STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00 incl vat

RE HEREBY INVITED	TO QUOTE FOR REQUIREMENTS	AT. INKOSI ALBERT LUTHULI CENTRAL HOSPITAL

DATE ADVERTISED 21/02/2022 FACSIMILE NUMBER NA EMAIL: Quotations@ialch.co.za

ENQUIRIES REGARDING THE QUOTE: Lungani Ngcemu

All delivery costs must be included in the quoted price

PHYSICAL ADDRESS: 800 Vusi Mzimela Road Mayville 4091

DESCRIPTION 50 UNITS, PACKING NASAL AIRWAY TUBE 8.0 CM LENGTH 8CM WIDTH1.5CM HEIGHT 2CM

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR OFFER BEING DISQUALIFIED)

NAME & A	RESS 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.: 1					
UNIQUE REGISTRATION REFERENCE: 1						
Does this offer comply with the specification?	State delivery period, e.g. 1day, 1week					

Is the price firm?

YOU

Item Quantit	Quantity	Description	Brand & model	Country of manufacture	Price	
		St. Month and St.			R	
01	50 UNITS	PACKING NASAL AIRWAY TUBE 8.0 CM LENGTH 8CM WDTH1.5CM HEIGHT 2CM				
		Please see attached specification			+	
						-
					-	
VALUE	ADDED TAX @ 1	5% (Only if VAT Vendor)				

TOTAL QUOTATION PRICE (VALIDITY PERIOD 60 Days)

- SPECIAL CONTRACT CONDITIONS OF QUOTATIONS
- The Department is under no obligation to accept the lowest or any quote. The Department reserves the right to communicate in writing with vendors in cases where information is

In opportunities 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 supplyservice satisfactorily. 1.3. ALL DECISIONS TAKEN BY THE DEPARTMENT ARE FINAL, INCLUDING THE AWARD OF THIS

- QUOTATION. The price quoted must include VAT (if VAT vendor). However, it must be noted that the Department 1.4.
- The bidder must ensure the correctness & valding of the quotation: The bidder must ensure the correctness & valding of the quotation: (i) that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any 1.5.
- 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. The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions 1.6.
- devolving on under this agreement, as the Principal (s) liable for the due fulfilment of this contract. 1.7. 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.
- Offers must comply strictly with the specification.
 Only offers that meet or are greater than the specification will be considered.
 Late offers will not be considered.
- 1.11. Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six
- 1.12. Used/ second-hand products will not be accepted
- 1.13. A bidder not registered on the Central Suppliers Database or whose verification has failed will not be nsidered.
- 1.14. All delivery costs must be included in the quoted price for delivery at the prescribed destination.
 1.15. 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.
- 1.16. In cases where different delivery points influence the pricing, a separate pricing schedule must be
- submitted for each devery point annexes we protect and a submitted for each devery point and the submitted for each devery point. 1.17. In the event of a bidder having multiple quotes, only the cheapest according to specification will be
- considered. 1.18. Verification will be conducted to identify if bidders have multiple companies and are cover-quoting for this
- Disc.
 1.19. 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.
- SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION. 2.

- 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 plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall include the feminine and the plural and vice versa and with words importing the masculine gender shall be plural and the plural and vice versa and with words importing the masculine gender shall be plural and vice versa and with words importing the masculine gender shall be plural and vice versa and with words importing the masculine gender shall be plural and vice versa and with words importing the masculine gender shall be plural and the plura ne and the euter.
- 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 22 photocopies.
- 2.3 The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
- 24 Ouotations submitted must be complete in all respects: however, where it is identified that information in a bidder's response is incomplete in any respect, the said suppler meets all specification requirements and is lowest to quote, the Department reserves the right to request the bidder to complete/submit such information.
- incomation. Any alteration made by the bidder must be initialled. Failure to do so may render the response invalid. Use of correction fluid is prohibited and may render the response invalid. Quotations 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 25
- 2.7 28

2.9

- 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
- 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
- Cubiacity shall be logged at the address indicate no later than the cosing 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. If this provision is not complied with, such authore if the may be related as helies interfate. 32 Eact
- to any quotation other than that shown on the envelope. It this provision is not compiled with, such quotations/bids may be rejected as being invalid. All quotations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody unlit 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 elevators tuberquent in the choicing data and time of quotation found in any other box or elevators tuberquent for the receipt of quotations. 3.3
- A specific box to provide to all respect to Quantum stants and the qualitation torus in any other box or elsewhere subsequent to the closing data and time of qualitation will be considered. No quatation bid sent through the post will be considered if it is received after the closing data and time stipulated in the quatation documentation, and proof of posting will not be accepted as proof of delivery. Quatation documents must not be included in packages containing samples. Such quatations may be 3.5 36
- rejected as being invalid.



Specifications Template

Prepared by:

Date Signaturo Designation Initial and Surname 2 1260(c 6

Reviewed by Supervisor/Operational Manager:

Date 17/11/21 Date 17/11/21 Date Signature Initial and Surnamo Designation D PN XABA

Item detalls		Specification
Item description		PACKING, NASAL, AIRWAY TUBE, 8.0CM
Size		· Length Sem Width L5cm/ Height 2cm
Colour	1949	White
Material Packaging (unit/box)		Low density, Large-pore Merocel sponge with oxidized cellulose Units
Functionality/performance		Treating anterior and posterior epistaxis
Purpose		Nasal pucking
Other:		
• • • • • • • • • • • • • • • • • • • •		

Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date	••••••••
N. F. Millyeme	Sur	ACE		11.10.21

DECLARATION OF INTEREST

bl lir ei	ood relationship, may ma nited quote or proposal). mployed by the state, or eclare his/her position in re the bidder is employed b the legal person on who	ke an offer or offers In view of possible a to persons connecte elation to the evaluati y the state; and/or pse behalf the biddin cation of the quote(s)	in terms of this invi illegations of favour d with or related to ng/adjudicating auth g document is sign or where it is know	tation to quote (itism, should the them, it is required nority where- ed, has a relation that such a recent	includes a price quotatic e resulting quote, or part ired that the bidder or h onship with persons/a pr lationship exists between	apployed by the state, including a on, advertised competitive quote, thereof, be awarded to persons his/her authorised representative erson who are/is involved in the in the person or persons for or on the quote.
2. Ir	order to give effect to the	above, the following	questionnaire must	be completed a	nd submitted with the qu	ote.
2.2.	Full name of bidder/repredentity Number:			2.4. Companie,2.5. Tax Refe	Registration Number:	****
2.7.	The names of all director employee / persal number APPLICABLE]				entity numbers, tax refer	ence numbers and, if applicable, [TICK
2.8.	Are you or any person co	onnected with the bid	der presently emplo	yed by the state	?	YES NO
2.8.1	. If so, furnish the following	g particulars: / trustee / sharehold/	or/ mombor:			
		institution at		or the		
	employed:					
	Position occupied particulars:		state	institution:		Any other
2.8.2	2. If you are presently en	ploved by the state.	did you obtain the a	ppropriate auth	ority to undertake remun	erative work outside employment
	in the public sector?					YES NO
2.8.2	2.1. If yes, did you attach	proof of such author	ity to the quote docu	ument?		
(Note: 1	Failure to submit proof of s 2.2. If no, furnish reasons	uch authority, where	applicable, may res	ult in the disqua	lification of the quote.)	
2.9.	Did you or your spouse.	or any of the compar	or such proof	ees / shareholde	ers / members or their so	ouses conduct business with the
	state in the previous twe	lve months?	S		1.11	YES NO
2.9.1	. If so, furnish particular	s:				
	. Do you, or any person of who may be involved wit .1. If so, furnish particulars	h the evaluation and	or adjudication of th	is quote?	17 (J	rson employed by the state and YES NO
2.11	Are you, or any person person employed by the 1. If so, furnish particular	connected with the state who may be inv	bidder, aware of an olved with the evalue	ny relationship (uation and or ad	family, friend, other) bet judication of this quote?	ween any other bidder and any YES NO
2.12	. Do you or any of the di whether or not they are t	rectors / trustees / s bidding for this contra	hareholders / mem ct?	bers of the con	npany have any interest	in any other related companies YES NO
	.1. If so, furnish particulars					
3. NB:	Full details of directors The Department Of He responsibility to ensure t the quote will not be con-	alth will validate de hat their details are u	tails of directors	ied on CSD. If t	he Department cannot va	rs on CSD. It is the suppliers' alidate the information on CSD, tion Note 4 (a) 2016/17.
4	DECLARATION					
	HE UNDERSIGNED (1 RNISHED IN PARAGR				CERTIFY 1	THAT THE INFORMATION
	CCEPT THAT THE ST. OVE TO BE FALSE.	ATE MAY REJEC	T THE QUOTE (OR ACT AGA	INST ME SHOULD T	'HIS DECLARATION
	e of bidder	Signature		Position	 1	Date
''Sta	te" means –					
a)	any national or provincial de constitutional Institution within Act, 1999 (Act No. 1 of 1999);			 c) provincial le d) national As e) Parliament 	sembly or the national Council	of provinces; or

e) Parliament.

Act, 1999 (Act No. 1 of 1999); 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. .