



REQUEST FOR QUOTATION – BS 12/2016

RENOVATIONS FOR DURBAN EXHIBITION CENTRE GATE A - ABLUTIONS ROOF

STRUCTURE

1. Background

The Durban ICC is one of the world's leading events and meetings destinations. In order to maintain the extremely high standard demanded by our clients, all the facilities within the venue need to be of an international standard.

2. Purpose of the Request for Quotation

The Durban ICC requires the services of a competent and experienced contractor that will be able to replace the roof and revamp the existing framework for the ablution facilities next to Gate A at the Durban Exhibition Centre.

3. Mandatory Scope of Works

Does the service provider comply with the mandatory scope of works? Please acknowledge as indicated	Yes	No
	✓	X
Supply and install scaffold access tower to access roof area.		
Remove the existing rusted roof sheeting including carting off-site and disposal.		
Remove the old C-section between the wall and the existing roof sheets including carting off-site and disposal.		
Once the roof and the C-section have been removed, clean up the existing steel frames and apply 1 coat of white anti-corrosion, rust prevention paint. Any additional work that will be revealed after removing the existing roof sheets will be paid on a "Time and Material" basis".		
Supply and install new C-section along the wall.		
Supply and install new 0.58mm Zink Aluminum roof sheeting.		
Supply and install missing gutters with seamless 150mm box-type Aluminum gutters.		
Connect new gutters to the two existing downpipes.		

* The details of this specification requirement will be explained further at the compulsory site briefing



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. Terms and Conditions

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

6. Requirements to submit quotations

- 6.1 All schedules in this document must be populated and will form part of the quotation.
- 6.2 Companies **must** submit a company profile and are to provide examples and references of similar work performed.
- 6.3 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 mandatory documents must be attached with this application

7. Price Schedule

Description	Estimated quantity	Cost per Metre	Total (Quantity x cost per Metre)
• Supply and install scaffold access tower to access roof area.	1	R	R
• Remove the existing rusted roof sheeting including carting off-site and disposal.	96m ²	R	R
• Remove the old C-section between the wall and the existing roof sheets including carting off-site and disposal.	16m	R	R
• Once the roof and the C-section have been removed, clean up the existing steel frames and apply 1 coat of white anti-corrosion, rust prevention paint. Any additional work that will be revealed after removing the existing roof sheets will be paid on a "Time and Material" basis.	22.8m	R	R
• Supply and install new C-section along the wall.	16m	R	R
• Supply and install new 0.58mm Zink Aluminum roof sheeting.	96m ²	R	R
• Supply and install missing gutters with seamless 150mm box-type Aluminium gutters.	22m	R	R
• Connect new gutters to the two existing downpipes	2	R	R
Sub Total (Excl. VAT)			R
VAT 14 %			R
Total (Incl. VAT)			R



Note:

- All works to be performed in accordance with OHS standards
- The Durban ICC is not liable to make any deposit payments upfront.

8. Contact Person

Siphiwe Khuzwayo – Facilities General Manager

Tel: 031-360 1326

Email: siphiwek@icc.co.za

9. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **31 March 2016** at 12h00. Contractors are to meet Siphiwe Khuzwayo at the ICC Foyer Reception Desk where they will be briefed and escorted to the various areas of works.



10. 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 09 April 2016.**

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.


Signature: _____ Date: _____

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


11. Request for proposals approved by:



Facilities General Manager
Siphwe Khuzwayo

 16/03/2016

SCM Compliance Officer
Ritesh Ramkissoon

 16/03/2016

SCM Compliance Manager
Thenashree Naidoo


PP.

Finance Director
Melanie Rambally



21/3/16

Chief Executive Officer
Lindiwe Rakharebe

12. Past experience in similar assignments

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

Ibeing 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:** _____

14. MBD4 Declaration of Interest

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

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, shareholder²):

.....

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:

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.

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

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder