



Quotation Advert

Opening Date: 27/01/2023
Closing Date: 03/02/2023
Closing Time: 11:00

INSTITUTION DETAILS

Institution Name: St Marys Marianhill Hospital
Province: KwaZulu-Natal
Department of entity: Department of Health
Division or section: Central Supply Chain Management
**Place where goods/
service is required:** No.1 Hospital Road, Abbot Francis Monastery, Marianhill 3610
Date Submitted: 27/01/2023

ITEM CATEGORY AND DETAILS

Quotation number: ZNQ: SMM/297/23
Item Category: Services
Item Description: SERVICE OF TELEPHONE LINES
Quantity (if supplies): SEE SPECIFICATION

COMPULSORY BRIEFING SESSION / SITE VISIT

Select Type: Compulsory Site Meeting
Date: 31/01/2023
Time: 10:00AM
Venue: ST MARY'S DISTRICT HOSPITAL MARIANHILL – MAIN GATE

QUOTES CAN BE COLLECTED FROM: PLEASE DOWNLOAD QUOTES AND PLEASE BRING YOUR OWN COPY TO THE SITE VISIT

QUOTES SHOULD BE DELIVERED TO: ST MARY'S DISTRICT HOSPITAL MARIANHILL – TENDER BOX OR EMAIL

ENQUIRIES REGARDING ADVERT MAY BE DIRECTED TO:

Name: Mr. S Kweyama
Email: Sanele.Kweyama@kznhealth.gov.za **Contact number:** 031 717 1025

Finance Manager Name: Mr. S Mthethwa **Finance Manager Signature**

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00 incl VAT

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: ST MARY'S DISTRICT HOSPITAL MARIANHILL
 DATE ADVERTISED: 27/01/2023 FACSIMILE NUMBER: EMAIL: Sanele.Kweyama@kznhealth.gov.za
 ENQUIRIES REGARDING THE QUOTE: Sanele.Kweyama@kznhealth.gov.za CONTACT NUMBER: 031 717 1025
 ENQUIRIES REGARDING TECHNICAL INFORMATION: Ms. GP Ndaba CONTACT NUMBER: 0839794558
 PHYSICAL ADDRESS: No.1 Hospital Road, Abbot Francis Monastery, Marianhill 3610

QUOTE NUMBER: ZNQ / SMM / 297 / 22 - 23 CLOSING DATE: 03/01/2023 CLOSING TIME: 11:00

DESCRIPTION: SERVICE OF TELEPHONE LINES

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: ↓	M A A A

Does this offer comply with the specification?	State delivery period, e.g. <i>1day, 1week</i>
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
		SERVICE OF TELEPHONE LINES				
		REFER TO ATTACHED DETAILED SPECIFICATION				
		COMPULSORY SITE VISIT				
		DATE: 31-01-2023				
		TIME: 10:00AM				
		VENUE: ST MARY'S DISTRICT HOSPITAL MARIANHILL				
		MAIN GATE				
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 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.
 - 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 & fulfillment of all obligations conditions devolving on under this agreement, as the Principal (s) liable for the due fulfillment 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 initialed. 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 quotations/ 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.

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.

Table with 3 columns: 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.

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 YES take place
- (ii) Date 31 / 01 / 2023 Time Place ST MARY'S DISTRICT HOSPITAL MARIANHILL

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



COMPLAINTS PROCESS FOR QUOTATIONS R2 000.00 TO R500 000.00 INCLUDING V.A.T

1. Supplier Submits Written Complaint / Objection

- Bidders aggrieved by decisions or actions taken by the Department or Institution during the SCM procurement process, must lodge a written complaint **immediately**.
- Complaints lodged two (2) or more days after the award will not be entertained.
- Complaints must be directed to the Responsibility Manager of the institution (Hospital or CHC) and District Finance Manager for District Offices.
- **It must be noted that this is not an appeals process and as such will not halt the procurement process.**

2. Institution Prepares Written Response to Complaint

- The Responsibility Manager, or his appointee, must prepare a response letter to the complainant.
- The complaint must be resolved within **60 days**.
- Should the complainant not be satisfied with the response, the matter will be referred to the District Finance Manager (applicable to all Hospitals and CHC) or District Manager (Applicable to all District Offices) for a final verdict.
- Should the complainant still not be satisfied with the response received, they may then seek legal recourse at their own expense.

Complaints or objections should be directed to:

Responsibility Manager:

Mr. S Mthethwa

Email Address:

Sifiso.Mthethwa@kznhealth.gov.za



4Quote Number:

297
Sun/29/11/23

Item Description: SERVICE OF TELEPHONE LINES

Department/Section: SYSTEMS (MAINTENANCE) Purpose of Item: To maintain telephone line

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: SABS CIDB

1.2. Is a compulsory site inspection / briefing session required? / No

if Yes, specify: Date 31/10/2023 Time 10:00am Place St Marys District Hospital

1.3. Is local production and content part of the quote? Yes / No

if Yes, specify: _____

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

if Yes, specify: SCM Delegation v.3. 2022

1.5. Liability Cover insurance? Yes

if Yes, specify: _____

2. What is the specification of the required item?

List specifications to be advertised	Comment
1. Repair loose cable x 50	
2. Repair faulty port/ jack x 41	
3. Repair none indication or none ringing telephone x 27	
4. 5 x existing dead lines	
5.	

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.

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>G. P. Ndaba</u>	Name of SCM Rep (in full)	<u>S. Makhanyis</u>
Designation / Rank (in full)	<u>SSMO</u>	Designation/ Rank (in full)	<u>SCM Supervisor</u>
Signature	<u>[Signature]</u>	Signature	<u>[Signature]</u>
Date		Date	<u>25.11.2022</u>

Standard End-User Specification Form

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- 6.2 All work must be carried out during normal working hours. Qualified Technicians will perform all work and reasonable care will be taken by the contractor as per the OHS Act 85 of 1993 and the terms and conditions of this contract.
- 6.3 Complete services with Safety certification, labelling etc. and service guarantees. To include all inspection reports as per the Occupational Health and Safety Act 85 of 1993 and the terms and conditions of the contract.
- 6.4 The service will only be signed off as completed on receipt of a comprehensive after service report on all findings and a bill of quantities document for any identified repairs.
- 6.5 To perform the work required in terms of this contract during normal working hours except in the case of an emergency.
- 6.6 To allow for Contractor inspections by an Inspector from the Department of Labour, workmen, lights, tools, instruments and other equipment required by the inspector for the purpose of the inspection.
- 6.7 To allow for any additional inspections called for by the OHSA (Occupational Health and Safety Act) 85, of 1993 – this mandatory requirement will form part of this contract. State if your company offers random OHSA inspections for the purpose of the inspection.
- 6.8 Contractor must supply all user manuals and service manuals or guides on in house maintenance if required and all relevant information with regard to service intervals both major and minor services – to be handed to maintenance manager.
- 6.9 Quoted Price must be held firm for the duration of the contract. It is the Contractor's responsibility to take a forward cover for any future increase in charges, taxes, duty etc. that maybe imposed on the Contractor in respect of servicing, materials and parts.

GENERAL TERMS AND CONDITIONS

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- 7.1 The Contractor to commence work on receipt of order or prior arrangement. Contractor to ensure he/she informs the Maintenance Manager of repairs with approximate down time. Only the authorised person/s will be permitted on site for the repairing.
- 7.2 Contractors to work within normal working hours i.e. 07H00 to 15H30, unless prior arrangements have been agreed on and authorized for afterhours work on site. Entrance and exit for authorized afterhours work - the Contractor must at all-time report to and sign in and out with the Security Supervisor on site.
- 7.3 The contractor and contractor employees are required to report to the Maintenance Supervisor or Official in Charge upon arrival and prior to departure from the institution.
- 7.4 Compulsory: Signing in and out in the Contractors Register. The Register must be signed by all contract staff on site (Company name, Contractor personnel/staff with title/designation as per page 3 of 5 of the BILL OF QUANTITIES Document).
- 7.5 Compulsory compliance to the OHS ACT 85 of 1993, National Building Regulations & the institution agreed on terms for the duration of the contract.
- 7.6 The Contractor will ensure the area/s where the contract is under way, the area/s closest to and within this area is always kept clean and safe for all persons. Ensure proper visible signage is in place indicating restricted areas is in place for the duration of the work in progress and removed on completion of the contract.
- 7.7 Handing over certificate, Safety Certificates, invoice/s, and job card will ONLY be accepted, once the site is cleared of all rubble/debris/unwanted scrap, under the supervision of the maintenance manager. No scrap metal or redundant parts, materials, equipment or plant to be removed off site without prior written authority from the Systems Manager. Departure off site.
- 7.8 The contractor shall make timeous arrangements with the maintenance manager to inspect all work carried out prior to departure off site.
- 7.9 Should any part of the complete works perform unsatisfactorily, so as to become detrimental to its functional use, the contractor shall replace any such part, or the complete works, with equipment as prescribed by the institution without delay at his/her own cost. Any damages caused to the building, plant or working area due to contractor negligence, will be repaired at the contractor's cost before the end of the contract or the costs will be deducted from the final invoice of the current work in progress,
- 7.10 The contractor shall submit his/her final invoice only after all work is satisfied as per the technical specification, together with all written guarantees not less than 12 months, safety & completion certificates, written reports if required

and signed off job card. Together with the required instruction manuals, service intervals and written maintenance advice on the internal up keep.

GENERAL NOTES:

- Contractor to report to the maintenance artisan for the site briefing.
- All material to be SABS approved.
- Any damages to hospital property will be repaired by the contractor at his/ her cost.
- Contractor is advised to visit the site prior to submitting quotes.
- All workmanship to be guaranteed for six months
- Contractor to remove rubble and make well to site before handover.
- All work carried out to be of satisfaction to hospital management
- No storage will be provided for materials and equipment
- All contractor staff must be identifiable on site
- Submit after service report.

G.P. NDABA

DATE:

SENIOR SYSTEMS MANAGEMENT OFFICER