



KZN Health > Components > Supply Chain Management

AdvertQuote



Quotation Advert

Opening Date:	2022-08-10	
Closing Date:	2022-08-17	
Closing Time:	11:00	

INSTITUTION DETAILS

Institution Name:	Umzinyathi district office	▾
Province:	KwaZulu-Natal	
Department or Entity:	Department of Health	
Division or section:	Central Supply Chain Management	
Place where goods / services is required	Northern Natal Regional Laundry (Dundee)	
Date Submitted	2022-08-10	

ITEM CATEGORY AND DETAILS

Quotation Number:	ZNQ: LNN 18/2022/23	
Item Category:	Services	▾
Item Description:	Supply and Replace Electronic Time Recoder (Amano EX 3500n) Operation Manual	
	NB: Supplier to attach their own CSD Print out	

Quantity (if supplies) 02

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type:	Not Applicable	▾
Date :	N/A	
Time:	N/A	
Venue:	N/A	

QUOTES CAN BE COLLECTED FROM: Quotes can be Downloaded from the Webmaster

QUOTES SHOULD BE DELIVERED TO: uMzinyathi Health District Office, 34 Wilson Street - Dundee

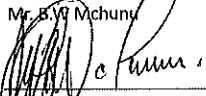
ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Khulekani Zondo
Email: khulekani.zondo@kznhealth.gov.za
Contact Number: 034-2999 162

Finance Manager Name:

Mr. S. W. Mchunu

Finance Manager Signature:



No late quotes will be considered

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00 incl VAT

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: UMZINYATHI HEALTH DISTRICT OFFICE
 DATE ADVERTISED: 10/08/2022 FACSIMILE NUMBER: 034-212 3139 EMAIL: khulekani.zondo@kznhealth.gov.za
 ENQUIRIES REGARDING THE QUOTE: Khulekani CONTACT NUMBER: 034 2999 162
 ENQUIRIES REGARDING TECHNICAL INFORMATION: Khulekani Zondo CONTACT NUMBER: same as above
 PHYSICAL ADDRESS: 34 Wilson Street, Dundee

QUOTE NUMBER: ZNQ /LNN /28 /2022 - 23 CLOSING DATE: 17 August 2022 CLOSING TIME: 11:00

DESCRIPTION: SUPPLY AND REPLACE ELECTRONIC TIME RECORDER (AMANO EX 3500N) OPERATION MANUAL

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY 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: ↓	M A A A
	- - - -

Does this offer comply with the specification?	State delivery period, e.g. <i>1day, 1week</i>
Is the price firm?	All delivery costs must be included in the quoted price

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
01	02	Supply and Replace Electronic Time Recorder (Amano Ex 3500N) Operation Manual				
		NB: See detail Specification Attached				
		- NB: Supplier to attach their own CSD Print out				
		- NB: To be delivered at uMzinyathi Health District Office				

VALUE ADDED TAX @ 15% (Only if VAT Vendor)
 TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)

1. SPECIAL CONTRACT CONDITIONS OF QUOTATIONS
 - 1.1. The Department is under no obligation to accept the lowest or any quote.
 - 1.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are obscurities regarding technical aspects of the offer, to obtain confirmation of prices or preference claims in cases where it is evident that a typing, written, transfer or unit error has been made, to investigate the vendor's standing and ability to complete the supply/service satisfactorily.
 - 1.3. ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.
 - 1.4. The price quoted must include VAT (if VAT vendor).
 - 1.5. Should a bidder become a VAT vendor after award or during the implementation of a contract, they may not request the VAT percentage from the Department as the service provider made an offer during the period they were not registered as a VAT vendor. The Department is only liable for any VAT from registered VAT vendors as originally stated on the quotation document.
 - 1.6. The bidder must ensure the correctness & validity of the quotation:
 - (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
 - (ii) it is the responsibility of the bidder to confirm receipt of their quotation and to keep proof thereof.
 - 1.7. 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.
 - 1.8. This quotation will be evaluated based on the 80/20 points system, specification, correctness of information and/or functionality criteria. All required documentation must be completed in full and submitted.
 - 1.9. Offers must comply strictly with the specification.
 - 1.10. Only offers that meet or are greater than the specification will be considered.
 - 1.11. Late offers will not be considered.
 - 1.12. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
 - 1.13. Used/ second-hand products will not be accepted.
 - 1.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
 - 1.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
 - 1.16. 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.
 - 1.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
 - 1.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
 - 1.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
 - 1.20. In such instances, the Department reserves the right to immediately disqualify such bidders as cover-quoting is an offence that represents both corruption and acquisition fraud.
2. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS 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. Quotations submitted must be complete in all respects. However, where it is identified that information in a bidder's response, which does not affect the preference points or price, is incomplete in any respect, the said supplier meets all specification requirements and scores the highest points in terms of preference points and price, the Department reserves the right to request the bidder to complete/ submit such information.
 - 2.5. Any alteration made by the bidder must be initialled. Failure to do so may render the response invalid.
 - 2.6. Use of correction fluid is prohibited and may render the response invalid.
 - 2.7. Quotations 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.
 - 2.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer fulfill their obligation
 3. SPECIAL INSTRUCTIONS REGARDING HAND-DELIVERED QUOTATIONS
 - 3.1. Quotations shall be lodged at the address indicated no 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.
 4. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.



PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

SUPPLY AND REPLACE AMANO - EX 3500N ELECTRONIC TIMER RECORDER (TIME
CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY

ZNQ NO: MNT 2020/21

Closing Date & Time : 11:00Hrs
Contract Period : 01 Week
Validity Period : 60 Days
Technical Contact Person : MR. P MATHABELA
Contact Telephone Number : 083- 7466 193
On Site Inspection : 11:00hrs

DOCUMENTS DELIVERED BY HAND MUST BE DEPOSITED IN THE QUOTATION BOX SITUATED IN:

THE TENDER-BOX
UMZINYATHI DISTRICT OFFICE
34 WILSON STREET,
DUNDEE

THE QUOTATION BOX IS AVAILABLE ON THE
FOLLOWING DAYS AND TIMES: MONDAYS TO
FRIDAYS 07h30 - 18h00

DOCUMENTS POSTED SHALL BE ADDRESSED TO:

SUPPLY CHAIN MANAGEMENT:
UMZINYATHI HEALTH DISTRICT OFFICE
PRIVATE BAG X2052
DUNDEE
3000

N.B.: THE QUOTATION BOX WILL BE
CLEARED AT 1100Hrs ON THE DUE DATE.

Name of Tenderer _____

PROVINCIAL SUPPLIERS DATABASE REGISTRATION NO.: _____

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

VALIDATED SUPPLIER

PROVISIONAL SUPPLIER:

NOTICE:

PROVISIONALLY REGISTERED COMPANIES:

LETTER TO BE ATTACHED FROM KWAZULU-NATAL PROVINCIAL TREASURY REFLECTING THE REASON(S) FOR NON ALLOCATION OF FULL REGISTRATION STATUS AND WHAT DOCUMENT(S) AND OR INFORMATION IS STILL OUTSTANDING.

OUTSTANDING DOCUMENTATION/ INFORMATION MUST ALSO ACCOMPANY THIS OFFER

QUALIFICATION FOR PREFERENCE POINTS:

NB: IN ORDER TO QUALIFY FOR PREFERENCE POINTS A TENDERER MUST SUBMIT TOGETHER WITH HIS/ HER/ ITS QUOTATION DOCUMENT, A FULLY COMPLETED ZNT 30 FORM (APPLICATION FOR PREFERENCE POINTS FORM) ON THE DUE DATE AND TIME OF QUOTATION, UNLESS A VALID ZNT 30 FORM IS ALREADY IN THE POSSESSION OF THE OFFICE INVITING THIS QUOTATION, WHICH ARE VALID FOR A PERIOD OF SIX MONTHS.

3. CONSTRUCTION INDUSTRY DEVELOPMENT BOARD: PROOF OF REGISTRATION AND GRADING TO ACCOMPANY THIS TENDER DOCUMENT, FAILURE TO COMPLY WILL LEAD TO DISQUALIFICATION.

NNRL- SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)

DATE: 29 January 2021

ZNQ NO: MNT/2020-21

Briefing meeting: @ 11:00

Closing date: @ 11:00

PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

SUPPLY AND REPLACE AMANO – EX 3500N ELECTRONIC TIMER RECORDER (TIME
CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY
ZNQ NO: MNT 2020/21

PROJECT SPECIFICATIONS

1. NOTES TO TENDERERS

1.1. SCOPE OF CONTRACT

This Contract is for the complete execution of the project indicated above.

1.2. CONTRACT DRAWINGS

Drawing No: Nil

1.3. CONDITIONS OF CONTRACT AND PRELIMINARIES

1.3.1 PERIOD OF CONTRACT

01 Week as the Contract Period for the completion of the Structural Work from date of Site handover.

All Tenderers to Note that the Electrical/ Mechanical Work shall run concurrently with the Structural contract.

1.3.2 CONTRACT GUARANTEE:

The successful Tenderer will **NOT** be required to submit a contract guarantee.

1.3.3 GUARANTEE PERIOD

The guarantee period for the **Structural Work** and all materials must be for a minimum of **TWELVE (12) months** from the date of first delivery.

The guarantee period for **Electrical and Mechanical Installations** shall be for a minimum of **Twelve (12) Months** from the date of first delivery.

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1.3.4 SITE AND MODE OF PROCEDURE

The work contained in this contract will be carried out on the site of the existing Institution.

The Contractor is advised that the existing premises will be occupied throughout the period of the contract.

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

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

1.3.5 SATISFACTORY INSTALLATION

The whole of the installation shall be carried out in accordance with the South African Bureau of Standards Code of Practice for the application of National Building Regulations, the KZNPA Standard Preambles to all Trades, the KZNPA General Electrical Specification, the South African Bureau of Standards Code of Practice for the Wiring of Premises 0142-1 and the Occupational Health and Safety Act 85 of 1993 as amended.

Copies of the KZNPA Standard Preambles to all Trades and the KZNPA General Electrical Specification are available at the office of the Secretary for Health – KwaZulu-Natal and can be obtained on request.

1.3.6 CERTIFICATE OF COMPLIANCE: NIL

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PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH
SUPPLY AND REPLACE AMANO – EX 3500N ELECTRONIC TIMER RECORDER (TIME
CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY
ZNQ NO: MNT 2020/21

2. TECHNICAL SPECIFICATION

2.1 GENERAL

This TECHNICAL SPECIFICATION shall be read in conjunction with all other sections of the SPECIFICATION and cognisance shall be taken of the clauses relevant to this particular installation, whether any specific clauses are referred to or not.

3. SCOPE OF WORK.

The work to be carried out under this contract includes the supply of all materials, equipment and Labour to carry out Supply and replace Amano- EX 3500N Electronic Timer Recorder (Time Clock) at NNRL.

The work comprises of:

Supply and replace Amano- EX 3500N Electronic Timer Recorder (Time Clock).

NB: The NNRL will be operational at all times and the Contractor is to ensure that accessibility by the staff and public is not obstructed in any way.

4. PERIOD OF CONTRACT

01 (One Week) as the Contract Period for the completion of the Work from date of Site handover.

NNRL- SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)
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PROVINCE OF KWAZULU-NATAL
DEPARTMENT OF HEALTH

SUPPLY AND REPLACE AMANO -- EX 3500N ELECTRONIC TIMER RECORDER (TIME
CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY

ZNQ NO: MNT 2020/21

SCHEDULE OF RATES

3.1 ITEMS AND PRICING

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

3.2 TAX AND DUTIES

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

3.3 RATES

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

NNRL- SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)

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SCHEDULE OF RATES

WORK TO BE DONE AND SCHEDULE OF PRICES:

Item	DESCRIPTION	UNIT	QTY	RATE/ UNIT		TOTAL	
				R	c	R	c
	<p>NOTE: All rates for items contained in this Schedule of Prices must be computed excluding the applicable Sales Tax. The Administration reserves the right to Negotiate prices in the Bill of Quantities.</p>						
	<p><u>INSTITUTION: SUPPLY AND REPLACE AMANO – EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY ZNQ NO: MNT 2020/21</u></p> <p>All rates quoted shall be inclusive of transport, labour and profit. The Tenderer is advised that the buildings are Occupied.</p>						
	<p>PROPRIETARY ARTICLES: All equipment and material used in this contract shall be that which is specified or other approved.</p>						
	<p>NOTE: Contractor is to ensure that all work is carried out in accordance with the pre-ambles to all trades. The contractor to use District Health office parking as part of their sample as is.</p>						
1.	<p>The following services to be done on the time clock:</p> <ul style="list-style-type: none"> ◦ Calibrate for accuracy, efficient and easy ◦ Reprogram again after calibration ◦ Reset automatic daylight saving time adjustment ◦ Check and correct printing format includes day/date, 0-23 hours, AM/PM etc. ◦ Check and reset memory holding function (3years) ◦ Check and correct surface detection function for correct printing position. ◦ Check and correct automatic card feed to standard position ◦ Clean and service high quality dot matrix printer for clean and clear printing. ◦ Refill all required accessories needed for time clock to function e.g. colour printing inks, new batteries 	each	02				

NNRL- SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)
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	etc.						
	<ul style="list-style-type: none"> • Check and correct built in signal • Check and correct ambient temperature 						
2.	NB: Contractor to give comprehensive report and the expected life span on both time clock watches.	each	02				
	TOTAL						

COLLECTION SUMMARY

PROJECT DESCRIPTION:

SUPPLY AND REPLACE AMANO – EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY
ZNQ NO: MNT 2020/21

NOTE:

THIS COLLECTION SUMMARY MUST BE COMPLETED IN FULL BY THE CONTRACTOR AND RETURNED TOGETHER WITH THE QUOTATION FORM.

Collection Summary PS 1	R	
<u>SUB-TOTAL: CARRIED TO QUOTATION FORM</u>	R	

IMPORTANT

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

OFFICIAL BRIEFING SESSION / SITE INSPECTION CERTIFICATE

Site/building/institution involved: **NNRL**

NNRL– SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)
DATE: 29 January 2021
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Quotation No.:

ZNQ NO: MNT 2020-21

Service:

SUPPLY AND REPLACE AMANO – EX 3500N
ELECTRONIC TIMER RECORDER (TIME CLOCK)

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

.....
SIGNATURE OF TENDERER OR AUTHORISED REPRESENTATIVE

DATE:.....

.....
SIGNATURE OF DEPARTMENTAL REPRESENTATIVE

DEPARTMENTAL STAMP:

DATE:

NNRL- SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)
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SECTION K

SCHEDULE OF VARIATIONS FROM GOODS OR SERVICES INFORMATION

Should the Tenderer wish to make any departure from or modifications in the Special Conditions of Contract, Specifications, Schedule list of Prices/ Quantities/ Drawings or to qualify the quotation in any way, he/she shall indicate the proposals clearly hereunder or alternatively make photocopies of the original quotation documentation.

SECTION	PAGE	VARIATION: CLAUSE OR ITEM

SIGNATURE OF TENDERER:

DATE:

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SCHEDULE OF ALTERNATIVE QUOTATIONS

Consideration will be given to alternative offers, which the Tenderer may wish to submit. Such offers shall be described, measured and priced in sufficient detail to enable the Province to evaluate the alternative. He/she shall set out his/her proposal clearly hereunder or alternatively make photocopies of the original quotation documentation.

SECTION	PAGE	ITEM

SIGNATURE OF TENDERER:

DATE:

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SCHEDULE OF REFERENCES

References of previous work completed for the department of health or other to be listed below.

PLACE WORK WAS DONE	CONTACT PERSON	JOB COMPLETED

SIGNATURE OF TENDERER:

DATE:

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IMPORTANT

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QUESTIONNAIRE

REPLIES

1. Are the prices/rates quoted firm? _____
2. Is the delivery period stated firm? _____
3. How will delivery be affected? _____
4. Is the equipment guaranteed for a minimum period of six months? _____
5. Are you the accredited agents in the RSA for the Manufacture/ supply of the goods offered by you? _____
6. What is the address in the RSA (preferably in the Province of KwaZulu-Natal) where a machine/ goods as offered by you can be inspected under working conditions? _____
7. What is the approximate value of spares carried in stock in the RSA for this particular make and model of machine? _____
8. Where are stock held? _____
9. What facilities exist for the servicing of the Machine/goods offered? _____
10. Where are these facilities available? _____
11. What are the names and addresses of the factories where the goods will be manufactured and, if required, inspected? _____
12. Is a special import permit required? _____

SIGNATURE OF TENDERER

DATE

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SUMMARY FOR QUOTATION OPENING PURPOSES ONLY
 (To be completed by Tenderer)
SUPPLY AND REPLACE AMANO – EX 3500N ELECTRONIC TIMER RECORDER (TIME
 CLOCK) AT NORTHERN NATAL REGIONAL LAUNDRY
ZNQ NO: MNT 2020/21

PREFERENCE POINTS CLAIMED IN TERMS OF THE KWAZULU-NATAL PROCUREMENT REGULATION, 2001 (PREFERENCES ARE TO BE CLAIMED AS INDICATED IN THE GENERAL CONDITIONS AND PROCEDURES – ZNT6)

1. QUOTATION PRICE INCLUDING V.A.T. R _____

2. AMOUNT IN WORDS:

3. TIME FOR COMPLETION/ DELIVERY: 01 (One week)

IMPORTANT
 Mark appropriate block with
 "X"

4. HAVE ANY ALTERATIONS BEEN MADE? YES NO

5. HAS AN ALTERNATIVE QUOTATION BEEN SUBMITTED? YES NO

6. *IF APPLICABLE:* DID THE TENDERER ATTEND THE OFFICIAL BRIEFING SESSION/ COMPULSORY SITE INSPECTION? YES NO

NAME OF COMPANY	SIGNATURE	DATE
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NNRL- SUPPLY AND REPLACE AMANO- EX 3500N ELECTRONIC TIMER RECORDER (TIME CLOCK)
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BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution

2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1. If so, furnish particulars:

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1. If so, furnish particulars:

3. DECLARATION

I, the undersigned,(name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1. I have read and I understand the contents of this disclosure;
- 3.2. I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6. There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
 I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Name of Bidder Signature Position Date
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¹ The power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.