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

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NAME (	OF BIDDER:														_	D	AT	E:											450										
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Does this	offer comply wi	h the sp	ecificat	ion?					3000				259			State d													v.s										
Is the pric	e firm?							_		_	_					All deli	ver	y cos	sts	mus	t b	e inc	duc	led i	n th	e q	uot	e pri	ce		_	_		_					
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VALUE	ADDED TAX @	15% (0	nly if \	/AT Ve	ndor)															1	240			H 25%								3.0	-			-		-	
	QUOTATION F					D	ays)			7						P7.5							B	7								1117							
1.1 Th	ECIAL CONTRACT e institution is under r e price quoted must i	o obligation	to accep	t the lowe		que	ote.				324			37.5			.22		d n	not exc	eec	ding 10	ye:	ars.	800			98	100	Š.Y									or for a

- 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/item (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 1.5
- devolving on under this agreement, as the Principal (s) hable 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 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.

  1.14 If samples / compulsory site inspection / briefing session are required, the supplier will be informed in due
- 1.15 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 indemnify the KZD bepartment of Health (ake the purchaser) against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part. thereof by the purchaser.
- 1.18 If the supplier falls 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.
- contract price, as a penalty, a sum calculated on the delivered price of the delay on the stayle globus of 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 termination of the contract.

  1.19 The purchaser, 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 fraudulent practices in competing for or in executing the contract.

  1.20 The purchaser may produce, 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

- 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.
- SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS 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. Under no circumstances whatsoever may the quotation/bit 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 satisfy himself that none are missing or duplicated. Quotation submitted must be complete in all respects. Any alteration made by the bidder must be initialled. Use of correcting fluid is prohibited.

- Ose of correcting using premisers.

  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 destined to make more than one offer against any individual term, 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 compiled with, such quotations/bids may be
- 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. 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.
- 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. Quotation documents must not be included in packages containing samples. Such quotations may be rejected
- as being invalid.

#### **DECLARATION OF INTEREST**

- 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. In order to give effect to the above, the following questionnaire must be completed and submitted with the quote.

2.2.	Full Name of bidder/representative	2.5.	. Tax Reference Nur	ion Number:nber:		
2.7.	The names of all directors / trustees / shareholders / memb		ndividual identity num	bers, tax reference num		
20	employee / persal numbers must be indicated in paragraph Are you or any person connected with the bidder presently		by the state?		[TICK APPI	
	I. If so, furnish the following particulars:	employed	by the state?		YES	NO
2.0.	Name of person / director / trustee / shareholder/ member:					
	Name of state institution at which you or the person connect					
	Position occupied in the state institution:					
2.8.2	2. If you are presently employed by the state, did you obtain	the appro	priate authority to und	dertake remunerative wo	rk outside en	ployment
	in the public sector?	36.5			YES	NO
	2.1. If yes, did you attach proof of such authority to the quote				120	1110
	Failure to submit proof of such authority, where applicable, m					
2.8.2	2.2. If no, furnish reasons for non-submission of such proof:					
2.9.	Did you or your spouse, or any of the company's directors a	/ trustees /	shareholders / memb	ers or their spouses cor	nduct busines	s with the
	state in the previous twelve months?				YES	NO
2.9.1	I. If so, furnish particulars:				Intitledia ADVS SAMI DA	
2.10	. Do you, or any person connected with the bidder, have any	relationshi	p (family, friend, othe	r) with a person employe	ed by the state	e and who
0.40	may be involved with the evaluation and or adjudication of t				YES	NO
	.1. If so, furnish particulars:					
2.11	<ul> <li>Are you, or any person connected with the bidder, aware of employed by the state who may be involved with the evalua-</li> </ul>	any relatio	nsnip (tamily, triend, o	itner) between any other		
2 11	.1. If so, furnish particulars:				YES	NO
	. Do you or any of the directors / trustees / shareholders / mer				ted companie	e whathar
2.12	or not they are bidding for this contract?	inders or un	c company have any	merest in any other rela	YES	NO
2.12	.1. If so, furnish particulars:				[ IES ]	INO
	- 1918 - 1602 - 1818 - 1918 1803 1805 1805 1805 1805 1805 1805 1805 1805					
3.	Full details of directors / trustees / members / sharehold					
NB:	The Department Of Health will validate <b>details of directors</b> to ensure that their details are up-to-date and verified on C not be considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over as non-compliant according to the considered and passed over a co	SD. If the	Department cannot v	alidate the information	on CSD, the	
4	DECLARATION					
	HE UNDERSIGNED (NAME)RNISHED IN PARAGRAPHS 2.	************		.CERTIFY THAT TI	HE INFORM	MATION
	CCEPT THAT THE STATE MAY REJECT THE QUO	TE OR A	ACT AGAINST ME	SHOULD THIS DEC	CLARATIO	N
PRC	OVE TO BE FALSE.					
Nam	e of bidder Signature		Position	Da	ate	
"Stat	e" means -					
a)	any national or provincial department, national or provincial public en constitutional institution within the meaning of the Public Finance Manag Act, 1999 (Act No. 1 of 1999);		national Assembly or th	e national Council of provinces	s; or	
b)	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.

<sup>2</sup> 



# **Specifications Template**

## Prepared by:

Initial and Surname	Designation	Signature	Date
Z.N. Mbele	Admin Clerk	Dabe	22/06/2020

## Reviewed by Supervisor/Operational Manager:

Initial and Surname	Designation	Signature	Date
G. Jiyane	Supervisor	Do my rusos	22/06/2020

Item details	Specification
Item description	Urethral Dilators
Size	18.0
Colour	
Material	
Packaging (unit/box)	8
Functionality/performance	
Purpose	To dilate soft urethral stricture in the clinic as an outpatient procedure instead of operation under GA
Other:	

## Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
N-P. Mthemby	SCMP	200	15.07 20

INKOSI ALBERT LUTHULI CENTRAL HOSPITAL CASH FLOW COMMITTEE

2020 -07- 03

APPROVED / NOT APPROVED Daceel

SIGNATURE: