



**REQUEST FOR QUOTATION – CUL 13/2019**

**SUPPLY, INSTALL AND COMMISSION A FIRE SUPPRESSION SYSTEM IN THE DURBAN ICC COFFEE SHOP AND MAIN KITCHEN**

**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 17 years. The centre has also obtained certification for ISO 14001 (Environmental Management), ISO 22000 (Food Safety Management), ISO 9001 (Quality Management) and OHSAS 18001 (Occupational Health and Safety Management) which has to be maintained and are audited annually by the SABS (South African Bureau of Standards).

**2. Purpose**

The Durban ICC requires an accredited service provider to supply, install and commission a fire suppression system i.e. an Ansul fire system, or similar approved, in the Durban ICC Coffee shop and Main kitchen.

**3. Mandatory Specifications**

Does the fire system comply with the minimum specifications? Please acknowledge as illustrated	Yes	No
	✓	X
<ul style="list-style-type: none"> <li>The suppression fire system must be automatic with a manual option, in the event of any emergencies.</li> </ul>		
<ul style="list-style-type: none"> <li>The suppression system should be designed to protect areas associated with ventilation equipment, including hoods, ducts, plenums and filters.</li> </ul>		
<ul style="list-style-type: none"> <li>The suppression fire system must be ideal for indoor application and air-conditioned environments. The wet agent shall be a specially formulated, aqueous solution of organic salts with a pH range between 7.7 – 8.7 designed for flame knockdown and foam securement of grease-related fires.</li> </ul>		
<ul style="list-style-type: none"> <li>In accordance with SANS 1850, Automatic fire suppression systems shall be of a type listed and approved for the protection of commercial cooking equipment (e.g. UL 300, UL 199E and NFPA 17A). <b>Please attach proof.</b></li> </ul>		
<ul style="list-style-type: none"> <li>Please attach the technical specifications of the fire suppression system quoted on for the purposes of the evaluation.</li> </ul>		

***Please note: failure to comply with all of the mandatory specifications, as illustrated in the scheduled above will result in the service provider being deemed non-responsive.***

**4. Compulsory Pricing Schedule (official form of offer)**

Description	Cost	
Supply, install and commission a fire suppression system for the Durban <b>ICC coffee shop</b> , as per requirements	R	
Supply, install and commission a fire suppression system for the Durban <b>Main Kitchen</b> , as per requirements	R	
Please state any additional costs:	R	
<i>Kindly note: the service provider is allowed to submit a detailed breakdown of the costs on their letterhead, provided the total cost ties back to the total cost, as per the compulsory pricing schedule</i>	<b>Total (VAT Excl.)</b>	R
	<b>VAT @ 15%</b>	R
	<b>Total (VAT Incl.)</b>	R

**Labour rates for unforeseen work**

Labour Rate Per Hour (VAT exclusive)	
• Technician, After hours (17h01 – 7hh59)	R
• Assistant, After hours (17h01 – 07h59)	R
• Technician, Sunday and public holidays	R
• Assistant Sunday and public holidays	R
• Travel rate per km	R

Percentage Mark-up on spares (VAT exclusive)	
• R0 to R5 000.00	%
• R5001.00 to R10 000.00	%
• R10 001.00 and above	%

I.....being duly authorized thereto by ..... To 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 to complete and sign this page will invalidate the quotation

## 5. Conditions of contract

### 5.1 Liability Insurance

- The service provider must have or intend acquiring public liability cover / workmanship insurance of minimum one million rand (R1, 000, 000.00) prior to project commencement. The proof of insurance must be handed over to the executive of the culinary department i.e. Clinton Bonhomme

### 5.2 Warranty

- The appointed service provider must provide a written warranty of minimum 12 months on all work undertaken.
- Inferior workmanship needs to be corrected within 48 hours days from date of complaint. Failure to remedy will result in a penalty being imposed i.e. R1500 per day.

### 5.3 Spares

- The service provider must submit the cost for the spares from their supplier prior to acceptance by the Durban ICC.
- The Durban ICC reserves the right to test the market to ensure that the costs of the spares are market related, prior to acceptance.
- Should the cost of the spares be inflated in comparison to market related pricing, the Durban ICC reserves the right to purchase the spare in their own capacity and not obligated to the appointed service provider.

### 5.4 Payment

- There will be no upfront deposit; payment is made within 30 days from statement received.

### 5.5 Safety file

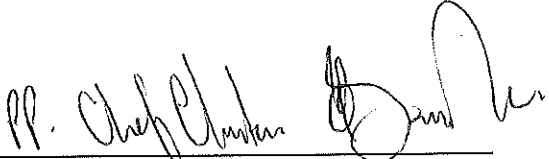


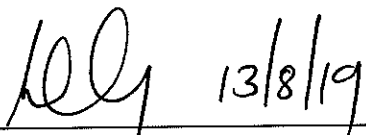

- The appointed service provider must put together a Safety File that is compliant to the OHS Act 85 of 1993, related regulations, local bylaws, venue and any other requirements that are deemed necessary to be compliant. The cost for the file will be for the service provider's account and must be in place prior to the commencement of the project.



8.2 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 30<sup>th</sup> August 2019.**

9. Request approved by:

 Executive Chef John Moatshe
 SCM Compliance Officer Ritesh Ramkissoon
 SCM Manager Thenashree Naidoo
 Finance Director Melanie Rambally
 Chief Executive Officer Lindiwe Rakharebe



**10. Past experience in similar assignments**

Assignment Description	Key Elements	Date Completed	Contact Person and Telephone Number	Assignment Value

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.

**Name:** (Block Capitals) \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**11. 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"/> <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"/> <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"/> <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"/> <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"/> <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"/> <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"/> <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)

## 12. MBD4 Declaration of Interest

- 12.1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
- 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, shareholder<sup>2</sup>):  
.....
- 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:

<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.



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

YES	NO
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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?  
If yes, furnish particulars: 

YES	NO
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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?  
If yes, furnish particulars: 

YES	NO
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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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13. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Capacity

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