

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

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SIGNAT	URE OF BIDDER	₹:	A							SARS PIN:																	
[By sign	ing this documen	t I hereby agree	e to all to	erms ar	nd condi	itions]				CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.: 1																	
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- SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

- The institution is under no obligation to accept the lowest or any quote.

  The price quoted must include VAT (if VAT vendor).

  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/liem (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk.

  1.5 The bidder mist accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this agreement, as the Principal (s) lable for the due fullifiment of this contract.

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

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

  1.8 Late quotes will not be considered.

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

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

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

  1.12 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.

  1.13 In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point. cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the

- for each delivery point.

  1.14 If samples / compulsory site inspection / briefing session are required, the supplier will be informed in due

- course.

  1.15 The supplier shall furnish any information, when requested.

  1.16 The supplier shall furnish any information, when requested.

  1.16 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.

  1.17 The supplier shall indemity the KZN Department of Health (aka the purchasor) against all third-party claims of intringement of patent, trademark, or industrial design rights arrising from use of the goods or any part thereof by the purchasor.

  1.8 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 purchasor shall, without prejudce to its other remedies under the contract, deduct from the contract price, as a penality, 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 purchasor may also consider termination of the contract.

  1.19 The purchasor may terminate this contract in whole or in part if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract fails to perform any other obligation(s) under the contract, or has engaged in corrupt or traudically reactives 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 to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for
- such similar goods, works or services.

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

- restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a
- period not exceeding 10 years.

  1.22 In the event of a bidder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bidders having multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered
- 2 SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS QUOTATION
- 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 feminine and the neutor. Under no circumstances whatscever may the quotationable forms be relyped or rediafied. Photocopies of the original bid documentation may be used, but an original singularier must appear on such photocopies. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated. Divisition is shirted must be complete in all the respects.

- Outdation submitted must be complete in all respects.

  Any alteration made by the bidder must be initialled.

  Use of correcting fluid is prohibited.

  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
- 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 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 jected as being invalid
- All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept an approaches a received in scale arrivages with in the relevant quotation humber on the environges are key incorpored in safe custody until the closing time of the quotation/buls. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bul 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 dosing date and time of quotation will be considered if it is received after the closing date and time.

  3.5 No quotation/bul 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 develop.

- Quotation documents must not be included in packages containing samples. Such quotations may be rejected





# Specifications Template

#### Prepared by:

Initial and Surname	Designation	Signature	Date
F.A ZITHA	INTERH	Pithe	12/11/2019

## Reviewed by Supervisor/Operational Manager:

Initial and Surname	Designation	Signature	Date
T' C HARIOGRAIK	Has	Alfredisofo	12/11/2018

Item details	Specification
Item description	BAND IDENTIFICATION CHILD WHITE
Size	30cm length (child)
Colour	white
Material	
Packaging (unit/box)	
Functionality/performance	Direct write information on bracelet by ball pen.
Purpose	Apply bracelet around wrist or ankle adjustable to desired size and close snap.
Other:	Long enough 30cm, cut off excess strap next to snap.
	Must have name, kzn no, gender and date of birth.

# Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
N.P. Mhemba	Simp	AND	Palulacia

## **DECLARATION OF INTEREST**

re qu by	lationship, may make an offer or or or otoe or proposal). In view of possity the state, or to persons connected osition in relation to the evaluating of the bidder is employed by the state the legal person on whose behave evaluation and or adjudication of		ote (includes a price quotation, adver- the resulting quote, or part thereof, be d that the bidder or his/her authorise has a relationship with persons/a pe at such a relationship exists between	rtised competitive quote, limited e awarded to persons employed d representative declare his/her rson who are/is involved in the the person or persons for or on
2. In	order to give effect to the above,	the following questionnaire must be co	ompleted and submitted with the quo	te.
2.2. 2.3.	The names of all directors / trust	2.5. y (director, trustee, shareholder²):2.6.		
28	Are you or any person connected	d with the bidder presently employed t	ny the state?	YES NO I
	I.If so, furnish the following particu		by the state:	TEG NO
2.0.		e / shareholder/ member:		
	Name of state institution at which	you or the person connected to the bi	idder is employed:	
	Position occupied in the state inst	titution:	Any other particulars:	
2.8.2	2. If you are presently employed in the public sector?	by the state, did you obtain the appro	priate authority to undertake remune	rative work outside employment
283		f such authority to the quote documen	it?	[1E3] [NO]
		hority, where applicable, may result in		
2.8.3	2.2. If no, furnish reasons for non	n-submission of such proof:		
2.9.	Did you or your spouse, or any o state in the previous twelve mon	of the company's directors / trustees / ths?	shareholders / members or their spo	ouses conduct business with the YES NO
				ALL CORES MADO MATTERS ON DA
2.10		d with the bidder, have any relationshi tion and or adjudication of this quote?		employed by the state and who
				24 PATRICIAN SE
	employed by the state who may	d with the bidder, aware of any relatio be involved with the evaluation and o	r adjudication of this quote?	any other bidder and any person           YES         NO
2.11	.1. If so, turnish particulars:	rustees / shareholders / members of th	o company have any interest in any	other related companies whether
2.12	or not they are bidding for this co		le company have any interest in any t	YES NO
2.12	1.1. If so, furnish particulars:			
3.	Full details of directors / truste The Department Of Health will va to ensure that their details are u		I members / shareholders on CSD Department cannot validate the info	ormation on CSD, the quote will
4	DECLARATION			
	HE UNDERSIGNED (NAME RNISHED IN PARAGRAPHS	) 2.	CERTIFY T	THAT THE INFORMATION
	CCEPT THAT THE STATE M OVE TO BE FALSE.	1AY REJECT THE QUOTE OR A	ACT AGAINST ME SHOULD T	HIS DECLARATION
	ne of bidder	Signature	Position	Date

"State" means -

a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

c) provincial legislature; od) national Assembly or the national Council of provinces; or Parliament.

b) any municipality or municipal entity;

<sup>\*&#</sup>x27;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.