

Quotation Advert

Opening Date:

08/12/2022

14/12/2022

ClosingDate:

Closing Time:

11:00

INSTITUTION DETAILS

Institution

Harry Gwala Regional Hospital

Name:

Select...

Province:
KwaZulu-Natal

Department or Entity:

Department of Health

Division or section:

Central Supply Chain Management

Place where goods / services is required

Harry Gwala Regional Hospital

Submitted

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:

Edn 1093/22-23

Item Category:

Goods

Item Description:

Servicing of Fire Equipment(Various
Clinic's)

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select

Not Applicable

Type:

Select...

Date :

Time:

Venue:

QUOTES CAN BE COLLECTED FROM:

Download from intranet

QUOTES SHOULD BE DELIVERED TO:

Harry Gwala Regional Hospital on the blue tender main gate

ENQUIRIES REGARDING THEADVERT MAY BE DIRECTED TO:

Name:

Mr M.Ndlovu

Email:

Thandolwethu.mazeka@kznhealth.gov.za

ContactNumber:

033-3954243

Finance Manager Name:

Ms.L.Zondi (Acting Finance Manager)

Finance Manager Signature:



No late quotes will be considered

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: Harry Gwala Regional Hospital
DATE ADVERTISED: 8/12/2022 CLOSING DATE: 14/12/2022 CLOSING TIME: 11:00
FACSIMILE NUMBER: E-MAIL ADDRESS: Edendale.SCM-Quotation@kznhealth.gov.za
PHYSICAL ADDRESS: 89 Selby Msimang Road Plessislaer Pietermaritzburg

QUOTE NUMBER: ZNQ / EDN / 1093 / 22 - 23

DESCRIPTION: Servicing of Fire Equipment c(Various clinic's)

CONTRACT PERIOD: 3 Year (if applicable) VALIDITY PERIOD 60 Days SARS PIN:

CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO. M A A A

UNIQUE REGISTRATION REFERENCE

Table with 18 columns and 1 row, containing registration reference numbers.

DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)

Deposit into blue tender box at the main gate behind security office or Email(Edendale.SCM-Quotation@kznhealth.gov.za)

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.

QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RETYPED)

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 MAY RESULT IN YOUR QUOTE BEING DISQUALIFIED)

NAME OF BIDDER
POSTAL ADDRESS
STREET ADDRESS
TELEPHONE NUMBER CODE.....NUMBER..... 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) YES NO

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

DESCRIPTION: Servicing of Fire Equipment c(Various clinic's)

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 |
| | | Servicing of Fire Equipment (Various clinic's) | | | | |
| 1 | 10 Units | Servicing of Fire Equipment/Nxamalala clinic | | | | |
| 2 | 13 Units | Servicing of Fire Equipment/Gomane Clinic | | | | |
| 3 | 9 Units | Servicing of Fire Equipment/Mbuthisweni Clinic | | | | |
| 4 | 8 Units | Servicing of Fire Equipment/Ndaleneni Clinic | | | | |
| 5 | 11 Units | Servicing of Fire Equipment/Mpumuzu Clinic | | | | |
| 6 | 8 Units | Servicing of Fire Equipment/Caluza Clinic | | | | |
| 7 | 4 Units | Servicing of Fire Equipment/Mahlutshini Clinic | | | | |
| 8 | 8 Units | Servicing of Fire Equipment/Songonzima Clinic | | | | |
| 9 | 9 Units | Servicing of Fire Equipment/Sondelani Clinic | | | | |
| 10 | 7 Units | Servicing of Fire Equipment/Ntembeni Clinic | | | | |
| 11 | 14 Units | Servicing of Fire Equipment/Richmond Clinic | | | | |
| 12 | 15 Units | Servicing of Fire Equipment/Phatheni Clinic | | | | |
| 13 | 7 Units | Servicing of Fire Equipment/Ncwadi Clinic | | | | |
| 14 | 10 Units | Servicing of Fire Equipment/Mafakatini Clinic | | | | |
| 15 | 8 Units | Servicing of Fire Equipment/Kwa Pata Clinic | | | | |
| 16 | 9 Units | Servicing of Fire Equipment/Taylor's Clinic | | | | |
| | | CERTIFICATE'S REQUIRED | | | | |
| | | OHS COMPLIANCE | | | | |
| | | JOB COMPLETION CERTIFICATE/PREVIOUS JOBS | | | | |
| | | COMPETENCY CERTIFICATE under the South African | | | | |
| | | Certification Committee for Fire Industry | | | | |
| | | TOTAL PRICE MUST BE FIXED FOR | | | | |
| | | 3 YEAR CONTRACT | | | | |
| | | Bidder to read and fully fill out tender document | | | | |
| VALUE ADDED TAX @ 15% (Only if VAT Vendor) | | | | | | |
| TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days) | | | | | | |

| | |
|--|--|
| Does This Offer Comply With The Specification? | Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification? |
| Is The Price Firm? | State Delivery Period, e.g., 1day, 1week |

| | |
|---|---|
| <p>Enquiries regarding the <u>quote</u> may be directed to:</p> <p>Contact Person: Mr.R.Ramnandan Tel: 033-3954306</p> <p>E-Mail Address: rajesh.ramnandan@kznhealth.gov.za</p> | <p>Enquiries regarding <u>technical information</u> may be directed to:</p> <p>Contact Person: Mr.M.O.Khanyeza Tel: 033-3954498</p> |
|---|---|

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.

Table with 3 columns: 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

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.

GENERAL CONDITIONS OF CONTRACT

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 Department is under no obligation to accept the lowest or any quote.
- 3.2. 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.
- 3.3. **ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.**
- 3.4. The price quoted must include VAT (if VAT vendor).
- 3.5. 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.
- 3.6. 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.*
- 3.7. 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.
- 3.8. 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.
- 3.9. Offers must comply strictly with the specification.
- 3.10. Only offers that meet or are greater than the specification will be considered.
- 3.11. Late offers will not be considered.
- 3.12. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.13. Used/ second-hand products will not be accepted.
- 3.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
- 3.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
- 3.16. 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.
- 3.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
- 3.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
- 3.20. 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.

4. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.

- 4.1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter.
- 4.2. Under no circumstances whatsoever may the quotation/bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
- 4.3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
- 4.4. 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.
- 4.5. Any alteration made by the bidder must be initialled; failure to do so may render the response invalid.
- 4.6. Use of correcting fluid is prohibited and may render the response invalid.
- 4.7. Quotations will be opened in public as soon as practicable after the closing time of quotation.
- 4.8. Where practical, prices are made public at the time of opening quotations.
- 4.9. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.

4.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer for fulfil their obligation.

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

- 5.1. Quotation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the quotation documents.
- 5.2. Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.
- 5.3. All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody until the closing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bid number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.
- 5.4. A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing date and time of quotation will be considered.
- 5.5. No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.
- 5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

6. SAMPLES

- 6.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
 - (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.
- 6.2. **Samples must be made available when requested in writing or if stipulated on the document.**
 - (i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

7.1. 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 take place
- (ii) Date / / Time : Place

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

8. STATEMENT OF SUPPLIES AND SERVICES

8.1. 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.

9. SUBMISSION AND COMPLETION OF SBD 6.1

9.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference 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.

10. TAX COMPLIANCE REQUIREMENTS

- 10.1. In the event that the tax compliance status has failed on CSD, **it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier.**
- 10.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, **the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.**

11. TAX INVOICE

11.1. 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; | (iv) a description and quantity or volume of the goods or services supplied; |
| (ii) the name and address of the recipient; | (v) the official department order number issued to the supplier; |
| (iii) an individual serialized number and the date upon which the tax invoice is issued; | (vi) the value of the supply, the amount of tax charged; |
| | (vii) the words tax invoice in a prominent place. |

12. PATENT RIGHTS

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.

13. PENALTIES

- 13.1. If at any time during the contract period, the service provider is unable to perform in a timely manner, the service provider must notify the institution in writing/email of the cause of and the duration of the delay. Upon receipt of the notification, the institution should evaluate the circumstances and, if deemed necessary, the institution may extend the service provider's time for performance.
- 13.2. In the event of delayed performance that extends beyond the delivery period, the institution is entitled to purchase commodities of a similar quantity and quality as a substitution for the outstanding commodities, without terminating the contract, as well as return commodities delivered at a later stage at the service provider's expense.
- 13.3. Alternatively, the institution may elect to terminate the contract and procure the necessary commodities in order to complete the contract. In the event that the contract is terminated the institution may claim damages from the service provider in the form of a penalty. The service provider's performance should be captured on the service provider database in order to determine whether or not the service provider should be awarded any contracts in the future.
- 13.4. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance.

14. TERMINATION FOR DEFAULT

- 14.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
 - (ii) if the supplier fails to perform any other obligation(s) under the contract; or
 - (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 14.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- 14.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

15. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.

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:

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

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = 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
applicable box)

(Tick

| | | | |
|-----|--|----|--|
| YES | | NO | |
|-----|--|----|--|

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

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 | | NO | |
|-----|--|----|--|

| 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 | | |

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.

| |
|--|
| <p>WITNESSES</p> <p>1.</p> <p>2.</p> |
|--|

| |
|---|
| <p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS.....</p> <p>.....</p> <p>.....</p> |
|---|



Institution name:

COMPLAINTS PROCESS FOR QUOTATIONS R2 000.00 TO R500 000.00 INCLUDING V.A.T

1. Supplier Submits Written Complaint / Objection

- Bidders aggrieved by decisions or actions taken by the Department or Institution during the SCM procurement process, must lodge a written complaint **immediately**.
- Complaints lodged two (2) or more days after the award will not be entertained.
- Complaints must be directed to the Responsibility Manager of the institution (Hospital or CHC) and District Finance Manager for District Offices.
- **It must be noted that this is not an appeals process and as such will not halt the procurement process.**

2. Institution Prepares Written Response to Complaint

- The Responsibility Manager, or his appointee, must prepare a response letter to the complainant.
- The complaint must be resolved within **60 days**.
- Should the complainant not be satisfied with the response, the matter will be referred to the District Finance Manager (applicable to all Hospitals and CHC) or District Manager (Applicable to all District Offices) for a final verdict.
- Should the complainant still not be satisfied with the response received, they may then seek legal recourse at their own expense.

Complaints or objections should be directed to:

Responsibility Manager:

Mrs.N.Nxaba

Email Address:

Nelisile.Nxaba@kznhealth.gov.za

CLINICS UNDER EDENDALE

1. Nxamalala Clinic
2. Gomane Clinic
3. Mbuthisweni Clinic
4. Ndaleni Clinic
5. Mpumuza Clinic
6. Caluza Clinic
7. Mahlutshini Clinic
8. Songonzima Clinic
9. Sondelani Clinic
10. Ntembeni Clinic
11. Richmond Clinic
12. Phatheni Clinic
13. Ncwadi clinic
14. Mafakatini Clinic
15. Kwa Pata Clinic
16. Taylors Clinic

SPECIFICATION OF FIRE EQUIPMENT IN NXAMALALA CLINIC

| LOCATION | DESCRIPTION & SIZE |
|-----------------------------------|--------------------|
| New clinic waiting area entrance | DCP: 6,8Kg ×01 |
| New clinic waiting area Exit | DCP:12,4×01 |
| Old clinic passage | DCP:3,3Kg×01 |
| Nurses home room 01 | DCP:8kg×01 |
| Nurses home room 02 | DCP:7,7kG×01 |
| Nurses home room 03 | DCP:7,7Kg×01 |
| Nurses home room 04 | DCP:9Kg×01 |
| Nurses home room 05 kitchen | DCP:7,7 Kg×01 |
| New clinic waiting area Hose reel | 01 |
| Fire Hydrant | 01 |
| Total | 10 |

SPECIFICATION OF FIRE EQUIPMENT IN GOMANE CLINIC

| LOCATION | DESCRIPTION & SIZE |
|---------------------|-------------------------|
| Waiting area | DCP: 7,5 Kg×02 |
| Kitchen | DCP: 8Kg×01 |
| Cup pot | DCP: 7,8Kg×01 |
| ARV Area | DCP: 7,6Kg ×01 |
| Security guard room | DCP: 8,2 Kg×01 |
| Garage (Mobile) | 8,2 Kg×01 |
| Nurses home | 8 Kg ×03 5,8 Kg×01 |
| Plant room | 8Kg×01 |
| Electricity room | 8Kg×01 |
| Total | 13 |

SPECIFICATION OF FIRE EQUIPMENT IN EMBUTHISWENI CLINIC

| LOCATION | DESCRIPTION & SIZE |
|---------------------|--------------------|
| Nurses home room 01 | DCP:7,5Kg×01 |
| Nurses home room 02 | DCP: 7,5 Kg ×01 |
| Nurses home room 03 | DCP: 7,5 Kg ×01 |
| Nurses home room 04 | DCP:7,5 Kg×01 |
| Security guard room | 7,5 Kg×01 |
| Passage main clinic | DCP:7,5Kg×01 |
| Entrance passage | DCP: 7,5Kg×01 |
| Hose reel | 01 |
| Fire Hydrant | 01 |
| Total | 09 |

SPECIFICATION OF FIRE EQUIPMENT IN NDALENI CLINIC

| LOCATION | DESCRIPTION & SIZE |
|---------------------|--------------------|
| Stock room | DCP: 9Kg×01 |
| Near emergency room | DCP: 9Kg×01 |
| Near entrance door | DCP:9Kg×01 |
| Antenatal care | DCP:8Kg×01 |
| Medi post | DCP:9kg×01 |
| ARV & TB Clinic | 7,7Kg×01 |
| Hose reel | 01 |
| Fire Hydrant | 01 |
| Total | 08 |

SPECIFICATION OF FIRE EQUIPMENT IN MPUMUZA CLINIC

| LOCATION | DESCRIPTION & SIZE |
|------------------------------|-----------------------------|
| Park home No.1 | Fire Hose Reel- 30Metre x01 |
| Outside building first brick | Fire Hose Reel- 30Metre x02 |
| Park home | DCP:8Kg x02 |
| HST | DCP:8Kg x 01 |
| Near clinic entrance door | DCP:8Kg×01 |
| Near clinic exit door | DCP:8Kg×01 |
| Clinic passage | DCP:8Kg×01 |
| Security guard room | DCP:13,5Kg×01 |
| Behind main clinic | Fire Hose Reel- 30Metre x01 |
| | |
| DCP | 07 |
| Fire Hose Reel | 04 |
| Total | 11 |

SPECIFICATION OF FIRE EQUIPMENT IN CALUZA CLINIC

| LOCATION | DESCRIPTION & SIZE |
|---------------------|--------------------|
| ANC waiting area | DCP:2Kg×01 |
| Reception | DCP:2,5Kg×01 |
| Passage minor | DCP:4,5Kg×01 |
| Chronic area | CO2:2Kg×01 |
| Security guard room | DCP:2,5Kg×01 |
| Boardroom | CO2:2Kg×01 |
| Hose reel | 30m×01 |
| Fire Hydrant | ×01 |
| Total | 08 |

SPECIFICATION OF FIRE EQUIPMENT IN PHATHENI CLINIC

| LOCATION | DESCRIPTION & SIZE |
|-------------------------------------|--------------------|
| Nurses home room o1 (Veranda front) | DCP:4,5Kg ×02 |
| Nurses home room o1 (Veranda back) | DCP: 4,5 kg×01 |
| Nurses home room o2 (Veranda front) | DCP: 4,5 Kg ×02 |
| Nurses home room o2 (Veranda back) | DCP:4,5Kg×01 |
| Nurses home room o3 (Veranda front) | DCP: 4,5Kg×02 |
| Nurses home room o3 (Veranda back) | DCP:4,5Kg×01 |
| Security guard room inside | DCP: 4,5Kg×01 |
| Emergency room | DCP:4,5Kg×01 |
| Waiting area 01 | DCP: 4,5Kg×01 |
| Waiting area 02 | DCP:4,5Kg×01 |
| Waiting area 03 | DCP:4,5Kg×01 |
| Total | 15 |

NCWADI CLINIC FIRE EQUIPMENT

| <u>Fire Equipment to be serviced</u> | |
|---|------------------------|
| LOCATION | DESCRIPTION & QUANTITY |
| Near Back Entrance Near Vital Rooms | DCP: 9kg X 02 |
| Main building clinic Passage Nurse Home Room 03 Security Guard Room | DCP: 4Kg X 04 |
| Near main entrance | Hose Reel X 01 |
| Total | 07 |

SPECIFICATION OF FIRE EQUIPMENT IN MAFAKATINI CLINIC

| LOCATION | DESCRIPTION & SIZE |
|-------------------------------|----------------------------|
| Near Main Entrance | Fire Hose Reel 30metre x01 |
| Near Main Entrance | DCP:4,5 KgX01 |
| Near kitchen | Fire Hose Reel 30metre x01 |
| Near Sluice Room | DCP:4,5Kg×01 |
| Near back door | DCP:4,5kg×01 |
| Park home | DCP8Kg×01 |
| IMCI | DCP4,5Kg×01 |
| Mother Child | DCP4,5Kg×01 |
| Security Guard Room | DCP4,5Kg×01 |
| Main clinic Passage | DCP4,5Kg×01 |
| | |
| Fire Extinguishers | 08 |
| Fire Hose Reel 30metre | 02 |
| Total | 10 |

SPECIFICATION OF FIRE EQUIPMENT IN TAYLORS HALT CLINIC

| LOCATION | DESCRIPTION & SIZE |
|----------------------------------|--------------------|
| Waiting Area (ANC) | DCP :8,2 Kg ×01 |
| Main Waiting Area | DCP: 8Kg ×01 |
| Minor Waiting Area | DCP : 12,45Kg×01 |
| Passage main building | DCP; 8kG×01 |
| Outside building near store room | DCP: 9kG×01 |
| Clinic Passage | DCP:8Kg x02 |
| Clinic Passage | Co2 x01 |
| Total | 09 |



Postal Address : Private Bag 9006, Pietermaritzburg

Physical Address: Lot 89, Selby Msimang , Plessislear, Pietermaritzburg

Tel: 033 39544988/4499

Fax: 033 3954049

Email address: MLungisi.khanyeza@kznhealth.gov.za

SPECIFICATION FOR A THREE YEARS(3) CONTRACT FOR THE SERVICING OF FIRE EQUIPMENT FOR ALL CLINICS UNDER THE JURISDICTION OF HARRY GWALA REGIONAL HOSPITAL

1. Fire Extinguishers:

- These fire extinguishers are situated in various places.
- Inspect the discharge nozzle of extinguishers & hose for any damage and ensure it is not blocked or cut.
- Check the cylinder paint if it is not pail, and ensure the label is not blemished and all information is legible, dates, pressure gauge indicator is in the green where applicable and not in the red, date of hydrostatic pressure test not out dated - if so replace.
- Cake powder should be completely replaced with one that runs/ flow freely.

2. Fire Hose Reels / Drum

- These fire hose are situated in various places.
- The hose of 30m is to be unwound, inspected for leakages, damages [e.g. broken or worn out] durability and the flange and gasket checked and replaced if required.
- Bolts, nozzle, clamps and CP valve must be checked while testing the water pressure during testing the hose. Ensure lubrication of the ball bearing
- The shackle must be in place and in working order.
- Safety clips must be on the cabinet and on the hose at the shackle.
- Ensure the nozzle is giving out the three [3] modes, viz: jet, spray, and jet-spray.
- Also check for full/unimpeded flow of water.
- Confirm the gate control valve is closing and opening adequately.
- Check free movement of the reel and condition of the control arm.
- Check if there is free rotation and trouble free rewinding as you unwind and rewind the hose.
- Replace worn-out hose with a kink-proof hose.

3. Fire Hydrants

- These fire hydrants are situated in various places
- Ensure the stream of water from this test will not cause damage [first thing].
- Remove the nozzle cap on the pressure hydrant and attach a pressure gauge to the outlet. Note: If the hydrant has a ¼-inch outlet to attach pressure gauges (only found on dry-barrel hydrants), remove the plug and install the gauge in the ¼-inch outlet. Then completely open the valve and take the static pressure reading. No water should be flowing.
- Note any elevation changes from the pressure hydrant to the structure and the flowing hydrant.
- Completely open the valve on the flowing hydrant, making sure the path of flow to the drain or pathway is safe and clear of debris and obstacles. Note that it may be necessary to use a diffuser.



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- Record the residual pressure from the pressure hydrant gauge after the pressure needle stabilizes. This could take several seconds of flow from the secondary flowing hydrant.
- Record your pitot reading by inserting the orifice of the pitot tube into the center of the flow of water and away from the opening at half the diameter of the opening. The centerline of the orifice should be at a right angle to the plane of the face of the hydrant outlet.
- Close the hydrant slowly to avoid undue surges and damage to the underground system and equipment.
- Insert your hand into the back of the hydrant outlet to verify whether the outlet is smooth and rounded, square and sharp, or square and projecting into the barrel. Record the outlet size and type and include that information with the rest of the data from the flow test.
- After closing all valves, verify that they are free of leaks, and ensure that the hydrant is returned to service condition.
- The following six items must be checked and if not in working order this must be fixed: Hand wheel, valve stem gland, pawl assembly, spindle, lip seal washer, clack washer.
- The supply line stop cock valve must be tested and be in good working condition.
- Pump must be cleaned of blockages/ debris, and checked if it is giving rated pressure.
- Do lubrications on threaded fittings, especially operating stem nut.

4. Fire Blankets

- Check if each blanket container still intact.
- Check if the blanket free of faults, tears or breakages and free of contaminants.
- Check if the blanket is easily accessible and locatable by signage pointing to it.

GENERAL CONDITIONS OF CONTRACT

- The work contained in this contract will be carried out on the site of each of our Clinics.
- The Contractor is advised that the existing premises will be occupied throughout the period of the contract.
- Any damages done or occurring to any of the equipment will be repaired at the expense of the contractor.
- The repairs must be to the satisfaction of the KwaZulu - Natal Department of Health.
- All work is to be carried out to the approval of the department by skilled and qualified workmanship and in accordance with the methods prescribed in SANS 10139 and SANS 14520 Part 1.
- The whole 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 and the Occupational Health and Safety Act 85 of 1993 as amended.
- On completion of the service, a copy of the "**Certificate of Compliance for servicing fire-fighting equipment – valid for one year**" must be submitted to the Operational Manager of the Clinic, Systems Manager or Systems Assistant Manager and Safety Officer.
- Extinguishers must be weighed in order to establish the correct weight as indicated on the label / engraved. Safety clips are to be fitted on the relative areas – handle and trigger pin.
- All faults are to be reported and documented.



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- Only contractors firm specializing in this type of work (Core Business) and all approved of the department will be considered.
- Contractor must be a member of Fire Fighting Equipment Traders Association (FFETA)
- Technicians Competency Certificate under South African Qualifications and Certification Committee for Fire Industry.
- SABS permit to apply certification mark.
- Valid letter of good standing from Department of Labour
- All equipment removed is to remain on site and handed over to the Maintenance Manager.
- The Bidder's / Contractors will be responsible for all masonry work associated with the electrical installation and making good of all work related to the electrical installation. The patching and painting must be to the satisfaction of the KwaZulu-Natal Department of Health.
- If at any time between the aforementioned inspections and surveys the company shall be advised by the subscriber that a fault has arisen in the system, then the company shall provide a service technician/ engineer employed by the company to attend to and adjust or repair the system.

Composed by: Mr. M.O. Khanyeza

Signature: _____

Date: 06 October 2022

Approved by:

Signature: _____

Date: ____ October 2022