



REQUEST FOR QUOTATION OPS 21/2014

RE-ADVERTISING

THE SUPPLY, DELIVERY AND INSTALLATION OF ONE INDUSTRIAL WASHING MACHINE & ONE INDUSTRIAL TUMBLE DRYER FOR THE DURBAN ICC

1. Background

The Durban ICC is one of the most advanced conferencing facilities in the world, having been voted Africa's Leading Conference Centre by World Travel Awards for 13 years. The centre has also obtained certification in ISO14001 (Environmental Management), ISO22000 (Food Safety), ISO9001 (Quality Management) and 5 star grading from the South African Tourism Grading Council.

2. Purpose of the Request for Proposal

The Durban ICC requires the supply, delivery and installation of one industrial washing machine and one industrial tumble dryer for its laundry department.

3. Specification

A) Industrial Washing Machine

Washing Machine Specifications	Yes	No
Does the product comply with the specifications?	✓	X
Description		
• High Speed Washer Extractor		
• Must have large door for easy loading and unloading, cycle flexibility and programmable water levels and temperature for excellent fabric care and reduced chemical usage.		
• The machine must have automatic supply injection for reduced detergent wastage.		
• The machine must be crucial for efficiency – lower water consumption per load, chemical usage and save on energy consumption		
System design		
• Four Compartment Dispensers, automatic door lock, secure high-capacity coin vault, protected bearing and shaft, ergonomic door handle and front service access.		
• The machine must be "Quite Performance" – stronger frame to reduce sound and vibration levels.		
Load capacity (kg)		
• Approx.17kg free standing		

Drum volume (litres)		
• Approx. 180 litres		
Washing Machine Specifications (continued)	Yes	No
Does the product comply with the specifications?	✓	X
Drum diameter (mm)		
• Approx. 700mm (Stainless Steel – drum material)		
Drum depth (mm)		
• Approx. 450mm		
Width (mm)		
• Approx. 900mm		
Wash speed (rpm)		
• 25-44rpm		
Electrical usage		
• +/- 4.07 kW (40 min cycle)		
Features		
• Programmable computer control with clear display		
• Automatic testing to track down the operating condition in time		
• Advanced frequency conversion and speed adjustment system		
• Suspension and shock absorption system to minimise noise		
• Heavy duty fully stainless steel construction		
Service/warranty plan		
• Attach details of service/warranty plan		

B) Industrial Tumble Dryer

Tumble Dryer Specifications	Yes	No
Does the product comply with the specifications?	✓	X
Description		
• Industrial Tumble Dryer		
• Must be versatile programming, over 30 factory pre-set or customised cycles and cycle flexibility/programmable temperature for excellent fabric care.		
Load capacity (kg)		
• Approx. 23kg		
Drum volume (litres)		
• Approx. 530 litres		
Drum diameter (mm)		
• Approx. 940 mm (Galvanised Steel – drum material)		



Drum depth (mm)		
• Approx. 760mm		
Width (mm)		
• Approx. 980mm		
Tumble Dryer Specifications (continued)	Yes	No
Does the product comply with the specifications?	✓	X
Electrical usage		
• +/- 10.69kW (30 min cycles)		
Service/warranty plan		
• Attach details of service/warranty plan		

Please note:

- Failure to meet the product specifications will deem the bidder non-responsive
- Bidders are to submit a photo together with the quotation for the products.
- There should be no hidden costs.
- Costs to include delivery and installation
- Details of service and warranty plan to be attached

4. Preconditions

A written proposal/quotation will not be considered unless the service provider who submits the quotation provides the following with their proposal/quotation:

- 4.1 Full name.
- 4.2 Identification or company or other registration number.
- 4.3 Tax reference number and VAT number, if any.
- 4.4 Valid original Tax Clearance Certificate from the South African Revenue Services which proves that the service provider's tax matters are in order.
- 4.5 Valid BBBEE Certificate.
- 4.6 MBD 4 Declaration of Interest form must be completed.
- 4.7 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.

5. Requirements to submit quotations

- 5.1 All schedules in this document must be populated and will form part of the quotation.
- 5.2 All companies **must** submit a company profile and provide examples and references of similar such work performed.
- 5.3 A completed ICC Durban (Pty) Ltd supplier application form which is available for download from the Durban ICC website (www.icc.co.za). Alternatively, if the supplier is registered on the Durban ICC database, then the service provider need only submit their supplier number. All the mandatory documents must be included with this application.



6. Compulsory Pricing Schedule

Product description	Quantity	Unit Price	Total Price
Industrial High Speed Washer (as per specifications)	1	R	R
Industrial Tumble Dryer Machine (as per specification)	1	R	R
Delivery charge (Including washing machine and tumble dryer)	1	R	R
Installation cost (Industrial washing machine)	1	R	R
Installation cost (Industrial tumble dryer)	1	R	R
Subtotal (VAT excl.)			R
VAT @ 14%			R
Grand Total (VAT Incl.)			R

Please note:

- Installation costs to include all parts and accessories

I.....being duly authorized thereto by do hereby confirm that the information contained herein is true and correct and acknowledge that, should it be established that any of the information contained herein is false and incorrect, my company may be disqualified from quoting to the Durban ICC

Signature_____ Date_____



7. Contact Person

Sindisiwe Portia Ndlovu

Tel: +27 31 360 1045

Email: sindisiwepn@icc.co.za

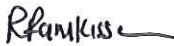
8. Closing Date

Quotations, together with this document and supplier registration forms are to be placed in a sealed envelope marked for the attention of the Procurement Department and are to be placed in the Tender Box at the Durban ICC security entrance on the ground floor, 45 Bram Fischer Road Durban before **12h00, 08 December 2014**.

9. Request for proposals approved by:




Acting Operations Director
Johannes Basi



SCM Compliance
Ritesh Ramkissoon



SCM Compliance Manager
Thenashree Naidoo



25/11/14

Finance Director
Melanie Rambally



Acting Chief Executive Officer
Nicolette Elia-Beissel



10. Past experience in similar assignments

Assignment Description	Key Elements	Duration	Contact Person and Telephone Number	Assignment Value

I.....being duly authorized thereto bydo hereby confirm that the information contained herein is true and correct and acknowledge that, should it be established that any of the information contained herein is false and incorrect, my company may be disqualified from quoting to the Durban ICC.

Name: *(Block Capitals)* _____

Signature: _____ Date: _____



11. Declaration of Municipals Fees

I / we do hereby declare that the Municipal fees of the company:-

.....
(Company Name)

are, as at the date of the quotation closing, fully paid up, or arrangements have been concluded with the Municipality to pay the said fees :

Account	Account Number *
Electricity	
Water	
Rates	

* to be completed by Service Provider.

I / we acknowledge that should it be found that Municipal fees are not up to date, the Council may take such remedial action as is required, including termination of contract and any income due to the Company shall be utilized to offset any monies due to the Council.

In addition to completion of the above – please attach a copy of your Metro Bill

Name: (Block Capitals) _____

Signature: _____ Date: _____
(of person authorized to sign on behalf of the Tenderer)



12. MBD4 Declaration of Interest

12.1. No bid will be accepted from persons in the service of the state¹.

12.2 Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

12.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

12.3.1 Full name of bidder or his/her representative

12.3.2 Identity number:

12.3.3 Position occupied in the Company (director, trustee, shareholder²):

.....

12.3.4 Company Registration Number:

12.3.5 Tax Reference Number:

12.3.6 VAT Registration Number:

12.3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below

References:

¹ MSCM Regulations: "in the service of the state" means to be –

(a) a member of –

- any municipal council
- any provincial legislature
- the National Assembly or the National Council of Provinces

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

(e) a member of the accounting authority of any national or provincial public entity;

(f) an employee of parliament or a provincial legislature.

² "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.



- 12.3.8 Are you presently in the service of the state?
If yes, furnish particulars:

YES	NO
-----	----
- _____
- _____
- 12.3.9 Have you been in the service of the state for the past twelve months? If yes, furnish particulars:

YES	NO
-----	----
- _____
- _____
- 12.3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and/or adjudication of this bid?
If yes, furnish particulars:

YES	NO
-----	----
- _____
- _____
- 12.3.11 Are you aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and/or adjudication of this bid? If yes, furnish particulars:

YES	NO
-----	----
- _____
- _____
- 12.3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? If yes, furnish particulars:

YES	NO
-----	----
- _____
- _____
- 12.3.13 Is any spouse, child or parent of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? If yes, furnish particulars:

YES	NO
-----	----
- _____
- _____
- 12.3.14 Do you or any of the directors, trustees, managers, principal shareholders or stakeholders of this company have any interest in any other company or business whether or not they are bidding for this contract? If yes, furnish particulars:

YES	NO
-----	----



12.4. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder