



REQUEST FOR QUOTATION – BS 28/2022

ASSESS AND ISSUE CERTIFICATE OF STRUCTURAL COMPLIANCE FOR THE 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 all infrastructure of the Durban ICC complex (ICC, Arena and Durban Exhibition Centre) comply with all the safety regulations as governed by the Occupational Health & Safety Act No. 85 Of 1993.

2. Purpose

The Durban ICC requires a competent and qualified service provider to assess and issue certificate of structural compliance for the Durban International Convention Centre complex (ICC, Arena and Durban Exhibition Centre).

3. Mandatory Requirements

Does the service provider comply with the mandatory requirements? Please acknowledge as illustrated	Yes	No
	✓	X
<p>3.1 The project manager / building assessor must have a minimum of 5 years requisite experience whereby they have undertaken structural assessment for buildings having similar size and capacity as the Durban ICC Complex.</p> <ul style="list-style-type: none"> • Attach a detailed CV of the project manager; and • A minimum of 2 references from clients who have been services by the project manager. 		
<p>3.2 The project manager / building assessor must be a registered Structural/Civil Engineer and must be registered with a professional body such as Institute of Structural Engineers, Engineering Council of South Africa or similar approved.</p> <ul style="list-style-type: none"> • Proof of registration must be submitted with the proposal. 		
<p>3.3 All inspections, reports and certifications must comply with and be performed in accordance with the NATIONAL BUILDING REGULATIONS AND BUILDING STANDARDS ACT NO. 103 OF 1977</p>		
<p>3.4 Safety files to be supplied by the service provider and approved by the Health and Safety Officer. No work shall commence without a valid and approved Safety file.</p>		

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

Does the service provider comply with the mandatory scope of works? Please acknowledge as indicated.	Yes	No
	✓	X
<ul style="list-style-type: none"> Provide a detailed interrogation of the entire building structure within the Durban ICC complex (ICC, Arena and Durban Exhibition Centre) including but not limited to Structural Steelwork, Structural Concrete, Cladding and Operable Walls. 		
<ul style="list-style-type: none"> Interrogation shall comprise of a visual non-invasive assessment with reference to the original construction of drawings, concluding in a report. 		
<ul style="list-style-type: none"> Investigations and assessment will focus on observation and reporting on: <ul style="list-style-type: none"> <u>Structural Steelwork</u>: Visual check on corrosion treatment, alignment, condition of structural steelwork elements at ground level and in the ceiling voids i.e. columns, baseplates, bracing, beams, truss elements, girder elements, purlins, girts, knee bracing, secondary supports, hangers for services, stairs and associated supports, and including the structural fasteners. <u>Structural Concrete</u>: Visual check on condition, alignment, signs of cracking, signs of spalling damage, etc. for vertical columns, slabs, beams, stairs, loading docks, ramps, retaining walls, boundary walls etc. <u>Cladding</u>: Visual check on condition, alignment, signs of distress for roof sheeting, side cladding, gutters, flashings, curtain walling, shop-fronts and masonry walls, 		
<ul style="list-style-type: none"> Provide report on general condition of the facility's structural elements and identify any elements with structural distress. 		
<ul style="list-style-type: none"> Provide recommendations to possible remedial actions and whether intervention is required in the short (immediate), medium (3 to 6 months) or long term (1 to 5 years) from inspection. 		
<ul style="list-style-type: none"> Subject to assessment, should no structural distress be identified, the Engineer is required to issue Certificate of Structural Compliance for each section of the Durban ICC Complex i.e. ICC, Arena and DEC. 		

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

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.
- Access to all areas shall be provided to service provider by Durban ICC.
- 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.
- 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 (VAT excl.)	Total cost (VAT excl.)
6.1 Assess and issue certificate of structural compliance for ICC as per the above scope of work.	1	R	R
6.2 Assess and issue certificate of structural compliance for ICC Arena as per the above scope of work.	1	R	R
6.3 Assess and issue certificate of structural compliance for DEC as per the above scope of work.	1	R	R
Please state any additional costs:			R
Total Cost (VAT excl.)			R
VAT @ 15%			
Total Cost (VAT Incl.)			

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 – 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 compliance report, confirming compliance at time of bid submission,
- 8.5 Valid BBBEE Certificate
- 8.6 Valid SARS tax clearance pin.
- 8.7 Confirmation of registration on eThekweni Municipality's vendor portal database.
- 8.8 MBD 4 Declaration of Interest form must be completed
- 8.9 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.

9. 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.

10. Requirements to submit quotation

- 10.1 All schedules in this document must be populated and will form part of the quotation.
- 10.2 Companies must submit a company profile and are to provide examples and references of similar work performed.
- 10.3 A contactable e-mail address and/or business card must be provided together with all written proposals/quotations.
- 10.4 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



11. Compulsory site inspection




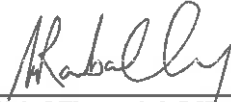

Please note that a compulsory site inspection will be held at 10h00 on the **11th July 2022**. Contractors are to meet Siphwe Khuzwayo at the Durban ICC Information Desk, where they will be briefed and escorted to the various areas of work.

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

12. 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 18th July 2022**.

13. Request approved by:

	01.07.2022
<hr/>	
Facilities Director Siphwe Khuzwayo	
	01/07/2022
<hr/>	
SCM Compliance Officer Bathabile Mshengu	
	01/07/2022
<hr/>	
Finance Executive Thenashree Naidoo	
	01/07/2022
<hr/>	
Chief Financial Officer Melanie Rambally	
pp 	01/07/2022
<hr/>	
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:** _____

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.**


DURBAN ICC

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
-----	----

14.11 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