



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: 2022-11-11

Closing Date: 2022-11-18

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: St Andrews hospital

Province: KwaZulu-Natal

Department or Entity: Department of Health

Division or section: Central Supply Chain Management

Place where goods / services is required ST ANDREWS HOSPITAL

Date Submitted 2022-11-11

ITEM CATEGORY AND DETAILS

Quotation Number: ZNQ:
SAH: 351/22/23

Item Category: Goods

Item Description: CLEANING MATERIAL

Quantity (if supplies)

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Select...

Date :

Time:

Venue:

QUOTES CAN BE COLLECTED FROM: WEBSITE

QUOTES SHOULD BE DELIVERED TO: DEPOSITE IN THE TENDER BOX SITUATED IN MAIN SECURITY GATE OR EMAILED TO Standrews.Quotations@kznhealth.gov.za

ENQUIRIES REGARDING THE ADVERT MAY BE DIRECTED TO:

Name: MS B MNOMIYA

Email: Standrews.Quotations@kznhealth.gov.za

Contact Number: 039 433 1955

Finance Manager Name: MR NI MDINGI

Finance Manager Signature:

No late quotes will be considered

DESCRIPTION: CLEANING MATERIAL

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
		PLEASE QUOTE TO SUPPLY AND DELIVER THE FOLLOWING CLEANING MATERIALS AS PER ATTACHED SPECIFICATION.				
	100	FLOOR STRIPPER 5L				
	200	SOAP TOILET LIQUID ANTI- BACTERIAL 5L				
	200	CLEANER FLOOR MOP AND SHINE 5L				
	30	MORTUARY CLEANER LIQUID 5L				
	100	SOAP LIQUID HAND WASH (PINK) 5L				
	200	POLISH FURNITURE AEROSAL 300ml				
		NB: SAMPLES WILL BE REQUIRED				
		ENSURE THAT THE FOLLOWING DOCUMENTS ARE SUBMITTED TOGETHER WITH THE QUOTATIONS				
		1. LATEST CSD SUMMARY REPORT				
		2. VALID BBBEE CERTIFICATE				
		3. VALID SARS PIN				
		NB: STRICTLY COMPLY WITH THE DELIVERY PERIOD				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)						
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)						

Does This Offer Comply With The Specification?		Does The Article Conform To The S.A.N.S. / S.A.B.S. Specification?	
Is The Price Firm?		State Delivery Period, e.g., 1day, 1week	

<p>Enquiries regarding the <u>quote</u> may be directed to:</p> <p>Contact Person: MS B. MNOMIYA Tel: 039-4331955</p> <p>E-Mail Address: Standrews.Quotations@kznhealth.gov.za</p>	<p>Enquiries regarding <u>technical information</u> may be directed to:</p> <p>Contact Person: Tel:</p>
---	--

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.

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 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 for fulfil their obligation.

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

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

6. SAMPLES

- 6.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
 - (i) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
 - (ii) If samples are not collected within 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:
--------------------	--

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.**

CONTIUTION SHEET – Cleaning Chemicals

	Item Description	Qty	Unit Price	Total Price
1	<p>Floor Polish Stripper Non- Ammoniated Heavy Duty, Slip Resistant</p> <ul style="list-style-type: none"> Polish stripper must be effective low-foaming ammonia free polymer and wax emulsion. High efficient floor stripper with pleasant aroma, suitable for hospital, medical facilities and office environment. Must be totally non-slip. The quality of the product must meet the latest edition of SANS1224/10245:2008 It must be non-volatile, non-irritating to mucus membrane and skin and biodegradable Must be accompanied by material safety data sheet and comply with NRCS regulations <p>A waterproof label clearly indicating product, safety data sheet and dilution or usage instructions to be on the outside of the container. Size: 5litre recyclable plastic containers Packaging: 4x5L recyclable containers</p>	100		
2	<p>Toilet Cleaner 5l</p> <ul style="list-style-type: none"> Anti-bacterial liquid toilet soap suitable for hospital and medical facilities. Disinfectant based on quaternary ammonium free chlorine based detergent. The soap must have a pleasant smell. <p>A waterproof label clearly indicating product, safety data sheet and dilution or usage instructions to be on the outside of the container. Size: 5litre recyclable plastic containers Packaging: 4x5L recyclable containers</p>	200		
3	<p>Floor Cleaner</p> <ul style="list-style-type: none"> Disinfectant detergent in the form of a liquid It must be homogenous, free-flowing, free from visible impurities and readily soluble in water. Product must carry SABS/SANS mark of approval. Product must be registered with the national regulation for compulsory specification (NRCS) and accompanied by material safety data sheet <p>Or equivalent to Water, Soda Ash Dense, Sodium tripoly phosphate, NP 9, Q A C 80% Pine Oil, Dye Product must bear proper label with safety precautions, manufacturer's details and recommended dosage. Size: 5litre recyclable plastic containers Packaging: 4x5L recyclable containers</p>	200		
4	<p>Mortuary Cleaner Detergent Disinfectants</p> <ul style="list-style-type: none"> Disinfectant based on glutaraldehyde (GA) for the disinfection and degreasing of gloves, floors and surfaces. May be used diluted or undiluted. The GA concentration after dilution must not be less than 0.2%. The disinfectant must comply with latest issue of SABS 1616. A detergent disinfectant based on glutaraldehyde. <p>Product must bear proper label with safety precautions, manufacturer's details and recommended dosage. Size: 5litre recyclable plastic containers Packaging: 4x5L recyclable containers</p>	30		

CONTIUTION SHEET – Cleaning Chemicals

5	Soap, Liquid Hand Wash 5L (Pink) <ul style="list-style-type: none"> Germicidal hand soap must contain water, EDTA NA 4 Salt, Formalin 40%, Igrasan DP 300, SLES 70%, Sodium Nitrite, CDE. Dye, Perfumed. Product must bear proper label with safety precautions, manufacturer's details and recommended dosage. Size: 5litre recyclable plastic containers Packaging: 4x5L recyclable containers	100		
6	Polish, furniture, Aerosol 300ml <ul style="list-style-type: none"> Must be non-wax emulsion, for use on untreated wooden furniture, in accordance with the latest issue of SABS specification 256. Product must bear proper label with safety precautions, manufacturer's details and recommended dosage. Size: 5litre recyclable plastic containers Packaging: Standard packaging	200		
7			VAT	R
8			GRAND TOTAL	R

Compulsory to be completed by the bidder and returned with quotation:

I, _____ from _____ do hereby (Print Name) (Name of Business)	
acknowledge that I have read and understand the specifications as laid out above and will ensure that the quotation price submitted will address all the requirements as stipulated.	
..... Signature / / Date

ST. ANDREWS HOSPITAL

EVALUATION CRITERIA

All proposals received shall be evaluated on the following statutory requirements:

- 1. Registration on the NEW KZN Suppliers Database.**
 - A supplier who is not registered on the provincial supplier database cannot enter into contract with the Department to render any services.
- 2. Good standing with SARS**
 - A supplier who does not submit an original valid Tax Clearance Certificate with his/her offer, or has not provided a valid Tax Clearance Certificate to the Institution for the validity period of the certificate, cannot be awarded a quotation or bid, as his/her tax matters may not be in order.
- 3. Bidders not to reflect on the restricted suppliers` database**
 - In the event that a preferred bidder is reflected as a defaulter /restricted, the bidders may be passed over.
- 4. Declaration of interest**
 - The standard bid document (SBD 4), has been improved to compel bidders to submit the names of their directors, trustees, shareholders, their individual identity numbers, personnel tax reference numbers and state employee numbers as part of their bid or quotation submission.
5. Preference point system through original and valid B-BBEE status level verification certificate or certified copy (highest point claim by bidder).
6. NRCS Registration certificate
 - Proof of registration is in the form of a NRCS Registration Certificate for disinfectants and detergent-disinfectants, which states that NRCS registered the specified formulation and a registration number was allocated to the formulation. The registration number shall be displayed on the label or information on the container for each registered disinfectant or detergent-disinfectant formulation.
7. Brand name of an article must be strictly specified.
8. 5 Litre sample of the product quoted will be requested to be submitted on the bidders cost, for testing, due to numerous complaints from end-users department and bidders that did not submit samples when requested to do so, will be disqualified.
9. Safety Material Data Sheet must be submitted together with quotation, if it was not submitted previously.
10. Bidders to comply with specification.
11. Quotations must offer value for money
12. Bidders to state delivery period of goods or services.
13. Tender closing date and time must be adhered to.
14. Only quotation with firm price will be considered for evaluation.
15. All necessary documents must be signed, stamped and returned.

Compulsory to be completed by the bidder and returned with quotation:

I,, from do hereby
(Print Name) (Name of Business)

acknowledge that I have read and understand the specifications as laid out above and will ensure that the quotation price submitted will address all the requirements as stipulated.

.....
Signature

..... / /
Date