

**REQUEST FOR QUOTATION – CUL 05/2016**

**SUPPLY AND DELIVERY OF KITCHEN UTILITIES**

**1. Background**

The Durban ICC is one of the world's leading events and meeting destinations. In order to maintain the extremely high standards as a facility it is important that we have the correct utilities in the Culinary department so that our operations run optimally thereby ensuring the efficient client service.







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





Durban ICC requires new kitchen utilities in order to comply with ISO 22000 standards. The current equipment has reached the end of its useful life and needs to be replaced. Our ISO 22000 system requires the Durban ICC equipment to be colour coded as per the standards of HACCP.

**3. Specifications**

Quantity	Sample picture	Code	Description	Specification
24		KNG1220	Red butcher Knife	200mm red in colour
12		KNG8250	Blue cooks knife	250mm blue in colour
12		KNG3250	Brown cooks knife	250mm brown in colour
24		KNG9250	Green cooks knife	250mm green in colour
12		KNG4250	Whites cooks knife	250mm white in colour

Quantity	Sample picture	Code	Description	Specification
24		KNG6250	Yellow cooks knife	250mm yellow in colour
24		KNG7250	Red cooks knife	250mm red in colour
24		KNG8200	Bread knife	200mm with black handle
12		KFG1250	Carving knife	250mm with black handle
01		KNG0002	Pairing knives	Colour box of 60 piece of 100mm
12		KNG4150	Boning knives	Narrow 150mm
12		MJP0001	Measuring Jug	Plastic jug 1lt
12		MJP0002	Measuring jug	Plastic jug 2litres

Quantity	Sample picture	Code	Description	Specification
12		MJP0005	Measuring jug	Plastic 5litres
10	 <small>4 Gallon Silver Footed Bowl</small>	PBS006	Punch bowl	Approximately 340mm stainless steel
20		FTS0001	Fruit stand	Approximately 1 Tie 422mm x 490mm
20		FTS0003	Fruit stand	Approximately 3 Tie 422mm x 490mm
20		PTS0001	Cake stands	Approximately 1 Tie 438mm x 495mm
300		LALN310 3131	Line rectangular plate	Approximately 31cm x 20cm platter

Quantity	Sample picture	Code	Description	Specification
50		BSP0400	Basting spoon perforated	Minimum 400mm in length
50		BSS0400	Basting spoon solid	Minimum 400mm in length
25		ICS0020	Ice cream scoop	No 20
1		PML1450	Power Mixer blender	MP 450 Combi Ultra ( Whisky and knife )

Please note: The Durban ICC reserves the right to purchase all or some of the products as per the above-mentioned specifications from more than one service provider.

#### 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 proposal 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 contactable e-mail address and/ or business card must be provided together with all written proposals/ quotations.

6.4 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.

**7. Compulsory Pricing Schedule**

Estimated Quantity	Code	Description	specification	Unit price	Total (Unit price x Quantity)
24	KNG1220	Red butcher Knife	200mm red in colour	R	R
12	KNG8250	Blue cooks knife	250mm blue in colour	R	R
12	KNG3250	Brown cooks knife	250mm brown in colour	R	R
24	KNG9250	Green cooks knife	250mm green in colour	R	R
12	KNG4250	White cooks knife	250mm white in colour	R	R
24	KNG6250	Yellow cooks knife	250mm yellow in colour	R	R
24	KNG7250	Red cooks knife	250mm red in colour	R	R

Estimated Quantity	Code	Description	specification	Unit price	Total (Unit price x Quantity)
1	PML1450	Power Mixer blender	MP 450 Combi Ultra	R	R
<b>Total (VAT excl.)</b>					R
<b>VAT @ 14%</b>					R
<b>Total (VAT Incl.)</b>					R

Note: The Durban ICC is not liable to make any deposit payment upfront. No payment will be made prior to the Goods or services being received by the Durban ICC

**8. Contact person**

Desmond Davies  
[desmond@icc.co.za](mailto:desmond@icc.co.za)  
 Tel: +27 360-1049  
 Executive Sous Chef

**9. Closing Date**

Quotations, together with this document and supplier registration forms are to be placed in a seal envelope marked for the attention of the procumbent 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 **12h00 on 18 May 2016.**

I, .....Being duly authorized there to 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 false and correct, my company may disqualified from quoting to the Durban ICC.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Note: failure of the service provider to complete and sign this page will invalidate the quotation

10. Request for proposals approved by:



Executive Head Chef  
John Moatshe

 06/05/2016


SCM Compliance Officer  
Ritesh Ramkissoon

 06/05/2016

SCM Manager  
Thenashree Naidoo

 9/5/16

Finance Director  
Melanie Rambally

 10/5/16

Chief Executive Officer  
Lindiwe Rakharebe



**11. Past experience in similar assignments**

Assignment Description	Key Elements	Duration	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. MBD4 Declaration of Interest**

13.1 No bid will be accepted from persons in the service of the state<sup>1</sup>.

13.2 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.

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

13.3.1 Full name of bidder or his/her representative .....

13.3.2 Identity number: .....

13.3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):

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13.3.4 Company Registration Number: .....

13.3.5 Tax Reference Number: .....

13.3.6 VAT Registration Number: .....

13.3.7 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.

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

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

YES	NO
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13.3.10 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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13.3.11 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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13.3.12 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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13.3.13 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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13.3.14 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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