STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00

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[By sign	ing this docur	nent I	hereby	agree	to all	terms	an	d co	ndit	tio	ns]					10446	С	EΝ	TRAL	SI	JPP	LIER	DA'	TABA	SE	REC	SISTE	TAS	ION ((CS	D) N	0.:	1		ALV.		N 225
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- 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 13
- The bidder must ensure the correctness & validity of quote: that the price(s), rate(s) & preference quoted cover all for the work/fiem(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.
- 1.6

- 1.6 In a guotation will be evaluated specimization to obtractives or intermation.
 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
- In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point. 1.13
- 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 KZN Department of Health (also 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
- or intringement or patient, trademark, or industrial design rights arising tron use or are globals or any pair, thereof by the purchaser. 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.
- 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. 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. The purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to hose undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. 1.20
- Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose 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
- SPECIAL INSTRUCTIONS AND NOTICES TO SUPPLIERS REGARDING THE COMPLETION OF THIS 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 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 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

- 2.6
- 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
- SPECIAL INSTRUCTIONS RECARDING 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 reliefed as the price received.
- ones that that shown on the envelope, it was provision is not complied with, soull quotations bus 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. 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
- 3.6 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 evaluation/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	co	mpleted and submitted with the quote.	
2.1.	Full Name of bidder/representati	ve 2	.4.	Company Registration Number:	
2.2.	Identity Number:	2		Tax Reference Number:	
2.3.	Position occupied in the Compar	37 N N N N N	.6.	VAT Registration Number:	
2.8. 2.8.1	The names of all directors / trus employee / persal numbers mus Are you or any person connecte. If so, furnish the following particon Name of person / director / truste Name of state institution at which Position occupied in the state ins	tees / shareholders / members, theit to be indicated in paragraph 3 below d with the bidder presently employeulars: e / shareholder/ member:	d by	dividual identity numbers, tax reference y the state? dder is employed: Any other particulars: priate authority to undertake remunerative	[TICK APPLICABLE] YES NO
	in the public sector?				YES NO
2.8.2	If yes, did you attach proof of	of such authority to the quote docum	ent	?	
(Note: F	ailure to submit proof of such au	hority, where applicable, may result	in i	the disqualification of the quote.)	
2.9.	Did you or your spouse, or any state in the previous twelve mor	of the company's directors / trustee: hths?	s / s	shareholders / members or their spouses	conduct business with the
2.9.1	. If so, furnish particulars:				
	may be involved with the evalua	tion and or adjudication of this quote	e?	o (family, friend, other) with a person emp	YES NO
		ad with the hidder, aware of any rela		ship (family, friend, other) between any o	other hidder and any nerson
	employed by the state who may	be involved with the evaluation and	or	adjudication of this quote?	YES NO
2.12	. Do you or any of the directors / t	rustees / shareholders / members of	the	e company have any interest in any other	related companies whether
	or not they are bidding for this c	ontract?			YES NO
2.12	.1. If so, furnish particulars:				
3. NB:	to ensure that their details are u	alidate details of directors / truste up-to-date and verified on CSD. If the	ne [I members I shareholders on CSD. It is Department cannot validate the informational Treasury Instruction Note 4 (a) 201	tion on CSD, the quote will
4	DECLARATION				
	HE UNDERSIGNED (NAME RNISHED IN PARAGRAPHS			CERTIFY THA	T THE INFORMATION
	CCEPT THAT THE STATE NOVE TO BE FALSE.	1AY REJECT THE QUOTE OF	R A	CT AGAINST ME SHOULD THIS	DECLARATION
	ne of bidder	Signature		Position	Date
71011					
	e" means –			an install beinfallen	
a) b)	any national or provincial department constitutional institution within the mea Act, 1999 (Act No. 1 of 1999); any municipality or municipal entity;	, national or provincial public entity or ning of the Public Finance Management	c) d) e)	그 사람들이 들어가 하면 하다 열어 살아가 되었다면 살아가지 않는데 하면 하는데 나를 하는데 하는데 하는데 하는데 하는데 되었다.	vinces; or

²"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

Prepared by:

Initial and Surname	Designation	Signature	Date
5.2 Zondi	SFMO	telint	14/04/2020

Reviewed by Supervisor/Operational Manager:

Initial and Surname	Designation	Signature	Date
T. V:110	AFM	Z Man	15/4/2020
1			

Item details	Specification
Item description	STAMP
Size	STAMP 3CM X 5CM
Colour	RED
Material	
Packaging (unit/box)	
Functionality/performance	
Purpose	
Other:	

Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
	(S-8-2)		
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Specifications Template

Prepared by:

Initial and Surname	Designation	Signature	Date
8.2.2 ondi	SEMO	- BLIND	14/04/2020

Reviewed by Supervisor/Operational Manager:

Initial and Syrname	Designation	Signature	Date
T. Villay	AFM	May	15/4/2020
)			/ /

Specification
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Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
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