



**REQUEST FOR QUOTATION – BS 13/2021**

**CONDUCT 3-YEARLY SERVICE OF FIFTEEN (15) FIRE SPRINKLER VALVES AT DURBAN ICC COMPLEX**

**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**

Inkosi Albert Luthuli International Convention Centre which is also known as Durban International Convention Centre Complex (Durban ICC Complex) is an international convention facility which comprises of Durban Exhibition Centre (DEC), ICC and Arena.

The Durban ICC requires a competent and qualified service provider to conduct 3-yearly service for fifteen (15) fire sprinkler valves at Durban International Convention Centre Complex.

**3. Mandatory Requirements**

Does the service provider comply with the mandatory scope of works? Please acknowledge as indicated.	Yes	No
3.1 The prospective service provider must submit two (2) detailed references from clients serviced, where similar projects have been undertaken.	✓	X
3.2 The prospective service provider must ensure that all servicemen are qualified as per SAQCC Fire (South African Qualification Certified Council Fire).		

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

**4. 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.

**5. Official Pricing Form**

<b>Durban Exhibition Centre, Arena and ICC</b>		
<b>Mandatory Scope of Work</b>	<b>Quantity</b>	<b>Cost</b>
<b>Replace the following</b>		
1. Front cover plate gasket.	15	R
2. Alarm valve clack seating	15	R
3. All drain and test valve seating	15	R
<b>Confirm as required</b>		
1. Compensator cleaned and re-grounded	15	R
2. Main stop valve for gland re-packed	15	R
3. Annular groove cleaned	15	R
4. Alarm valve clack spindle polished	15	R
5. Were the glands of all minor valves re-packed	15	R
6. Were all handles secured	15	R
7. Overhaul direct flow reading valve and equipment	15	R
<b>Alarm Motor</b>		
1. Remove and clean strainer	15	R
2. Clean drip union	15	R
3. Clean jet pressure chamber	15	R

4. Secure striker	15	R
5. Secure alarm gong	15	R
<b>Proving Test Unit</b>		
1. Inspect and repair cracks in the body	15	R
2. Remove and examine orifice plate and repair damages	15	R
<b>False Alarm Prevention Pump</b>		
1. Renew valve seating	15	R
2. Re-pack glands	15	R
3. Overhaul non-return valve	15	R
4. Check and correct wiring	15	R
<b>On completion:</b>		
1. Ensure that all valves are hand tight with no leakages	15	R
2. Test alarm bells for functionality	15	R
3. Test false alarm prevention pump for operation	15	R
4. Secure all valves in their correct positions	15	R
5. Ensure that ASIB overhauled date tag has been fitted	15	R
6. Ensure that old seating have been left in the valve cabinet	15	R
7. Issue a Compliance Certificate for the Durban ICC Complex Fire Sprinkler System	1	R
<b>Total Cost (VAT excl.)</b>		<b>R</b>
<b>VAT @ 15%</b>		<b>R</b>
<b>Total Cost (VAT Incl.)</b>		<b>R</b>

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. Contact Person**

Siphiwe Khuzwayo – Facilities Director  
Tel: 031 360 1326  
Email: [siphiwek@icc.co.za](mailto:siphiwek@icc.co.za)

**7. Preconditions**

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

- 6.1 Full name
- 6.2 Identification or company or other registration number
- 6.3 Tax reference number and VAT number, if any
- 6.4 Valid original Tax clearance from South African Revenue Services which proves that the providers tax matters are in order
- 6.5 Valid BBBEE Certificate
- 6.6 MBD 4 Declaration of Interest form must be completed
- 6.7 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](mailto:Fatima.milazi@durban.gov.za) / [phumla.mdabe@durban.gov.za](mailto:phumla.mdabe@durban.gov.za)

**8. Compulsory site inspection**




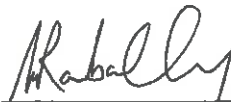

Please note that a compulsory site inspection will be held at 10h00 on the **26<sup>th</sup> of August 2021**. Contractors are to meet Siphiwe Khuzwayo at the Durban ICC Information Desk, where they will be briefed and escorted to the various areas of work.

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

9. 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 01<sup>st</sup> September 2021.

10. Request approved by:

	20.08.2021
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<b>Facilities Director</b> <b>Siphilwe Khuzwayo</b>	
	20.08.2021
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<b>Acting SCM Compliance Officer</b> <b>Sibusiso Mngadi</b>	
	
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<b>SCM Manager</b> <b>Thenashree Naldoo</b>	
	20/08/2021
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<b>Chief Financial Officer</b> <b>Melanie Rambally</b>	
	23/08/2021
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<b>Chief Executive Officer</b> <b>Lindiwe Rakharebe</b>	



**11. Past experience in similar assignments**

<b>Assignment Description</b>	<b>Key Elements</b>	<b>Date Completed</b>	<b>Contact Person and Telephone Number</b>	<b>Assignment Value</b>

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:** \_\_\_\_\_



**12. 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"/>

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)

**13. MBD4 Declaration of Interest**

13.1 No bid will be accepted from persons in the service of the state<sup>1</sup>.

13.2 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.

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

13.3.1 Full name of bidder or his/her representative .....

13.3.2 Identity number: .....

13.3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):  
.....

13.3.4 Company Registration Number: .....

13.3.5 Tax Reference Number: .....

13.3.6 VAT Registration Number: .....

13.3.7 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.



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

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

YES	NO
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13.3.10 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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13.3.11 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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13.3.12 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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13.3.13 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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13.3.14 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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**14. Full details of directors / trustees / members / shareholders**

Full Name	Identity Number	State Employee No.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Capacity

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