



**REQUEST FOR QUOTATION – BS 05/2015**

**RE-ADVERTISEMENT**

**SEALING OF LEAKING EXPANSION JOINTS AND CRACKS IN THE BASEMENT PARKING.**

**1. Background**

The Durban ICC is one of the world's leading events and meetings destinations. In order to maintain the extremely high international standards as a facility it is important that we have to ensure that the infrastructure in the various areas is correctly maintained.

**2. Purpose of the request for proposal**

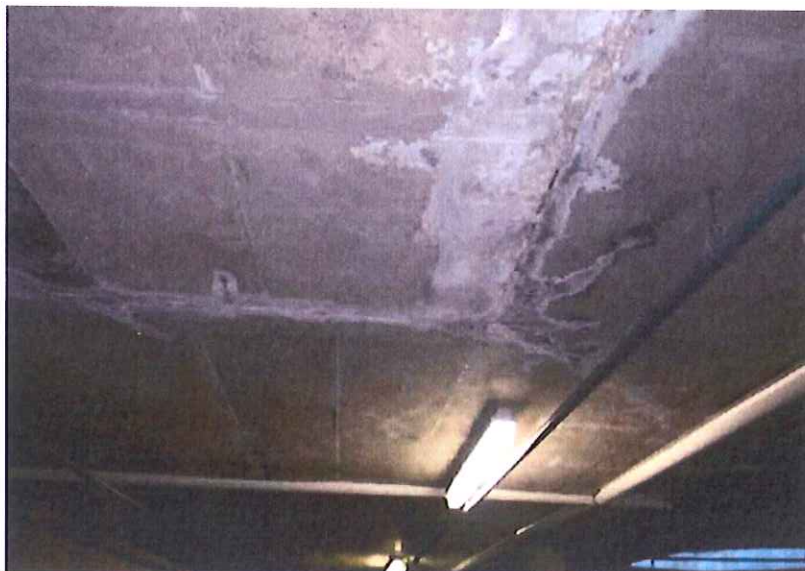
The Durban ICC requires an experienced contractor to seal cracks and expansion joints in the basement parking. The sealing will be carried out from below by injecting special chemical sealants into the expansion joints and cracks thereby sealing them and preventing leaks.

**3. Mandatory Scope of Works**

Does the service provider comply with the mandatory scope of works? ✓ = Yes X = No	Yes	No
<b>Sealing of expansion joints and cracks</b>		
• Contractor must be able to seal expansion joints and cracks from below.		
• Contractor must have minimum 3 years' experience with sealing joints using the proposed method. <b>Two (2) positive references to be attached.</b>		
• Contractor must submit a detailed proposed method of sealing the cracks and expansion joints.		

- 4. Please Note:** Failure to meet all of the stipulated mandatory requirements will result in the service provider being deemed non-responsive and will not be considered for evaluation. The bidder must complete the final column above stating whether they can complete the task or not.

**The successful contractor will be chosen based on the proposed method of repair and not necessarily on the cheapest price**



**Cracks in slab that needs to be sealed**



**Expansion joints that need to be sealed**

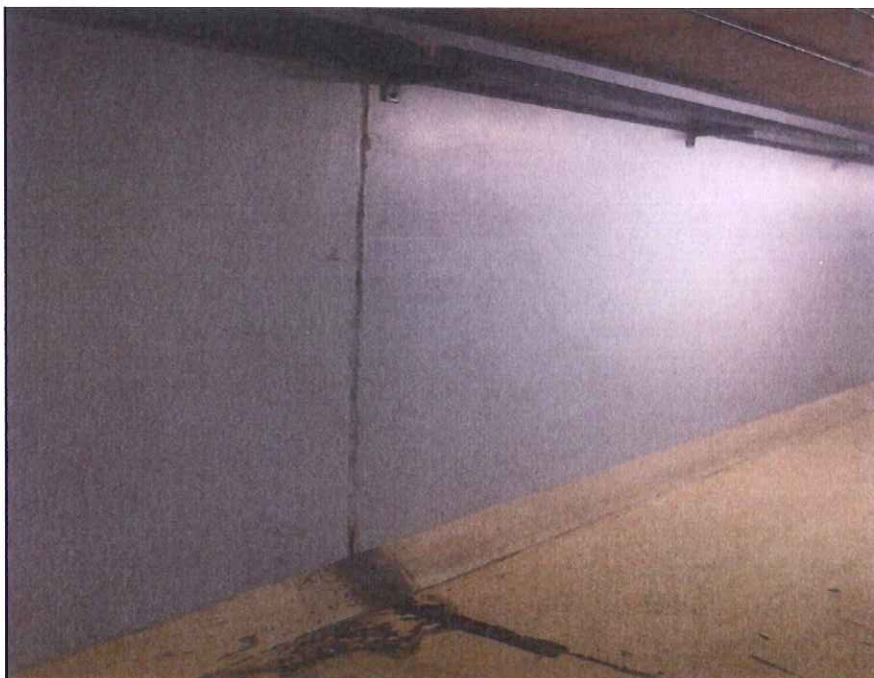


**Cracks and joints that need to be sealed**





**Crack in service tunnel**



**Expansion joint in service tunne**



## 5. Preconditions

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

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

## 6. Terms and Conditions

It must be noted that the service provider assumes full risk when submitting bid proposals to the Durban ICC.

## 7. Requirements to submit quotations

- 7.1 All schedules in this document must be populated and will form part of the quotation.
- 7.2 Companies **must** submit a company profile and are to provide examples and references of similar work performed.
- 7.3 A contactable e-mail address and/or business card must be provided together with all written proposals/quotations.
- 7.4 A completed ICC Durban (Pty) Ltd supplier application form which is available for download from the Durban ICC website ([www.icc.co.za](http://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.



**8. Compulsory Pricing Schedule:**

Description	Unit of measure	Quantity	Cost per metre	Total (cost per metre x quantity)
1. Sealing of expansion joints at tenants parking	metre	27	R	R
2. Sealing of cracks at tenants parking	metre	14	R	R
3. Below service hub sealing of expansion joints	metre	15	R	R
4. Below service hub sealing of cracks	metre	14	R	R
5. In service tunnel seal expansion joints	metre	4.6	R	R
6. In service tunnel seal cracks	metre	5.2	R	R
<b>Subtotal (VAT excl.)</b>				R
<b>VAT @14%</b>				R
<b>Grand Total (VAT incl.)</b>				R

**Note:** The Durban ICC is not liable to make any deposit payments upfront.

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:** \_\_\_\_\_

Note: Failure of a Service Provider to complete and sign this page will invalidate the quotation



- 9. Contact Person**  
Jerry Hurter – Facility Director  
Tel: 031 360 1200  
Email: [jerrych@icc.co.za](mailto:jerrych@icc.co.za)

**10. Compulsory Site Inspection**




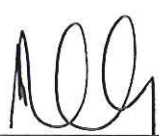

Please note that a compulsory site inspection will be held at **12h00, on 20 May 2015**. Contractors are to meet Jerry Hurter at the ICC Foyer Reception Desk where they will be briefed and escorted to the various areas of works

**11. 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, on 29 May 2015**.



**Request for proposals approved by:**

 _____ <b>Facilities Director</b> J.C. Hurter	
 _____ <b>SCM Compliance</b> Ritesh Ramkissoon	06/05/2015
 _____ <b>SCM Manager</b> Thenashree Naidoo	06/05/2015
 _____ <b>Finance Director</b> Melanie Rambally	5/5/15
 _____ <b>Chief Executive Officer</b> Lindiwe Rakharebe	7/5/15





**12. Past experience in similar assignments**

Assignment Description	Key Elements	Date Completed	Contact Person and Telephone Number	Assignment Value

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.

**Name:** *(Block Capitals)* \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**13. 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)

## 14. MBD4 Declaration of Interest

- 14.1 No bid will be accepted from persons in the service of the state<sup>1</sup>.
- 14.2 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.
- 14.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 14.3.1 Full name of bidder or his/her representative .....
- 14.3.2 Identity number: .....
- 14.3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):  
.....
- 14.3.4 Company Registration Number: .....
- 14.3.5 Tax Reference Number: .....
- 14.3.6 VAT Registration Number: .....
- 14.3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

### References:

<sup>1</sup> 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.

<sup>2</sup> "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.

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

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

YES	NO
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14.3.10 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
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14.3.11 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
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14.3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? If yes, furnish particulars: 

YES	NO
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14.3.13 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
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14.3.14 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
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14.4 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Capacity**

\_\_\_\_\_  
**Name of Bidder**