



health

Department:
Health
REPUBLIC OF SOUTH AFRICA

Private Bag X 828
Pretoria 0001
Cnr thabo sehume and struben street,
Pretoria

Tel: +27 (0) 12 5160 644
Fax: +27 (0) 86 219 2582
Email: tshepo.mokoena@healthsupplychain-za.org

COMPANY : [REDACTED]
COMPANY REG NO : [REDACTED]
VAT NO : N/A
TEL : [REDACTED]
CELL : N/A
FAX : N/A
EMAIL : [REDACTED]
ATTENTION : [REDACTED]

REFERENCE: NDOH 03/2020-2021 CONTRACT: SUPPLY AND DELIVERY OF DX610M SANITIZER MACHINES FOR THE COVID-19 EMERGENCY PERIOD.

The National Department of Health is pleased to inform your company that your submitted quotation on the above-mentioned reference number has been successfully approved.

The contract entered is between The National Department of Health and [REDACTED] for the supply and delivery of 25 units of DX610M Sanitizer Machines for a tendered amount of R 405,000.00

Your urgent attention is drawn on the following:

THE COMMENCEMENT OF THE CONTRACT SHALL BE THE DATE STATED ON THE OFFICIAL ORDER FORM.

COMMENCEMENT DATE: 5 May 2020.

DELIVERY DATE: 07 May 2020.

THE INVOICES SHOULD BE SUBMITTED AND PAID TO SUPPLIER ON THE DELIVERY DATE , TO ACCOUNT:

ACCOUNT NAME : [REDACTED]
BANK NAME : [REDACTED]
ACCOUNT TYPE : BUSINESS
ACCOUNT NUMBER: [REDACTED]
BRANCH NAME : REMOTE ACCOUNTING OPENNING
BRANCH CODE : [REDACTED]

Please bring along a delivery note with the required items to the National Department of Health. I will sign and send a copy to finance directorate, in order for your company to receive the payments on delivery date.

Bonakele Mbhele



FINANCE DEPARTMENT

DATE SIGNED

TENDERER

PAYMENT POLICY



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As per the Public Finance Management Act (PFMA), 1999 (Act No. 1 of 1999) as amended by Act No. 29 of 1999, **The National Department of Health** is by the Act not allowed to make payment before Goods or Services is rendered.

Due to the urgency of supplier's payments, **The National Department of Health** uses Delivery Note Payment Method System so that all suppliers receive their payments within 2 to 5 working days after delivery.

Whereby a supplier delivers the goods and supplier is issued with a delivery note which is sent to the financial department in order for processing of funds. **The National Department of Health** Delivery Note therefore is full proof that **The National Department of Health** has received Goods or Services rendered.

When a Supplier renders the service awarded within a mandated time frame repeatedly then that supplier is deemed trustworthy and is listed on The National Department of Health Grade a suppliers list for more tender awards in future.

For more information with regards to answers that might not be included in this payment process contact us on +27(0) 27 125 160 644.

Yours Faithfully,

Bonakele Mbhele

.....
FINANCE DEPARTMENT

.....
DATE SIGNED

.....
TENDERER



AUTHORISATION FOR ELECTRONIC TRANSFER OF FUNDS (EFT) TO SUPPLIER'S BANK ACCOUNT



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Banking details

Bank:

Account No:

Account Type:

Branch:

Branch Code:

I, the undersigned hereby authorize the The National Department of Health finance department to credit my/the company account via Electronic Funds Transfer as a fore mentioned with the amount payable/due to specified beneficiary for goods and services rendered.

_____ Full Name Capacity

_____ Date Signature

FOR USE OF BANK (In case where a cancelled cheque or proof of banking details is not attached)

Above Information checked and confirmed:

Signature _____ Bank Stamp

_____ Full Name Capacity

FOR OFFICE USE ONLY – The National Department of Health



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REPUBLIC OF SOUTH AFRICA

Information confirmed and submitted to computer on: ____ day of
_____ year _____

Full Name Capacity

Date Signature

Yours Sincerely

MS Bonakele Mbhele
FINANCE DEPARTMENT

The National Department of Health

