

**REQUEST FOR QUOTATION – FIN 02/2018**

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

**1. Background**

The Durban ICC is one of the most advanced conferencing facility in the world, having been voted Africa's Leading Conference Centre by World Travel Awards for 16 years. The Centre has also obtained certification for ISO14001, ISO22000, ISO9001, ISO 18001 and a 5-star grading from the South African Tourism Grading Council.

**2. Purpose**

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

**3. Specifications**

- 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. Compulsory Pricing Schedule (form of offer)**

Item	Description	Hour / km	Rate	Total (hours / km x rate)
1	Labour cost		R	R
2	Disbursements		R	R
3	Additional cost – please specify			R
			Subtotal (VAT excl.)	R
			Vat at 15%	R
			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:** \_\_\_\_\_

*Kindly note, failure to acknowledge the form of offer will result in the bid submission being deemed non-responsive.*

## 5. Preconditions

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

- 5.1 Full name.
- 5.2 Identification or company or other registration number.
- 5.3 Tax reference number and VAT number, if any.
- 5.4 Valid original Tax Clearance Certificate from the South African Revenue Services which proves that the service provider's tax matters are in order.
- 5.5 Valid BBBEE Certificate.
- 5.6 MBD 4 Declaration of Interest form must be completed.
- 5.7 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.
- 5.8 The service provider must be registered on the CSD database and EThekwini 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>

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

Or contact 031 322 7011 / 7154

[Fatima.milazi@durban.gov.za](mailto:Fatima.milazi@durban.gov.za) / [phumla.mdabe@durban.gov.za](mailto:phumla.mdabe@durban.gov.za)

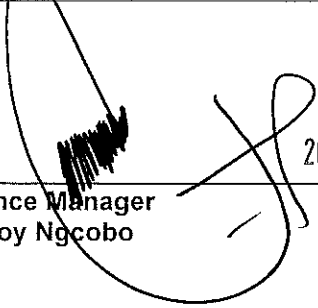



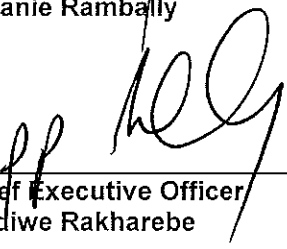
## 6. Contact Person

Bigboy Ngcobo  
[bigboyn@icc.co.za](mailto: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 14<sup>th</sup> May 2018**.

8. Request for proposals approved by:

	2018-04-20
Finance Manager Bigboy Ngcobo	
	20/04/2018
SCM Compliance Officer Ritesh Ramkissoon	
	24/04/2018
SCM & Compliance Manager Thenashree Naidoo	
	2/5/18
Financial Director Melanie Rambally	
	2/5/18
Chief Executive Officer Lindiwe Rakharebe	

**11. MBD4 Declaration of Interest**

- 11.1 No bid will be accepted from persons in the service of the state<sup>1</sup>.
- 11.2 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.
- 11.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 11.3.1 Full name of bidder or his/her representative .....
- 11.3.2 Identity number: .....
- 11.3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):  
 .....
- 11.3.4 Company Registration Number: .....
- 11.3.5 Tax Reference Number: .....
- 11.3.6 VAT Registration Number: .....
- 11.3.7 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.

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

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

YES	NO
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11.3.10 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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11.3.11 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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11.3.12 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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11.3.13 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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11.3.14 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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12. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Capacity

\_\_\_\_\_  
 Name of Bidder