national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

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Ref: RT275-2020

CONTRACT CIRCULAR FOR TRANSVERSAL CONTRACT RT275-2020 WHICH IS FOR SUPPLY AND DELIVERY OF SPEECH THERAPY, ASSISTIVE DEVICES AND ACCESSORIES TO THE STATE FOR THE PERIOD 1 JUNE 2020 TO 31 MAY 2023

1. PURPOSE

The purpose of this Contract Circular is to inform State Institutions about the Transversal Contract RT275-2020 for the Supply and Delivery of Speech Therapy, Assistive Devices and Accessories to the State for the period 1 June 2020 to 31 May 2023. The transversal contract is facilitated by the National Treasury, National Department of Health and Provincial Departments of Health for utilization by all State Institutions.

This Contract Circular is subject to the General Conditions of Contract (attached as **Annexure B**) issued in accordance with chapter 16A of the Treasury Regulations published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999). The Special Conditions of Contract (attached as **Annexure A**) are supplementary to the General Conditions of Contract. However, where the Special Conditions of Contract conflict with the General Conditions of Contract, the former will prevail.

1.1 The Contract Circular and its Annexures are updated as and when required and therefore State institutions should always refer to the latest available documents from the National Treasury's website which is: http://www.treasury.gov.za/divisions/ocpo/ostb/contracts/default.aspx.

1.2 Please find the attached following documents in addition to this Contract Circular for your information:

Annexure A : Special Conditions of Contract;

Annexure B : General Conditions of Contract;

Annexure C : Participation Letter;

Annexure D : Procurement Guideline;

Annexure E1 : Pricing Schedule;

Annexure E2 : Technical Specifications;

Annexure F : Non-Awarded Items; and

Annexure G : Participants Quarterly Reporting.

2. TECHNICAL SPECIFICATIONS AND SCOPE OF SOLUTIONS

2.1 The State requires the supply and delivery of speech therapy, assistive devices and accessories that encompasses the solutions summarized below:

2.1.1 **ASSISTIVE DEVICES (SOLUTIONS): PATIENT/END-USER**

Category 1 : Low-technology Assistive Devices
Category 2 : Communication and Assistive Devices
Category 3 : Assistive Accessories
Category 4 : ICT-based Devices and Solutions
Category 5 : Assistive Software

2.1.2 **AAC THERAPY DEVICES (SOLUTIONS)**

Category 6 : Feeding and oral motor
Category 7 : Laryngectomy
Category 8 : Tracheostomy

2.1.3 **THERAPY TOOLS & RESOURCES**

Category 9 : Assessment tools
Category 10 : Therapy Resources

2.1.4 **SERVICES**

Category 11 : Assistive Services

3. DURATION OF CONTRACT

3.1 The transversal contract period is for thirty-six (36) months commencing on 01 June 2020 to 31 May 2023.

3.2 The speech therapy, assistive devices and accessories can be procured at any stage within the transversal contract period when a State institution decided to participate.

4. IMPLEMENTATION OF THE TRANSVERSAL CONTRACT

4.1 The process to effect procurement thereof involves the following summarised undertakings (**detailed on procurement guideline attached as Annexure D**):

Step 1 : Completion of the participation letter (Annexure C) and submit it to Demand.Acquisition2@treasury.gov.za and TCcontracts1@treasury.gov.za

Step 2 : Acknowledgement via email (**no written post award consent letter will be issued to participant as the participation letter is customised to consent participation on completion and signing**) of participation letter by National Treasury and inform the appointed suppliers;

Step 3 : Selection of any appointed supplier based on the State institution's speech therapy, assistive devices and accessories needs (more details on Annexure D procurement guideline);

Step 4 : Contact supplier to verify the speech therapy, assistive devices and accessories availability;

Step 5 : Issue a purchase order to the selected supplier based on the published prices on Annexure E1;

Step 6 : On delivery of items, verify if the delivered item(s) is according to the technical specification on Annexure E2;

Step 7 : Submit quarterly report (Annexure G) to National Treasury on the performance of suppliers and the fulfilment of speech therapy, assistive devices and accessories needs through the transversal contract.

All queries should be emailed to Nancy Ravhele's attention at Demand.Acquisition2@treasury.gov.za and TCcontracts1@treasury.gov.za

5. PARTICIPANTS SHOULD NOT PERFORM THE FOLLOWING ACTIVITIES

5.1 Create a tender/bid from the transversal contract but only implement it as prescribed;

5.2 Request Suppliers to submit proposals in a tender/bid box;

5.3 Conduct compulsory briefing session that is aimed at disqualifying Suppliers under the transversal contract but have needs/requirements discussions with the Suppliers as may be necessitated by the circumstances; and

5.4 Request samples from the Suppliers as the items on the transversal contract were evaluated and qualified to form part of the transversal contract.

5.5 Participants **SHOULD NOT** request any of the following documents from the Suppliers as the transversal contract has considered all these documents and governance during the procurement process:

- ✓ Standard Bidding Documents (SBDs);
- ✓ Central Supplier Database (CSD) report or tax pin from South African Revenue Services (SARS);
- ✓ B-BBEE Certificate; and /or
- ✓ Or any documentation relating to a procurement process.

5.6 The above documents will be issued on request where required by participating State institutions from National Treasury.

6. PROCUREMENT OF SOLUTIONS / SERVICES

Guidance on the procurement of services/solutions is detailed on Annexure D.

7. LIST OF PARTICIPANTS

The list of Participants is published on the website and revised as and when there is a new participant.

8. PROCUREMENT OF NON-AWARDED ITEMS

Annexure F provides a list of all non-awarded items on this transversal contract that cannot be procured from this transversal contract. State institutions in need of those items will procure them using their own procurement process as guided by the State institution's procurement policy.

9. THE AWARD OF THE TRANSVERSAL CONTRACT

9.1 The transversal contract has been awarded to multiple suppliers for all the categories effective from 01 June 2020 to 31 May 2023. The prices on this transversal contract are the only prices that can be charged by suppliers.

10. QUARTELY REPORTING BY PARTICIPANTS

10.1 As part of contract management participants are required to report to National Treasury the supplier's performance and needs fulfilment on a quarterly basis as per **Annexure G.** The quarterly report should be submitted via email to Demand.Acquisition2@treasury.gov.za and TCcontracts1@treasury.gov.za

11. SUPPLIERS CONTACT DETAILS

#	Supplier's Name	CSD Number	Categories	Contact Details
1	Allenco Medical and Dental Supplies cc	MAAA0003731	6, 7, 8	Allen Mudaly 031 463 3396 / 082 900 2739 sales@allenco.co.za / allenm@telkomsa.net
2	AudioMedi Hi-Tec (Pty) Ltd	MAAA0025547	1, 6, 10	Jayshree Xulu 086 128 8836 / 084 922 1293 info@amht.net
3	Biosurge (Pty) Ltd	MAAA0007776	6, 7, 8	Palesa Mncube 083 791 3080 info@biosurge.co.za
4	Editmicro Global (Pty) Ltd	MAAA0778805	1, 2, 3, 4, 5, 10	Jenny Labuschagne 082 444 6795 info@editmicro.co.za
5	Inclusive Solutions cc	MAAA0004263	1, 2, 3, 4, 5, 9, 10, 11	Edward Ellis 071 648 2526 / 086 088 8121 Lisa Ellis 071 641 3327 info@inclusivesolutions.co.za ed@inclusivesolutions.co.za lisa@inclusivesolutions.co.za
6	JvR Psychometrics (Pty) Ltd	MAAA0019219	9, 10	Hannelie Knoetze 011 781 3705/6/7 / 082 622 6193 hannelie@jvrafrica.co.za
7	Moloko Maloba Group (Pty) Ltd	MAAA0519416	2, 4	Sello Mathobela 087 158 0508 / 076 510 0361 molokomalobagroup@gmail.com info@molokomgroup.co.za
8	Navitrons (Pty) Ltd	MAAA0712906	9, 10	Navjot Singh 031 100 0457 info@navitrons.com
9	Sanbonani Holdings (Pty) Ltd	MAAA0005799	1, 6, 8	Emelia Brandt emelia@Sanbonani.co.za Michelle Chamberlain 011 314 6617 / 072 558 1503 michelle@sanbonani.co.za
10	Sensory Solutions (Pty) Ltd	MAAA0587993	1, 2, 4, 5, 11	Hope Mlotshwa 084 506 0907 / 012 664 7704 hope@sensorysolutions.co.za Anthony Dodds 012 664 7704 ext 100 anthony@sensorysolutions.co.za khan@sensorysolutions.co.za bruno@sensorysolutions.co.za

#	Supplier's Name	CSD Number	Categories	Contact Details
11	Shelelela Medical Systems (Pty) Ltd	MAAA0005784	6	Sjaan Flanagan 083 635 9567 / 011 440 2119 shelelelamed@gmail.com
12	Speechlab (Pty) Ltd	MAAA0165086	6	Jacinta Roos 082 883 2987 jacinta@talktools.co.za
13	Stratmed cc	MAAA0173470	7	Teresa Hart 021 447 2544 / 073 019 9034 teresa@stratmed.co.za Diane Slot 083 254 0086 di@stratmed.co.za

12. ENQUIRIES

Enquiries related to this transversal contract may be directed **in writing** to the National Treasury as follows:

12.1 **National Treasury**
Ms. Brenda Mashifane and Ms. Keatshotse Gouwe
Tel: 060 998 5507 and 060 290 0218
Email: Demand.Acquisition2@treasury.gov.za and TCcontracts1@treasury.gov.za

ORIGINAL DATE	**:**	**01 June 2020**
1st Revision	**:**	**29 June 2020**
2nd Revision	**:**	**31 July 2020**
3rd Revision	**:**	**02 March 2021**
4th Revision	**:**	**13 May 2021**
5th Revision	**:**	**14 December 2022**

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