

REQUEST FOR QUOTATION – BS 04/2019

CONDUCT REMEDIAL WORK FOR ELEVEN (11) SPRINKLER VALVES AT 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 international standards as a facility it is important to ensure the infrastructures in the various areas are correctly maintained.

2. Purpose

The Durban ICC requires a competent and qualified service provider to conduct remedial work for eleven (11) sprinkler valves at Durban International Convention Centre.

3. Mandatory Requirements:

Does the service provider comply with the mandatory Requirements? Please acknowledge as illustrated and attach proof	Yes	No
	✓	X
• SABS 1475 Part 1 & 2 – servicing / maintenance of fire equipment		
• FDIA Approved		
• SABS 9001 certified		
• FFETA approved		
• ASIB approval		

Failure to comply with all of the mandatory requirements, as illustrated above, will result in the service provider being deemed non-responsive and not evaluated further.

4. Mandatory Scope of Work (but not limited to)

- De-pressurise sprinkler system.
- Supply and install fourteen (14) 1600kPa, 100mm, bottom entry pressure gauges.
Gauges must be certified and calibrated.
- Supply and install three (3) jockey pumps
- Supply and install five (5) alarm gongs with piping and fittings.
- Replace rusted sprinkler pipes, paint with matching signal red paint.
- Re-energise sprinkler system.
- Test system for leaks

5. Conditions of Contract

- The service provider must have or intend acquiring public liability insurance to a minimum value of one million rand, prior to contract commencement.
- The service provider must provide all necessary tools required to provide the service.
- The appointed service provider shall provide for a twelve months written guarantee on spares and workmanship.
- All works to be carried out / material to be used/ techniques performed according to professional standards / practices / norms.
- All necessary safety precautions and preventative measures must be adhered to at all times.
- Any equipment required for working at heights, such as ladders / scaffolding etc. will be for the service providers account.
- The service provider will be liable for any damages caused due to their negligence or poor workmanship.
- The Durban ICC is not liable to make any deposit payments upfront.

6. Compulsory Pricing Schedule (form of offer)

Description	Quantity	Unit Price	Total cost (Quantity x Unit Price)
6.1 De-pressurise sprinkler system.	1	R	R
6.2 Supply and install fourteen 600kPa, 100mm, bottom entry pressure gauges. <i>Gauges must be certified and calibrated.</i>	14	R	R
6.3 Supply and install three jockey pumps	3	R	R
6.4 Supply and install five (5) alarm gongs with piping and fittings.	5	R	R
6.5 Replace rusted sprinkler pipes, paint with matching signal red paint.	<i>To be confirmed at the site inspection</i>	R	R
6.6 Re-energise and test all systems for leaks	1	R	R
Please state any additional costs:			R
Total Cost (VAT excl.)			R
VAT @ 15%			R
Total Cost (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

7. Contact Person

Siphiwe Khuzwayo – Acting Facilities Director
Tel: 031 360 1326
Email: siphiwek@icc.co.za

8. Preconditions

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

- 8.1 Full name
- 8.2 Identification or company or other registration number
- 8.3 Tax reference number and VAT number, if any
- 8.4 Valid original Tax clearance from South African Revenue Services which proves that the providers tax matters are in order
- 8.5 Valid BBBEE Certificate
- 8.6 MBD 4 Declaration of Interest form must be completed
- 8.7 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 / phumla.mdabe@durban.gov.za

9. Compulsory site inspection




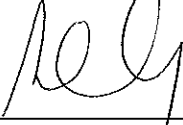

Please note that a compulsory site inspection will be held at 10h00 on the **05 February 2019**. Contractors are to meet Siphiwe Khuzwayo at the Durban ICC Information Desk, where they will be briefed and escorted to the various areas of work.

Failure to attend the compulsory site inspection will invalidate the bid submission.

10. Closing Date

Quotations, together with this bid document are to be placed in a sealed envelope marked for the attention of the Procurement Department. The completed bid needs to be placed in the Tender Box situated at the Durban ICC security entrance on the ground floor, 45 Bram Fischer Road Durban before **12h00, on 12 February 2019.**

11. Request approved by:

 23/01/2019 - P. Siphilwe
Acting Facilities Director Siphilwe Khuzwayo
 23/01/2019
SCM Compliance Officer Ritesh Ramkisson
 24/01/2019
SCM Manager Thenashree Naidoo
 24/1/19
Finance Director Melanie Rambally
 25/1/19
Chief Executive Officer Lindiwe Rakharebe

12. 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:** _____

13. Declaration of Municipals Fees

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

.....
 (Full name of Company / Close Corporation / partnership / sole proprietor/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.	<table border="1" style="display: inline-table; border-collapse: collapse; width: 100%;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																							
Electricity	<table border="1" style="display: inline-table; border-collapse: collapse; width: 100%;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>																							
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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 Contractor 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)

14. MBD4 Declaration of Interest

- 14.1 No bid will be accepted from persons in the service of the state¹.
- 14.2 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.
- 14.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 14.3.1 Full name of bidder or his/her representative
- 14.3.2 Identity number:
- 14.3.3 Position occupied in the Company (director, trustee, shareholder²):

- 14.3.4 Company Registration Number:
- 14.3.5 Tax Reference Number:
- 14.3.6 VAT Registration Number:
- 14.3.7 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.*

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

YES	NO
-----	----

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

YES	NO
-----	----

14.3.10 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
-----	----

14.3.11 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
-----	----

14.3.12 Are any of the company's directors, trustees, managers, principal
 shareholders or stakeholders in service of the state?
 If yes, furnish particulars:

YES	NO
-----	----

14.3.13 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
-----	----

14.3.14 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
-----	----

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

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder

