



REQUEST FOR QUOTATION - CUL 12/2022

PREPARE FLOORS AND APPLY EPOXY COATING AT THE DURBAN EXHIBITION CENTRE KITCHEN

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 that we have the correct infrastructure, furniture and fittings in the various areas so that our operations run optimally thereby ensuring effective client service.

2. Purpose of the request for proposal

The Durban ICC requires a service provider for the preparation and application of Epoxy (RT polyurethane) coating at the Durban Exhibition Centre's Kitchens. This job will be consisting of two areas as below:

- Outer Limit with an existing floor with half glazed and slate grey $\pm 230\text{m}^2$ and have not allowed for covered skirting because of the Dry wall partitions.
- DEC main kitchen-NCI tiles to be over coated measuring $\pm 140\text{m}^2$ covered skirting to installed between floor and walls

3. Specifications

- 3.1 The Durban ICC will clean and wash the area before the preferred service provider commences the job.
- 3.2 Diamond grind all allocated floors areas and dig out failing areas and vacuum clean.
- 3.3 Fix all Holes with epoxy grout and allow curing
- 3.4 Prime substrate and scatter with silica aggregate and allow curing
- 3.5 Apply the flow fresh WR mortar to all floor/ wall joint forming covered skirting in the DEC kitchen and allow curing.
- 3.6 Apply the Flowfresh RT polyurethane screed to all floor areas at 7mm thickness as per Manufacturer's standard method statement and allow the curing
- 3.7

Please Note: Failure to meet all of the stipulated mandatory requirements will result in the service provider being deemed non-responsive and will not be considered for evaluation.



4. Minimum Requirements

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

Does the service provide comply with the minimum requirements? Please acknowledge as illustrated	Yes	No
	√	X
4.1 The service provider must have successfully handled contracts, minimum value of R200,000 (Two hundred thousand) per project in preparing and installing or epoxy floor surfaces. Three positive references to be attached.		
4.2 The service provider must provide proof of compulsory insurance as well as public liability insurance to the minimum value of R5 Million rand.		
4.3 The service provider must be able to provide all services required for this tender as per the required scope of works.		
4.4 The service provider must provide a 12 month quality guarantee on all workmanship and products supplied.		

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 CSD compliance report, confirming compliance at time of bid submission,
- 5.5 Valid BBBEE Certificate.
- 5.6 Valid SARS tax clearance pin.
- 5.7 Confirmation of registration on eThekweni Municipality's vendor portal database.
- 5.8 MBD 4 Declaration of Interest form must be completed.

- 5.9 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.
- 5.10 MBD 6.2 Declaration certificate for local production and content
- 5.11 Local Content Declaration: Summary Schedule



6. Terms and Conditions

- It must be noted that the service provider assumes full risk when submitting bid proposals to the Durban ICC.
- The Durban ICC reserves the right at its discretion to rescind a contract, based on the needs of the entity.
- The entity will only make a final award should the bidder be tax compliant at time of award.

7. Requirements to submit quotations

- 7.1 All schedules in this document must be populated and will form part of the quotation.
- 7.2 Companies must submit a company profile and are to provide examples and references of similar work performed.
- 7.3 A contactable e-mail address and/or business card must be provided together with all written proposals/quotations.
- 7.4 The service provider must be registered on the CSD database as well as the eThekweni Municipality vendor portal database. Proof of registration on these two databases must be included together with the bid submission. Failure to register on these two databases may adversely impact on the award process.

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 / phumla.mdabe@durban.gov.za



8. Compulsory Pricing Schedule

The service provider must ensure that the quotations are submitted as below:

DEC Kitchen

OUTERLIMIT KITCHEN

Description	Quantity	Unit	Total
Outer Limit kitchen±230m ² epoxy	1		
Additional cost	1		
		Total Exl. Vat	
		Total Vat	
		Total Incl.Vat	

Note: The Durban ICC is not liable to make any deposit payments upfront. No payment will be made prior to the goods or services being received by the Durban ICC.

9. Compulsory Site inspection

Please note that compulsory site inspection will be held on the **13th June 2022 at 10h00**. Service provider are to meet Mr Siphwe Khuzwayo at the Durban ICC reception, 2nd floor, 45 Bram Fischer road where they will be briefed and escorted.

10. Contact Person

Clinton Bonhomme
 Tel: 031 360 1000
 Email: clintonB@icc.co.za



11. 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 20th June 2022**

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

12. Request for proposals approved by:

 07/06/2022
Acting Executive Head/Chef Clinton Bonhomme
 07/06/2022
SCM Compliance officer Bathabile Mshengu
 07/06/2022
Finance Executive Thenashree Naidoo
 08/06/2022
Chief Financial officer Melanie Rambally
pp  08/06/2022
Chief Executive Officer Lindiwe Rakharebe



13. 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: _____

14. Declaration of Municipals Fees

I / we do hereby declare that the Municipal fees of the company:-

.....
(Company Name)

Are, as at the date of the quotation closing, fully paid up, or arrangements have been concluded with the Municipality to pay the said fees:

Account	Account Number *
Electricity	
Water	
Rates	

*** To be completed by Service Provider.**

I / we acknowledge that should it be found that Municipal fees are not up to date, the Council may take such remedial action as is required, and including termination of contract and any income due to the Company shall be utilized to offset any monies due to the Council.

In addition to completion of the above – **please attach a copy of your Metro Bill**

Name: *(Block Capitals)* _____

Signature: _____ **Date:** _____
(Of person authorized to sign on behalf of the Tenderer)

15. MBD4 Declaration of Interest

15.1 No bid will be accepted from persons in the service of the state¹.

15.2 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.

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

15.3.1 Full name of bidder or his/her representative

15.3.2 Identity number:

15.3.3 Position occupied in the Company (director, trustee, shareholder²):

.....

15.3.4 Company Registration Number:

15.3.5 Tax Reference Number:

15.3.6 VAT Registration Number:

15.3.7 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.

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

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

YES	NO
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15.3.10 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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15.3.11 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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15.3.12 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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15.3.13 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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15.3.14 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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15.4 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder