



KZN Health > Components > Supply Chain Management

AdvertQuote



Quotation Advert

Opening Date:

Closing Date:

Closing Time:

INSTITUTION DETAILS

Institution Name: ▾

Province:

Department or Entity:

Division or section:

Place where goods / services is required:

Date Submitted:

ITEM CATEGORY AND DETAILS

Quotation Number:

Item Category: ▾

Item Description:

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: ▾

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM:

QUOTES SHOULD BE DELIVERED TO:

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name:

Email:

Contact Number:

Finance Manager Name:

Finance Manager Signature:

No late quotes will be considered

DESCRIPTION: Repair of air-conditioners at KwaDabeka CHC & 7 Clinics

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
01		Repair of air-conditioners				
		at KwaDabeka CHC & 7 Clinics				
		(As Per Attached Specification)				
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

Enquiries regarding the quote may be directed to: Contact Person: <u>Simphiwe Mthiyane</u> Tel: <u>0317143762</u> E-Mail Address: <u>Simphiwe.Mthiyane@kznhealth.gov.za</u>	Enquiries regarding technical information may be directed to: Contact Person: Tel:
--	--



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

DIRECTORATE:

PO Box 371 Glenaville 3602
4 Khululeka Road, KwaDabeka Township
Email: Ntomboluhlopho@kznhealth.gov.za
Tel: 031-714-3769

SHERO PRACTITIONER
KWADABEKA COMMUNITY HEALTH CENTRE

SPECIFICATION NO. SYST: 01/2022

Specification for: After service repairs and new installations of air conditioning units for KwaDabeka CHC and 7 satellite clinics (Clermont, Zwelibomvu, KwaNdengezi, KwaNgcolosi, Halley Stott, Molweni, Maphephetheni)

IF ANSWER IS "DOES NOT COMPLY" STATE DEVIATION UNDER COMMENTS.

<u>CLAUSE</u>	<u>SPECIFICATION</u>	<u>BIDDERS COMMENTS</u> "COMPLIES"/ "DOES NOT COMPLY"
T1	1. Service Requirements: Contractor required to undertake after service repairs and new installations to all air conditioning units for KwaDabeka CHC and 7 satellite clinics (Clermont, KwaNdengezi, Zwelibomvu, Maphephetheni, Halley Stott, Molweni and KwaNgcolosi)	
T2	2. Contract Period : Once off	
T3	<p>3. SCOPE OF WORK</p> <ul style="list-style-type: none"> • To do repairs and replacement to all the air conditioning units identified as faulty during servicing. • All air-conditioning units repaired and replaced to have stickers of the company indicating date of service or repairs and date of next service. • After repairs and new installations have been completed a detailed report of what was done needs to be compiled and submitted to Systems Manager's office. • All work to be verified by maintenance handymen to ensure that it has been undertaken as per specification. • Contractor to develop a register for all the rooms identified below to ensure that room incumbents sign off as proof that technicians did perform repairs on the units • No invoice will be accepted without detailed reports and job cards of what was done. • The list of air-conditioning units is as follows: <p>1. KwaDabeka CHC</p> <ul style="list-style-type: none"> • Room 1- Unit needs to be regased, flarenut leakage and provide remote control • Room 4 - Unit needs to be regased, stop valve leakage and provide remote control • Room 5 - Unit needs new capacitors and compressor not running • Room 3 - Flap broken needs to be replaced 	

- Room 8 - Heat mode faulty, heat pump needs to be replaced
- Room 24 - Error code when on heat mode
- Room 17 - Heat pump needs to be replaced
- Room 25 - Unit needs new PC Board
- Room 48 - Unit needs to be replace capacitors and provide remote control
- Room 50 - Unit runs a short cycle needs to be regased and provide remote control
- Room 55 – Heat pump to be repaired and provide remote control
- Room 56 – Change PC Board and provide remote control
- Paeds room 59 services

- Room P17 – Unit short of gas

- Room P 14 needs service

- Room P 18 - unit short of gas
- Room 27 – Unit needs to be regased
- Isolation room – Unit Ice up indoor sensor to be changed and heaters
- Revenue office room 77– Carrier unit leaking and Tehilla not working needs to be repaired
- Room 78 – Carrier unit out of order needs to be repaired
- Park home – room P20 unit releasing only warm air and making strange noise
- Mpumelelo and Chronic patient admitting unit needs to be re-gased
- Sister Pillay office unit needs to be re-gased
- Quality Assurance office unit is economical to repair and recommend to be replace
- Social Worker office unit needs fan motor and re-gased,
- Matron room 1 unit needs to be re-gased and no remote
- Matron room 2 unit needs to be re-gased
- Staff clinic and Data Capturer's park home entrance – Unit cover missing and blowing hot air.
- Boardroom small air corn not functioning.
- HR Room 84 all air corns not functioning.
- Room 69 Security control room for CC TV cameras air corn licking.

MATERNITY

- Carrier 1800 BTU needs to be re-gased GMC air corn 2400 BTU needs to be re-gased and replaced to capacitor
- Carried 2400 BTU needs capacitor and to be re-gased
- Carrier 2400 BTU unit is tripping power needs new capacitor and re-gased
- GMC aircon 2400 BTU unit needs new pc board, re-gas and new capacitor
- Carrier 1200 BTU unit needs to be re-gased Carrier 1200 BTU unit needs to be re-gased
- Room 60 – Unit low on gas

	<p>2. Clermont Clinic</p> <ul style="list-style-type: none"> • Room 7- Unit needs to be regased and flap needs to be replaced • Room 13 replace • Room 2 replace <p>3. Molweni Clinic</p> <ul style="list-style-type: none"> • Room 7 ONM's office – Unit needs to be regased and change capacitors • Room 8 Admin Office – Compressor down to earth and needs to be replaced and regased <p>4. KwaNdengezi clinic</p> <ul style="list-style-type: none"> • Isolation/Short stay – Flap to be replaced and remote control • Room 6 – Unit to be regased due to gas leakage • TB P2 – Unit to be regased short of gas and provide remote control • Blue Container – Repair gas leak • P7 Parkhome – Fan motor to be replaced unit noisy • Curative Admin - Flap broken needs to be replaced • Reception is licking need service • P3 park home is not working need to be replace. • Room 12 not working need to be replace • Waiting area is licking need service • ONM office need service • P6 Parkhome is making noise need service <p>5. Maphephetheni clinic</p> <ul style="list-style-type: none"> • Filing room - Unit trips due to compressor down to earth • Room 3 service and repair <p>6. Halley Stott clinic</p> <ul style="list-style-type: none"> • Maternity ward - Compressor and fan not running, new capacitors needed • Room 20 ONM's Office – Unit beyond economical repair needs to be replaced • All x8 window units in the parkhome needs to be replaced its unsafe to continue using them because all the covers are missing, broken and the units wiring and parts are exposed. • Pharmacy need service • Room 21 need service • Medical waste storage area air corn to be serviced. <p>7. Zwelbomvu Clinic</p> <ul style="list-style-type: none"> • Room 10 need service 	
T4	<p>4. CERTIFICATION REQUIREMENTS</p> <ul style="list-style-type: none"> • Please note that only companies registered and specialises in HVAC services must be considered. • Proof of valid certification is required upon submission of quotation documents. 	

	<ul style="list-style-type: none"> • Only competent technicians trained and specializing in this field 	
T15	5. While on site, contractor to fully comply with all safety rules and regulations of the facility.	
T6	<p>Declaration: I have read and understood the content of the safety specification and will comply with all the terms, conditions and requirements. Furthermore I understand that after receiving an order for this work, I am obliged to contact KwaDabeka CHC Safety Officer, Mrs. N.P. Gcwabaza on 031 7143769 prior commencement with any work at KwaDabeka or any of its satellite clinics.</p> <p>I/We _____ undertake to complete the work/project within the specified period.</p>	
T14	Guarantee:	
T15	Comments	

NAME OF COMPANY	
INITIAL AND SURNAME OF PERSON COMPLETING DOCUMENT	
DATE	
COMPANY STAMP	
# Bidder to INITIAL and DATE all pages. All completed documents must be returned with QUOTATION.	

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

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

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

Full Name	Identity Number	Name of State Institution

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

2.2.1. If so, furnish particulars:

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

2.3.1. If so, furnish particulars:

3. DECLARATION

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

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

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

.....
Name of Bidder **Signature** **Position** **Date**

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.

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 two 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 not take place
- (ii) Date / / Time : Place

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

8. STATEMENT OF SUPPLIES AND SERVICES

8.1. The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudice to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

9. TAX COMPLIANCE REQUIREMENTS

- 9.1. 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.**
- 9.2. 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.**

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; | (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. |

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 contract.
- 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.