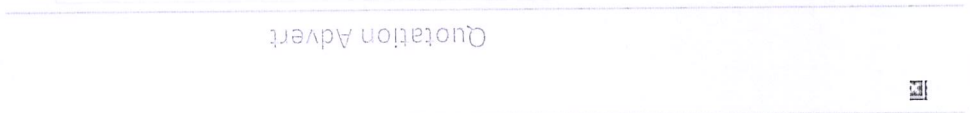


Quotation Advert



Opening Date:

2021-08-03

Closing Date:

2021-08-12

Closing Time:

11:00

INSTITUTION DETAILS

Institution Name:

Hlabisa hospital

Province:

Kwazulu-Natal

Department or Entity:

Department of Health

Division or section:

Central Supply Chain Management

Place where goods / services is required

HLABISA HOSPITAL

Date Submitted:

2021-08-02

ITEM CATEGORY AND DETAILS

Quotation Number:

NZQ: HLB:101 -2/122

Item Category:

Goods

Item Description:

SUPPLY AND DELIVER VARIOUS STATIONERY ITEMS

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type:

Not Applicable

Date :

Time:

Venue:

QUOTES CAN BE COLLECTED FROM:

60 SAUNDERS STREET HLABISA SCM PARKHOME

QUOTES SHOULD BE DELIVERED TO:

60 SAUNDERS STREET HLABISA MAINGATE TENDERBOX

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name:

MISS NB MASONDO

Email:

hlabisa.quotations@gmail.com

Contact Number:

035 838 0033 / 035 838 1235

Finance Manager Name:

MISS NB MASONDO

Finance Manager Signature:

Handwritten signature of Miss NB Masondo

No late quotes will be considered

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT OVER R30 000

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: HLABISA HOSPITAL

DATE ADVERTISED: 2021.08.03 CLOSING DATE: 2021.08.12

FACSIMILE NUMBER: 035 838 1959 E-MAIL ADDRESS: habisa.quotations@gmail.com

PHYSICAL ADDRESS: 60 SAUNDERS STREET HLABISA HOSPITAL, HLABISA 3937

QNO NUMBER: HLB:101-21/22

DESCRIPTION: SUPPLY AND DELIVER: STATIONERY

CONTRACT PERIOD: ONCE OFF (if applicable) VALIDITY PERIOD 60 Days SARS PIN

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.

UNIQUE REGISTRATION REFERENCE

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)

60 SAUNDERS STREET HLABISA HOSPITAL, MAIN GATE IN THE TENDERBOX

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

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

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

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

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

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER CODE.....NUMBER.....FACSIMILE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER

E-MAIL ADDRESS

VAT REGISTRATION NUMBER (If VAT vendor)

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1)

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

1

UMNYANGO WEZEMPULO KWAZULU NATAL

DEPARTMENT OF HEALTH KZN

HLABISA DISTRICT HOSPITAL

SUPPLY CHAIN MANAGEMENT

QUOTATIONS

PRIVATE BAG X5001

HLABISA 3937

03 AUG 2021

2021.08.12

2021.08.03

035 838 1959

habisa.quotations@gmail.com

60 SAUNDERS STREET HLABISA HOSPITAL, HLABISA 3937

HLB:101-21/22

SUPPLY AND DELIVER: STATIONERY

ONCE OFF (if applicable) VALIDITY PERIOD 60 Days SARS PIN

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.

UNIQUE REGISTRATION REFERENCE

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)

60 SAUNDERS STREET HLABISA HOSPITAL, MAIN GATE IN THE TENDERBOX

HLB:101-21/22

ZNO NUMBER:

OFFICIAL PRICE PAGE FOR QUOTATIONS

SUPPLY AND DELIVER STATIONERY ITEMS

DESCRIPTION:

DATE: .....

SIGNATURE OF BIDDER .....

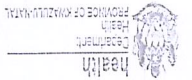
CAPACITY UNDER WHICH THIS QUOTE IS SIGNED .....

Item No	Quantity	Description	Brand & model	Country of manufacture	Price
---------	----------	-------------	---------------	------------------------	-------

		SUPPLY AND DELIVER			
1000		PHARMACY THERMAL LABELS (1000 LABEL IN ROLL)			
	ROLLS	SIZE: 75MM L X 50MM W			
		SIZE OF INNER CORE +- 36MM			
100		PLASTIC COVER 30 MICRONS			
	ROLLS	45MM X 1.5 M			
100		BROWN COVER			
	ROLLS	48 MM X 2 M			
10 BOXES		BROWN ENVELOPES C3			
		( 250 PCS PER BOX)			
10 BOXES		OFF DUTY BOOK FOR NURSES (BRING SAMPLE)			
		( 30 BOOKS PER BOX)			
150 PAD		PAPER WRITING CARBON BLUE A4			
		SIZE: 297MM X 210 MM			
100 PKT		OUT PATIENT CARRIER CARD (250 PER PACKET)			
		SIZE: 74MM X 05MM			
100 UNIT		BOOK REQUISITION FOR SCHEDULE 7 SUBSTANCE			
		( BRING SAMPLE )			
		SPECIFICATION ATTACHED			
		QUOTATION DOCUMENT CAN BE EMAILED OR FAXED			
		AT YOUR OWN RISK DUE TO NETWORK CHALLENGE			
		VALUE ADDED TAX @ 15% (Only if VAT Vendor)			
		TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)			

Does This Offer Comply With The Specification?	Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification?	State Delivery Period E.G. E.G. 1day, 1week
--	--	---

Enquiries regarding the quote may be directed to: Contact Person: DLAMINI N.L. Tel: 035 8380033 E-Mail Address: hlabisa.quotations@gmail.com	Enquiries regarding technical information may be directed to: Contact Person: JM SITHOLE Tel: 035 838 1235
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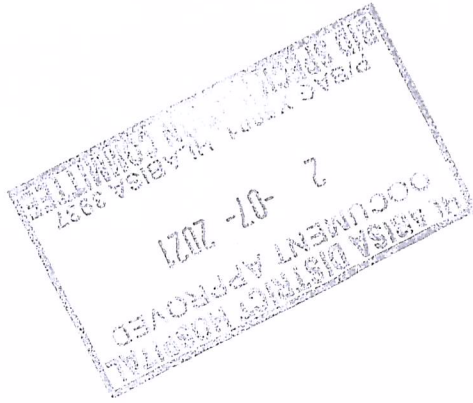
HLABISA DISTRICT HOSPITAL

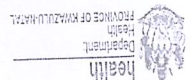
Address : 60 Saunders Street, HLABISA 3937  
Postal Address: Private Bag X 5001 HLABISA 3937  
Tel No. 035 838 0033 Fax 035 838 1117  
Email: mpumetelo.xulu@kznhealth.gov.za  
Website: www.gov.za

Enquiries: XULU M.P  
Tel No: 035 838 0033  
Date: 26.07.2021  
Ref: SCM: 260-21/22

### BOOK REQUISITIONS FOR SCHEDULE 7 SUB.

100 sets of 2 leaves printed one side only in red ink as per specimen, each book.200  
leaves per book  
Size:210mm x 148mm  
Original: White NCR paper CB--Perforated  
Duplicate: White NCR CF -firm  
Numbered in duplicate in red ink from  
26-08822  
Covers: BuffToka! 200 GSM. Wire stapled 3 in the 21mm binding margin  
Back Cover: Size: 210mm x 292mm, scored 2 to form a writing shield.  
Front Cover: Instructions printed on the inside front.  
Back cover size 210x292 scored 2 to form a writing shield  
Cover: labelled/printed to show contents, cat. No. And serial numbering, each book.  
All items to be boxed  
Packaging: Box of 20





HLABISA DISTRICT HOSPITAL

Address : 60 Saunders Street, HLABISA 3937  
Postal Address: Private Bag X 5001 HLABISA 3937  
Tel No. 035 838 0033 Fax: 035 838 1117  
Website: www.gov.za  
Email: mpumefelo.xulu@kznhealth.gov.za

SUPPLY CHAIN MANAGEMENT-DEMAND

Enquiries: XULU M.P  
Tel No: 035 838 0033  
Date: 26.07.2021  
Ref: SCM: 260-21/22

## BOOKS, OFF DUTY NURSE

200 leaves printed one side only in black ink.  
Size: 297mm x 21 Omm

First Page: White NCR paper CB

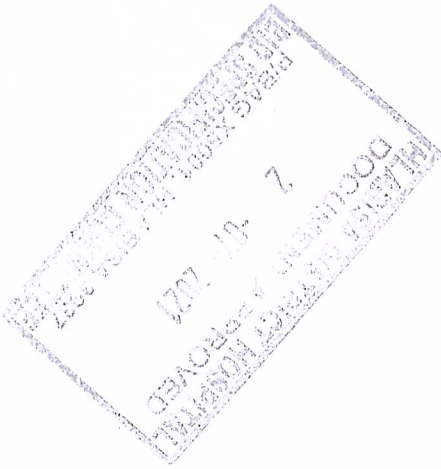
Pages 2 to 199: White NCR paper. CFB

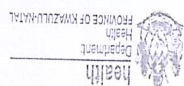
Last Page: White NCR paper CF all leaves to be perforated  
Front and back covers: 1225 microns

Chipboard hinge. Reinforced on the inside with Buff Tokai 200GSM board. Wire stitched 4  
in the 21 mm binding margin. Spine covered with red book cloth.  
Front cover: labelled or printed to show contents and cps catalogue number  
Back cover: to have a sheet of 160 GSM buff Tokai board securely attached which is to be  
scored and folded twice to form a writing shield.

Front cover: labelled/printed to show contents and item number.  
All Printing on file must be in the English language only.

Packaging: 30 books per box.





HLABISA DISTRICT HOSPITAL

Address : 60 Saunders Street, HLABISA 3937  
Postal Address: Private Bag X 5001 HLABISA 3937  
Tel No. 035 838 0033 Fax: 035 838 1117  
Email: mpumefo.xulu@kznhealth.gov.za  
Website: www.gov.za

SUPPLY CHAIN MANAGEMENT-DEMAND

Enquiries: XULU M.P  
Tel No: 035 838 0033  
Date: 26.07.2021  
Ref: SCM: 260-21/22

### BOOKS, OFF DUTY NURSE

200 leaves printed one side only in black ink.

Size: 297mm x 210mm

First Page: White NCR paper CB

Pages 2 to 199: White NCR paper. CFB

Last Page: White NCR paper CF all leaves to be perforated

Front and back covers: 1225 microns

Chipboard hinge. Reinforced on the inside with Buff Tokai 200GSM board. Wire stitched 4

in the 21 mm binding margin. Spine covered with red book cloth.

Front cover: labelled or printed to show contents and cps catalogue number

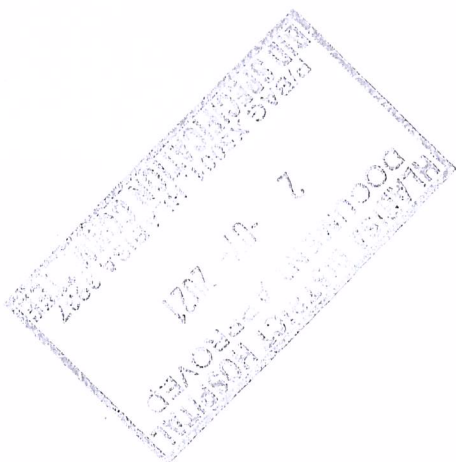
Back cover: to have a sheet of 160 GSM buff Tokai board securely attached which is to be

scored and folded twice to form a writing shield.

Front cover: labelled/printed to show contents and item number.

All Printing on file must be in the English language only.

Packaging: 30 books per box.



HLABISA DISTRICT HOSPITAL  
 GOVERNMENT APPROVED  
 1-9-07-2021  
 PHARMACEUTICALS  
 19.07.2021  
 035 838 0033



CARD, CARRIER OUT PATIENT

Printed on both sides on black ink

colour: blue

Size: 74mmx105mm

Board: blue toka 200GSM (mill tinted)

Front cover: Labelled/printed to show content and item number

All printing on file must be in English language only

Packaging: 250 per packet, 10 packets per box

Enquiries: XULU M.P  
 Tel No: 035 838 0033  
 Date: 19.07.2021  
 Ref: SCM: 253-21/22

HLABISA DISTRICT HOSPITAL  
 SUPPLY CHAIN MANAGEMENT DEPARTMENT  
 HLABISA DISTRICT HOSPITAL  
 HLABISA DISTRICT HOSPITAL  
 HLABISA DISTRICT HOSPITAL

HLABISA DISTRICT HOSPITAL





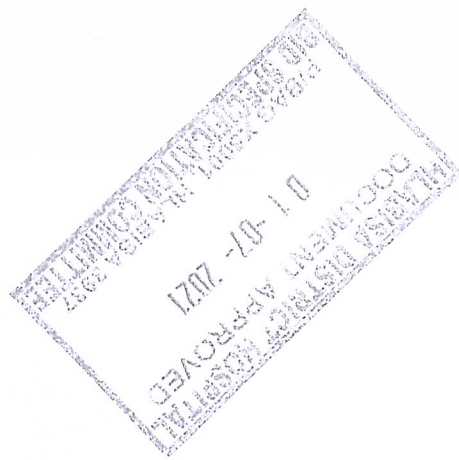
HLABISA DISTRICT HOSPITAL

Address : 60 Saunders Street, HLABISA 3937  
Postal Address: Private Bag X 5001 HLABISA 3937  
Tel No. 035 858 0033 Fax: 035 838 1117  
Email: mpumtelo.xulu@kznhealth.gov.za  
Website: www.gov.za

Enquiries: XULU M.P  
Tel No: 035 838 0033  
Date: 01.07.2021  
Ref: SCM: 062-21/22

### SPECIFICATION FOR PLASTIC COVER AND BROWN COVER ROLLS

- PLASTIC COVER
- Clear
- 30 micron
- 45mm X 2m
- QUANTITY: 100
- BROWN COVER ROLL
- 480mm X 2m
- QUANTITY : 100





DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state, or persons having a kinship with persons employed by the state, including a limited quote or proposal). In view of possible allegations of favoritism, 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.....
  - 2.2. Identity Number: .....
  - 2.3. Position occupied in the Company (director, trustee, shareholder?);2.6. VAT Registration Number: .....
  - 2.4. Company Registration Number: .....
  - 2.5. Tax Reference 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.
    - 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?
      - 2.8.2.1. If yes, did you attach proof of such authority to the quote document?
 

YES	NO
-----	----
      - 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?
    - 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?
    - 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?
    - 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?
    - 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 GSD. It is the suppliers' responsibility to ensure that their details are up-to-date and verified on GSD. If the Department cannot validate the information on GSD, 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 .....

"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);  
 b) any municipality or municipal entity;  
 c) provincial legislature;  
 d) national Assembly or the national Council of provinces; or  
 e) Parliament.  
 "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:  
*calculations will be at the bidder's risk*
- 3.4. The bidder must accept full responsibility for the proper execution & fulfillment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfillment 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 products 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 initialed.
- 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.

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.

**12. PATENT RIGHTS**

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

**11. TAX INVOICE**

- 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.

**10. TAX COMPLIANCE REQUIREMENTS**

- 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 points 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.

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

- 8.1. The contractor shall, when requested to do so, furnish particulars of suppliers 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.

**8. STATEMENT OF SUPPLIES AND SERVICES**

Institution Stamp:  Full Name: ..... Signature: ..... Date: .....	Institution Site Inspection / briefing session Official
---	---

**7. COMPULSORY SITE INSPECTION / BRIEFING SESSION**

- 7.1. Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process.
- 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.
  - (ii) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
  - (iii) If samples are not collected within three months of close of quote the institution reserves the right to dispose of them at their discretion.
- 6.1. 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.

**6. SAMPLES**

- 5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.
- 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.

NO

### 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.

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

- 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 contributor 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;

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		

Designated Group: An EME or QSE which is at least 51% owned by:

YES  NO

(Tick applicable box)

YES  NO

(Tick applicable box)

(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.

- 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)

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

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:

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

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

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

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

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

3. POINTS AWARDED FOR PRICE

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-BBEE 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: .....