

REQUEST FOR QUOTATION – BS 05/2017

REFURBISHMENT OF THE METAL WAVE STRUCTURE AT THE DURBAN ICC

1. Background

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

2. Purpose of the Request for Quotation

The Durban ICC requires an experienced painting service provider to pressure clean, de-rust, protect and repaint the wave structure at the Durban ICC.

3. Minimum requirements

Does the service provider comply with the minimum requirements? Please acknowledge as illustrated	Yes	No
	✓	X
<ul style="list-style-type: none"> The service provider must be a professional painting and decorating firm with minimum 5 years' experience in professional painting and decorating. Please attach two positive references from clients serviced. 		
<ul style="list-style-type: none"> The service provider must arrange for the Paint Supplier to inspect progress of work during contract to ensure they are adhering to the specifications so that the guarantee will be honoured. 		
<ul style="list-style-type: none"> The service provider must offer a written guarantee of minimum 4 years, on the refurbishment done. 		
<ul style="list-style-type: none"> Service provider must include all Health and Safety Requirements and Scaffolding costs in the quote. 		
<ul style="list-style-type: none"> The service provider must have third party liability cover of minimum 1 million rand. Please attach proof. 		

Please Note: Failure to comply with all the Minimum Requirements, as illustrated in the schedule above, will result in the service provider being deemed non-responsive and not evaluated further.

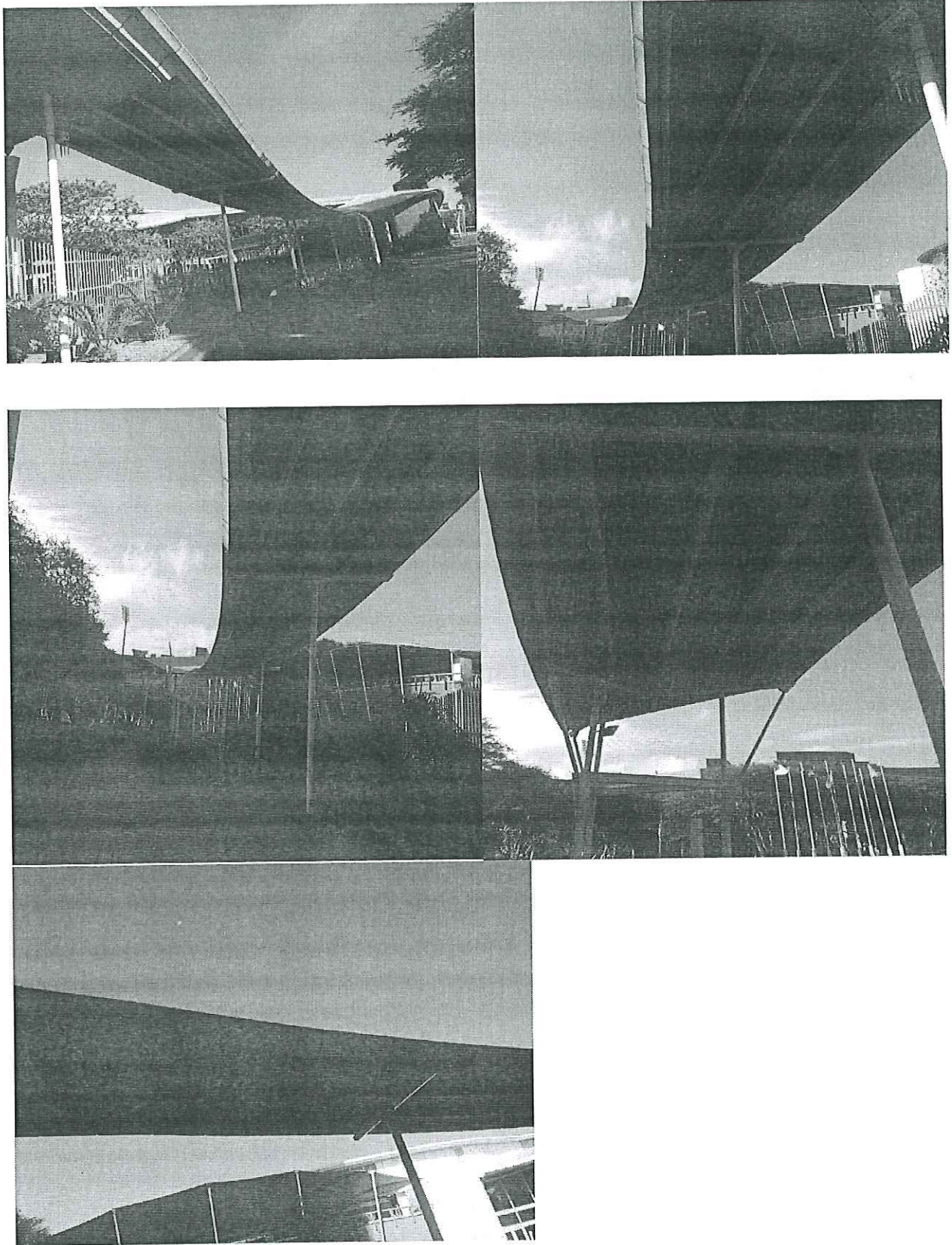
4. Scope of works:

4.1. Using dirt blaster or fan nozzle high pressure clean the entire support structure, the underneath of the roof and the bullnose of the entire wave structure and the bullnose on the sections of building in between the wave structure.

4.2. For the Support Steelwork:

- o Sand down and remove all loose paint,
- o Re-glaze defective putties,
- o Spot prime metal with etch primer,
- o Apply one coat of universal undercoat that is suitable for the final paint type.
- o Finish off with Plascothane 9000 or similar approved product.

5. Photos of Wave Structure



6. Terms and conditions

- It is the service provider's responsibility to measure the wave structure length and ensure that the quote matches the requirements of the areas shown during the site briefing.
- All works to be carried out / material to be used / techniques performed according to professional standards / practice / industry norms.
- All the necessary safety precautions and preventative measures must be adhered to at all times.
- Any additional work that is not included in the scope will have to be quoted for and approved prior to proceeding with the work. This may be necessary if severe rust spots are found during the de-rusting process that requires welding patches etc.

7. Preconditions

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

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

8. Requirements to submit quotations

- 8.1 Companies must submit a company profile.
- 8.2 All schedules in this document must be populated and will form part the quotation
- 8.3 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.

9. Contact Person

Jerry Craig Hurter
031 360 1200
E-mail: jerrych@icc.co.za

10. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **26 October 2016 at 15h00**. Service providers are to meet Jerry Hurter at the Information Desk at the Durban ICC where they will be briefed and escorted to the area 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 02 November 2016**.

12. Compulsory Pricing Schedule (Form of Offer)

Description	Cost (Vat Excl.)	Vat @ 14%	Total (VAT Incl.)
Price to refurbish Wave Structure according to specifications.	R	R	R
Please state any additional cost:	R	R	R
Reason for additional cost:			
			Total R

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.

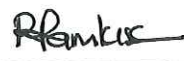
Signature:

Date:


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

13. Request for proposals approved by:

 17/10/2016
Facilities Director
Jerry Craig Hurter

 17/10/2016
SCM Compliance Officer
Ritesh Ramkissoon

 17/10/2016
SCM Compliance Manager
Thenashree Naidoo

 18/10/16
Finance Director
Melanie Rambally

 18/10/16
Chief Executive Officer
Lindiwe Rakharebe



DURBAN ICC

INTERNATIONAL CONVENTION CENTRE
INROSI ALBERT LUTHULU FOC COMPLEX
SOUTH AFRICA

14. Past experience in similar assignments

Assignment Description	Key Elements	Date Completed	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: _____

15. Declaration of Municipals Fees

I, the undersigned, do hereby declare that the Municipal fees of

.....
 (Full name of Company / Close Corporation / partnership / sole proprietary/Joint Venture)

(hereinafter referred to as the TENDERER) are, as at the date hereunder, fully paid or an Acknowledgement of Debt has been concluded with the Municipality to pay the said charges in instalments.

The following account details relate to property of the said TENDERER:

<u>Account</u>	<u>Account Number:</u> to be completed by tenderer.
Consolidated Account No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Electricity	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Water	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Rates	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Other	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Other	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Other	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

I acknowledge that should the aforesaid Municipal charges fall into arrears, the Municipality may take such remedial action as is required, including termination of any contract, and any payments due to the Service provider by the Municipality shall be first set off against such arrears.

- Where the TENDERER'S place of business or business interests are outside the jurisdiction of eThekweni Municipality, a copy of the accounts/agreements from the relevant municipality must be attached (to the back inside cover of this document).
- Where the tenderer's Municipal Accounts are part of their lease agreement, then a copy of the agreement, or official letter to that effect is to be attached (to the back inside cover of this document).

NAME : (Block Capitals)

SIGNATURE : DATE:
 (of person authorised to sign on behalf of the Tenderer)

16. MBD4 Declaration of Interest

- 16.1 No bid will be accepted from persons in the service of the state¹.
- 16.2 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.
- 16.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 16.3.1 Full name of bidder or his/her representative
- 16.3.2 Identity number:
- 16.3.3 Position occupied in the Company (director, trustee, shareholder²):
.....
- 16.3.4 Company Registration Number:
- 16.3.5 Tax Reference Number:
- 16.3.6 VAT Registration Number:
- 16.3.7 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.

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

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

YES	NO
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16.3.10 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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16.3.11 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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16.3.12 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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16.3.13 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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16.3.14 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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17. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder