

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	SCMU3-2627-0101-HO	CLOSING DATE:	13 November 2026	CLOSING TIME:	11h00
BRIEFING VENUE	VIRTUAL – MS Teams	BID BRIEFING DATE:	27 October 2026	BRIEFING TIME	10h00
DESCRIPTION	Invitation to bid for Repairs, Maintenance and Calibration of Medical Equipment for the Eastern Cape Department of Health Facilities for a period of Thirty Six (36) months.				
BID RESPONSE DOCUMENTS MUST BE SUBMITTED ONLINE VIA THE NATIONAL TREASURY ETENDER PORTAL					
www.etenders.gov.za					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Nyanisa Mqongwana		CONTACT PERSON	Nyanisa Mqongwana	
TELEPHONE NUMBER	040 608 9547		TELEPHONE NUMBER	040 608 9547	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	Nyanisa.mqongwana@echealth.gov.za		E-MAIL ADDRESS	Nyanisa.mqongwana@echealth.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES ☐ NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				☐ YES ☐ NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:

- 1.1. BIDS MUST BE SUBMITTED ONLINE VIA E-TENDER PORTAL.**
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

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

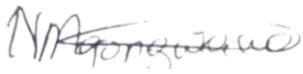
NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

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

DATE:

SCMU3-2627-0101-HO: Invitation to bid for Repairs, Maintenance and Calibration of Medical Equipment for the Eastern Cape Department of Health Facilities for a period of Thirty Six (36) months.

Revision			
Drafted By	Date: 05.10.2026	Name: Nyanisa Mqongwana	Signature: 
Reviewed By: Manager Demand	Date: 09.10.2026	Name: Thabisa Notshe	Signature: 
Approved By: Chairperson BSC	Date: 06.10.2026	Name: A.M. Cengimbo	Signature: 
Advert Approved By: GM: SCM	Date: 13/10/2026	Name: C. Mgijima	Signature: 

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LIST OF ABBREVIATIONS:

AC	Alternating Current
ACCE	American College of Clinical Engineering
BEE	Black Economic Empowerment
CE/EC	European Certification
CET	Clinical Engineering Technician
CM	Corrective Maintenance
CMMS	Computerised Maintenance Management System
CPI	Consumer Price Index
CT	Computed Tomography
DC	Direct Current
EC	Eastern Cape
ECDOH	Eastern Cape Department of Health
ECRI	Emergency Care Research Institute
EOL	End of Life
EU	European Union
FDA	Food and Drug Administration
GCC	General Conditions of Contract
HDI	Historically Disadvantaged Individuals
Hrs.	Hours
HT	Health Technology
IEC	International Electro-technical Commission
IPM	Inspection Preventive Maintenance
ISO	International Standards Organisation
MRI	Magnetic Resonance Imaging
NHI	National Health Insurance
OEM	Original Equipment Manufacturer
OD	Organizational Development
OHS	Occupational Health and Safety
PM	Preventive Maintenance
PPFA	Preferential Procurement Policy Framework Act
QA	Quality Assurance
ROE	Rate of Exchange
SABS	South African Bureau of Standards
SANS	South African National Standards
SCC	Special Conditions of Contract
SCM	Supply Chain Management
SMME	Small Medium and Micro Enterprises
WHO	World Health Organization
Yrs.	Years
ZAR	South African Rand

PART A: BID NOTICE

Invitation to bid for repairs, maintenance and calibration of medical equipment for the Eastern Cape department of Health Facilities for a period of thirty-six (36) months.

The Eastern Cape Department of Health has pursued the services of qualified service providers and or contractors to repair, maintain and calibration of medical equipment for the Eastern Cape department of Health Facilities. The overall objective of the programme is to strengthen health service delivery and improve service quality in all health facilities.

The programme is aimed at achieving quality healthcare

1. Services to allow the ECDOH to perform the following activities;

- ✓ Emergency equipment repairs
- ✓ Unplanned equipment repairs
- ✓ OEM scheduled maintenance
- ✓ Access to equipment spare parts, accessories and consumables

This will be achieved through contracting with the original equipment manufacturer (OEM) and or their accredited service vendors (ASVs).

2. The programme aims to improve safety and functionality of medical equipment and related incidental services in Public Health Facilities (hereinafter called the Final Beneficiary) of the Eastern Cape Department of Health.

3. **NON COMPULSORY BID BRIEFING**

A virtual non-compulsory Bid Briefing session will be held on the **27 October 2026 at 10h00.**

Below is the link for the briefing session:

Join: <https://teams.microsoft.com/meet/351703104175795?p=tfYVFgzUGMYO079g1c>

Meeting ID: 351 703 104 175 795

Passcode: nJ3tR7UU

PART B: INSTRUCTIONS TO BIDDERS

1. BACKGROUND

- 1.1 The Eastern Cape Department of Health has pursued the services of qualified service providers and or contractors to repair, maintain, calibrate and support medical equipment for the Eastern Cape department of Health facilities. The ECDOH has extended the medical equipment maintenance programme to new and existing health facilities throughout the Province of the Eastern Cape. The programme is focused at provision of maintenance and application support services. It aims improving suitability, availability, utilization, safety and functionality of medical equipment in all public health facilities of the Eastern Cape Department of Health. It is intended that this intervention will be applied throughout the Province of the Eastern Cape benefitting new and existing public Health Facilities in all 8 health district municipalities, for which this invitation for tender covers.
- 1.2 The objective of this programme is to establish the required contracts for repair, maintenance and calibration of medical equipment, thus contributing to an improved delivery of health services to the population. The programme purpose is to strengthen quality of health services in public health facilities in the province.

2. LEGISLATIVE AND REGULATORY FRAMEWORK

- 2.1 This bid and all contracts emanating from there shall be subject to the General Conditions of Contract (GCC) issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Conditions of Contract (SCC) are Supplementary to that of the General Conditions of Contract. Where the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract prevail as recorded by Clause 2 in the General Conditions of Contract.
- 2.2 The bid and all contracts emanating there from shall be governed within boundaries of South African laws.

3. SCOPE OF SERVICES

- 3.1 The services through the Service Providers/Contractor shall cover repairs, specialist preventive maintenance (PM) and corrective maintenance (CM), application support and user training, maintenance training for selected medical equipment in all public health facilities in 8 districts of Eastern Cape Department of Health. In addition to these services, the Service Provider/Contractor will be responsible for the supply of spare parts, as required.

4. COST OF BIDDING

- 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Management Division will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

5. CONTENTS OF BIDDING DOCUMENTS

- 5.1 The Equipment and Services required, bidding procedures and Contract terms are prescribed in the Tender Documents. The Tender Documents include:
 - Part A: Bid Notice
 - Part B: Instructions to Bidders
 - Part C: Bid strategy

Part D: Special Conditions of the Contract
Part F: Maintenance Service Obligations
Part G: Returnable Forms
Form No.1: Authorisation to Sign
Form No.2: Authorisation Declaration
Form No.4: Declaration of Interests (SBD 4)
Form No.5: Personnel Strength Assessment Form
Form No.6: Joint Venture Disclosure Form
Form No.7: Preference Points Claim Form (SBD 6.1)
Form No.8: Contractual Agreement

Part H: Returnable Schedules
Schedule A: Functionality Evaluation Criteria
Schedule B: Response Times for Reactive Maintenance
Schedule C: Proposed Personnel Fees (Labour Rates)
Schedule D: Labour Rates Pricing Schedule
Schedule E: Equipment risk and complexity
Schedule F: Summary Rates Table

General Conditions of Contract

5.2 All Bidders are required to submit these documents, via E-Tender Portal

5.3 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Tender Documents. Failure to furnish all information required by the Tender Documents or submission of a bid not substantially responsive to the Tender Documents in every respect will be at the Bidder's risk and may result in rejection of its Bid.

6. CLARIFICATION OF DOCUMENTS

6.1 Any Bidder requiring any clarification of the Tender Document may notify the Purchaser in writing at the mailing address as indicated in the Notice no later than 5 days before the closing date of the bid. The Purchaser will respond in writing to any request for clarification received. Written copies of the Purchaser's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective Bidders who have attended the compulsory briefing or information sharing meeting.

6.2 A non-compulsory bid briefing session will be held as per date and time specified on the bid notice with a view to provide an opportunity to the Bidders to interact in person with the Purchaser so that the price schedule and other information are correctly filled in and also to ensure that the submitted bids become responsive. All prospective Bidders are invited to the bid briefing session.

7. AMENDMENT OF TENDER DOCUMENTS

7.1 At any time prior to the deadline for submission of Bids, the Purchaser may, for any reason, whether at his own initiative or in response to a clarification requested by a prospective Bidder, modify the Tender Documents by amendment.

7.2 The amendment shall be notified in writing to all Bidders who have attended the briefing session and who have received the tender documents. The amendment shall take precedence and shall be binding.

- 7.3 In order to afford prospective Bidders reasonable time in which to take the amendment into account in preparing their bids, the Purchaser may, at his discretion, extend the deadline for the submission of bids.

8. LANGUAGE OF BIDS, UNITS OF MEASUREMENT

- 8.1 The bid prepared by the Bidder and all correspondence and documents relating to the bid, exchanged by the Bidder and the Purchaser, shall be written in the English language. Supporting documents and printed literature furnished by the Bidder may be written in another language, provided that they are accompanied by accurate translation of its pertinent passages. For purposes of interpretation of the bid, the English translation shall govern in such case.
- 8.2 The units of measurement of the international metric system should apply and be used in the bids.

9. DOCUMENTS COMPRISING THE BID

- 9.1 The bid prepared and submitted by the Bidder must comprise all the documents listed under Clause 5.1 and including all required supporting information and evidence.

10. BID FORMS

- 10.1 The Bidder must complete and sign the Bid Forms furnished in the Tender Documents. Failure to sign the bid forms will invalidate the bid.

11. CONSORTIUMS AND JOINT VENTURES

- 11.1 In response to this invitation to bid, bidders are permitted to form Consortiums/Joint Ventures. Bidders bidding as JV/Consortium must complete in full and sign the returnable Joint Venture Disclosure form (Part G – Form No.6).
- 11.2 The Consortium must submit a “Letter of Intent” to enter into a Joint Venture and/or a Joint Venture agreement signed by all Consortium/JV partners.
- 11.3 The agreement shall be legally binding on all consortium members and must clearly stipulate the contract terms and conditions.
- 11.4 The Consortium/Joint Venture shall nominate and appoint a member authorized to be the lead partner and this authorization shall be included in the agreement entered into between the consortium members;
- 11.5 The Consortium/Joint Venture shall appoint lead member who shall be the only authorized party to make legal statements, communicate with the Employer and/or any duly appointed representative, and receive instructions for and on behalf of any and all the members of the consortium;
- 11.6 The letter of intent and/or copy of the agreement entered into by the consortium members shall be submitted with the bid. Failure to submit the agreement shall disqualify the bid.

12. PERIOD OF VALIDITY

- 12.1 Validity period for the bid is **Ninety days (90)** days from the date of closing of the Bid. Bid validity for a shorter period shall be rejected by the Employer as non-responsive.

- 12.2 In exceptional circumstances, the Employer may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing or by fax. A Bidder granting the request will not be required nor permitted to modify his Bid.

13. RESPONSE FIELDS

- 13.1 Bidders are required to submit responsive bids by completing all the prices, mandatory response fields and item questionnaires on the provided pricing schedule for the individual items. In this regard bidder's attention is drawn to the response field and price structure explanations and examples supplied in the bid document.
- 13.2 In the event that any returnable form or certificate provided in Part G of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided and the bidder should refer to such annexure in the form or certificate provided.
- 13.3 Non-compliance with this condition will invalidate the bid for the item(s) concerned.

14. SUBMISSION OF BIDS

- 14.1 All Tender Documents must be submitted online to the government electronic E-tender portal on the date/time specified in the Invitation for Bid.

15. DEADLINE FOR SUBMISSION OF BIDS

- 15.1 Bids must be received by the Purchaser at the date/time specified in the Invitation to Bid.
- 15.2 The Purchaser may, at his discretion, extend this deadline for the submission of bids by amending the Tender Documents in which case all rights and obligations of the Purchaser and Bidders previously subjected to the deadline will thereafter be subject to the deadline as extended

16. COUNTER CONDITIONS

- 16.1 Amendments to any of the Bid Conditions or setting of counter conditions by Bidders shall invalidate the bid rendering it non-responsive and therefore may be disqualified.

17. FRONTING

- 17.1 The Purchaser supports broad based black empowerment and recognizes that true empowerment can be achieved through individuals and businesses conducting themselves in line with the country's Constitution and in an honest fair, equitable, transparent, and legal manner. Against this background, the Purchaser condemns any form of fronting.
- 17.2 The Purchaser, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the bidder/contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid / contract and may also result in the restriction of the bidder/contractor to conduct business with the

public sector for a period not exceeding ten years, in addition to any other remedies the Purchaser may have against the bidder/contractor concerned.

18. MODIFICATION AND WITHDRAWAL OF BIDS

18.1 The Bidder may modify or withdraw his/her Bid after electronic submission, provided that the modification or withdrawal is effected through the prescribed electronic procurement E-tenders system prior to the deadline prescribed for submission of Bids.

18.2 No Bid may be modified after the deadline for submission of Bids.

18.3 No Bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in this bid.

19. BID OPENING AND PUBLICATION

19.1 The online system will close the electronic submission of Bids at the date and time specified in the Instructions to Bidders. Following the closing of the Bid, the Purchaser will download all Bids received through the prescribed electronic procurement system. The Bids received will thereafter be processed in accordance with the applicable procurement procedures, and the Bidders list will be published on the National Treasury eTender Publication Portal **within 10 (ten) days** after the Bid closing date.

20. CLARIFICATION OF BIDS

20.1 To assist in the examination, evaluation and comparison of bids the Purchaser may, at his discretion, ask the Bidder for a clarification of his bid. The request for clarification and the response shall be in writing and no change in the price or substance of the bid shall be sought, offered or permitted.

21. PRELIMINARY EXAMINATION

21.1 The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, and whether the bids are generally in order.

21.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying/adding the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, his bid will be rejected. If there is a discrepancy between words and figures the amount in words will prevail.

21.3 The Purchaser may waive any minor informality or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Bidder.

21.4 Prior to the detailed evaluation, the Purchaser will determine the substantial responsiveness of each Bid to the Tender Documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the Tender Documents without material deviations and offers all equipment items. Deviations from or objections or reservations to critical provisions will be deemed to be a material deviation. The Purchaser's determination of a bid's responsiveness is to be based on the contents of the bid itself without remedy to extrinsic evidence.

- 21.5 A bid determined as not substantially responsive will be rejected by the Purchaser and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

22. EVALUATION CRITERIA

22.1 STAGE 1: ADMINISTRATIVE REQUIREMENTS

Bidder responses will be evaluated against the mandatory requirements set out below. This stage is not subject to scoring. Any bidder who fails to comply with one or more of the mandatory requirements shall be disqualified from further participation in the evaluation process.

22.1.1 Central Supplier Database

A proof of registration to CSD may be provided with an updated compliant tax status. For Bidders bidding as a Consortia / Joint Ventures / Sub-contractor, each party in the JV must submit a separate CSD.

22.1.2 Specific Goals

Bidders are required to complete the preference claim form (SBD 6.1) and submit supporting documents to support their claim for specific goals. For Bidders bidding as a Consortia / Joint Ventures / Sub-contractor, consolidated specific goals for the JV must be submitted. Failure to submit supporting documents for specific goals claimed will be interpreted to mean that specific goals points contribution are not claimed.

22.1.3 Consortia / Joint Venture Agreement (where applicable)

Bidders bidding as a Consortia / Joint Ventures with a Sub-contractor must submit a "Letter of Intent" and or "Joint Venture agreement" signed by all JV partners with the bid. The JV partners must complete and sign the Joint Venture Disclosure Form (Part G – Form No.6).

22.1.4 Declaration of Interests (SBD 4)

Bidders must complete in full and duly sign returnable forms for declaration of interest (Part G - Form No.4) and submit with the bid.

22.1.5 Non-Compulsory Briefing Session

Bidders can attend the non-compulsory briefing session and complete the attendance register.

22.2 STAGE 2: FUNCTIONALITY REQUIREMENTS

- 22.2.1** The functionality evaluation will be conducted in terms of the evaluation criteria to verify the compulsory documents requested in terms of section; Part G-returnable documents. Bidders, who fail to comply with the required information, will be regarded as non-responsive.

☐ **Accreditation Schedule**

The bidder is required to submit a fully completed **Annexure A** of the equipment they are accredited for by the manufacturer to repair, service and supply spares and accessories in the Eastern Cape.

☐ **Summary Labour Rates Table**

The bidder is required to submit a completed **Annexure B** which includes all the equipment the Service Provider is accredited per model for in all the facilities in the Eastern Cape. Failure to comply with any of the conditions set out in returnable Rate Based Pricing Schedule Equipment database and Pricing Schedule (Annexure B) will result in bid disqualification.

☐ **Maintainability and Serviceability (MS)**

The bidder must Complete **Annexure C** personnel/ (Clinical Engineer and or Clinical Engineering technicians) for the equipment technology offered available to perform maintenance services. Qualification and manufacturer certificate/s must be attached and submitted with the bid as proof. Personnel experience records or resumes and on the job proof of certification must be submitted

together with minimum (3) contactable references. A Personnel /technician must have a minimum of 3 years' experience in Clinical Engineering environment to be listed in Annexure C .
Failure to submit the above requirement will lead to disqualification .

22.2.2 POINTS AWARDED FOR PRICE

In terms of regulation 4 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2011 (Act 5 of 2011), responsive bids will be adjudicated either on 80/20-preference point system in terms of which points are awarded to bidders on the basis of:

The 80/20 PREFERENCE POINT SYSTEM

A maximum of 80 points is allocated for the price on the following basis:

The Bid Price: 80 (maximum 80 points)

Specific Goals status level of contributor: 20 (maximum 20 points)

The following formula will be used to calculate the points for price:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where:

Ps: Points scored for comparative price of bid under consideration

Pt.: Comparative price of bid under consideration

Pmin: Comparative price of lowest acceptable bid

22.2.3 A maximum of 20 points may be allocated to a bidder for attaining their Specific Goals status level of contributor in accordance with the table below:

Specific Goals Status Level of Contribution	Weighting (of 20 POINTS)	Number of points (80/20 system)
Historically Disadvantage Individuals		
• Race	40%	8
• Women	20%	4
• Disability	20%	4
Youth	10%	2
Locality based	10%	2
Total		

- 22.2.4 Bidders are required to complete the preference claim form (SBD 6.1) and submit their Specific Goals status level verification documents at the closing date and time of the bid in order to claim the Specific Goals status level point.
- 22.2.5 The points scored by a bidder in respect of the level of Specific Goals contribution will be added to the points scored for price.
- 22.2.6 Only bidders who have completed and signed the declaration part of the preference claim form and who have submitted a Specific Goals status level compliance will be considered for preference points.
- 22.2.7 Failure on the part of the bidder to comply with above paragraphs will be deemed that preference points for Specific Goals status level of contribution are not claimed and will therefore be allocated a zero (0).
- 22.2.8 The ECDOH may, before a bid is adjudicated or at any time, require a bidder to substantiate claims it has made with regard to preference.
- 22.2.9 The points scored will be rounded off to the nearest 2 decimals.
- 22.2.10 The Purchaser reserves the right to negotiate further with preferred bidders who obtain better scores on functionality or on specifications items that are of high importance/significance and preferred by the Purchaser.
- 22.2.11 The Purchaser reserves the right to negotiate further with preferred bidders who offer better access and availability to offered equipment support services for the Province's health service regions.
- 22.2.12 The Purchaser reserves the right to negotiate further with preferred bidders where opportunity exists to standardize equipment and services.
- 22.2.13 The Purchaser reserves the right to negotiate further with preferred bidders where prices are above the targeted range by the Purchaser.
- 22.2.14 The Purchaser reserves the right to split-award contracts to more than one preferred bidder for the same equipment type or item.
- 22.2.15 The Purchaser reserves the right to split-award contracts per health service region or regions to more than one preferred bidder.
- 22.2.16 The following formula will be used for splitting award between two contractors:

Category	Difference between points	Recommended percentage split
A	Equal points	50/50
B	0,1 – 5%	70/30
C	5,1 – 10%	80/20

- 22.2.17 For Multiple award of the same items to various contractors (more than two), the award of items will be done in terms of mitigating risk and where value proposition will be derived for the offered products and be limited to a maximum of four contractors per item.

- 22.2.18 For multiple bidders bidding for the same item Make and/or Model, the item will only be awarded to the bidder scoring the highest number of points. The same item Make and or model will not be awarded to more than one bidder for the same line item.
- 22.2.19 All equipment that are grouped as a series in the specifications can be treated as a group series and can be evaluated and awarded as such for standardization.
- 22.2.20 Where two or more bidders have scored equal points including equal preference points for Specific Goals, the contract will be awarded to the bidder scoring the highest for functionality.
- 22.2.21 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.
- 22.2.22 A contract may, on reasonable and justifiable clinical benefits, be awarded to a bid that did not score the highest number of points.
- 23 AUTHORISATION DECLARATION**
- 23.1 Any bidder who is sourcing goods and services from a third party must complete the Authorisation Declaration (Part G – Form No.2) form in full for all relevant goods and or services, signed and submitted together with the bid documents at the closing date and time of the bid.
- 23.2 The Purchaser reserves the right to verify any information supplied by the bidder in the authorisation declaration and bid submission, should the information be found to be false or incorrect, the Purchaser will exercise any of the remedies available to it in the bid documents.
- 23.3 The bidder must ensure that all financial and supply arrangements for goods or services have been mutually agreed upon between the bidder and the third party. No agreement and or obligations between the bidder and the third party shall be binding to the ECDOH.
- 23.4 Failure to submit a duly completed and signed Authorisation Declaration, with the required annexure(s), in accordance with the above provisions will invalidate the bid for such Goods and or Services offered.
- 24. TAX CLEARANCE**
- 24.1 An Original and valid Tax Clearance Certificate issued by the South African Revenue Services certifying that the taxes of the bidder are in order may be submitted at the closing date and time of bid.
- 25. CONTRACT PRICING AND ADJUSTMENTS**
- 25.1 The bidder must complete in FULL price details for the Goods and or Services on the Pricing Schedule form/s attached as Part H – Schedule F which completed form/s must be submitted together with the bid documents. Failure to comply with this requirement may invalidate the bid.
- 25.2 Prices quoted must be furnished on the basis of supply, delivery, installation, commissioning and maintenance, including warranty.
- 25.3 Bid pricing details must be completed manually using clear BLACK INK and duly signed. Where electronically completed submissions are made, every page must be initialled.
- 25.4 All bid prices must be inclusive of 15% Value-Added Tax.
- 25.5 It is an express requirement of this invitation to bid that the bidders provide some transparency in respect to their pricing approach. In this regard, bidders must indicate the basis on which they have calculated their pricing by completing all aspects of the Pricing Schedule form Part H – Schedule F.

- 25.6 The prices and fees quoted by the Bidder shall be firm for a period of twelve (12) months. The bidder shall use the prevailing Rate of Exchange (RoE) based on the South African Reserve Bank at 12:00 on the **date of advertisement** to price imported content offered in this bid.
- 25.7 Rate of Exchange to be used to convert bid price: Rate of exchange to be used in this bid in the conversion of the bid price of the item(s) to South African currency is **US Dollar** as indicated in the table below
- 25.8 Prices in the pricing schedule of the Contract shall differentiate between foreign and local pricing and shall indicate/substantiate the base rate of exchange (ROE) used to convert the foreign portion to South African currency. Any increase or reduction in the relevant amount as a result of any fluctuation in the rate of exchange or revaluation of currencies shall, irrespective of whether the price is firm or not, be subject to the following conditions:

Currency	Rates of exchange
US Dollar	Advert Date

- 25.9 All deliveries of goods and rates will be DDP. [Definition DDP: Delivered Duty Paid (named place of destination) in the country of the purchaser. Seller is responsible for delivering the goods to the hospital / Institution in the Eastern Cape Department of Health, and pays all costs in bringing the goods to the destination including import duties and taxes].
- 25.10 Prices in the pricing schedule of the Contract shall differentiate between foreign and local pricing and shall indicate/substantiate the base rate of exchange (ROE) used to convert the foreign portion to South African currency. Any increase or reduction in the relevant amount as a result of any fluctuation in the rate of exchange or revaluation of currencies shall, irrespective of whether the price is firm or not, be subject to the following conditions:
- 25.11 Fluctuations between contract pricing schedule rates and quotes: Will be fully exposed to ROE adjustments with the ROE determined at the average buy and sell spot rate on quote date based on the South African Reserve Bank rates at 12:00 on the date of the quote. Visit www.reservebank.co.za to obtain the relevant rates.

Currency	Rates of exchange
US Dollar	Average buy and sell spot rate on the quote date

- 25.12 Fluctuations between quote date and order date: The order amount in South African currency will be placed on the Supplier less, or plus, an amount reflecting any change in the exchange rate exceeding 5% (tolerance rate) compared to the quoted rate, determined at average buy and sell spot rate on quote date based on the South African Reserve Bank rates. In the event where the actual spot rate differs by more than 5% from the quote rate on the date of the order, the supplier may request an updated quote (if more) or the Department may request an updated rate (if less).

- 25.13 Fluctuations between order date and invoice settlement date: Any further fluctuation in the ROE and the cost of taking forward cover, which may occur between the purchaser order and the date of the invoice settlement, shall be absorbed by the Supplier.
- 25.14 Any request for price changes or rate of exchange variation shall be supported by documentary evidence, in the form of proof of the applicable rates on the applicable dates, by providing printouts of the South African Reserve Bank rates
- 25.15 Applications for price adjustments must be submitted in a formal letter listing the items applicable to the adjustment and accompanied by documentary evidence in support of any adjustment claim.
- 26. DECLARATION OF INTERESTS**
- 26.1 The bidder must complete and submit with the bid a duly signed declaration of interest (SBD 4) form. The declaration of interest form is attached as Part G – Form No.4.
- 26.2 Failure to comply with this condition shall invalidate the bid.
- 27. BIDDER DUE DILIGENCE**
- 27.1 The department reserves the right to conduct supplier due diligence prior to award of the contract or at any time during the contract period. This may include site visits to service points and business premise inspections.
- 28. CONTACTING THE PURCHASER**
- 28.1 No Bidder shall contact the Purchaser on any matter relating to his bid, from the time of the bid opening until the Contract has been awarded.
- 28.2 Any effort by a Bidder to influence the Purchaser in the Purchaser's bid evaluation, bid comparison or contract award decisions will result in the rejection of the bid.
- 29. PURCHASER'S RIGHT TO ACCEPT AND REJECT ANY OR ALL BIDS**
- 29.1 The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award without thereby incurring any liability to the affected Bidder or Bidders.
- 30. NOTIFICATION OF AWARD**
- 30.1 Prior to the expiration of the period of bid validity, the Purchaser will notify the successful Bidder in writing, by registered letter or fax, that his bid has been accepted.
- 30.2 The notification of award will constitute the formation of the Contract.
- 31. SIGNING OF THE CONTRACT**
- 31.1 At the same time as the Purchaser notifies the successful Bidder that his bid has been accepted the Purchaser will send the Bidder the Contractual Agreement (Part G – Form No.10) provided in the Tender Documents, incorporating all agreements between the parties.
- 31.2 Within 14 days of receipt of the Contract Form, the successful Bidder shall sign and date the Contract and return it to the Purchaser.

PART C: BID STRATEGY

THE BID CALLS FOR REPAIRS, MAINTENANCE AND CALIBRATION OF MEDICAL EQUIPMENT FOR ALL THE EASTERN CAPE DEPARTMENT OF HEALTH FACILITIES FOR A PERIOD OF THIRTY-SIX (36) MONTHS.

- ✓ The Purchaser seeks to appoint the original equipment manufacturer (OEM) and or accredited service vendors (ASVs) for all the equipment models offered.
- ✓ The Purchaser reserves the right to split-award contracts per health service region or regions to more than one preferred bidder. In the event where there is more than one vendor appointed as ACSV for the same model, the department reserves the right to negotiate the price with all ACSVs.
- ✓ For multiple bidders bidding for the same item Make and/or Model, clarity or conformation will be obtained from the OEM.
- ✓ The successful bidder will be requested to repair, maintain and calibrate medical equipment at the facilities where the equipment is placed. Will have to supply spares, accessories and consumables (**RT Rates to be used where applicable**).
- ✓ Bidders should comply their offers to Department of Public service and administration labour rates for consulting services (as per Schedule F which must be completed in full)
- ✓ The mark-up on spare parts is up to 30% and the Purchaser has a right to request documentation to that effect.
- ✓ The travel rates will be determined as per the Department of Transport rates in relation to the types and models of vehicles used at the time of performing a service up to a maximum of 2200 cc. The decision was based on Geographic's of the Eastern Cape and therefore a double cab diesel 2200 cc will be sufficient to complete all task required in the HTM of the province.
- ✓ The accommodation rates should as per National Treasury regulation.
 - Different manufacturer offering different makes and models and pricing, the bid is not competitive; it will be awarded on compliance.
- ✓ The award will be based on compliance with all the administrative as per Part G: Returnable Contract Forms and Part H: Schedule F (**Summary Labour Rates Table**).

PART D: SPECIAL CONDITIONS OF CONTRACT

1. GUIDELINES AND DEFINITIONS

In this Special Conditions of Contract, the following terms shall be interpreted as indicated:

- 1.1 **"Abuse"** the status assigned to a device FAILURE when a service representative finds damage attributable to incorrect use (e.g., during operation, cleaning, or transport).
- 1.2 **"Acceptable bid"** means any bid, which, in all respects, complies with the specifications and conditions of the bid as set out in the bid document.
- 1.3 **"Acceptance inspection"** a detailed INSPECTION performed before a device is put into use either after initial receipt (i.e., the incoming inspection of new equipment) or following other service activities (e.g., a major REPAIR, MODIFICATION, or OVERHAUL) as appropriate.

- 1.4 **“Acquisition cost”** the total cost, including the purchase price, delivery charges, and training and installation costs, to acquire a single piece of equipment.
- 1.5 **“Annualized failure rate”** The number of FAILURES for a device or a group of devices (e.g., a particular model) divided by the product of the number of years being considered and the number of devices in use at a health facility. The following are sample annualized failure rate calculations: (A) A facility with 700 infusion pumps of the same model received 84 REPAIR work orders for that model during one year. $84 \text{ failures} / (700 \text{ pumps} \times 1 \text{ year}) = 0.12 \text{ failures/pump-year}$; (B) For five (5) ultrasound scanners of the same model, there were only two repair requests in three years. $2 \text{ failures} / (5 \text{ scanners} \times 3 \text{ year}) = 0.13 \text{ failures/scanner-year}$; (C) A single magnetic resonance imaging (MRI) unit required nine repairs over three years. $9 \text{ failures} / (1 \text{ unit} \times 3 \text{ year}) = 3 \text{ failures/MRI unit-year}$.
- 1.6 **“Bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of State for the provision of goods, works or services.
- 1.7 **“Black enterprise”** means an enterprise that is 51% owned by black persons and where there is substantial management control. Ownership refers to economic interest while management refers to the membership of any board or similar governing body of the enterprise.
- 1.8 **“Black empowered enterprise”** means an enterprise that is at least 25.1% owned by black persons and where there is substantial management control. Ownership refers to economic interests. Management refers to executive directors. This is whether the black enterprise has control or not.
- 1.9 **“Black people”** includes all African, Coloured or Indian persons who are South African citizens by birth or by descent or who were naturalised prior to the commencement of the constitution in 1993. In addition, the term also includes black people who became South African citizens after the constitution’s commencement but who would have been able to be naturalised prior to this, were it not for the Apartheid laws which prohibited naturalisation of certain persons. This means that an African, Coloured or Indian person who was not a South African citizen before the commencement of the constitution in 1993 but who would have been entitled to apply to be naturalised prior to 1993, will also be considered a black person and therefore a beneficiary of BEE.
- 1.10 **“Black woman-owned enterprise”** means an enterprise with at least 25.1% representation of black women within the black equity and management portion.
- 1.11 **“Calibration”** a procedure used to determine a device’s accuracy using test equipment whose own accuracy is appropriate and has been verified and, as needed, adjusting that medical device to meet the manufacturer’s specifications.
- 1.12 **“Clinical engineer”** a professional who supports and advances patient care by applying engineering and managerial skills to health-care technology (American College of Clinical Engineering). While a clinical engineer is a specialized biomedical engineer, the terms are often used interchangeably.
- 1.13 **“Clinical engineering technician (CET)”** a professional who supports and advances patient care by applying engineering and technical skills to medical equipment. CETs install, inspect, maintain, repair, calibrate and modify medical equipment and support systems to adhere to standard guidelines. CETs

educate and advise clinical staff on theory of operation, physiological principles, and safe clinical application of medical equipment maintaining quality patient care.

- 1.14 **"Closing time"** means the date and hour specified in the bidding documents for the receipt of bids.
- 1.15 **"CMMS" (Computerised Maintenance Management System)** is a computer based asset management system to list all equipment used in patient-care activities, regardless of ownership and to document maintenance services and status.
- 1.16 **"Commissioning"** means a systematic process of ensuring that the health facility as a whole and all technological systems, both movable and immovable, perform interactively according to the design intent, and satisfies the Purchaser's clinical service and operational needs. This shall be achieved by beginning in the design phase, documenting the design intent and continuing through construction, acceptance and the warranty-period with actual verification of performance.
- 1.17 **"Commissioning Agent"** means the firm or consultant nominated and or appointed in writing by the Purchaser to oversee execution and performance of this contract by the contractor. The Purchaser shall have authority over the commissioning agent or clinical engineers appointed under the commissioning agent. The Purchaser shall have authority to replace the Commissioning Agent in writing to the Contractor.
- 1.18 **"Community or broad-based enterprise"** means an enterprise that has an empowerment shareholder who represents a broad base of members such as a local community or where the benefits support a target group, for example black women, people living with disabilities, the youth and workers. Shares are held via direct equity, non-profit organisations and trusts.

Benefits from the shareholding should in a measurable sense be directed towards the uplifting of the community through job creation, welfare, skills development, entrepreneurship and human rights. At the same time, directors and management of groups should significantly comprise black persons.

These arrangements are appropriate in situations where the activities or operations of an enterprise or industry directly impact on a community or are located in a community or may benefit a community. Notable examples are large industrial projects, mining and tourism. Other instances, which do assist in broadening the shareholder base, are employee share ownership schemes; these are a viable empowerment shareholder option. In this and other circumstances, these arrangements should not detract from the ability of the shareholder to exercise significant influence or control over the operations of the business.

- 1.19 **"Comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration.
- 1.20 **"Consortium or joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract.
- 1.21 **"Contract"** means the agreement entered into between the Purchaser and the Supplier/Maintenance Contractor, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
- 1.22 **"Contractor"** means the Service Provider individual or firms providing Maintenance and Services under this Contract;

- 1.23 **"Contract Fees"** means the fee payable to the Supplier/Maintenance Contractor under the Contract for the full and proper performance of his contractual obligations;
- 1.24 **"Contracted service"** SERVICE provided under contract by a contractor or sub-contractor.
- 1.25 **"Control"** means the possession and exercise of legal authority and power to manage the assets, goodwill and daily operations of a business and the active and continuous exercise of appropriate managerial authority and power in determining the policies and directing the operations of the business.
- 1.26 **"Corrective maintenance"** A process used to restore the physical integrity, safety and/or performance of a device after a failure. Corrective maintenance and unscheduled maintenance are regarded as equivalent to the term repair. This contract uses these terms interchangeably.
- 1.27 **"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.
- 1.28 **"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.
- 1.29 **"Day"** means calendar day;
- 1.30 **"Delivery"** means delivery in compliance with the conditions of the contract or order;
- 1.31 **"Delivery ex stock"** means immediate delivery directly from stock actually on hand;
- 1.32 **"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.
- 1.33 **"Disability"** means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.
- 1.34 **"Downtime"** the time that a device is not available for clinical use because of the need to perform activities such as INSPECTIONS, PREVENTIVE MAINTENANCE, and REPAIRS. Downtime is specified in hours or as a percentage. Note that it is typically calculated only over a specified "use period." A use period is based on when a device is scheduled to be available for clinical use or when a contract's terms specify that a device will be available. For instance in this contract, the use period is 24 hours a day for 365 days a year, or for 52 weeks a year.
- 1.35 **"Dumping"** occurs when a private enterprise abroad markets 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.
- 1.36 **"ECRI"** formerly known as Emergency Care Research Institute.

- 1.37 **“Effective Date”** means the date of execution of this Agreement based on the Notification of Award by the Purchaser, furnishing of the Performance Security by the Contractor, the signing of Contract and Payment against the Purchase Order and Performance Security;
- 1.38 **“Equity Ownership”** means the percentage ownership and control, exercised by individuals within an enterprise.
- 1.39 **“Failure”** The condition of not meeting intended performance or safety requirements, and/or a breach of physical integrity. A failure is corrected by repair and/or calibration.
- 1.40 **“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, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.41 **“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.
- 1.42 **“GCC”** means the General Conditions of Contract.
- 1.43 **“Goods”** means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.44 **“Health technology (HT)”** HT is the application of organized knowledge and skills in the form of devices, medicines, vaccines, procedures and systems developed to solve a health problem and improve quality of life. It is used interchangeably with health-care technology.
- 1.45 **“Historically Disadvantaged Individual (HDI)”** means a South African citizen -
- a) who, due to the Apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 110 of 1983) or the Constitution of the Republic of South Africa, 1993, (Act 200 of 1993) (“the interim Constitution); and/or
 - b) who is a female; and/or
 - c) who has a disability:
provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI;
- 1.46 **“HT Directorate”** means the Health Technology unit which will have the responsibility to manage performance of the Supplier/Contractor;
- 1.47 **“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;

- 1.48 “In-house service”** the SERVICING of medical equipment performed by the Purchaser’s own staff.
- 1.49 “Inspection”** refers to scheduled activities or interactions with medical equipment designed to detect unsuspected equipment problems, or to ensure medical equipment functions correctly. It includes both performance inspections and safety inspections. These occur in conjunction with performed preventive maintenance, corrective maintenance, or calibration but can also be completed as a stand-alone activity scheduled at specific intervals.
- 1.50 “Inspection and preventive maintenance (IPM)”** IPM refers to all the scheduled activity necessary to ensure a piece of medical equipment is functioning correctly and is well maintained. IPM therefore includes inspection and preventive maintenance (PM).
- 1.51 “Local content”** means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place;
- 1.52 “Maintenance”** is interaction with medical equipment designed to identify and correct suspected equipment problems, or to perform activities designed to prevent the future occurrence of problems (inspection and preventive maintenance). Maintenance is a collective term comprising of acceptance inspection, calibration, inspection, modification, overhauls, preventive maintenance, and repair.
- 1.53 “Manufacture”** means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities;
- 1.54 “Medical device”** an article, instrument, apparatus or machine that is used in the prevention, diagnosis or treatment of illness or disease, or for detecting, measuring, restoring, correcting or modifying the structure or function of the body for some health purpose. Typically, the purpose of a medical device not achieved by pharmacological, immunological or metabolic means.
- 1.55 “Medical equipment”** are medical devices requiring calibration, maintenance, repair, user-training, and decommissioning. Medical equipment is used for specific purposes of diagnosis, monitoring, treatment or rehabilitation following disease or injury. Medical equipment includes devices such as monitoring equipment, life supporting equipment, imaging equipment, laboratory equipment, mechanical equipment, as well as other equipment supporting the care of the patient, whether or not it is in the immediate vicinity of a patient. In addition, these categories includes other devices, such as fridges, that support the care of a patient, but are generally not specifically manufactured for use in health care services.
- 1.56 “Modification”** the alteration of a device from its original state to improve performance, reliability, or safety or to add new functionality. (This is distinct from restoring a device from a deteriorated state.) Examples of modifications include installing software with new functionality and adding components to a device.
- 1.57 “OEM”** refers to Original Equipment Manufacturer. If parts and service kits furnished are not OEM then the Contractor must be able to furnish certification by manufacturer that they meet or exceed OEM specifications and manufactured under current ISO/SABS standards.
- 1.58 “Order”** means an official written order issued for the supply of goods or works or the rendering of a service;

- 1.59 **“Overhaul”** an extensive (i.e., far exceeding routine PREVENTIVE MAINTENANCE) replacement or rebuilding of worn parts on a device to significantly extend its life.
- 1.60 **“Owned”** means having all the customary elements of ownership, including the right of decision-making and sharing all the risks and profits commensurate with the degree of ownership interests as demonstrated by an examination of the substance, rather than the form of ownership arrangements;
- 1.61 **“Performance inspections”** these activities are designed to test the operating status of a medical device. Tests compare the performance of the device to technical specifications established by the manufacturer in their maintenance or service manual. These inspections are not meant to extend the life of equipment, but merely to assess its current condition. Performance inspections are sometimes referred to as ‘quality assurance inspections’.
- 1.62 **“Predictive maintenance”** This activity involves a forecasting technique to determine the rate of failure of certain types of replaceable components (e.g. batteries, valves, pumps, seals). The maintenance interval is then set so components are replaced before they fail, ensuring the equipment continues to operate reliably.
- 1.63 **“Preliminary taking over”** this is commissioning milestone where the Purchaser issues provisional acceptance of the goods and services which represents the start of the warranty period commencing on the date of issuing of preliminary acceptance certificate by the Purchaser or the duly appointed agent.
- 1.64 **“Preventive maintenance (PM)”** PM involves maintenance performed to extend the life of the device and prevent failure. PM is usually scheduled at specific intervals and includes specific maintenance activities such as lubrication, cleaning (e.g. filters) or replacing parts that are expected to wear (e.g. bearings) or which have a finite life (e.g. tubing). The procedures and intervals are usually established by the manufacturer. In special cases the user may change the frequency to accommodate local environmental conditions. Preventive maintenance is sometimes referred to as ‘planned maintenance’ or ‘scheduled maintenance’. This contract document uses these terms interchangeably.
- 1.65 **“Project site”** where applicable, means the place indicated in bidding documents.
- 1.66 **“Purchaser”** means the Eastern Cape Department of Health (ECDOH) purchasing the Goods and Services;
- 1.67 **“Rand value”** means the total estimated value of a contract in Rand denomination that is calculated at the time of the bid invitations and includes all applicable taxes and excise duties.
- 1.68 **“Repair”** a process used to restore the physical integrity, safety, and/or performance of a device after a failure. Used interchangeably with corrective maintenance.
- 1.69 **“Repair time”** the hands-on time needed to repair and have medical equipment ready for return to use, which is the time entered on the associated work order or job card.
- 1.70 **“Response time”** the time from the initiation of a request for SERVICE until a service representative solves the problem (e.g., by telephone) or arrives to REPAIR a device or to remove it for repair.
- 1.71 **“Revisable item”** an item is declared revisable only if it has minor defects or is partially compliant.

- 1.72** “**Safety inspections**” these are activities performed to ensure the device is electrically and mechanically safe. These inspections may also include checks for radiation safety or dangerous gas or chemical pollutants. When these inspections are done, the results are compared to local standards as well as to manufacturer’s specifications. The frequency of safety inspections may be different than planned maintenance and performance inspections, and are usually based on regulatory requirements.
- 1.73** “**SCC**” means the Special Conditions of Contract.
- 1.74** “**Service**” a collective term comprising activities and sub-activities within COMMISSIONING and MAINTENANCE.
- 1.75** “**Services**” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, acceptance testing, provision of technical assistance, training, catering, warranties and security, maintenance and other such obligations of the supplier covered under the contract. "Services" means Services including incidental services to be provided under the Contract and defined in Part E;
- 1.76** “**Small, Medium and Micro Enterprises (SMMEs)**” bears the same meaning assigned to this expression in the National Small Business Act, 1996 (Act 102 of 1996).
- 1.77** “**Specific contract participation goals**” means the goals as stipulated in the Preferential Procurement Regulations, 2001. In addition to above-mentioned goals, the Regulations [12. (1)] also make provision for organs of State to give particular consideration to procuring locally manufactured products.
- 1.78** “**Sub-Contractor**” are sub-service providers of the contractor and or independent service organization providing specialised application support and maintenance services whose cost are covered under the Contractor’s contract sum.
- 1.79** “**Sub-contracting**” means the primary contractor’s assigning or leasing or making out work to, or employing another person to support such a primary contractor in the execution of part of a project in terms of the contract.
- 1.80** “**Time-and-materials service**” SERVICE performed by a Contractor or Sub-contracting organization and paid for on the basis of the costs of labour, parts and supplies, and travel time. It may be scheduled or unscheduled.
- 1.81** “**Total cost of service**” the total SERVICE costs for a single unit or the average per-unit cost for all units of the same model; it includes IN-HOUSE SERVICE, CONTRACTED SERVICE, and TIME-AND-MATERIALS SERVICE.
- 1.82** “**Unable to duplicate**” the status assigned to a device FAILURE when a service representative finds no problem (e.g., when equipment passes INSPECTION) following a report of failure.
- 1.83** “**User error**” the status assigned to a device FAILURE when a service representative finds no problem (e.g., when equipment passes INSPECTION) following a report of failure and the representative determines that the device or an accessory was used incorrectly.

- 1.84 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. APPLICATION

- 2.1 These Special Conditions of Contract (SCC) are Supplementary to that of the General Conditions of Contract (GCC). However, where the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract shall prevail as recorded by Clause 2 in the General Conditions of Contract.
- 2.2 The bid and all contracts emanating there from will be governed within boundaries of South African laws.

3. STANDARDS

- 3.1 The goods supplied shall conform to the standards mentioned in the bidding documents and technical specifications. In the absence of which, other relevant publications such as International Standards Organisation (ISO), European Standards, SANS, SABS, World Health Organisation (WHO) guidelines for Medical Equipment Management, ECRI standards or other relevant publications may be referred to.
- 3.2 The goods supplied shall conform to Radiation Control standards, guidelines and procedures.

4. USE OF CONTRACT DOCUMENTS AND INFORMATION; INSPECTION

- 4.1 The Contractor 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 Contractor in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 4.2 The Contractor shall not, without the Purchaser's prior written consent, make use of any document or information mentioned in Clause 4.1 except for purposes of performing the Contract.
- 4.3 Any document, other than the Contract itself mentioned in Clause 4.1 shall remain the property of the Purchaser and shall be returned (all copies) to the purchaser on completion of the Contractor's performance under the contract if so required by the Purchaser.
- 4.4 The Contractor shall maintain all necessary books, accounts and records and shall establish a reporting system for the Service and shall permit the Purchaser to inspect the Contractor's accounts and records relating to the performance of the Contractor and have them audited by auditors appointed by the Purchaser.
- 4.5 The Contractor shall permit the Purchaser or any Person designated to visit and inspect the contractor's records relating to the performance of the contractor without charge at times that may reasonably be requested, and all books, records, and documents relating to the said Service shall at such times be open to have them audited by auditors appointed by the Purchaser, if so required by the Purchaser.

5. METHOD OF PROVIDING SERVICES

- 5.1 The Contractor shall supply the Goods and perform the said Services and its other obligations hereunder in accordance with the law of the Republic of South Africa and this Contract.

5.2 If the Contractor is aware of a conflict, it shall inform the Purchaser accordingly and the parties shall discuss in good faith and agree the manner in which the Contractor should perform the services.

5.3 The Contractor shall determine the cost associated with the provision of the goods and services necessary under the Contract and provides sufficient funding to meet these anticipated costs.

5.4 The Contractor shall ensure that appropriate equipment, tools and competent personnel are readily available to perform the activities as described in this agreement.

6. PATENT RIGHTS

6.5 The Contractor shall indemnify the Purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. PERFORMANCE SECURITY

7.1 Within thirty (30) days of receipt of the notification of contract award or issuance of a purchase order for the equipment and services, the successful Contractor shall furnish to the purchaser as performance security amount (100%) for the maintenance service fees agreed and specified in the award notice or purchase order provided by the Purchaser.

7.2 The proceeds of the performance security shall be payable to the Purchaser as compensation for any loss resulting from the Contractor's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the Purchaser or in a freely convertible currency acceptable to the Purchaser and shall be in the form of a bank guarantee or an irrevocable letter of credit issued by a reputable commercial bank located in the Republic of South Africa, acceptable to the Purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser.

7.4 The performance security will be discharged by the purchaser and returned to the contractor not later than thirty (30) days following the date of completion of the contractor's performance obligations under the contract, including any warranty obligations. Discharge of the performance security to the contractor shall be done only for completed contractor service obligations. Release of payments will be authorised by the purchaser when goods or service obligations are received and completed during the contract period.

7.5 Where the contractor fails to complete his obligations under the contract terms and conditions, the remaining proceeds of the performance security shall be payable back to the purchaser including unused funds and or savings made from the service performance security.

8. DEMONSTRATIONS, INSPECTIONS, TESTS AND ANALYSES

8.1 All bidding, pre-award and post-award testing and demonstration of Goods and Services will be for the account of the Bidder and or Contractor.

- 8.2 Goods and Services to be rendered shall 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 Purchaser or an organization acting on behalf of Purchaser.
- 8.3 Routine quality assurance inspections to goods and services during the contract period shall be carried out by the Purchaser or by any duly authorised Commissioning Agent at will, and 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 Goods and Services 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 Goods or Services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such Goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the Contractor.
- 8.6 Goods 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 Goods or Services may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected Goods shall be held at the cost and risk of the Contractor who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with Goods and or Services which do comply with the requirements of the contract. Failing such removal the rejected Goods shall be returned at the Contractor's cost and risk. Should the Contractor fail to provide the substitute Goods and Services forthwith, the Purchaser may, without giving the Contractor further opportunity to substitute the rejected Goods and Services, purchase such Goods and Services as may be necessary at the expense of the Contractor.
- 8.8 The Purchaser's Project Manager or any other duly appointed Commissioning Agent shall have authority to inspect and certify quality, and either accept or reject goods and services provided by the Contractor. The Contractor shall accept certification results and proceed to act in accordance with provisions of Clause 8.4 to 8.7 without deferring commissioning service obligations specified in Part E.
- 8.9 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.

9 PACKING

- 9.1 The Contractor 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 provided for in the contract, including additional requirements specified in Part E, and in any subsequent instructions ordered by the Purchaser.

10 DELIVERY AND DOCUMENTS

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

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, delivery, installation, testing and commissioning.
- 11.2 The Contractor shall obtain a workman's compensation insurance, public liability insurance and insurance covering liability for damage to properties and injuries to persons arising from negligence or default of the Contractor and any other relevant policies commonly taken for the provision of said Goods and Services. The insurance policies shall cover adequate compensation as per the prevailing laws of the Republic of South Africa.
- 11.3 The Contractor must also provide all risk property insurance to cover all equipment belonging to the Purchaser on the Contractor's site or in transit using company vehicles.
- 11.4 All policies of insurance shall be taken out in the name and account of the Contractor.

12 TRANSPORTATION

- 12.1 Pricing for the offered Goods and Services by the Contractor shall be all-inclusive of delivery transportation.
- 12.2 Deliveries shall be made directly to the Purchaser's final beneficiary throughout the Eastern Cape region in accordance with commissioning obligations specified in Part E.

13 INCIDENTAL SERVICES

- 13.1 The supplier shall be required to provide any or all of the following services, including additional services, specified in Part E of this contract:
- 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 shall be included in the contract price and shall cover the full warranty period for the said goods. Outside of the warranty period, the contract price for the incidental services shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the contractor for similar services and shall conform to rates for professional services in the public service.

14 SPARE PARTS

- 14.1 The Contractor may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Contractor:
- a) such spare parts as the Purchaser may elect to purchase from the Contractor, provided that this election shall not relieve the Contractor 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 Contractor 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, materials and software unless provided otherwise in the contract. The Contractor 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 Contractor, that may develop under normal use of the supplied goods in the conditions prevailing in the country and region of final destination.
- 15.2 This warranty shall remain valid for twenty-four (24) 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.
- 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 this contract 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 this contract, 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 Payment for maintenance services:

- (a) The Purchaser's HT Project Manager or any duly appointed firm's Clinical Engineer shall have authority to certify payment for maintenance services provided under the Contract. Without prejudice,

the Purchaser or duly appointed Clinical Engineer, shall certify maintenance services completed by the Contractor, upon the Contractor having satisfied contract terms and conditions, and service obligations specified in Part F.

- (b) Together with the invoice the Contractor shall furnish documentation related to conducted maintenance services, service certification, record of completed training activities and indicators linked to actual response time, equipment downtime and other indicators agreed upon in this contract.

16.2 Payments for spare parts:

- (a) Fees for spare parts shall be included in manufacturer warranty, extended warranties and comprehensive maintenance service options.
- (b) Specific spare parts such as vacuumed packed articles (e.g. examination and operating light bulbs x-ray tubes) LED lamps and ultrasound probes shall be included in warranty fees.
- (c) Fees for preventive maintenance shall include service spare-parts and kits in full.
- (d) Not included under spare parts are consumables.

16.3 The Contractor's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, the Services performed and the fulfilment of other obligations stipulated in the contract;

16.4 Payments shall be made by the Purchaser within thirty (30) days of submission of a complete and valid invoice.

17 PRICES AND FEES

17.1 Fees charged by the Contractor for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Contractor in this bid, with the exception of any price adjustments authorised by the Purchaser or in the Purchaser's request for bid validity extension, as the case may be. Goods and services listed on to the contract will be billed according to the fees established in the pricing schedule for equipment indicated in Part H, Schedule E and F.

17.2 After extended maintenance plan period has expired, similarly fees for maintenance services shall be billed according to prices established in this bid, with the exception of any price adjustment authorised by the Purchaser.

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 CESSION OR ASSIGNMENT

19.1 The Contractor 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 Contractor shall notify the purchaser in writing of all sub-contracts to be awarded under this contract if not already specified in the bid.
- 20.2 Such notification, in the original bid or later, shall not relieve the Contractor from any liability or obligation under the Contract.
- 20.3 Sub-contractors must comply with the provisions of the Contract.

21 DELAYS IN CONTRACTOR'S PERFORMANCE

- 21.1 Delivery of the goods and performance of services shall be made by the contractor 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 contractor 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 after receipt of the contractor's notice, the purchaser shall evaluate the situation and may at his discretion extend the contractor'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 contractor's point of supply is not situated at or near the place where the supplies are required, or the contractor's services are not readily available.
- 21.5 Except as provided under Clause 25, a delay by the contractor in the performance of its delivery obligations shall render the contractor liable to the imposition of penalties, pursuant to Clause 22, unless an extension of time is agreed upon pursuant to 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 contractor'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 contractor.

22 PENALTIES

- 22.1 Subject to Clause 25, if the Contractor fails to deliver any or all of the equipment 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 of 2% 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 Clause 23.
- 22.2 If the Contractor fails to perform maintenances services within timelines indicated in PART H, SCHEDULE B and in the event that the equipment supplied has been on downtime for more than five percent (5%) of

one single year of the warranty period, i.e. more than 18 natural days in one single year, the Contractor shall extend the warranty period for a duration of six (6) times of the time duration when the equipment was on downtime. The Purchaser may also consider termination of the contract pursuant to 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 Contractor, may terminate this Contract in whole or in part:

- a) if the Contractor 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 Clause 21.2;
- b) if the Contractor fails to perform any other service obligation(s) under the contract; or
- c) if the Contractor, in the judgment of the Purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

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 Contractor shall be liable to the Purchaser for any excess costs for such similar goods, works or services. However, the Contractor shall continue performance of the contract to the extent not terminated.

24 ANTI-DUMPING AND COUNTERVAILING DUTIES AND RIGHTS

24.1 When, after the date of bid, provisional payments are required, or antidumping 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 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 Contractor if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Contractor, 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 Contractor 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 Contractor 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 as follows:
- a) The parties shall agree on and appoint a mediator within ten (10) working days of the date of which the dispute was declared. Whether or not the mediation resolves the dispute, the parties shall bear their own costs concerning the mediation and share costs of the mediator and related costs equally.
 - b) The mediator shall agree the procedures, representation and dates for the mediation process with the parties. The mediator may meet the parties together or individually to help reach a settlement.
 - c) Where the parties reach settlement of the dispute or any part thereof, the mediator shall record such agreement and on signing thereof by the parties the agreement shall be final and binding.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - b) the Purchaser shall pay the Contractor any monies due the Contractor.

28 INDEMNITY OF LIABILITY

- 28.1 The Contractor shall indemnify in full and hold the Purchaser harmless from and against any actions, suits, claims, demands, proceedings, losses, damage, compensation, charges and expenses whatsoever to which the Purchaser shall or may be or become liable in respect of and arising from:
- a) Any breach by the Contractor of its obligations hereunder;
 - b) Any neglect act, error or omission on the part of the Contractor, its directors, officers, employees, Sub-Contractors in the performance of the said Services;
 - c) The misconduct of the Contractor or its directors, officers, employees, Sub-Contractors;
 - d) Any loss or damage to any property or injury to any Person of whatsoever nature or kind and howsoever or whosoever sustained or caused or contributed arising out of the use or occupation of the Purchasers

properties by the Contractor and not caused by the negligence or wilful act, default or omission of the Purchaser personnel.

29 LIMITATION OF LIABILITY

29.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;

- a) the Contractor 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 Contractor 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.

30 CONTRACT PERIOD

30.1 The contract The contract period for equipment and services supply shall commence on the Effective Date subject to contractor performance under the terms and conditions of this Contract, the Contract shall continue for a period of (36) months.

30.2 The contract period for maintenance services shall commence on the date of signing of the contract, subject to contractor performance under the terms and conditions of this Contract, the Contract period shall continue for a period of (36) months.

31 EXTENSION OF CONTRACT PERIOD

31.1 The Purchaser shall notify the Contractor in writing within a reasonable notice period prior to the date of expiry of Contract and pursuant to Clause 22, if the Purchaser intends to extend the Contract for a further period. The Parties shall as soon as reasonably practicable after the receipt of such notification negotiate the terms and condition for such extension, to the intent that such terms and conditions are to be agreed by the parties prior to the date on which the contract period would have otherwise expired.

31.2 Scope of maintenance services will remain the same. However, subject to authorization by the Purchaser, variations in scope of goods and services shall not exceed 15% of the original contract value.

32 EXPIRY OF THE CONTRACT PERIOD

32.1 Upon the expiry of the Contract:

- a) The Contractor shall withdraw all its personnel and sub-contractors and all rights of the Contractor shall revert.
- b) All liabilities, obligations, claims, suits or proceedings whatsoever existing prior to and as at the expiry whether arising out of or in connection with:
 - (i) Any agreement entered into by the Contractor.
 - (ii) Any act, default omission or negligence of the Contractor its employee or Sub-service providers.

- c) The Contractor shall hand over all equipment and any part of to the respective Health Facilities and obtain a written confirmation that the contracted equipment has been handed over in working conditions.
- 32.2 The Contractor shall make available or furnish all information records and documents related to services as will enable the Purchaser to continue equipment management, operation and maintenance.
- 32.3 The Purchaser shall as soon as practicable pay to the Contractor (if a balance is due to the Contractor), in accordance with payment terms and conditions of the contract.
- 32.4 The expiry of the Contract shall not affect any claim or obligation of payments that the Parties may have against the other prior to the expiry of the Contract.
- 33 ISSUING OF ORDER**
- 33.1 The anticipated delivery period as specified in the PART E of this SCC shall commence on the date on which the order is issued by the Purchaser.
- 34 GOVERNING LANGUAGE**
- 34.1 The contract shall be written in English, as specified by the Purchaser in the Instructions to Bidders. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 35 APPLICABLE LAW**
- 35.1 The contract shall be interpreted in accordance with Republic of South Africa laws.
- 36 NOTICES**
- 36.1 Any notice given by one party to the other pursuant to the Contract shall be sent in writing and confirmed in writing to the address specified for that purpose in the Special Conditions of the Contract's Authorization Declaration form.
- 36.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later. The time mentioned in the contract documents for performing any activity after such aforesaid notice has been given, shall be determined from the date of delivery of such notice.
- 37 TAXES AND DUTIES**
- 37.1 A foreign supplier shall be entirely responsible inter alia for all taxes, stamp duties, license fees, and other such levies imposed outside the Purchaser's country incurred until delivery of contracted goods to the Purchaser.
- 37.2 A local supplier shall be entirely responsible inter alia for all taxes, stamp duties, license fees, and other such levies incurred until delivery of the contracted goods to the Purchaser.
- 37.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid, the Purchaser must be in possession of a valid tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services (SARS).

38 OWNERSHIP AND COPYRIGHT

- 38.1 Ownership of all products produced in terms of this agreement, of whatever nature, vest in ECDOH.
- 38.2 The copyright of products, of whatever nature, commissioned and produced in terms of this agreement, and that have been paid for by the Purchaser are owned exclusively by ECDOH.

PART E: MEDICAL EQUIPMENT MAINTENANCE SERVICES AGREEMENT

39 MAINTENANCE SERVICE OBLIGATIONS OF THE CONTRACTOR

- 39.1 Preventive Maintenance (PM) Services:
- a) The Contractor shall perform in full all OEM specified preventive maintenance services for the full Manufacturer Warranty period established in this contract.
 - b) After warranty Preventive Maintenance services, optional to the Purchaser, shall begin from the date of Preliminary Taking Over (after testing and commissioning). The Contractor shall price the optional (5) five-year Preventive Maintenance and Call-Out Service fees in the specified pricing schedule indicated in Part H – Schedule E for the equipment.
 - c) The Contractor shall perform appropriate PM services on the equipment offered as per requirements of the original equipment manufacturer (OEM). The contractor shall prepare and submit PM schedules for the equipment scope for approval by the Purchaser or any other duly appointed representative. In the absence of which and with approval by the Purchaser, other relevant publications such as ECRI or other relevant publications may be referred to.
 - d) The Contractor shall submit its proposed PM plan/schedule annually effective from warranty start-date for the equipment scope offered, to Health Technology (HT) or any other duly appointed Clinical Engineer for approval. Inspective and preventive maintenance services shall be performed by the contractor during the agreed warranty period without fail.
 - e) The Contractor shall request in writing from the Purchaser's Health Technology Manager or any duly appointed Clinical Engineer permission to execute PM services at least 15 days prior to the proposed work start date. If the Purchaser fails to respond to this request during this period, approval shall be considered granted by the Purchaser. Prior to performing PM services at the equipment location, the contractor shall report to the Purchaser's beneficiary or any other duly appointed Clinical Engineer at the health facility to announce themselves and request access to the equipment needing PM services. The contractor shall not proceed to execute PM services without obtaining approval from the beneficiary or the authorised representative.
 - f) The Purchaser or any other duly appointed representative reserves the right to witness execution and test quality of any or all PM services performed by the Contractor.
 - g) All inspective and preventive maintenance work shall be completed within 30 days after the due-date determined by the frequency specified by the OEM, and following the last equipment service date.
 - h) For the duration of this agreement and as per service requirements, the contractor shall provide suitably qualified and competent clinical engineering personnel to perform inspective and preventive maintenance work as established in this contract. Replacement clinical engineering personnel shall be equivalent or better and the Contractor shall request approval to the Purchaser.
 - i) As part of PM services, the Contractor shall carry out equipment performance tests, quality assurance tests, calibration and electrical safety checks on a required basis. It is the duty of the Contractor to provide all necessary consumable supplies needed for these performance tests and calibrations.

- j) All test and calibration results shall be recorded in appropriate service certificates specified by the Original Equipment Manufacturer. Contractor job-cards and time sheets shall not be recognised as service certificates in term of this contract.
- k) All equipment service certificates shall record the serial number of the test and calibration equipment used to perform PM services.
- l) All equipment service certificates produced during PM shall be submitted together with copies of test equipment calibration certificates by the Contractor. The Purchaser shall accept two (2) copies for each service certificate produced by the Contractor, one set issued to the Purchaser's final Beneficiary or health facility, and another set issued to Health Technology or any other duly appointed Clinical Engineer.
- m) The Contractor's clinical engineer shall clearly record their full name, signature and service completion date on all service certificates produced during PM.
- n) The contractor shall perform predictive maintenance during PM and submit service report to the Purchaser or any approved duly authorised representative for risk management.
- o) In the event that serviced equipment malfunctions within three (3) months following preventive maintenance, the contractor shall be liable for all costs associated with bringing the equipment into a functional and safe condition.
- p) The Contractor shall perform on-site user training (hands-on) during PM. The contractor shall collaborate with Health Technology for identified training gaps and prepare annual training programmes for equipment users and technicians.

39.2 Call-Out Services:

- a) The Contractor shall respond to Corrective Maintenance call-outs initiated by the Purchaser's final Beneficiary or any duly appointed Clinical Engineer within the response times indicated in Part H – Schedule B. The Contractor shall perform inspections and tests on the equipment and shall furnish inspection and tests certificates together with a priced quotation of required spare parts for approval, if any.
- b) Call-out maintenance quotations for both contracted and non-contracted services shall be authorised by the Purchaser's final Beneficiary or the duly appointed Clinical Engineer by the Purchaser.

39.3 Extended Warranty (Comprehensive) Maintenance Services:

- a) The Contractor extended warranty integrates the Manufacturer warranty for scope coverage.
- b) The Contractor warranty certificate shall be in the name of the Purchaser's final Beneficiary.
- c) Additional Extended Warranty (Comprehensive) maintenance services, optional to the Purchaser, shall begin from the date of Final Taking Over (after initial Manufacturer warranty has elapsed). The Contractor shall price the optional (5) five-year extended warranty or comprehensive maintenance services in the specified pricing schedule indicated in Annexure A for each the equipment offered under the contract.
- d) The warranty shall cover the entire machine including any and all component parts, spare parts, software modules and upgrades, accessories and maintenance thereof. The warranty coverage shall be applied fully and without any cost to Beneficiary and to the users whatsoever, including but not limited to the cost of routine visits, call-outs, training, labour, spare parts, and shall be valid for unlimited consultations within the warranty period save in cases of proven misuse, intentional damage, or force majeure.
- e) The Extended Warranty shall be at Contractor premises, being any cost of equipment transport or technician travelling at Contractor charge and included in the offered price.
- f) Training for users and maintenance personnel shall be equivalent to OEM training or better. All personnel training shall meet commissioning service obligations specified in this special conditions of contract.
- g) At least 95% of one single year of full functioning, i.e. 347 days out of 365/366 days, shall be guaranteed by the Contractor within the warranty period. In the event that the equipment supplied has been on downtime

for more than five percent (5%) of one single year of the warranty period, i.e. more than 18 natural days in one single year, the Contractor shall extend the warranty period for a duration of six (6) times of the time duration when the equipment was on downtime.

- h) The time elapsed between the communication about the malfunctioning equipment and the intervention on site, within the warranty period, shall be as specified in the response times tabulated in Part H - Schedule B.
- i) If the Contractor, having been notified, fails to remedy the defect(s) within the period specified in Part H – Schedule B, the Purchaser may proceed to take such remedial action as may be necessary, at the Contractor's risk and expense and without prejudice to any other rights which the Purchaser may have against the Contractor under the contract.
- j) During the warranty validity period, on-site preventive maintenance and calibration visits shall be performed according to frequency intervals as specified by the manufacturer. The Preventive/Scheduled Maintenance Plan of the visits shall be presented by the Contractor before the issuance of preliminary taking-over certification by the Purchaser. During the site-visits a concise additional training shall be provided to the users and to the maintenance personnel.
- k) During on-site maintenance and calibration visits a short user-training update shall be carried out by the Contractor.

39.4 Corrective Maintenance (CM) Services:

- a) The Contractor shall provide prompt onsite response to corrective maintenance requests and minimize downtime of faulty or malfunctioning equipment. The Contractor response times shall comply with requirements of Part H - Schedule B.
- b) Personnel responding to service repair or emergency requests shall be sufficiently competent to resolve the problem or at least identify or isolate the problem. The Contractor shall be liable for costs incurred during repetitive site visits due to failure to isolate the problem and or rework of any form by the responding personnel.
- c) Replacement maintenance personnel shall be equivalent or better and their competency and experience shall be in accordance with the terms and conditions of this contract.
- d) In case of "emergency repair calls for critical equipment" the Contractor shall provide onsite response within agreed time frames in Part H – Schedule B. Repair work shall be completed with the stipulated timeframes in the schedule of response times.
- e) Prior to performing corrective maintenance services at the equipment location, the contractor shall report to the Purchaser's beneficiary or any other duly authorised representative at the health facility to announce themselves and request access to the equipment needing repairs. The contractor shall not proceed to execute corrective maintenance services without obtaining approval from the beneficiary or the authorised representative.
- f) During corrective maintenance, the Contractor shall complete performance inspections on the repaired equipment in accordance with OEM specifications. A signed report by the clinical engineer detailing full results of the performance inspection shall be submitted to the Purchaser or any duly authorised representative certifying the equipment safe for use. Contractor job-cards shall not represent performance inspection certificates.
- g) The Purchaser or any other duly appointed representative reserves the right to witness execution of any or all corrective maintenance services performed by the Contractor.
- h) The Contractor shall provide the Purchaser's final beneficiary with detailed written information that:
 - (i) Describe procedures for obtaining technical assistance and repair services in the event of equipment failure or malfunction. A 24-hour contact telephone number shall be provided and displayed onsite, and the said number shall be contactable at all times. Names of contact persons and their job titles

authorised within terms and conditions of this contract shall be displayed at the exact equipment locations.

- (ii) Describe the general activities that Purchaser's employees should perform when responding to equipment failure, including guidelines to be used when responding and interpreting alarm codes.
- (iii) Describe the procedures used to set-up and test the equipment before use, including settings for set-up and testing.
- (iv) Describe for equipment users how to identify and obtain equipment accessories or consumables, including manufacturer part numbers.

39.5 Spare parts:

- a) Spare parts used must be OEM or meet or exceed OEM specifications.
- b) The maintenance services and equipment spare parts shall be available directly in the Republic of South Africa at Eastern Cape regional level for maintenance and spare parts access. The Contractor shall maintain availability of spare parts and effectively complete corrective maintenance services with completion times specified in Part H, Schedule B.
- c) The Purchaser reserves the right to request the original OEM pricing for the spare parts offered by the Contractor, indicating discounts offered by the OEM if any. The Contractor shall at all times provide such true information as in when required by the Purchaser or any duly appointed Clinical Engineer.
- d) The Contractor shall not service-exchange faulty equipment spare-parts with used or reconditioned spare parts without written approval by the Purchaser. Where service exchange is an option, the Contractor shall value and price used service exchanged spare parts against the equivalent new for comparison. Where service exchange parts are selected by the Purchaser, the Contractor shall provide one-year warranty cover or equivalent to the longest equipment service interval as per OEM specifications.

39.6 Calibration and testing equipment:

- a) Upon taking over the contract services, the Contractor shall have all required test and calibration instruments. The contractor shall only use test equipment calibrated by an independent SANAS approved firm or the OEM for the test equipment. The contractor shall maintain records of certification for the expected life-span of the equipment.
- b) At all times the Contractor shall use calibrated and safe test equipment to perform commissioning and maintenance services required by the terms and conditions of this contract. The contractor shall furnish up-to-date annual calibration certificates for test equipment for each equipment service. The Purchaser or any approved duly appointed representative has the right to request and audit test equipment calibration certificates during maintenance services
- c) The Contractor shall ensure that relevant medical equipment is calibrated as part of the Service Contract and is labelled accordingly. The equipment shall be calibrated by competent personnel and the Contractor shall develop and implement a system to ensure quality control.
- d) The Contractor shall develop and implement a procedure for assigning inspection intervals for equipment included in this contract. The procedure should document the goals of the equipment inspection and demonstrate how the intervals selected are consistent with those goals. The results of inspection shall be documented.

39.7 Sub-contractors:

- a) For the commissioning maintenance services, the Contractor may sub-contract services via long term or single services contract to Sub-contractors. The costs of such contracts must be borne by the Contractor.
- b) The Contractor is required to prepare and submit a list of equipment that would be sub-contracted for maintenance to Health Technology for approval. Such services may include preventive maintenances, repairs and spare parts.

39.8 Write-off rights:

- a) In case the cost of maintenance and repair exceeds the value of the equipment/part, the Contractor shall obtain approval from the Purchaser to either still to carry out the repair or write-off the equipment/part. The Contractor does not have the right to write-off the equipment/part without previous written consent

- and approval from the Purchaser.
- b) The Contractor may not remove equipment or any part from the Purchaser's site without obtaining written approval from the Purchaser or any other duly authorised representative.

40. ORGANIZATION OF CONTRACT EXECUTION

- 40.1 The Eastern Cape Department of Health will be the executing Government Department for the maintenance programme. The HT directorate shall be responsible for carrying out monitoring and oversight to the overall programme.
- 40.2 The Purchaser's HT project manager or any duly authorised representative shall actively participate in the development and implementation of the overall maintenance services and contractor obligations.
- 40.3 The Purchaser or any duly appointed representative shall evaluate the performance of the Contractor and according to contractual arrangement and verify value for money on payments made to the Contractor.
- 40.4 Sufficient highly skilled engineers and technicians in the field of clinical or biomedical engineering must be availed by the Contractor to perform maintenance service obligations and provide user training for all equipment in the inventory of the Purchaser's data system.
- 40.5 Sufficient and suitable workshop space must be made available by the Contractor to perform all work assigned and stipulated in this contract. Infection control protocols and compliance to requirements of the Occupational Health and Safety Act must be maintained by the Contractor.
- 40.6 The Purchaser's HT directorate shall receive monthly and quarterly reports of indicators that allow the organization to determine compliance with the medical equipment maintenance management programme. The Contractor shall follow the developed indicators that reflect the performance on scheduled PM and corrective maintenance services carried out.

41. OFFICE OPERATION OF THE CONTRACTOR

- 41.1 The maintenance services provided by the contractor in this contract shall be accessible and the Contractor shall put systems in place for the said services to be located within a 50 km radius of major cities or towns in the Purchaser's region which are Gqeberha, East London and Mthatha. The Purchaser shall not reimburse the Contractor for subsistence and travelling costs incurred for services performed for Health Facilities within the specified 50 km radius. Where the Contractor has failed to make the said contract services accessible within the specified 50km radius, the Purchaser may refuse liability for costs incurred for subsistence and traveling by the Contractor and the contractor shall carry the relevant costs. Costing with regard to the mileage will only be accepted from the closest major city.
- 41.2 The Contractor shall provide general maintenance services during normal working hours, during which the maintenance services with respect to the equipment shall be rendered on regular working days (Monday to Friday) between 08.00 and 17.00 hours, with weekends and public holidays excluded.
- 41.3 The Service Provider shall provide 24 hours on-call services a day for emergency repair at health facilities (on Critical Equipment only) and will follow the response times as indicated in Part H – Schedule B.

PART G: RETURNABLE CONTRACT FORMS

SUMMARY LIST OF RETURNABLE CONTRACT FORMS:

- Form No.1: Authorisation to Sign
- Form No.2: Authorisation Declaration
- Form No.4: Declaration of Interests (SBD 4)
- Form No.5: Personnel Strength Assessment Form
- Form No.6: Joint Venture Disclosure Form
- Form No.7: Preference Points Claim Form (SBD 6.1)
- Form No.8: Contractual Agreement

FORM No.1: AUTHORISATION TO SIGN

I, certify that I am..... (Secretary or any other duly authorised official) of the(company/firm name), formed and operating under the laws of..... (country/state) and that..... (name of authorised signatory) who signed the bid is authorized to bind the company/firm by authority of its governing body.

(Secretary/Authorised Official)

Certificate as to corporate principal bind

FORM No.2: AUTHORISATION DECLARATION

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BID)

SBD 1

From:

Name of Bidder

Postal Address

Physical Address

Telephone Number (Code)..... (Number).....

Cell phone Number.....

Fax Number (Code)..... (Number).....

VAT/Tax Registration Number.....

Has a Valid Tax Clearance Certificate Been Submitted? YES / NO

ARE YOU THE AUTHORISED REPRESENTATIVE IN THE RSA

FOR THE GOODS AND SERVICES OFFERED BY YOU? YES / NO (IF YES ENCLOSE PROOF)

T0: The Eastern Cape Department of Health ("the Purchaser")

Subject: Bid in Response to Bid Notice Number: -.....

We hereby offer the Goods/equipment and services as listed in the contract documents of this bid.

Our quotations are shown in the attached contract forms. We will provide the services at the firm prices quoted and in full compliance with the terms and conditions of the attached bid documents.

Our bid offer remains valid until (Date).....

Authorised Signatory: -.....Date.....

Capacity of Authority.....

Part 5 – Schedule D

Declaration of Interest

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

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

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1. Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

1. 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.

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

.....

.....

.....

2.4 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I,, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid,

bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
Name of bidder

FORM No.5: PERSONNEL STRENGTH ASSESSMENT FORM

All Bidders shall furnish resume of their key personnel whose role and function are directly and indirectly relevant to the project for each position below. The number of positions below does not reflect the number of engineers/technician required for the service contract but shall demonstrate that the Bidder has already qualified manpower available. The bidder shall propose a brief introduction as well as a structure of a project team in implementing this project with the personnel listed below.

Type of Designation	Responsibility	Proposed Candidate (Full Name, Surname and ID Number)
1. Application Specialist	Training to users on equipment operation, functional set-up and testing, proper application, appropriate handling, cleaning and storage	
2. Clinical Engineer or Engineering Technician	Maintenance and repairs to equipment for continued operation such that downtime is prevented. Supports and advances patient care by applying engineering and managerial skills to health-care technology	

For all the available candidates proposed above, please provide/submit their resume detailing the minimum required information below in the following format:

Resume of Candidate	
Name:	
Surname:	
Designation:	
ID Number:	
Sex (Male/Female):	
Cell No.:	
Professional Qualifications:	
Name of Present Employer:	
Employer Address:	

Telephone:		
Fax:		
Email:		
Date Joined:		
Direct Supervisor		
Working Experience over the Past Years in reverse chronological order		
From (Month/Year)	To (Month/Year)	Employer/ Position/ Project name and work scope, and or relevant experience obtained.

Please attach all copies of qualification certificates as evidence or proof.

FORM No.6: JOINT VENTURE DISCLOSURE FORM

PURCHASER/EMPLOYER : EASTERN CAPE DEPARTMENT OF HEALTH

CONTRACT DESCRIPTION : REQUEST FOR INFORMATION ON REPAIR, MAINTENANCE AND
CALIBRATION OF MEDICAL EQUIPMENT FOR HEALTH
FACILITIES IN THE DEPARTMENT OF HEALTH FOR A PERIOD OF
36 MONTHS

CONTRACT NUMBER : _____

All JV partners are obliged to commit to a developmental programme in executing commissioning and maintenance service obligations specified in the contract. JV representation in the Eastern Cape shall be afforded the opportunity and full exposure to developmental activities required to perform in full all activities necessary to fulfil the commissioning and maintenance service obligations herein.

Note:

- 1) All the information requested must be filled in the spaces provided. If additional space is required, additional sheets may be attached.
- 2) A copy of the Joint Venture agreement or Pre-bid Joint Venture agreement must be attached to this form. In order to demonstrate the enterprise partner's share in the ownership, control, performance and management responsibilities, risks and profits of the joint venture.

A. JOINT VENTURE PARTICULARS

Name : _____

Postal address : _____

Physical address : _____

Telephone _____ Fax : _____

Email address : _____

B. IDENTITY OF EACH ENTERPRISE PARTNER

No. 1

Name (*lead partner*) :
Postal address :
Physical address :
Telephone : Fax :
Contact Person :
TAX/VAT. No :

No. 2

Name (*non-lead*) :
Postal address :
Physical address :
Telephone : Fax :
Contact Person :
TAX/VAT No. :

No. 3

Name :
Postal address :
Physical address :
Telephone : Fax :
Contact Person :
TAX/VAT No. :

C. OWNERSHIP OF THE JOINT VENTURE

	<u>No.1</u>	<u>No. 2</u>	<u>No. 3</u>
a) Percentage Work Split	 %	 %	 %
b) Percentage Ownership in : respect of JV	 %	 %	 %
c) Profit and Loss Sharing :	 %	 %	 %
d) Initial Capital Contribution (+/- :)	R	R	R
e) Estimated Ongoing Capital : Contribution	R	R	R
f) Key Personnel and Test or Calibration Equipment Contribution			

D. CONTROL AND STRUCTURE OF THE JOINT VENTURE

Briefly describe the manner in which the Joint Venture is structured and controlled.

E. BID SUBMISSION REQUIREMENTS OF THE JOINT VENTURE

The JV is required to compile and submit the following which all the members of the JV are in agreement with;

- Letter of Intent to enter into Joint Venture and/or signed Joint Venture or Pre-Bid Joint venture agreement.
- Valid original Tax Clearance Certificates for each of the partners in the JV.
- Consolidated BEE Certificates for the JV partners.

F. PRE CONTRACT AWARD REQUIREMENTS OF THE JOINT VENTURE

The JV is required to conclude and submit the following prior to being issued with the letter of awarded;

Detailed breakdown on the commissioning and maintenance services scope of works for each of the JV members with the responsibility of each within the JV.

Copies of all written agreements between partners concerning the contract must be attached to this form including those which relate to ownership options and to restrictions/limits regarding ownership and control.

The final JV agreement entered into by all members in which details of the contribution of capital and equipment is listed;

The commitment of management, tools, supervisory and key personnel employed by each enterprise partner to be dedicated to the performance of this Contract.

G. DECLARATION

The undersigned warrants that he/she is duly authorised to sign this Joint Venture Disclosure Form and affirms that the foregoing statements are correct and include all material information necessary to identify and explain the terms and operations of the Joint Venture and the intended participation of each partner in the undertaking.

The undersigned further covenants and agrees to provide the Purchaser with complete and accurate information regarding actual Joint Venture work and the payment therefore, and any proposed changes in any provisions of the Joint Venture agreement, and to permit the audit and examination of the books, records and files of the Joint Venture, or those of each partner relevant to the Joint Venture, by the Purchaser or any duly authorised representatives.

Signature :

Name :

Duly authorised to sign on behalf of :

Address :

Telephone :

Fax :

Date :

FORM No.7: PREFERENCE POINTS CLAIM FORM

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender will be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require either of a tenderer, before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“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; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historically Disadvantage Individuals				
• Race		40%		
• Women		20%		
• Disability		20%		
Youth		10%		
Locality based		10%		

- a) A tender must submit proof to claim points for Specific Goals.
- b) A tender failing to submit proof of specific Goals may not be disqualified, but may only score points out of 80 price, and scores 0 points out of 20 for Specific Goals.
- c) The Specific Goals supporting documents required to verify claimed points may be in line with the specific requirements include:
 - CIPRO Certificate reflecting percentage ownership or controlling interest and ID copies
 - Medical Certificate / Doctor's medical report (Impairment should be substantially limiting long term or of recurring nature)
 - Municipal accounts or Lease agreement with 3 months proof or rental payments for proof of address or letter from the municipal councillor.
 - Letter from Department of Military Veterans confirming status.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. 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

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - a) disqualify the person from the tendering process;

- b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- c) 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;
- d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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; and
- e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	

FORM No.8: CONTRACTUAL AGREEMENT

1. This agreement is the entire contract between the parties regarding the matters addressed herein. No representations, terms, conditions or warranties, obligations not contained in this agreement shall be binding on the parties. No agreement or addendum, varying adding to, deleting or terminating this agreement including this clause shall be effective unless reduced in writing and signed by both parties.

2. Contracting Parties:

(i) EASTERN CAPE DEPARTMENT OF HEALTH (the "Purchaser")

Physical Address:- _____

Tel:- _____ Fax:- _____

(ii) Contractor:- _____

Physical Address:- _____

Tel:- _____ Fax:- _____

Tax / VAT No:- _____

3. Signature of the contracting parties:

Thus done and signed at _____ on _____

(Name of signatory)

for and on behalf of the **Purchaser** who by signature
hereof warrants authorization hereto

Capacity of signatory)

as Witness (1) for the purchaser

Thus done and signed at _____ on _____

(Name of signatory)

for and on behalf of the **Contractor** who by signature
hereof warrants authorization hereto

Capacity of signatory)

as Witness (2) for the contractor

Witness (1) Name: _____ Witness (2) Name: _____

Address: _____ Address: _____

PART H: SCHEDULES

SUMMARY LIST OF SCHEDULES:

- Schedule A: Functionality Evaluation Criteria
- Schedule B: Response Times for Reactive Maintenance
- Schedule C: Proposed Personnel Fees (Labour Rates)
- Schedule D: Labour Rates Pricing Schedule
- Schedule E: Equipment risk and complexity
- Schedule F: Summary Rates Table
- Annexure A: Accredited Manufacture list
- Annexure B: Labour Rates
- Annexure C: Personnel qualification
- Annexure D: Accommodation Rates
- Annexure E: Transport Tariffs Rates

A. FUNCTIONALITY EVALUATION CRITERIA

- 1) The functionality evaluation will be conducted in terms of the evaluation criteria to verify the compulsory documents requested. Bidders who fail to comply with the required information will be regarded as non-responsive.

☐ **Summary Labour Rates Table**

The bidder is required to submit a completed **Annexure B**, reflecting rates within the approved pricing structure for equipment for which they are accredited by the original manufacturer to perform repairs, servicing, and the supply of spare parts and accessories within the Eastern Cape..

☐ **Accreditation Schedule**

The bidder is required to submit a completed **Annexure A** of the equipment they are accredited for by the manufacturer to repair, service and supply spares and accessories in the Eastern Cape.

☐ **Maintainability and Serviceability (MS)**

The bidder must Complete **Annexure C** personnel/ (Clinical Engineer and or Clinical Engineering technicians) for the equipment technology offered available to perform maintenance services. Qualification and manufacturer certificate/s must be attached and submitted with the bid as proof. Personnel experience records or resumes and on the job proof of certification must be submitted together with minimum (3) contactable references. A Personnel /technician must have a minimum of 3 years' experience in Clinical Engineering environment to be listed in Annexure C

B. RESPONSE TIMES FOR REACTIVE MAINTENANCE

The response time is the time it takes for contractor to be onsite after receiving a request for maintenance and repairs. The Contractor shall provide 24 hours on call services a day for emergency repair at Critical equipment and will follow the response time as indicated in the TABLE below. In addition, Tactical equipment must be repaired within 7 days of the original work order request date. Equipment designated as Critical must be repaired within 3 days. If the equipment is not repaired within this time frame the Employer has the right to impose penalties and seek other repair options elsewhere.

Equipment Type	PERFORMANCE INDICATORS			
	Priority (Critical = C /Tactical = T/ Other = O)	Response Time (hrs)	Coverage Hours (hrs)	Completion Time (Days)
Anaesthesia Delivery Units	Critical	8 hrs	All hrs	3 days
Analyser, Blood Gas	Tactical	24 hrs	Working hrs	7 days
Analyser, Oxygen	Critical	24 hrs	All hrs	3 days
Bilirubinometer	Critical	24 hrs	Working hrs	7 days
Blender, Oxygen	Critical	8 hrs	All hrs	3 days
BIPAP Unit	Critical	8 hrs	All hrs	3 days
C-Arm General	Tactical	24 hrs	Working hrs	7 days
Cardiotocographs (CTGs)	Critical	8 hrs	All hrs	3 days
Cast Cutter, General	Tactical	24 hrs	Working hrs	7 days
Chest Bucky Unit, X-Ray	Critical	8 hrs	All hrs	3 days
Colposcope, General	Tactical	24 hrs	Working hrs	7 days
CPAP Unit	Critical	8 hrs	All hrs	3 days
CT Scanner, General	Critical	8 hrs	All hrs	3 days
Defibrillator, AED	Critical	8 hrs	All hrs	3 days
Defibrillators, Monitor	Critical	8 hrs	All hrs	3 days
Defibrillator, Monitor/Pacer	Critical	8 hrs	All hrs	3 days
Dental Unit	Tactical	24 hrs	Working hrs	7 days
Dental Scaler	Tactical	24 hrs	Working hrs	7 days
Dermatome	Tactical	24 hrs	Working hrs	7 days
Dialysis Unit	Critical	8 hrs	All hrs	3 days
Diathermy Unit, General	Critical	8 hrs	All hrs	3 days
Doppler Unit, Obstetric	Critical	8 hrs	All hrs	3 days
Electrocardiograph (ECGs)	Tactical	24 hrs	Working hrs	7 days
Electrosurgical Unit	Critical	8 hrs	All hrs	3 days
Fluoroscopy Unit, General	Tactical	24 hrs	Working hrs	7 days
Humidifier	Tactical	24 hrs	Working hrs	7 days
Hyfrecator	Critical	8 hrs	All hrs	3 days
Incubator, Infant	Critical	8 hrs	All hrs	3 days
Incubator, Infant Transport	Critical	8 hrs	All hrs	3 days
Lamp, Examination	Tactical	24 hrs	Working hrs	7 days
Lamp, Surgical	Critical	8 hrs	All hrs	3 days
Mammography Unit	Tactical	24 hrs	Working hrs	7 days
Module, Anaesthetic Gas	Critical	8 hrs	All hrs	3 days
Module, Cardiac Output	Critical	8 hrs	All hrs	3 days
Module, CO2	Tactical	24 hrs	Working hrs	7 days
Module, ECG	Tactical	24 hrs	Working hrs	7 days
Module, NIBP	Tactical	24 hrs	Working hrs	7 days

Module, IBP	Critical	8 hrs	All hrs	3 days
Module, Respiration	Tactical	24 hrs	Working hrs	7 days
Module, SPO2	Critical	24 hrs	Working hrs	7 days
Module, Temperature	Tactical	24 hrs	Working hrs	7 days
Monitor, Apnoea	Critical	24 hrs	Working hrs	7 days
Monitor, Heart Rate	Critical	24 hrs	Working hrs	7 days
Monitor, Patient	Tactical	24 hrs	Working hrs	7 days
Monitor, Vital Signs	Tactical	24 hrs	Working hrs	7 days
Monitor, Ventilation	Critical	8 hrs	All hrs	3 days
Nebulizer, Ultrasonic	Tactical	24 hrs	Working hrs	7 days
Nebulizer, Heater	Tactical	24 hrs	Working hrs	7 days
Oximeter, Pulse	Tactical	8 hrs	Working hrs	7 days
Pacemaker, Cardiac External	Critical	8 hrs	All hrs	3 days
Pacemaker, General	Critical	8 hrs	All hrs	3 days
Phototherapy Unit	Critical	24 hrs	Working hrs	3 days
Processor, X-Ray Digital	Critical	8 hrs	All hrs	3 days
Processor, X-Ray Film	Critical	8 hrs	All hrs	3 days
Pump, Blood	Critical	24 hrs	Working hrs	3 days
Pump, Breast	Tactical	24 hrs	Working hrs	7 days
Pump, Feeding	Tactical	24 hrs	Working hrs	7 days
Pump, Infusion	Critical	8 hrs	All hrs	3 days
Pump, Portable Suction	Critical	8 hrs	All hrs	3 days
Pump, Syringe	Critical	8 hrs	All hrs	3 days
Resuscitator, Infant	Critical	8 hrs	All hrs	3 days
Scale, Adult	Tactical	24 hrs	Working hrs	7 days
Scale, Infant	Tactical	24 hrs	Working hrs	7 days
Sphygmomanometer	Tactical	24 hrs	Working hrs	7 days
Spirometer	Tactical	24 hrs	Working hrs	7 days
Sterilizer, Flash	Tactical	24 hrs	Working hrs	7 days
Sterilizing Unit, Steam	Tactical	24 hrs	Working hrs	7 days
Sterilizing Unit, Steam, Table-top	Tactical	24 hrs	Working hrs	7 days
Table, Examination	Tactical	24 hrs	Working hrs	7 days
Table, Obstetrical	Critical	8 hrs	Working hrs	3 days
Table, Orthopaedic	Critical	24 hrs	Working hrs	3 days
Table, Surgical	Critical	8 hrs	Working hrs	3 days
Tourniquet	Tactical	24 hrs	Working hrs	7 days
Ultrasound, Diagnostic	Critical	8 hrs	All hrs	3 days
Ultrasound, Probe	Critical	8 hrs	All hrs	3 days
Vaporiser, Anaesthesia	Critical	8 hrs	All hrs	3 days
Ventilator, Anaesthesia	Critical	8 hrs	All hrs	3 days
Ventilator, Adult	Critical	8 hrs	All hrs	3 days
Ventilator, Neonatal/Paediatric	Critical	8 hrs	All hrs	3 days
Ventilator, Oscillator	Critical	8 hrs	All hrs	3 days
Ventilator, Portable/Transport	Critical	8 hrs	All hrs	3 days
Warmer, Blanket	Tactical	24 hrs	Working hrs	7 days
Warmer, Blood/Solution	Critical	8 hrs	All hrs	3 days
Warmer, Infant, Radiant	Critical	8 hrs	All hrs	3 days
X-Ray Unit, Dental	Tactical	24 hrs	Working hrs	7 days
X-Ray Unit, General, Fixed	Critical	8 hrs	All hrs	3 days
X-Ray Unit, Mobile	Tactical	24 hrs	Working hrs	7 days
X-Ray Unit, Panoramic	Tactical	24 hrs	Working hrs	7 days

C. PROPOSED PERSONNEL FEES (Labour Rates)

- The Bidder shall submit proposed service rates, which shall be aligned to the agreed rates set out below, for the provision of Preventative Maintenance (PM) and Corrective Maintenance (CM) services for equipment listed under the ACSV model list in Schedule E that is not covered under the main contract. All pricing must remain within the contracted rate structure..

Type of Designation	Responsibility	Proposed Hourly Labour Rate (ZAR)
1. Clinical Engineer	Supports and advances patient care by applying engineering and managerial skills to health-care technology and maintain high risk medical equipment	Not to Exceed R1500.00
2. Clinical Engineering Technician	Maintenance and repairs to medium risk equipment for continued operation such that downtime is prevented.	Not to exceed R1000
3. Artisan	Maintenance and repairs to low risk equipment for continued operation such that downtime is prevented.	Not to exceed R600.00

The labour rates pricing schedule guide has been designed to assist the Contractor to complete the Part H: Schedule C for Proposed Personnel Fees. The bidders are required to complete in full and sign Schedule C as per the requirements stated in the table below;

D. LABOUR RATES PRICING SCHEDULE GUIDE			
Risk and complexity	Scoring Matrix and Points	Labour Rate range	Evidence or Proof
High	Compliance to equipment maintained by the following personnel. <ul style="list-style-type: none"> Qualified Professional Engineer with manufacturer training. Required qualification is the relevant BSC or B-Tech Or Diploma in Electrical Engineering	BSC/B-TECH Not exceed R 1500 Diploma Not exceed R 1200	Attach and submit copies of Qualification Certificates, Training Certificates issued by the Manufacturer.
Medium	Compliance to equipment maintained by the following personnel. <ul style="list-style-type: none"> Qualified Engineer Technician with manufacturer training. Required qualification is the relevant BSC or B-Tech or Diploma in Electrical Engineering	BSC/B-TECH Not exceed R 1000 Diploma Not exceed R 800	Attach and submit copies of Qualification Certificates, Training Certificates issued by the Manufacturer
Low	Compliance to equipment maintained by the following personnel.	Artisan Not exceed R 600	Attach and submit copies of Qualification

	<ul style="list-style-type: none"> • Qualified Artisan with relevant certificate with manufacturer training. • Any other qualification 	Any other personnel not to exceed R400.	Certificates, Training Certificates issued by the Manufacturer
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E. EQUIPMENT RISK AND COMPLEXITY

The table below shows the risk and complexity of the equipment which will be utilised to determine the labour rates for the models offered based on the complexity and risk of the equipment associated with the equipment. The categorisation of the equipment is off the Department of Health's discretion.

Equipment Type	Risk Level
Anaesthesia Delivery Units	High
Analyser, Blood Gas	Medium
Analyser, Oxygen	Medium
Bilirubin meter	Low
Blender, Oxygen	Medium
BIPAP Unit	Medium
C-Arm General	High
Cardiotocography (CTGs)	Medium
Cast Cutter, General	Medium
Chest Bucky Unit, X-Ray	High
Colposcopy, General	Medium
CPAP Unit	High
CT Scanner, General	High
Defibrillator, AED	High
Defibrillators, Monitor	High
Defibrillator, Monitor/Pacer	High
Dental Unit	Medium
Dental Scaler	Medium
Dermatome	Medium
Dialysis Unit	Medium
Diathermy Unit, General	Medium
Doppler Unit, Obstetric	Low
Electrocardiograph (ECGs)	Medium
Electrosurgical Unit	High
Fluoroscopy Unit, General	High
Humidifier	Medium
Hyfrecator	Medium
Incubator, Infant	Medium
Haemoglobin meter	Low
Incubator, Infant Transport	High
Lamp, Examination	Low
Lamp, Surgical	High
Mammography Unit	High
Module, Anaesthetic Gas	Medium
Module, Cardiac Output	Medium
Module, CO2	Medium

Module, ECG	Medium
Module, NIBP	Medium
Module, IBP	Medium
Module, Respiration	Medium
Module, SPO ₂	Medium
Module, Temperature	Medium
Monitor, Apnoea	Medium
Monitor, Heart Rate	Medium
Monitor, Patient	Medium
Monitor, Vital Signs	Low
Monitor, Ventilation	Medium
Nebulizer, Ultrasonic	Medium
Nebulizer, Heater	Low
Oximeter, Pulse	Low
Pacemaker, Cardiac External	Medium
Pacemaker, General	Medium
Phototherapy Unit	Low
Processor, X-Ray Digital	High
Processor, X-Ray Film	High
Pump, Blood	Low
Pump, Breast	Low
Pump, Feeding	Low
Pump, Infusion	Medium
Pump, Portable Suction	Low
Pump, Syringe	Medium
Resuscitator, Infant	Low
Scale, Adult	Low
Scale, Infant	Low
Sphygmomanometer	Low
Spirometer	Low
Sterilizer, Flash	Medium
Sterilizing Unit, Steam	Medium
Sterilizing Unit, Steam, Table-top	Medium
Table, Examination	Medium
Table, Obstetrical	Medium
Table, Orthopaedic	Medium
Table, Surgical	Medium
Tourniquet	Medium
Ultrasound, Diagnostic	High
Ultrasound, Probe	Low
Vaporiser, Anaesthesia	High
Ventilator, Anaesthesia	High
Ventilator, Adult	High
Ventilator, Neonatal/Paediatric	High
Ventilator, Oscillator	High
Ventilator, Portable/Transport	High
Warmer, Blanket	Medium
Warmer, Blood/Solution	Medium
Warmer, Infant, Radiant	Medium

X-Ray Unit, Dental	High
X-Ray Unit, General, Fixed	High
X-Ray Unit, Mobile	High
X-Ray Unit, Panoramic	High

F. SUMMARY RATES BASED TABLE

1. Bidders must complete in full the pricing schedule. The bidder must complete the pricing schedule for class of equipment offered in this bid.
2. During any stage of procurement and execution of the contract, the Purchaser reserves the right to select priority items from the priced list excluding unwanted items, as in when required by the health service.
3. A soft copy of the pricing schedule Part H: Schedule F will be made available to the bidders.
4. The following documents must be completed in full under the pricing schedule;
 - ✓ **Rates Table**

ANNEXURE A

Sole Supplier Letters of accreditation	Class of Equipment	Letter Valid	Factory Trained personnel	Qualifications

ANNEXURE B

EQUIPMENT RISK AND COMPLEXITY	LABOUR RATE (Normal Hours Rate)	LABOUR RATE (After Hours Rate)	LABOUR RATE (Sunday Time Hourly Rate)	TRAVEL TIME (Hourly Rate)	TRAVEL COST PER KILOMETER	ACCOMODATION RATE	30% MARKUP ON COST OF SPARES

High					Government Tariffs	Government Tariffs	
X-Ray Unit, Mobile					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
Medium					Government Tariffs	Government Tariffs	
Pump, Syringe					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
					Government Tariffs	Government Tariffs	
Low					Government Tariffs	Government Tariffs	
Scale, Adult					Government Tariffs	Government Tariffs	

ANNEXURE C

Personal /Technician Name	Type of Equipment	Qualification	Manufacture training Certificate	Technician Locality	Personnel/Technician relative experience in Years

ANNEXURE D: The service provider personnel accommodation cannot exceed Band 3 and 3Star when claiming for accommodation. And for further information in relation to accommodation rates, one can check Treasury regulations on maximum allowable rates for domestic accommodation and meals

TABLE 1:

Vouchers Includes	Band 1	Band 2	Band 3
	Room Only Tourism Levy VAT	Room & Breakfast Tourism Levy VAT	Room, Breakfast & Dinner Tourism Levy VAT 2x non-alcoholic beverages at Dinner
Graded Hotel or Boutique Hotel			
1 Star	R630	R780	R1 000
2 Star	R980	R1 120	R1 350
3 Star	R1 190	R1 310	R1 530
4 Star	R1 360	R1 470	R1 700
5 Star	R2 280	R2 401	R2 740
Graded Bed & Breakfast, Country House or Guest House			
1 Star	R350	R530	R740
2 Star	R540	R710	R920
3 Star	R980	R1 150	R1 350
4 Star	R1 090	R1 260	R1 460
5 Star	R1 300	R1 480	R1 680
Graded Self-Catering			
	Band 1	Band 2	Band 3
1 Star	R630		
2 Star	R980		
3 Star	R1 190		
4 Star	R1 360		
5 Star	R1 570		
Maximum for Meals			
Breakfast	R 120		
Lunch	R 170		
Dinner	R 190		
Maximum	R 480		

Note: Expenses for parking is NOT included in Bands 1, 2 and 3 and may be claimed separately by travelers.

ANNEXTURE E: Below is an example of the transport tariffs to be charged by the supplier during the travels and claim against as stipulated in the contract. They change on a monthly basis. You download the document on Department of transport for each month.

Category A:

Sedans

Station Wagons

May-26

PETROL

Engine Category	Persal Ref no.	Private	Sub Scheme A	Sub Scheme C
Up to 1250 CC	SE1250P	349,8	133,0	52,7
1251 - 1550	SE1550P	437,3	155,5	61,1
1551-1750	SE1750P	477,8	179,8	58,7
1751-1950	SE1950P	544,5	181,9	74,8
1951-2150	SE2150P	586,3	205,5	93,0
2151-2500	SE2500P	663,2	229,8	95,9
2501-3500	SE3500P	814,5	232,2	128,1
Greater than 3500	SE3501P	973,4	319,1	150,4

DIESEL

Engine Category	Persal Ref no.	Private	Sub Scheme A	Sub Scheme C
Up to 1250	SE1250D	404,2	190,4	49,7
1251-1550	SE1550D	469,8	195,8	53,2
1551-1750	SE1750D	527,3	230,8	57,2
1751-1950	SE1950D	549,2	234,9	75,0
1951-2150	SE2150D	629,4	247,1	94,4
2151-2500	SE2500D	713,4	268,4	107,5
Greater than 2500	SE2501D	861,4	278,8	128,4

Category B:

Light Delivery Vehicles

Single Cab 4x2

Extended Cab 4x2

May-26

PETROL

Engine Category	Persal Ref no.	Private	Sub Scheme A	Sub Scheme C
Up to 1250	LD1250P	299,1	150,0	48,5
1251-1550	LD1550P	402,1	186,9	51,1
1551-1750	LD1750P	459,6	242,8	52,7
1751-1950	LD1950P	521,3	241,8	58,7
1951-2150	LD2150P	534,2	251,2	62,2
2151-2500	LD2500P	574,7	285,3	68,6
2501-3500	LD3500P	605,3	291,7	74,3
Greater than 3500	LD3501P	697,7	318,7	91,2

DIESEL

Engine Category	Persal Ref no.	Private	Sub Scheme A	Sub Scheme C
Up to 1250	LD1250D	412,3	202,3	45,9
1251-1550	LD1550D	553,8	262,2	70,9
1551-1750	LD1750D	570,9	280,2	70,0
1751-1950	LD1950D	605,6	307,8	77,1
1951-2150	LD2150D	612,2	311,5	79,9
2151-2500	LD2500D	656,2	339,7	77,2
2501-3500	LD3500D	693,3	371,8	82,2
Greater than 3500	LD3501D	886,7	457,2	92,0

