STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT UNDER R30 000.00 incl vat

ENG ENG PHY	QUIRIES REGARDI QUIRIES REGARDI /SICAL ADDRESS:	IVITED TO QUOTE FOR REQUIREMENTS AT: Ink. 24/01/2023 FACSIMILE NUMBER: INA ING THE QUOTE: Nututhuko Zulu ING TECHNICAL INFORMATION: Nolwazi Mthe 800 Vusi Mzimela Road, Mayville 4091	osi Albert	Luthuli Cent	ral Hspit	al Quotatio ONTACT NUI	ER R30 000.00 Ins@ialch.co.za MBER: 031 240 1 CONTACT NUMBE	1254 R: 031 240 12	 254
		ZNQ / IAL /767 / 3  rolls, hypo-allergenic padded orthopaedic  E FOLLOWING PARTICILIARS MUST BE ELEMINOR	22 - 2 bandage	2					
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NAM	E & ADDRESS OF	BIDDER (FIRM)	ILD (I AILUN	E 10 00 50 N	MAY RESU	LT IN YOUR	OFFER BEING DISC	QUALIFIED)	
	E OF BIDDER:			DATE:					
	SICAL ADDRESS:			EMAIL ADD	DECC.				
	TACT NUMBER:			FACSIMILE					
	ATURE OF BIDDER			SARS PIN:	NOMBER.				
[By sig	gning this document	t, I hereby agree to all terms and conditions]			IDDI IED I	ATABASE D			
UNIQU	JE REGISTRATION	REFERENCE: ↓		M A	A		REGISTRATION (CS	D) NO.: 1	
$\Box$					1	A			
Does this	offer comply with t	he specification?				-			
Is the price	ce firm?	- spouldation:	Sta	ate delivery peri	od, e.g. 10	day, 1week			
Item	Ta		All	delivery costs r	must be inc	luded in the q	uoted price		
No	Quantity	Description			Brand	& model	Country of	Price	
01	1152 rolls	hypo-allergenic padded orthopaedic	c handage	150	Diang	a model	manufacture		С
02	564 rolls	hypo-allergenic padded orthopaedic	c bandage	200mm	-				
-		· · · · · · · · · · · · · · · · · · ·	bandage	200mm					
-		(Re-Advertisement	t)						
-	NB//	only suppliers who have quoted for	both sizes	will be					
		considered		Will De					
	-	Please see attached spec	ification						
		Email Quotation Document: Quotations	@ialch.co	za or drop					
		on at the Tender Box situated at I/	ALCH, Out	tside			+		
VALUE A	DDED TAX @ 15%	Management Builidin (Only if VAT Vendor)	g						
TOTAL O	UOTATION PRICE	(VALIDITY PERIOD 60 Days)							$\rightarrow$
<ol> <li>SPEC</li> </ol>	IAI CONTRACT COND	NITIONIO DE COMO						-	
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considerer considerer considerer considerer considerer considerer considerer considered considered considered considered considered considered considered	not registered on the C d. y costs must be included prices will be accepted, rates of exchange variat where different delivery for each delivery point, to da bidder having in will be conducted to ide	entral Suppliers Database or whose verification has failed will if in the quoted price for delivery at the prescribed destination. Such prices must remain firm for the contract period. Non-firm joins) will not be considered.  If points influence the pricing, a separate pricing schedule multiple quotes, only the cheapest according to specification with the pricing is provided to the pricing and the cheapest according to specification with the pricing and the cover-quotes of the pricing is provided to the pricing and the cover-quotes of the pricing and the cover-quotes of the pricing and the pricing	prices is set be we will be e 3.5 N	to any quotation or quotations/ bids ma All quotations recei- kept unopened in sis s received open, it shall be opened, it vritten on the envelo- k specific box is pri Isewhere subseque lo quotation/ bid see	ther than that by be rejected ived in sealed afe custody u shall be seal the quotation ope. rovided for the total through the	It shown on the as being invalid, denvelopes with ntil the closing ti- ed. If it is receiv number ascertain he receipt of quo- ing date and time	envelope. If this provisi n the relevant quotation of ime of the quotation of bi- red without a quotation of ined, the envelope seale otations, and no quotatio e of quotation will be cons	not contain document ion is not complied v numbers on the enve s. Where, however, a bid number on the en- ed and the quotation on found in any othe sidered.	elopes are quotation evelope, it n number
20. In such ins	tances, the Department	reserves the right to immediate the	3.6 O	pulated in the quot	ation docume	entation, and pro-	nsidered if it is received a of of posting will not be a	ccepted as proof of d	and time

1.20. In such instances, the Department reserves the right to immediately disqualify such bidders as coverquoting is an offence that represents both corruption and acquisition fraud.

2. SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.

- 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 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 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. rejected as being invalid.

  THE DEPARTMENT RESERVES THE RIGHT TO PASS OVER ANY QUOTATION WHICH FAILS TO COMPLY WITH THE ABOVE.

E3002526, E3002527, E3002528, E3002529-BAND, PADDING, ORTHO, ABSORB, 75mm, 100mm, 150mm, 200mm

## Prepared by:

Designation	Signature	Date
HCD		28/10/2022
-		- 3

# Reviewed by Supervisor/Operational Manager:

Initial and Surname	Designation	Signature	Date	

. Item details	Specification
Item description	Hypo-allergenic padded orthopaedic bandage.
Size	Rolls of various widths:
Colour	Any
Material	Synthetic layered material (for example: layered and sandwiched non-woven rayon with light acrylic binder)
Packaging (unit/box)	Box/ to contain individually wrapped rolls, non-sterile
Functionality/performance	Three-layered structure for sufficient protection and comfort Absorbent orthopaedic padding with excellent cushioning Protection over bony prominences
Purpose	Ease of application and removal For use with plaster or synthetic casts as
Other:	protective under-layer

# Approved by specifications committee chairperson:

Initial and Surname	Portfolio	Signature	Date
F-7. Mkhze	sur	29	01/11/2022

#### BIDDER'S DISCLOSURE

#### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2	RID	DER'S	DEC	ARA	TION
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- 2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state?
  YES/NO
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State Institution

2.2.	Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES/NO
2.2.1.	If so, furnish particulars:
2.3.	Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES/NO
2.3.1.	If so, furnish particulars:
3.	DECLARATION
	I, the undersigned,(name)

- make the following statements that i certily to be the
- 3.1. I have read and I understand the contents of this disclosure;
  3.2. I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6. There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

<sup>1</sup> The power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

#### Institution name:

Inkosi Albert Luthuli central Hospital

## COMPLAINTS PROCESS FOR QUOTATIONS R2 000.00 TO R500 000.00 INCLUDING V.A.T

### 1. Supplier Submits Written Complaint / Objection

- Bidders aggrieved by decisions or actions taken by the Department or Institution during the SCM procurement process, must lodge a written complaint immediately.
- Complaints lodged two (2) or more days after the award will not be entertained.
- Complaints must be directed to the Responsibility Manager of the institution (Hospital or CHC) and District Finance Manager for District Offices.
- > It must be noted that this is not an appeals process and as such will not halt the procurement process.

## 2. Institution Prepares Written Response to Complaint

- > The Responsibility Manager, or his appointee, must prepare a response letter to the complainant.
- The complaint must be resolved within 60 days.
- Should the complainant not be satisfied with the response, the matter will be referred to the District Finance Manager (applicable to all Hospitals and CHC) or District Manager (Applicable to all District Offices) for a final verdict.
- > Should the complainant still not be satisfied with the response received, they may then seek legal recourse at their own expense.

Complaints or objections should be directed to:

Responsibility Manager:	Mr. T.E Mposula
Email Address:	Themba.Mposula@ialch.co.za