



KWAZULU-NATAL PROVINCE
HEALTH
REPUBLIC OF SOUTH AFRICA

Quotation Advert

Opening Date: 06/02/2023
Closing Date: 14/02/2023

Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: St Andrews Hospital
Province: KwaZulu-Natal
Department of entity: Department of Health
Division or section: Supply Chain Management
**Place where goods/
service is required:** St Andrews Hospital
Date Submitted: 06/02/2023

ITEM CATEGORY AND DETAILS

Quotation number: SAH: 434/2022/2023
Item Category: Goods
Item Description: OFFICE FURNITURE
Quantity (if supplies): 07

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Not applicable
Date: N/A
Time: N/A
Venue: -

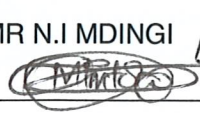
QUOTES CAN BE COLLECTED FROM: Downloadable from KZN HEALTH WEBSITE

QUOTES SHOULD BE DELIVERED TO: DEPOSIT IN THE TENDER BOX SITUATED IN THE MAIN SECURITY GATE/EMAIL: Standrews.Quotations@kznhealth.gov.za

ENQUIRIES REGARDING ADVERT MAY BE DIRECTED TO:

Name: MS B. Mnomiya
Email: Standrews.Quotations@kznhealth.gov.za
Contact number: 039 4331955

Finance Manager Name: MR N.I MDINGI / MTOLO pm

Finance Manage signature: 

OFFICIAL PRICE PAGE FOR QUOTATIONS OVER R2 000.01

 QUOTE NUMBER: ZNQ / SAH / 434 / 2022 _ 23

 DESCRIPTION: OFFICE FURNITURE +

PREFERENCE POINTS WILL BE ALLOCATED ACCORDING TO THE IMPLEMENTATION OF SPECIFIC GOALS IN TERMS OF PPR 2022:	POINTS ALLOCATED
Race – Full/partial/ combination of points may be allocated to companies at least 51% Owned by Black People	20

ICN NUMBER	QUANTITY	UNIT OF MEASURE	DESCRIPTION	BRAND & MODEL	COUNTRY OF MANUFACTURE	PRICE	
						R	C
			KINDLY SUPPLY AND DELIVER THE				
			FOLLOWING AS PER ATTACHED				
			SPECIFICATIONS:				
	01	UNIT	CHAIR SWIVEL HIGHBACK TILT AND GAS				
			HEIGHT WITH ARMREST				
	02	UNIT	OPERATOR`S CHAIR, GAS HEIGHT WITH				
			ARMREST				
	03	UNIT	INDUSTRIAL DRAUGHTMAN CHAIR				
			WITH ARMREST				
	01	UNIT	VISITOR`S ARM CHAIR				
			NB: The following statutory documents to				
			accompany official quotation price page and				
			failure to submit documents as requested				
			shall invalidate your quotation:				
			1. VALID SARS PIN				
			2. LATEST CSD SUMMARY REPORT				
			WITH COMPLIANCE TAX STATUS				
			3. VALID BBB-EE CERTIFICATE				
			Failure on the part of a tenderer to submit				
			proof or documentation as required in terms				
			of this tender, to claim points for specific goa				
			will be interpreted to mean that preference				
			points are not claimed				
VALUE ADDED TAX @ 15% (Only if VAT Vendor)							
TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)							

DOES THIS OFFER COMPLY WITH THE SPECIFICATION? YES / NO
 IS THE PRICE FIRM? YES / NO
 DOES THE ARTICLE CONFORM TO THE S.A.N.S. / S.A.B.S. SPECIFICATION? YES / NO

STATE DELIVERY PERIOD (E.G. 3 DAYS, 1 WEEK) _____

NAME OF BIDDER: _____

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

CAPACITY UNDER WHICH THIS QUOTE IS SIGNED: _____

DATE: _____

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

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid/quotation documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

1 Definitions

The following terms shall be interpreted as indicated:

- 1.1. "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2. "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3. "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4. "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5. "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6. "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7. "Day" means calendar day.
- 1.8. "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9. "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10. "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11. "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12. "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14. "GCC" means the General Conditions of Contract.
- 1.15. "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16. "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17. "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18. "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19. "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20. "Project site," where applicable, means the place indicated in bidding documents.
- 1.21. "Purchaser" means the organization purchasing the goods.
- 1.22. "Republic" means the Republic of South Africa.
- 1.23. "SCC" means the Special Conditions of Contract.
- 1.24. "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25. "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2 Application

- 2.1. These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2. Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3. Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3 General

- 3.1. Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2. With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za



SWIVEL CHAIR – HIGH BACK

SECTION A – General

Clause	Clause Description	Bidders Remarks
G1	Bidders must quote on the supply and delivery of the item.	
G2	SABS/SANS proof of certification or any other relevant certification documentation must be provided with the quotation.	
G3	Bidders must provide a sample of the item quoted for.	
G3.1	Please state brand name of item quoted for:	
G3.2	If the sample has to be opened and trialed such sample will not be returned. Please state if sample must be returned.	
G4	Bidder must state the guarantee period of the item quoted for.	_____ Months

SECTION B – Technical Specification

Clause	Clause Description	Bidders Remarks
T1	Must have a swivel and tilt mechanism.	
T2	Gas height adjustment.	
T3	Colour: Burgandy	
T4	Upholster covering: fabric	
T4.1	Edges, seams and joins of the upholstery must have professionally neatened edges.	
T5	Chair required must be mounted on 5 durable casters measuring 5 cm each	
T6	Must have a black plastic base.	
T7	Must have 2 arm rests.	
T8	Packing of each chair: Each chair must be individually wrapped in plastic to prevent damage and soiling while being transported.	

SECTION C – Confirmation

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
 SPECIFICATION MEETING
 2022 -11- 28
 APPROVED/NOT APPROVED.....
 CHAIRPERSON: *[Signature]*



SAH SPECIFICATION NO.: VC 01/1112 VISITOR CHAIRS-VINYL

SECTION A – General

Table with 3 columns: Clause, Clause Description, Bidders Remarks. Rows include G1, G2, G3, G3.1, G3.2, G4 with descriptions of supply and delivery requirements, certification, samples, brand names, wrapping, and guarantee periods.

SECTION B – Technical Specification

Table with 3 columns: Clause, Clause Description, Bidders Remarks. Rows include T1, T2, T3, T3.1, T4, T5 with technical specifications for chair color, upholstery, padding, frame, arm rests, and leg stoppers.

SECTION C – Confirmation

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

Confirmation form text: I, (Print Name), from (Name of Business) do hereby 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 and Date fields.

ST ANDREWS HOSPITAL SPECIFICATION MEETING 2022 -11- 28 APPROVED/NOT APPROVED: CHAIRPERSON: [Signature]

DISTRICT HOSPITAL: ST ANDREWS HOSPITAL

SUPPLY CHAIN MANAGEMENT – DEMAND MANAGEMENT

ITEM SPECIFICATIONS

<u>DESCRIPTION OF ITEM REQUIRED</u>	SUPPLY AND DELIVER OPERATORS CHAIR WITH ARMREST
PRODUCT	<ul style="list-style-type: none"> • Operators swivel chair
Brand	<ul style="list-style-type: none"> • Equivalent to Versatile office furniture
Product Use	<ul style="list-style-type: none"> • Recommended daily usage 8 hours
Standard Features	<ul style="list-style-type: none"> • Mid back with armrest • Back rack or clutch mechanism • Gas height adjustment • Seat: laminated VP70 high density chip foam/VC64 chip foam • Back: VP30 medium density foam • Seat and back rest are wood veneer
Colour	<ul style="list-style-type: none"> • Blue or Burgundy
Weight	<ul style="list-style-type: none"> • 200kg
Guarantee	<ul style="list-style-type: none"> • 5 years and locally manufactured

<p>SPECIFICATION STAMP ST ANDREWS HOSPITAL SPECIFICATION MEETING 2023 -01- 3 0 APPROVED/NOT APPROVED:..... CHAIRPERSON: <i>[Signature]</i></p>

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