

**REQUEST FOR QUOTATION – CUL 04/2020**

**SUPPLY AND DELIVERY OF STAINLESS STEEL TABLES**

**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 is graded 5-star by the South African Tourism Grading Council. It has also obtained certification from the International Organisation for Standardisation; in ISO 9001 (Quality Management), ISO 14001 (Environmental Management), ISO 22000 (Food Safety) and ISO 18001 (Occupational Health and Safety).

**2. Purpose**

The Durban ICC requires a service provider for the supply and delivery of heavy duty commercial use, stainless steel tables (once off purchase).

**3. Mandatory Product Specifications**

Does the product comply with the minimum specifications? Please acknowledge as illustrated	Yes	No
	✓	X
• Stainless steel top made of grade 403 stainless steel and 0.9mm in thickness		
• The table must have a splash back of minimum 150mm in height or similar approved		
• The tables between the range of 1800mm – 2200mm in length should have a GN structure that can hold three (3) 100mm deep inserts		
• Adjustable table Legs with a maximum height capacity of 1.2 metres, made of square tubing, grade 304 stainless steel		
• The legs must be fitted with heavy duty swivel castors. Two of the castors must be able to lock		

**Mandatory submission**

- The service provider is required to submit the detailed manufacturers / technical specifications of the table quoted on for the purposes of the evaluation.

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

**Sample pictures of castor wheel with locking mechanism**



**4. Contact Person**

**Patrick Musubao: Back of house manager**  
**Email: [Patrickm@icc.co.za](mailto:Patrickm@icc.co.za)**  
**Land Line: 031 360 1018**

**5. 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 27<sup>th</sup> August 2020.**



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

EThekwinl 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)

8. **Request approved by:**



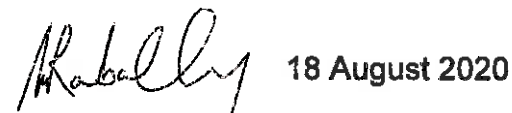
**Acting Executive Head Chef  
Clinton Bonhomme**



**SCM Compliance Officer  
Ritesh Ramkissoon**



**SCM Compliance Manager  
Thenashree Naidoo**



**Chief Financial Officer  
Melanie Rambally**



**Chief Executive Officer  
Lindlwe Rakharebe**



**9. Past experience in similar assignments**

Assignment Description	Key Elements	Duration	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: \_\_\_\_\_



**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"/>
Electricity	<input type="text"/>
Water	<input type="text"/>
Rates	<input type="text"/>
Other	<input type="text"/>
Other	<input type="text"/>
Other	<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. MBD 4 Declaration of Interest**

- 11.1** No bid will be accepted from persons in the service of the state
- 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**

