#### STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00

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- 1.3 The department reserves the right to evaluate all quotations excluding VAT as some bidders may not be VAT
- The bidder must ensure the correctness & validity of quote: that the price(s), rate(s) & preference quoted cover all for the work/filem (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk.

  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. This quotation will be evaluated specification & correctness of information.

  Only offers that comply with or greater than specification will be considered.

  Late quotes will not be considered.

  All products supplied must be valid for a minimum and of the considered.
- 1.5

- Late quotes will not be considered.

  All products supplied must be valid for a minimum period of six months.

  A bidder not registered on the Central Suppliers Database or verification has failed will not be considered.

  All delivery oosts must be included in the quote price, for delivery at the prescribed destination.

  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.

  In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- for each delivery point.
  If samples / compulsory site inspection / briefing session are required, the supplier will be informed in due

- course.

  The supplier shall furnish any information, when requested.

  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.

  The supplier shall indemnify the KZN Department of Health (aka the purchason) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part.
- of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser. If the supplier tails to deliver any or all of the goods or to perform the services within the period(c) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract free, 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. The purchaser may also consider remination of the contract. The purchaser may proceed in the contract tails to perform any other obligation(s) under the contract or has engaged in corrupt or the audulent practices in competing for or in executing the contract. The purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar goods, works or services.
- 1.19
- such similar goods, works or services.

  1.21 Where the purchaser terminales the contract in whole or in part, the purchaser may decide to impose a

- considered. Furthermore a ventication will be done to identify it bloders having multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be
- SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS
- 22

- QUOTATION.
  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 leminine and the neuter.
  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. The bidder is advised to check the number of pages and to safesty himself that none are missing or duplicated. Quotation submitted must be complete in all respects.
  Any alteration made by the bidder must be initialed. Quotation will be opened in public as soon as practicable after the closing time of quotation. Where practical, prices are made public at the time of opening quotations.
  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.
- SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS
- arrecurs. INFO INFO INFO REGARDING PARID DELIVERED QUOTATIONS.

  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.

  Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be todged in a separate seased 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 compiled with, such quotations/bids may be related as the beginn invalid.
- other than that shown on the emelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.

  3.3 All quotations received in sealed emelopes with the relevant quotation numbers on the envelopes are kept unopered in alled usually unlike dosing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bids. Where, however, a quotation is received permitted in the provided of the receiped of the quotation number written on the envelope.

  3.4 A specific box is provided for the receipel of quotations, and no quotation found in any other box or elsewhere subsequent to the dosing date and time of quotation will be considered.

  3.5 No quotation/bid sent through the post will be considered.

  3.6 Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

- as being invalid.

#### **DECLARATION OF INTEREST**

- 1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to quote (includes a price quotation, advertised competitive quote, limited quote or proposal). In view of possible allegations of favouritism, should the resulting quote, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
  - the bidder is employed by the state; and/or
  - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the quote(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the quote.

2. Ir	order to give effect to the above	, the following questionnaire must be	completed and submitte	ed with the quote.	
2.1.	Full Name of bidder/representa	tive 2.4	I. Company Registrati	on Number:	
22	Identity Number:		<ol> <li>Tax Reference Num</li> </ol>	ber:	******
2.3.		ny (director, trustee, shareholder²):2.6	5. VAT Registration No	ımber:	
2.7. 2.8. 2.8. 2.8. (Note:	The names of all directors / tru employee / persal numbers mu Are you or any person connect 1.lf so, fumish the following partit. Name of person / director / trust Name of state institution at whic Position occupied in the state in 2. If you are presently employed in the public sector?  2.1. If yes, did you attach proof feilure to submit proof of such at 2.2. If no fumish reasons for or	stees / shareholders / members, their st be indicated in paragraph 3 below. ed with the bidder presently employed culars: ee / shareholder/ member:	by the state?  bidder is employed: Any other particulariate authority to und nt?  n the disqualification of	pers, tax reference numbers lars:	ers and, if applicable, [TICK APPLICABLE]  YES NO  outside employment
	state in the previous twelve mo				ct business with the
2.10	. Do you, or any person connect may be involved with the evalu 1. If so, furnish particulars:	ed with the bidder, have any relationsl ation and or adjudication of this quote	nip (family, friend, other ?	) with a person employed	YES NO
2.11	Are you, or any person connect employed by the state who ma     If so, furnish particulars:	ted with the bidder, aware of any relati y be involved with the evaluation and o	onship (family, friend, or or adjudication of this qu	ther) between any other bi uote?	YES NO
2.12	. Do you or any of the directors / or not they are bidding for this	trustees / shareholders / members of t	he company have any i	nterest in any other related	Companies whether YES NO
200377				•••••	
3. NB:	The Department Of Health will to ensure that their details are	ees / members / shareholders. validate details of directors / trustee up-to-date and verified on CSD. If the over as non-compliant according to N	Department cannot va	alidate the information or	ppliers' responsibility CSD, the quote will
4	DECLARATION				
	HE UNDERSIGNED (NAMI RNISHED IN PARAGRAPH	E) S 2.		CERTIFY THAT THE	INFORMATION
	CCEPT THAT THE STATE I DVE TO BE FALSE.	MAY REJECT THE QUOTE OR	ACT AGAINST ME	SHOULD THIS DECL	ARATION
	ne of bidder	Signature	Position	 Date	
*Sta a)	te* means – any national or provincial department constitutional institution within the means and 1999 (Act No. 1 of 1999).		c) provincial legislature; i) national Assembly or the	national Council of provinces; o	r

any municipality or municipal entity;
 \*Shareholder\* means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.



Specifications Template RILL BITS LIS BITS IN BITS IN

#### Prepared by:

Initial and Surname	Designation	Signature	Date
Eisie Piliay	Buyer	Churt.	3/03/2021

## Reviewed by Operational Manager: Y Padayachee-NICU

Initial and Surname	Designation	Signature	Date
Y Padayachee	OPM	Gadgrack	01/03/2021

Item details	Specification
Item description	DIAPERS,BABY,DISPOSIBLE,PREMATURE/8X/200
Size	Premature
Colour	White
Material	Diaper shall have an inner absorbent quilted, cloth-like outer cover (no plastic) Diaper shall have elasticized legs with 2 strands of elastic. Diaper soft walstband which folds to protect the umbilical cord.
Packaging (unit/box)	200 Diapers per box
Functionality/performance	Diaper shall be 8cm in width between the baby's legs to allow for proper positioning of the baby's legs. Diaper shall be 20cm in length. Diaper shall have refast enable fasteners 3cm in width to ensure proper fit.
Purpose	Appropriate for development care and prevents hip joint displacement and the baby can still maintain the correct posture and movement in these appropriate size napples.
Other:	Large napples restricts movement which are important aspects for development care.

## Approved by specifications committee chairperson:

initial and Surname	Portfolio	Signature	Date
F.z. Mkhyż	Sem	$ \mathcal{D} $	04/03/2021



## Prepared by:

Initial and Surname	Designation	Signature	Date
Elsie Pillay	Buyer	Crust	3/03/2001

# Reviewed by Supervisor/Operational Manager:Y Padayachee

Initial and Surname	Designation	Signature	Date
Y Padayachee	ОРМ	Waday no	04/03/2021

item details	
Item description	DIAPERS,BABY,DISPOSIBLE,X- LARGE,BX/200
Size	X-LARGE, End fold 106mm:Diaper shall be 140mm width between the baby legs
Colour	Dependent on availability
Material	Elasticated Legsl. Has a relastenable tape. Super Aborbent mass and Waterproof Outer layer.
Packaging (unit/box)	200 units per box
Functionality/performance .	For large bables above weight of 4 kg as movement is restricted due to constriction and tightness of inappropriate size of nappy used
Purpose	To prevent leakage and constriction and pressure sores due to tightness of inappropriate size of napples
Other:	Used for our long term babies who are 4- 6months old in age

# Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
F-2. Mkhizp	Sem	B	04/03/2021