

### Quotation Advert

Opening Date: 27/09/2022  
Closing Date: 04/10/2022

Closing Time: 11:00

#### INSTITUTION DETAILS

Institution Name: E.G & USHER MEMORIAL HOSPITAL  
Province:  
Department or Entity: Department of Health  
Division or section: Central Supply Chain Management  
Place where goods / services is required: EGUMH Workshop

Date Submitted: 27/09/2022

#### ITEM CATEGORY AND DETAILS

Quotation Number: EGU37/22/23  
Item Category: Services  
Item Description: Strip and quote for airconditioners

#### COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: NOT APPLICABLE  
Date :  
Time:  
Venue:

QUOTES CAN BE COLLECTED FROM: Are downloadable from KZNHealth website

QUOTES SHOULD BE DELIVERED TO: 57 Cnr of Elliot St and The Avenue Road, Kokstad

#### CONTACTS FOR THE LIVE ADVERT MAY BE CONTACTED TO:

Name: MR L. Doko  
Email: lwazi.doko@kznhealth.gov.za  
Contact Number: 0397978100/ 8128  
Finance Manager Name: Mrs N. NDLOBENI

Finance Manager Signature:



No late quotes will be considered







KWAZULU-NATAL PROVINCE

HEALTH  
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Private Bag X506 KOKSTAD 4700

Corner of Elliot street & the Avenue Road, KOKSTAD, 4700

kwazi.doko@kznhealth.gov.za

Tel: 039 797 8128 Fax: 039 797 8162

Acquisition management

**ADVERTISING DATE: 27 SEPTEMBER 2022**

**RFQ/ZNQ: EGU37/2022/2023**

**SERVICE PROVIDER TO TENDER FOR AIR CONDITIONERS STRIP & QUOTE**

Bidders are invited to submit proposals/Quotations for the AIRCONDITIONERS as per the specification/ checklist.

**MANDATORY DOCUMENTS TO BE SUBMITTED, FAILURE TO DO SO WILL LEAD TO BE NON RESPONSIVE.**

E.G & Usher Memorial Hospital supply chain management will apply. A current CSD summary report reflecting banking details, BB-BEE or sworn affidavit, Tax clearance certificate or SARS pin, Non-compliant will result to elimination factor.

The price quoted must be firm and must be inclusive of VAT for vat vendors, CSD registration report must be attached (supplier number and unique registration reference number). failure to attach the above mentioned documentation will result to your bid to be non-responsive. E.G & Usher Memorial Hospital reserves the right not to appoint and value for money will be the key determinant. Note: Bid document to be directed via **hand delivery to the hospital tender box situate at the main hospital gate "E.G & Usher Memorial Hospital"** Cnr of Elliot & The Avenue Road Kokstad 4700. All quotations must be received not later than **11h00** before noon on the **04 OCTOBER 2022**. Public opening of tenders – in this regard E.G & Usher Memorial Hospital will comply with the regulations made under the disaster Management Act, 2002, published in the Gazette on the 18 March 2020.

**NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE GOVERNMENT SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO.40553 DATED 20 JANUARY 2017).**

GROWING KWAZULU-NATAL TOGETHER



health

Department:  
Health  
PROVINCE OF KWAZULU-NATAL

THABAMAKHOSI USHER MEMORIAL HOSPITAL  
 11th FLOOR & 11th AMPHITHEATRE  
 Tel: 031 262 4700  
 Email: 11thfloor@kwahealth.gov.za

**SECONDARY/ ANCILLARY PARTS QUOTATION FORM FOR FIXED PLANT AND BUILDINGS**

*(To be used for emergency cases. During office hours)*

**SCOPE OF WORK: strip & quote air conditioners as per attached lists. This is a list of air conditioners that are not working at all, the scope work is not known**

*(This is a description of primary service for which secondary parts quotation is required.)*

**SECONDARY /ANCILLARY PARTS QUOTATION**

Mark up Rate ( Percentage)		5%
Transport Tariff Per Kilometre (Travelling)	R	
Labour Rate Per Hour : Skilled/Artisan Labour	R	
Labour Rate Per Hour: Semi-Skilled Labour	R	
Accommodation	R	
VAT	R	
	R	
<b>TOTAL</b>	R	

**CONTRACTOR PARTICULARS (To be completed by the contractor)**

NAME OF CONTRACTOR.....  
 Tel no. ....

CIDB REGISTRATION NUMBER .....  
 CIDB CATEGORY.....

CSD DATABASE REGISTRATION NUMBER.....  
 UNIQUE REGISTRATION NO:.....

CONTRACTOR'S AUTHORIZED SIGNATURE.....  
 QUOTE NO:.....

NAME IN BLOCK LETTERS:.....

COMPANY STAMP: ..... DATE: .....



**THE SPECIFICATION.**  
**ZNQ ECU37/2022/2023**  
**AIRCONDITIONERS STRIP AND QUOTE ONLY**

ITEM NO.	DESCRIPTION					
1	STRIP AND QUOTE ONLY OF 79 AIRCONDITIONERS					
	Availability of qualified and SAQCC registered servicemen	Submission of relevant and legal certificate of trade and proof of SAQCC registration.	50	points	Submission of relevant and legal certificate of trade and proof of SAQCC registration for verification.	Certificate of trade and proof of SAQCC Registration as an Authorised Refrigeration Practitioner under the correct category  Relevant, legal qualification for the serviceman who will be doing a job  none
						50  20  0

**GENERAL NOTES**

1. All scope needed to be checked on-site prior to submission of a quote and to any works being undertaken, discrepancies to be reported to Chief Artisan before work is done.
2. Preparation work is critical important to all works, where an unusual situation is discovered, report to Chief Artisan prior to proceeding.

**NB: Only the following Service Providers are invited to quote for the above service:**

- Service providers that specialises on maintenance and repairs of air conditioners and must be registered with SAQCC and must have CIDB category ME grading. SAQCC proof of Registration as an Authorised Refrigeration Practitioner under the correct category (for this particular job) must be attached for the serviceman who will be doing the job. SAQCC Registration title Card must be produce on site before commence of any work.
- Or service providers who have serviced and repaired state institution room (window/wall, console, split type and pack units etc.) air conditioners and Air conditioning Packaged Plant. A proof of relevant orders, completion certificate and relevant qualification for the serviceman who will be doing a job must be submitted with the quotation.

**1. The Service provider shall provide quotation template which shall be fully detailed as follows:**

- 1.1 Itemized list of Materials/Spare Parts/Equipment, showing unit costs, contractors mark-up and subtotal
- 1.2 Labour hours, Unit Rate and Sub-Total
- 1.3 Kilometers, Unit Rate and Sub-Total (Specify number of trips)
- 1.4 Subsistence: Number of Nights Out, Unit Rate and Sub-Total.
- 1.5 VAT and Grand Total

## AIR CONDITIONERS LIST -- 2022/2023

**STRIP AND QUOTE ONLY**

1. SERVICE PROVIDER IS REQUIRED TO DO STRIP AND QUOTE FOR THE AIR CONDITIONERS AS PER LIST BELOW
2. AFTER STRIP AND QUOTE SERVICE PROVIDER TO SUBMIT A DETAILED REPORT (REPORT TO SPECIFY EXACTLY WHAT NEEDS TO BE DONE) FOR EACH AIR CONDITIONER THAT WILL REQUIRE REPAIRS ACCORDINGLY
3. NO PAYMENT WILL BE PROCESSED FOR STRIP AND QUOTE HAVING NOT RECEIVED DETAILED REPORT FOR REPAIRS

NO	DEPARTMENT	ROOM	TYPE	MAKE	QTY
1	OT Recovery room	Split unit	Split unit	Teco	1
2	OT Packing room	Split unit	Split unit	Electra	1
3	CASUALTY	Split unit	Split Unit		2
4	ADMIN BOARDROOM	Boardroom	Ceiling Air Con	York	1
5	Physio	Physio office	Split unit	Mc Quay	03
6	Pharmacy	Dispensary	Split unit	Electra	01
7	ARV 2		Window	LG	05
8	ARV 1		Split unit	Samsung	02
9	OPD	2	Console unit	York	01
10	OPD	3	Console unit	York	01
11	OPD	4	Console unit	York	01
12	OPD	5	Console unit	York	01
13	OPD	6	Console unit	York	01
14	OPD	7	Console unit	York	01
15	OPD	15	Console unit	York	01
16	OPD	18	Console unit	York	01



17	OPD	19	Console unit	York	01
18	OPD	20	Console unit	York	01
19	OPD	21	Console unit	York	01
20	OPD	22	Console unit	York	01
21	Doctors room		Split unit	LG	01
22	A&B-Ward	Delivery room	Split unit	LG	01
23	I-Ward	Burns unit	Split unit	Airco	01
24	Dental clinic	Surgery	Split unit	Samsung	1 (700)size(btw's)
25	D/NURSING MANAGER	Office	Split unit	York	1
26	FINANCE OFFICE	Capturing Office	Split Unit	York	1
27	GATEWAY CLINIC		Split unit		3
28	EMRS	Managers Office	Split unit	Samsung	1
29	EMRS	Admin Office	Split unit	Samsung	1
30	EQUIPMENT ASSET	Managers Office	Split unit	York	1
31	PHC	PHC Park Home	Split unit	Airsure & Chigo	2
32	RECEPTION	Admin Block No. 11	Split unit	LG	1
33	INFORMATION	F.I.O.	Split unit	York	1
34	FINANCE MANAGER	Managers Office	Split unit	York	1
35	CEO	Managers Office	Split unit	York	1
36	MEDICAL MANAGER	Doctor's Office	Split unit	York	1
37	HR MANAGER	Manager's Office	Split unit	York	1
38	CEO'S SECRETARY	Admin no. 13	Split unit	York	1
39	LABOUR RELATIONS	Labour office	Split unit	Westpoint	1
40	ZONAL MATRONS	Manager's Office	Split unit	Samsung	1
41	FOOD SERVICES	Main Kitchen	Split unit	Midea & Evo	2
42	ADMIN BOARDROOM	Boardroom	Ceiling Air Con	York	1

43	ADMITTING	Admitting	Split unit	LG	2
44	RECEPTION	Admin Block No. 11	Split unit	LG	1
45	M&E MANAGER	M&E Office	Split Office	York	1
46	HR OFFICE	H.R. Office	Split unit	York	2
47	REVENUE	Revenue Office	Split unit	York	1
48	PHC	PHC Park Home	Split unit	Airsure & Chigo	2
49	MAIN STORES	Managers office	Split unit	Electra	1
50	MAIN STORES	Office 1	Split unit	LG	1
51	MAIN STORES	Office 2	Split unit	LG	1
52	WORKSHOP	Chief Artisan's Office	Split unit	Chigo	1
53	PARK HOME NO. 1	Resident	Window	LG	1
54	PARK HOME NO. 2	Resident	Window	LG	1
55	PARK HOME NO.3	Resident	Window	LG	1
56	PARK HOME NO.4	Resident	Window	LG	1
57	PARK HOME NO.5	Resident	Window	LG	1
58	PARK HOME NO. 6	Resident	Window	LG	1
59	ASST	Managers Office	Split unit	York	1
60	EMRS	Managers Office	Split unit	Samsung	1
61	EMRS	Admin Office	Split unit	Samsung	1
62	REVENUE <i>Storage Room</i>	<i>Storage Room</i>	Split unit	York	1
TOTAL					27



## 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.

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.....

.....

.....