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KZN Health Intranet

KZN HEALTH

HOME CORPORATE INFORMATION COMPONENTS DIRECTORY DISTRICT OFFICES HEALTH FACILITIES

KZN Health > Components > Supply Chain Management

AdvertQuote



Quotation Advert

Opening Date: 2021-05-18

Closing Date: 2021-05-25

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Bethesda hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Bethesda Hospital

Date Submitted: 2021-05-17

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: ZNQ/BET/0095/22

Item Category: Goods

Item Description: MAJOR AND MINOR SERVICE TO AIRCOINDITION FOR ALL CLINICS AND BETHESDA HOSPITAL

Quantity (if supplies): 186

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not Applicable

Date:

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: request to bongumusa.mthembu@kznhealth.gov.za/print on website

QUOTES SHOULD BE DELIVERED TO: tender box/mail:hlengiwe.nxumalo@kznhealth.gov.za/f: 0355951125

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Bongumusa Masango

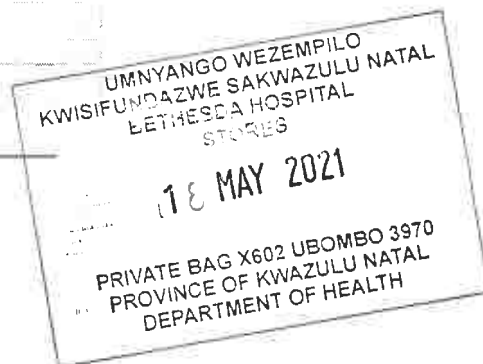
Email: bongumusa.mthembu@kznhealth.gov.za

Contact Number: 0355953187

Finance Manager Name: HH Nxumalo

Finance Manager Signature:

No late quotes will be considered



OFFICIAL PRICE PAGE FOR QUOTATIONS

ZNQ NUMBER: ZNQ/BET/0095/22

DESCRIPTION: MAJOR AND MINOR SERVICE TO AIRCONDITION

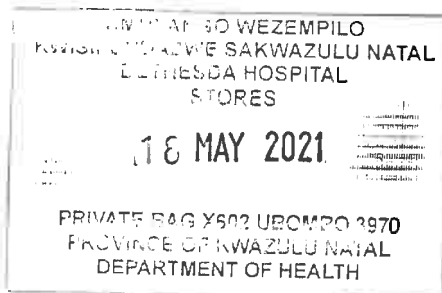
SIGNATURE OF BIDDER DATE.....
 [By signing this document I hereby agree to all terms and conditions]

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

Item No	Quantity	Description	Brand & model	Country of manufacture	Price	
					R	c
01.	23	MAJOR SERVICE TO AIRCONDITION FOR ALL CLINIC				
		DUE DATE APRIL 2021				
		MHLEKAZI CLINIC				
		MKHUZE CLINIC				
		GEDLEZA CLINIC				
		OPHANSI CLINIC				
2.	23	MINOR SERVICE TO AIRCONDITION FOR ALL CLINIC				
		MHLEKAZI CLINIC				
		MKHUZE CLINIC				
		GEDLEZA CLINIC				
		OPHANSI CLINIC				
		DUE DATE NOVEMBER 2021				
3..	70	MAJOR SERVICE TO AIRCONDITION FOR BETHESDA				
		HOSPITAL DUE DATE APRIL 2021				
4.	70	MINOR SERVICE TO AIRCONDITION FOR BETHESDA				
		HOSPITAL DUE DATE NOVEMBER 2021				
		AS PER ATTACHED SPECIFICATION				
		FAILURE TO COMPLY WITH PENALTIES ON PAGE 6				
		FOR THESE QUOTATION WILL RESULT IN YOUR				
		QUOTE BEING PASSED OVER				
		ATTACH CSD NUMBERS NO CSD REPORT REQUIRED				
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. E.G. 1day, 1week

<p>Enquiries regarding the <u>quote</u> may be directed to:</p> <p>Contact Person: <u>BONGUMUSA</u> Tel: <u>035 595 3185</u></p> <p>E-Mail Address: <u>bonaumusa.mthembu@kznhealth</u></p>	<p>Enquiries regarding <u>technical information</u> may be directed to:</p> <p>Contact Person: <u>VE MBHATHA</u> Tel: <u>035 5953128</u></p>
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health

Department:
Health
PROVINCE OF KWAZULU-NATAL

Physical Address: Ubombo Main Road, Ubombo
Postal Address: P/B ag x 602 UBOMBO 3970
Tel:035 595 3100; Fax:035 595 1973 Email: Christopher.Dlamini@kznhealth.gov.za

BETHESDA HOSPITAL

HEALTH PROMOTION HOSPITAL

SPECIFICATION OF SERVICING OF MAJOR EQUIPMENT

EQUIPMENT: ROOM AIR-CONDITION

TYPE OS SERVICE: MAJOR and MINOR SERVICE

TYPE OS SERVICE: MAJOR SERVICE

SCHEDULE DATE: 30 MAY 2021

SPECIFICATION OF SERVICING OF MAJOR EQUIPMENT

EQUIPMENT: ROOM AIR-CONDITION

TYPE OS SERVICE: MINOR SERVICE

SCHEDULE DATE: 30 NOVEMBER 2021

1. Documents required with the tender document

- Prove of CSSD Commodities to do air condition
- Valid B-BBBE certificate
- Valid Tax Certificate
- Signed tender documents
- SCM official filled and signed quotation form

2. Documents required after service is done:

The contractor shall submit the invoice with the following documents for the payment approval, if this document is not submitted we are going to take as un-finalized project.

- Report of the service per facility
- Signed and stamp scheduler per facility
- Signed job cards per facility by maintenance officer
- Repair after service quotation if available
- Original Tax Invoice

(HOSPITAL)

3. Scope of work:

- Service the attached list of air con as per scope given.
- The contractor shall service the equipment as per schedule. Fill- in the schedule and submitted to chief artisan with the invoice & signed job cards. Service inside and out door unite as per schedule.
- Replace all damage arm flax on each air con and damage trucking if available on each unit you work on.
- Check and top –up gas as per unit type of gas and run the air con for testing. The contractor to ensure that the testing and running the each unit is done in the presents of the maintenance officer.
- Test all remotes controls and replace battery if needed
- Inspect all air con isolators on each unite
- Steam cleaner must use to clean unit and treat the rust on each unite

- The contractor must not do anything without approval if the item is out of the service schedule.
- We will be expected that if there is anything item which is out of schedule need to be don, the contractor will give quotation of repair after service to the institution together with above document mentioned in item 1.
- The contractor shall immediately report to the maintenance manager if there is any equipment is not working before or after service is done.

List of air condition

LOCATION	TYPE	QUANTITY	MODEL	SIZE	ACTIVITY/SCOPE
DENTAL	ACSIO	01			Existing to be serviced
BOARD ROOM	DAIKIN	01			Existing to be serviced
	CARRIER	01			Existing to be serviced
HOSPITAL MANAGER	ECOaire	01			Existing to be serviced
FIO	ECOaire	01			Existing to be serviced
M&E	ECOaire	01			Existing to be serviced
PHARMACY	ECOaire	02			Existing to be serviced
	TCL	01			Existing to be serviced
	SAMSUNG	02			Existing to be serviced
	CARRIER	01			Existing to be serviced
HAST PHARMACY	DAIKIN	01			Existing to be serviced
ADMINISTRATION OFFICES	ECOaire	03			Existing to be serviced
THEATRES	ECOaire	01			Existing to be serviced
	TCL	01			Existing to be serviced
NURSING SCHOOL LIBRARY	ECOaire	01			Existing to be serviced

NURSING SCHOOL CLASSROOM	TCL	01		Existing to be serviced
NURSING SCHOOL MAIN CLASS	FUJIORE	02		Existing to be serviced
NURSING SCHOOL OFFICES	UNITHEM	01		Existing to be serviced
NURSING SCHOOL PRINCIPAL	ALLIANCE	01		Existing to be serviced
NEW PEADS WARD	CARRIER	06		Existing to be serviced
X-RAY	TCL	01		Existing to be serviced
WELLNESS CENTER	ALLIANCE	01		Existing to be serviced
DIENTIAN & SOCIAL WORKER PACK HOME	LG	05		Existing to be serviced
RAF PACKHOME	LG	01		Existing to be serviced
PHC PACKHOME	SAMSUNG	04		Existing to be serviced
FORENSIC PACKHOME	ALLIANCE	02		Existing to be serviced
BLOOD BANK	CARRIER	01		Existing to be serviced
EMRS PACKHOME	GREE	01		Existing to be serviced
	ALLIANCE	01		Existing to be serviced
ASSETS PARKHOME	ALLIANCE	02		Existing to be serviced
STORES OFFICE	SAMSUNG	01		Existing to be serviced
Stores Main Office		1		Existing to be serviced
PHYSIO THERAPY PARKHOME	LG	03		Existing to be serviced
PARKHOME 1 (RES)	ALLIANCE	01		Existing to be serviced
PARKHOME 2 (RES)	SAMSUNG	01		Existing to be serviced
PARKHOME 3 (RES)	SAMSUNG	01		Existing to be serviced
PARKHOME 4 (RES)	SAMSUNG	01		Existing to be serviced
PARKHOME 5 (RES)	SAMSUNG	01		Existing to be serviced
PORTABLE AIR CONDITIONING				
NURSING SCHOOL	AIRTECH(PC10-3MR)	03		Existing to be serviced
Chapel		04		Existing to be serviced
Maintenance				
Chief artisan office		01		Existing to be serviced
Foreman office		01		Existing to be serviced
Systems Office		01		Existing to be serviced
Food Service Manager		01		Existing to be serviced
TOTAL		70		

**PROVINC OF KWAZULU-NATAL: DEPARTMENT OF
HEALTH
BETHESDA DISTRICT HOSPITAL**

Scope of servicing of major Equipment (Clinics)

EQUIPMENT: ROOM AIR-CONDITION

TYPE OF SERVICE: MAJOR AND MINOR SERVICE

SCHEDULE DATE: 30 April 2021

1. Documents required with the tender document

- Prove of registered on ZNB 5730/2014H or CIDB ME registered
- Prove of CSSD Commodities to do air condition
- Valid B-BBBE certificate
- Valid Tax Certificate
- Signed tender documents
- ZNB 5730/2014H quotation filled form and signed.
- SCM official filled and signed quotation form

2. Documents required after service is done:

The contractor shall submit the invoice with the following documents for the payment approval, if this document is not submitted we are going to take as un-finalized project.

- Report of the service per facility
- Signed and stamp scheduler per facility
- Signed job cards per facility by maintenance officer
- Repair after service quotation if available
- Original Tax Invoice

3. Scope of work:

- Service the attached list of air con as per scope given.
- The contractor shall service the equipment as per schedule. Fill- in the schedule and submitted to chief artisan with the invoice & signed job cards. All contractors register on ZNB 5730/2014H they have this Form and Schedule. The department will provide you on your request if you do not have.
- Service inside and out door unite as per schedule.
- Replace all damage arm flax on each air con and damage trucking if available on each unit you work on.
- Check and top –up gas as per unit type of gas and run the air con for testing. The contractor to ensure that the testing and running the each unit is done in the presents of the maintenance officer.
- Test all remotes controls and replace battery if needed
- Inspect all air con isolators on each unite

**PROVINC OF KWAZULU-NATAL: DEPARTMENT OF
HEALTH
BETHESDA DISTRICT HOSPITAL**

- The contractor must not do anything without approval if the item is out of the service schedule.
- We will be expected that if there is anything item which is out of schedule need to be don, the contractor will give quotation of repair after service to the institution together with above document mentioned in item 1.
- The contractor shall immediately report to the maintenance manager if there is any equipment is not working before or after service is done.

You are requested to give your quotation as follow and the total shall be carry over to the official quotation form

INSTITUTION NAME	QTY	DISTANCE FROM HOSPITAL	UNIT PRICE	TOTAL PRICE
Mhlekazi Clinic	1	42 km		
Mkhuze Clinic	21	25km		
Gedleza Clinic	1	30km		
Ophansi clinic	2	60Km		

SUB-TOTAL	
VAT	
TOTAL	

Company representative _____ Signature _____ Date _____

Company stamp

**PROVINC OF KWAZULU-NATAL: DEPARTMENT OF
HEALTH
BETHESDA DISTRICT HOSPITAL**

PLACE	DISCRIPTION	Make	QUANTITY	ACTIVITY
Mhlehazi Clinic	18 000BTU Split unit	ECO air	01 01	Service Service
Gedleza Clinic	18 000 BTU Split Unit		01	Service
Ophansi Clinic	18 000 BTU Split Unit	Eco air	01	Service
	18 000 BTU Split Unit	ECO AIR	01	
Mkhuze Clinic	24000BTU split units	TLC	3	Service Connect gas piping and electric power
	18 BTU split units	TCL	2	
	Window wall		13	
	24000BTU split unit	SAMSANG	1	

**PROVINC OF KWAZULU-NATAL: DEPARTMENT OF
HEALTH
BETHESDA DISTRICT HOSPITAL**

Scope of servicing of major Equipment (Clinics)

EQUIPMENT: ROOM AIR-CONDITION

TYPE OF SERVICE: MINOR SERVICE

SCHEDULE DATE: 30 December 2021

2. Documents required with the tender document

- Prove of registered on ZNB 5730/2014H or CIDB ME registered
- Prove of CSSD Commodities to do air condition
- Valid B-BBBE certificate
- Valid Tax Certificate
- Signed tender documents
- ZNB 5730/2014H quotation filled form and signed.
- SCM official filled and signed quotation form

2. Documents required after service is done:

The contractor shall submit the invoice with the following documents for the payment approval, if this document is not submitted we are going to take as un-finalized project.

- Report of the service per facility
- Signed and stamp scheduler per facility
- Signed job cards per facility by maintenance officer
- Repair after service quotation if available
- Original Tax Invoice

3. Scope of work:

- Service the attached list of air con as per scope given.
- The contractor shall service the equipment as per schedule. Fill- in the schedule and submitted to chief artisan with the invoice & signed job cards. All contractors register on ZNB 5730/2014H they have this Form and Schedule. The department will provide you on your request if you do not have.
- Service inside and out door unite as per schedule.
- Replace all damage arm flax on each air con and damage trucking if available on each unit you work on.
- Check and top –up gas as per unit type of gas and run the air con for testing. The contractor to ensure that the testing and running the each unit is done in the presents of the maintenance officer.
- Test all remotes controls and replace battery if needed
- Inspect all air con isolators on each unite

**PROVINC OF KWAZULU-NATAL: DEPARTMENT OF
HEALTH
BETHESDA DISTRICT HOSPITAL**

- The contractor must not do anything without approval if the item is out of the service schedule.
- We will be expected that if there is anything item which is out of schedule need to be don, the contractor will give quotation of repair after service to the institution together with above document mentioned in item 1.
- The contractor shall immediately report to the maintenance manager if there is any equipment is not working before or after service is done.

You are requested to give your quotation as follow and the total shall be carry over to the official quotation form

INSTITUTION NAME	QTY	DISTANCE FROM HOSPITAL	UNIT PRICE	TOTAL PRICE
Mhlekazi Clinic	1	42 km		
Mkhuze Clinic	21			
Gedleza Clinic	1			
Ophansi clinic	2			

SUB-TOTAL	
VAT	
TOTAL	

Company representative _____ Signature _____ Date _____

Company stamp

**PROVINC OF KWAZULU-NATAL: DEPARTMENT OF
HEALTH
BETHESDA DISTRICT HOSPITAL**

PLACE	DISCRIPTION	Make	QUANTITY	ACTIVITY
Mhlekezzi Clinic	18 000BTU Split unit	ECO air	01	Service
			01	Service
Gedleza Clinic	18 000 BTU Split Unit		01	Service
Ophansi Clinic	18 000 BTU Split Unit	Eco air	01	Service
	18 000 BTU Split Unit	ECO AIR	01	
Mkhuze Clinic	24000BTU split units	TLC	3	Service
	18 BTU split units	TCL	2	
	Window wall		13	

Grad total of major and minor service to be carry over to quotation form of ZNB 7530 and SCM Quotation form

SUB-TOTAL	
VAT	
TOTAL	



health

Department:
Health

PROVINCE OF KWAZULU-NATAL

Physical address: Ubombo Main Road
Postal address: P/Bag X602, UBOMBO, 3970
Tell: 035 595 3100 Email: vusi.matha@kznhealth.gov.za

DISTANCE KM FROM BETHESDA TO CLINICS

Distance	KM
Bethesda to Mhlekazi Clinic	46
Bethesda to Mkuze Clinic	21
Bethesda to Jozini Clinic	24
Bethesda to Ophansi Clinic	45
Bethesda to Makhathini Clinic	20
Bethesda to Gedleza Clinic	25

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.
2. In order to give effect to the above, the following questionnaire must be completed and submitted with the quote.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4 DECLARATION

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

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

.....
Name of bidder	Signature	Position	Date

¹"State" means –

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

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

1. AMENDMENT OF CONTRACT

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

2. CHANGE OF ADDRESS

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

3. GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

- 3.1. The institution is under no obligation to accept the lowest or any quote.
- 3.2. The price quoted must include VAT (if VAT vendor). However, it must be noted that the department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT vendors.
- 3.3. The bidder must ensure the correctness & validity of quote:
- (i) *that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk*
- 3.4. The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract.
- 3.5. This quotation will be evaluated based on the 80/20 points system, specification & correctness of information. All required documentation must be completed in full and submitted.
- 3.6. Offers must comply strictly with the specification.
- 3.7. Only offers that meet or are greater than the specification will be considered.
- 3.8. Late quotes will not be considered.
- 3.9. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.10. A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- 3.11. All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 3.12. Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.
- 3.13. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.14. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bidders have multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered.

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

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

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

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

- 5.5. No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.
- 5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

6. SAMPLES

- 6.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
 - (i) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
 - (ii) If samples are not collected within three months of close of quote the institution reserves the right to dispose of them at their discretion.
- 6.2. **Samples must be made available when requested in writing or if stipulated on the document.**
 - (i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

7.1. Bidders who fail to attend the compulsory meeting will be disqualified from the evaluation process.

- (i) The institution has determined that a compulsory site meeting take place
- (ii) Date / / Time : Place

Institution Stamp:	Institution Site Inspection / briefing session Official Full Name: Signature: Date:
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8. STATEMENT OF SUPPLIES AND SERVICES

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

9. SUBMISSION AND COMPLETION OF SBD 6.1

9.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

10. TAX COMPLIANCE REQUIREMENTS

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

11. TAX INVOICE

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

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

12. PATENT RIGHTS

The supplier shall indemnify the **KZN Department of Health** (hereafter known as the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

13. PENALTIES

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

14. TERMINATION FOR DEFAULT

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

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

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

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

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

1. GENERAL CONDITIONS

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

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

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

1.3 Points for this quote shall be awarded for:

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

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

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

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

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

2. DEFINITIONS

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

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

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

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: =(maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

(Tick applicable box)

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

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

7.1.1 If yes, indicate:

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

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

(Tick applicable box)

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

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	√	√
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9. **DECLARATION WITH REGARD TO COMPANY/FIRM**

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 **TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....
.....

9.6 **COMPANY CLASSIFICATION [TICK APPLICABLE BOX]**

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

9.7 Total number of years the company/firm has been in business:.....

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES	
1.
2.

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