

KZN HEALTH

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HOME CORPORATE INFORMATION

COMPONENTS

DIRECTORY

DISTRICT OFFICES

HEALTH FACILITIES

KZN Health > Components > Supply Chain Management

AdvertQuote

HEALTH REPUBLIC OF SOUTH AFRICA	Quotation Advert
Opening Date:	2022-06-02
Closing Date:	2022-06-09
Closing Time:	11:00
INSTITUTION DETAILS	
nstitution Name:	Greytown hospital
Province:	KwaZulu-Natai
Department or Entity:	Department of Health
Division or section:	Central Supply Chain Management
Place where goods / services is required	SCM
Date Submitted	2022-06-02
ITEM CATEGORY AND DETAILS	<u> </u>
Quotation Number:	ZNQ:
	08/06/22-23
tem Category:	Goods
Item Description:	SUPPLY AND DELIVER BOOKS JOB RECORD AND BOOKS DAILY DIET SHEETS
Quantity (if supplies)	150 UNITS AND 50 UNITS
COMPULSORY BRIEFING SESSION	SITE VISIT
Select Type:	Not Applicable
Date:	
Time:	
Venue:	The control of the co
QUOTES CAN BE COLLECTED FROM:	PRINT YOUR COPY FROM THE INTERNT
QUOTES SHOULD BE DELIVERED TO:	GREYTOWN HOSP. TENDER BOX, NEXT TO THE MAIN GATE OR EMAIL TO Bongukwanda.Dlamini@kznhealth.gov.za
ENQUIRIES REGARDING THE ADVE	RT MAY BE DIRECTED TO:
Name:	MR. S. SOSIBO
Email:	The second secon
Contact Number:	N/A
Finance Manager Name:	033 4139 431 MR. R HANIFF

STANDARD QUOTE DOCUMENTATION OVER R30 000.00

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT GREYTOWN HOSPITAL
DATE ADVERTISED: 02 JUNE 2022 CLOSING DATE: 09 JUNE 2022 CLOSING TIME: 11:00 FACSIMILE NUMBER: N/A E-MAIL ADDRESS N/A - TEL: 033 4139 431
PHYSICAL ADDRESS: BELL STREET EXT, GREYTOWN, 3250
PHYSICAL ADDRESS: DELECTION OF THE PHYSICAL ADDRESS
QUOTE NUMBER: 08/06/22-23 GTW
DESCRIPTION: SUPPLY AND DELIVER BOOKS JOB RECORD AND BOOKS DAILY DIET SHEETS
CONTRACT PERIOD ONCE OFF VALIDITY PERIOD 60 Days SARS PIN
CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.
UNIQUE REGISTRATION REFERENCE
DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS) GREYTOWN HOSPITAL, BELL STREET EXT, GREYTOWN, 3250
Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration.
The quote box is open from 08:00 to 15:30.
QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS - (NOT TO BE RETYPED)
THIS QUOTE IS SUBJECT TO THE FOLLOWING EVALUATION PROCESS
 QUOTATIONS WILL BE EVALUATED FOR COMPLIANCE TO ADMINISTRATIVE AND SPECIFICATION REQUIREMENT INCLUDING BUT NOT LIMITED TO BIDDER'S DISCLOSURE, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. → PROPOSALS MAY ALSO BE EVALUATED ON FUNCTIONALITY IF APPLICABLE AND STATED IN THIS DOCUMENT. → QUALIFYING PROPOSALS WILL THEN BE EVALUATED ON PRICE ONLY
THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR QUOTE BEING DISQUALIFIED)
NAME OF BIDDER
POSTAL ADDRESS
STREET ADDRESS
TELEPHONE NUMBER CODENUMBER FACSIMILE NUMBER CODENUMBER
CELLPHONE NUMBER
E-MAIL ADDRESS
VAT REGISTRATION NUMBER (If VAT vendor)

OFFICIAL PRICE PAGE FOR QUOTATIONS OVER R30 000 QUOTE NUMBER: 08/06/22-23 GTW DESCRIPTION: SUPPLY AND DELIVER BOOKS JOB RECORD AND BOOKS DAILY DIET SHEETS

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

ltem No	Quantity	Description	Brand &	Country of	Price	
		·	model	manufacture	R	С
		SUPPLY AND DELIVER:			***************************************	
	50	BOOKS DAILY DIET SHEETS				
	UNITS					
	150	BOOKS JOB RECORD				
	UNITS					
		AS PER SPECIFICATION ATTACHED				
<u> </u>		YOU CAN ALSO EMAIL YOUR DOCUMENT				-
		TO: Bongukwanda.Dlamini@kznhealth.go.za				
		NB: PLEASE ATTACH SUMMARY OF CSD REPORT AND				+
		MAKE SURE THAT THE CSD UNIQUE NO. IS WRITTEN				-
		IN CAPITAL LETTERS AND BBBEE CERTICICATE.				
						-
VALUE A	DDED TAX @	l) 15% (Only if VAT Vendor)				

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

Enquiries regarding the <u>quote</u> may be directed to:	Enquiries regarding <u>technical information</u> may be directed to:
Contact Person: MR. S. SOSIBO Tel: 0334139431 E-Mail Address: N/A	Contact Person: THOBILE JALI Tel: 0334139431

17	EM NO.	DESCRIPTION
61 2	3-02501	BOOKS, JOB RECORD 25 sets of 3 leaves printed one side only in black ink. 75 leaves per book. Size: 297mm x 210mm Original: White NCR CB ·perforated Duplicate: White NCR CFB ·perforated Triplicate: White NCR CF·FIRM Covers: Buff Tokai 200 GSM (mill tinted) wire stapled 4 in the 15mm binding margin Back Cover: Size: 297mm x 410mm score 2 to form a writing shield Front Cover: instructions printed on inside of front cover Labelled/printed to show contents and cat. no. each book Pack and Label: to s (Item number on all labels and boxes please) Front cover: labelled/printed to show contents and item number. All Printing on file must be in the English language only. Packaging: 50 books per box.

Item No. 2

PROVINCE OF KWAZULU-NATAL HEALTH SERVICES

DAILY DIET SHEETS

Cat No.23-02001

Item No. 2 3

Oale Datum					ユエソ トコラ				DATE OF THE SHEET DAAGLIKSE DIEE I KAARI				
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E111 A/O	٩					-		9	Brown/Bruin		9	Сопеелкотте	-
LIGHT/BLAND/LIGTE	83							3	Whole wheat/Volkoring			Fruit squash/Vruglesap	_
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HIGH ROUGHAGE/FIBRE	kC.							31	Butter S.F./Botter S.S.			Bahanaskriesangs	
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BIDDER'S DISCLOSURE

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1.	PURPOSE OF THE FORM Any person (natural or juristic) may make an offer accountability, impartiality, and ethics as enshrivarious pieces of legislation, it is required for the	ned in the Constitution of the Repu	ublic of South Africa and further expressed in	
	Where a person/s are listed in the Register for automatically be disqualified from the bid process	or Tender Defaulters and / or the s.	List of Restricted Suppliers, that person will	
2. 2.1.	BIDDER'S DECLARATION Is the bidder, or any of its directors / trustees / st enterprise, employed by the state?	nareholders / members / partners or	any person having a controlling interest ¹ in the YES/NO	
2.1.1	If so, furnish particulars of the names, individual directors / trustees / shareholders / members/ pa	il identity numbers, and, if applicabl artners or any person having a conti	rolling interest in the enterprise, in table below.	
	Full Name	Identity Number	Name of State Institution	
	1 de Pario			
2.2.	Do you, or any person connected with the bidder	r, have a relationship with any perso	n who is employed by the procuring institution? YES/NO	
2.2.1.	If so, furnish particulars:			
		•		
2.3.	Does the bidder or any of its directors / trustees the enterprise have any interest in any other rela	, / shareholders / members / partner ated enterprise whether or not they	rs or any person having a controlling interest in are bidding for this contract? YES/NO	
2.3.1.	. If so, furnish particulars:			
3.	DECLARATION			
	I, the undersigned,(name) make the following statements that I certify to b	e true and complete in every respec	in submitting the accompanying bid, do hereby ct:	
3.1.	I have read and I understand the contents of th	is disclosure:		
	I understand that the accompanying bid will be	disqualified if this disclosure is foun	d not to be true and complete in every respect;	
3.2.	Tunderstand that the accompanying bid will be	hid independently from and witho	ut consultation, communication, agreement or	
3.3.	The bidder has arrived at the accompanying	bid independently from, and wine	pint venture or consortium ² will not be construed	
		nmunication between partners in a p	Dille Actifule of Collability will horbe couperage	
	as collusive bidding.			
3.4.	In addition, there have been no consultations,	communications, agreements or a	rrangements with any competitor regarding the	
	quality, quantity, specifications, prices, includi	ng methods, factors or formulas u	sed to calculate prices, market allocation, the	
	intention or decision to submit or not to subm	it the bid, bidding with the intentio	n not to win the bid and conditions or delivery	
	particulars of the products or services to which	this bid invitation relates.		
3.5.	The terms of the accompanying bid have not be	een, and will not be, disclosed by the	e bidder, directly or indirectly, to any competitor,	
	prior to the date and time of the official bid oper	ning or of the awarding of the contra	act.	
3.6.	There have been no consultations, communic	cations, agreements or arrangement	its made by the bidder with any official of the	
0.0.	procuring institution in relation to this procured	nent process prior to and during the	e bidding process except to provide clarification	
	on the hid submitted where so required by the	institution; and the bidder was not	involved in the drafting of the specifications or	
	terms of reference for this bid.		•	
0.7	Less awars that in addition and without prejud	ice to any other remedy provided to	combat any restrictive practices related to bids	
3.7.	and contracts, bids that are suspicious will be administrative penalties in terms of section 5	eported to the Competition Commis 9 of the Competition Act No 89 of ination and or may be restricted fro	sion for investigation and possible imposition of 1998 and or may be reported to the National m conducting business with the public sector for Corrupt Activities Act No 12 of 2004 or any other	
		NIDADAODADHO 4 O and 2 ADON	E IS CORRECT	
ICE	RTIFY THAT THE INFORMATION FURNISHED I CEPT THAT THE STATE MAY REJECT THE	N MAKAGKAPHS 1, 2 and 3 ABOV	TERMS OF PARAGRAPH 6 OF PEMA SCM	
I AC	CEPT THAT THE STATE MAY REJECT THE RUCTION 03 OF 2021/22 ON PREVENTING	AND COMPATING ARTISE IN TH	IE SUPPLY CHAIN MANAGEMENT SYSTEM	
INST	KUCTION US OF ZUZI/ZZ ON FREVENTING	MILE COMPLETE ACCOUNT OF THE		

SHOULD THIS DECLARATION PROVE TO BE FALSE.

Name of Bidder Signature Position Date

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

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

GENERAL CONDITIONS OF CONTRACT

1. AMENDMENT OF CONTRACT

1.1. Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties.

2. CHANGE OF ADDRESS

2.1. Bidders must advise the Department of Health (institution where the offer was submitted) should their address (domicilium citandi et executandi) details change from the time of bidding to the expiry of the contract.

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

- 3.1. The Department is under no obligation to accept the lowest or any quote.
- 3.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are obscurities regarding technical aspects of the offer, to obtain confirmation of prices, 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) 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, 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 price, is incomplete in any respect, the said supplier meets all specification requirements and offers the lowest price, the Department reserves the right to request the bidder to complete/ submit such information.
- 4.5. Any alteration made by the bidder must be initialled; failure to do so may render the response invalid.
- 4.6. Use of correcting fluid is prohibited and may render the response invalid.
- 4.7. Quotations will be opened in public as soon as practicable after the closing time of quotation.
- 4.8. Where practical, prices are made public at the time of opening quotations.
- 4.9. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.
- 4.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer for fulfil their obligation.

SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

- Quotation shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the 5.1. directives in the quotation documents.
- Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate sealed 5.2. 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.
- All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody until 5.3. 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.
- A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing 5.4. date and time of quotation will be considered.
- No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation 5.5. documentation, and proof of posting will not be accepted as proof of delivery.
- Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid. 5.6.

SAMPLES

- 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.
- If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such. (i)
- If samples are not collected within two months of close of quote the institution reserves the right to dispose of them at their discretion. (ii)
- Samples must be made available when requested in writing or if stipulated on the document. 6.2.
- 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 (i) rejected. All testing will be for the account of the bidder.

COMPULSORY SITE INSPECTION / BRIEFING SESSION

The institution has determined that a compulsory site meeting

- Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process. 7.1.
- (i) : Place (ii)

NO

take place

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

STATEMENT OF SUPPLIES AND SERVICES

The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the 8.1. 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. TAX COMPLIANCE REQUIREMENTS

- 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 9.1. the institution to validate the tax compliance status of the supplier.
- In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, the quote 9.2. will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

10. TAX INVOICE

- 10.1. 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.

11. 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.

12. PENALTIES

- 12.1. 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.
- 12.2. 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.
- 12.3. 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.
- 12.4. 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.

13. TERMINATION FOR DEFAULT

- 13.1. 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
- 13.2. 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.
- 13.3. 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.
- 14. THE DEPARTMENT RESERVES THE RIGHT TO DISQUALIFY ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.