



**YOU ARE HEREBY INVITED TO BID FOR THE REQUIREMENTS OF THE WESTERN CAPE GOVERNMENT:  
HEALTH & WELLNESS**

**BID NUMBER: RCCH07/2024**

**CLOSING DATE: 11 November 2024**

**CLOSING TIME: 11H00**

**FOR THE SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION AND MAINTENANCE OF AN ANAESTHETIC MACHINE, AT RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL (RCWMCH).**

**The successful bidder will be required to complete and sign a written contract form (WCBD7.1).**

BID DOCUMENTS MUST BE POSTED TO:

**MZAMO KILI, RED CROSS WAR MEMORIAL  
CHILDREN'S HOSPITAL  
SUPPLY CHAIN MANAGEMENT, ROOM 1 C,  
ADMINISTRATION BUILDING, KLIPFONTEIN ROAD,  
RONDEBOSCH, 7700**

OR

DEPOSITED IN THE BID BOX SITUATED  
IN:

**THE FOYER, ADMINISTRATIVE BUILDING, MAIN  
ENTRANCE, RED CROSS WAR MEMORIAL CHILDREN'S  
HOSPITAL, KLIPFONTEIN ROAD, RONDEBOSCH, 7700.**

The bid box will be accessible Monday to Friday from 07h30 till 15h30, 5 days a week excluding public holidays.

1. Please ensure that bids are delivered **to the correct address on time**. If the bid is late, it will not be accepted for consideration. If you are uncertain about the location of the bid box, please call the responsible official, Mr. A. Congo at (021) 658 5158, or email: [rxh.bidsdepartment@westerncape.gov.za](mailto:rxh.bidsdepartment@westerncape.gov.za) or Mr. Velisa Booï at (021) 658 5698, or email: [rxh.bidsdepartment@westerncape.gov.za](mailto:rxh.bidsdepartment@westerncape.gov.za) for assistance during office hours. The bid box is generally open during business hours Monday to Friday from 07h30 till 15h30, 5 days a week excluding public holidays.
2. Please submit your bid on the official, **not re-typed** forms. Only original, signed documents will be considered. **Failure to complete and sign the bidding documents, certificates, questionnaires, and specification forms in all respects will invalidate the bid.**
3. Each bid must be deposited in a **sealed envelope** with the **name and address of the bidder, the bid number, and the closing date**. The envelope shall not contain documents related to any bid other than those indicated on the envelope.
4. **All Bidders must be registered on the Central Supplier Database (CSD) at the time of bid closing.** Any prospective **unregistered bidders** must register as a supplier on the **CSD** prior to bidding.

Central Supplier Database	
Self-registration	<a href="http://www.csd.gov.za">www.csd.gov.za</a> ( <i>self-registration only</i> )
Contact email	<a href="mailto:SCMeProcurement.DOH@westerncape.gov.za">SCMeProcurement.DOH@westerncape.gov.za</a>

Contractor to initial.....

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5. **Bidders already registered on the CSD** must have confirmation of their registration, by contacting [www.csd.gov.za](http://www.csd.gov.za), AND ensure that their status is up to date prior to bidding.
6. **In instances where a bidder's tax compliance status cannot be verified or if a bidder's tax status is non-compliant on the CSD, the bidder will be afforded 7 working days to confirm tax compliance for the bid to be considered.**
7. Only the B-BBEE status reflected **on form WCBD 6.1 included in the bid document** will apply to the evaluation of the relevant formal bids and **not the B-BBEE status on CSD**. Bidders are further required to complete the attached **form WCBD4 and include it in the Bid document**.
8. All other mandatory documents held on CSD will be accepted by Western Cape Government Health & Wellness (WCGHW) for the consideration of formal bids.
9. Bidders must be duly **registered** on CSD at the **closing of the award**.
 

\*\* "duly registered" means that a supplier is registered on the CSD by means of valid mandatory registration documents, including TCC or other documentation confirming the bidder's tax compliance status at the time of the award and WCBD4. If these documents have expired, such a supplier will be suspended on the WCSEB.
10. This bid is subject to the General Conditions of the Contract (GCC) and, if applicable, any other Special Conditions of the Contract. **The 80:20 Points System applies to this bid.**
11. The following completed bid documents are the documents required in your bid and can be submitted to this office in the order as suggested:

<ul style="list-style-type: none"> <li>• <b>WCBD 1 – The Bid. (FAILURE TO COMPLETE AND SIGN PART A &amp; PART B FORMS WILL INVALIDATE YOUR BID.)</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Instructions for Completing Bid Documents</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Section A – Evaluation Criteria</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Note to Bidders – Profit Before Tax Percentage</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Special conditions of contract</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Annexure A- Occupational Health and Safety</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>WCBD 3.1 - Specification/your schedule of offers</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>WCBD 4 – Declaration of interest</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>WCBD 5 – National Industrial Participation Programme</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Amended WCBD 6.1 – form to claim points as BBEE contributor</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>Sworn Affidavit – BBEE Qualifying Small Enterprise</b></li> </ul>
<ul style="list-style-type: none"> <li>• <b>BBEE Certificate (valid original or certified copy)</b></li> </ul>

12. Please refer to all technical/specification inquiries to Dr G. Wilson by email: [rxh.bidsdepartment@westerncape.gov.za](mailto:rxh.bidsdepartment@westerncape.gov.za)



**Acting Deputy Director: Finance and Supply Chain Management**

**Ms. Charelle-Dene Castles**

**Date: 11 October 2024**

Contractor to initial.....

## PART A INVITATION TO BID

### ZERO-TOLERANCE TO FRAUD, THEFT AND CORRUPTION (ANTI-FRAUD, THEFT AND CORRUPTION)

THE WCG IS COMMITTED TO GOVERNING ETHICALLY AND COMPLYING FULLY WITH ANTI-FRAUD, THEFT, AND CORRUPTION LAWS AND TO CONTINUOUSLY CONDUCTING ITSELF WITH INTEGRITY AND WITH PROPER REGARD FOR ETHICAL PRACTICES.

THE WCG HAS A ZERO-TOLERANCE APPROACH TO ACTS OF FRAUD, THEFT, AND CORRUPTION BY ITS OFFICIALS AND ANY SERVICE PROVIDER CONDUCTING BUSINESS WITH THE WCG.

THE WCG EXPECTS ALL ITS OFFICIALS AND ANYONE ACTING ON ITS BEHALF TO COMPLY WITH THESE PRINCIPLES TO ACT IN THE BEST INTEREST OF THE WCG AND THE PUBLIC AT ALL TIMES.

THE WCG IS COMMITTED TO PROTECTING PUBLIC REVENUE, EXPENDITURE, ASSETS, AND REPUTATION FROM ANY ATTEMPT BY ANY PERSON TO GAIN FINANCIAL OR OTHER BENEFIT IN AN UNLAWFUL, DISHONEST, OR UNETHICAL MANNER.

INCIDENTS AND SUSPICIOUS ACTIVITIES WILL BE THOROUGHLY INVESTIGATED AND WHERE CRIMINAL ACTIVITY IS CONFIRMED, RESPONSIBLE PARTIES WILL BE PROSECUTED TO THE FULL EXTENT OF THE LAW.

#### YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)

BID NUMBER:	<b>RCCH07/2024</b>	CLOSING DATE:	<b>11 November 2024</b>	CLOSING TIME:	<b>11H00</b>
DESCRIPTION	<b>FOR THE SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION AND MAINTENANCE OF AN ANAESTHETIC MACHINE, AT RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL (RCWMCH).</b>				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
THE FOYER, ADMINISTRATION BUILDING, RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL					
CORNER MILNER ROAD AND KLIPFONTEIN ROAD					
RONDEBOSCH					
7700					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	<b>Mr. M. Kili</b>		CONTACT PERSON	<b>Dr. G. Wilson</b>	
TELEPHONE NUMBER	<b>ENQUIRIES IN WRITING</b>		TELEPHONE NUMBER	<b>ENQUIRIES IN WRITING</b>	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<b><a href="mailto:rxh.bidsdepartment@westerncape.gov.za">rxh.bidsdepartment@westerncape.gov.za</a></b>		E-MAIL ADDRESS	<b><a href="mailto:rxh.bidsdepartment@westerncape.gov.za">rxh.bidsdepartment@westerncape.gov.za</a></b>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE			NUMBER	
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE			NUMBER	
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					

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SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		AND	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
IF YES, WAS THE CERTIFICATE ISSUED BY A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANAS)	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMEs&amp; QSEs) MUST BE SUBMITTED TOGETHER WITH A COMPLETED 6.1 IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS/ SERVICES/ WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>					
DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>					
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>					
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>					
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>					
<b>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.</b>					

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**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b> 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. 1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (WCB7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
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 VIEW THE TAXPAYER’S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE WITH TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE AND CSD NUMBER AS MENTIONED IN 2.3 ABOVE. 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."
<b>NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID</b>

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g., company resolution)

DATE: .....

Contractor to initial.....

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**1. Instructions for Completing Bid Documents**

**Bidders are advised to read all the pages of this tender document carefully and to comply fully with all requests for information and documentation. Please acknowledge that conditions have been read and understood in the 'Comply' column by responding with either a 'Yes' or 'No' entry. Bidders are required to:**

Condition	COMPLY YES/NO	NOTES
1. Complete all the documents and forms this bid invitation document provides.		
2. Supply all the requested information.		
3. Number each page of the bid submitted and all the supporting documentation (the entire bid) in the top right-hand corner of each page.		
4. The numbering system used in this tender SHALL be adhered to. If there are additional and/or alternative product options, every option/alternative proposal to an item SHALL be separately quoted for, with a complete schedule, description, deviations from specifications, and technical brochures on each proposal.		
5. Submit the bid under the cover of a full table of contents referencing all the documents contained therein about the relevant page numbers.		
6. Submit the bid in original hard copy		
7. Confirm in writing that the copy submitted is a true and complete reproduction of the original and contains all the annexures submitted to the Department.		
8. The bidder is to complete the bid response document by stating in the block opposite each subsection whether the bidder will comply or will not comply with the specifications in that subsection.		
9. A response of "Noted" SHALL be interpreted as "Comply" In addition, an explanatory note MUST be provided in a separate document with a clear reference to the corresponding paragraph number or beneath each point in the bid document. The numbering in the bid document may not be altered		
<b>10. Items not completed in this manner SHALL be to the disadvantage of the bidder and, if excessive, SHALL lead to exclusion in the tender evaluation process</b>		
11. Bidders are permitted to submit video/CD/samples/product literature/catalogs to support their statements of competence and are to confirm that such are true and accurate reflections of the service/s which the bidder intends to provide.		
12. All additional supporting documentation returned as part of this tender MUST be given a document number marked on each page of the document.		

Contractor to initial.....

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**SECTION A: EVALUATION CRITERIA**

<b>ADJUDICATING PROCESS</b>	<b>COMPLY YES/NO</b>	<b>NOTES</b>
1. This bid will be adjudicated in terms of the Preferential Procurement System in accordance with the information provided in the Preference Procurement Points Claim Forms.		
2. Preference points will be allocated in terms of the balanced scorecard. Bidders must provide a valid BBEE certificate at the close of bid.		
3. However only bids which are found to be acceptable will be allocated Preference Points.		
<b>EVALUATION CRITERIA</b>	<b>COMPLY YES/NO</b>	<b>NOTES</b>
<b><i>Bids will be deemed to be acceptable if: (Inter Alia)</i></b>		
<b>1. Compliant with Condition and Legitimacy Test</b>		
<b>2. Central Suppliers Database</b>  Bidders are to be registered on the Central Supplier Database.		
<b>3. Compliant with the Specification</b>		
<b>4. Compliant with latent and other factors which may affect the award of the bid</b>		

Contractor to initial.....

## TAX CLEARANCE CERTIFICATE REQUIREMENTS

**It is a condition of the bid that the Tax Status of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.**

1. To meet this requirement bidders are required to complete in full the attached form TCC 003 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office Nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders/individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
3. The original Tax Clearance Certificate must be submitted together with the bid. **Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will be acceptable.**
4. In bids where Consortia / Joint Ventures / Sub-contractors are involved; each party must submit a separate Tax Clearance Certificate.
5. Copies of the TCC 003 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).
6. Applications for the Tax Clearance Certificates may also be made via e-Filing. To use this provision, taxpayers will need to register with SARS as e-filers through the website [www.sars.gov.za](http://www.sars.gov.za).

Please confirm that you are duly registered on the **Central Supplier Database**.

**YES/NO**

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**NOTE TO BIDDER/S**

**PLEASE PROVIDE THE FOLLOWING IN YOUR BID**

**Profit Before Tax Percentage**

In order for this office to determine whether the bid/tender price is fair and reasonable, we would require, from your company, the Profit Before Tax Percentage for this specific project.

**What is profit before tax?**

This is the nett profit after deducting of all costs, including overheads, administrative costs, etc., from income but before deducting tax. Therefore, this profit figure is before tax and is calculated as a percentage of income from the project/item or, where project figures are not available, as a percentage of total turnover.

**Profit before tax percentage.....**

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**RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL**

**OCCUPATIONAL HEALTH AND SAFETY**

**AGREEMENT BETWEEN EMPLOYEE (principal) AND MANDATORY (contractor)**

WRITTEN AGREEMENT BETWEEN \_\_\_\_\_ (EMPLOYER)

AND \_\_\_\_\_ (MANDATORY)

AS ENVISAGED BY SECTION 37(2) OF THE OCCUPATIONAL HEALTH & SAFETY ACT NO. 85 OF 1993 AS AMENDED.

I, \_\_\_\_\_ representing \_\_\_\_\_ (mandatory) do hereby acknowledge that \_\_\_\_\_ (mandatory) is an employer in its own right, and user of machinery, with duties as prescribed in the Occupational Health and Safety Act no. 85 of 1993 as amended. I agree to ensure that all work will be performed or machinery and plant used in accordance with the provisions of the said Act. I furthermore agree to comply with the requirements of \_\_\_\_\_ (employer) as contained in the documents attached hereto (if any) and any subsequent documentation as may be deemed necessary to comply with the Occupational Health and Safety Act no. 85 of 1993 as amended and to liaise with the employer should I, for whatever reason, be unable to perform in terms of this Agreement.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_

Signature on behalf of \_\_\_\_\_ (mandatory)

Signature on behalf of \_\_\_\_\_ (employer)

Contractor to initial.....

**GENERAL INFORMATION**

1. The Occupational Health and Safety Act comprises **SECTIONS 1 to 50** and all un-repealed **REGULATIONS** promulgated in terms of the former Machinery & Occupational Safety Act no. 6 of 1983 as amended as well as other **REGULATIONS** which may be promulgated in terms of the new Act.
2. "Mandatory" is defined as including an agent, a contractor or subcontractor for work but **WITHOUT DEROGATING FROM HIS STATUS IN HIS OWN RIGHT AS AN EMPLOYER** or user of plant or machinery.
3. Section 37 of the Occupational Health & Safety Act potentially punishes employers (principals) for the unlawful acts or omissions of mandatories (contractors) save where a Written Agreement between the parties has been concluded containing arrangements and procedures to ensure compliance with the said Act **BY THE MANDATORY**.
4. All documents attached or referred to in the above Agreement form an integral part of the Agreement.
5. To perform in terms of this Agreement, mandatories must be familiar with the relevant provisions of the Act.
6. Mandatories who utilise the services of their own mandatories (subcontractors) are advised to conclude a similar Written Agreement.
7. Be advised that this Agreement places the onus on the mandatory to contact the employer in the event of inability to perform as per this Agreement. The Employer however reserves the right to unilaterally take any steps as may be necessary to enforce this Agreement.

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## WESTERN CAPE DEPARTMENT OF HEALTH & WELLNESS RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL

### THIS DOCUMENT SETS OUT THE SPECIFICATIONS FOR:

### FOR THE SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION AND MAINTENANCE OF AN ANAESTHETIC MACHINE, AT RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL (RCWMCH).

### BID NUMBER: RCCH07/2024

NAME OF BIDDING COMPANY.....

NAME OF PRODUCT OFFERED.....

NAME OF BIDDER / CONTACT PERSON .....

CONTACT NUMBER.....(w)..... (cell)

NOTE: SHOULD THE ITEM OFFERED DEVIATE FROM ANY SPECIFIED REQUIREMENTS, FULL DETAILS OF SUCH DEVIATIONS MUST BE GIVEN. IN THE EVENT OF THE AVAILABLE SPACE BEING INSUFFICIENT, SUCH DETAILS MUST BE GIVEN ON A SEPARATE SHEET, INDICATING THE RELEVANT PARAGRAPH NUMBER IN THE SPECIFICATION.

THE "DETAILS OF OFFER" SECTION MUST BE COMPLETED IN FULL. FAILURE TO REPLY TO ALL SECTIONS WILL RESULT IN THE OFFER NOT BEING CONSIDERED.

Contractor to initial.....

NOTE: SHOULD THE EQUIPMENT OFFERED DEVIATE FROM ANY SPECIFIED TECHNICAL REQUIREMENTS, FULL DETAILS OF SUCH DEVIATIONS MUST BE GIVEN. IN THE EVENT OF THE AVAILABLE SPACE BEING INSUFFICIENT, SUCH DETAILS MUST BE GIVEN ON A SEPARATE SHEET, INDICATING THE RELEVANT PARAGRAPH NUMBER IN THE SPECIFICATION.		DETAILS OF OFFER IF YOUR OFFER COMPLIES WITH THE APPLICABLE BLOCK OF PARAGRAPHS THEN NOTE "COMPLY/DOES NOT" IN THE "DETAILS OF OFFER" BOX ADJACENT TO THE BLOCK.
1.	SCOPE	REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"
1.1	This specification establishes the requirements for the for the supply, delivery, installation, demonstration and maintenance of an anaesthetic machine, at Red Cross War Memorial Children's Hospital (RCWMCH).	
1.2	The company will provide PM Plus (PM+) cover for the equipment under this agreement. All servicing and repairs done under this agreement will return the equipment to the original manufacturer's specification, ensuring all equipment functions to the highest reliability and safety standards.	
1.3	The Hospital reserves the right to extend the maintenance portion of the contract for an additional one (2) year, subject to supplier performance at the sole discretion of the department, and reliability of the service provider, specifically with reference to: <ul style="list-style-type: none"> <li>• Response time of repairs</li> <li>• Emergency call-outs</li> </ul>	
1.4	The services offered must comply with or exceed all the minimum performance specifications as indicated in the bid document, supported by factory-supplied product specifications/brochures.	
1.5	The successful bidder should ensure that they remain compliant with all the requirements of this bid for the entire duration of the contract	
1.6	All prices shall include VAT and are to be firm prices in Rands (a period of 60 days from the tender closing date is the minimum validity period)	

Contractor to initial.....

1.7	If the product offered is unknown to the Department, the Department reserves the right to have the unit evaluated by a team of technical and clinical experts with regards to clinical functionality, performance, and quality.	
1.8	The decision of this committee will be used as motivation for the acceptance or non-acceptance of the unit. For this reason, a demonstration unit shall be readily available, or the bidder shall take two representatives of the Department to a site where a similar unit is installed in functional order.	
1.9	The cost for this site visit is for the account of the bidder, and it will not place any obligation on the Department to procure from this specific bidder.	
1.10	The bidder shall include illustrative brochures of the product offered which can be used to verify compliance with the specifications.	
1.11	Bidder to complete the price breakdown for all the components.	
1.12	Bidder shall ensure the availability of spare parts and accessories for a period of at least ten years after the procurement date.	

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<b>2.</b>	<b>APPLICABLE DOCUMENTS</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
<p><i>Legislative and regulatory requirements contained in the various pieces of legislation will apply in this bid and the successful bidder must comply with the applicable legislation and regulatory standards/policies as set in the present and future of relevant legislation including but not limited to the following:</i></p>		
<b>2.1</b>	General Condition of Contract (Annexure A). No alternations are allowed.	
<b>2.2</b>	Additional Conditions of Bid (Section B).	
<b>2.3</b>	IEC 60601-1	
<b>2.4</b>	<p><b>SAHPRA (SOUTH AFRICAN HEALTH PRODUCTS REGULATORY AUTHORITY) REGISTRATION:</b> A valid certified copy of the SAHPRA certificate as a manufacturer, distributor, or wholesaler of medical devices and In Vitro Diagnostics must be included in your bid documents. A Valid Medicines Control Council certificate may also be considered. Failure to complete and submit the above documents will invalidate your bid. The contact number of SAHPRA is 012 395 9473 (Andrea Julsing) and the e-mail address is <a href="mailto:andrea.julsing@sahpra.org.za">andrea.julsing@sahpra.org.za</a>. Should you need to download application forms, please visit <a href="https://www.sahpra.org.za">https://www.sahpra.org.za</a>. Proof of application for registration will NOT be accepted, only a VALID SAHPRA or MCC certificate may be accepted.</p>	
<b>2.5</b>	Any other documents that may be required to fulfill national regulations to comply with all Health and Safety standards as promulgated. Such regulations will include specific standards referring to the safety of children	
<b>3.</b>	<b>REQUIREMENTS</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
<b>3.1</b>	The Bidder shall clearly indicate if their offered product complies with the stated requirements, by indicating, " <b>Comply</b> " or " <b>Does not comply</b> " next to the corresponding clauses;	
<b>3.1</b>	The Bidder shall clearly state any parameter values or additional information as requested in the relevant clause. Failure to do so may lead to disqualification.	
<b>3.2</b>	The Bidder shall provide a clear pricing schedule listing all the requirements and the associated pricing;	
<b>3.3</b>	Any requested options and optional extras shall be clearly defined, and a separate pricing schedule shall be provided by the Bidder;	
<b>3.4</b>	The Bidder shall clearly indicate if their offered product exceeds the stated requirement by noting with proof "Above specification" next to the corresponding clause;	

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3.5	Any exclusions must be listed and priced on a separate pricing schedule	
3.6	All responses shall be clear and legible;	
3.7	The offered system shall be of the latest technology. The Bidder shall state how long this technology has been commercially available as well as if any near future updates are expected. This is, applicable to acquisitions and processing workstations, as well as all peripheral equipment;	
3.8	State the launch date of the latest software available on the offered system, as offered in the Bid; the provider should notify the users of software updates should preferably be provided at no additional cost.	
3.9	State when the next model shall be released;	
3.10	State the life expectancy of the unit (in years) on offer;	
3.11	State the manufacturing company's policy regarding availability of spare parts after production of the offered unit stop;	
3.12	All prices shall include VAT and are to be firm prices in Rand (a period of 60 days from the tender closing date is the minimum validity period);	
3.13	State the rate of exchange used in determining the Bid price;	
3.14	Each offer shall be accompanied by a completed specifications document. Failure to comply with this instruction shall lead to the disqualification of the offer;	
3.15	Each offer shall include a list of all software/hardware options available on the system and individually priced which can be used in determining a final cost price after evaluation and adjudication of the tender - should the need arise. Standard hardware and software shall be indicated as such.	
3.16	Do not list items in the quote as "included" unless it is standard. Everything else shall be priced and indicated if included in the total price (see clause above).	

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<b>4</b>	<b>TECHNICAL SPECIFICATIONS – SUPPLY OF THE ANAESTHETIC MACHINE</b>	
<b>4.1</b>	<b>Anaesthetic Workstation Requirements</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>4.1.1</b>	The anaesthetic workstation must consist of a basic trolley, equipped with flow controls, a ventilator, a CO2 absorber, a patient monitor, a scavenging system, and patient circuitry.	
<b>4.1.2</b>	Two vapourizers must be supplied with the workstation 1 x Sevoflurane and 1 x Isoflurane. Two Sevoflurane fillers and two Isoflurane fillers will be supplied If supplied with Aladdin cassettes, the Sevoflurane vaporizer will accommodate a 3-prong filler and Isoflurane 2-prong filler)	
<b>4.1.3</b>	The offered device will be used in operating theatres where advanced surgical procedures are performed on patients of any ASA (American Society of Anaesthesiologists) status, including those needing Intensive Care.	
<b>4.1.4</b>	The offered unit shall be suitable for various procedures, including neonatal cardiac surgery; capable of closed circuit and low flow techniques.	
<b>4.1.5</b>	The machine shall be compatible with the hospital's central piped gas system ("elbow" probes and outlet points that comply with SABS), scavenging system, pin-indexed cylinders, and electrical outlets.	
<b>4.1.6</b>	The offered unit shall be free of Latex or any related products.	
<b>4.2</b>	<b>Performance Requirements</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>4.2.1</b>	The offered anaesthesia system shall have the following parameters <b>Patient pressure range:</b> 0 - 80 cm H2O maximum. <b>Flowmeter accuracy:</b> +/- 2%. <b>Flowmeter ranges:</b> - Oxygen: 0 - 10 L/min - N2O: 0 - 10 L/min - Air: 0 - 10 L/min	
<b>4.2.2</b>	The offered unit shall be able to accommodate 2 x Type E, Pin-index Cylinders (oxygen and N2O).	

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4.2.3	Flowmeters shall be of electronic or rotameter type, with mechanical "backup".	
4.2.4	The rotameter sequence of the offered device shall be approved by SASA Practice Standards (O2 on the right).	
4.2.5	Flowmeters (O2, N2O, and Air) shall have low flow capabilities with 50 ml graduations below 1 Liter.	
4.2.6	The oxygen failure alarm of the offered device must sound continuously when pressure drops below 220 kPa.	
4.2.7	The offered system shall have a Hypoxic guard to ensure a minimum O2 concentration of 25%.	
4.2.8	The offered system shall have an independent auxiliary flowmeter for 0-10 L/min O2 administration.	
4.2.9	The offered system shall have a "Fail-safe" device - N2O must cut out if O2 fails, and Air must remain available.	
4.2.10	The offered unit shall have an N2O automatic cut-off, which stops the flow of N2O when the O2 flow is less than 200 mL/min.	
4.2.11	The offered unit shall have a "Tec" compatible back-bar with dual mountings and an interlock safety device.	
4.2.12	The offered unit shall have a pipeline supply pressure, that will conform to local standards (+/- 400 kPa).	
4.2.13	The offered system shall have a Non-latching O2 flush button to provide oxygen supply greater than 30 liters/min.	
4.2.14	The proposed system shall have a work light with an on/off switch.	
4.2.15	The offered system shall be capable of delivering high-flow humidified nasal oxygen air mixture at a flow rate of at least 70 L/min.	

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<b>4.3</b>	<b>Ventilator Requirements</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>4.3.1</b>	The proposed device shall have a respiration rate of 4–60 breaths per minute.	
<b>4.3.2</b>	The offered system shall have a Tidal volume range of 20–1500 ml	
<b>4.3.3</b>	The proposed system shall have an I: E ratio of 4:1 - 1:8.	
<b>4.3.4</b>	The offered unit shall have the Minimum modes required: PCV, VCV, SIMV, and PSV.	
<b>4.3.5</b>	The proposed system shall be, capable of providing a PEEP of 3 - 30 cm H <sub>2</sub> O.	
<b>4.3.6</b>	The offered unit shall have a battery back-up for at least, a minimum of one hour of use.	
<b>4.3.7</b>	The offered unit shall have an anaesthesia circuit disconnection alarm.	
<b>4.3.8</b>	The offered device shall have Inspired O <sub>2</sub> monitoring.	
<b>4.3.9</b>	The offered unit shall be capable of lung recruitment with both multi-step and single-step modes.	
<b>4.4</b>	<b>Patient Monitor Requirements</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>4.4.1</b>	The offered device shall have a minimum 15-inch colour LCD/LED display, with an alternative input method (e.g. control wheel).	
<b>4.4.2</b>	The offered anaesthesia device shall have a minimum of 6-channel haemodynamic monitor with ECG, IBP, O <sub>2</sub> saturation, NIBP, and dual temperature.	

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4.4.3	The offered device shall have a video output with HDMI.	
4.4.4	The offered device shall have two 3 or 5 lead E.C.G. with ST-segment analysis.	
4.4.5	Two O2 saturation reusable interface cables to accommodate the currently used Nellcor disposable probes.	
4.4.6	IBP capability should accommodate a minimum of three pressures with three pressure waves. For example, two arterial pressures and one CVP pressure.	
4.4.7	Three IBP interface cables to fit currently used transducers. If IBP interface cables are machine specific, two spare cables will be included	
4.4.8	The offered unit shall have a Full set of reusable cuffs (neonatal to obese).	
4.4.9	The device must have gas monitoring of O2, CO2, N2O, and all anaesthetic gases with automatic agent identification.	
4.4.10	The offered device shall have a soft-tipped oesophageal/rectal temperature probe.	
4.4.11	The device shall be modular and able to add depth of anaesthesia and neuromuscular transmission modules.	
4.4.12	The offered device shall have patient spirometry at the airway.	
4.4.13	The Bidder will list all accessories.	

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4.5	Physical Characteristics	REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”
4.5.1	The basic trolley shall house all the controls and displays. It shall provide a shelf for additional monitoring equipment, a work surface/tray, a writing table, and drawers for accessories. The trolley shall be mounted on 4 x lockable casters (minimum of 125 mm in diameter).	
4.5.2	The trolley shall be stable and shall not topple over when pushed over an obstruction, e.g., a power cord.	
4.5.3	A suitable mounting or swivel arm to accommodate the patient monitor shall be supplied with each machine if this is not integrated into the workstation.	
4.5.4	All critical controls shall be within easy reach of the anaesthetist seated in front of the machine. The following displays shall be included: a) Wall gas and cylinder pressures. b) Patient circuit parameters.	
4.5.4	The machine shall have a 5-meter single robust hospital-grade power cord.	
4.5.5	The offered device shall have at least three additional power sockets (over and above any required to power the monitor or ventilator) shall be provided.	
4.5.6	The unit shall have a large capacity CO2 absorber to be supplied. The absorber shall be switchable, out of the circuit to allow for changing of the soda lime and the canisters are to be easily removable to facilitate recharging of the soda lime. The soda lime system may be of the cartridge type, but a refillable canister shall also be supplied.	
4.5.7	A suction facility compatible with the current Red Cross War Memorial Children’s Hospital system shall be installed (this may be teed off the scavenging system) with a suction unit mounting rail (i.e. Gabler rail) on the side of the machine.	
4.5.8	The bidder must ensure, that the appropriate “snap-lock” is mounted on the suction device and will securely seat the rails located on the offered system.	
4.6	Environmental Requirements	REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”
4.6.1	The proposed system shall be able to operate in temperatures from 10 to 40°C and humidity of 15-95% (non-condensing)	

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4.6.2	All exposed surfaces of the bid device shall be corrosion-proof.	
4.6.3	Internal pipework of the offered system shall be of appropriate copper or nylon tubing and color-coded.	
4.6.4	The unit shall have a waterproof rating minimum IPIX1, which indicates that the unit is protected against condensation or vertically dripping water.	
4.7	<b>Accessories</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
4.7.1	All accessories not included shall be quoted.	
4.8	<b>Installation</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
4.8.1	The Bid price shall include delivery, installation, and commissioning of equipment.	
4.8.2	The Bidder is to state current EC and FDA-approved upgrade paths with availability, delivery dates, and costs.	
4.8.3	All future upgrades (hardware and software) involving patient safety must be offered at no additional cost.	
4.8.4	Any upgrade before or after installation of the equipment involving additional cost must be brought to the attention of the Western Cape Government.	
4.8.5	The supplier must be willing to provide certified technical training for at least 2nd-level (PCB) repairs and maintenance.	
4.8.6	The supplier shall have an adequate number of factory-trained technicians based in the Western Cape Province.	
4.8.7	The supplier will provide a loan unit within 24 hours in case of a breakdown during the warranty period.	

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4.9	Guarantee Conditions	REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”
4.9.1	The Bidder shall support a one-year or longer guarantee period on all supplied items/goods. The bidder must state the guarantee period.	
4.9.2	The time taken to attend to a malfunctioning unit within the guarantee period shall extend the guarantee period by that time.	
4.9.3	Any repetition (twice or more) of the same fault that first occurred during the guarantee period shall be considered a repair under the guarantee if it occurs within the first year after the expiration of the guarantee period. This is not applicable if user negligence can be proven.	
4.9.4	<p>The guarantee period shall include all costs (spares, labour, travelling, and sundries), prescribed maintenance services, and any QA testing that are required by the Department of Health's Radiation Control Board that may be required under the guarantee period.</p> <p>Warranties and Guarantees:</p> <p>A) Please describe the Terms of Warranty and Guarantee that are associated with the provision of this product/equipment. Provide as many points/facts/issues as possible i.e. Structural material parts, 12 months guarantee from date of commissioning, against defects in material and workmanship.</p>	

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4.10	Maintenance	REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”
4.10.1	The Bidder shall indicate which consumable and non-consumable items are required for the normal operation and standard maintenance of the offered equipment.	
4.10.2	The Bidder shall indicate the cost of each of the above items. This does not necessarily mean that these items would be purchased from the successful Bidder.	
4.10.3	The Bidder shall indicate which of these items are proprietary items that only the supplier of the equipment can supply.	
4.10.4	The successful Bidder shall be requested to sign the agreement based on the pricing supplied in the Bid Document.	
4.10.5	The Bidder shall provide the Clinical Engineering staff with certified technical training to at least 2nd level (PC board level) repairs and maintenance at no extra cost. The Bidder shall include a detailed training course schedule that needs to be followed to obtain certification.	
4.10.6	The Bidder must have an adequate quantity of factory-trained technicians in their direct employment, based in the Western Cape Province. Proof of their training shall be supplied.	
4.10.7	The Bidder shall state the technician per install base (equipment) ratio, e.g., 1 technician per 10 pieces of equipment installed (not necessarily the offered product) = 1:10.	
4.10.8	The bidder is to supply with this offer, a list of the quantity of spares held locally in stock in the Western Cape Province for all the offered products.	
4.10.9	The Bidder will supply with this offer, a list of all the hospitals/departments/units in South Africa where the offered product has been purchased and is currently in operation. Include contact names and numbers.	
4.10.10	The Bidder shall supply two copies of all the original fully detailed technical/workshop maintenance manuals (not photocopies) at no additional cost.	
4.10.11	The Bidder shall supply all software (including software-keys and/or passwords) to allow for troubleshooting (fault finding), maintenance, calibrations, repairs, and services at no additional costs.	

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4.10.12	The Bidder shall supply two copies of all original operator manuals (not photocopies) at no additional cost.	
4.10.13	The batteries of the anaesthetic machine need to be checked at each service (Major & Minor Services) and the result must be recorded on job cards (i.e., battery test noted on job card).	
4.10.14	If the offered device uses O2 cells and flow sensors, these components will be replaced according to manufacturer standards, or at least once per year per unit, depending on the usage. If the O2 cells and flow sensors do not need replacement at the time of service, the bidder is still required to provide these parts as specified in the contract.	
4.10.15	Job cards must be issued after completion of any services or repairs concluded by the service provider's technician, and must be signed by both parties, and a copy of all signed Job cards must be supplied to the hospital.	
4.10.16	<b>THE CONTRACTOR SHALL SUPPLY THE PART(S) PER ANAESTHETIC MACHINE PER YEAR:</b>  <ol style="list-style-type: none"> <li>1. Preventative maintenance kit.</li> <li>2. O2 sensor/cells (once a year).</li> <li>3. Flow sensors (once a year).</li> </ol>	
4.11	<b>Training</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
4.11.1	Training shall be included in the Bid price and shall be conducted in South Africa. This includes the installation and commissioning, initial training, and repeat sessions to accommodate night and day staff.	
4.11.2	The successful Bidder shall include all the certification documentation as required and requested.	
4.11.3	The successful Bidder shall include training of the equipment to all clinical users on a 24-hour basis as necessary. The clinical user training shall be repeated three times to accommodate night and day staff.	

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<b>4.12</b>	<b>Other</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
<b>4.12.1</b>	The Bidder shall warrant that it has good title to the equipment and that it is entitled to pass such title to the Department.	
<b>4.12.2</b>	The Western Cape Government shall reserve the right to accept any or part of a Bid and to alter the quantity ordered.	
<b>4.12.3</b>	The successful Bidder shall provide for the removal of all packaging material from the site.	
<b>4.12.4</b>	If there are any deviations from the specifications, this must be clearly stated in a deviation statement.	
<b>4.12.5</b>	Preference shall be given to items that are produced in South Africa if a better price is offered.	
<b>5</b>	<b>GENERAL MAINTENANCE INFORMATION</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
<b>5.1</b>	Only offers that are locally supported (Western Cape) by competent technical personnel shall be evaluated. State the number of technicians in your employ in the Western Cape. Also state the address of your repair facility. Bidders not based in Western Cape must provide an alternative service support proposal that is equivalent to on-site offers that are based in Western Cape.	
<b>5.2</b>	Bidder to indicate which consumable and non-consumable items are required for the normal operation and standard maintenance of the equipment.	
<b>5.3</b>	Bidder to indicate the cost of each of the above items. This does not necessarily mean that these items will be purchased from the successful bidder.	
<b>5.4</b>	Bidder to indicate which of these items are proprietary items that only the supplier of the equipment can supply.	
<b>5.7</b>	Bidder to indicate the length of time to deliver accessories and consumables from time of receiving order number.	

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5.8	Bidder will be held accountable to length of time indicated in 11.1.	
5.9	State the manufacturing company's policy regarding availability of spare parts after production of the offered unit stop;	
5.10	The Bidder shall state the response time (in hours) for a service technician to be onsite after a fault is reported.	
5.11	State the turnaround time for spares in the case of a breakdown and the spares must be ordered from abroad.	
5.12	The Bidder shall supply all software (including software-keys and/or passwords) to allow for trouble shooting (fault-finding), maintenance, calibrations, repairs and services at no additional costs.	
<b>6</b>	<b>TECHNICAL STAFF OF BIDDING COMPANY</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
6.1	The bidding company shall have technicians that are based in the Western Cape.	
<b>7</b>	<b>TRAINING</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"</b>
7.1	Bidders must undertake to provide a comprehensive training schedule, for both User Department and Clinical Engineering staff of the Hospital to ensure. a) Correct use of the equipment. b) Correct cleaning and disinfecting procedures. Patient safety.	
7.2	Bidders must state the cost and level of technical training offered.	
7.3	Training of users shall be provided by the successful bidder at no extra cost.	

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<b>8</b>	<b>SAFETY</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>8.1</b>	The unit shall comply with the necessary safety standards.	
<b>9</b>	<b>DOCUMENTATION: MAINTENANCE AND REPAIR MANUALS</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>9.1</b>	The equipment shall be maintained by the hospital technical staff after the guarantee period has expired, therefore the bidder must provide DETAILED REPAIR AND PREVENTATIVE MAINTENANCE PROCEDURES.	
<b>9.2</b>	Manuals will be treated as confidential and for the sole use on equipment owned by hospitals in the Western Cape Region.	
<b>9.3</b>	The supply of Workshop/Service Manuals is a mandatory requirement of this tender and they must be in accordance with the equipment laid down above.	
<b>10</b>	<b>OPTIONAL ACCESSORIES OFFERED BY BIDDER</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>10.1</b>	Bidder to give a full description and pricing of optional accessories available for all the devices.	
<b>10.2</b>	<p>Replacement of the monitor batteries when required.</p> <p><b>This option will not be part of the standard maintenance agreement.</b></p> <p>However, when the batteries of the monitor are required to be replaced, the Institution will generate an additional purchase order to accommodate the monitor batteries that require replacement.</p>	

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<b>11</b>	<b>DELIVERY</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
11.1	The prospective supplier shall deliver the equipment to the Main Stores at Red Cross War Memorial Hospital by the <b>Date: 28/02/2025</b> , payment will be withheld until these conditions has been fully complied with.	
11.2	If the above-mentioned conditions are not possible the successful bidder shall make prior arrangements with the Clinical Engineering department.	
<b>12</b>	<b>PENALTIES:</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
<b>PENALTIES SHALL BE INCURRED UNDER THE FOLLOWING CONDITIONS:</b>		
12.1	Inability to provide the necessary maintenance, services, and repairs within the specified timeframe, will result in a deduction of 1% of the total contract value.	
<b>13</b>	<b>NEGOTIATIONS</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
13.1	The Department of Health and Wellness reserves the right to enter negotiations with bidders (before the contract is concluded) and contractors (after the contract is concluded) regarding inter alia price revisions, increases, and service delivery should it be deemed necessary.	
<b>14</b>	<b>PERFORMANCE MONITORING</b>	<b>REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required”</b>
14.1	Constant performance monitoring will be conducted to ensure that the successful bidder meets their contractual obligations and that contracts run with as little disruption as possible. The successful bidder will work alongside the institution, and performance will thus be monitored.	
14.2	The successful supplier will have to provide Red Cross War Memorial Children's Hospital with invoices for auditing purposes.	

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15	GENERAL	REPLY: COMPLY/DOES NOT COMPLY IN THE BOXES BELOW Add comments or attachments as required"
Receipt of the invitation to bid does not confer any right on any party in respect of the services or respect of, or against, the Department of Health & Wellness. The Western Cape Department of Health & Wellness reserves the right, in its sole discretion:		
15.1	To amend the bid process, closing date, or any other date at its sole discretion	
15.2	To cancel the bid or any part of the bid before the bid has been awarded	
15.3	Not to accept the lowest or any other bid and to accept the bid which it deems shall be in the best interest of the Department	
15.4	Not to award the bid to the highest points or lowest price, To reject all responses submitted and to embark on a new bid process	
15.5	To withdraw any services from the bid process	
15.6	To terminate any party's participation in the bid process	
15.7	To accept or reject any response to this invitation to bid on notice to the bidders without liability to any party	
15.8	To extend or expand the contract on written request from the Department	
15.9	Accordingly, parties have no rights, expressed or implied, with respect to any of the services because of their participation in the bid process,	

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**SUPPLY CHAIN MANAGEMENT COMPLIANCE DOCUMENTATION REQUIRED**

- i. The bidder must fully complete the bid document, it is the bidder's responsibility to check, verify the information provider and ensure any corrections are made should therefore be any, However, should the bidder fail to follow all the instructions given on this bid, the institution reserves the right to make any offer that fails to comply with.
- ii. Sign each page of this bid to evidence that terms of reference are noted and agreed to
- iii. **Proof of registration on the Central Supplier Database (CSD)**
- iv. **Bidders MUST be Tax compliant, failure to be compliant the bidders will be given 7 working days to get the tax status in order.**
- v. Duly completed and signed WCBD3 .1
- vi. Bidders may submit a current and original S.A.R.S. Tax Clearance with the bid application and CSD will be accepted by the Western Cape Government.
- vii. BBBEE Certificate and Duly Completed and signed WCBD6.1

**EVALUATION OF BIDS**

This bid will be evaluated in terms of the following stages.

- Stage 1: Compliance with the bid specifications and bid requirements.
- Stage 2: Clinical Evaluation
- Stage 3: Preferential procurement evaluation

**Stage 1: Compliance with the bid specifications and bid requirements.**

- This evaluation is based on compliance with the SCM requirements which includes, among others, registration on the Central Supplier Database, submission of the bid in time, evaluation of bid received, and submission of all required documents completed in full.

**Stage 2: Clinical evaluation**

- This refers to the evaluation of the machine that the bidders are offering the Institution. Bidders will be requested to bring the machine they offering to the institution for evaluation, or bidders may provide transportation for the evaluation committee to a site where the offered machine is currently utilised so that the machine can be evaluated.

**Stage 3: Preferential procurement evaluation**

- Qualifying bids will further be evaluated according to the preferential procurement system based on 80:20 preferential point systems.

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Contractor to initial.....

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**1. Contract Performance and Contract management**

The successful bidder shall be required to enter into a Service Level Agreement with the Hospital. A bi-monthly control checklist will be used by the Red Cross War Memorial Children's Hospital to monitor work effectiveness in order to effect monthly payments to the contractor.

**2. AWARD**

The Department reserves the right to award the Services in part or in whole and will determine the award of the bid to the Service Provider, based on compliance to mandatory requirements and specifications (measured through clinical acceptability), and thereafter price and preference points.

**3. CONSENT TO THE AWARD**

The Service Provider will be required to indicate their consent to the award by means of a completed and signed contract form following the award. The Service Provider will be notified and presented with the 'Contract Form - Purchase of Goods/Works/Services (WCBD 7.1)' for acceptance.

Bidder is advised to ensure that they are fully familiar with the nature and extent of the obligations to be accepted by them if their bid is accepted.

**4. PAYMENT**

In the interest of security and expeditious payment, it is the policy of the Department to effect payments by electronic funds transfer (EFT) as far as possible. If a successful bidder is not yet a regular participant in Departmental contracts and has not been registered already, the supplier will be required to furnish the Department with its banking details for the systems in operation (LOGIS, BAS, CSD) in order to be registered. Successful bidders must ensure, therefore, that their banking details are provided to institutions on request where necessary.

Payment shall be made within **30 days from receipt of a valid and correct invoice.**

**5. STATEMENT OF SUPPLIES AND SERVICES**

Contractors must comply when requested by the Department or a person appointed by the Department to furnish particulars of supplies delivered against contracts awarded in consequence of this bid. If a contractor fails to do so, the Department, without prejudice to any other rights that it may have, may institute inquiries at the expense of the contractor to obtain the required particulars.

Contractor to initial.....

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**PRICING SCHEDULE – FIRM PRICES  
(PURCHASES)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

Name of bidder: .....	Bid Number: RCCH07/2024
Closing Time: 11H00	Closing date: 11 November 2024

OFFER TO BE VALID FOR **60 DAYS** FROM THE CLOSING DATE OF BID.

**IMPORTANT NOTE:**

- Bidders should provide the cost per unit of the item as indicated below.
- The unit of measure should be taken into consideration (for example where the unit of measure is a box of 6, the unit price should be the box price).
- If more than one option is submitted for evaluation per item, please title your options A, B, C and so forth, and supply a price list per option.
- The indicated annual quantities are estimates and the Hospital reserves the right to increase or decrease the quantities.

Item No.	Description	Unit of Measure	Estimated Number per Annum	Each Price For The Month of June and December for each year	Price per year 1	Price per year 2	Price per year 3
1	Minor Service for the maintenance agreement of 1 (one) anaesthetic machine.	Each	1		R	R	R
2	Major Service for the maintenance agreement of 1 (one) anaesthetic machine.	Each	1		R	R	R

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3	Traveling	Each	2		R	R	R
4	Labour	Each	2		R	R	R
<b>SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION OF AN ANAESTHETIC MACHINE</b>							
<b>Item No.</b>	<b>Description</b>	<b>Unit of Measure</b>	<b>Quantity</b>	<b>Price</b>			
5	SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION OF AN ANAESTHETIC MACHINE	Each	1	R			
<b>OPTIONAL EXTRA'S</b>							
<b>Item No.</b>	<b>Description</b>	<b>Unit of Measure</b>	<b>Estimated Number per Annum</b>	<b>Each Price</b>	<b>Price per year 1</b>	<b>Price per year 2</b>	<b>Price per year 3</b>
6	Monitor Batteries  <b>N.B (Not part of the standard maintenance contract).</b>  An additional purchase order will be generated to accommodate monitor battery replacements when required.	Each	1		R	R	R

*Note that the department reserves the right to accept the extended warrantee for three years for the machine. Should the department elect to take the extended warrantee, the bidder commits to maintain the offer for the extended warrantee as offered. The annual payments for the extended warrantee would be done in the year when the maintenance is done.*

Contractor to initial.....

<p align="center"><b>GRAND TOTAL INCL VAT</b> <i>(Item 1 – 6 total amounts added together)</i></p>	<p align="center"><b>YEAR 1</b></p> <p align="center">R..... <b>Total per annum**</b></p>	<p align="center"><b>YEAR 2</b></p> <p align="center">R..... <b>Total per annum**</b></p>	<p align="center"><b>YEAR 3</b></p> <p align="center">R..... <b>Total per annum**</b></p>
<p align="center"><b>TOTAL COST FOR THE SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION AND MAINTENANCE OF AN ANAESTHETIC MACHINE, INCL VAT</b></p>	<p align="center">R .....</p>		

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**Note to bidders:**

Standards:

Certification of adherence to the following standards is required by including a valid certificate or valid certified copy thereof in your bid document by bid closing:

SAHPRA

IEC 601-1

Hazardous Substances Act No. 15 of 1973

International Certification (CE, ISO, or FDA)

FAILURE TO SUBMIT THESE DOCUMENTS WILL INVALIDATE YOUR BID

E. Are you the manufacturer? Please circle your options. YES/NO

F. Does the offer comply with specifications? Please circle your option YES/NO

G. If not to specification, please indicate (or attach) deviation(s)

H. **Period required for delivery (this must comply with or be better than the Department's requirements in paragraph 3.4 of the Special Conditions)**

I. Are the prices firm for the duration of the contract? Please circle your options.  
YES/NO

J. If non-firm prices are offered, please complete the attached WCBD 3.1/2 forms.

**Note:** All delivery costs must be included in the bid price for delivery at the prescribed destination.

Contractor to initial.....

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RCCH07/2024 - FOR THE SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION AND MAINTENANCE OF AN ANAESTHETIC MACHINE, AT RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL (RCWMCH).

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**PRICE ADJUSTMENTS**

**A NON-FIRM PRICES SUBJECT TO ESCALATION**

1. IN CASES OF PERIOD CONTRACTS, NON-FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON-FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES

2. IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left( D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

Where:

- Pa = The new escalated price to be calculated.
- (1-V)Pt = 85% of the original bid price. **Note that Pt must always be the original bid price and not an escalated price.**
- D1, D2.. = Each factor of the bid price e.g. labour, transport, clothing, footwear, etc. The total of the various factors D1, D2...etc. must add up to 100%.
- R1t, R2t..... = Index figure obtained from new index (depends on the number of factors used).
- R1o, R2o = Index figure at time of bidding.
- VPt = 15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

3. The following index/indices must be used to calculate your bid price:

Index..... Dated..... Index..... Dated..... Index..... Dated.....

Index..... Dated..... Index..... Dated..... Index..... Dated.....

4. FURNISH A BREAKDOWN OF YOUR PRICE IN TERMS OF ABOVE-MENTIONED FORMULA. THE TOTAL OF THE VARIOUS FACTORS MUST ADD UP TO 100%.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	P	PERCENTAGE OF BID PRICE

Contractor to initial.....

**B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS**

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

<b>PARTICULARS OF FINANCIAL INSTITUTION</b>	<b>ITEM NO</b>	<b>PRICE</b>	<b>CURRENCY</b>	<b>RATE</b>	<b>PORTION OF PRICE SUBJECT TO ROE</b>	<b>AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD</b>
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

<b>AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:</b>	<b>DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE</b>	<b>DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE</b>	<b>DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE</b>

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PROVINCIAL GOVERNMENT WESTERN CAPE
DECLARATION OF INTERESTS, BIDDERS PAST SCM PRACTICES AND INDEPENDENT BID DETERMINATION

- 1. To give effect to the requirements of the Western Cape Provincial Treasury Instructions, 2019: Supply Chain Management (Goods and Services), Public Finance Manage Act (PFMA) Supply Chain Management (SCM) Instruction No. 3 of 2021/2022 - SBD 4 Declaration of Interest, Section 4 (1)(b)(iii) of the Competition Act No. 89 of 1998 as amended together with its associated regulations, the Prevention and Combating of Corrupt Activities Act No 12 of 2004 and regulations pertaining to the tender defaulters register, Paragraph 16A9 of the National Treasury Regulations and/or any other applicable legislation.
2. 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.
3. All prospective bidders intending to do business with the Institution must be registered on the Central Supplier Database (CSD) and the Western Cape Supplier Evidence Bank (WCSEB) if they wish to do business with the Western Cape Government (WCG) via the electronic Procurement Solution (ePS).
4. The status of enterprises and persons listed on the National Treasury's Register for Tender Defaulters will be housed on the ePS. Institutions may not under any circumstances procure from enterprises and persons listed on the Database of Tender Defaulters.
5. The status of suppliers listed on the National Treasury's Database of Restricted Suppliers will be housed on the ePS; however, it remains incumbent on institutions to check the National Treasury Database of Restricted Suppliers before the conclusion of any procurement process. For suppliers listed as restricted, institutions must apply due diligence and risk assessment before deciding to proceed with procurement from any such supplier.

6. Definitions

"bid" means a bidder's response to an institution's invitation to participate in a procurement process which may include a bid, price quotation or proposal;

"Bid rigging (or collusive bidding)" occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and/or services through a bidding process. Bid rigging is, therefore, an agreement between competitors;

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“business interest” means -

- (a) a right or entitlement to share in profits, revenue or assets of an entity;
- (b) a real or personal right in property;
- (c) a right to remuneration or any other private gain or benefit, or
- (d) includes any interest contemplated in paragraphs (a), (b) or (c) acquired through an intermediary and any potential interest in terms of any of those paragraphs;

“Consortium or Joint Venture” 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;

“Controlling interest” means, 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;

“Corruption” - General offences of corruption are defined in the Combating of Corrupt Activities Act, 2004 (Act No 12 of 2004) as:

Any person who directly or indirectly -

- (a) accepts or agrees or offers to accept any gratification from any other person, whether for the benefit of himself or herself or for the benefit of another person; or
- (b) gives or agrees or offers to give to any other person any gratification, whether for the benefit of that other person or for the benefit of another person, in order to act personally or by influencing another person so to act, in a manner—
  - (i) that amounts to the-
    - (aa) illegal, dishonest, unauthorised, incomplete, or biased; or
    - (bb) misuse or selling of information or material acquired in the course of the exercise, carrying out or performance of any powers, duties or functions arising out of a constitutional, statutory, contractual or any other legal obligation;
  - (ii) that amounts to-
    - (aa) the abuse of a position of authority;
    - (bb) a breach of trust; or
    - (cc) the violation of a legal duty or a set of rules;
  - (iii) designed to achieve an unjustified result; or
  - (iv) that amounts to any other unauthorised or improper inducement to do or 45 not to do anything, of the, is guilty of the offence of corruption.

“CSD” means the Central Supplier Database maintained by National Treasury;

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“employee”, in relation to –

- (a) a department, means a person contemplated in section 8 of the Public Service Act, 1994 but excludes a person appointed in terms of section 12A of that Act; and
- (b) a public entity, means a person employed by the public entity;

“entity” means any -

- (a) association of persons, whether or not incorporated or registered in terms of any law, including a company, corporation, trust, partnership, close corporation, joint venture or consortium; or
- (b) sole proprietorship;

“entity conducting business with the Institution” means an entity that contracts or applies or tenders for the sale, lease or supply of goods or services to the Province;

“Family member” means a person's -

- (a) spouse; or
- (b) child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption or some other legal arrangement (as the case may be);

“intermediary” means a person through whom an interest is acquired, and includes a representative or agent or any other person who has been granted authority to act on behalf of another person;

“Institution” means –

a provincial department or provincial public entity listed in Schedule 3C of the Act;

“Provincial Government Western Cape (PGWC)” means

- (a) the Institution of the Western Cape, and
- (b) a provincial public entity;

“RWOEE” means -

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“spouse” means a person's -

- (a) partner in marriage or civil union according to legislation;
- (b) partner in a customary union according to indigenous law; or
- (c) partner with whom he or she cohabits and who is publicly acknowledged by the person as his or her life partner or permanent companion.

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Regulation 13(c) of the Public Service Regulations (PSR) 2016, effective 1 February 2017, prohibits any employee from conducting business with an organ of state, or holding a directorship in a public or private company doing business with an organ of state unless the employee is a director (in an official capacity) of a company listed in schedules 2 and 3 of the Public Finance Management Act.

- a) Therefore, by 31 January 2017 all employees who are conducting business with an organ of state should either have:
  - (i) resigned as an employee of the government institution or;
  - (ii) cease conducting business with an organ of state or;
  - (iii) resign as a director/shareholder/owner/member of an entity that conducts business with an organ of state.
- 7. Any legal person, or their family members, may make an offer or offers in terms of this invitation to bid. In view of potential conflict of interest, in the event that the resulting bid, or part thereof, be awarded to family members of persons employed by an organ of state, 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 Institution.
- 8. The bid of any bidder may be disregarded if that bidder or any of its directors abused the institution's supply chain management system; committed fraud or any other improper conduct in relation to such system; disclosure is found not to be true and complete; or failed to perform on any previous contract.
- 9. Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). Collusive bidding is a per se prohibition meaning that it cannot be justified under any grounds.
- 10. Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorises accounting officers and accounting authorities to:
  - a) disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b) cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 11. Communication between partners in a joint venture or consortium will not be construed as collusive bidding.

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**SECTION C: PERFORMANCE MANAGEMENT AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

To enable the prospective bidder to provide evidence of past and current performance.

<b>C1.</b>	Did the entity conduct business with an organ of state in the last twelve months? <b>(If yes complete Table C)</b>	NO	YES
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**C2. TABLE C**

Complete the below table to the maximum of the last 5 contracts.

NAME OF CONTRACTOR	PROVINCIAL DEPARTMENT OR PROVINCIAL ENTITY	TYPE OF SERVICES OR COMMODITY	CONTRACT/ ORDER NUMBER	PERIOD OF CONTRACT	VALUE OF CONTRACT	
<b>C3.</b>	Is the entity or its principals listed on the National Database as companies or persons prohibited from doing business with the public sector?				NO	YES
<b>C4.</b>	Is the entity or its principals listed on the National Treasury Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004)?  <i>(To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number(012) 326 5445.)</i>				NO	YES
<b>C5.</b>	If yes to C3 or C4, were you informed in writing about the listing on the database of restricted suppliers or Register for Tender Defaulters by National Treasury?			NO	YES	N/A
<b>C6.</b>	Was the entity or persons listed in Table A convicted for fraud or corruption during the past five years in a court of law (including a court outside the Republic of South Africa)?				NO	YES
<b>C7.</b>	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?				NO	YES

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**SECTION D: DULY AUTHORISED REPRESENTATIVE TO DEPOSE TO AFFIDAVIT**

*This form must be signed by a duly authorized representative of the entity in the presence of a commissioner of oaths.*

I, ..... hereby swear/affirm;

- i. that the information disclosed above is true and accurate;
- ii. that I have read understand the content of the document;
- iii. that I have arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- iv. that the entity undertakes to independently arrive at any offer at any time to the Institution without any consultation, communication, agreement or arrangement with any competitor. In addition, that there will be no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specification, 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;
- v. that the entity or its representative are aware of and undertakes not to disclose the terms of any bid, formal or informal, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract; and
- vi. that there have been no consultations, communications, agreements or arrangements made 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 that my entity was not involved in the drafting of the specifications or terms of reference for this bid.

.....

**DULY AUTHORISED REPRESENTATIVE'S SIGNATURE**

I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down his/her answers in his/her presence:

- 1.1 Do you know and understand the contents of the declaration? ANSWER: .....
- 1.2 Do you have any objection to taking the prescribed oath? ANSWER: .....
- 1.3 Do you consider the prescribed oath to be binding on your conscience? ANSWER: .....
- 1.4 Do you want to make an affirmation? ANSWER: .....

2. I certify that the deponent has acknowledged that he/she knows and understands the contents of this declaration, which was sworn to/affirmed and the deponent's signature/thumbprint/mark was placed thereon in my presence.

.....  
SIGNATURE FULL NAMES Commissioner of Oaths

Designation (rank) ..... ex officio: Republic of South Africa

Date: ..... Place

Business Address:  
.....

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**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 AND IN TERMS OF THE WESTERN CAPE GOVERNMENTS INTERIM STRATEGY AS IT RELATES TO PREFERENCE POINTS**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS (TENDERERS) MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER, PREFERENTIAL PROCUREMENT REGULATIONS, 2022 AND THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT AND THE CODES**

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**OF GOOD PRACTICE**

**1. DEFINITIONS**

- 1.1 **“acceptable tender”** means any tender which, in all respects, complies with the specifications and conditions of tender as set out in the tender document.
- 1.2 **“affidavit”** is a type of verified statement or showing, or in other words, it contains a verification, meaning it is under oath or penalty of perjury, and this serves as evidence to its veracity and is required for court proceedings.
- 1.3 **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 1.4 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 1.5 **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 1.6 **“bid”** means a written offer on the official bid documents or invitation of price quotations and “tender” is the act of bidding /tendering;
- 1.7 **“Code of Good Practice”** means the generic codes or the sector codes as the case may be;
- 1.8 **“consortium or joint venture”** 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;
- 1.9 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;

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- 1.10 **“EME”** is an Exempted Micro Enterprise with an annual total revenue of R10 million or less.
- 1.11 **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 1.12 **“Large Enterprise”** is any enterprise with an annual total revenue above R50 million;
- 1.13 **“non-firm prices”** means all prices other than “firm” prices;
- 1.14 **“person”** includes a juristic person;
- 1.15 **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- 1.16 **“proof of B-BBEE status level contributor”** means-
  - (a) The B-BBEE status level certificate issued by an authorized body or person;
  - (b) A sworn affidavit as prescribed in terms of the B-BBEE Codes of Good Practice; or
  - (c) Any other requirement prescribed in terms of the Broad- Based Black Economic Empowerment Act.
- 1.17 **QSE** is a Qualifying Small Enterprise with an annual total revenue between R10 million and R50 million;
- 1.18 **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- 1.19 **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract.
- 1.20 **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- 1.21 **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions;
- 1.22 **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
- 1.23 **“the Regulations”** means the Preferential Procurement Regulations, 2022;

- 1.24 **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 11 October 2013;
- 1.25 **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 1.26 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

**2. GENERAL CONDITIONS**

- 2.1 The following preference point systems are applicable to all bids:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 2.2 Preference point system for this bid:
  - (a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the.....preference point system shall be applicable; or
  - (b) Either the 80/20 or 90/10 preference point system will be applicable to this tender  
*(delete whichever is not applicable for this tender).*
- 2.3 Preference points for this bid (even in the case of a tender for income-generating contracts) shall be awarded for:
  - (a) Price; and
  - (b) B-BBEE Status Level of Contribution.
- 2.4 The maximum points for this bid are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

- 2.5 Failure on the part of a bidder to fill in, sign this form and submit in the circumstances prescribed in the Codes of Good Practice either a B-BBEE Verification Certificate issued by a Verification Agency accredited by the South African Accreditation System (SANAS) or an affidavit confirming annual total revenue and level of black ownership together with the bid or an affidavit issued by Companies Intellectual Property Commission, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.





- 6.5 A **large enterprise** must submit a valid, original or originally certified copy of a B-BBEE Verification Certificate issued by a verification agency accredited by SANAS.
- 6.6 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 6.7 A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE status level verification certificate for every separate tender.
- 6.8 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

**7. BID DECLARATION**

7.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**8. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPH 5**

8.1 B-BBEE Status Level of Contribution .....= ..... **(maximum of 20 points)**

**(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or an affidavit confirming annual total revenue and level of black ownership in terms of the relevant sector code applicable to the tender.**

**9. SUB-CONTRACTING**

9.1 Will any portion of the contract be sub-contracted? **YES / NO (delete which is not applicable)**

9.1.1 If yes, indicate:

(i) what percentage of the contract will be subcontracted? .....%

(ii) the name of the sub-contractor? .....

(iii) the B-BBEE status level of the sub-contractor? .....

(iv) whether the sub-contractor is an EME or QSE? **YES / NO** (delete which is not applicable)

9.1.2 Sub-contracting relates to a particular contract and if sub-contracting is applicable, the bidder to state in their response to a particular RFQ that a portion of that contract will be sub-contracted.

**10.DECLARATION WITH REGARD TO COMPANY/FIRM**

10.1 Name of company/ entity: .....

10.2 VAT registration number: .....

10.3 Company Registration number:.....

10.4 TYPE OF COMPANY/ FIRM

- Partnership/ Joint Venture/ Consortium
- One-person business/ sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[SELECT APPLICABLE ONE]

10.5 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contribution indicated in paragraph 7 above, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

(a) The Western Cape Government reserves the right to audit the B-BBEE status claim submitted by the bidder.

(b) As set out in Section 130 of the B-BBEE Act as amended, any misrepresentation constitutes a criminal offence. A person commits an offence if that person knowingly:

- (i) misrepresents or attempts to misrepresent the B-BBEE status of an enterprise;
- (ii) provides false information or misrepresents information to a B-BBEE Verification Professional in order to secure a particular B-BBEE status or any benefit associated with compliance to the B-BBEE Act;
- (iii) provides false information or misrepresents information relevant to assessing the B-BBEE status of an enterprise to any organ of state or public entity; or
- (iv) engages in a fronting practice.

(c) If a B-BBEE verification professional or any procurement officer or other official of an organ of state or public entity becomes aware of the commission of, or any attempt to commit any offence referred to in paragraph 9.1 (a) above will be reported to an appropriate law enforcement agency for investigation.

- (d) Any person convicted of an offence by a court is liable in the case of contravention of 9.4 (b) to a fine or to imprisonment for a period not exceeding 10 years or to both a fine and such imprisonment or, if the convicted person is not a natural person to a fine not exceeding 10% of its annual turnover.
- (e) The purchaser may, if it becomes aware that a bidder may have obtained its B-BBEE status level of contribution on a fraudulent basis, investigate the matter. Should the investigation warrant a restriction be imposed, this will be referred to the National Treasury for investigation, processing and imposing the restriction on the National Treasury's List of Restricted Suppliers. The bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, may be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the Audi alteram partem (hear the other side) rule has been applied.
- (f) The purchaser may, in addition to any other remedy it may have –
  - (i) disqualify the person from the bidding process;
  - (j) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (ii) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation; and
  - (iii) forward the matter for criminal prosecution.
- (g) The information furnished is true and correct.
- (h) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 2 of this form.

**SIGNATURE(S) OF THE BIDDER(S):** .....

**DATE:** .....

**ADDRESS:** .....

.....

**WITNESSES:**

1. ....

2. ....

**SWORN AFFIDAVIT – B-BBEE/QUALIFYING SMALL ENTERPRISE**

I, the undersigned

<b>Full name and surname</b>	
<b>Identity number</b>	

2. Hereby declare under oath as follows:

- (i) The contents of this statement are to the best of my knowledge a true reflection of the facts.
- (ii) I am a member/director/owner of the following enterprise and am duly authorized to act on its behalf:

<b>Enterprise name</b>	
<b>Trading name</b>	
<b>Registration number</b>	
<b>Enterprise address</b>	

3. I hereby declare under oath that:

- The enterprise is \_\_\_\_\_ % Black owned;
- The enterprise is \_\_\_\_\_ % Black woman owned;
- Based on management accounts and other information available for the \_\_\_\_\_ financial year, the income did not exceed R50 000, 000.00 (fifty million Rands)
- The entity is an Empowering Supplier in terms of Clause 3.3 (a) or (b) or (c) or (d) r l as amended (select one) \_\_\_\_\_ of the **dti** Codes of Good Practice.
- Please confirm in the table below the B-BBEE contributor **by ticking the applicable box.**

<b>100% Black owned</b>	<b>Level One</b> (135% B-BBEE procurement recognition)
<b>More than 51% Black owned</b>	<b>Level Two</b> (125% B-BBEE procurement recognition)
a) At least 25% of cost of sales (excluding labour costs and depreciation) must be procurement from local producers or suppliers in South Africa; For the service industry, include labour costs capped at 15%.	b) At least 50% of jobs created are for Black people, provided that the number of Black employees in the B-BBEE measurement verified immediately before is maintained.
c) At least 25% transformation of raw material/beneficiation, which includes local manufacturing, production and/or assembly, and/or packaging.	d) At least 12 days per annum of productivity deployed in assisting QSE and EME beneficiaries to increase their operational or financial capacity.
e) At least 85% of labour costs should be paid to South African employees by service industry entities.	

4. I know and understand the content of this affidavit, I have no objection to taking the prescribed oath, I consider the oath binding on my conscience and not on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date of signature by the commissioner.

**Deponent signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Commissioner of Oaths signature & stamp**

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**GOVERNMENT PROCUREMENT**  
**GENERAL CONDITIONS OF CONTRACT**  
**July 2010**

**NOTES**

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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## General Conditions of Contract

### 1. Definitions

1. The following terms shall be interpreted as indicated:
  - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
  - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
  - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
  - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
  - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
  - 1.7 "Day" means calendar day.
  - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
  - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
  - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
  - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
  - 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to,

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acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

- 2. Application**
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
- 3. General**
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za)
- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
- 6. Patent rights**
- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design

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rights arising from use of the goods or any part thereof by the purchaser.

**7. Performance security**

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
  - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

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- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

**9. Packing**

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

**10. Delivery and documents**

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

**11. Insurance**

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

**12. Transportation**

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

**13. Incidental services**

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

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- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

**14. Spare parts**

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
  - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

**15. Warranty**

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (17) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

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- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

**16. Payment**

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

**17. Prices**

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

**18. Contract amendments**

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

**19. Assignment**

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

**20. Subcontracts**

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

**21. Delays in the supplier's performance**

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable

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after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

**22. Penalties**

- 22.1 Subject to GCC Clause 25, if the supplier fails 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 pursuant to GCC Clause 23.

**23. Termination for default**

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
  - (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
  - (b) if the Supplier fails to perform any other obligation(s) under the contract; or
  - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

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- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, 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. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
  - (ii) the date of commencement of the restriction
  - (iii) the period of restriction; and
  - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years.

The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

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**24. Anti-dumping and countervailing duties and rights**

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

**25. Force Majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of Disputes**

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

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- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of liability**

- 28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
  - (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

**29. Governing language**

- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

**30. Applicable law**

- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

**31. Notices**

- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

**32. Taxes and duties**

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder.

This certificate must be an original issued by the South African Revenue Services.

**33. National Industrial Participation**

- 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

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**(NIP)  
Programme**  
**34. Prohibition  
of  
Restrictive  
practices**

- 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

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RCCH07/2024 - FOR THE SUPPLY, DELIVERY, INSTALLATION, DEMONSTRATION AND MAINTENANCE OF AN ANAESTHETIC MACHINE, AT RED CROSS WAR MEMORIAL CHILDREN'S HOSPITAL (RCWMCH).

***If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by calling the National Hotline 0800 701 701.***