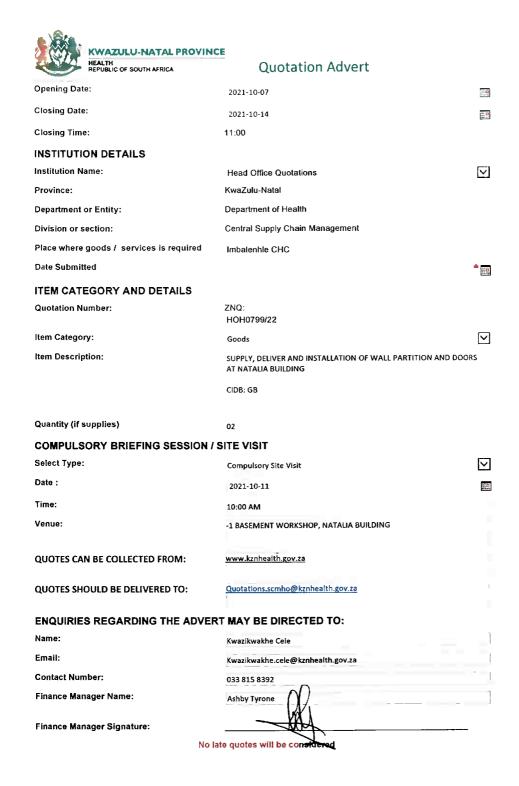
SharePoint Acq Manager • ?

KZN Health > Components > Supply Chain Management

AdvertQuote



# STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: DEPARTMENT OF HEALTH- CENTRAL SCM
DATE ADVERTISED: 07/10/2021 PHYSICAL ADDRESS: 310 JABU NDLOVU STREET, SCM OFFICES, PIETERMARITZBURG, 3201
THI SIGNE / IBBNESS.
ZNQ NUMBER: HOH0799/22
DESCRIPTION. Supply, deliver and install dry wall partition and doors at Natalia building
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 CODENUMBER FACSIMILE NUMBER CODENUMBER
CELLPHONE NUMBER
E-MAIL ADDRESS
VAT REGISTRATION NUMBER (If VAT vendor)
HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1)
IF YES, WHO WAS THE CERTIFICATE ISSUED BY? [TICK APPLICABLE BOX]
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)
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
CAPACITY UNDER WHICH THIS QUOTE IS SIGNED.	

Item No	Quantity	Description	Brand &	Country of	Price	
			model	manufacture	R	
1	02	Supply, deliver and install dry wall				
		partition and doors at Natalia building				+
		Compulsory Site Visit				1
		Date: 11 October 2021				
		Venue: -1 Basement, Workshop, Natalia Building				
		Time: 10:00 AM				1
		CIDB: GB				+
		NB: Specification Attached				1
						#
		Original documents required in a sealed				1
		envelope with current CSD summary report				4
		reflecting banking details, certified copy				1
		of B-BBEE certificate by verified agency and				4
		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				1
VALUE AD	DED TAX (C	Doly if VAT Vendor)				+

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 <u>quote</u> may be directed to:	Enquiries regarding technical information may be directed to:
Contact Person: Kwazikwakhe Cele Tel: 033-815 8392	Contact Person: Nompumelelo Nsele Tel 033 395 2101

#### **DECLARATION OF INTEREST**

- 1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
  - the bidder is employed by the state; and/or
  - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.

2.	In order to give effect to the above, the following questionnaire must b	e co	ompleted and submitted with the quote.	
2.2.	Full Name of bidder/representative	5.	Tax Reference Number:	
			-	
2.8.	The names of all directors / trustees / shareholders / members, their employee / persal numbers must be indicated in paragraph 3 below. Are you or any person connected with the bidder presently employed		•	numbers and, if applicable [TICK APPLICABLE]   YES   NO
2.8.	I. 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 I Position occupied in the state institution:	bido	der is employed:	
	<ol> <li>If you are presently employed by the state, did you obtain the apprint the public sector?</li> <li>If yes, did you attach proof of such authority to the quote docume</li> </ol>	ropri	ate authority to undertake remunerative	
(Note:	Failure to submit proof of such authority, where applicable, may result i	<u>in th</u>	ne disqualification of the quote.)	
2.9.	<ul><li>2.2. If no, furnish reasons for non-submission of such proof:</li><li>Did you or your spouse, or any of the company's directors / trustees state in the previous twelve months?</li><li>1. If so, furnish particulars:</li></ul>	/sh	nareholders / members or their spouses	conduct business with the
2.10 2.10	Do you, or any person connected with the bidder, have any relationsh may be involved with the evaluation and or adjudication of this quote 0.1. If so, furnish particulars:	hip ( e? 	(family, friend, other) with a person empl	YES NO
2.11	Are you, or any person connected with the bidder, aware of any relative employed by the state who may be involved with the evaluation and control.      If so, furnish particulars:	ог а 	djudication of this quote?	YES NO
	2. Do you or any of the directors / trustees / shareholders / members of t or not they are bidding for this contract? 2.1. If so, furnish particulars:			related companies whether YES NO
<b>3.</b> NB:	Full details of directors / trustees / members / shareholders.  The Department Of Health will validate details of directors / trustee to ensure that their details are up-to-date and verified on CSD. If the not be considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to National States of the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and the consid	e De	epartment cannot validate the informati	ion on CSD, the quote wil
4	DECLARATION			
	HE UNDERSIGNED (NAME)RNISHED IN PARAGRAPHS 2.		CERTIFY THAT	THE INFORMATION
	CCEPT THAT THE STATE MAY REJECT THE QUOTE OR DOVE TO BE FALSE.	AC	T AGAINST ME SHOULD THIS I	DECLARATION
	ne of bidder Signature		Position	Date
¹"Sta a) b)	constitutional institution within the meaning of the Public Finance Management	d) i	provincial legislature; national Assembly or the national Council of provi Parliament.	nces; or

<sup>2&</sup>quot;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 disqua	lified from the eva	luation process.
(i) (ii)	The institution has determined that a compulsory site meeting Date 11 /10 /2021 Time 10 : 00 Place -1 Baser	will ta nent Worksho	ke place Natalia Building
Instit	ution Stamp:	Institution Site In	spection / 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 (hear after 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;
  - 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:

$$Ps = 80 \left( 1 - \frac{Pt - P \min}{P \min} \right)$$
 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.	DID	DECL	ARAT	
D.	עום	DEGL	ARA I	IL JIN

8.

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 NO
7.1.1	If yes, indicate:	
	i) What percentage of the contract will be subcontracted  ii) The name of the sub-contractor	

Whether the sub-contractor is an EME or QSE (Tick applicable box)

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

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

NO

9.	DECLAR	ATION WITH REGARD TO COMPANY/FIRM							
9.1	Name o	of company/firm:							
9.2	VAT re	gistration number:							
9.3	Compa	ny registration number:							
9.4	TYPE (	OF COMPANY/ FIRM [TICK APPLICABLE BO	DX]						
		Partnership/Joint Venture / Consortium One person business/sole propriety Close corporation Company (Pty) Limited							
9.5	DESCF	DESCRIBE PRINCIPAL BUSINESS ACTIVITIES							
9.6	COMP								
0.0		Manufacturer Supplier Professional service provider Other service providers, e.g. transporter, etc.							
9.7	Total n	umber of years the company/firm has been in	business:						
9.8	the B-B	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) Tł	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 proces	SS;						
	(b)	recover costs, losses or damages it has incu	urred or suffered as a result of that person's conduct;						
	(c)	cancel the contract and claim any damages arrangements due to such cancellation;	s which it has suffered as a result of having to make less favourable						
	(d)	who acted on a fraudulent basis, be restricted	s shareholders and directors, or only the shareholders and directors ed by the National Treasury from obtaining business from any organ s, after the audi alteram partem (hear the other side) rule has been						
	(e)	forward the matter for criminal prosecution.							
	WITNESSES 1.		SIGNATURE(S) OF BIDDERS(S)						
	'' "		DATE:						
	2		ADDRESS						
	1		III						

# **END-USER SPECIFICATION FORM**

**DERPARTMENT OF HEALTH: NATALIA BUILDING** 

## DIVIDING OPEN PLAN OFFICE WITH DRYWALL PARTITIONING WALLS

ITEM NO.	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
a)	Allow for the amount of Health and Safety Requirements and amount for Covid-19	ITEM	1		
	PROPRIETARY ARTICLES:				
	All equipment and material used in this contract is to be that which is specified or other approved prior to submission of bid.				
	NOTES:				
	All rates quoted shall be inclusive of transport, labour and profit. The Bidder is advised that the building is occupied.				
	ALL WORK TO BE DONE ACCORDING TO THE STANDARD PREAMBLES				
	ALTERATIONS				
	DIVIDING OPEN PLAN OFFICE WITH DRYWALL PARTITIONING WALLS				
1	To divide open plan office with drywall partitioning. The walls to be built of dry wall partitioning, from floor to ceiling and doors.  (Attached drawing)-The dry walls to be fitted with a standard doors(Hollow core doors) high quality.  The walls must have aluminium capping on both sides and top of the walls, aluminium skirting to be	Item	2		
	fitted on both sides of the walls, to be glued on with contact adhesive. Aluminium capping around the lights to have a gap of 30mm to allow the light cover to be easily removed. All studs to be pop on the header and the ground channel, both sides top and bottom. The header to be screwed on to T-Bars of the ceiling +/- 600 apart.				

