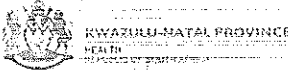


SharePoint

Majola Phumlani



KZN HEALTH

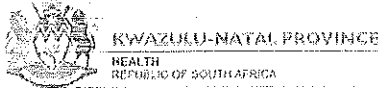
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AdvertQuote



Quotation Advert

Opening Date: 2021-02-09

Closing Date: 2021-02-15

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Head Office Quotations

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Service

Date Submitted: 2021-02-09

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:  
ZNQ 1225/20/21-H

Item Category: Services

Item Description: Ixopo Medico Legal Mortuary- Replacement of wooden door with roller down door

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM:

QUOTES SHOULD BE DELIVERED TO:

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Phumlani Majola

Email: phumlani.majola@kznhealth.gov.za

Contact Number: 0338158379

Finance Manager Name: Mr T Ashby

Finance Manager Signature:

No late quotes will be considered

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Site Updated: 08 February, 2021, 12:39 pm

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[Contact the Web Administrator](#)

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: DEPARTMENT OF HEALTH- CENTRAL SCM  
 DATE ADVERTISED: 09/02/2021  
 PHYSICAL ADDRESS: 310 JABU NDLOVU STREET, SCM OFFICES, PIETERMARITZBURG, 3201

ZNQ NUMBER: 1225/20/21-H CLOSING DATE: 15/02/2021 CLOSING TIME: 11:00

DESCRIPTION: Ixopo Medico Legal Mortuary - Replacement of Wooden door with roller down door

CONTRACT PERIOD: ONCE OFF VALIDITY PERIOD 60 Days

SARS PIN

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.

UNIQUE REGISTRATION REFERENCE

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)  
 310 JABU NDLOVU STREET, PIETERMARITZBURG, SCM OFFICES, TENDER ADVISORY

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) 

YES	NO
-----	----

IF YES, WHO WAS THE CERTIFICATE ISSUED BY? [TICK APPLICABLE BOX]

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS);

A REGISTERED AUDITOR

[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]

YES	NO
-----	----

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [IF YES ENCLOSE PROOF]

OFFICIAL PRICE PAGE FOR QUOTATIONS

SIGNATURE OF BIDDER ..... DATE.....

[By signing this document I hereby agree to all terms and conditions]

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

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
1	1	Ixopo Medico Legal Mortuary Replacement of wooden door with roller down door				
		CIDB GRADING :1GB or ABOVE				
		NB:Specification Attached				
		Original documents required in a sealed envelope with current CSD summary report reflecting banking details, certified copy of B-BBEE certificate by verified agency and accredited by SANAS , Tax Clearance certificate or SARS pin				
		Responses to be delivered:310 Jabu Ndlovu street,old boys Model,Quotation tender box or quotations.scmho@kznhealth.gov.za				
VALUE ADDED TAX (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?
Is The Price Firm?	State Delivery Period E.G. E.G. 1day, 1week

Enquiries regarding the quote may be directed to: Contact Person: Phumlani Majola ..... Tel: 033-815 8379	Enquiries regarding technical information may be directed to: Contact Person: M. Myeza ..... Tel: 033 940 2518
--	---

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 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

- "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:
  - (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. SAMPLES

- 4.1. 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.
- 4.2. 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.

5. COMPULSORY SITE INSPECTION / BRIEFING SESSION

5.1. 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: .....
--------------------	--

## 6. STATEMENT OF SUPPLIES AND SERVICES

- 6.1. 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.

## 7. SUBMISSION AND COMPLETION OF SBD 6.1

- 7.1. 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.

## 8. TAX COMPLIANCE REQUIREMENTS

- 8.1. 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.*
- 8.2. 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.*

## 9. TAX INVOICE

- 9.1. 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.

## 10. PATENT RIGHTS

- 10.1. 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.

## 11. PENALTIES

- 11.1. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract.

## 12. TERMINATION FOR DEFAULT

- 12.1. 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.
- 12.2. 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.
- 12.3. 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.

**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:

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

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

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

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

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

5. BID DECLARATION

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

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

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

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

7. SUB-CONTRACTING

(Tick applicable box)

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

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

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	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Black people who are youth	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are women	<input type="checkbox"/>	<input type="checkbox"/>
Black people with disabilities	<input type="checkbox"/>	<input type="checkbox"/>
Black people living in rural or underdeveloped areas or townships	<input type="checkbox"/>	<input type="checkbox"/>
Cooperative owned by black people	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are military veterans	<input type="checkbox"/>	<input type="checkbox"/>
OR		
Any EME	<input type="checkbox"/>	<input type="checkbox"/>
Any QSE	<input type="checkbox"/>	<input type="checkbox"/>

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



**health**

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

**CHIEF DIRECTORATE:**

**INFRASTRUCTURE DEVELOPMENT**

TOWNHILL OFFICE PARK BLOCK 1  
35 HYSLOP STREET, PIETERMARITZBURG, 3201  
P/BAG X9051, PIETERMARITZBURG, 3200  
Tel: 033 940 2518 Email:  
[www.kznhealth.gov.za](http://www.kznhealth.gov.za)

**DEPARTMENT OF HEALTH**

## **PROVINCE OF KWAZULU-NATAL**

**REPLACEMENT OF WOODEN DOOR WITH ROLLER DOWN DOOR**

**REQUIRED CIDB GRADING: 1 GB or ABOVE**

**FACILITY NAME: IXOPO FORENSIC MORTUARY**

**PROJECT DESCRIPTION: REPLACEMENT OF WOODEN DOOR WITH ROLLER DOWN DOOR**

**QUOTATION DOCUMENT**

**DEPARTMENT OF HEALTH**

**Project Leader: Mxolisi Myeza**

**Telephone No: 083 408 4933/033 940 2518**

**Email: [mxolisi.myeza@kznhealth.gov.za](mailto:mxolisi.myeza@kznhealth.gov.za)**

**PART ONE - INVITATION TO QUOTE AND QUOTATION CONDITIONS**

**ATTENTION:**

Dear Sir/Madam

**DEPARTMENT OF HEALTH: QUOTATION:  
IXOPO FORENSIC MORTUARY: REPLACEMENT OF WOODEN DOOR AT THE AUTOPSY ROOM  
DOOR WITH INDUSTRIAL ROLLER DOOR**

1. On behalf of the Province of KwaZulu-Natal Department of Health, we hereby invite you to quote for the above service, in accordance with the terms and conditions stipulated on this document.
2. Please note that the quotation must be deposited in a sealed envelope endorsed with the Tenderer's name, the Contact Number and the Due Date, in the bid box situated at (street address), Supply Chain Management, Old Boys School, 310 Jabu Ndlovu, Pietermaritzburg, 3201 before as per the date stipulated on the advert.
  - 2.1 The use of correcting fluid, e.g. "Tippex" etc. will lead to the automatic disqualification of the Quotation.
  - 2.2 Only the original document duly signed and completed in its entirety, will be given consideration.
  - 2.3 Suppliers' quotations may be facsimile or photocopied.
  - 2.4 Material and Equipment prices shall be firm for ninety (90) days from date of quotation.

Only additions or omissions arising from written authorised variations, or documented delays caused by circumstances beyond the contractor's control will be accepted as a valid variation in cost.

**3. THE QUOTATION SHALL BE FULLY DETAILED AS FOLLOWS:**

- 3.1 Itemised list of Materials/Equipment, showing unit costs, contractors mark-up and subtotal.
  - 3.2 Unit Rate and Sub-Total.
  - 3.3 VAT and Grand Total.
4. Kindly complete the attached document and return all pages as per paragraph above, each page being initialled by the Contractors' authorized signatory.

**IXOPO MLM: MAINTENANCE WORK AT THE AUTOPSY ROOM**

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QUOTATION DOCUMENT CONTENTS

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The Contractor is required to check these documents and drawings and the number of pages listed above which together form the Contract Agreement document. The Contractor shall satisfy himself that this document is complete in accordance with the above schedule and if any pages or drawings are found to be missing, or duplicated, shall immediately request the Engineer to rectify the discrepancy. No liability will be admitted by the Employer in respect of errors in the Contractors quote due to the foregoing.

**PART TWO (B) - QUOTATION FORM**

**ALTERNATIVES**

It is required that Contractors' main offer be in accordance with the specification. However, should Contractors wish to make alternative offers, these may be made on this form or copies thereof as necessary.

Note that all of the information required in this document must be supplied for alternative offers as well.

Where the Contractor does not wish to submit alternatives, the word 'NIL' shall be inserted against each section and the page signed by the Contractor.

ALTERNATIVE NO.

ALTERNATIVE PRICE

(In Words)

DETAIL VARIATIONS FROM SPECIFICATION

DETAIL BENEFITS TO OWNER OF THE ALTERNATIVE OFFER

REMARKS

CONTRACTOR'S  
SIGNATURE

AUTHORISED

FULL NAME AND ADDRESS OF FIRM

NAME IN BLOCK LETTERS

DATE:

**PART TWO (C) - QUOTATION FORM**

**DEVIATIONS FROM SPECIFICATION**

If the Contractor's main offer contains any deviations from the specification these deviations must be listed below.

Where by deviations from specification occur, the word 'NIL' shall be entered under Deviation, and the page signed by the Contractor.

CLAUSE NO.	DEVIATION

**CONTRACTOR'S SIGNATURE** **AUTHORISED**

**FULL NAME AND ADDRESS OF FIRM**

**NAME IN BLOCK LETTERS**

**DATE:**

**PART THREE - CONDITIONS OF CONTRACT**

These Works shall be carried out in accordance with the Terms and Conditions as specified in this document regarding installation, maintenance, servicing and repair.



## PART FOUR - TECHNICAL SPECIFICATION

- 4.1 The Contractor should fully familiarise himself with these documents prior to quoting.
- 4.2 All building works shall be in accordance with the Standard Preambles to All Trades, if any.

### **Roller Door**

Purpose made roll-up industrial garage door with epoxy coated finish to cover 1.4m wide x 2.1m high block opening, complete with fixing brackets mounted on the side room, roller and locking mechanism, crank operation including a manually operated drive system. The supplier is to provide a 5 year on-site warranty on this door.

- 4.3 Manual operation with push up or down crank.
- 4.4 Custom shaped nylon end plates wrap around each slat to prevent metal-on-metal contact for corrosion and rust prevention.
- 4.5 UV stabilised TGIC grade for even finish that will not fade or yellow in the sun: bronze or white.
- 4.6 Chemical-fastener must be used to form a permanent bond between fixing material and wall to prevent the barrier from being ripped out of the wall.
- 4.7 Hexagonal shaped canopy that appears smaller than square box
- 4.8 Neat finish achieved by using flat bars to join guides to support beams

## **PART FIVE - PARTICULAR SPECIFICATION**

### **5.1. GENERAL REQUIREMENTS**

Tenderers are to make special note of the following:

The whole installation shall be in accordance with the Occupational Health and Safety Act 85 of 1993 and all regulations framed therein shall be carried out to the satisfaction of the Department of Health.

Allow for any anti-vibration equipment required to ensure that the installation is completely acceptable to the Department of Health.

Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of the Department of Health.

The work shall at all times, for the duration of the contract, be carried out under the supervision of a skilled and competent representative of the Contractor, who will be able and authorized to receive and carry out instructions on behalf of the Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.

All apparatus, component parts, fittings and materials employed in the execution of the Contract shall be new and unused and shall be the latest type or pattern of the particular manufacture employed. S.A.B.S. mark bearing items shall be used wherever possible.

The complete installation shall be maintained for a period of twelve months after acceptance in writing by the Department of Health and shall allow for routine inspections not less frequently than twice times a year.

The complete installation must be guaranteed against defective parts and workmanship for a period of twelve months after the date of issue of the Completion Certificate.

Rates are to include for commissioning and testing of the complete installation and handing over in working order ready for use.

Tenderers are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their tender. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Administration.

The Administration reserves the right to make emergency repairs to keep the equipment in operation without voiding the Contractor's Guarantee, nor relieving the Contractor of his responsibility during the guarantee period when, after proper notice, the Contractor fails to attend to such emergency repairs. All costs incurred by the Administration under these circumstances will be for the account of the Contractor.

**5.3**      **SCOPE OF WORKS**

This specification calls for:

5.2.1      The removal of the existing double panel wooden door and installation of a new industrial roller down door.

5.2.2      All the work is to be done at Ixopo Forensic Mortuary which is situated at the Ixopo SAPS.

**5.4**      **REQUIRED RETURNABLES**

5.2.3      Company grading.

5.2.4      Tax clearance certificate.

5.2.5      Contractor to attach clear catalogue or brochures indicating the unit they are offering, with detailed information.

5.2.6      Fully completed quotation document.

Failure to submit any of the documents will disqualify the bidder.

**5.5**      **PROGRAM OF WORKS**

A program shall be submitted prior to the commencement of any work.

**5.6**      **DESCRIPTION OF WORK**

See Part 4 and 5.3

**5.7**      **TESTING AND COMMISSIONING**

All new equipment shall be tested, commissioned, ready for use and be maintained and guaranteed for a period of twelve (12) months.

**5.8**      **MAINTENANCE MANUALS**

Two sets of maintenance and operating manuals are required which shall include all circuit diagrams, spare parts lists, operating instructions, etc.

**5.9**      **MAINTENANCE AND SERVICING**

The entire installation including all new equipment manufactured or bought is subject to an unrestricted 12-month free maintenance and guarantee period, after the date of issue of the Completion Certificate. This also includes cover pertaining to all aspects of the equipment and associated wiring, piping, controls etc.

During the 12-month maintenance and servicing period any defects shall be made good and all plant and equipment maintained in perfect operating condition.

All expendable materials necessary for these services such as lubricating oils, grease, cleaning materials etc. shall be allowed for in the tender price.

A typed report of the work done on each unit is to be submitted within two days of the work being done. In the event of this report not being received, the Department of Health will require the work to be redone and witnessed accordingly.

**5.11**      **SCHEDULE OF INFORMATION**

The following schedule is to be completed in full. Failure to do so may invalidate the quotation.

5.11.5 **Catalogue/Brochures**

Contractor to attach clear catalogue or brochures indicating the units they are offering, with detailed information.

## PART SIX - BILL OF QUANTITIES

### PREAMBLE TO THE BILL OF QUANTITIES

1. All prices shall be quoted in the currency of the Republic of South Africa and will be held to be firm. Only where exchange rates have been stated in the quotation document, as at two weeks (14 days) prior to closing date of this quotation, will such exchange rate fluctuation be taken into account in the variation of the cost of the imported items/equipment.
2. The Tenderer shall enter a price against each item in the schedule of prices. If the Tenderer fails to enter a price against any item in the schedule of prices the relevant cost of such item shall be regarded as being covered by other prices in the schedule of prices.
3. **The prices quoted against each item of these schedules shall cover the full inclusive cost of everything required for the execution of the work under the item plus an apportionment of any cost involved in meeting the obligations and liabilities imposed by the conditions of contract and in complying with the specifications.**
4. The prices quoted for the supply of plant and equipment shall include for all handling, loading, transporting and off-loading required for the delivery of the plant and equipment to the site, including in the case of off-site storage for double handling at the store.
5. The prices quoted for erection and installation shall include for all handling, loading, transporting and off-loading, to take plant and equipment to place on site where required, erection, installation, painting, commissioning, operating, testing, adjusting, handing over in proper working order and guarantee for a period of 12 months, all as specified.
6. The tendered rates and amounts must exclude Value Added Tax (VAT) but must include all levies, other taxes and duties on items to which they apply. Separate provision has been made in the Summary of Schedule of Prices for the purpose of VAT.
7. The Schedule of Prices shall be completed and signed in **black ink**. Corrections must be done by deleting, re-writing and initialing next to the amendment.
8. Electrical and Mechanical work is not measured according to the Standard Procedures of Building Work.

<b>PROVINCE OF KWAZULU-NATAL - DEPARTMENT OF HEALTH</b>	
<b>ESTIMATE FORM FOR : IXOPO MLM – Door replacement at Ixopo MLM</b>	
<b>SUBMIT TO:</b>	<b>FOR ATTENTION:</b>
<b>INSTITUTION:</b>	<b>REF NO.:</b>
<b>SCOPE OF WORK: Door replacement at Ixopo MLM</b>	
I/We hereby quote for the above work in accordance with the conditions as specified	
Materials, component/ancillary parts: Firm Price. When applicable a detailed list of materials etc. showing unit costs shall be provided.	
A. Quoted for Bought Out Items	<b>(Excluding VAT)(Carried forward) R</b>
Mark Up @ ..... %	<b>(Maximum Mark Up = 20% for values R0.00 to R299 999.99) R</b>
Mark Up @ ..... %	<b>(Maximum Mark Up = 15% for values R300 000.00 to R500 000.00) R</b>
Mark Up @ ..... %	<b>(Maximum Mark Up = 13% for values over R500 000.00) R</b>
B. Quoted for Proprietary Items	<b>(Excluding VAT)(Carried forward) R</b>
C. Quote for Sub-Contract Items	<b>(Excluding VAT)(Carried forward) R</b>
Mark Up @ ..... %	<b>R</b>
D. Labour, Travelling, Subsistence and Transport. This price shall be firm in respect of materials etc. quoted for.	<b>(Excluding VAT) (Brought forward) R</b>
E. Less credit for redundant materials, parts and equipment if applicable	<b>R (      )</b>
<b>SUBTOTAL</b>	<b>R</b>
<b>VAT @ ..... %</b>	<b>R</b>
<b>F. This Price in SA Currency firm for 90 days from date of the estimate quotation and shall not be exceeded. To be measured on completion.</b>	<b>R</b>
<b>Time required for completion ..... weeks from receipt of official order.</b>	
<b>NAME OF SERVICE PROVIDER: .....</b>	
<b>CIDB REGISTRATION NUMBER .....</b>	<b>CIDB</b>
<b>CATEGORY.....</b>	
<b>PROVINCIAL SUPPLIERS DATABASE REGISTRATION NUMBER: .....</b>	
<b>SERVICE PROVIDER'S AUTHORISED SIGNATURE: .....</b>	<b>QUOTE REF</b>
<b>No.....</b>	
<b>NAME IN BLOCK LETTERS: .....</b>	
<b>COMPANY STAMP:</b>	<b>DATE:</b>

**SCHEDULE OF PRICES: MATERIALS, COMPONENT/ANCILLARY PARTS AND SUB CONTRACT WORK**

The service provider shall add here, ALL materials, components/ancillary parts which are required for the completion of the work quoted for. In the event that more pages are required, this page may be copied.

DESCRIPTION	UNIT	QUANTITY	REVISED QUANTITY	RATE	TOTAL AMOUNT AS PER BOQ	TOTAL AMOUNT AS PER REVISED QUANTITY
<b>PREAMBLES</b>						
The contractor is referred to the Model Preambles for Trades (2008 edition) as issued the Association of South African Quantity Surveyors before pricing this bill						
<b>AUTOPSY ROOM</b>						
<b>REMOVAL OF EXISTING</b>						
Remove existing wooden door	No.	1				
<b>MACHINERY AND EQUIPMENT</b>						
Supply and install roller down door	No.	1				
Contingency	Item					
<b>Total Amount (inclusive of VAT, mark-up, transport, etc)</b>						