



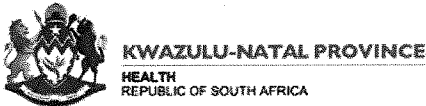
KZN Health Intranet

KZN HEALTH

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KZN Health > Components > Supply Chain Management

AdvertQuote



Quotation Advert

Opening Date: 2022-11-11

Closing Date: 2022-11-18

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: Nseleni CHC

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required: Ocilwane Clinic

Date Submitted: 2022-11-10

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ: Nse 398 / 2022 - 2023

Item Category: Services

Item Description: Installation of new air conditioners

Quantity (if supplies): 03

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Briefing Session

Date: 2022-11-16

Time: 11H30

Venue: Ocilwane Clinic

QUOTES CAN BE COLLECTED FROM: KZN health website

QUOTES SHOULD BE DELIVERED TO: 645 uBhejane road

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: Buyiswa Zulu

Email:

Contact Number: 035 7951124

Finance Manager Name: Mr. S. Cele

Finance Manager Signature:

No late quotes will be considered

DESCRIPTION: INSTALLATION OF NEW 12000 BTU AIR CONDITIONERS IN THE CONSULTING ROOMS X 03

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

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED

Table with 7 columns: Item No, Quantity, Description, Brand & model, Country of manufacture, Price (R, c). Includes rows for supply/delivery/installation and a total quotation price row.

Table with 2 columns: Compliance questions (Does This Offer Comply With The Specification?, Is The Price Firm?) and Specifications (Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification?, State Delivery Period, e.g., 1day, 1week)

Enquiries regarding the quote may be directed to: Contact Person: MRS. B. D. ZULU Tel: 035 795 1124 E-Mail Address: Enquiries regarding technical information may be directed to: Contact Person: MR. C. B. DLAMINI Tel: 035 795 1124 ext.

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 or preference claims in cases where it is evident that a typing, written, transfer or unit error has been made, to investigate the vendor's standing and ability to complete the supply/service satisfactorily.
- 3.3. **ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.**
- 3.4. The price quoted must include VAT (if VAT vendor).
- 3.5. Should a bidder become a VAT vendor after award or during the implementation of a contract, they may not request the VAT percentage from the Department as the service provider made an offer during the period they were not registered as a VAT vendor. The Department is only liable for any VAT from registered VAT vendors as originally stated on the quotation document.
- 3.6. The bidder must ensure the correctness & validity of the quotation:
- (i) *that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk*
- (ii) *it is the responsibility of the bidder to confirm receipt of their quotation and to keep proof thereof.*
- 3.7. The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract.
- 3.8. This quotation will be evaluated based on the 80/20 points system, specification, correctness of information and/or functionality criteria. All required documentation must be completed in full and submitted.
- 3.9. Offers must comply strictly with the specification.
- 3.10. Only offers that meet or are greater than the specification will be considered.
- 3.11. Late offers will not be considered.
- 3.12. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months.
- 3.13. Used/ second-hand products will not be accepted.
- 3.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
- 3.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
- 3.16. Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange variations) will not be considered.
- 3.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- 3.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
- 3.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
- 3.20. In such instances, the Department reserves the right to immediately disqualify such bidders as cover-quoting is an offence that represents both corruption and acquisition fraud.

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

- 4.1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with words importing the masculine gender shall include the feminine and the neuter.
- 4.2. Under no circumstances whatsoever may the quotation/bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
- 4.3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
- 4.4. Quotations submitted must be complete in all respects. However, where it is identified that information in a bidder's response, which does not affect the preference points or price, is incomplete in any respect, the said supplier meets all specification requirements and scores the highest points in terms of preference points and price, the Department reserves the right to request the bidder to complete/ submit such information.
- 4.5. Any alteration made by the bidder must be initialled; failure to do so may render the response invalid.
- 4.6. Use of correcting fluid is prohibited and may render the response invalid.
- 4.7. Quotations will be opened in public as soon as practicable after the closing time of quotation.
- 4.8. Where practical, prices are made public at the time of opening quotations.
- 4.9. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.

4.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer 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 three months of close of quote the institution reserves the right to dispose of them at their discretion.
- 6.2. **Samples must be made available when requested in writing or if stipulated on the document.**
 - (i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

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

- (i) The institution has determined that a compulsory site meeting WILL take place
- (ii) Date 16 / 11 / 2022 Time 11 : 30 Place OCILWANE CLINIC

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

8. STATEMENT OF SUPPLIES AND SERVICES

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

9. SUBMISSION AND COMPLETION OF SBD 6.1

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

10. TAX COMPLIANCE REQUIREMENTS

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

11. TAX INVOICE

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

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

12. PATENT RIGHTS

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

13. PENALTIES

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

14. TERMINATION FOR DEFAULT

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

15. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.

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

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

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

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all quotes:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for this quote shall be awarded for:
- (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this quote is allocated as follows:

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

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

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

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

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

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

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

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

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

5. BID DECLARATION

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

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

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

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

7. SUB-CONTRACTING
applicable box)

(Tick

YES		NO	
-----	--	----	--

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

7.1.1 If yes, indicate:

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

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

(Tick applicable box)

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

YES		NO	
-----	--	----	--

Designated Group: An EME or QSE which is at 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.....



health

Department:

Health

PROVINCE OF KWAZULU-NATAL

INSTALLATION OF 12000 BTU AIRCONDITIONER IN THE CONSULTING ROOMS

FACILITY NAME: OCILWANE CLINIC

**PROJECT DESCRIPTION: INSTALLATION OF 1200 BTU SPLIT
UNIT AIRCONDITIONER IN THE CONSUALTING ROOMS**

Project Leader : MR. C.B Dlamini
Phone number : 035 7951124
Cell number : 072 108 6493
Email : cdlamini6@gmail.com

1. Acronyms/Abbreviations

Abbreviation	Description
COC	Certificate of Compliance
OHS Act	Occupational Health and Safety Act 85 of 1993
SANS	South African National Standard

1.1 Definitions

1.1.1 Access

- a) Official contractual permission to a Contractor to proceed with construction of a plant or installation of equipment in a section of the plant constructed by other.

1.1.2 Installation

- b) Installing of equipment or parts of equipment or plant as per design.

1.1.3 Commissioning

- c) Energizing of equipment for the purpose of testing and ensuring that the systems operate as designed.

1.1.4 Energizing

- d) Applying electrical power to systems.

1.1.5 Operational

- e) Running systems as per design.

1.1.6 Storage

- f) Placing equipment in building or rooms for protection awaiting installation or energizing.

1.1.7 Servicing

- g) Performing maintenance and/or repair work.

2 SCOPE OF WORK

The scopes of work entail the supply and install 12000 BTU split unit as per specification.

3. CONDITIONS OF CONTRACT

3.1 Notice to Bidders

- a) The institutions will remain open and operational at all times therefore the Contractor shall make the necessary arrangements with the Institutional Management and Maintenance supervisor for any power outages that are required. This may necessitate weekend work.
- b) The Administration reserves the right to negotiate prices in the Schedule of Prices.
- c) All redundant material and rubble shall be removed from the institution's property immediately.
- d) All equipment and materials used in this contract shall be that which is specified or other approved prior to submission and closure of the bid.
- e) The Contractor is advised to examine all the drawings (if any) and to visit the site prior to tendering to acquaint him/herself with the nature of the work to be done and access to the siting of the existing buildings etc., as no claim will be allowed on the grounds of ignorance of the conditions under which the work will be executed.
- f) Any discrepancies or omissions shall be brought to the attention of the Project Leader immediately.
- g) Preference will be given to Bidders who have registered offices / workshops within the borders of the Province of KwaZulu-Natal. This is in an effort to reduce response times to call outs for breakdowns in the more remote areas of the Province.
- h) The Contractor must be registered with CIDB and must have minimum grading of 1GB.
- i) The Contractor must be competent with proven experience in working in a building industry with traceable references.

4. TECHNICAL RESTRAINTS

4.1 General

- a) Room type of air conditioner shall be completely self-contained units of the direct expansion unitary or split type design, air-cooled
- b) The air conditioners shall generally be in accordance with SABS 1125-1977 with sound levels not exceeding the values specified in the supplementary specification and/ or this standard specification as applicable.
- c) Room air side shall be equipped with a suitable and easily accessible filter, two speed fan, adjustable outside air intake damper, control thermostat, electric heating elements (not specified as reverse cycle heating) (where applicable), drain pan drain piping, cooling coil, control and control panel completely wiring, include interlocking with outdoor unit.
- d) The outdoor unit shall contain the matching compressor unit, air –cooled condenser, condenser fan within a waterproofing painted and corrosion protection casing.
- e) The indoor/outdoor units shall be interconnected with refrigerant piping (separated insulated suction and delivering piping for reverse cycle units), electric wiring and interlocking control cabling. Where visible and / or exposed to the weather or possible mechanism damage refrigerant piping and cabling shall be run inside galvanised sheet trunking, neatly erected and painted specified.
- f) Where applicable provision shall be made in the unit design to re-evaporate condensate from the condenser. Provision shall however be made in all cases for the drainage of excessive condensate to the nearest building drain by means of copper or PVC tubing not less than 18mm diameter. For reverse cycle heating units, including split type units, a proper drip pan with drainage piping as above shall be provided for the outdoor units where dripping can create unacceptable conditions.

Where drainage piping is required to be installed flush mounted, positioning and chasing shall be done in good time to meet construction programmes, Drainage to points other than proper building drain shall comply with SABS 0400

- g) All panels shall be neat fitting hard wearing exposed surfaces of baked enamel or equal finish of approved colour.
- h) Electrical interlock shall be provided to ensure that:
 - o Compressor cannot run without both indoor and outdoor fan running,
 - o Electric heating element can only be switched on if the indoor fan is running,
- i) Unless otherwise specified in the supplementary specific room type air conditioners in the cooling mode shall be rated 35^o ambient dry bulb air temperatures on to the condenser, 27^oC dry bulb and 19^oC wet bulb air entering condition to evaporator, all at sea level with cooling capacities specified at the conditions. For reverse cycle heating the rating shall be base on 7^oC ambient dry bulb and 6^oC wet bulb air on the outdoor coil with 21^oC dry bulb on to the indoor coil.
- j) Unless otherwise detailed on the drawing or in the supplementary specification units installed through a wall shall be installed with a sub-frame built in to the wall (hardwood or steel) and neat finishing architraves inside and outside. The external architraves shall be of aluminium angle and shall be mitred at corners and shall and shall cover the sub-frame and opening completely. The architraves and sub-frame surround shall be sealed with a clear silicon sealant.

For coastal application special consideration and requirements are called for namely;

- a) All steel parts to the atmosphere or to the ambient air (including outdoor unit air path) shall be either hot-dip galvanised or electroplated to SABS 728 of 1970 before painting.
- b) Outdoor unit coil shall be constructed of copper to copper tubing and fins
- c) Electric terminals and connection shall be corrosion protected with non-hardening mastic or equal coating.
- d) The complete compressor unit shall be sprayed with a continuous skin of PA 10 plastic film, or equal.
- e) Fan motors, fan scroll and internal fan wheels shall similarly be sprayed with a PA 10 plastic film or equal.

5. Execution Period

One (1) weeks is the specified completion period for the construction stage from the date of award.

6. PARTICULAR SPECIFICATION

6.1 General Requirements

Tenderers are to make special note of the following:

- a) The whole installation shall be in accordance with the Occupational Health and Safety Act 85/1993 and all regulations framed therein shall be carried out to the satisfaction of the Department of Health.
- b) Competent workmen skilled in their trade shall carry out all work. Quality shall be of the best standard practice and all workmanship will be subject to the approval of the Department of Health.
- c) The work shall at all times, for the duration of the contract, be carried out under the supervision of a skilled and competent representative of the Contractor, who will be able and authorized to receive and carry out instructions on behalf of the Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.
- d) All apparatus, component parts, fittings and materials employed in the execution of the Contract shall be new and unused and shall be the latest type or pattern of the particular manufacture employed. S.A.B.S. mark bearing items shall be used wherever possible.

- e) The complete installation shall be maintained for a period of twelve months (12) after acceptance in writing by the Department of Health and shall allow for routine inspections not less frequently than two times a year.
- f) The complete installation must be guaranteed against defective parts and workmanship for a period of twelve months (12) after the date of issue of the Completion Certificate. This period shall run concurrently with the maintenance period.
- g) Rates are to include for commissioning and testing of the complete installation and handing over in working order ready for use.
- h) Tenderers are advised to visit the site and acquaint themselves fully with the site conditions and nature and full extent of work involved prior to submitting their tender. Claims on the grounds of insufficient information in such respects or otherwise will not be entertained by the Administration.
- i) The Department of Health reserves the right to make emergency repairs to keep the equipment in operation without voiding the Contractor's Guarantee, nor relieving the Contractor of his responsibility during the guarantee period when, after proper notice, the Contractor fails to attend to such emergency repairs. All costs incurred by the Administration under these circumstances will be for the account of the Contractor.
- j) NOTE: All electrical equipment shall comply with NER Regulation of voltage.

6.2 Electrical Installation Details

Satisfactory Installation:

- a) All electrical work carried out will be neat and best class materials must be used. All wiring to conform to the SANS Code of Practice 10142 and will be subject to prior inspection and approval before acceptance.
- b) All necessary electrical power wiring and tubing between the distribution board and equipment installed by the Contractor shall be the responsibility of the Contractor.
- c) The Contractor shall submit the mandatory Certificate of Compliance. First delivery of this contract will not be taken until such time as this certificate is submitted to the Department of Health.

6.3 Safety and Risk Management

The Contractor shall observe all safety precautions during the installation and commissioning of all services as required by the OHS Act 85 of 1993 and supplier's installation manual.

6.4 Quality Requirements

- a) The installations shall be conducted by fully trained and certificated technicians. Certificates of technicians performing the works to be supplied (**Refrigerator**).
- b) The client or representative shall conduct inspections of the installations on completion. Quality documents shall be signed after a successful inspection.
- c) The supplier's or OEM's installation and test procedures shall be strictly adhered to.

6.5 Testing and Commissioning

All new equipment shall be tested, commissioned, ready for use and be and guaranteed for a period of twelve (12) months.

Commissioning certificates shall be supplied before First Delivery of this contract is taken. All equipment to be supplied with name plates showing the Technical Information as well as all the information as contemplated by the Occupational Health and Safety Act, 85 of 1993, as amended and its regulations, showing particularly the following information

- i. Manufacturer's name
- ii. Country of origin
- iii. Year of manufacture
- iv. Serial number
- v. Model number
- vi. Capacity

7 THE SITE

The site is at Ocilwane clinic, KwaZulu-Natal. Tenderers are encouraged to visit the site to ensure successful installation of the work required. Arrangements in this regard can be made with Maintenance Artisan Foreman

Electrical Supply:

- 220V \pm 10%, Single Phase, 50 Hz
- 400V \pm 10%, Three phase, 50 Hz

8 PROGRAMS OF WORKS

It is imperative that the installation be achieved with minimum interruption to the existing facility. The Contractor shall notify the institution two (2) days prior to carrying out any site work. As the institution is to remain in full operation for the duration of the works, the works are to be planned and executed so as to cause minimum inconvenience to staff and visitors.

9 EVALUATION CRITERIA

The Bidder is to submit the following for evaluation purpose:

DOCUMENT	Note	Yes/No
CSD registration	Mandatory	
SARS certificate	Mandatory	
Certificates of qualified personnel (Refrigerator – Trade Tested)	Mandatory	

Failure to submit any of the mandatory documents shall result in automatic disqualification.

9 SCHEDULE OF PRICES

PREAMBLE TO THE SCHEDULE OF PRICES

- a) All prices shall be quoted in the currency of the Republic of South Africa and will be fixed. Only where exchange rates have been stated in the quotation document, as at two weeks (14 days) prior to closing date of this quotation, will such exchange rate fluctuation be taken into account in the variation of the cost of the imported items/equipment.
- b) The Tenderer shall enter a price against each item in the schedule of prices. If the Tenderer fails to enter a price against any item in the schedule of prices the relevant cost of such item shall be regarded as being covered by other prices in the schedule of prices.
- c) The prices quoted against each item of these schedules shall cover the full inclusive cost of everything required for the execution of the work under the item plus an apportionment of any cost involved in meeting the obligations and liabilities imposed by the conditions of contract and in complying with the specifications.
- d) The prices quoted for the supply of plant and equipment shall include for all handling, loading, transporting and off-loading required for the delivery of the plant and equipment to the site, including in the case of off-site storage for double handling at the store.
- e) The prices quoted for erection and installation shall include for all handling, loading, transporting and off-loading, to take plant and equipment to place on site where required, erection, installation, painting, commissioning, operating, testing, adjusting, handing over in proper working order and guarantee for a period of 12 months, all as specified.
- f) The tendered rates and amounts must exclude Value Added Tax (VAT) but must include all levies, other taxes and duties on items to which they apply. Separate provision has been made in the Summary of Schedule of Prices for the purpose of VAT.
- g) Amounts allowed for contingencies will be spent in part or as a whole at the sole discretion of the Department of Health's "Representative".
- h) The Schedule of Prices shall be completed and signed in black ink. Corrections must be done by deleting, re-writing and initialling next to the amendment.
- i) Electrical and Mechanical work is not measured according to the Standard Procedures of Building Work.

PROVINCE OF KWAZULU-NATAL - DEPARTMENT OF HEALTH

ESTIMATE FORM FOR:

SUBMIT TO:

FOR ATTENTION:

INSTITUTION:

REF NO.:

SCOPE OF WORK: (A description of the work quoted for is required).

I/We hereby quote for the above work in accordance with the conditions as specified in Contract

Materials, component/ancillary parts: Firm Price. When applicable a detailed list of materials etc. showing unit costs shall be provided.

A.	Quoted for Bought Out Items	(Excluding VAT)(Carried forward)	R
	Mark Up @ %	(Maximum Mark Up = 20% for values R0.00 to R299 999.99)	R
	Mark Up @ %	(Maximum Mark Up = 15% for values R300 000.00 to R500 000.00)	R
	Mark Up @ %	(Maximum Mark Up = 13% for values over R500 000.00)	R
B.	Quoted for Proprietary Items	(Excluding VAT)(Carried forward)	R
C.	Quote for Sub-Contract Items	(Excluding VAT)(Carried forward)	R
	Mark Up @ %		R
D.	Labour, Travelling, Subsistence and Transport. This price shall be firm in respect of materials etc. quoted for.	(Excluding VAT) (Brought forward)	R
E.	Less credit for redundant materials, parts and equipment if applicable		R ()
		SUBTOTAL	R
		VAT @ %	R
F.	This Price in SA Currency firm for 90 days from date of the estimate quotation and shall not be exceeded. To be measured on completion.		R

Time required for completion weeks from receipt of official order.

NAME OF SERVICE PROVIDER:

CIDB REGISTRATION NUMBER CIDB CATEGORY.....

PROVINCIAL SUPPLIERS DATABASE REGISTRATION NUMBER:

SERVICE PROVIDER'S AUTHORISED SIGNATURE: QUOTE REF No.....

NAME IN BLOCK LETTERS:

COMPANY STAMP: DATE:

**LABOUR, SUBSISTENCE, TRAVEL AND TRANSPORT REPLACEMENT
AND ADDITIONAL EQUIPMENT**

LABOUR		No. of	TOTAL HOURS	RATE/HR	AMOUNT
a)	Artisans	R 300.00	R.....
b)	Apprentice	R 118.00	R.....
	1 st Year	R 150.00	R.....
	2 nd Year	R 180.00	R.....
	3 rd Year	R 265.00	R.....
	4 th Year	R 142.00	R.....
c)	Semi-skilled	R 75.00	R.....
d)	Unskilled		R.....
6.2. 2	SUBSISTENCE	No. of	TOTAL DAYS	RATE/24HR DAY	
a)	Artisans	R 303.00	R.....
b)	Apprentice	R 303.00	R.....
c)	Semi-skilled	R 303.00	R.....
d)	Unskilled	R 303.00	R.....
6.2. 3	HOTEL/ACCOMMODATION	No. of Persons	No. of Nights	Cost per Night as per Suppliers Invoice	
	R.....	
NOTE: When applicable you may only claim for Accommodation OR Subsistence NOT both					
6.2. 5	TRAVEL		TOTAL Km	RATE/Km	
6.2. 5.1	From service provider's premises to site trips (skilled)			Petrol Diesel	
a)	@ km per trip			Delete as applicable	
 trips (Semi-skilled)			R 7.78 R 7.58	R.....
b)	@ km per trip			R 5.80 R 5.60	R.....
6.2. 5.2	From accommodation to site				
a) trips (skilled)				
	@ km per trip			R 7.78 R 7.58	R.....
b) trips (semi-skilled)				
	@ km per trip			R 5.80 R 5.60	R.....
6.2. 6	ADDITIONAL LABOUR TRAVELLING WITH DRIVER		TOTAL HOURS	RATE/HR	AMOUNT
a) x Additional Artisan/s trips (skilled) @ km per trip ÷ 80km/hr		R 300.00	R.....
b) x Additional Semi-Skilled trips (semi) @ km per trip ÷ 80km/hr		R 142.00	R.....
c) x Additional Unskilled trips (unskilled) @ km per trip ÷ 80km/hr		R 75.00	R.....
d) x Additional Apprentice/s trips (semi) @ km per trip ÷ 80km/hr		R.....	R.....
SUBTOTAL CARRIED FORWARD TO PAGE 18					R.....

10 COMPLIANCE WITH REGULATIONS AND STANDARD SPECIFICATIONS

The operation, construction, material and components of the equipment, as specified, shall comply with the latest requirements of: The Occupational Health and Safety Act (Act 85, 1993) as amended.

- a) KwaZulu Natal Department of Health Policy Document of the Design of Mechanical Installations, Revision 7, January 2013.
- b) KwaZulu Natal Department of Health Policy Document of the Design of Electrical Installations, Revision 7, January 2013.
- c) KwaZulu Natal Provincial Administration Health Services General Electrical Specification, Revision 4, September 2003.
- d) KwaZulu Natal Department of Health Policy Document of the Design of Structural Installations, Revision 7, January 2013.
- e) KwaZulu Natal Department of Health Standard Preambles to All Trades, Revision 3, January 2009.
- f) SANS 10400: The application of the National Building Regulations
- g) SANS 10142: Code of Practice for Wiring of Premises
- h) Local Fire Regulations.
- i) The Municipal By-laws and any special requirements of the Supply Authorities of the area or district concerned.
- j) An Electrical Certificate of Compliance, in accordance with the OHS Act as amended, will be required for all Electrical Works.
- k) The Machinery and Occupational Safety Act - Act 6/1983
- l) All building works shall be in accordance with the Standard Preambles to All Trades.

The Contractor shall fully familiarise himself with these documents prior to quoting.