



Province of the  
**EASTERN CAPE**  
HEALTH

Office of the: **Demand – Dora Nginza Regional Hospital**

Dora Nginza Hospital • 1<sup>st</sup> Floor .EMS Building • Spondo Road • Zwide • Port Elizabeth • Eastern Cape

Private Bag X60572 • Greenacres • 6057 • REPUBLIC OF SOUTH AFRICA

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**ADVERTISEMENT**

**REQUEST FOR A 5 DAY QUOTATION BID**

**BID NUMBER: SCMU3 –25/26-0558-DNG: SUPPLY AND DELIVERY OF NON-PERISHABLES AT DORA NGINZA REGIONAL HOSPITAL FOR A PERIOD OF 12 MONTHS**

Quotations are hereby invited from all interested and relevant service providers that can offer the abovementioned service.

Bid documents with the necessary terms of reference may be obtained from Department of Health, Supply Chain Management, Room W122, 1<sup>ST</sup> Floor, **Dora Nginza hospital**, EMS building, Spondo street, Zwide, PE. for the attention of Ms N. Petse/Mr S. Malkumese. **All proposals / quotations must be submitted in a sealed envelope, clearly marked with the Bid number, Service description, Name of Supplier and address.**

**THERE IS NO PAYMENT REQUIRED FOR THE BID DOCUMENTS**

Bidders must immediately ensure that they are registered on Centralized Supplier Database (CSD) when collecting these Bid documents.

**No bid will be awarded to the supplier not registered on Centralized Suppliers Database (CSD).**

Completed Bid documents may be deposited in the Bid Box situated opposite Room W122, 1<sup>st</sup> Floor, EMS Building, SCM Office, Dora Nginza Hospital, Spondo Street, Zwide, Port Elizabeth.

**CLOSING DATE: 23 FEBRUARY 2026 AT 11H00**

**Late submission will not be considered**

Direct enquiries Mrs. N Magadla **041 406 4405** regarding the specification.

Bid Document Miss Petse/ Miss Mjekula @ 041 406 4288

  
.....

DATE: *12/02/2026*.....

**DR. Z NXIWENI**

**CHIEF EXECUTIVE OFFICER**

*Together, moving the health system forward*

Fraud prevention line: 0800 701 701

24 hour Call Centre: 0800 032 364

Website: [www.ecdoh.gov.za](http://www.ecdoh.gov.za)



**A**



Province of the  
**EASTERN CAPE**  
HEALTH

**PART A**  
**INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	SCMU3-25/26-0575-DNG	CLOSING DATE:	23 FEBRUARY 2026	CLOSING TIME:	11H00
DESCRIPTION	SUPPLY AND DELIVERY OF NON-PERISHABLES AT DORA NGINZA HOSPITAL FOR A PERIOD OF 12(TWELVE) MONTHS.				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
<b>SUPPLY CHAIN MANAGEMENT</b>					
DORA NGINZA HOSPITAL					
OLD EMS BUILDING, ROOM W122, 1 <sup>ST</sup> FLOOR					
SPONDO STREET					
ZWIDE, PE, 6201					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	MISS N. PETSE		CONTACT PERSON	MISS N. PETSE	
TELEPHONE NUMBER	041 406 4288		TELEPHONE NUMBER	041 406 4288	
FACSIMILE NUMBER	041 406 4441		FACSIMILE NUMBER	041 406 4441	
E-MAIL ADDRESS	Nobuntu.petse@ehealth.gov.za		E-MAIL ADDRESS	Nobuntu.petse@ehealth.gov.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
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?	<input type="checkbox"/> Yes <input type="checkbox"/> No [(IF YES ENCLOSE PROOF)]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [(IF YES, ANSWER THE QUESTIONNAIRE BELOW)]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> 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**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER: .....


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

DATE: .....

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**APPROVED BID DOCUMENT WITH SPECIFICATION**

**PROCUREMENT OF NON-PERISHABLES FOR DORA NGINZA HOSPITAL**

Revision			
Drafted by	Date:16/02/2026	Name: Ms N.P Petse	Signature: 
Approved by: Deputy Chairperson Specification Committee	Date:16/02/2026	Name: Mr P. Fata	Signature:

## Table of contents

- Invitation to Bid (SBD 1)
- Conditions of Bid
- Specifications
- Pricing Schedule (SBD 3.1)
- Declaration of Interest (SBD 4)
- Preference Points Claim Forms (SBD 6.1)

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### BID CONDITIONS

- 1.1 Without limitation to any other rights of the Eastern Cape Department of Health (ECDoH) (whether otherwise reserved in this invitation to bid or under law), the ECDoH expressly reserves the right to:-
- 1.2 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;
- 1.3 Amend the bidding process, including the timetables, closing date and any other date at its sole discretion;
- 1.4 Reject all responses submitted by bidders and to embark on a new bid process.
- 1.5 The bid will be awarded per item.

### 2. EVALUATION CRITERIA

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

The following formula will be used to calculate points out of 80 for price.

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

Where

$P_s$  = points scored for comparative price of bid or offer under consideration.

$P_t$  = Comparative price of bid or offer under consideration.

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

The following table must be used to calculate the score out of 20 points for Specific Goals

Specific goals	Weighting (of 20 POINTS)	Number of points (80/20 system)
Historically Disadvantage Individuals:		
o Race	20%	4
o Women	15%	4
o Disability	05%	4
o Youth	15%	6
o Military Veterans	05%	2
<b>TOTAL</b>	<b>100%</b>	<b>20</b>

- a) A tenderer must complete SBD6.1 to claim points for specific goals as per Table provided and submit proof of its Specific Goals.
- b) A tenderer failing to claim the specific goals on SBD6.1 claim Form and 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 in line with the specific requirements include:**
  - CIPC Certificate showing ownership / control interest of company members
  - ID copies of owners or shareholders.
  - Medical Certificate / Doctor's medical report (Impairment should be substantially limiting long term or of recurring nature)
  - Proof of documentation reflecting the physical address of the business that is eg utility account. or proof of physical address by municipal councilor , lease agreement with 2 months proof of rental payments.
  - Letter from Department of Military Veterans confirming status.

The points scored for the specific goal shall be added to the points scored for price and the total shall be rounded off to the nearest two decimal places.

Evaluation will be conducted into the following stages:

**1<sup>st</sup> Stage: Administrative Compliance**

1. All documentation inclusive of supporting documentation requested in terms of the Bid Document requirements must be submitted and signed off where required
2. Bidders **must** complete and sign SBD1 (Invitation to Bid), SBD3.1 (Pricing Schedule), SBD4 (Declaration of Interest), and SBD6.1 (Preference Points Claim Form in terms of Preferential Procurement Regulations, 2022).
3. Bidders must be registered with the National Treasury Supplier Database (CSD) and submit proof.

**2<sup>nd</sup> Stage: MANDATORY REQUIREMENTS FOR INTERESTED BIDDERS (NON-NEGOTIABLE)**

**Bidder must obtain a minimum threshold of 50 points out 60 points to proceed to the next stage. A bidder who scores less than 50 points will not be considered further.**

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ITEM	CRITERIA	SUB-CRITERIA	Documentary Evidence	Weight
<b>1</b>	<b>Previous experience provided in South Africa:</b>	Score		
1.1	Experience of the Service Provider (entity) in supply and delivery of goods and services in Public/Private institutions <b>Provide (as per table below)</b> <ul style="list-style-type: none"> <li>▪ Details of experience</li> <li>▪ Client</li> <li>▪ Contact Person</li> <li>▪ Contact Number</li> <li>▪ Contract dates</li> <li>▪ Value</li> <li>▪ Duration</li> </ul>	Less than 1yr = 0 points One reference = 5 points Two reference = 10 points Three reference = 20 points	Client reference letters clearly indicating duration of the contract, contract value of R500000 and above, contact details and performance of the bidder.	<b>20</b>
<b>1.2</b>	Resource availability within the Eastern Cape Province relating to delivery vehicles to provide the required service to ECDOH.	Delivery vehicle relevant to the requirements of the Specification  No vehicle = 0 points 1 and above = 20 points	Vehicle registration papers / agreement letter From registered hiring company	<b>20</b>
<b>1.3</b>	LOCAL ECONOMIC DEVELOPMENT (LED)	Within Local Municipality Zwide Township= 20 points (NMB) = 15 points. Sara Barthman = 10 points Out of Municipality = 0	Municipal account not older than 2 months or confirmation from Municipality or valid signed Lease Agreement.	<b>20</b>
<b>TOTAL</b>				<b>60</b>

NOTE:

**FAILURE TO COMPLY WITH THE ABOVE INFORMATION WILL INVALIDATE YOUR BID:**

**3<sup>rd</sup> Stage: Price and Specific Goals**

80/20 preference point system will apply. The bid will be awarded to the highest point scoring bidder in accordance with the award criteria.

## **BID STRATEGY**

**The bid will be awarded as rate-based contract and used as and when needed and not exceeding one million rands.**

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**SPECIFICATION FOR SUPPLY AND DELIVERY NON-PERISHABLES**

Category	Items and physical requirements	Packing and transportation	Compliance Yes / No	Deviation																
DRY GOODS	<p><b>Salt</b></p> <ul style="list-style-type: none"> <li>- The product must be iodized table salt containing no less than 97% crystalline sodium on a dry bases</li> <li>- It should be white, dry and odourless</li> </ul>	<p>Salt must be packed in low density polyethylene bags</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>																		
	<table border="1"> <thead> <tr> <th colspan="2">Composition</th> </tr> </thead> <tbody> <tr> <td>Mean aperture</td> <td>550-560 microns</td> </tr> <tr> <td>Colour IU max</td> <td>85</td> </tr> <tr> <td>Ash % max</td> <td>0.02%</td> </tr> <tr> <td>Potassium iodate</td> <td>40-60 ppm</td> </tr> <tr> <td>Moisture max</td> <td>4%</td> </tr> <tr> <td>Fluoride</td> <td>50 ppm</td> </tr> <tr> <td>Crystalline sodium chloride</td> <td>&gt;98.4%</td> </tr> </tbody> </table>	Composition		Mean aperture	550-560 microns	Colour IU max	85	Ash % max	0.02%	Potassium iodate	40-60 ppm	Moisture max	4%	Fluoride	50 ppm	Crystalline sodium chloride	>98.4%			
	Composition																			
	Mean aperture	550-560 microns																		
Colour IU max	85																			
Ash % max	0.02%																			
Potassium iodate	40-60 ppm																			
Moisture max	4%																			
Fluoride	50 ppm																			
Crystalline sodium chloride	>98.4%																			
<p><b>Soup powders , gravy powder</b></p> <ul style="list-style-type: none"> <li>- Soup / gravy powder should be fine powder which when reconstituted forms a smooth fine suspension.</li> <li>- The soup powder flavors to be supplied are as follow: minestrone, thick vegetable, oxtail, chicken, tomato and brown onion</li> <li>- The gravy powder flavor to be supplied should be as follow: beef</li> <li>- The stock powder flavor to be supplied are as follow: chicken and beef</li> <li>- The flavour and colour should be as stated on the package and should be acceptable to the purchaser</li> <li>- It should have a minimum shelf life of 12 months or more on delivery</li> </ul>	<p>Soups / gravy powder must be packed in a re – sealable container / bag which is 100% effective and capable of protecting the content from damage during normal transportation and storage</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>																			
<p><b>Dried herbs and spices</b></p> <ul style="list-style-type: none"> <li>- To supply the following spices or herbs: curry powder, turmeric, paprika, aromat, chicken spice, BBQ spice, steak &amp; chops spice, ground cinnamon, dried parsley, mixed herbs</li> <li>- The spices should be in the form of powder except for mixed herbs, free from objectionable odour ,insects and fungus</li> <li>- The product should have flavor characteristics of the specific herb or spice</li> <li>- It should have a minimum shelf life of 6 months or more on delivery</li> </ul>	<p>Herbs and spices must be packed in packages made of polyethylene coated cellophane, which is completely sealed</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>																			
<p><b>Custard powder</b></p> <ul style="list-style-type: none"> <li>- The product should be prepared from maize starch (cornflour) with the additional of flavor and permitted colouring, with or without the addition of salt and other substances</li> <li>- The product should have a pale yellow and once reconstituted it should have a natural egg yolk colour, pleasant vanilla flavor</li> <li>- Once reconstituted it must form a smooth firm colloidal suspension</li> <li>- Moisture content should not exceed not exceed 14%</li> </ul>	<p>Custard powder should be packed in polyethylene bags / three ply Kratt paper on minimum base of 80g per square meter or suitable material / containers with re-sealable snap on lid</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>																			

	<ul style="list-style-type: none"> <li>- Ash content on a dry bases should not exceed 1.2%</li> <li>- The product should have a shelf life of 4 months or more on delivery</li> </ul>			
	<p><b>Jelly</b></p> <ul style="list-style-type: none"> <li>- The product should be a good quality grade</li> <li>- The flavors should be the following: raspberry, lime, lemon, green gage, orange</li> <li>- The product should be reasonable flowing and free from lumps, dirt, grit and other foreign matters.</li> <li>- When prepare according to manufactures instructions it should produce a firm jelly of the flavor stated on the package</li> <li>- The product should have a shelf life of 12 months or more on delivery</li> </ul>	<p>Jelly should be packed in polyethylene bags / three ply Kratt paper on minimum base of 80g per square meter or suitable material / containers with re-sealable snap on lid</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
	<p><b>Soya Mince</b></p> <ul style="list-style-type: none"> <li>- The product should be a good quality grade</li> <li>- The product to be supplied must have the following flavor: beef, chicken, savoury, curry</li> <li>- The product should be prepared from soya and protein product.</li> <li>- The product has to resemble the meat in colour, flavor, texture, shape and size should resemble one of minced meat.</li> <li>- The product taste and flavor should be palatable and free from any astringent taste</li> <li>- The product should have a shelf life of 4 months or more on delivery</li> </ul>	<p>Soya mince should be packed in polyethylene bags / three ply Kratt paper on minimum base of 80g per square meter or suitable material / containers with re-sealable snap on lid</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
	<p><b>Baking powder and Bicarbonate of soda</b></p> <ul style="list-style-type: none"> <li>- The product should be a good quality grade</li> <li>- The products should be used as raising agents.</li> <li>- The product should be reasonable flowing and free from lumps, dirt, and other foreign matters.</li> <li>- When being prepared it must be according to manufacturers' instructions</li> <li>- The product should have a shelf life of 6 months or more on delivery</li> </ul>	<p>Product should be packed in containers with re-sealable snap on lid</p> <p>Labeling must reflect the Product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
<b>CONDIMENTS</b>	<p><b>Chutney – original</b></p> <ul style="list-style-type: none"> <li>- The product should contain at least 50% dried fruit with the following permissible ingredients: dried fruit (peaches &amp; apples), onion, salt, spices, sugar, vinegar, starch, and caramel. Preservatives must be less than 0,05% and specified</li> <li>- The colour should be acceptable and characteristic of chutney, with a pleasant odour and flavor characteristics of dried fruit, with no foreign flavor or colour</li> <li>- The product should be in the form of a paste with soft consistency characteristics of a sauce. It should not be runny, weeping or spongy</li> <li>- It should have a minimum shelf life of 12 months or more on delivery</li> </ul>	<p>Chutney must be packed in glass / polypropylene containers or some similar plastic material with a suitable screw-on lid,</p> <p>It should be no way be damaged or leaking, after opening the lid should be easily sealable.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		

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	<p><b>Worcestershire sauce</b></p> <ul style="list-style-type: none"> <li>- The product should be a good quality grade</li> <li>- The product should contain the following ingredients: vinegar, water, molasses, sucrose, onions, garlic, spices sodium chloride,, colouring and stabilizers</li> <li>- The colour should be dark brown to black, pleasant odour and flavor characteristics of Worcestershire sauce, no foreign flavor or colour should be present</li> <li>- The product should have a life span of 2 years or more on delivery</li> </ul>	<p>Worcestershire sauce must be packed in glass or some similar plastic material with a suitable screw-on lid,</p> <p>It should be no way be damaged or leaking, after opening the lid should be easily sealable.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
	<p><b>Vinegar</b></p> <ul style="list-style-type: none"> <li>- The product should either be white or brown</li> <li>- It should be naturally fermented spirit , no foreign or inappropriate flavor or colour of any kind should be present</li> <li>- The product should have a life span of 2 years or more on delivery</li> </ul>	<p>It must be packed in glass / polypropylene containers or some similar plastic material with a suitable screw-on lid,</p> <p>It should be no way be damaged or leaking, after opening the lid should be easily sealable.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
	<p><b>Mayonnaise</b></p> <ul style="list-style-type: none"> <li>- The product should contain the following ingredients: sunflower oil 50g per 100g, water, acidifying agents, sucrose, egg, salt, thickener, flavourants, anti – oxidants, colourants and preservatives</li> <li>- The product should have an attractive cream to pale yellow appearance, with an acceptable taste and pleasant odour</li> <li>- The product should have a the texture of a paste with a soft consistency characteristics of a thick sauce, not runny or spongy</li> <li>- It should have a minimum shelf life of 6 months or more on delivery</li> </ul>	<p>It must be packed in glass / polypropylene containers or some similar plastic material with a suitable screw-on lid,</p> <p>It should be no way be damaged or leaking, after opening the lid should be easily sealable.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
	<p><b>Syrup</b></p> <ul style="list-style-type: none"> <li>- The product should be a good quality grade</li> <li>- The product should have thick amber colour form of inverted sugar syrup made in the process of refining sugar cane.</li> <li>- The product must be a clear golden viscous syrup</li> <li>- Free from abnormal odours, flavors and visible extraneous matter</li> </ul>	<p>Worcestershire sauce must be packed in glass or some similar plastic material with a suitable screw-on lid,</p> <p>It should be no way damaged or leaking, after opening the lid should be easily sealable.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
<b>SPREADS</b>	<p><b>Vegetable extract spread</b></p> <ul style="list-style-type: none"> <li>- he product should be a good quality grade</li> </ul>	<p>Product should be packed into airtight glass container which should be of the screw cap closure type / packed in</p>		

	<ul style="list-style-type: none"> <li>- The product may be of the yeast extract type but should have a vegetable flavouring</li> <li>- The product should have a rich dark brown colour, of uniform smooth consistency, spreadable and free of lumps,</li> <li>- The product should have a salty vegetable flavor pleasant to the palate</li> <li>- The product should have a shelf life of 5 years or longer in the unopened state</li> </ul>	<p>hermetically sealed glass jars or tightly sealed plastic holders / must be in a can, free from rust, dents and any other disordered which may detrimentally affect the quality of the product.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>																
	<p><b>Peanut butter – smooth</b></p> <ul style="list-style-type: none"> <li>- The product must be a good quality grade</li> <li>- The product must be prepared from the roasted and finely roasted kernel of clean, sound shelled blanched peanuts, with the addition of suitable stabilizer that prevents oil separation, with or without the addition of a permitted anti-oxidant, sugar and salt</li> <li>- There must be no separation of oil from the peanut butter</li> <li>- At the time of packing the nutrient value should not be <b>significantly more / less</b> than the following, as shown on the table below</li> </ul> <table border="1" data-bbox="472 1032 842 1267"> <thead> <tr> <th>Nutrient breakdown</th> <th>Per 100g serving</th> </tr> </thead> <tbody> <tr> <td>Kilojoules</td> <td>2705kj</td> </tr> <tr> <td>Protein</td> <td>40.4g</td> </tr> <tr> <td>Carbohydrate</td> <td>14g</td> </tr> <tr> <td>Fat</td> <td>56.2g</td> </tr> <tr> <td>Dietary fibre</td> <td>5.4g</td> </tr> <tr> <td>Total sodium</td> <td>350mg</td> </tr> </tbody> </table>	Nutrient breakdown	Per 100g serving	Kilojoules	2705kj	Protein	40.4g	Carbohydrate	14g	Fat	56.2g	Dietary fibre	5.4g	Total sodium	350mg	<p>Product should be packed into airtight glass container which should be of the screw cap closure type / packed in hermetically sealed glass jars or tightly sealed plastic holders / must be in a can, free from rust, dents and any other disordered which may detrimentally affect the quality of the product.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
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	<p><b>Jam – apricot / peach / mixed fruit</b></p> <ul style="list-style-type: none"> <li>- The product should be a good quality grade</li> <li>- The product must have a thick amber colour</li> <li>- It must be oven stable, does not run while baking, must have a natural tasteful and easily spreadable</li> <li>- The syrup should not separate from fruit</li> <li>- At the time of packing the nutrient value should not be <b>significantly more / less</b> than the following, as shown on the table below</li> </ul> <table border="1" data-bbox="472 1742 842 1977"> <thead> <tr> <th>Nutrient breakdown</th> <th>Per 100g serving</th> </tr> </thead> <tbody> <tr> <td>Kilojoules</td> <td>1020kj</td> </tr> <tr> <td>Protein</td> <td>4g</td> </tr> <tr> <td>Carbohydrate</td> <td>58g</td> </tr> <tr> <td>Fat</td> <td>0.2g</td> </tr> <tr> <td>Dietary fibre</td> <td>0.3g</td> </tr> <tr> <td>Total sodium</td> <td>24mg</td> </tr> </tbody> </table>	Nutrient breakdown	Per 100g serving	Kilojoules	1020kj	Protein	4g	Carbohydrate	58g	Fat	0.2g	Dietary fibre	0.3g	Total sodium	24mg	<p>Product should be packed into airtight glass container which should be of the screw cap closure type / packed in hermetically sealed glass jars or tightly sealed plastic holders / must be in a can, free from rust, dents and any other disordered which may detrimentally affect the quality of the product.</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
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	<ul style="list-style-type: none"> <li>- The product should have a shelf life of 6 months or more on delivery</li> </ul>			
<b>OILS</b>	<p><b>Cooking Oil</b></p> <ul style="list-style-type: none"> <li>- The product should be made from edible sunflower seed oil</li> <li>- The product should not contain any mineral oil</li> <li>- The product should have a combination of monounsaturated and polyunsaturated fats with low saturated fat levels</li> <li>- The product should be in liquid form, have an acceptable taste, a pleasant odour and attractive sparkling transparent yellow appearance</li> <li>- The product should have a shelf life of 9 months or more on delivery</li> </ul>	<p>Packing packed in polypropylene or other similar plastic material with a screw and the bottle should not be damaged or leaking</p> <p>Labeling must reflect the product name, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		
<b>FLAVOURANTS</b>	<p><b>Vanilla Essence</b></p> <ul style="list-style-type: none"> <li>- The product should be used as a flavoring agent for baked items.</li> <li>- It should have a shelf life of 12 months or more on delivery.</li> </ul>	<p>Packaging should be in appropriate sealed bottle</p> <p>Labeling must reflect the product name, ingredients, weight, grade, nutritional information, expiry / best before date</p> <p>The product should be transported, stored in a cool well ventilated location and handled in the appropriate manner</p>		

**SBD 3.1****PRICING SCHEDULE –FIRM PRICES****BID PRICE IN RSA CURRENCY \*\*(ALL APPLICABLE TAXES INCLUDED)**

Name of Bidder.....	Bid number: <b>SCMU3-25/26-0575-DNG.</b>
Closing Time 11:00 .....	Closing date: 23/02/2026

**PRICE SCHEDULE: Non – Perishable Products**

Category	Item	Mass control	Cost Price
DRY GOODS	Salt	1kg	
	Soup powder – assorted flavors	5kg	
	Gravy powder – beef	2.5kg	
	Curry powder	1kg	
	Turmeric powder	1kg	
	Aromat	1kg	
	Paprika	1kg	
	Chicken Spice	1kg	
	Steak and chops	1kg	
	Ground cinnamon	1kg	
	Dried parsley	1kg	
	Mixed herbs	1kg	
	Custard powder	5kg	
	Jelly powder	1kg	
	Soya mince	5kg	
	Baking powder	500g	
Bicarbonate of soda	500g		
CONDIMENTS	Chutney - original	5lt	
	Worcestershire sauce	5lt	
	Vinegar	5lt	
	Mayonnaise	20kg	
	Syrup	750ml	
	Vegetable extract	250g	
SPREADS	Peanut butter - smooth	400g	
	Jam – apricot, peach, mixed fruit	900g	
OILS	Cooking oil	20lt	
FLAVOURANTS	Vanilla essence	500ml	
<b>TOTAL COST PRICE</b>			

**TOTAL PRICE OFFERED, INCLUSIVE OF VALUE ADDED TAX, FOR TENDER NO. SCMU3-25/26-0575-DNG**

**R** \_\_\_\_\_

**AMOUNT IN WORDS** \_\_\_\_\_

**Signed by authorized representative of the Tenderer:**

.....

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**GENERAL CONDITIONS – NON NEGOTIABLE**

***NB: Bidders will be requested to provide samples of items quoting on and the results of the inspection will impact on awarding of the bid.***

The Service Provider will be informed of the any unsatisfactory results / change of the samples discovered during monitoring; will be offered a period for correction of identified unsatisfactory services, failure to correct may lead to termination of the contract.

Products should be delivered at the time determined by the receiving officer; therefore on receipt of order number the Service Provider must confirm quantities and delivery date & time with respective hospital Food Service Manager / Stores Supervisor

**Does the offer comply with the specification(s)?**

**\*YES/NO**

- **If not to specification, indicate deviation(s)**

.....

- .....

- .....

- **Period required for delivery after Purchase Order**

**14 DAYS After receipt of order**

- **Delivery:**

**\*Firm/not firm**

**\*\* "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.**

**\*Delete if not applicable**

**BIDDER'S DISCLOSURE**

**1. PURPOSE OF THE FORM**

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

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

**2. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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

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

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2.2.1 If so, furnish particulars:

.....  
.....

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

2.3.1 If so, furnish particulars:

.....  
.....

**3 DECLARATION**

I, \_\_\_\_\_ the \_\_\_\_\_ undersigned, (name)..... 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 not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 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.

I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts,

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

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- 3.6 bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature Date

.....  
Position Name of bidder

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**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.
- b) 80/20 preference point system will be applicable in this tender. The lowest acceptable tender will be used to determine the accurate system once tenders are received.

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
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 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 of a tenderer, either 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 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

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 or 90 points is allocated for price on the following basis:

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

Where

- $P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = 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)
HDI - RACE		4		
HDI - WOMEN		3		
HDI - DISABILITY		1		
YOUTH		3		
MILITARY VETERAN		1		
LOCALITY – ENTITY BASED IN EASTERN CAPE		8		
		20		

**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;

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- 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.

	..... <b>SIGNATURE(S) OF TENDERER(S)</b>
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....

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