



KZN Health &gt; Components &gt; Supply Chain Management

AdvertQuote



## Quotation Advert

Opening Date: 2021-06-11

Closing Date: 2021-06-25

Closing Time: 11:00

### INSTITUTION DETAILS

Institution Name: St Mary's Marianhill ▾

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: No.1 Hospital road, Abbot Francis Monastery, Marianhill 3610

Date Submitted: 2021-06-11

### ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:  
SMM/065/22

Item Category: Services ▾

Item Description: SERVICE TO CHILLER PLANT AND 8 AIR HANDLING UNITS

Quantity (if supplies): 04 UNITS

### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Visit ▾

Date: 2021-06-21

Time: 10:00 AM

Venue: ST MARY'S HOSPITAL MARIANHILL - MAIN GATE

QUOTES CAN BE COLLECTED FROM: QUOTATIONS MAY BE COLLECTED DURING THE SITE VISIT OR DOWNLOADED

QUOTES SHOULD BE DELIVERED TO: ST MARY'S HOSPITAL MARIANHILL - TENDER BOX OR WEMAIL

### ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Mr. S Kweyama

Email: Sanele.Kweyama@kznhealth.gov.za

Contact Number: 031 717 1111

Finance Manager Name: Mr. S Mthethwa

Finance Manager Signature:

No late quotes will be considered

**STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00**

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: **ST MARY'S DISTRICT HOSPITAL**

DATE ADVERTISED: **11/06/2021** FACSIMILE NUMBER: **031 717 1155** EMAIL: **Sanele.Kweyama@kznhealth.gov.za**

ENQUIRIES MAY BE DIRECTED TO: **Mr. S Kweyama** CONTACT NUMBER: **031 717 1111**

PHYSICAL ADDRESS: **No.1 Hospital Road, Abbot Francis Monastery, Marianhill 3610**

ZNQ NUMBER: **SMM/065/22** CLOSING DATE: **25/06/2021** CLOSING TIME: **11:00**

DESCRIPTION: **SERVICE TO CHILLER PLANTS AND 8 AIR HANDLING UNITS**

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

NAME & ADDRESS OF BIDDER (FIRM)	
NAME OF BIDDER:	DATE:
PHYSICAL ADDRESS:	EMAIL ADDRESS:
CONTACT NUMBER:	FACSIMILE NUMBER:
SIGNATURE OF BIDDER:	SARS PIN:
[By signing this document I hereby agree to all terms and conditions]	CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.: ↓
UNIQUE REGISTRATION REFERENCE: ↓	

Does this offer comply with the specification?	State delivery period e.g. E.g. 1day, 1week
Is the price firm?	All delivery costs must be included in the quote price

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
		SERVICE TO CHILLER PLANTS AND 8 AIR HANDLING UNITS				
		COMPULSORY SITE VISIT				
		DATE: 2021-06-21				
		TIME: 10:00 am				
		VENUE: ST MARY'S HOSPITAL MARIANHILL				
		MAIN GATE				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

1. SPECIAL CONTRACT CONDITIONS OF QUOTATIONS
- 1.1 The institution is under no obligation to accept the lowest or any quote.
- 1.2 The price quoted must include VAT (if VAT vendor).
- 1.3 The department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT vendors.
- 1.4 The bidder must ensure the correctness & validity of quote: 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.
- 1.5 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.
- 1.6 This quotation will be evaluated specification & correctness of information.
- 1.7 Only offers that comply with or greater than specification will be considered.
- 1.8 Late quotes will not be considered.
- 1.9 All products supplied must be valid for a minimum period of six months.
- 1.10 A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- 1.11 All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 1.12 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.
- 1.13 In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 1.14 If samples / compulsory site inspection / briefing session are required, the supplier will be informed in due course.
- 1.15 The supplier shall furnish any information, when requested.
- 1.16 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.
- 1.17 The supplier shall indemnify the KZN Department of Health (aka 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.
- 1.18 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.
- 1.19 The purchaser, may terminate this contract in whole or in part if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract fails to perform any other obligation(s) under the contract; or has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 1.20 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.
- 1.21 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.
- 1.22 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 having multiple companies and are quoting (over-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered
  2. SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS QUOTATION.
    - 2.1 Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter.
    - 2.2 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.
    - 2.3 The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
    - 2.4 Quotation submitted must be complete in all respects.
    - 2.5 Any alteration made by the bidder must be initialed.
    - 2.6 Use of correcting fluid is prohibited
    - 2.7 Quotation will be opened in public as soon as practicable after the closing time of quotation.
    - 2.8 Where practical, prices are made public at the time of opening quotations.
    - 2.9 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.
  3. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS
    - 3.1 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.
    - 3.2 Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.
    - 3.3 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.
    - 3.4 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.
    - 3.5 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.
    - 3.6 Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

## DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, 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<sup>2</sup>):..... 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

<sup>1</sup>"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.

<sup>2</sup>"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.

NOTE: This estimate form shall be used for Repair work, when the scope of work is not known and only one quotation is obtained. The work done shall be measured on completion and shall be at proven time, travel and costs in accordance with the Contract ZNB5730/2014H Clause B31 to B33

<b>PROVINCE OF KWAZULU-NATAL - DEPARTMENT OF HEALTH</b>	
<b>ESTIMATE FORM FOR : CONTRACT ZNB 5730/2014-H &amp; ZNB 5731/2013-H: THE MAINTENANCE AND REPAIR OF FIXED MECHANICAL PLANT, EQUIPMENT AND INSTALLATIONS INSTALLED IN KWAZULU-NATAL PROVINCIAL HOSPITALS, CLINICS AND BUILDINGS</b>	
SUBMIT TO: <b>SUPPLY CHAIN MANAGEMENT</b>	FOR ATTENTION: <b>SCM</b>
INSTITUTION: <b>ST MARY'S DISTRICT HOSPITAL</b>	NSI NO.: <b>34/2021</b>
SCOPE OF WORK: (A description of the work quoted for is required).	
<b>SERVICE TO CHILLER PLANTS AND 8 AIR HANDLING UNITS</b>	
I/We hereby quote for the above work in accordance with the conditions as specified in Contract ZNB5730/2014H. 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	(Excluding VAT)(Carried forward) <u>R</u>
Mark Up @ ..... %	(Maximum Mark Up = 20% for values R0.00 to R299 999.99) <u>R</u>
Mark Up @ ..... %	(Maximum Mark Up = 15% for values R300 000.00 to R500 000.00) <u>R</u>
Mark Up @ ..... %	(Maximum Mark Up = 13% for values over R500 000.00) <u>          </u>
B. Quoted for Proprietary Items	(Excluding VAT)(Carried forward) <u>R</u>
C. Quote for Sub-Contract Items	(Excluding VAT)(Carried forward) <u>R</u>
Mark Up @ ..... %	<u>R</u>
D. Labour, Travelling, Subsistence and Transport. This price shall be firm in respect of materials etc. quoted for.	(Excluding VAT) (Brought forward) <u>R</u>
E. Less credit for redundant materials, parts and equipment if applicable	<u>R (        )</u>
	SUBTOTAL <u>R</u>
	VAT @ ..... % <u>R</u>
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.	<u>R</u>
<b>Time required for completion ..... weeks from receipt of official order.</b>	
NAME OF SERVICE PROVIDER:	ZNB 5730/2014H
CIDB REGISTRATION NUMBER .....	CIDB CATEGORY:
CSD NO: <b>MAAA</b>	UNIQUE NO:
SERVICE PROVIDER'S AUTHORISED SIGNATURE:	QUOTE REF No
NAME IN BLOCK LETTERS:	DATE:
COMPANY STAMP:	

**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.

ITEM	DESCRIPTION	MANU-FACTURER	FIGURE /MODEL NO.	QUANTITY	UNIT COST	TOTAL COST (Excluding VAT)		
						BOUGHT OUT	PRO-PRIETARY	SUB CONTRACT
TOTAL COST BOUGHT OUT ITEMS (A)								
TOTAL COST PROPRIETARY ITEMS (B)								
TOTAL COST SUB CONTRACT ITEMS (C) (Attach copy of sub contractors quote)								

TOTAL AMOUNT (A) (B) (C) TO BE CARRIED FORWARD TO PAGE 1

D.1 **SCHEDULE OF PRICES  
LABOUR, SUBSISTENCE, TRAVEL AND TRANSPORT REPLACEMENT AND  
ADDITIONAL EQUIPMENT**

D.1.1 LABOUR		No. of	TOTAL HOURS	RATE/HR	AMOUNT	
a)	Artisans	.....	.....	R 351.45	R.....	
b)	Apprentice	.....	.....	R 138.45	R.....	
	1 <sup>st</sup> Year	.....	.....	R 175.73	R.....	
	2 <sup>nd</sup> Year	.....	.....	R 210.87	R.....	
	3 <sup>rd</sup> Year	.....	.....	R 310.45	R.....	
	4 <sup>th</sup> Year	.....	.....	R 166.14	R.....	
c)	Semi-skilled	.....	.....	R 87.86	R.....	
d)	Unskilled	.....	.....			
D.1.2 SUBSISTENCE		No. of	TOTAL DAYS	RATE/24HR DAY		
a)	Artisans	.....	.....	R 511.50	R.....	
b)	Apprentice	.....	.....	R 511.50	R.....	
c)	Semi-skilled	.....	.....	R 511.50	R.....	
d)	Unskilled	.....	.....	R 511.50	R.....	
D.1.3 HOTEL/ACCOMMODATION			No. of Persons	No. of Nights	Cost per Night as per Suppliers Invoice	
.....			.....	.....	R.....	
NOTE: When applicable you may only claim for Accommodation <b>OR</b> Subsistence <b>NOT</b> both						
D.1.4 TRAVEL			TOTAL Km	RATE/Km		
D.1.4.1 From service provider's premises to site .....				Petrol	Diesel	
a)	trips (skilled)	.....	.....	Delete as applicable		R.....
	@ ..... km per trip	.....	.....	R 8.37	R 8.37	R.....
b)	trips (Semi-skilled)	.....	.....	R 6.06	R 6.06	R.....
	@ ..... km per trip	.....	.....			
D.1.4.2 From accommodation to site						
a)	trips (skilled)	.....	.....	R 8.37	R 8.37	R.....
	@ ..... km per trip	.....	.....			
b)	trips (semi-skilled)	.....	.....	R 6.06	R 6.06	R.....
	@ ..... km per trip	.....	.....			
D.1.5 ADDITIONAL LABOUR TRAVELLING WITH DRIVER			TOTAL HOURS	RATE/HR	AMOUNT	
a)	..... x Additional Artisan/s ..... trips (skilled) @ ..... km per trip + 80km/hr		.....	R 351.45	R.....	
b)	..... x Additional Semi-Skilled ..... trips (semi) @ ..... km per trip + 80km/hr		.....	R 166.14	R.....	
c)	..... x Additional Unskilled ..... trips (unskilled) @ ..... km per trip + 80km/hr		.....	R 87.86	R.....	
d)	..... x Additional Apprentice/s ..... trips (semi) @ ..... km per trip + 80km/hr		.....	R.....	R.....	
SUBTOTAL CARRIED FORWARD TO PAGE 4					R.....	

SUBTOTAL BROUGHT FORWARD FROM PAGE 3				R.....
D.1.6	TRANSPORT		TOTAL Km	RATE
a)	Haulage to site ..... trips			
	@ .....km per trip		2.5 tone	R 10.33
	@ .....km per trip		3 tone	R 11.98
	@ .....km per trip		5 tone	R 13.87
	@ .....km per trip		7 tone	R 16.09
	@ .....km per trip		10 tone	R 18.64
b)	Cranage to and on site @ sub contract rate		R.....	x 1.10
				R.....

TOTAL AMOUNT CARRIED FORWARD TO PAGE 1 ITEM (D) **R** \_\_\_\_\_.



# END-USER SPECIFICATION FORM

Quote Number: 2NQ / Smm / 065 / 22

Item Description: **Urgent service for the chiller plant plus 8 handling units**

Department/Section: SYSTEMS Purpose of Item: To supply cool air to various departments

**1. Pre-qualification criteria if any:**

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

Regulatory Body / certification required if Yes: CIDB, SABS

1.2. Is a compulsory site inspection / briefing session required? Yes

if Yes, specify: Date 21/06/2021 Time 10:00am Place St Marys Hospital Marianhill

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

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

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

if Yes, specify: SCM Delegation v.2 2018

1.5. Liability Cover insurance? Yes / No

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

**2. What is the specification of the required item?**

List specifications to be advertised	Comment
1.	
2. SEE ATTACHED DETAILS AND QUANTITIES	
3.	
4.	
5.	

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

3.1. Deadline for submission if Yes: Date      /      /      Time      Place     

or

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

**4. Penalties to be noted by the suppliers:**

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

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

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

Name of End-user (in full)	<u>G. P. Ndaba</u>	Name of SCM Rep (in full)	<u>NR Mchire</u>
Designation / Rank (in full)	<u>SSMO</u>	Designation / Rank (in full)	<u>Superior</u>
Signature	<u>G Ndaba</u>	Signature	<u>[Signature]</u>
Date	<u>21/04/2021</u>	Date	<u>04/5/2021</u>



Private Bag X16, Ashwood, 3605

No.1 Hospital Road, Abbot Francis, Marianhill, 3610

Tel: 031 717 1000 Fax: 031 717 1195 Email: Gugu.Ndaba2@kznhealth.gov.za

## ST MARY'S DISTRICT HOSPITAL SPECIFICATION REQUIREMENT FOR THE FOLLOWING: URGENT SERVICE FOR THE CHILLER PLANT

NO	COMPULSORY SPECIFICATION REQUIREMENTS
1	<p>Bidders must note that answers must be provided to every technical (technical specification) requirement in this Quotation Specification example YES or NO and where there are deviations, these deviations must be clearly specified. The space provided under "Bidder's Comments" for each clause must be used for this purpose. Bidders who neglect to provide answers to every technical (technical specification) requirement in this Quotation Specification will be disqualified. Bidders must note that abbreviated answers e.g. N/A etc. <u>will not be accepted</u>. Bidders must also note that no part of any technical (technical specification) in this Bid Specification may be altered. Where there are traces of alterations found to the technical specification in this document during the evaluation, the Evaluation Committee will reserve the right to disqualify the bidder. The use of correcting fluid/tippex will disqualify the quotation. THIS DOCUMENT CANNOT BE RE-TYPED.</p>
2	<p>Compulsory Site Meeting : <del>05/05/2021</del> 21/06/2021</p>
3	<p><b>COMPULSORY: VALID CIDB REGISTRATION : Minimal Grade 1GB, electrical certificate and airconditioning certificate    COMPULSORY : COMPULSORY: BILL OF QUANTITIES DOCUMENT</b></p>
4	<p><b>Only businesses in the required industrial sector relevant to the quote will be considered. Awards will be made in terms of companies core business operations.</b></p>
5	<p><b>OFFICIAL DOCUMENTATION:</b></p> <ul style="list-style-type: none"> <li>5.1 Compulsory Official price quotation page</li> <li>5.2 Compulsory Official SBD Forms</li> <li>5.3 Compulsory Original Valid SARS as per CSD</li> <li>5.4 Compulsory Valid CIDB Certificate – copies must be certified by a Commissioner of Oaths</li> <li>5.5 Valid BBBEE Certificate – copies must be certified by a Commissioner of Oaths to qualify for Preference Points.</li> <li>5.6 <b>Compulsory Treasury Central Supplier Database Registration (CSD)</b></li> </ul>

## TECHNICAL SPECIFICATION

6

### 6.1. Service of 1x Chiller plant and 8 Air Handling unit

Item	Description	Arrangement
<b>Chiller - Water Cooled Type</b>		
1	Check and record operating voltage	
2	Check and record operating current (Amps)	
3	Check and record the loading set point (%)	
4	Check and record oil level from sight glass	
5	Check and record oil temperatures	
6	Check and record condenser water flow rate	
7	Check and record differential oil pressure	
8	Check and record compressor running time (hours)	
9	Check and record compressor suction temperature / pressure (°C / kPa)	
10	Check and record compressor discharge temperature (°C)	
11	Check and record condenser temperature (°C)	
12	Check and record inlet / exit water temperature - (Air or Water) (°C)	
13	Check and record inlet and outlet condensing water pressure (kPa)	
14	Check and record inlet / outlet chilled water temperatures (°C)	
15	Check and record chilled water flow rate	
16	Check condition of air cooled condenser coil and clean if necessary	
17	Pressure clean air cooled condenser coil with chemicals	
18	Check gasket and tighten all bolts if necessary	
19	Inspect oil cooler condition and performance	
20	Check control centre and module operation	
21	Check operation of water flow switches and repair if necessary	
22	Check temperature controls for correct operation	
23	Carry out winter service on a chiller as per manufactures specifications	
24	Open condenser tubes and clean them according to manufacturers specification	

25	Open evaporator tubes and clean them according to manufacturer's specifications		
26			

6.2 Services with Safety Certification and Service guarantees. To include all Inspection Reports as per the Occupational Health and Safety Act 85 of 1993.

6.3 To perform the work required in terms of this contract during normal working hours except in the case of an emergency.

6.4 To allow for Contractor inspections by an Inspector from the Department of Labour, workmen, lights, tools, instruments and other equipment required by the inspector for the purpose of the inspection.

6.5 To allow for any additional inspections called for by the OHS Act (Occupational Health and Safety Act) 85, of 1993 – this mandatory requirement will form part of this contract.

6.6 Unforeseen or Emergency Breakdown/s and Repair/s:  
To replace any part of the existing components, when such replacement or repair has been occasioned by fair wear and tear and in the Contractor's opinion is essential for the safe functioning of the electrical wiring. All identified replacement/s or repair/s and down time to be detailed in a report and handed to the maintenance manager. The following compulsory documentation will be required for all repairs before commencing with such repair/s:

- Detailed Report
- Compulsory Official Price Quotation Price Page.
- Compulsory SBD4 Form
- Compulsory Bill of Quantities Form
- Job card, safety certification and completion certificate
- Proof of guarantees pertaining to workmanship, materials and parts

6.7 Contractor must supply all user manuals and service manuals or guides on in house maintenance.

**6.8 NO SUB CONTRACTING WILL BE ALLOWED FOR THIS CONTRACT. ONLY COMPANIES SPECIALISING IN THIS FIELD WILL BE CONSIDERED. SHOULD THE CONTRACTOR REQUIRE THE SERVICES OF AN AGENT OR A SPECIALIST SUB CONTRACTOR IN THIS FIELD EXTERNAL TO HIS/HER COMPANY – THIS MUST BE INDICATED IN THE BILL OF QUANTITIES DOCUMENT & IN THE OFFICIAL PRICE QUOTATION PAGE.**

7 GENERAL TERMS AND CONDITIONS

7.1 The Contractor to commence work on receipt of order or prior arrangement. Contractor to ensure he/she informs the Maintenance Manager of repairs with approximate down time. Only the authorised person/s will be permitted on site for the repairing.

7.2 Contractors to work within normal working hours i.e. 07H00 to 15H30, unless prior arrangements have been agreed on and authorized for afterhours work on site. Entrance and exit for authorized afterhours work - the Contractor must at all-time report to and sign in and out with the Security Supervisor on site.

7.3 The contractor and contractor employees are required to report to the Maintenance Supervisor or Official in Charge upon arrival and prior to departure from the institution.

7.4 Compulsory: Signing in and out in the Contractors Register. The Register must be signed by

all contract staff on site (Company name, Contractor personnel/staff with title/designation as per page 3 of 5 of the BILL OF QUANTITIES Document).

7.5 Compulsory compliance to the OHS ACT 85 of 1993, National Building Regulations & the institution agreed on terms for the duration of the contract.

7.6 The Contractor will ensure the area/s where the contract is under way, the area/s closest to and within this area is always kept clean and safe for all persons. Ensure proper visible signage is in place indicating restricted areas is in place for the duration of the work in progress and removed on completion of the contract.

7.7 Handing over certificate, Safety Certificates, invoice/s, and job card will ONLY be accepted, once the site is cleared of all rubble/debris/unwanted scrap, under the supervision of the maintenance manager. No scrap metal or redundant parts, materials, equipment or plant to be removed off site without prior written authority from the Systems Manager.  
Departure off site.

7.8 The contractor shall make timeous arrangements with the maintenance manager to inspect all work carried out prior to departure off site.

7.9 Should any part of the complete works perform unsatisfactorily, so as to become detrimental to its functional use, the contractor shall replace any such part, or the complete works, with equipment as prescribed by the institution without delay at his/her own cost. Any damages caused to the building, plant or working area due to contractor negligence, will be repaired at the contractor's cost before the end of the contract or the costs will be deducted from the final invoice of the current work in progress,

7.10 The contractor shall submit his/her final invoice only after all work is satisfied as per the technical specification , together with all written guarantees not less than 12 months, safety & completion certificates, written reports if required and signed off job card. Together with the required instruction manuals, service intervals and written maintenance advice on the internal up keep.

7.11 Contractor to comply with Covid 19 protocols and provide all necessary PPE