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AdvertQuote

KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA**Quotation Advert**

Opening Date: 2022-11-08

Closing Date: 2022-11-17

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: St Apollinaris hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required St Apollinaris Hospital

Date Submitted 2022-11-08

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
SAP143-2022-2023

Item Category: Services

Item Description: Service provider to repair bell in Theatre as per attached specification

Quantity (if supplies) 01 unit

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Both

Date : 2022-11-11

Time: 09:00am

Venue: Lecturehall

QUOTES CAN BE COLLECTED FROM: Website

QUOTES SHOULD BE DELIVERED TO: Security office tender box

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: MN Sokhela

Email:

Contact Number: 039-8339002

Finance Manager Name:

Mrs MB Kheswa

Finance Manager Signature:



No late quotes will be considered

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00 incl VAT

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: **ST APOLLINARIS HOSPITAL**
 DATE ADVERTISED: **08/11/2022** FACSIMILE NUMBER: **N/A** EMAIL: **StApollinaris.scm@kznhealth.gov.za**
 ENQUIRIES REGARDING THE QUOTE: **MS MN SOKHELA** CONTACT NUMBER: **0398339001/2**
 ENQUIRIES REGARDING TECHNICAL INFORMATION: **MS MN SOKHELA** CONTACT NUMBER: **0398339001/2**
 PHYSICAL ADDRESS: **CENTOCOW MISSION CREIGHTON 3283**

QUOTE NUMBER: **SAP 143/2022/2023** CLOSING DATE: **17/11/2022** CLOSING TIME: **11:00**

DESCRIPTION: **SERVICE PROVIDER TO REPAIR BELL IN THEATRE X 01 UNIT**

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR OFFER BEING DISQUALIFIED)

| NAME & ADDRESS OF BIDDER (FIRM) | |
|--|---|
| NAME OF BIDDER: | DATE: |
| PHYSICAL ADDRESS: | EMAIL ADDRESS: |
| CONTACT NUMBER: | FACSIMILE NUMBER: |
| SIGNATURE OF BIDDER: | SARS PIN: |
| [By signing this document, I hereby agree to all terms and conditions] | CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.: ↓ |
| UNIQUE REGISTRATION REFERENCE: ↓ | |

| | |
|--|---|
| Does this offer comply with the specification? | State delivery period, e.g. 1day, 1week |
| Is the price firm? | All delivery costs must be included in the quoted price |

| Item No | Quantity | Description | Brand & model | Country of manufacture | Price | |
|---|----------|--|---------------|------------------------|-------|---|
| | | | | | R | c |
| | 01 UNIT | SERVICE PROVIDER TO REPAIR BELL IN THEATRE | | | | |
| | | NB: PLEASE SEE ATTACHED SPECIFICATION | | | | |
| | | COMPULSORY SITE INSPECTION AND BRIEFING | | | | |
| | | DATE: 11 NOVEMBER 2022 | | | | |
| | | TIME : 09:00AM | | | | |
| | | VENUE : LECTURE HALL | | | | |
| VALUE ADDED TAX @ 15% (Only if VAT Vendor) | | | | | | |
| TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days) | | | | | | |

1. SPECIAL CONTRACT CONDITIONS OF QUOTATIONS
 - 1.1. The Department is under no obligation to accept the lowest or any quote.
 - 1.2. The Department reserves the right to communicate in writing with vendors in cases where information is incomplete or where there are uncertainties 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.
 - 1.3. ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OR CANCELLATION OF THIS QUOTATION.
 - 1.4. The price quoted must include VAT (if VAT vendor).
 - 1.5. 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.
 - 1.6. 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.
 - 1.7. 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.
 - 1.8. 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.
 - 1.9. Offers must comply strictly with the specification.
 - 1.10. Only offers that meet or are greater than the specification will be considered.
 - 1.11. Late offers will not be considered.
 - 1.12. Expired products will not be accepted. All products supplied must be valid for a minimum period of six months.
 - 1.13. Used/ second-hand products will not be accepted.
 - 1.14. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be considered.
 - 1.15. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
 - 1.16. 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.
 - 1.17. In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
 - 1.18. In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered.
 - 1.19. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this bid.
 - 1.20. 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.
2. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.
 - 2.1. 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.
 - 2.2. 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.
 - 2.3. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
 - 2.4. 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.
 - 2.5. Any alteration made by the bidder must be initialled. Failure to do so may render the response invalid.
 - 2.6. Use of correction fluid is prohibited and may render the response invalid.
 - 2.7. Quotations will be opened in public as soon as practicable after the closing time of quotation.
 - 2.8. Where practical, prices are made public at the time of opening quotations.
 - 2.9. 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.
 - 2.10. The Department is under no obligation to pay suppliers in part for work done if the supplier can no longer fulfil their obligation.
3. SPECIAL INSTRUCTIONS REGARDING HAND-DELIVERED QUOTATIONS
 - 3.1. Quotations shall be lodged at the address indicated no later than the closing time specified for their receipt and in accordance with the directives in the quotation documents.
 - 3.2. 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 quotation/ bids may be rejected as being invalid.
 - 3.3. 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.
 - 3.4. 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.
 - 3.5. 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.
 - 3.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.
4. THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.



St. Apollinaris hospital
Off Centocow main road, Centocow, CREIGHTON, 3263
Private Bag 606, Ixopo, 3276
Tel.: 039 833 8055, Fax.: 039 833 8054
Email: mpa.malinga@kznhealth.gov.za
www.kznhealth.gov.za

SUPPLY CHAIN MANAGEMENT

Date: 04 November 2022

ZNQ Number: SAP143/2000/2003

TERMS OF REFERENCE

Item Specification: Service provider to repair bell in Theatre x 01 unit

NB : Please see attached specification

| Name & Surname | Designation | Signature |
|----------------|-------------|-----------|
| CS Mbanjwa | SMO | |
| TA Mkhize | CPC-QAM | |
| M Mntungwana | OMN | |
| MN Sokhela | SCC | |
| LN Shezi | OMN | |

SPECIFICATION TERMS AND CONDITIONS

1. Only bidders that fully meet the specification shall be considered
2. The institution is under no obligation to accept the lowest or any quote
3. The quality of products must be SABS / SANS/ CKS approved and a certificate of compliance must be submitted when required
4. The bidder must ensure the correctness and validity quote: the prices, rates & preference quoted cover all of the work and accept that any mistake regarding with the price calculations will be at the bidder's risk
5. If the information supplied is found to be incorrect or false then the KZN department of Health, in addition to the remedies it may have, may recover from the contractor all cost, losses and damages incurred by the department as a result of the award of the contract, and / or cancel the contract and claim any damages
6. Defaulting suppliers in terms of delivering, will be dealt with and will be reported at Treasury
7. The evaluation criteria for the quotation above R30 000 will be 80/20 for the price and points certified BBBEE certificates and original tax clearance
8. Incomplete declaration of interest and quotation form will not be considered
9. Orders will be cancelled if the supplier fail to meet the set standards and lead time
10. All quotations requiring registration with certain Bodies must be returned together with the following:
 - Valid tax clearance
 - Proof of registration with CSD
 - CK certificate / Cipro certificate
 - CIDB registration and grading with relevant job category
 - Reference letter (from where the supplier did the same job successfully)
 - Letter of good standing
 - Current proof of registration with relevant bodies
 - Sworn statement
11. All conditions indicated in the quotation form will be applicable upon evaluation, and should be attached to evaluation criteria
12. Quotation form must be completed and signed in full, any omissions or incomplete information and signatures will automatically disqualify the quotation
13. Bill of quantity should be fully completed and all segments must be filled per item
14. A guarantee / warrantee must be provided on appliances, services and repairs
15. All these conditions are binding and service providers must comply with
16. Samples must be provided with documents unless indicated otherwise
17. For services requiring site inspection , no late bidders will be allowed to join briefing
18. It is advisable to get all necessary information before quotation closing date

Chairperson
04/11/2022
Date

End user
04/11/2022
Date

CEO
08-11-2022
Date

END-USER SPECIFICATION FORM

Quote Number: _____

Item Description: Repair Door Bell in theatre

Department/Section: MAINTENANCE

Purpose of Item: Attention in theatre

1. Pre-qualification criteria if any:

1.1. Is the item required to have a regulatory body certification (e.g. SABS, SANS, SANAS, ISO, CIDB, etc.)? Yes / No:
Regulatory Body / certification required if Yes CIDB IEP/IEB or WIREMAN'S License & Trade test certified

1.2. Is a compulsory site inspection / briefing session required? Yes / No
if Yes, specify: Date _____ Time _____ Place _____

1.3. Is local production and content part of the quote? Yes No not required
if Yes, specify: Complete bill with FSC control must be local

1.4. Provisions of section 4(1)(a) of the PPPFA Regulations, 2017 if applicable? Yes / No
if Yes, specify: _____

1.5. Liability Cover insurance? Yes No
if Yes, specify: _____

2. What is the specification of the required item?

| List specifications to be advertised | Comment |
|---|---------|
| 1. <u>Wireless digital door Phone & wireless door</u> | |
| 2. <u>Station 2.4 GHz digital transmission</u> | |
| 3. <u>Dual way inter communication</u> | |
| 4. <u>Clear talking voice, maximum working distance is 200m. AC power Adaptor</u> | |
| 5. <u>220V - 240V AC 90</u> | |

3. Does a sample need to be submitted? Yes No (select option 3.1 or 3.2)
3.1. Deadline for submission if Yes: Date _____ Time _____ Place _____

or
3.2. Specify that samples must be made available when requested in writing. Yes or No

4. Penalties to be noted by the suppliers:

4.1. 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.

5. What is the evaluation criteria / special terms and conditions to be advertised?

| List evaluation criteria / special terms and conditions to be advertised (if applicable) | |
|--|--|
| 1. Pre-qualification criteria | Does the offer meet the pre-qualification criteria? |
| 2. Administrative | Does the offer comply to stipulated administrative requirements? |
| 3. Conformance: | Was the product made or service performed to specifications? |
| 4. Performance: | Will/does the product/service fulfil its performance obligation, in a manner that releases the supplier from all liabilities under the contract? |
| 5. Features: | What characteristics does the product or service have? |
| 6. Reliability: | How long can a product go between failures and the need for maintenance? (guarantee) |
| 7. Durability: | What is the useful life for the product? How will the product hold up under extended use? |
| 8. Serviceability: | How easy is it to repair, maintain or support the product or service? (customer support) |
| 9. Ability & Capacity | The ability and capacity of the vendor to execute the contract |
| 10. Preference points | Preferential Procurement System (80/20) if applicable |

| | | | |
|------------------------------|----------------------|-----------------------------|--|
| Name of End-user (in full) | <u>IS GWAMANDA</u> | Name of SCM Rep (in full) | |
| Designation / Rank (in full) | <u>Chief Artisan</u> | Designation/ Rank (in full) | |
| Signature | <u>[Signature]</u> | Signature | |
| Date | <u>07/11/2022</u> | Date | |

ST APOLLINARIS HOSPITAL

ESTIMATE FORM FOR :: THE MAINTENANCE AND REPAIR OF FIXED MECHANICAL PLANT, EQUIPMENT AND INSTALLATIONS INSTALLED IN KWAZULU-NATAL PROVINCIAL HOSPITALS, CLINICS AND BUILDINGS

| | |
|-----------------------------|----------------|
| SUBMIT TO: | FOR ATTENTION: |
| INSTITUTION: | REF NO.: |
| Replace doorbell in theatre | |
| | |
| | |
| | |

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

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) | |
| 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: |

AND SUB CONTRACT WORK

The service provider shall add here, ALL materials, components/ancillary parts which are required for the completion of the work quoted for.

In the event that more pages are required, this page may be copied.

| ITEM | DESCRIPTION | MANU-FACTURER | FIGURE /MODEL NO. | QUANTITY | UNIT COST | TOTAL COST (Excluding VAT) | | |
|---|---|---------------|-------------------|----------|-----------|----------------------------|---------------|--------------|
| | | | | | | BOUGHT OUT | PRO- PRIETARY | SUB CONTRACT |
| 1. | Wireless digital door | | | | | | | |
| | <ul style="list-style-type: none"> • Phone(1x wireless door phone, 1x wireless door station) • 2.4GHZ digital transmission • Dual way inter communication • Clear talking voice • Maximum working distance is 200m • Ac power adaptor 220-240v AC 9V | | | | | | | |
| | | | | | | | | |
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| | | | | | | | | |
| TOTAL COST BOUGHT OUT ITEMS (A) | | | | | | | | |
| TOTAL COST PROPRIETARY ITEMS (B) | | | | | | | | |
| TOTAL COST SUB CONTRACT ITEMS (C) (Attach copy of sub contractors quote) | | | | | | | | |

TOTAL AMOUNT (A) (B) (C) TO BE CARRIED FORWARD TO PAGE 1

D.1 **SCHEDULE OF PRICES
LABOUR, SUBSISTENCE, TRAVEL AND TRANSPORT REPLACEMENT AND
ADDITIONAL EQUIPMENT**

| D.1.1 | 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 | | | | |
| D.1.2 | 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..... |
| D.1.3 | 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 <u>OR</u> Subsistence <u>NOT</u> both | | | | | |
| D.1.4 | TRAVEL | | TOTAL Km | RATE/Km | |
| D.1.4.1 | From service provider's premises to site | | | Petrol Diesel | |
| a) | trips (skilled) | | | Delete as applicable | |
| | @ km per trip | | | R 7.78 R 7.58 | R..... |
| b) |trips (Semi-skilled) | | | R 5.80 R 5.60 | R..... |
| | @ km per trip | | | | |
| D.1.4.2 | From accommodation to site | | | | |
| a) | trips (skilled) | | | R 7.78 R 7.58 | R..... |
| | @ km per trip | | | | |
| b) |trips (semi-skilled) | | | R 5.80 R 5.60 | R..... |
| | @ km per trip | | | | |
| D.1.5 | 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 4 | | | | | R..... |

| SUBTOTAL BROUGHT FORWARD FROM PAGE 3 | | | | | R..... |
|--------------------------------------|---|--|----------|--------|--------|
| D.1.6 | TRANSPORT | | TOTAL Km | RATE | |
| a) | Haulage to site trips | | | | |
| | @km per trip | | 2.5 tone | R 9.31 | R..... |
| | @km per trip | | 3 tone | R10.80 | R..... |
| | @km per trip | | 5 tone | R12.50 | R..... |
| | @km per trip | | 7 tone | R14.50 | R..... |
| | @km per trip | | 10 tone | R16.80 | R..... |
| b) | Crannage to and on site @ sub contract rate | | R..... | x 1.10 | R..... |

TOTAL AMOUNT CARRIED FORWARD TO PAGE 1 ITEM (D) R......