

KZN HEALTH

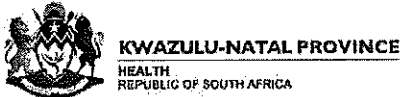
KZN Health Intranet

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KZN Health > Components > Supply Chain Management

AdvertQuote



Quotation Advert

Opening Date: 2022-07-07

Closing Date: 2022-07-14

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Head Office Quotations

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Umzimkhulu Medico Legal Mortuary

Date Submitted: 2022-07-07

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: HOH/0439/23

Item Category: Services

Item Description: Installation of walk in Cold Room Umzimkhulu Medico Legal Mortuary
NB: CIBD, 2ME or 2GB

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Visit

Date: 2022-07-12

Time: 11:00 am

Venue: UMzimkhulu Medico Legal Mortuary

QUOTES CAN BE COLLECTED FROM: www.kznhealth.gov.za

QUOTES SHOULD BE DELIVERED TO: Quotation_scmho@kznhealth.gov.za OR 310 Jabu Ndlovu Street, SCM Offices, Pietermaritzburg, 3200

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Phumlani Majola

Email: Phumlani.Majola@kznhealth.gov.za

Contact Number: 033 815 8379

Finance Manager Name: Mrs E. N. Maphumulo

Finance Manager Signature:

DESCRIPTION: INSTALLATION OF WALK IN COLD ROOM AT UMZIMKHULU MEDICO LEGAL MORTUARY

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
1		Installation of Walk in Cold Room Umzimkhulu Medico Legal Mortuary				
		NB: Specification attached				
		NB: CIBD, 2ME or 2GB				
		Compulsory Site visit				
		Date: 12 July 2022				
		Time: 11:00 am				
		Venue: Umzimkhulu Medico Legal Mortuary				
		Original documents required in a sealed envelope with current CSD summary report reflecting banking details, certified copy of B-BBEE certificate by verified agency and accredited by SANAS, Tax Clearance certificate or SARS pin				
		Responses to be delivered : 310 Jabu Ndlovu Street, old boys Model, Quotation tender box Or Quotation@scmho.gov.za				
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 quote may be directed to:</p> <p>Contact Person: <u>Phumlani Majola</u> Tel: <u>033 815 8379</u></p> <p>E-Mail Address: <u>Phumlani.Majola@kznhealth.gov.za</u></p>	<p>Enquiries regarding technical information may be directed to:</p> <p>Contact Person: <u>Amile Ndlovu</u> Tel: <u>033 940 2535</u></p>
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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 fulfill 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 will take place
- (ii) Date 12 / 07 / 2022 Time 11 : 00 Place Umzimkhulu Medico Legal Mortuary

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



KWAZULU-NATAL PROVINCE

**HEALTH
REPUBLIC OF SOUTH AFRICA**

UMZIMKHULU MEDICO LEGAL MORTUARY INSTALLATION OF WALK IN COLD ROOMS

SCOPE OF WORK

PART 1

1. GENERAL

1.1 SCOPE OF WORK

THE CURRENT SCOPE OF WORK BELOW ENTAILS BOQ

- The preferred bidder will be required to provide only competent personnel to perform all duties as per BOQ.
- Supply and deliver all required material and tools for this particular maintenance project.
- This maintenance project must be completed within eight (8) weeks after order number has been issued, failure to meet the timeframe the Department reserve a right to cancel the order.
- After site handing over to the contractor, the risk of any loss or damage or theft shall be the responsibility of the contractor. Contractor shall take necessary precautions against loss or damage or theft.
- The contractor should consider the BOQ below and confirm measurements prior submitting quotation.
- The contractor shall allow for appointing relevant professionals, all independent statutory obligations for inspections and certificates.
- Contractor must always comply with safety precautions as the Ward will be fully operational.
- Contractor must report the start date 2 days prior commencing repairs.

1.1.1 Mortuary Cold Room, Racking and Trays

1.1.1.1 Body Racks and Trays

The mortuary cold rooms shall have body racks and trays as follows:

- Cold room: One tier with 3 trays for obese with dimensions 826 x 2080mm
- Three tier with 4 trays for standard with dimensions 626 x 2080mm
- All trays, joints, supports as per standard drawings.
- The new mortuary cold room shall consist of white "Chromodek" insulated panels locked together to form an internal space of no less than 4400mm long x 3700mm wide as indicated on the drawing.

1.1.1.2 Racking Details

The racking and body tray drawings is attached on Annexure A. Purpose made stainless steel racks to take standard body trays shall be manufactured and installed as shown on the following drawings: -

- SSRS 1 – 8 Racking Details: Front Elevation SSRS 2 – 8 Racking Details: Back Elevation SSRS 3 – 8 Racking Details: Assembly Details
- SSRS 4 – 8 Racking Details: Top and Side Elevation

- SSRS 5 – 8 Racking Details: Back Elevation with Stopper Details SSRS 6 – 8 Racking Details: Head Stay and Foot Details
- SSRS 7 – 8 Racking Details: Body Tray Detail SSRS 8 – 8 Racking Details: Body Tray Stop Detail

1.1.13 Racks

- Racking is to be manufactured according to the drawings. The racks are to be manufactured, erected and levelled by means of adjustable feet that form an integral part of the stainless steel upright. It is imperative to ensure that during manufacture dimensions are adhered to and it will be the contractor's responsibility that the number of racks required fit into the space provided.
- Claims on the grounds of insufficient information in such respect or otherwise will not be entertained by the Administration.
- The racks shall consist of a self-supporting modular frame fabricated of grade 304 stainless steel tubular uprights with tubular header of 40mm x 40mm x 1.6mm square section securely bolted together with 50mm x 3mm x 304 stainless steel flat bar braces/stays for added strength and rigidity. The braces/stays are to be fitted with "Sondor" neoprene or other approved closed cellular polyethylene bumper strips fixed in position by means of countersunk stainless steel screws.
- Special attention shall be given to the manufacture of the body tray guide rollers and their method of fixing. To increase the side bearing surface area stainless steel washers of 30mm Ø minimum x ±1.5mm thick shall be utilised, i.e. on either side of the rollers.
- Each rack shall be provided with stainless steel or brass number discs of 30mm Ø x 1.2 mm thick numbered as required and fixed to the frame by means of stainless steel rivets. The discs shall be installed adjacent/in-line with the body tray.

1.1.1.4 Body trays

- The body trays shall be of a standard length, width and height as indicated on the drawings. The body trays shall be modular and be of the solid platform type, dished as indicated and constructed from 1.25 mm thick 304 grade stainless steel sheeting. The platform shall be welded to a tubular frame fabricated from 25mm diameter x 2mm thick 304 stainless steel tubing.
- Particular attention shall be given to the dished profile to ensure that body fluids are properly contained.
- Fifteen (15) stainless steel body trays shall be provided each tray shall be fitted with a stainless steel card frame and index holder for labelling purposes, fixed by means stainless steel rivets.
- In order to ensure correct alignment, it is recommended that a jig be made up for the drilling of the card holders and discs.

1.1.1.5 Dial Thermometer

- Supply and install a dial type thermometer above the existing cold room door to show temperature readings. The Thermometer shall be 100 mm round dial type with a flush mounting chrome plated flange. The thermometer shall be red lined at operating temperature.
- The thermometer capillary type shall pass through a 20 mm diameter sleeve in the pre-fabricated panels which shall be sealed with a plastic sealing compound. The thermometers shall range from – 40 °C to 30 °C.
- The capillary tube shall be brought to the bulb position in such a manner that it will be out of the way and not liable to be damaged, alternatively it must be protected. The thermometer bulb shall be mounted 25 mm away from the wall behind the evaporator unit air intake on an approved bracket, as high as possible. The serviceman's type thermometer will not be acceptable.

1.1.1.5 Digital Thermometer

- Supply and install a digital type thermometer above the existing cold room door to show temperature readings. The Thermometer shall be rectangular digital type with a red display screen. The thermometers shall range from $-40\text{ }^{\circ}\text{C}$ to $30\text{ }^{\circ}\text{C}$.
- The capillary tube shall be brought to the bulb position in such a manner that it will be out of the way and not liable to be damaged, alternatively it must be protected.

2. Builders Work

- The following building work forms part of the works required to complete, commission and hand over this project; includes:
- Allow for the removal of two existing windows at high level and brick up openings 2 x 900mm wide x 900mm high
- Allow for the removal of the existing single door, door frame and brick up the opening 1 x 900mm x 2050mm high.
- To render the openings the wall outer skin shall be of face brick to match the existing external wall finish, where brick work is required.
- The existing floor shall be demolished and removed in order that the cold room floor shall finish at the same level as the adjacent autopsy floor level. A 120mm thick concrete base slab shall be cast to support the cold room panels followed with vapour barrier and floor insulation with a further concrete slab cast over the insulation.
- The cold room floor shall be finished with "Marley" Industrial flooring (M.I.F) of 2mm thick welded sheeting, fixed with a two part polyurethane adhesive to the manufacturer's instruction.
- Allow for holes in the external walls for the passage of interconnecting refrigerant piping and cables and the sealing, patching and painting, thereafter. (Note condensate to drain to nearest rain channel or external gully.

3. Hydraulic Body Hoist

- Supply one hydraulic hoist mortuary.
- The hoist shall be as per "Dalucon" or other approved hydraulically operated body hoist manufactured of polished 304 stainless steel. The trolley is to be robust and protected from damage caused by collisions with other objects. Four lockable large-diameter steering castors fitted with non-marking rubber tyres are required.
- The trolley is to be manufactured to accommodate standard body trays, as described above. Cadmium plated rollers and a safety catch to lock the tray in position are required. The body trays are of the standard type 2105 long x 530mm wide x 70mm high.
- A hand pumped and released hydraulically activated lifting mechanism is required. This is to be simple and safe to operate, and be robust, requiring low maintenance.
- The trolley should safely lift a maximum of 200kg's to a maximum height of 1500mm and minimum height of 250mm above ground level.
- The trolley should comply in all respects with the requirements of the occupational Health and Safety Act, 85 of 1993.

NOTE: All wire edges, burrs etc. shall be removed from the components and made available for inspection prior to delivery to site.

4. Electrical

- Satisfactory Installation shall in be in accordance with the following:
- The Code of Practice for the Wiring of Premises as issued by the South African Bureau of standards (SANS 10142-1).
- The KwaZulu-Natal Department of Health General Electrical Specification.
- The Machinery and Occupational Safety Act - Act 6/1983.
- The Municipal By-laws and any special requirements of the Supply Authorities of the area or district concerned.
- Local Fire Regulations.

4.1 Electrical requirements

- Supply and install a new distribution board powder coated with 3CR12, painted in red, include circuit breakers and labelling.
- Supply and install an electrical power supply of 10mm² core cable for the 230V supply, single phase 50Hz fed from a new 30 amp 5KA circuit breaker installed in the new MDB situated in the mortuary building complex. The supply shall be routed in the ceiling space and on the external wall at high level, on 50mm wide light duty galvanised cable tray and terminate into a weatherproof "York" enclosure/DB surface mounted on the external wall of the mortuary building
- The distribution board shall have one 60amp DP isolator 5KA rating, two 20amp DP 5kA rating main circuit breakers and one 10-amp SP 5KA rated circuit breaker.
- The power supply to the condensing unit shall be of heavy duty flexible cable, the rating of which shall be adequate for the full load current of the unit supplied. The interconnecting power cables between the condensing unit and the cold room evaporator unit shall run in galvanized or UV rated PVC trunking.

4.2. Over/Under Voltage

- Each unit shall be fitted with an over/under voltage monitor, (such as Electro V3EN or other approved), which is to disconnect the equipment if the voltage is outside a range of plus or minus 10% of a nominal voltage (230 volts) .This is to automatically re-set once the voltage returns to within the normal range.

NOTE: All equipment is to be rated for continuous operation at all voltages within this range (230 – 240V) without suffering any damage.

4.3. Data logger features

- Temperature sensor for specific locations within the cold/freezer room; Wired or wireless type
- Door-open sensor for detecting whether door is open or closed;
- Power failure sensor;
- PC to store, display and print temperature and event reports;
- Alarm sounder triggered whenever sensor records a temperature or event excursion outside programmed alarm settings;
- Auto dialler which dials pre-programmed telephone numbers; or sends E mails, SMS messages in case of alarm;
- Alarms (standard)
- Alarms should be mains operated and audible with battery back-up and automatic recharge, triggered in the event of mains failure or when cold/freezer room temperatures are outside set

parameters.

4.4. Certificate of Compliance

- The contractor shall submit the mandatory Certificate of Compliance. First delivery of this contract will not be taken until such time as this certificate is submitted to the Department of Health.
- All necessary electrical power wiring and tubing between the distribution board, condensing units, evaporator units, light fittings etc., shall be the responsibility of the Cold Room Contractor
- All electrical work carried out will be neat and best class materials must be used. All wiring to conform to the S.A.B.S Code of Practice 0142 and will be subject to prior inspection and approval before acceptance. Refer to the Standard Electrical Specification, inasfar as it applies, which is available for inspection at the 35 Hyslop Road, Townhill Office Park, Block 1, Infrastructure Development.

5. Testing and Commissioning

- All unit and new equipment shall be tested over 24 hours, commissioned, ready for use and be maintained and guaranteed for a period of twelve (12) months inclusive of builder's work.

6. Maintenance Manuals

- Two sets of maintenance and operating manuals per facility are required which shall include all circuit diagrams, spare parts lists, operating instructions, etc. one set of laminated wiring diagrams shall be fixed to the wall in the plant room.

7. Maintenance and Servicing

The entire installation including all new equipment manufactured or bought is subject to an unrestricted 12-month free maintenance and guarantee period, after the date of issue of the Completion Certificate. This also includes cover pertaining to all aspects of the equipment and associated wiring, piping, controls etc.

During the 12-month maintenance and servicing period any defects shall be made good and all plant and equipment maintained in perfect operating condition.

Maintenance and servicing during the 12-month guarantee shall be provided as follows:

7.1. **Warning: disconnect electrical power supply before cleaning any parts on the unit.**

- Use warm soapy water to clean the storage cabinet and doors. Never use chemicals containing grit, abrasive materials, bleach or harsh chemicals. Rinse thoroughly and dry with a clean soft cloth.
- The condenser coil (radiator) must be cleaned regularly for optimal performance. The condenser coil must be cleaned a minimum of once every month.
- Ensure that air freely circulates through the condenser coil as the unit's performance and operating efficiency are significantly affected by the amount of air passing through the condenser coil.
- Ensure that condenser coil fins are not clogged and blocked with debris which greatly reduce the refrigeration performance.

NB: Failure to keep the coil fins clean may cause premature compressor failure which will not be covered by warranty.

7.2. Condenser and Evaporator

- The condensing unit is located behind the slotted access panel at the rear of the cabinet. The panel can be removed by removing the fastening screws.
- Carefully clean dirt and debris from the condenser coil using a vacuum cleaner or a soft brush.
- Never use a wire brush.
- Check that the evaporator fins are clear of dirt and comb fins if necessary
- Check cooling operating parameters and adjust accordingly adjust all system temperatures to correct operational range.
- Inspect fan motor and blades.
- Scrape, treat and paint rust on the evaporator and condenser
- Calibrate dial thermometers.
- Test (vibration analysis and temperature) bearings for condenser fan and evaporator fans for each system.
- Check operation of the timer.
- Check operation of an expansion valves. Correct, repair or replace if necessary
- Check for condensate drain system. Test condensate AND remove any foreign particles.
- Check operation of thermostat (controller). Record any abnormalities
- Remove fan guard and check alignment and correct if necessary to get free rotation
- Check that all bolts and screws are properly secured on fans and compressor
- Inspect and test HP and LP switches for correct operation.
- Check/inspect all electrical devices (controllers, contactors, relays) and electrical wiring connections tightness in the electrical panel and correct if necessary. Record all abnormalities and report
- Examine condenser coil and comb fins if necessary
- Inspect refrigerant piping insulation and condensate pump
- Check and record any leakage of refrigerant or recovered refrigerant.
- Leak test on both lines (suction and discharge) for the whole system and repair any leak
- Clean evaporator drainage system.
- Check drainage system on the condenser.
- Check the solenoid valve operation on defrost and ensure correct functionality.
- Check and calibrate all transmitters, gauges, sensors and controllers

7.3. Compressors, Discharge and Suction Line

- Note down compressor amperages before and after service
- Eliminate any undue noise or vibration for each system. Check the entire system for loose components and tighten accordingly.
- Test and note down oil leaks or refrigerant leaks for each systems. Repair all found leaks.
- Get the refrigerant level right by refilling if level has dropped for each system. Ensure that the refrigerant is dry.
- Bring HP up and ensure that HP cut-out trips at correct pressure, Note down the settings.
- Bring LP down and ensure that LP cut-out at correct pressure, Note down the setting
- Check and calibrate all transmitters, sensors and controllers

7.4. Electrical and Panel

- Clean out the panel (blow dry and wipe) and test operation of all power isolator, circuit breakers and contactors. Ensure that all electrical terminals are tightened.
- Ensure that all protections are operational.
- Correctly set the defrost intervals for the system.
- Set defrost elements, door and drain heaters timers to correct operational (Freezer rooms only). Also

check element amperage and resistance.

7.5. Temperature Control

- It is factory pre-set with a built-in defrost sequence of defrost time of the evaporator coil.
- All expendable materials necessary for these services such as lubricating oils, grease, refrigerant, cleaning materials etc. shall be allowed for in the tender price.

8. De-Contamination

- Prior to carrying out work the body cabinets shall be de-contaminated.

9. Schedule of equipment

Bidders are required to fill out schedule of equipment, failure to complete the schedule will render the bid Non-Responsive

9.1. Cold Room Panels

- i. Insulating material, density and thickness
- ii. Cladding material and thickness
- iii. Manufacturer
- iv. Method of joining panels
- v. Door opening size

9.2. Refrigeration Plant

- i. Modular Condensing Unit Manufacturer
- ii. Compressor Make & Model
- iii. Capacity
- iv. Type of control panel.....
- v. Refrigerant type

9.3. Evaporator unit

- i. Manufacturer.....
- ii. Capacity.....

9.4. Stainless Steel Racks

- i. Material used
- ii. Manufacturer
- iii. Finish

9.5. Stainless Steel Trays

- i. Material
- ii. Manufacturer
- iii. Finish Dimensions

9.6. Stainless Steel Card Holders

- i. Material
- ii. Manufacturer
- iii. Finish dimensions

9.7. Number Disc

- i. Material used
- ii. Manufacturer
- iii. Finish Size

10. SITE AND MODE OF PROCEDURE

The site at KwaZulu Natal: UMZIMKHULU MLM – Harry Gwala District.

The Service Provider is advised that the facility is fully functional, occupied and disruptions to services are to be kept to the bare minimum.

PART 2**2. GENERAL TECHNICAL SPECIFICATION****2.1. Particular Specification**

i. 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.

ii. General Requirements

- Tenderers are to make special note of the following:
- In so far as the conditions contained herein are at variance with any obtained in the Technical Specifications, the contract shall be interpreted in terms of this (Particular Specification).
- The whole installation shall be in accordance with the Occupational Health and Safety Act 85/1993 and all regulations framed therein shall be carried out to the satisfaction of the Department
- Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of the Department of Health.

- The work shall at all times, for the duration of the contract, be carried out under the supervision of a skilled and competent representative of the Contractor, who will be able and authorized to receive and carry out instructions on behalf of the Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.
- All apparatus, component parts, fittings and materials employed in the execution of the Contract shall be new and unused and shall be the latest type or pattern of the particular manufacture employed. S.A.B.S. mark bearing items shall be used wherever possible.
- The complete installation shall be maintained for a period of twelve months after acceptance in writing by the Department of Health and shall allow for routine inspections not less frequently than two times a year.
- The complete installation must be guaranteed against defective parts and workmanship for a period of twelve months after the date of issue of the Completion Certificate. This period shall run concurrently with the maintenance period.
- Rates are to include for commissioning and testing of the complete installation and handing over in working order ready for use.
- Tenderers are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their tender. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Administration.
- The Administration reserves the right to make emergency repairs to keep the equipment in operation without voiding the Contractor's Guarantee, nor relieving the Contractor of his responsibility during the guarantee period when, after proper notice, the Contractor fails to attend to such emergency repairs. All costs incurred by the Administration under these circumstances will be for the account of the Contractor.

NOTE: All electrical equipment shall comply with NER Regulation of voltage.

2.2 PROGRAMMING OF WORKS

The contractor shall notify the institution two (7) days prior to carrying out any site work. As the Department is to remain fully operation for the duration of the works, work to be planned and executed so as to cause minimum inconvenience to the Department. Contractor shall finish this work within 8 weeks counting from the date when the order number has been issued, unless other strong and valid reason.

2.3 INSPECTION

Work shall be inspected before handing over to Facility Manager.

PART 3

3. SCHEDULE OF RATES

All rates includes supply material, deliver material and tools

3.1 ITEMS AND PRICING

The KZN Department of Health 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 contractor 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 contractor shall be deemed to have satisfied himself before quoting as to the correctness and sufficiency of his / her quote for the contract and of the rates and prices stated in the Schedule of Rates.**

3.2 TAX AND DUTIES

Prices quoted and invoice, 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

The rates, prices inserted shall be the full rates and prices for the service delivered described under the respective items; shall cover all labour, transport and profit.

No payment will be made for aborted work.

3.4 BILL OF QUANTITIES

NOTE:

- The quantities measured in the Bill of Quantities for work and material must not be viewed as a limitation of the amount of work to be done and material provided by the contractor in the complete execution of the work.
- The general descriptions and data of the work given in the specification, drawings or schedules are not fully repeated in the Bill of Quantities and reference to the other documents for complete information is therefore important and necessary.
- In these bills, the word "rate" shall be deemed to include the acquiring of equipment and materials from suppliers and workshops and the delivery, off-loading and safe storage of the equipment on site as well as unpacking, hoisting, placing and fixing, suspending or building in an approved position, cutting, connection, commissioning, testing and handing over of plant, equipment and materials.

ITEM	DESCRIPTION	UNIT	QTY	RATE/ UNIT		TOTAL
				R	C	
1	MECHANICAL AND ELECTRICAL INSTALLATION					
1.1	<p>This Bill of Quantities is to be read in conjunction with the specification in respect of the following listed items</p> <p>Supply and Install a 4.0 kW air cooled condensing unit of the "Cubicool, Cubistar, Friga" or other approved condensing unit of the enclosed wall mounted type with inter connecting cables and insulated refrigerant pipe work with liquid line dryer, including connecting power supply to isolator, mounting brackets, and 22mm diameter PVC condensate drain inclusive of testing, commissioning and handing over ready for use complete as specified – Unit to be suitable fixed to the wall 1200 AFFL</p> <p><u>Proprietary Items of Materials</u></p> <p>Proprietary items or materials where specified are to be of the brand specified or equal approved – by the Engineer prior to tender closing.</p> <p><u>Specifications, Drawings, etc.</u></p> <p>The quantities measured in the BOQ for work and material must not be viewed as a limitation of the amount of work to be done and material provided by the contractor in the complete execution of the work done.</p> <p>The general descriptions and data of the work given in the specification, drawings or schedules are not fully repeated in the</p>	Item	1			
Carried to Collection Summary		PS1			R	

2	EQUIPMENT AND MATERIALS					
2.1	Equipment and materials specified required to complete the cold-room installation situated in the autopsy room as specified:	m ²	40			
2.2	Supply, deliver, install and commission a 5900mm (L) x 3705mm (W) x 2700mm (H) cold room. The cold room is to be constructed of 100mm 16DV EPS panels encased in 0.5mm Chromadek sheet plates. The floor is to be constructed from 115mm 40kg/m ³ polyurethane slabs and covered with concrete that is finished in epoxy coating.	No.	1			
2.2	<p>"The door is to be constructed of 900mm (W) x 2000mm (H) with hinged type door fitted with a lockable door handle incorporating an internal safety release mechanism.</p> <p>Allow for double insulation at door entry / opening resulting in a total floor panel thickness of 300mm minimum to ensure effective vapour sealing through doorway."</p>	No.	1			
2.3	"Supply and install a 3.8 kW evaporator (blower) unit of the "Reco" type or other approved blower coil unit as specified."	No.	1			
2.4	<p>"Supply and Install a 4.0 kW air cooled condensing unit of the "Cubicool", "Cubistar", "Friga" or other approved condensing unit of the enclosed wall mounted type with inter-connecting cables and insulated refrigerant pipe work with liquid line dryer, including connecting power supply to isolator, mounting brackets, and 22mm diameter PVC condensate drain inclusive of testing commissioning and handing over ready for use complete as specified.</p> <p>Unit to be suitable fixed to the wall 1200AFFL."</p>	No.	2			
2.5	<p>"Allow for easy digital controller for monitoring and control of refrigerated units - the controller is to flip flop the condensing units. The controller is to have the following specifications:</p> <ul style="list-style-type: none"> - NTC or PTC thermistor probe inputs (accuracy $\pm 1^{\circ}\text{C}$) - Power Supply Voltage (12Vac, 220Vac, (-15/+10%)) - Frequency (50Hz) - Scale and resolution (-50 to +90$^{\circ}\text{C}$, 0.1$^{\circ}\text{C}$) - Up to 3 relay outputs - Built-in alarm buzzer and real time clock - Panel mounting - IP65 enclosure - RS-485 serial connection option - Plug-in terminals" 	No.	1			

2.6.	Allow for 100mm diameter dial type thermometer, -40 to +40, to be mounted above the cold room door.	No.	1			
2.7	Supply, deliver to site and install a stainless steel rack to support 4 tier normal body stainless steel body trays as per drawings and as specified. - (12 normal)	No.	3			
2.8	Supply, deliver to site and install a stainless steel rack to support 3 tier obese stainless steel body trays as per drawings and as specified. (3 heavy bodies).	No.	1			
2.9	BTS - Body Tray Standard - Manufactured in grade 304 stainless steel, complete with 25mm round stainless steel frames to bottom and handles to suit body racks	No.	12			
2.10	"BTO - Body Tray Obese Manufactured in grade 304 stainless steel, complete with 25mm round stainless steel frames to bottom and handles to suit body racks"	No.	3			
2.11	Supply and install stainless steel card holders onto the steel structure for ease of identification.	No.	15			
2.12	Supply and install stainless steel or bronze number disc fitted.	No.	15			
2.13	"Supply and deliver to site a hydraulic bodyhoist."	No.	1			
2.14	Allow to disconnect, remove and dispose of existing extractor fans in existing plant room wall.	Item	1			
Carried to Collection Summary		PS2		R		
3	COMMISSIONING, TESTING AND MANUALS					
3.1	Test, commission and provide Certificates of Compliance for refrigeration unit.	No.	1			
3.2	Minor Service at 6 month from date of Practical Completion	No.	1			
3.3	Major Service at 12 months from date of Practical Completion	No.	1			
3.4	Provide 3 sets of manuals, 3 sets of panel keys and list of equipment installed.	Item	1			
Carried to Collection Summary		PS3		R		
4	ELECTRICAL					

4.1	"Supply and install new Supply and install a 26 way flush mounted, powder coated steel galvanised distribution board, painted in red for essential supply, inclusive of labelling as per the Department's Electrical Policy – 2013 using ivorene labels, including bus bars, etc. Dimensions: 380mm in height x 685mm in width x 120mm in depth. The DB shall be on DIN Rail type. Make good around the DB. The following CBs must be installed and mounted on the DB (all CBs to be rated at 10kA SCC): - Main Switch: 63A DP Breaker - New 20A x 4 SP - New 10A x 4 SP - New 40A x 3 SP for fridges - New 63A E/L unit for SOs - New x 25A SP for AC 1 and AC 2 (Use existing) - New Type 2 SPDs"	Item	1				
4.2	Supply and install 60-amp weatherproof isolator to suit power supply.	No.	2				
4.3	Supply and install 20 amp SP 10kA rating circuit breaker to isolators enclosure for condensing units.	No.	2				
4.4	Supply and install ILM / INV / DMC / 258SS / CR20 with electronic ballast double lamp corrosion proof fluorescent light fittings in cold room as specified.	No.	4				
4.5	Supply and install continuous lengths of 6mm ² x 3 core + ECC cables ECC cable in ceiling space and under roof eave, in galvanised metal trunking on external wall including terminations and lugs.	m	60				
4.6	Galvanised metal cable tray 50mm wide fixed to trusses, with all bends and connections.	m	30				
4.7	Test, commission and provide Certificates of Compliance for distribution board.	Item	1				
Carried to Collection Summary		PS4		R			
5	AS-BUILT DRAWINGS, DOCUMENTATION, TRAINING, SUPERVISION AND MEETINGS						
5.1	Allow for providing a detailed electronic set of marked up "As-built" drawings at practical completion, and originals plus two sets of as-builts, maintenance, operation manuals and handover file	Item	1				
5.2	Allow for training of the Clients staff in the correct operation of the installation as per project specification requirements, including a maintenance plan.	Item	1				
Carried to Collection Summary		PS5		R			
6	BUILDING						

6.1	Remove wooden single doors and wooden ventilators	No.	4			
6.2	Brick up wall using similar or approved bricks	m ²	5			
6.3	Remove window - 600mm x 600mm	No.	1			
6.4	Brick up window opening - 600mm x 600mm	m ²	0,36			
6.5	Allow to demolish existing concrete floor slab to suit the new cold room.	m ³	2,2			
6.6	Allow to demolish opening: 115mm thick x 300mm long x 3705mm wide brick wall after removal of the existing body cabinets and make good all trades.	No.	1			
6.7	250 micrometer polyethylene water proof sheeting vapour barrier, conforming to type C of SABS specification 952, lapped at all edges and sealed, after 100 mm polystyrene insulation, with adhesive in moisture barrier, laid on concrete floor under insulation, up 150mm and sealed to cold room panels.	m ²	45			
6.8	100mm thick polystyrene insulation sheeting to cold room floor on polyethylene sheeting and cold room panels.	m ²	22			
6.9	"Concrete (1:2:4 – 19 mm stone) in surface bed (120 mm thick) with steel float finish to form base for cold room and for "Marley" flooring."	m ³	3			
6.10	Allow for cold room floor finish with "Marley" Industrial flooring M.I.F-40 (Grey) including skirting.	m ²	50			
6.11	"Allow for the openings in walls for the passage of interconnecting refrigerant piping and electric cables."	Item	1			
Carried to Collection Summary		PS7		R		
7	WASTE REMOVAL					
7.1	Remove waste from the site after the execution of dally work	Item	1			
Carried to Collection Summary		PS7		R		
8	COMMISSIONING, TESTING AND MANUALS					
8.1	Test, commission and provide Certificates of Compliance for refrigeration unit	Item	1			
8.2	Minor service at 6 months from date of practical completion	Item	1			
8.3	Major service at 12 months from date of practical completion	Item	1			
8.4	Provide 3 sets of manuals, 3 sets of panel leys and list of equipment installed	Item	1			

Carried to Collection Summary

PS8

R

COLLECTION SUMMARY

NOTE:

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

Collection Summary PS 1	R		
Collection Summary PS 2	R		
Collection Summary PS 3	R		
Collection Summary PS 4	R		
Collection Summary PS 5	R		
Collection Summary PS 6	R		
Collection Summary PS 7	R		
SUB-TOTAL	R		
ADD Provision for Value Added Tax of SUB-TOTAL	R		
<u>GRAND TOTAL: CARRIED TO TENDER FORM</u>	R		

PART 4

SPECIAL TERMS AND CONDITIONS

INTRODUCTION

- (a) Contractor/s must ensure that they are fully aware of the Conditions contained in this bid / tender document as they shall become the Conditions of Contract once the bid / tender is awarded.
- (b) Only Contractor/s that fully **meet the specifications shall be considered.**

1. AMENDMENT OF CONTRACT

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 subject to Adjudication Committee approval.

2. CHANGE OF ADDRESS

Contractor must advise Supply Chain Management should their address details change from the time of bidding / quoting to the expiry of the contract.

3. CIDB RATING REQUIRED

Minimum Grade 2ME or 2GB

4. COMPLIANCE WITH SPECIFICATION, REGULATIONS AND STANDARD REGULATIONS (INCLUDING SABS SPECIFICATIONS)

- 4.1 Contractor must comply strictly with the specification. Contractor exceeding specification requirements is deemed to comply with the specification. The quality of products must not be less than what is specified.
- 4.2 The operation, construction, material and components of the material specified, must comply with the latest requirements of:
 - a. The Occupational Health and Safety Act (Act 85, 1993) as amended.

The contractor should fully familiarize him/herself with this document and the site prior to quoting.

5. EQUAL BIDS / QUOTES

In the event that two or more bids /quotes have equal total points, the successful bid / quote will be the one scoring the highest number of preference points for specified goals. Should two or more bids /quotes be equal in all respects, the award shall be decided by the drawing of lots criteria.

6. EXECUTION PLAN

The Contractor will be required to provide an efficient and effective service. Therefore, the Contractor is required to submit proof that he/she has the required capacity to execute work successfully.

7. EXECUTION PERIOD

The work shall be completed within 8 weeks from the date of the official order/letter of acceptance, failure to meet the timeframe Department reserve a right to cancel the order.

9. FIRM PRICES

This tender / quote requires that all prices offered are firm. If a non-firm price is offered then the contractor may be disqualified for not complying with the Conditions of the Bid.

10. GENERAL REQUIREMENTS

Contractor to make special note of the following:

In so far as the conditions contained herein are at variance with any obtained in the Technical Specifications, the contract shall be interpreted in terms of this Part 3 (Particular Specification).

Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of.

The work shall at all times, for the duration of the contract, be carried out under the supervision of a skilled and competent representative of the Contractor, who will be able and authorized to receive and carry out instructions on behalf of the Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.

Contractors are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their tender / quote. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Department.

No claims to the Department for any form of a Disaster during the construction.

11. GUARANTEE

All equipment, material, building work and workmanship provided under this Contract must be guaranteed for a minimum period of twelve (12) months from the date of handing over. The contractor to note that the Guarantee period must only take effect upon successful handing over and successful test and acceptance by the Department.

12. INJURIES TO STAFF

If equipment or any other object within the SERVICING causes injury to staff, the contractor will subsequently be required to draft a detailed report incorporating inter alia, reasons for such injury/injuries and report to Department Safety Officer and Department of Labour.

The contractor will under the supervision of Department Maintenance Head and Department Safety Officer to execute the required safety plan performance.

13. LATE QUOTE

Quotes are late if they are received at the address indicated in the tender / quote documents after the closing date and time.

A late quote shall not be considered and, where practical, shall be returned unopened to the Contractor, accompanied by an explanation.

14. NOTES TO CONTRACTORS

- 14.1 Contractors are urged to ensure that safety measures as per the Occupational Health and Safety (OHS) Act are in place before any work is undertaken.
- 14.2 All dimensions and sizes shall be checked and confirmed before any work is undertaken or materials ordered.
- 14.3 All work is to be carried out as per the specification issued with this document, no alterations will be allowed unless the project leader grants prior authority during the site meeting.
- 14.4 Contractors are advised to visit site to acquaint themselves with the site and the layout of the institution as no claims on the grounds of ignorance of the locality/sitting or access to the Department will be entertained later.
- 14.5 Contractors are informed that living on the Department premises during the contract is not allowed and no arrangements or accommodation will have to be made.
- 14.6 All rates quoted shall be inclusive of transport and labour exclude VAT.
- 14.7 Invoice must accompanied by Completion Certificate, Compliance Certificates and Guarantee Certificates

15. NOTIFICATION OF AWARD

- 15.1 Notification of the award of tender / quote shall be in writing by a duly authorized official of Department of Health, Supply Chain Management. The written acceptance of an offer constitutes a legal and binding contract if no appeals are lodged.
- 15.2 The award of a tender / quote will be advertised in the same media as the invitation.

16. PAYMENT FOR SUPPLIES AND SERVICES

- 16.1 A contractor shall be paid by the Department in accordance with meeting the scope of work and relevant certificates.
- 16.2 Should a contractor indicate a special discount on his/her account provided payment is made within a certain time, every effort shall be made to take advantage of such discount.
- 16.3 Any query concerning the non-payment of accounts must be directed to the Finance. The following protocol will apply if accounts are queried:
 - (i) Contact must be made with the Projects Project Leader; who will in turn enquire with finance

- (ii) If there is no response from Finance, the Director, Pietermaritzburg Management Hub must be contacted;

17. PENALTY CLAUSE

In the event that the contract is not completed on scheduled completion date, penalty amount of 0.04% of contract sum will be charged per day for extra days taken after scheduled completion date. The amount shall be deducted from outstanding payments.

18. CENTRAL SUPPLIERS DATABASE AND CIDB

A Constructor submitting quote must be registered on the Central Suppliers Database and CIDB. A Contractor not registered on the Central Suppliers Database and CIDB, quote will not be considered.

19. SPECIAL CONDITIONS OF CONTRACT

The tender is issued in accordance with the provisions of the Public Financial Management Act (PFMA), Chapter 16 A of the Treasury Regulations and shall be subject to the provisions of the General Conditions of Contract. The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. Where, however, the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract prevail.

20. TAX AND DUTIES

Prices, offered 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).

21. UNSATISFACTORY PERFORMANCE

Unsatisfactory performance occurs when performance is not in accordance with the contract conditions.

(a) Before any action is taken, the Department shall warn the contractor by registered/certified mail that action will be taken in accordance with the contract conditions unless the contractor complies with the contract conditions and delivers satisfactory service within a specified reasonable time (7 days minimum). If the contractor does not perform satisfactorily despite the warning the Department will:

- (i) take action in terms of its delegated powers
- (ii) make a recommendation to its Head Office for cancellation of the contract concerned.

(b) When correspondence is addressed to the contractor, reference will be made to the contract number/item number/s and an explanation of the complaint.

22. VALIDITY PERIOD OF BID AND EXTENSION THEREOF

The validity (tendering) period for the bid/ quote must be 90 days from close of quote. However, circumstances may arise whereby the Department may request the Contractors to extend the validity (tendering) period. Should this occur, the Department will request Contractors to extend the validity (binding) period under the same terms and conditions as originally tendered for by Contractors. This request will be done before the expiry of the original validity (binding) period.

23. VAT

23.1 Quote prices must be inclusive of VAT.

23.2 A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:

- (a) The name, address and registration number of the supplier;
- (b) The name and address of the recipient;
- (c) An individual serialized number and the date upon which the tax invoice is issued;
- (d) A description of the goods or services supplied;
- (e) The quantity or volume of the goods or services supplied;
- (f) Either –
 - (i) the value of the supply, the amount of tax charged and the consideration for the supply; or
 - (ii) where the amount of tax charged is calculated by applying the tax fraction to the consideration, the consideration for the supply and either the amount of the tax charged, or a statement that it includes a charge in respect of the tax and the rate at which the tax was charged.

NOTE:

The Department reserves the right to verify the veracity of all information submitted.

PART 5

GENERAL CONDITIONS OF CONTRACT

1. FAILURE TO COMPLY WITH CONDITIONS AND DELAYED EXECUTION

- 1.1 Should the contractor fail to comply with any of the conditions of the contract, Department shall be entitled, without prejudice to any of its other rights, to cancel the contract.

2. PAYMENT

- 2.1 The Contractor shall furnish the Department with an invoice accompanied by a copy of the works completion certificate / delivery note upon fulfilment of other obligations stipulated in the contract.
- 2.2 Payments shall be made promptly by Department only the execution meet requirements, but in no case later than thirty days (30) days after submission of an invoice or claim by the Contractor.

3. INVOICES

All invoices submitted by the Contractor must be Tax Invoices indicating quantity ordered and quantity delivered, the amount of tax charged and the total invoice amount. **Tax invoice must be accompanied by work completion certificate, compliance certificates and guarantee certifications.**

4. OFFERING OF COMMISSION OR GRATUITY

If the Contractor or any Contractor representative is found to have either directly or indirectly offered or promised any commission, gratuity, or gift to any office bearer of the Department of Health. The Department of Health shall have the right, summarily and without recourse to law and without prejudice to any other legal remedy which it may have in regard to any loss or additional cost or expenses, to cancel the Contract without paying any compensation to the Contractor.

PART 6

EVALUATION CRITERIA AND SCORING

1. Part I of II: Mandatory Requirements

Failure to submit any one of the required mandatory documents will render the bid non-responsive.

1.1 Completed schedule of equipment; Part 1, all of section 9.

2. Part II of II: Functionality

The threshold score, below which tenderers are eliminated from further consideration should be 60%.

If bidder scores zero (0) for any criteria sub-points scoring requirement, the bid will automatically be disqualified.

	Evaluation Criteria	Points	Sub-Points Scoring
Team Capability	Submission of Minimum NQF level 6 Qualification in Mechanical Engineering or Built Environment (Civil Engineering, Building etc.)	30 Points	15 Submission of Minimum NQF level 6 Qualification (Mechanical Engineering)
			15 Submission of Minimum NQF level 6 Qualification in the Built Environment
			0 no or irrelevant submission, does not meet requirement
Company Experience	Submission of purchase orders and letter of completion for similar scope of works	40 Points	40 Submission of a purchase orders, letters of completion corresponding with purchase orders, refrigeration plant installation scope of work, maintenance projects will not be accepted, 2 projects, completed in the last 3 years.
			30 Submission of a purchase order, letter of completion corresponding with purchase for general building scope of work, 1 project, completed in the last 3 years. Project value greater than R499 999.99
			0 no or irrelevant submission, does not meet requirement
Quality Management and Programme of Works	Submission of Quality Management Plan and Working Programme Detailing the sequence of works	30 Points	15 Submission of a project specific quality management plan.
			15 Submission of a complete working programme detailing the sequence of works clearly indicating project milestones
			0 no or irrelevant submission, does not meet requirement