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HEALTH
REPUBLIC OF SOUTH AFRICA

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AdvertQuote

KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

Quotation Advert

Opening Date: 2022-05-23

Closing Date: 2022-05-27

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Catherine Booth hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: CATHERINE BOOTH HOSPITAL

Date Submitted: 2022-05-19

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: CBH0024/22-23

Item Category: Services

Item Description: SERVICE OF THEATRE TABLE AND LIGHTS.

Quantity (if supplies): 02

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Briefing Session

Date: 2022-05-25

Time: 11:00

Venue: CBH- DINNING ROOM

QUOTES CAN BE COLLECTED FROM: SITE BRIEFING SESSION

QUOTES SHOULD BE DELIVERED TO: CBH TENDER\or e-mail-nompefelo.Zulu@kznhealth.gov.za

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Ms S.Enock

Email: sonja.enock@kznhealth.gov.za

Contact Number: 035 474 8403

Finance Manager Name: Mr N.O. Djudja

Finance Manager Signature:

No late quotes will be considered



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

Kwa.Khoza Reserve, Amatikulu, 3801
Private Bag X105, Amatikulu, 3801
Tel: 035 – 474 8402 Fax: 086 597 8284
Email: anton.kruger@kznhealth.gov.za
www.kznhealth.gov.za

CATHERINE BOOTH HOSPITAL

Maintenance Department

Catherine Booth Hospital

ZNQ reference number

Date:

1) Equipment that needs to be serviced/ repaired.

- Service of theatre table and lights (July) at Catherine Booth hospital

2) Service instructions to all contractors.

- The Appointed contractors shall report to the Maintenance department for instructions and signing the contractors visitors register, before starting with the requested work.
- Contractor shall communicate by e-mail with Maintenance department; no other means of communications will be accepted as binding.
- Only in emergencies can cell phone be used, followed up by e-mail confirmations.
- Contractors shall start the requested services and complete the service in 1 (one) working week.
- Local unskilled labour shall be used where needed, by communicating with the hospital.

3) Service schedules.

- Completed service schedules to be handed in at maintenance department, before payments will be done.

4) After service reports.

- After service reports shall be handed in at the maintenance department on completion of the work, and shall then be advertised for quotations.

5) Documents required to effect invoice payout

- Job cards: Stamped and signed by a maintenance representative.
- Service schedules: Completed schedules with company information as letter head.
- After service reports: Completed after service reports. With company information as letter head.
- Site handover certificate: Issued by maintenance department, signed.
- Site completion certificate: Completed by maintenance department.
- Copy of invoice: Original to be handed in at SCM.
- Contractor liability Form: Ensure workman's compensation commissioner registration number is filled in on the document.

6) Installed and repaired equipment and spares.

- All items serviced shall have a 6 months guaranteed.
- All items replaced shall have 1 year guarantee
- It is the contractor's responsibility to negotiate the required terms warranty with his suppliers.
- The contractor shall make good on all defects due to inferior products/ materials or workmanship at the contractors cost.
- All replaced materials shall be returned to maintenance department.

7) Uneconomical repairs or broken equipment

- Where requested by maintenance department and discussed with the contractor, a detailed report for condemning shall be issued to the hospital.

8) Qualifications of contractors and staff.

- Only qualified and certified artisans and technicians to do work.
- Proof of qualifications to be attached to quotations.
- Only persons with training or experience to work on requested equipment.
- Qualification documents to be attached to service schedules, before payments will be done.
- Contractors working on medical gasses and plants shall have certified copy of a valid certification card from Department of Labour authorizing to work on medical gasses.

9) Quality of workmanship.

- The appointed contractor shall guarantee his workmanship and shall do services as specified by the equipment manufacture.

Signature of contractor: Date:

Contractor read, understood and agrees with the stipulations of this instructions.



health

Department:
Health
PROVINCE OF KWAZULU-NATAL

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CATHERINE BOOTH HOSPITAL

Maintenance Department

- Contractor shall always guarantee the quality of work.
- The Department of Health preambles to all trades, electrical and mechanical regulations shall be adhered to at all times.
- The Department of Health reserves the right to reprimand the contractor when underperforming, and terminate the service period official order.

10) Satisfactory completion of work.

- Appointed contractors shall do the requested services in good time, within the requested month period.
- Contractors failing to complete the requested work in the specified time will be warned in writing.
- Failing to comply within 7 working days, the service contract will be cancelled.

11) Measurements

- The appointed contractor shall do own measurements. Estimated measurements are provided on specification. Correct measurements are the responsibility of the contractor.

12) CIDB certification

- All contractors quoting on services shall have the NSI requested CIDB certification.
- Prove of registration to be included on quotation documents.

13) OCHASA

- The occupational health and safety act 85 off 1993 shall be adhered to at all times while working on Government property
- Contractors working on the hospital premises shall adhere to all national building regulations at all times.
- The contractor shall have a competent person on site at all times.
- Contractor to have an up to date safety file onsite during working period.
- Contractor to ensure all staff have the required safety equipment on site.
- Contractor's liability document shall be completed and handed in at maintenance before starting services
- The Hospital Safety officer will do inspections while the contractor is onsite.

14) Injuries on the hospital premises.

- Contractors are responsible for accounts of staff that are/ were treated by the hospital, while working on state premises.
- Contractor shall include to quotations, certified proof of registration to the workman's compensation commissioner.

15) Quality of materials

- All materials and equipment shall be SABS approved.
- All materials shall be recommended or approved by the registered manufacturer of equipment.
- The hospital reserves the right to approve or reject all materials supplied or used at the hospital and clinics.
- Inferior materials will not be accepted and the contractor shall replace at his own cost.

16) Pricing of repairs or maintenance

- Contractor to provide a detailed list of materials and spares with market related prices, on quotations and invoices.
- Contractor shall provide all materials required for the service.
- Markup on pricing to be at $\pm 20\%$

17) Payment for services rendered

- The hospital reserves the right to do a final inspection of the service, and after accepting the work, payments will be processed.

.....
A. Kruger.
Artisan Chief.
Catherine Booth Hospital.

Signature of contractor: Date:
Contractor read, understood and agrees with the stipulations of this instructions.