

KZN Health > Components > Supply Chain Management
AdvertQuote

Quotation Advert

Opening Date: 2022-02-23

Closing Date: 2022-03-02

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 Umzinyathi Health District

Date Submitted 2022-02-23

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
UMZ227/2021/22

Item Category: Goods

Item Description: Staff Uniforms for Forensic Pathology Services

Quantity (if supplies) 212

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date : N/A

Time: N/A

Venue: N/A

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

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

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Khulekani Zondo

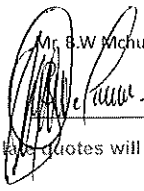
Email: khulekani.zondo@kznhealth.gov.za

Contact Number: 034-2999 162

Finance Manager Name:

Mr. B.W Mchunu

Finance Manager Signature:



No late quotes will be considered

DESCRIPTION: **STAFF UNIFORMS FOR FORENSIC PATHOLOGY SERVICES**

SIGNATURE OF BIDDER DATE.....
 [By signing this document I hereby agree to all terms and conditions]

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

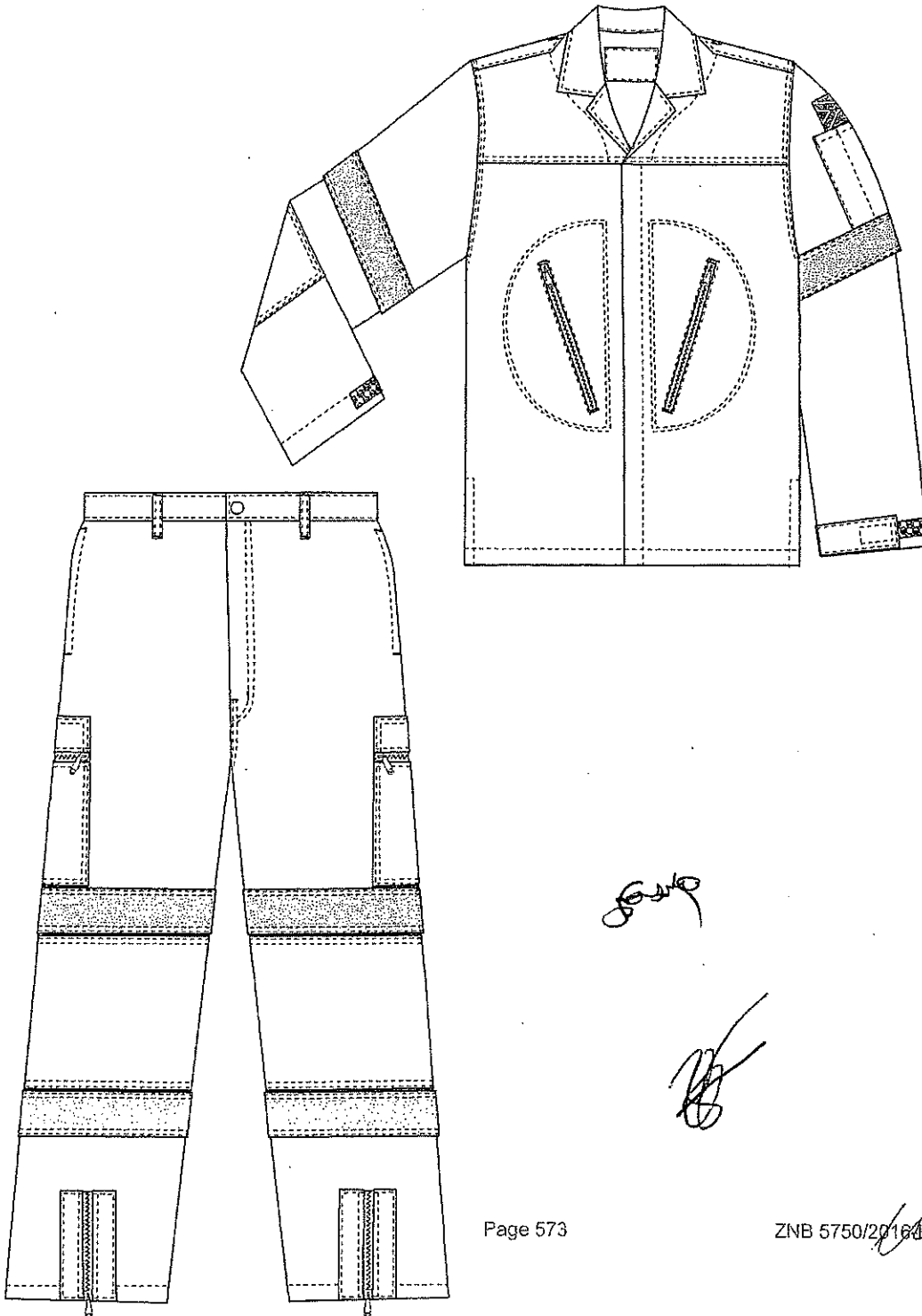
Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
		SUPPLY AND DELIVER STAFF UNIFORMS FOR				
		FORENSIC PATHOLOGY SERVICES				
01	47	- TWO PIECE COVERALL - NAVY				
02	47	- PAIR OF SOCKS - BLACK				
03	47	- T-SHIRTS WHITE - LETTERING BLACK				
04	47	- BEANIES - NAVY				
05	47	- CAPS / BASEBALL - BLACK IN COLOUR				
		- TOTAL QUANTITY: 235				
		- NB: SEE DETAIL SPECIFICATION ATTACHED				
		- NB: TO BE DELIVERED AT UMZINYATHI HEALTH DISTRICT OFFICE				
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. <i>E.G. 1day, 1week</i>

Enquiries regarding the <u>quote</u> may be directed to: Contact Person: <u>Khulekani Zondo</u> Tel: <u>034 2999162</u> E-Mail Address: <u>khulekani.zondo@kznhealth.gov.;</u>	Enquiries regarding <u>technical information</u> may be directed to: Contact Person: Tel:.....
--	---

~~and~~ and Forensic Pathology Services

Coveralls, two-piece



Handwritten signature

Handwritten signature



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE: UMZINYATHI HEALTH DISTRICT OFFICE

Physical Address: 587 Wilson Street, Durban, 4000

Postal Address: Private Bag 2052

Tel: 031 2999 1801 Fax: 031 242 3139 Email: anelamathumile@kznhealth.gov.za

www.kznhealth.gov.za

SCM

Scope

1. This specification covers the materials and make of two-piece coveralls for members of the Forensic Mortuary

Jacket:

- front yoke and front facings
- front slide fastener opening covered with a fly
- slanted breast pockets (patch on inside of jacket)
- left front to have a multi-coloured embroidered design
 - **Shoulder straps**
- back to be plain with a multi-coloured embroidered design
 - **Side slits**
- open-neck with one-piece collar
- detachable long sleeves
- with adjustable cuffs
 - o with elbow reinforcement patches
 - o fitted with reflective tape
 - o fitted with an embroidered national flag on the left upper arm
 - o fitted with a multi-coloured embroidered design on the right upper arm
 - o fitted with one sleeve pocket on the left upper arm

Trousers:

- front fly opening fitted with a slide fastener
- front to have a separate waistband that fastens with a button and buttonhole
- back waistband to be cut-on, fitted with elastic webbing and ruched with four rows of stitchings
- belt loops
 - o two side pockets with through openings with slide fastener closure
 - o two thigh pockets with slide fastener closure
 - o bottom leg openings
 - o two lengths of reflective tape sewn to each leg

Components

The following components shall be supplied by the manufacturer

The components as given in to

- Shall be an acceptable match to the colour of the outer material (unless otherwise specified).
- 3.1 Outer Material
- 65% Polyester, 35% Viscose
- Std Mass: 200g
- Finish: Ruco Blood Repell
- Rip-Stop Weaved
- colour to be an acceptable navy blue colour as agreed upon between the purchaser and supplier
- Touch and close fastener to comply with the requirements of SANS 11123
- nominal width of 25 mm
- Unnaped Fastener
- Slide fasteners
- synthetic spiral

Mr. SE Mbatha

SCM

Mr. GLB Ndebele

End-user

- fly opening, chest pocket opening, bottom leg opening, thigh pocket opening: one-way, closed end that
- com plies with class B of SANS 1822
- front opening and sleeves: one-way, open end that complies with class B of SANS 1822
- though opening: one-way closed end that complies with class A of SANS 1822. Elastic webbing
- to comply with the requirements for type 1 of SANS 142 and of nominal width 45 mm

Reflective tape

- a high visibility retro-reflective silver tape
- of nominal width 50 mm
- retro-reflective properties to comply with the relevant requirements for a class 2 retro-reflective material of SANS 50741

Embroidery thread


- an acceptable 100% viscose machine embroidery thread of various colours

Wadding

- an acceptable 100% polyester wadding

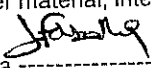
Threads

- To comply with relevant requirements of SANS 1362
- Sewing thread: polyester-and-cotton core-spun or staple polyester, ticket No.
- Overlocking thread: crimp textured polyester of polyamide, ticket No.
- 6.1 Jacket: Front
 - • to have a single yoke that shall be double-stitched along the yoke seam
 - • to have a lapel step of finished width 25 mm
 - + to have shaped front facings that shall extend from the shoulder seam to the front yoke seam
 - + front opening to be fitted with a slide fastener that shall extend from the yoke seam to 50 mm above the
 - bottom hem
 - + left front edge to be cut-on and folded to the inside. forming a fly of finished width 30 mm
 - stitched down and concealing the slide fastener
 - + right front edge to be cut-on, folded to the inside forming a facing of finished width 50 mm
 - stringer shall be sewn to the front edge
 - + fitted with two slanted inside patch breast pockets
 - pocket bags of outer material
 - of finished front length 25 em
 - of finished width 17 em (measured in the centre)
 - outer edges to be double-stitched
 - pocket mouth to be slanted and fitted with a slide fastener of finished length 17 em
 - + fitted with a multi-coloured embroidered design on the left front
 - • to have side slits of finished length 13 em, stitched down
 - • fitted with shoulder straps that shall fasten with a button and buttonhole, sewn in with the sleeve insertion
- seam
- 6.2 Jacket: Back
 - + back to be plain with a multi-coloured embroidered design
- 6.3 Sleeves
 - + to be detachable inset sleeves
 - fitted with a slide fastener, concealed by a 30 mm overlap and fitted with a fly-catch of finished width 20
 - mm
 - + fitted with elbow reinforcement patches of outer material, interlined with wadding and double-stitched edges
 - with the rear edges sewn in with underarm seams
 - + fitted with retro-reflective tape along the full circumference of the sleeve
 - side edges to be double-stitched
 - bottom edge to be positioned at the bottom edge of the slide fastener overlap
 - sewn in with the underarm seam
 - + right upper sleeve to be fitted with a multi-coloured embroidered design

Mr. SE Mbatha ----- SCM

Mr. GLB Ndebele  End-user

- left upper sleeve to be fitted with a sleeve pocket of finished width and depth 90 mm and 13 em respectively
- to have a centre stitching, forming two compartments and bar-tacked at the mouth ends
- positioned 70 mm below the crown of the sleeve
- left upper sleeve to be fitted with an embroidered national flag, positioned directly above the sleeve pocket
- (see below)
- • outer cuffs to be fitted with adjustment straps of doubled outer material
- sewn in width underarm sleeve
- of finished length 13 em
- fitted with 25 mm male touch and close fastener
- + cuff to be fitted with 25 mm female touch and close fastener
- • cuff hem to be of finished width 30 mm
- Colour section Proportion
- Red 1/3
- Blue 1/3
- Green 1/5
- 50mm White 1/15
- Yellow 1/15
- 6.4 Collar
- one-piece open-neck shirt type collar
- edge-stitched of finished width 70 mm at the points and 80 mm at centre back
- Trouser**
- front fly opening fitted with a slide fastener, double stitched and bar-tacked at the bottom edge
- front to have a separately cut waistband of finished width 40 mm that shall fasten with a button and buttonhole
- + back waistband to be fitted with elastic webbing and rucked with four rows of stitching
- Width
- 11.0 mm
- 11.0 mm
- 6.6mm
- 2.2mm
- 2.2mm
- + waist to be fitted with five belt loops of finished length 70 mm, two positioned on the front and three on the back
- • to have two side pockets
- positioned in the side seam, with the top edge 40 mm below the waistband seam
- pocket bags of outer material
- pocket mouth of finished length 18 em and edge-stitched 10 mm
- mouth ends to be bar-tacked
- of finished width and depth 18 em (measured below bottom bar-tack of pocket mouth)
- • fitted with a through opening
- positioned on inside of side pocket (same length as side pocket)
- opening to be fitted with a slide fastener
- fitted with a 20 mm double folded outer material fly-catch behind the stringers
- • fitted with two thigh pockets
- centrally positioned over the side seam
- patch pockets of finished width 18 em
- of finished length 19 em
- pocket mouth to be of finished length 18 em and fitted with a horizontally positioned slide fastener, 30
- mm below the top edge of the pocket
- edges to be double-stitched
- fitted with a knee reinforcement patch
- of outer material, interlined with wadding

Mr. SE Mbatha ----- SCM

Mr. GLB Ndebele ----- End-user

- of finished depth 18 em
- laid on top of leg and top and bottom edges to be double-stitched
- side edges to be sewn in with the side seams
- + each leg to be fitted with two lengths of reflective tape
- reflective tape to be positioned directly above and below the knee reinforcement patch
- Page 578 ZNB 5750/2016-H
- edges to be double-stitched
- sewn in with the inside leg seams
- around full circumference of the legs
- fitted with a bottom leg opening
- fitted with a 20 em slide fastener
- fitted with two outer material patches on both sides of the slide fastener, each of finished width 30 mm
- and edge-stitched
- when slide fastener is closed, it shall reduce the bottom hem by 40 mm
- bottom hem to be 25 mm
- Seams**
- all seams shall be double-stitched (except the inside leg seam)
- raw edges shall be over locked

- Back Embroidery Logo: Forensic Pathology Services 22cm x 24.5cm
- Right Upper sleeve embroidery: KZN Health Logo 8.5cm x 9cm
- Front left chest embroidery: Forensic Pathology Services- 5.5cm x 10cm

Sizes: (Two Piece)

- 32X10
- 30X5
- 34X20
- 36X07
- 40X10
- 42x05

NB: One official with different sizes Top and trouser

Top: Size: 34 =05
 Trouser: 42 =05

Total Quantity 62(Two piece)

Mr. SE Mbatha  ----- SCM

Mr. GLB Ndebele  ----- End-user

2. SOCKS

- Colour: Black
- Composition: 65/35 wool/nylon
- Style: chemically treated to prevent fungal growth, half hose with reinforced
- Heel and toe (Knee High)
-
- Quantity : 62 Pairs

3. T-SHIRT


- T-SHIRT MARKED
- DEPARTMENT OF HEALTH
- LETTERING BLUE 2CM
- MUST BE AT THE BACK OF
- THE T-SHIRT. MUST BE
- 100% COTTON 180GRAM | NECK (CREW NECK)

- COLOUR: WHITE

Size:

- 30x5
- 32x10
- 34x25
- 36x7
- 40x10
- 42x5

Quantity = 62

Mr SE Mbatha  ----- End-user

Mr. GLB Ndebele  ----- End-user

4. BEANIES

STYLE:

- FOLD UP BAND
- 170GSM100%ACRYLICKNIT
- 10 GAUGE NEEDLE KNIT


THREADS:

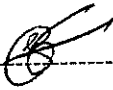
- TO COMPLY WITH RELEVANT REQUIREMENT OF SANS 1362 "SEWING THREADS"
- POLYESTER AND COTTON CORE SPUN OR STAPLE POLYESTER OF TICKET NO 120
- COLOUR TO BE AN ACCEPTABLE MATCH TO THE COLOUR OF THE OUTER FABRIC.

LABEL:

- WHITE WOVEN FABRIC LABEL THAT IS PRINTED-LOOP
- COMPLY WITH SANS 1309
- EMBROIDERY/BADGE (RUBBERISED EMS BADGE)
- THE REGISTERED KZN **FORENSIC PATHOLOGY** EMBLEM SHALL BE EMBROIDED/BADGE STITCH ON
- CARE LABEL:
- LABEL TO INCLUDE COMPOSITION IN ACCORDANCE WITH THE REQUIREMENTS OF SANS 1023
- Colour: Navy

Quantity: 13

Mr SE Mbatha  ----- End-user

Mr. GLB Ndebele  ----- End-user

5. KZN HEALTH PATHOLOGY SERVICES CAPS/BASEBALL

STYLE:

- CROWN WITH SIX PANELS
- DOME SHAPED
- ADJUSTABLE STRAP AT BACK NECK
- PERMANENTLY CURVED PEAK
- PEAK LINED ON THE INSIDE- LINING TO BE LAMINATED TOGETHER WITH THE
- OUTER FABRIC
- FRONT SHALL HAVE EMBROIDED BADGE- EMS FRONT AND BACK VIEW

OUTER FABRIC:

- TYPE RPR 66 OF SANS 1387-11 "WOVEN COTTON AND SIMILAR APPAREL
- POLYESTER FABRIC
- COLOUR TO BE AN ACCEPTABLE MATCH, IN TERMS OF SANS 10076-1-11 "WOVEN
- COTTON AND SIMILAR POLYESTER
- COLOUR OXFORD BLUE OF CKS 129 COLOUR FOR TEXTILES
- INTERLINING:
- AN ACCEPTABLE LINING-CAPABLE OF WITHSTANDING WASHING
- COLOUR TO BE BLACK
- TAPE:AN ACCEPT ABLE TAPE- BIAS CUT
- COLOUR TO BE BLACK

HEADBAND:

- AN ACCEPT ABLE WOVEN POLY /COTTON FABRIC- BIAS CUT
- LINED WITH AN ACCEPTABLE COATED FABRIC

PEAK SUPPORT:

- BE OF HIGH DENSITY POLYETHYLENE
- CURVETO BE PERMANENTLY HEAT SET

BUTTON:

- 13 MM DOMED BUTTON
- COVERED WITH OUTER FABRIC
- BUTTON SHALL HAVE FLAT BASED PIN
- CORROSION RESIST ANT

TOUCH AND CLOSE FASTENER:

- TO COMPLY WITH THE REQUIREMENTS OF SANS 1832
- WIDTH 20 MM


EMBROIDERY /BADGE

THE REGISTERED KZN FORENSIC PATHOLOGY SERVICES EMBLEM SHALL BE EMBROIDED/BADGE STITCH ON

THREADS:

- TO COMPLY WITH RELEVANT REQUIREMENTS OF SANS 1362- SEWING THREADS

Quantity: 13

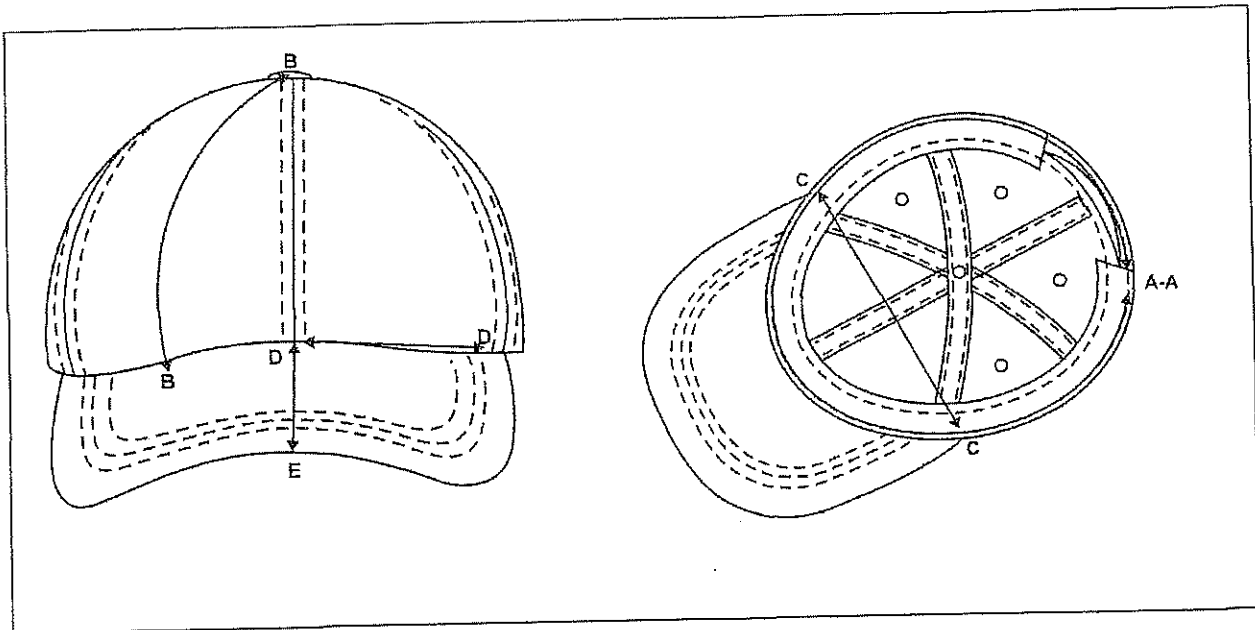
Mr SE Mbatha ----- End-user

Mr. GLB Ndebele ----- End-user

THREADS:

❖ TO COMPLY WITH RELEVANT REQUIREMENTS OF SANS 1362 – SEWING THREADS

1	2	3
SIZE DESIGNATION	NOMINAL FINISHED CAP MEASUREMENTS, CM	
	CAP CIRCUMFERENCE BEFORE ADJUSTMENT	CAP CIRCUMFERENCE AFTER ADJUSTMENT
MEDIUM	58	54 - 62
LARGE	60	56 - 64



MEASURING POINT		DESCRIPTION
A - A	CAP CIRCUMFERENCE BEFORE ADJUSTMENT	MEASURE ON THE INSIDE, ALONG THE FULL CIRCUMFERENCE OF THE CAP, WITH ADJUSTABLE STRAPS FULLY ALIGNED AND ENDS OF STRAPS ARE ADJACENT TO THE EDGES OF THE BACK OPENING.
A - A	CAP CIRCUMFERENCE AFTER ADJUSTMENT	MEASURE ON THE INSIDE, ALONG THE FULL CIRCUMFERENCE OF THE CAP, WITH ADJUSTABLE STRAPS ALIGNED AND IN THE REQUIRED ADJUSTED POSITION.
B - B	PANEL LENGTH	MEASURE FROM THE APEX, IN THE CENTRE OF THE PANEL, TO THE PANEL -TO-PEAK SEAM.

Handwritten initials/signature

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 be completed and submitted with the quote.

- | | |
|--|---|
| 2.1. Full Name of bidder/representative..... | 2.4. Company Registration Number: |
| 2.2. Identity Number: | 2.5. Tax Reference Number: |
| 2.3. Position occupied in the Company (director, trustee, shareholder?)..... | 2.6. VAT Registration Number: |

2.7. The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below. [TICK APPLICABLE]

2.8. Are you or any person connected with the bidder presently employed by the state? YES NO

2.8.1. If so, furnish the following particulars:
 Name of person / director / trustee / shareholder/ member:
 Name of state institution at which you or the person connected to the bidder is employed:.....
 Position occupied in the state institution: Any other particulars:.....

2.8.2. If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES NO

2.8.2.1. If yes, did you attach proof of such authority to the quote document?

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the quote.)

2.8.2.2. If no, furnish reasons for non-submission of such proof:

2.9. Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES NO

2.9.1. If so, furnish particulars:.....

2.10. Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this quote? YES NO

2.10.1. If so, furnish particulars:.....

2.11. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this quote? YES NO

2.11.1. If so, furnish particulars:.....

2.12. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES NO

2.12.1. If so, furnish particulars:.....

3. Full details of directors / trustees / members / shareholders.

NB: The Department Of Health will validate **details of directors / trustees / members / shareholders** on CSD. It is the suppliers' responsibility to ensure that their details are up-to-date and verified on CSD. If the Department cannot validate the **information** on CSD, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

4 DECLARATION

I, THE UNDERSIGNED (NAME).....CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2.

I ACCEPT THAT THE STATE MAY REJECT THE QUOTE OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Name of bidder Signature Position Date
-------------------------	--------------------	-------------------	---------------

¹"State" means -

- | | |
|---|---|
| a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); | c) provincial legislature; |
| b) any municipality or municipal entity; | d) national Assembly or the national Council of provinces; or |
| | e) Parliament. |

²"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. 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. Quotation submitted must be complete in all respects.
- 4.5. Any alteration made by the bidder must be initialled.
- 4.6. Use of correcting fluid is prohibited
- 4.7. Quotation 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.

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;
- (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.

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. FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all quotes:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.

1.3 Points for this quote shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this quote is allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

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

- 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

(Tick applicable box)

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

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

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....

8. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

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

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

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
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.

WITNESSES	
1.
2.

..... SIGNATURE(S) OF BIDDERS(S)
DATE:
ADDRESS.....