



Province of the
EASTERN CAPE
HEALTH

SBD1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE EASTERN CAPE DEPARTMENT OF HEALTH.

BID NUMBER:	SCMU3-22/23-0499-HO	CLOSING DATE:	24 JULY 2023	CLOSING TIME:	11:00
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BID BRIEFING: PLEASE SEE PARAGRAPH 5 OF THE CONDITION OF THE BID PAGE 7 FOR MORE INFORMATION.

DESCRIPTION: APPOINTMENT OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PATIENT FOOD GROCERIES FOR VARIOUS FACILITIES IN THE EASTERN CAPE DEPARTMENT OF HEALTH FOR A PERIOD OF 36 (THIRTY-SIX) MONTHS.

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED NEXT TO SECURITY HOUSE AT (STREET ADDRESS)

ALFRED NZO HEALTH DISTRICT	AMATHOLE HEALTH DISTRICT	BUFFALO CITY METRO	CHRIS HANI HEALTH DISTRICT	JOE GQABI HEALTH DISTRICT	NELSON MANDELA HEALTH DISTRICT	OR TAMBO HEALTH DISTRICT	SARAH BAARTMAN HEALTH DISTRICT
81 Murray Street Kokstad 4700	19 St James Road, Old Medical Centre Southernwood, East London 5201	19 Sheffield Road, Woodbrook West Bank East London 5201	Ward F Komani Hospital Office Building Park, Chris Hani Health District Queenstown	32 Dan Pienaar Street Aliwal North 9750	32 Dan Conyngham Road, Parsons Hill Port Elizabeth 6056	9 th Floor Botha Sigcau Building, CNR Owen and Leeds Street Mthatha	Ground Floor, Grace Laboria House, Govan Mbeki Avenue, Port Elizabeth 6001

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO TECHNICAL ENQUIRIES MAY BE DIRECTED TO:

CONTACT PERSON	MR. P MTHELELI	CONTACT PERSON	MR. P MTHELELI
TELEPHONE NUMBER	(040) 608 9501	TELEPHONE NUMBER	(040) 608 9501
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	philasande.mtheleli@echealth.gov.za	E-MAIL ADDRESS	philasande.mtheleli@echealth.gov.za

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATA BASE No:	MAAA
SPECIFIC GOALS STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		SPECIFIC GOALS STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A SPECIFIC GOALS STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR SPECIFIC GOALS]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO					
DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO					
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO					
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO					
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO					
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....

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<u>Schedule C-</u>	Pricing Schedule (SBD 3.2)
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<u>Schedule F-</u>	Organisation type
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2. Definitions

The rules of interpretation and defined terms contained in the General Conditions of Contract (GCC) shall apply to this invitation to bid unless the context requires otherwise.

In addition the following terms used in this invitation to bid shall, unless indicated otherwise, have the meanings assigned to such terms in the table below.

ECDoh	means the Eastern Cape Department of health acting for and on behalf of the Eastern Cape Provincial Government;
Invitation to bid	means this invitation to bid comprising The cover page and the table of content and definitions Part 1 which details the Conditions of Bid; Part 2 which details the Conditions of Contract and Operational Requirements; Part 3 which details the bid strategy Part 4 which details the Specification relating to the Technology / Services in all the requisite bid forms and certificates; As read with GCC– <i>General Conditions of Contract</i>
Goods	means the requirements defined on the cover page of this invitation to bid and described in detail in the Specifications;
Specifications	means the specifications contained in Part 4 of this invitation to bid;

PART 1

Conditions of Bid

1. Background and introductory provisions

The Eastern Cape Department of Health intends to engage suitably qualified suppliers for supply and delivery of Groceries/Dry goods **sourced from accredited and registered Wholesalers and Manufacturer and aggregators** to all Health Facilities for a period of 36 months, on an as and when required basis.

2. Offer and special conditions

2.1 Without detracting from the generality of clause 2.2 below, bidders must submit a completed and signed Invitation to Bid form (SBD 1) and requisite bid forms attached as Part 5 with their bids.

2.2 All bids submitted in response to this invitation to bid should incorporate all the forms, parts, certificates and other documentation forming part of this invitation to bid, duly completed where required.

2.3 In the event that any form or certificate provided in Part 5 of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided, and the bidder should refer to such annexure in the form or certificate provided.

2.4 **The Department will award the bid per District in line with the address of the Bidder as reflected in SBD1 form. NB: The Department reserves the right to verify the address for evaluation purposes. The Bidder must have operational branch in Eastern Cape (EC). If the bidder is not in the EC, they must submit a Commitment letter with the bid to open a branch in EC within 3 months of award of the bid. Municipal Account of business must be submitted as POE or Commitment letter for bidders outside EC.**

2.5 **Bidders must indicate the District bidding for. The Department will award the bid to more than 1 Supplier per District in the order of point scoring. Where there is no qualifying Supplier in a District, the Department reserves the right to allocate compliant Suppliers in other Districts.**

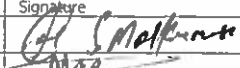
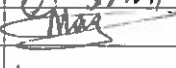
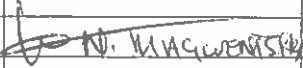
3. Closing time of bids and provisions relating to submission of bids

3.1 The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.

3.2 All bids must be submitted in a sealed envelope bearing the bid number, bid description and closing date.

3.4 All bids must be received before the closing time and date stipulated above and must be posted to or deposited in the bid box at the address detailed on the cover page of this invitation to bid.

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	Signature	Date
Drafted by:		24/05/2023
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		
Approved By: Specification Committee		24/5/2023
Advert Approved By:-		

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Recommended by: Programme Manager		24/05/2023
Reviewed by:-		
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Advert Approved By:-		

8. **Qualifications of bidders**

Bidders must submit detailed information that is reference letter together with their bid of their experience in the relevant trade together with present contracts (**description of contract, contract period, contact person and telephone numbers**). These details should be submitted together with the bid on the form attached as Part 5 – Schedule E.

9. **Partnerships and legal entities**

In the case of the bidder being a partnership, close corporation or a company all certificates (CK documents) reflecting the names, identity numbers and address of the partners, members or directors (as the case may be) must be submitted with the bid. These details should be submitted on the form attached as Part 5 – Schedule F

10. **Consortium/JOINT VENTURE**

10.1 It is recognized that bidders may wish to form consortia to provide the Services.

10.2 A bid in response to this invitation to bid by a consortium shall comply with the following requirements: -

10.2.1 It shall be signed so as to be legally binding on all consortium members and must clearly stipulate the terms and conditions.

10.2.2 One of the members shall be nominated by the others as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members;

10.2.3 The lead member shall be the only authorized party to make legal statements, communicate with the Eastern Cape Department of Health (ECDoH) and receive instructions for and on behalf of any and all the members of the consortium;

10.2.4 **A copy of the agreement entered into by the consortium members shall be submitted with the bid.** Otherwise, the bid will be disqualified.

11. **Organisational principles**

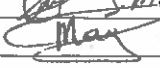
The bidder should submit a clear indication of the envisaged authorized organizational principles, procedures and functions for an effective delivery of the required service at the relevant Institutions with the bid. These details should be submitted on the form attached as Part 5 – Schedule G

12. **Details of the prospective bidders nearest office to the location of the contract**

The bidder should provide full details regarding the bidders nearest office to the Institutions at which the services are to be provided (see Part 4 of this invitation to bid). These details should be provided on the form attached as Part 5 – Schedule H which completed form, must be submitted together with the bid.

13. **Financial Particulars**

Bidder must provide full details regarding its financial particulars and standing, which particulars (financial guarantee letter from accredited financial institution or latest audited Financial Statement) should be

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16. Preference points claim forms

17. Validity

18. Acceptance of bids

19. No rights or claims

19.2 Neither the State, the ECDoH, nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligations for any costs or expenses incurred by any party in or associated with any appraisal and/or investigation relating to this invitation to bid or the subsequent submission of a bid in response to this invitation to bid in respect of the Services or any other costs, expenses or liabilities of whatsoever nature and incurred by bidders in connection with or arising out of the bid process.

20. Non-disclosure, confidentiality and security

20.2 In the event that the bidder is appointed pursuant to this invitation to bid such bidder may be subject to security clearance prior to commencement of the Services.

21. Accuracy of information

- 21.1 The information contained in the invitation to bid has been prepared in good faith. Neither the State, the Eastern Cape Provincial Government, the ECDoH nor any of their respective directors, advisors, officers, employees, agents, representatives make any representation or warranty or give any undertaking express or implied, or accept any responsibility or liability whatsoever, as to the contents, accuracy or completeness of the information contained in the invitation to bid, or any other written or oral information made available in connection with the bid and nothing contained herein is, or shall be relied upon as a promise or representation, whether as to the past or the future.
- 21.2 This invitation to bid may not contain all the information that may be required to evaluate a possible submission of a response to this invitation to bid. The bidder should conduct its own independent analysis of the operations to the extent required to enable it to respond to this bid.

22. Competition

- 22.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the bidding process which serves to limit competition amongst bidders.
- 22.2 In general, the attention of bidders is drawn to Section 4(1)(iii) of the Competition Act 1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive bidding.
- 22.3 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make; they are encouraged to discuss their position with the competition authorities before submitting response.
- 22.4 Any correspondence or process of any kind between bidders and the competition authorities must be documented in the responses to this invitation to bid.

23. Reservation of Rights

- 23.1 Without limitation to any other rights of the ECDoH (whether otherwise reserved in this invitation to bid or under law), the ECDoH expressly reserves the right to: -
- 23.1.1 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;
- 23.1.2 Amend the bidding process, including the timetables, closing date and any other date at its sole discretion;
- 23.1.3 Reject all responses submitted by bidders and to embark on a new bid process.
- 23.1.4 Award the bid to more than one bidder.

24. EVALUATION CRITERIA

24.1 The bid will be evaluated as follows:

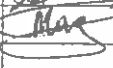
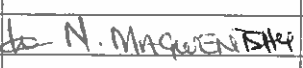
Stage 1: Administrative Compliance /Pre-Qualification

Stage 2: Functionality

Stage 3: Price and Specific goals

Stage 4: Samples evaluation

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The stages are further detailed below:

25. Stage 1: Administrative Compliance/ Pre-qualification evaluation

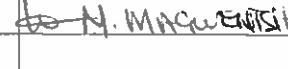
- 25.1 ECDOH has defined minimum pre-qualification criteria that must be met by the Bidder in order for ECDoH to accept a bid for evaluation. In this regard a pre-qualification verification will be carried out by ECDoH in order to determine whether a bid complies in this regard.
- 25.2 Where the Bidder's bid fails to comply fully with any of the pre-qualification criteria, or ECDoH is for any reason unable to verify whether the pre-qualification criteria are fully complied with, ECDoH will have the right to either:
- 25.2.1 reject the Bid in question and not to evaluate it at all;
- 25.2.2 give the Bidder an opportunity to submit and/or supplement the information and/or documentation provided by it under its Bid so as to achieve full compliance with the pre-qualification criteria, provided that such information and/or documentation can be provided within a period of 7 (seven) days, or such alternative period as ECDoH may determine, of it being requested by ECDoH and is administrative in nature, as opposed to forming a material part of the Bidder's Bid;
- 25.2.3 in any event permit the bid to be evaluated, subject to the outstanding information and/or documentation being submitted prior to the award of the Bid.
- 25.2.4 All bidders must be registered on Central Supplier Database (CSD) on the date of submission of their bid documents, a proof of registration e.g. a printout from CSD must be attached on the bid document.

26. The following Pre-qualification criteria shall apply:

- 26.1 The bid documentation must be completed comprehensively and correctly.
- 26.3 Declaration forms (SBD 4) and SBD 6.1 must be completed and signed.
- 26.3 Bidders must be a legal entity or partnership (consortia/joint ventures are acceptable subject to Paragraph 11 of Part 1 of the Bid Document).
- 26.4 No bids will be considered from persons in the service of the state, companies with directors who are persons in the service of the state, or close corporations with member's persons in the service of the state.
- 26.5 Bidders must provide supporting documentation as per the bid requirements.
- 26.6 Bidder must provide a valid Licence from the Wholesaler, Producers and Manufacturer where groceries/ dry goods will be sourced (in the case of a third party). **(Compulsory and Non- Negotiable).**
- 26.7 Bidder must provide a Valid Certificate of Acceptability for Premises from the municipality for where Groceries/dry goods will be sourced. **(Compulsory and Non-Negotiable)**

Prospective bidders are required to submit the following documentation for quality Administrative compliance.

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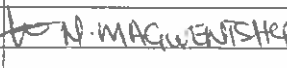
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- A bidder who scores less than 50 points will not be considered further.

ITEM	CRITERIA	SUB-CRITERIA	Documentary Evidence	Weight
		Score		
1	Delivery Vehicles to Provide the Required Service to ECDOH. •	• Delivery vehicle relevant to the requirements of the Specification. • No vehicle = 0 points • 1 or more vehicles = 30 points	Valid Vehicle registration papers/ Agreement letter For hiring a Vehicle(attach Valid vehicle registration.) NB: Vehicles must be available for INLOCO.	30
2	Local Economic Development (LED)	• Within the District bidding for -45 Points • Within Eastern cape - 30 points • Outside the Eastern Cape – 20 points	Municipal account of the business or/ Lease agreement of the business premises or/ Letter from the Local ward Councilor.	45
TOTAL				75

PLEASE NOTE:

A bidder that scores less than 50 points out of 75 points with respect to functionality will be regarded as submitting a non-responsive bid and may be disqualified.

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28.1. The bid will be evaluated in terms of Regulation 4(1) of the Preferential Procurement Regulation 80/20 Preference Point system will be applied where the lowest bidder will be allocated 80 Points for price. A maximum of 20 points will be awarded for specific goals.

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

P_{min} = comparative price of lowest acceptable bid or offer.

B-BBEE Status Level of Contribution	Weighting (of 20/10 POINTS)	Number of points (90/10 system)
Historically Disadvantage Individuals	10%	1
Women	20%	2

PART 2

Conditions of Contract and Operational Requirements

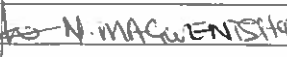
1. CONTRACT

The contract for the supply of the required Service in terms of this invitation to bid shall come into being on the date of issue of the letter of acceptance of the bidders bid by the Eastern Cape Department of Health (ECDoH) and shall continue in force for a period of 36 months. The bidder is further obliged for the future support while the contract is in force.

2. FEES AND CHARGES

- 2.1 Prices shall be firm for the first 6 months and will be subjected to CPI reviewed every 6 months.

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2.2 Payment of any consideration in terms of the contract shall not constitute acceptance of any defective or non-conforming Services or otherwise relieve contractor of any of its obligations under the contract.

2.3 To the extent that the ECDoH disputes the correctness, nature, extent or calculation of any fees or expenses payable to contractor in terms of the contract, ECDoH shall be entitled to withhold payment of such disputed amounts until such time as such dispute is resolved.

3. **BRAND NAME**

Bidders must state the brand name offered on the pricing schedule (SBD 3.2). If the brand name offered changes during the contract implementation the new brand must meet the same standard of the awarded.

4. **GENERAL RESPONSIBILITIES OF THE CONTRACTOR**

4.1 The ECDoH's operational requirements. The contractor shall, in the provision of the required service, have due regard to the operational requirements of the ECDoH and other parties occupying or operating from the relevant institution, and shall not do, or permit to be done, anything which may negatively impact on such parties' operational requirements.

4.2 Problem identification and reporting. The contractor shall be proactive in reporting any matters which it may become aware of which may impact on the business continuity or operations of the ECDoH at the relevant institution, clinic and office. Without detracting from the generality of this statement, contractor shall:-

4.3 Other Service Providers The contractor acknowledges that it may be required to provide the Services in conjunction with third party service providers and shall, where requested by the ECDoH, co-operate fully with such persons.

4.4 Regulations and statutes The contractor shall, in the provision of the Services observe and comply with all relevant provisions of all applicable legislation and regulations.

4.5 Compliance with procedures.

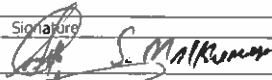
It is recorded that during the currency of the contract the ECDoH may implement procedures and policies at the relevant Institution. The contractor shall comply fully with any such reasonable procedures and policies, including the permit to work procedures and health and safety procedures.

4.6 The contractor shall ensure that it and its personnel shall at all times comply fully with any safety, fire, emergency and security procedures and policies applicable at the relevant Institution.

4.7 Should the ECDoH at any time believe that any member of contractor's personnel is failing to comply with any such procedures or policies, the ECDoH shall be entitled to deny such personnel member access to the relevant premises and require contractor to replace such person without delay.

4.8 Contractor's procedures The contractor shall, upon receipt of written request from the ECDoH or its appointed Technical Support Manager at **the relevant Institution**

Provide the ECDoH with copies of all contractor's operating procedures and processes relating to the Services;

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- 4.10. Service reports:** The contractor shall, upon written request from the DOH or its appointed Hospital Manager, provide the DOH with such reports relating to the Service as may be stipulated in the Specifications, or as may be reasonably required by the DOH or its appointed Hospital Manager to determine whether contractor is providing the Services in accordance with the terms and conditions of the contract.

The contractor will be held liable for any expenses that may be incurred by the ECDOH as a result of damage to property and injury to personnel as a result of poor quality products.

The contractor shall ensure that its personnel shall, if at any time they believe that any matter constitutes a fire risk, report this immediately to the ECDoH/Institution and take such remedial action as may be necessary.

The contractor shall comply fully with the energy management strategy implemented at the relevant Institution from time to time and shall provide the Services in an energy efficient manner.

In this clause the term "Act" shall mean the Occupational Health & Safety Act, No. 85 of 1993, as amended from time to time, (including any act which may take its place should it be repealed during the currency of the agreement between the parties) as read with all regulations and standards promulgated in terms of the former Machinery and Occupational Act, No 6 of 1983, as amended, and all regulations & standards promulgated in terms of the Occupational Health & Safety Act from time to time;

1. Acknowledges that he is fully aware of the terms and conditions of the Act;
2. acknowledges that he is an employer in its own right with duties and responsibilities as prescribed in the Act;
3. agrees to comply with all rules and regulations implemented by or on behalf of the ECDoH at the relevant Institution in covering letter relating to health and safety and will inform the ECDoH immediately should contractor for any reason be unable to comply with the provisions of the Act and such rules and regulations.

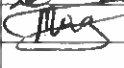
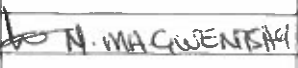
It is recorded that the ECDoH and the service provider may from time to time agree in writing to additional quality requirements (whether engaged in a service contract or when repair is required out of guarantee without the maintenance contract option) and standards relating to the maintenance together with performance measurement

	Signature	Date
Drafted by:		24/05/2023
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		
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Contractor hereby indemnifies the State, and will hold the State harmless, against any loss or damages which the State may suffer, or any claims lodged against the State by any third party arising out of or relating to any loss that the State or such third party may suffer as a result of, or arising out of any act or omission of any personnel of contractor or the failure of contractor to provide the Services in accordance with the provisions of the contract.

13. **SUB-CONTRACTORS**

Contractor may only sub-contract its obligations under the contract with the prior written consent of the ECDoH (or any other authorized authority) and then only to a person and to the extent approved by the ECDoH or such authority and upon such terms and conditions as the ECDoH or such authority require. It is recorded that where such consent is given contractor shall remain liable to ECDoH for the performance of the Services.

	Signature	Date
Drafted by:		24/05/2023
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		
Approved By: Specification Committee		24/5/2023
Advert Approved By:-		

PART 3

BID STRATEGY

Bid No.	
Bid Description	APPOINTMENT OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PATIENT FOOD/GROCERIES FOR VARIOUS FACILITIES IN THE EASTERN CAPE DEPARTMENT OF HEALTH FOR A PERIOD OF 36 (THIRTY-SIX) MONTHS.

1. Purpose

- 1.1** The aim of the strategy is to procure Patients food/Groceries from the service providers through registered, Wholesalers Producers and Manufacturer to address all Eastern Cape Department of Health (ECDOH) Hospitals/Facilities patient food needs. The Department has collaborated with the Departments of Economic Development, Environmental Affairs & Tourism (DEDEAT) and the Department of Rural Development & Agrarian Reform (DRDAR) with responsibilities of organising and preparing the supply side (local producers and processors) for the market.
- 1.2** All bidders MUST source the products from Producers/Manufactures/Wholesalers within the Eastern Cape Province **FOR ALL GROCERIES/DRY GOODS.**
- 1.3** The bid will be awarded provincially for all ECDOH Hospitals/Facilities allocation done per District.
- 1.4** The Department of Health reserves the right to appoint more than one bidder for the bid.
- 1.5** The bid will be awarded to multiple service providers for each of the eight (8) Districts as listed below on paragraph 2: **Institutions/Hospitals to be supplied and any other Health facilities that requires the same products.**

- 1.5.1** The bidder must select the district they are bidding for and attach the relevant proof of address as indicated on the SBD1 form. The Department may conduct address verification for evaluation purposes.

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
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- 1.6 The Department of Health reserves the right to determine the maximum number of supplier for the panel and utilization.**
- 1.7** The Department reserve the right to enter into post bid negotiation.
- 1.8** Bidders must bid for all items within a category in the Specification. E.g. Bid for all items in Category A or B per District.
- 1.9** The successful bidder will be requested to deliver the goods ordered directly to where the goods are required.
- 1.10 The Department of Health reserves the right to** source product from any awarded bidder in the event of awarded bidder of that product unable to delivery
- 1.11** The contract will be rate / item price based and will be utilized as and when required principle, therefore the items quantities provided are just an estimates not the exact quantities that will be ordered.

2. Institutions/Hospitals to be Supplied

• ALFRED NZO DISTRICT

St PATRICK Hospital	Madzikane Memorial hospital	Taylor Bequest Hospital	Khotsong TB Hospital	Mt Ayliff Hospital	Sipetu Hospital	Greenwill e Hospital
Mbizana (Winnie Madikizela Municipality)	Mt Frere (Umzimvubu Local Municipality)	Matatiele Local Municipality	Matatiele Local Municipality	Mt Ayliff (Umzimvubu Local Municipality)	Ntabankulu	Mbizana (Winnie Madikizela Municipality)

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		24/05/2023
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• AMATHOLE DISTRICT

Tower Hospital	Butterworth	Madwaleni	Tafalofere	SS Gida Hospital	Nompumelo	Hospital	Alice	Fort Beaufort	Fort	Winterberg	Stutterheim	Adelaide	Bedford	Cathcart	Komga
Fort Beaufort	Butterworth	Xhora	Centane	Keiskamahok	Peddie	Hospital	Alice	Fort Beaufort	Fort	Fort	Stutterheim	Adelaide	Bedford	Cathcart	Komga

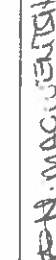
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Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed By:		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:		24/05/2023

- **BCM District**

Bhisho Hospital	Grey Hospital	New Haven Hospital	Chronic	Nkqubela TB Hospital	Frere Provincial Hospital	Cecilia Makiwane Hospital
Bisho	King Williams town	East London		Mdantsane	East London	Mdantsane

- **Chris Hani District**

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
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Approved By: Specification Committee		24/05/2023
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All Saints Hospital	Mjanyaana Hospital	Cofimvaba Hospital	Cala Hospital	Elliot Hospital	Glen Grey Hospital	Molteno Hospital	Sterkstroom Hospital	Martjie Venter Hospital	Craddock Hospital	Wilhelm Stahl Hospital	Indwe Hospital	Dordrecht Hospital	Hewu Hospital	Komani Psychiatric Hospital	Frontier Regional Hospital
Vgcobo	Ngcobo	Cofim vaba	Cala	Elliot	Lady Frere	Molte no	Sterks troom	Takastard	Craddock	Midleburg	Indwe	Dordrecht	Whittlesea	Komani	Komani

• Joe Gqabi District

Aliwal Hospital	North Burgersdorp Hospital	Cloete Joubert Hospital	Empilisweni Hospital	Jamestown Hospital	Lady Grey Hospital	Maclear Hospital	Steynsburg Hospital	St Francis Hospital	Taylor Bequest Hospital	Umlamli Hospital
Aliwal North	Burgersdorp	(Barkly East)	Sterkspruit	Jamestown	Lady Grey	Maclear	Steynsburg	Aliwal North	Mt Fletcher	Sterkspruit

Drafted by:	Signature/	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:		24/05/2023
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Advert Approved By:-		

• Nelson Mandela Metro District

Uitenhage Provincial Hospital	Orsmond TB Hospital	Empilweni TB Hospital	Elizabeth Donkin Hospital	Jose Pearson TB Hospital	Livingstone Tertiary Hospital	Dora Hospital	Nginza Hospital	PE Provincial Hospital
Uitenhage	Uitenhage	New Brighton,	Forest Hill, Gqeberha	Greenbushes, Gqeberha	Gqeberha	Gqeberha	Gqeberha	Gqeberha

• OR Tambo District

Bambisana Hospital	Dr Malizo Mpehle Hospital	Canzibe Hospital	Isilimela Hospital	Holy Cross Hospital	Nessie Knight Hospital	St Lucy's Hospital	St Elizabeth Regional Hospital	Mthatha Regional Hospital

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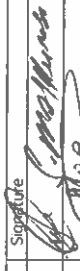
Drafted by:	Signature	Date
Recommended by: Programme Manager		27/05/2023
Reviewed by:-		24/05/2023
Approved By: Specification Committee		
Advert Approved By:-		24/5/2023

Port St Johns	Tsolo	Ngqeleni	Port St Johns	Flagstaff	Qumbu	Tsolo	Libode	Mqanduli	Lusikisiki	Mthata
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• Sara Bartmaan District

Aberdeen Hospital	Andries Vosloo Hospital	Jansenville (Sawas) Hospital	Midland Hospital	Margery Parkes TB Hospital	Willowmore Hospital	Marjorie Parrish TB Hospital	Temba TB Hospital	BJ Vorster (Kareedouw) Hospital	PZ Meyer TB Hospital	Sundays Valley Hospital	Fort England Hospital
Aberdeen	Somersets east	Jansenville	Graaff-reinnet	Graaff-reinnet	Willowmore	Port Alfred	Makana(former Grahamstown)	Kareedouw	Humansdrop	Kirkwood	Makana(former Grahamstown)

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Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:-		24/05/2023

3. Scope of Work

	Signature	Date
Drafted by:		22/11/23
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		
Approved By: Specification Committee		24/5/2023
Advert Approved By:-		

3.1 The specification is divided into category A , B, C and category D. Bidders must bid for all items within a category in the Specification. E.g. Bid for all items in Category A, B, C and D or all categories per District.

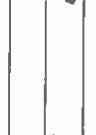
3.2 The suppliers will be requested to deliver the Groceries using the specified **vehicle at all times.**

3.3 Delivery addresses will be provided to the suppliers.

4. **Declaration of The Bidders Ability to Deliver Groceries**

We hereby declare that we/I, _____ (name of the bidder), have the capacity and capability to supply and deliver **GROCERIES** in all Districts I have tendered for.

SIGNATURE OF BIDDER: _____

Drafted by:	Signature	Date
Recommended by: Programme Manager		20/05/2023
Reviewed by:-		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:-		

3.1 The specification is divided into category A , B, C and category D. Bidders must bid for all items within a category in the Specification. E.g. Bid for all items in Category A, B, C and D or all categories per District.

3.2 The suppliers will be requested to deliver the Groceries using the specified **vehicle at all times**.

3.3 Delivery addresses will be provided to the suppliers.

4. **Declaration of The Bidders Ability to Deliver Groceries**

We hereby declare that we/I, _____ (name of the bidder), have the capacity and capability to supply and deliver **GROCERIES** in all Districts I have tendered for.

SIGNATURE OF BIDDER: _____

Initiated By:	Signature	Date
Recommended By: Programme Manager		24/05/2023
Reviewed By:		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:		

Drafted by:	Signature	Date
Recommended by: Programme Manager		25/22/05/2023
Reviewed by:-		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:-		

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:		24/05/2023
Approved By: Specification Committee		
Advert Approved By:-		24/05/2023

Drafted by:	Signature	Date
Recommended by: Programme Manager		26/05/2023
Reviewed by:		26/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:-		

PART 4

SPECIFICATION

Bid No.	
Bid Description	APPOINTMENT OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PATIENT FOOD (GROCERIES) FOR VARIOUS FACILITIES IN THE EASTERN CAPE DEPARTMENT OF HEALTH FOR A PERIOD OF 36 (THIRTY-SIX) MONTHS.

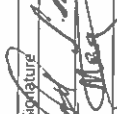
PATIENTS FOOD/GROCERIES

Drafted by:	Signature	Date
Recommended by: Programme Manager	<i>[Signature]</i>	24/05/2023
Reviewed by:-	<i>[Signature]</i>	24/05/2023
Approved By: Specification Committee	<i>[Signature]</i>	24/05/2023
Advert Approved By:-	<i>[Signature]</i>	24/05/2023

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by: -		24/05/2023
Approved By: Specification Committee		
Advert Approved By: -		24/05/2023

CATEGORY A: Breakfast Cereals and Beverages

ITEM NO.	DESCRIPTION	PACKAGING	UNIT OF MEASURE	ESTIMATED QUANTITIES FOR 36 MONTHS.								ESTIMATED TOTAL QUANTITIES	COMPLY/DO NOT COMPLY
				ALFRED NZO	AMATHOLE	BUFFALO CITY	CHRIS HANI	JOE GQABI	NELSON MANDELA	OR TAMBO	SARAH BARTMAAN		

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:-		

1	Breakfast Cereals	Weet - Bix The product must contain the following ingredients: Whole wheat, sugar, salt At the time of packing the nutrient value should not be significantly more / less than the following, as shown on the table below <table><tr><td>Nutrient breakdown</td><td>Per 50g</td></tr><tr><td>Kilojoules</td><td>531kg</td></tr><tr><td>Protein</td><td>4.5kg</td></tr><tr><td>Carbohydrate</td><td>25.1g</td></tr><tr><td>Fat</td><td>0.8g</td></tr><tr><td>Cholesterol</td><td>0g</td></tr><tr><td>Sodium</td><td>54mg</td></tr><tr><td>Vitamin B1</td><td>25% of</td></tr></table>	Nutrient breakdown	Per 50g	Kilojoules	531kg	Protein	4.5kg	Carbohydrate	25.1g	Fat	0.8g	Cholesterol	0g	Sodium	54mg	Vitamin B1	25% of	Should be packed in virgin density polyethylene plastic packages laminated, in packed outer cardboard carton which should protect the primary package.	900g (48 biscuits)	5876	5508	1590	3168	7200	10090	2728	2634	38794
Nutrient breakdown	Per 50g																												
Kilojoules	531kg																												
Protein	4.5kg																												
Carbohydrate	25.1g																												
Fat	0.8g																												
Cholesterol	0g																												
Sodium	54mg																												
Vitamin B1	25% of																												

Drafted by:	Signature	Date
Recommended by: Programme Manager	<i>[Signature]</i>	24/05/2023
Reviewed by:-	<i>[Signature]</i>	24/05/2023
Approved By: Specification Committee	<i>[Signature]</i>	24/05/2023
Advert Approved By:-	<i>[Signature]</i>	24/05/2023

	-Talc may be present to a total of 0.5% m/m -At the time of packing the nutrient value should not be significantly more / less than the following, as shown on the table below Nutrient breakdown Per 100g Unprepared Kilojoules 550kj Protein 3g Carbohydrate 28g Fat 3g Cholesterol 1g Dietary fibre 1.1g Total sodium 6g -It should have a maximum shelf life of 6 months or more on delivery	The bags should be sealed to prevent contents against microbial, insects and rodents infestation Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner	2.5kg	288	1600	4920	2592	9400	
	Mealie Rice Products should be packed in polyethylene bags.	Products should be packed in							

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		
Approved By: Specification Committee		
Advert Approved By:-		24/05/2023

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Drafted by:	Signature: <i>[Signature]</i>	Date: 24/05/2023
Recommended by: Programme Manager	<i>[Signature]</i>	24/05/2023
Reviewed by:		
Approved By: Specification Committee	<i>[Signature]</i>	24/05/2023
Advert Approved By:		

White Maize Meal These products should be of Grade A and should be produced from accepted milling standards It should be fortified in accordance with the regulation relating to the fortification of certain food stuffs At the time of packing the nutrient value should not be significantly more / less than the following, as shown on the table below: <table><tr><td>Nutrient breakdown</td><td>Per 100g unprepared</td></tr><tr><td>Kilojoules</td><td>1 400kj</td></tr><tr><td>Protein</td><td>8g</td></tr><tr><td>Carbohydrate</td><td>75g</td></tr><tr><td>Fat</td><td>1g</td></tr><tr><td>Dietary fibre</td><td>3g</td></tr><tr><td>Moisture</td><td>13g</td></tr></table> It should have a maximum shelf life of 6 months or more on delivery	Nutrient breakdown	Per 100g unprepared	Kilojoules	1 400kj	Protein	8g	Carbohydrate	75g	Fat	1g	Dietary fibre	3g	Moisture	13g	Products should be packed in polyethylene bags The bags should be sealed to prevent contents against microbial, insects and rodents infestation Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date The product should be transported, stored in a cool well ventilated location and	12.5kg	6000	6840	2808	6348	3000	14680	3880	1800	45356
Nutrient breakdown	Per 100g unprepared																								
Kilojoules	1 400kj																								
Protein	8g																								
Carbohydrate	75g																								
Fat	1g																								
Dietary fibre	3g																								
Moisture	13g																								

Drafted by:	Signature: 	Date: 24/05/2023
Recommended by: Programme Manager	Signature: 	Date: 24/05/2023
Reviewed by:		
Approved By: Specification Committee	Signature: 	Date: 24/05/2023
Advert Approved By:		

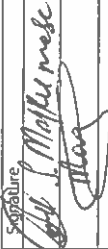
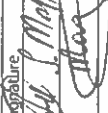
CATEGORY C: DRY GOODS

ITEM NO.	DESCRIPTION	PACKAGING and transport	UNIT OF MEASURE	ESTIMATED QUANTITIES FOR 36 MONTHS.								ESTIMATED TOTAL QUANTITIES	COMP LY/DO NOT COMP LY
				ALFRED NZO	AMATHOLE	BUFFALO CITY METRO	CHRIS HANI	JOE GQABI	NELSON MANDELA	OR TAMBO	SARAH BARTMAAN		
1	DRY GOODS Salt The product must be iodized table salt containing no less than 97% crystalline sodium on a dry bases It should be white, dry and odourless	Salt must be packed in low density polyethylene bags Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner	1kg	3288	1800	500	5148	1000	5400	3880	612	16540	
			15kg		2880							2880	

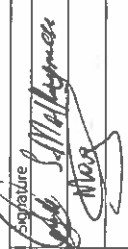
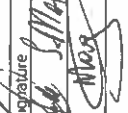
Composition	
Mean aperture	550-560 microns
Colour IU max	85
Ash % max	0.02%
Potassium iodate	40-60 ppm
Moisture max	4%
Fluoride	50 ppm
Crystalline chloride	sodium > 98.4%

Drafted by:	Signature: <i>[Signature]</i>	Date: 24/05/2023
Recommended by: Programme Manager	<i>[Signature]</i>	24/05/2023
Reviewed by:-		
Approved By: Specification Committee	<i>[Signature]</i>	24/05/2023
Advert Approved By:-		

	Dried herbs and spices Curry powder, turmeric, paprika, aromatics, chicken spice, BBQ spice, steak & chops spice, ground cinnamon, dried parsley, mixed herbs, black pepper and white pepper The spices should be in the form of powder except for mixed herbs, free from objectionable odour, insects and fungus The product should have flavor characteristics of the specific herb or spice It should have a minimum shelf life of 6 months or more on delivery	Herbs and spices must be packed in packages made of polyethylene coated cellophane, which is completely sealed Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner	1kg 1g sachet (black pepper)	18996	1836	1804	2000	8000	1076	3578	37290	
	Custard powder -The product should be prepared from maize starch (cornflour) with the additional flavor and permitted colouring, with or without the addition of salt and other substances -The product should have a pale yellow and once reconstituted it	Custard powder should be packed in polyethylene bags / three ply Kraft paper on minimum base of 80g per square meter or suitable material /	2.5kg		1080	9408	2000	1185	576	558	14807	

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		24/05/2023
Approved By: Specification Committee		
Advert Approved By:-	Dr. N. M. R. JENSEN	24/05/2023

		from any astringent taste The product should have a minimum shelf life of 4 months or more on delivery	and handled in the appropriate manner.	5kg	1706													1706	
		Baking powder and Bicarbonate of soda The product should be a good quality grade The products should be used as raising agents. The product should be reasonable flowing and free from lumps, dirt, and other foreign matters. The product should have a minimum shelf life of 6 months or more on delivery	Product should be packed in containers with re-sealable snap on lid Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner	500g	720													444	1736
				100g	36													36	
2	CONDIMENTS	Chutney – original The product should contain at least 50% dried fruit with the following permissible	Chutney must be packed in glass / polypropylene containers or some similar plastic	5kg	1368	0	2052	1000	2528	1076	648							8672	

Drafted by:	Signature	Date
Recommended by: Programme Manager		24/05/2023
Reviewed by:-		24/05/2023
Approved By: Specification Committee		24/05/2023
Advert Approved By:-		

