



# **TENDER DOCUMENT**

**SUPPLY, INSTALLATION AND COMMISSIONING OF:  
Medical Oxygen Reticulation**

**AT THE Mbabane Government Hospital, Mbabane, Eswatini**

**(Hereafter called Mbabane Oxygen Reticulation Project)**

**DIRECT CONTRACT WITH  
Contracting Entity i.e. Right To Care NPC)  
(hereinafter referred to as “RTC”)**

**ISSUE DATE: 15 March 2024**

## CONTENTS

1	PREAMBLE .....	3
2	SCOPE OF WORK.....	3
3	EXCLUSIONS.....	4
4	TYPE OF CONTRACT .....	4
5	TENDER ELIGIBILITY .....	4
6	TENDER ADJUDICATION .....	4
7	REQUIRED COMPETANCY .....	5
8	CONTRACT PRICE, ADJUSTMENT AND VARIATION ORDERS .....	5
9	EXTRA PAYMENTS.....	5
10	RATE OF EXCHANGE.....	5
11	PROGRAMME AND COMPLETION .....	5
12	METHOD STATEMENT .....	5
13	HEALTH AND SAFETY.....	5
14	ACCESS AND CONTROL.....	6
15	SPECIFICATIONS, STANDARDS AND CODES.....	6
16	SITE OFFICE .....	6
17	HANDLING OF MATERIAL.....	6
18	DOCUMENTS APPLICABLE .....	6
19	INSPECTION AND TESTING .....	6
20	CONTRACT COMPLETION MILESTONES .....	6
20.1	Sectional Completion .....	6
20.2	Works Completion.....	7
20.3	Final Completion .....	7
21	PRICE SCHEDULES .....	7
22	PENALTIES .....	7
23	SITE VISIT FOR TENDERING PURPOSES.....	7
24	GENERAL CONDITIONS.....	7
25	SUBMITTABLE DOCUMENTS .....	7
26	SUBMISSION DATE AND TIME .....	7
1	SCOPE OF WORK.....	9
2	REQUIRED DOCUMENTS .....	9
2.1	Bid Submission Document.....	9
2.2	Completed Bill of Quantities.....	9
2.3	Attachments Covering Letter.....	9
2.4	Company Registration .....	9
2.5	Tax Compliance.....	9
2.6	Supplier Registration Document .....	10
3	SCHEDULE OF SIMILAR WORK EXECUTED BY THE BIDDER .....	10
4	SUB-CONTRACTORS .....	10
4.1	Capacity.....	10

5	PRICING .....	10
6	CONTRACT PERIOD.....	10
7	TENDERER'S STATEMENT.....	12

Errors and Omissions Accepted

## 1 PREAMBLE

The Mbabane Government Hospital is a National Referral Public Hospital operated by the Eswatini Ministry of Health (MoH). The hospital is located in Mbabane, Eswatini.

Right to Care is a Non-Governmental Organisation (NGO) based in Centurion, South Africa that is the implementation partner of the Global Fund for healthcare aid in Southern Africa.

RTC has determined that the extension of the existing oxygen reticulation will significantly improve the healthcare delivery capability of the abovementioned Hospital.

This document provides the technical and commercial specification for the acquisition, installation, and commissioning of such reticulation.

## 2 SCOPE OF WORK

This tender makes provision for a turnkey design and supply of the following:

- 1) An extension of the existing medical gas reticulation with 45 Oxygen Terminal Units (TUs) according to Addendum 1.
- 2) Replacing an existing maternity back-up cylinder manifold with a new 5x2 cylinder banks with automatic change-over manifold that has pressure control station with two Pressure Reducing Valves (PRVs) (one per bank) and two (2) line PRVs, including all valves, safeties, a primary source connection point and all alarm contact points.
- 3) Interconnecting of the new LOX VIE (under different tender) from the tank fence with the existing OPD, -Main Hospital, -Emergency and new Maternity pressure control stations.
- 4) Servicing and repair of 103 existing oxygen TUs connected to the Main Hospital oxygen system.
- 5) Servicing of the existing three pressure control stations (OPD, Main Hospital and Emergency Building).
- 6) Supply and installation of a central medical gas alarm system with oxygen alarms for the following:
  - a) Oxygen OPD Left/Right/Line pressure Failure
  - b) Oxygen Main Hospital Left/Right/Line Pressure Failure
  - c) Oxygen Maternity Left/Right/Line Pressure Failure
  - d) Oxygen Emergency Left/Right/Line Pressure Failure
  - e) The alarm will have expansion for Nitrous Oxide, Medical Air and Vacuum.
- 7) Commissioning and certification of the interconnecting reticulation as well and the Main Hospital installation. For clarity, the OPD and Maternity pressure control station is included but the reticulation and TUs are excluded).
- 8) Supply of OEM Manuals including the Operational Manual, Design and As-Build drawings of the entire installation.
- 9) Please allow for temporary oxygen supply to all effected sections when the change-over banks are serviced and the central reticulation is connected.

at the Mbabane Government Hospital, Mbabane, Eswatini.

The bidder shall allow in his bid price for all material, labour, supervision, transport, tests and all other items necessary to complete the contract in its entirety.

In the event where the supply and/or installation of any item, material or equipment do not form part of this Contract, it will be specifically indicated as such in his specification and/or the accompanying drawings.

### 3 EXCLUSIONS

The following is hereby excluded:

- 1) The VIE installation.
- 2) All electrical works. The three-phase supply for the tanker pump and lighting will be provided to specification by others.
- 3) The reticulation of Maternity and OPD downstream of the Pressure Control Stations (Automatic Change-over Manifolds).

### 4 TYPE OF CONTRACT

This contract will be a direct contract to be executed by the successful tenderer who will be the "Contractor", as referred to in this document and RTC who will be the "Client". The standard RTC contractor application/approval process will apply should the successful bidder not be a current RTC vendor.

The appointment will be according to the contract type i.e. International Federation of Consulting Engineers (FIDIC) or Joint Building Construction Committee (JBCC) contract.

RTC will act as the Client, Engineer and Principal Agent.

The Principal Agent shall make provision for and purchase of the above documents.

### 5 TENDER ELIGIBILITY

This is an open tender to competent contractors.

### 6 TENDER ADJUDICATION

The tender will be adjudicated by RTC according to their procurement policy. A tender adjudication committee will be appointed that consists of engineering-, finance-, legal- and procurement specialists. The adjudication committee's recommendation will be tested against their procurement policy and the Head of Procurement will issue a final appointment instruction to the Principal Agent.

The tender will be awarded based on completeness of document submission, proving competency and price according to the following formula:

Should any of the following not be included in the contiguous pdf document pack, the bid shall be marked as "technically incomplete"		
<ol style="list-style-type: none"> <li>1. A registered company</li> <li>2. Good standing with their local revenue service</li> <li>3. Completed supplier registration form together with documents on section B of the form</li> <li>4. Bank stamped account confirmation letter</li> </ol>		
Description	Percentage	Scoring
Competency	10% (ten)	Each previous medical gas project =2% (two percent) (max 10% (ten percent)), Table not completed = 0% (zero percent)
Design	40% (forty)	Score of a panel of engineers for design completeness based on engineering submission i.e. concept drawing, concept design report, initial calculations. Best = 40% (Forty)
Price	50% (fifty)	Prices scored pro-rata according to the approved Procurement Policy
<b>TOTAL</b>	<b>100% (one hundred percent)</b>	

## **7 REQUIRED DOCUMENTATION**

Only submissions from companies with submitted proof of the following will be considered. The contractor will be:

- 1) A registered company, with attached company registration document bearing proof of company name and registered address.
- 2) Be in good standing with the local revenue service.
- 3) Completed supplier registration form.
- 4) Bank stamped account confirmation letter

## **8 CONTRACT PRICE, ADJUSTMENT AND VARIATION ORDERS**

This will be a fixed price contract based on the pricing schedule.

The contractor may request a Variation Order (VO) of up to 10% (ten percent) of the works value for eventualities outside the control of the contractor. VOs shall be approved at the sole discretion of the Principal Agent.

The tenderer shall make provision in his tender base price for possible fluctuations in all other costs.

A 5% (five percent) retention shall be applicable according to the terms of the FIDIC standard agreement.

## **9 EXTRA PAYMENTS**

Tenderers must acquaint themselves fully with the local conditions and the requirements of this specification. RTC will not consider any later claims by the successful tenderer for extra payment arising out of underestimating any of the requirements.

The contractor shall do their own measurements and shall explicitly not rely on the bill of quantities (BoQ) when ordering materials. The BoQ, if provided, shall be used for tendering purposes only.

## **10 RATE OF EXCHANGE**

This tender will not be subject to fluctuations in the rate of exchange. The tender needs to be priced in the local currency of the country where the project will be executed.

## **11 PROGRAMME AND COMPLETION**

The period for completion of the work will be agreed on between the Principal Agent and the Contractor taking the operational requirements of the facility into account. The Principal Agent shall indicate on the FIDIC/JBCC contract the days required to complete the project.

The FIDIC/JBCC contract will be adjusted not to penalise the contractor due to restriction in access.

The tenderer shall state the time, in days, required for completion of the contract in the Price Schedule and such time will be used as contractual completion time of the project.

## **12 METHOD STATEMENT**

The contractor will be required to complete a work method statement for the installation.

## **13 HEALTH AND SAFETY**

The contractor will adhere to all Health and Safety (H&S) requirement of the hospital.

The contractor shall supply and maintain all safety equipment, personal protective equipment and any other assistance and equipment required to gain access to work areas.

## **14 ACCESS AND CONTROL**

The contractor and all other employees will be required to keep a register of time on site and handed to the Principal Agent on request.

## **15 SPECIFICATIONS, STANDARDS AND CODES**

The installation shall be according to the following standards as far as practical.

- 1) Reticulation: ISO7396-1: Medical Gas Pipeline Systems
- 2) Medical Gas System Design: Health Technical Memorandum 02-01: Medical gas pipeline systems.

## **16 SITE OFFICE**

If required the contractor, in coordination with the maintenance manager shall provide his own site office.

The safekeeping of all equipment and tools shall be the responsibility of the contractor until the acceptance date.

## **17 HANDLING OF MATERIAL**

The Contractor shall be responsible for providing all the required equipment for the off-loading and proper handling of the plant and material on site.

## **18 DOCUMENTS APPLICABLE**

The following documents are available and will be provided on request:

- i. Concept Design Report – Oxygen Projects: Mbabane Referral Hospital and Central Medical Stores: Eswatini dated 22 February 2024

Any deviation from the concept design, must be declared in the covering letter of the tender submission.

## **19 INSPECTION AND TESTING**

On completion of the installation, the contractor shall carry out his/her own inspections to ensure that the installation and equipment comply with safety standards before notifying the Engineer.

The Engineer will not act as the contractor's inspector or quality control official but to ensure that the work has been completed and to standard.

The Engineer should be notified no less than 10 (ten) days before completion for sign-off to enable travelling arrangements to be made.

No snagging procedure shall apply. Work completion shall be accepted or rejected per section as set out below.

## **20 CONTRACT COMPLETION MILESTONES**

### **20.1 Sectional Completion**

Sectional Completion Payment Certificates will be issued once the following has been achieved:

1. Sectional Completion for all TUs and new Maternity Manifold Change-over installed.
2. Sectional Completion for all existing TUs and Manifold banks serviced,
3. Sectional completion for interconnecting piping connected, tested and certified.

Payment Certification will include adjustment for all penalties incurred.

## **20.2 Works or Practical Completion**

Works Taking Over Notice will be issued after:

1. All sectional completion payment certificates have been issued.

## **20.3 Final Completion**

Final Completion will be reached once

1. Handover documentation, including Certificate of Compliance, has been received.

At this point, all retention will be released.

## **21 PRICE SCHEDULES**

Tenderers are required to submit unit prices as indicated in the "Bid Submission Document".

Price to hold firm for 90 (ninety) days from tender closing date.

## **22 PENALTIES**

The following penalties shall be applicable:

1. Late completion (as defined in this document and the agreement to be concluded) of the project at 5% (five percent) of value per week or part thereof.

## **23 SITE VISIT FOR TENDERING PURPOSES**

A compulsory tender brief will be held on Thursday the 4th of April 2024 at 13h00. An attendance register will be kept and only contractors who attend the compulsory site visit will be considered.

Unscheduled visits will not be allowed by the hospital.

## **24 GENERAL CONDITIONS**

If successful, the contractor will follow the normal RTC procurement process. RTC Standard Procurement Terms and Conditions shall apply.

## **25 COMPULSORY SUBMITTABLE DOCUMENTS**

The following documents needs to be submitted by the tender closing date:

1. Covering letter of introduction and deviation from the engineer's design.
2. Attached "Bid Submission Document" that is completed, initialed on each page and signed.
3. Company registration documentation
4. Value added Tax registration & Certificate of good standing documents
5. Bank Stamped Account confirmation letter
6. Completed and duly signed supplier registration form

## **26 SUBMISSION DATE AND TIME**

The completed tender submission must be filled out by hand, scanned and submitted electronically in .pdf to the email address and by the closing date indicated on the front page of the returnable document.

No late submissions shall be accepted.



# BID SUBMISSION DOCUMENT

**BID SUBMISSION DOCUMENT FOR SUPPLY, INSTALLATION AND COMMISSIONING OF:  
Medical Oxygen Reticulation**

**AT THE Mbabane Government Hospital, Mbabane, Eswatini**

**(Hereafter called Mbabane Oxygen Reticulation Project)**

**DIRECT CONTRACT WITH  
Contracting Entity i.e. Right To Care NPC  
(hereinafter referred to as "RTC")**

**CONTRACTOR NAME:**

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**CLOSING DATE: 30 April 2024 at 12h00**

Electronic submission in .pdf to: [procurement@righttocare.org](mailto:procurement@righttocare.org)

Please scan this document, completed by hand, initialed on each page and signed



## 1 SCOPE OF WORK

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at the Mbabane Government Hospital, Mbabane, Eswatini.

The bidder shall allow in his bid price for all material, labour, supervision, transport, tests and all other items necessary to complete the contract in its entirety.

## 2 REQUIRED DOCUMENTS

Please scan these documents, **in this order, and submit in contiguous .pdf** no larger than 20MB.

### 2.1 Bid Submission Document

This completed section of the Tender Document.

### 2.2 Completed Bill of Quantities

Bill of Quantities is not applicable.

### 2.3 Attachments Covering Letter

Covering letter of introduction stating any intended deviations from the specification.

### 2.4 Company Registration

The company is locally or regionally registered. Please attach a copy of registration.

### 2.5 Tax Compliance

Please attach

- a) Value Added Tax (VAT) registration, if applicable
- b) Income Tax Certificate of Good Standing.
- c) Bank stamped account confirmation letter

## 2.6 Supplier Registration Document

Please attach

Completed and duly signed supplier registration form.

## 3 SCHEDULE OF SIMILAR WORK EXECUTED BY THE BIDDER

The Bidder must insert in the spaces provided below; a list of work completed by him during the past five (5) years. Only work of a similar nature to this Contract must be listed.

	Employer	Description of Work	Year Completed
1			
2			
3			
4			
5			

SIGNED ON BEHALF OF BIDDER: .....

## 4 SUB-CONTRACTORS

Please provide a list of qualified sub-contractors (if any) that will be deployed on the project:

Nr	Sub-Contractor	Scope
1		
2		
3		

### 4.1 Capacity

Number of Qualified staff available for the project: .....

Number of Non-Qualified staff in full time employment available for the project: .....

## 5 PRICING

Our price schedule for achieving the scope of work is as follow:

Please note that 1 ZAR = 1 SZL

### 5.1 Medical Gas Pipe and Electrical Installation

Item	Description	Qty	Price
1	Additional 45 Oxygen TUs based on the concept design report.	1	ZAR
2	Service 103 existing TUs in the main hospital building	1	ZAR
3	Servicing of existing three pressure control stations (OPD, Main Hospital and Emergency Building).	1	ZAR
4	New 5x2 Maternity automatic change-over manifold	1	ZAR
5	New reticulation to connect VIE in position 5 to the OPD, Main Hospital, Emergency and Maternity sections	1	ZAR
6	Additional cost to connect central pipe reticulation to a LOX tank in position 6.	1	ZAR
7	Allowance for temporary supply during servicing and connection of central reticulation.	1	ZAR
<b>SECTION A SUB TOTAL</b>			ZAR

### 5.2 Other

Item	Description	Price
1	P&G	ZAR
2	Health and Safety	ZAR
7	Handover file with Manuals, Pressure Test Certificates, as-built drawings and Certificate of Compliance.	ZAR
8	Other:	ZAR
<b>SECTION B SUB TOTAL</b>		ZAR

Total (Sub-section A+B)                      ZAR.....

Add 5% Contingency                              ZAR.....

Add V.A.T. ZAR.....

Total Tender Price ZAR.....

Tender price in words.....

.....

**6 CONTRACT PERIOD**

Lead time, in days, from appointment, required for manufacturing: .....days

Time, in days, required for delivery, placement, commissioning: .....days

**7 TENDERER'S STATEMENT**

I/We tender for the execution of the services as described herein:

TENDERER'S REGISTERED NAME AND ADDRESS (For FIDIC Appointment):

.....  
.....

COMPANY/KEY PERSON CONTACT NUMBER: .....

COMPANY REGISTRATION NUMBER (For FIDIC/JBCC Appointment): .....

COMPANY VAT NUMBER (For FIDIC/JBCC Appointment): .....

Tenderer's Authorised Signatory

.....  
(Signature)

Name: .....

Capacity: .....

Email Address.....

Date: .....