

RE-ADVERTISEMENT: REQUEST FOR QUOTATION – IT 03/2018

SUPPLY AND DELIVERY OF IPADS

1. Background

The Durban ICC is one of the most advanced conference facilities in the world, having been voted "Africa's Leading Meetings and Conference Centre" at the World Travel Awards 16 times.

2. Purpose of the Request for Proposal

The Durban ICC requires a service provider for the supply and delivery of IPADS as per specifications (once off purchase).

3. Product Specifications

Does the product comply with the minimum specifications? Please acknowledge as illustrated.	Yes	No
	✓	X
<ul style="list-style-type: none"> • New IPAD PRO or similar approved <ul style="list-style-type: none"> ○ 256 GB ○ 10.5 inch ○ (1 X Rose Gold, 3 X Space Grey) ○ 3G/4G + Wi-Fi ○ Tamper glass screen protector ○ iPad rotation smart cover ○ Apple pencil for IPAD PRO 		
<ul style="list-style-type: none"> • IPad Air 2 or similar approved <ul style="list-style-type: none"> ○ 32 GB ○ 9.7 inch ○ Space Grey ○ 3G/4G + Wi-Fi ○ Tamper glass screen protector ○ iPad rotation smart cover 		

Please note:

- Failure to comply with **all** of the minimum product specifications as illustrated above will result in the service provider being deemed non-responsive and not evaluated further.
- The service provider needs to submit the product catalogue / specifications of the alternative product.
- Damaged products to be replaced within 3 working days from date of complaint.
- There is no upfront deposit.
- Quantities may change at time of order.

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.
- 4.8 The service provider must be registered on the CSD database and EThekweni Vendor Portal. Proof of registration needs to be submitted. Failure to be registered on these databases will adversely affect the awarding process and may result in the service provider being deemed non-responsive.

CSD registration website: <https://secure.csd.gov.za>

EThekweni Vendor Portal registration: <https://ethekwinivendor.durban.gov.za>

Or contact 031 322 7011 / 7154

Fatima.milazi@durban.gov.za / phumla.mdabe@durban.gov.za

5. Compulsory Pricing Schedule:

Item	Approximate Quantity	Unit Cost	Total Cost (Approx. quantity x Unit cost)
New iPad Pro as per specifications with tempered glass screen protector and rotation smart cover.	4	R	R
iPad Air 2 as per specifications	1	R	R
Apple pencil for New iPad pro	4	R	R
Please state any additional cost:			R
Subtotal (VAT excl.)			R
Vat @ 14%			R
Grand total (VAT incl.)			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.

6. Durban ICC Contact


Technical enquiries
Preshan Haripershadh
Tel: +27 31 360 1344
IT Manager

General Enquiries
Ritesh Ramkissoon
Tel: +27 31 360 1125
SCM compliance Officer


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 **12h00 on 30th January 2018.**

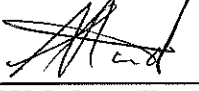
8. Request for proposals approved by:

 16/01/2018

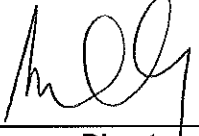
Siphwe Khuzwayo
Acting Facilities Director

 18/01/2018

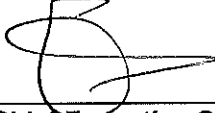
SCM Compliance Officer
Ritesh Ramkissoon

 22/01/2018

SCM & Compliance Manager
Thenashree Naidoo

 22/1/18

Finance Director
Melanie Rambally

 23/1/18

Chief Executive Officer
Lindiwe Rakharebe



DURBAN ICC

INTERNATIONAL CONVENTION CENTRE
WORLD ALBERT TUTU BUILDING COMPLEX
DURBAN SOUTH AFRICA

9. Past experience in similar assignments

Assignment Description	Key Elements	Duration	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:

10. 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"/>
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"/>
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"/>
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"/>
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"/>
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"/>

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)

11. MBD4 Declaration of Interest

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

11.1 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.

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

11.2.1 Full name of bidder or his/her representative

11.2.2 Identity number:

11.2.3 Position occupied in the Company (director, trustee, shareholder²):

.....

11.2.4 Company Registration Number:

11.2.5 Tax Reference Number:

11.2.6 VAT Registration Number:

11.2.7 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.



DURBAN ICC

INTERNATIONAL CONVENTION CENTRE
INKOSI ALBERT LUTHULI HALL COMPLEX
DURBAN, SOUTH AFRICA

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

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

YES	NO
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11.2.10 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
-----	----

11.2.11 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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11.2.12 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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11.2.13 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
-----	----

11.2.14 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
15001 ALBANY ROAD, DURBAN
KZN, SOUTH AFRICA

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

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder

12

12

12

12