



REQUEST FOR QUOTATION – FIN 02/2016

IMPAIRMENT / REVERSAL OF IMPAIRMENT CALCULATION AND DISCLOSURES FOR THE BUILDINGS DISCLOSED IN THE ANNUAL FINANCIAL STATEMENTS

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 15 years. The centre has also obtained certification for ISO14001 (Environmental Management), ISO22000 (Food Safety), ISO9001 (Quality Management) and a 5-star grading from the South African Tourism Grading Council.

2. Purpose of the request for quotation

The Durban ICC requires the services of a firm of chartered accountants to perform the impairment / reversal of impairment calculation and disclosures for the buildings disclosed in the annual financial statements of the Durban ICC for the 2016 year.

3. Specifications

Quotations are invited from chartered accountant firms in the Durban area.

In order to comply with GRAP26 – Impairment of Cash-generating assets, the company requires the services of an expert firm of chartered accountants to perform the required fair value calculations and impairment tests on the Durban ICC buildings, and also to advise on the correct disclosure of any resulting adjustments

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 Companies **must** submit a company profile and are to provide examples and references of similar work performed.
- 5.3 A contactable e-mail address and/or business card must be provided together with all written proposals/quotations.
- 5.4 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. Contact Person

Bigboy Ngcobo
bigboyn@icc.co.za
031 360 1304

7. 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 **12:00 on 15 June 2016**.

8. Compulsory Pricing Schedule:

Requirement	Quantity	Cost for drafting the report
Drafting a detailed Economic Impact report as per specifications	1	R
Subtotal (VAT excl.)		R
VAT @ 14%		R
Grand Total (VAT Incl.)		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. Requirements to submit quotations

- 9.1 The Durban ICC is not liable to make any deposit payments upfront.
- 9.2 All schedules in this document must be populated and will form part of the quotation.
- 9.3 Companies **must** submit a company profile and to provide examples and references of similar such work performed.
- 9.4 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.

10. Contact Person

Bigboy Ngcobo
Tel: +27 31 360 1304
Financial Manager

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 23 June 2016.**



12. Request for proposals approved by:

Bigboy Ngcobo
Financial Manager

13/06/2016

SCM Compliance Officer
Ritesh Ramkissoon

13/06/2016

SCM & Compliance Manager
Thenashree Naidoo

14/6/16

Finance Director
Melanie Rambally

14/6/16

Chief Executive Officer
Lindiwe Rakharebe



DURBAN ICC
INTERNATIONAL CONVENTION CENTRE
IBROSI ALBERT LUTHULI ICC COMPLEX
DURBAN SOUTH AFRICA

13. Past experience in similar assignments

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



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?

YES	NO
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If yes, furnish particulars:

12.3.9 Have you been in the service of the state for the past twelve months? If yes, furnish particulars:

YES	NO
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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?

YES	NO
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If yes, furnish particulars:

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
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12.3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state?

YES	NO
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If yes, furnish particulars:

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
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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
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DURBAN ICC
INTERNATIONAL CONVENTION CENTER
INNSPIRE ALBERTS LUTHULI ICC COMPLEX
SOUTH AFRICA

12.4 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder

