRICAN REVENUE SERVICE	
DECLARATION OF GOOD STANDING REGARDING TAX	
PARTICULARS	
	1. NAME OF TAXPAYER/TENDERER:
	2. TRADE NAME
	3. IDENTIFICATION NO: <i>(if applicable)</i>
	4. COMPANY/CLOSE CORPORATION REGISTRATION NO:
	5. INCOME TAX REFERENCE NO:
	6. VAT REGISTRATION NO:
	7. PAYE EMPLOYER'S REGISTRATION NO:
	8. PAYE EMPLOYER'S REGISTRATION NO: <i>(if applicable)</i>
	NAME :
	TELEPHONE NUMBER :
	ADDRESS :
	DATE :

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the Province, or persons who act on behalf of the Province or persons having a kinship with persons employed by the Province, including a blood relationship, may make an offer or offers in terms of this quotation invitation. In view of the possible allegations of favouritism, should the resulting quotation, or part thereof, be awarded to persons employed by the Province, or to persons who act on behalf of the Province, or to persons connected with or related to them, it is required that the TENDERER or his/her/their authorized representative shall declare his/her/their position vis-B-vis the evaluating authority and/or take an oath declaring his/her/their interest, where

1.1 the tenderer is employed by the Province or acts on behalf of the Province; and/or

1.2 the legal person on whose behalf the quotation document is signed, has a relationship with a person/persons who are involved with the evaluation of the quotation(s), or where it is known that such a relationship exists between the person or persons for whom or on whose behalf the declarant acts and persons who are involved with the evaluation of the quotation.

IN ORDER TO GIVE EFFECT TO THE ABOVE, THE FOLLOWING QUESTIONNAIRE SHALL BE COMPLETED AND SUBMITTED WITH THE QUOTATION:

Are you or any person connected with the quotation employed by the Province? YES NO

If "YES", state particulars :

3. Do you or any person connected with the quotation, have a relationship (family, friend, other) with a person employed by the Province, concerned with the evaluation of the quotation or the Procurement Administration Office and who may be involved with the evaluation of this quotation?

YES NO

If "YES", state particulars :

4. Are you or any person connected with the quotation aware of any relationship (family, friend, other) between another tenderer and any person employed by the Province, concerned with the evaluation of this quotation or the Procurement Administration Office, who may be involved with the evaluation of this quotation?

YES NO

If "YES", state particulars :

SIGNATURE OF DECLARANT QUOTATION NUMBER DATE

POSITION OF DECLARANT
NAME OF TENDERER

AUTHORITY TO SIGN A QUOTATION

A. COMPANIES

If a Tenderer is a company, a certified copy of the resolution by the board of directors, personally signed by the chairperson of the board, authorising the person who signs this quotation to do so, as well as to sign any contract resulting from this quotation and any other documents and correspondence in connection with this quotation and/or contract on behalf of the company must be submitted with this quotation, that is before the closing time and date of quotation.

AUTHORITY BY BOARD OF DIRECTORS

Resolution passed by the Board of Directors on20....., Mr/ Ms (whose signature appears below) has been duly authorised to sign all documents in connection with quotation/ contract on behalf of (Name of Company)

SIGNED ON BEHALF OF COMPANY:

IN HIS/HER CAPACITY AS:

SIGNATURE OF SIGNATORY:

DATE:

WITNESSES: 1

2

B. PARTNERSHIP

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner

Residential address

Signature

We, the undersigned partners in the business trading as..... hereby authorise..... to sign this quotation as well as any contract resulting from the quotation and any other documents and correspondence in connection with this quotation and /or contract on behalf of

SIGNATURE

DATE

C. SOLE PROPRIETOR (ONE - MAN BUSINESS)

I, the undersigned, hereby confirm that I am the sole owner of the business trading as

.....
SIGNATURE

.....
DATE

D. CLOSE CORPORATION

In the case of a close corporation submitting a quotation, a certified copy of the Founding Statement of such corporation shall be included with the quotation, together with the resolution by its members authoring a member or other official of the corporation to sign the documents on their behalf.

By resolution of members at a meeting on 20..... at

.....
Mr./ Ms., whose signature appears below, has been authorised to sign all documents in connection with this quotation on behalf of (Name of close corporation)

.....
SIGNED ON BEHALF OF CLOSE CORPORATION

.....
IN HIS/HER CAPACITY AS:

DATE:

SIGNATURE OF SIGNATORY:

WITNESSES: 1

2

NEW TOILET / PAN INSTALLATION TO PARK HOMES IN HOSPITAL

1. PROJECT SPECIFICATIONS
- 1.1 SCOPE OF CONTRACT
- 1.2 CONTRACT DRAWINGS
- This Contract is for the execution of the project indicated above.
- This tender document is to be read in conjunction with the drawings listed below which is issued together with this document.
- Drawing Nr: NONE

1.3 CONDITIONS OF CONTRACT AND PRELIMINARIES

- 1.3.1 PERIOD OF CONTRACT
- Six (6) Weeks as the Contract Period for the completion of the Work from date of Site handover.
- 1.3.2 CONTRACT GUARANTEE:
- The Successful Tenderer 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. The Electrical work and all materials must be a minimum of Twelve (12) 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 **UMPHUMULO HOSPITAL**

The Tenderer 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 - Tenderers to note that any damages done or occurring to any of the buildings will be repaired at the expense of the contractor/ Tenderer.

The repairs must be to the satisfaction of the Kwazulu-Natal Department of Health.

Tenders 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 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:

Tenders 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 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 CERTIFICATE OF COMPLIANCE

On completion of the service, a copy of the "Certificate of Compliance for Plumbing Installation" must be submitted to the office of the Secretary for Health: KwaZulu Natal.

1.3.6 GENERAL

The Tenderer's / Contractors will be responsible for all masonry work associated with the electrical installation and making good of all work related to the electrical installation. The patching and painting must be to the satisfaction of the KwaZulu-Natal Department of Health.

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.

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 repairs and leaving in service condition to the satisfaction of the Secretary for Health: KwaZulu-Natal.

- 3.1. To remove existing pan
- 3.2. Remove damage cistern
- 3.3. Cut opening for new pan installation 400x 400mm
- 3.4. Contractor to cut only floor board and not reinforcing floor beams
- 3.5. Contractor to install permanent timber shutter to hold mass concrete base for unit
- 3.6. Pour concrete mixture and bring to floor surface Install new pan unit when concrete is cured
- 3.7. Install new cistern where required
- 3.8. Connect water supply to cistern unit
- 3.9. Install new seat cover
- 3.10. Test and commission all installation
- 3.11. Guarantee period 3 months

AT STANGER HOSPITAL

SCHEDULE OF RATES

3.1 ITEMS AND PRICING

The Department reserves the right to place an order for any quantities of items included in the Schedules. The Schedule of Rates must also not be assumed to include and describe every detail of the supply requirement, but must be taken and read in conjunction with the other parts of the document. Thus the supplier shall not have claim for further payment in respect of any order which may be described or implied in the contract, although apparently no corresponding items are given in the Schedule of Rates. The supplier shall be deemed to have satisfied himself before quoting as to the correctness and sufficiency of his quote for the contract and of the rates and prices stated in the Schedule of Rates.

3.2 TAX AND DUTIES

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

3.3 RATES

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

IMPORTANT
THIS FORM IS ONLY TO BE INCLUDED AND COMPLETED WHEN APPLICABLE TO THE QUOTATION.

OFFICIAL BRIEFING SESSION / SITE INSPECTION CERTIFICATE

Site/building/institution
Involved:

Uphunulo hospital

Quotation No.:

NEW TOILET / PAN INSTALLATION TO
PARK HOMES IN HOSPITAL

Service:

THIS IS TO CERTIFY THAT..... OF (STATE NAME OF
TENDERER) VISITED AND
INSPECTED THE SITE ON (DATE) AND IS THEREFORE
FAMILIAR WITH THE CIRCUMSTANCES AND THE SCOPE OF THE SERVICE TO BE
RENDERED.

.....
SIGNATURE OF TENDERER OR AUTHORIZED REPRESENTATIVE

DATE :

.....
SIGNATURE OF DEPARTMENTAL REPRESENTATIVE

DEPARTMENTAL STAMP:

DATE :