



**higher education
& training**

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



REQUEST BID NUMBER: KZNCETC 03/2021

**TERMS OF REFERENCE FOR APPOINTING A SERVICE PROVIDER FOR THE
PROVISION OF PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR 2021
ACADEMIC YEAR.**

Issued and prepared by

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1. BACKGROUND

- 1.1 The CET came into existence on 1 April 2015 when the Public Adult Learning Centres (PALCs) migrated from the Provincial Education Departments (PEDs) to the CET Colleges, resorting under the Department of Higher Education and Training (DHET). The mandate of the college is to provide quality and relevant education and training programmes for youth and adults to improve their livelihoods. The College, through the Community Learning Centres, offer programmes that will ensure that learners attain skills that will enable them to either find employment or establish their own enterprises.
- 1.2 The College is situated in KwaZulu-Natal Province, South Africa. Governance of the College rests with the Council subject to the relevant statutes and policies. Management of the college consists of the Principal and Deputy Principals. The CET College operates in accordance with the requirements, rules and regulations laid down in the following documents:
- 1.2.1 The Continuing Education and Training Act, Act 16 of 2006; and
 - 1.2.2 National Norms and Standards for Funding Community Education and Training Colleges.

2. PURPOSE AND OBJECTIVE OF THE PROJECT

The purpose of this document is to invite proposal for service providers to provide the Personal Protective Equipment (PPE), for the Kwa Zulu Natal Community Education and Training College.

The Kwa Zulu-Natal Community Education and Training (CET) College would like to appoint a competent service provider for the provision of Personal protective equipment (PPE).

3. SCOPE OF WORK

Personal protective equipment to be provided and delivered at one central location central location in Durban for 2021 academic year.

4. SPECIFICATION

The appointed service provider will provide and deliver PPE for the KwaZulu-Natal CET College in Durban, the following is a breakdown of PPE for each district.

Amajuba District

Quantity

Washable face mask unbranded	366
Washable face mask unbranded	2646
Hand sanitizer 500ml spray (not less than 70% alcohol)	176
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	220

Pinetown District

Quantity

Washable face mask unbranded	1196
Washable face mask unbranded	4344
Hand sanitizer 500ml spray (not less than 70% alcohol)	264
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	330

Harry Gwala District

Quantity

Washable face mask unbranded	266
Washable face mask unbranded	2348
Hand sanitizer 500ml spray (not less than 70% alcohol)	268

Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	335

Umlazi District

Quantity

Washable face mask unbranded (2 per lecturers)	970
Washable face mask unbranded (2 per student)	2348
Hand sanitizer 500ml spray (not less than 70% alcohol)	280
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	350

uMgungundlovu District

Quantity

Washable face mask unbranded (for lecturers)	386
Washable face mask unbranded	6110
Hand sanitizer 500ml spray (not less than 70% alcohol)	212
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	265

uGu District

Quantity

Washable face mask unbranded (for lecturers)	554
Washable face mask unbranded	2510
Hand sanitizer 500ml spray (not less than 70% alcohol)	232
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius	10
bar soap life buoy/protex (5 per CLC)	290

uThukela District

Quantity

Washable face mask unbranded (for lecturers)	186
Washable face mask unbranded	1528

Hand sanitizer 500ml spray (not less than 70% alcohol	124
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	155

uMkhanyakude District

Quantity

Washable face mask unbranded (for lecturers)	1570
Washable face mask unbranded	3390
Hand sanitizer 500ml spray (not less than 70% alcohol	320
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	20
bar soap life buoy/protex (5 per CLC)	400

King Cetshwayo District

Quantity

Washable face mask unbranded (for lecturers)	1090
Washable face mask unbranded	10772
Hand sanitizer 500ml spray (not less than 70% alcohol	480
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	600

Ilembe District

Quantity

Washable face mask unbranded (for lecturers)	340
Washable face mask unbranded	2778
Hand sanitizer 500ml spray (not less than 70% alcohol	200
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery	10
bar soap life buoy/protex (5 per CLC)	190

uMzinyathi District

Quantity

Washable face mask unbranded (for lecturers)	292
Washable face mask unbranded	1888
Hand sanitizer 500ml spray (not less than 70% alcohol)	160
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery)	10
bar soap life buoy/protex (5 per CLC)	190

Zululand District

Quantity

Washable face mask unbranded (for lecturers)	420
Washable face mask unbranded	5834
Hand sanitizer 500ml spray (not less than 70% alcohol)	256
Infrared digital body thermometer (measuring time 1s, Accuracy +-0,2 degrees Celsius and alarm temperature greater than 38 degrees Celsius with fitted battery)	15
bar soap life buoy/protex (5 per CLC)	325

5. COMPLIANCE REQUIREMENT

Note to the Prospective service provider or Bidders: Compulsory submissions in disqualification (Failure to submit any of the following will result in disqualification)

- All bids submitted should remain valid for the period of 90 days after bid closing date.
- Complete and sign KZN CET College Vendor forms.
- An original bank stamped letter issued by the bank to confirm the banking details, not older than 3 months*
- Any other accreditation / registration certificate pertaining to Industry.
- Letter of good standing
- Valid SARS pin number confirmation certificate to be included.

- Municipal clearance certificate certifying that no municipal rate and service charges are owed by the bidder and any of its directors to College or any other municipality where the bidder's business operation located, are in arrears for more than 3 months.
- Certified copy of BBEE certificate issued by Verification Agency by SANAS or Sworn Affidavit in relation to the BBEE status of the company.
- Copies of ID Documents and all submitted certificate must be certified with certification not older than 3 months. Failure to submit the certified copy of ID documents will result in disqualification.
- Company Registration Form (CIPRO /CIPC)
- The bid will be evaluated according to Preferential Procurement Policy Framework Act. Failure to submit will result in zero points score for BBEE points.
- Company profile with traceable references accompanies by client header where similar service was provided.
- Proof of supplier application registration for CSD (unique reference number and supplier number).
- Fully completed and signed Standard Bidding Documents. (**SBD 1; SBD 2, SBD 3, SBD 4; SBD 6.1, SBD 6.2, SBD 7, SBD 8; SBD 9 and General Condition of Contract (GCC 2010).**)
- Certificate of compliance with Health Act.
- Bidders received after the published closing date will be considered and will not be opened.
- KZN CETC College reserves the right to award or not to award this contract.
- KZN CET College reserves the right to accept the lowest cost proposal.
- The general conditions of contract will be applicable to this tender.
- KZN CET College will enter a formal contract with the successful service provider.
- Any change of information provided in the tender document that may affect delivery of the project should be brought to KZN CET College attention as soon as possible. Failure to comply may result in the contract being terminated.

- Service providers that have been declared insolvent and wish to do business with KZN CETC College must have been rehabilitated and provide the necessary proof thereof.

Failure to supply all required and supplementary information will result in the tender being deemed disqualified and therefore, the tender will be not considered for award.

6. EVALUATION CRITERIA

Proposal must be placed in the sealed envelope and clearly marked – “Tender proposal – The Provision of personal protective equipment” and placed in the tender box Kwa Zulu- Natal Community Education and Training College head office at located at first floor, 17 Kosi Place Springfield, Umngeni Business Park no longer than 11 March 2021 before 11: 30 am on closing date.

Bids will be evaluated on 2 stage:

Stage 1: Local production and content

Bids with respect of textiles, clothing, leather, and footwear sector must contain the specific condition:

- Only locally produced or manufactured textile, clothing, leather, and footwear from the local raw material or input with minimum stipulated threshold of 100% as per Department of Trade Industries and National Treasury. Failure to fully complete the SBD 6.2 would result in disqualification from this bid.

Stage 2:

Preferential Point System, Price and BBBEE Points.

Phase One of Evaluation – Price and Preferential Point	
BBBEE score	10
Price	90
Total	100

6. COMMUNICATION

For any enquiries regarding this tender, please contact through email SCM@KZN.CETC.edu.za or 031 350 4366 during the office hour.

7:30 am – 16:15 pm

KWA ZULU –NATAL COMMUNITY EDUCATION AND TRAINING COLLEGE\

17 KOSI PLACE SPRINGFIELD

UMNGENI BUSINESS PARK

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