



REQUEST FOR QUOTATION – BS 32/2022

REPAIRS TO AIR-CONDITIONING CHILLER UNIT AT THE DURBAN ICC COMPLEX

1. Background

The Durban ICC Complex is one of the world's leading events and meetings destinations that comprises of Convention, Entertainment and Exhibition sections. In order to maintain the extremely high international standards, all the equipment at the facility need to be maintained and functioning at international standards in compliance with Occupational Health and Safety regulations.

2. Purpose

The Durban ICC requires a registered air-conditioning and refrigeration service provider to undertake repairs to the existing York air-conditioning chiller unit at the Durban ICC Complex.

NB: *This is a once off repairs to the existing chiller unit.*

3. Minimum Requirements

Does the service provider comply with the minimum requirements? Please acknowledge as illustrated	Yes	No
	✓	X
<ul style="list-style-type: none"> The service provider <u>must</u> provide two (2) positive references from sites where air-conditioning and refrigeration equipment of similar or larger capacity have been serviced 		
<ul style="list-style-type: none"> The service provider <u>must</u> provide proof of public liability insurance to a minimum value of R20 Million. 		
<ul style="list-style-type: none"> Service provider <u>must</u> employ competent air-conditioning and refrigeration personnel to work on the equipment. A two page CV detailing work experience of the individuals who will be on site <u>must</u> be provided. 		
<ul style="list-style-type: none"> The service provider <u>must</u> provide a written workmanship guarantee of 6-months from the date of commissioning the repaired chiller unit. 		
<ul style="list-style-type: none"> The prospective service provider <u>must</u> be a member of the South African Refrigeration and Air-Conditioning Contractors Association (SARACCA). Proof <u>must</u> be submitted. 		
<ul style="list-style-type: none"> Contractor <u>must</u> offer 24 hour call-out service to repair defective equipment. 		

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. The bidder must complete the final column above stating whether they can complete the task or not.

4. Mandatory scope of work and specifications:

Work to be performed is on 675 Ton screw type York Chiller unit no.1 with total of 1.934kW cooling capacity similar to the picture below:



Scope of work is as follows:

- Remove plate cover and leaking shaft seal.
- Install new shaft seal.
- Drain oil and fill new 80lt of York P oil.
- Change all filter driers and oil filter drier.
- Replace faulty transducers and sensors.
- Vacuum the system for 48hrs.
- Fill SSS flush coolant.
- Repair the condenser cover.
- Start filling the system with refrigerant.
- Test and commission.
- After 48hrs change the oil and do an oil analysis.
- Check the safety controls.
- Log operation of the chiller.

5. Conditions of the contract

- The service provider must provide all necessary tools required to undertake and complete the repairs.
- The service provider **must** have immediate access to genuine original equipment manufacturer (OEM) spares.
- The service provider **must** use equipment and refrigerants that are environmentally approved in accordance to the Montreal Protocol such as R407C refrigerant or similar environmentally safer refrigerants instead of the R22 refrigerant.
- 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.

6. Compulsory pricing schedule (form of offer)

Description	Quantity	Unit Price (VAT excl.)	Total cost (VAT excl.)
Repair and commission chiller unit as per the above scope of work	1	R	R
Please state any additional costs:			R
Total Cost (VAT excl.)			R
VAT @ 15%			R
Total Cost (VAT Incl.)			R

Note: The Durban ICC is not liable to make any deposit payments upfront.

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. Preconditions

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

- 7.1 Full name
- 7.2 Identification or company or other registration number
- 7.3 Tax reference number and VAT number, if any
- 7.4 Valid original Tax clearance from South African Revenue Services which proves that the providers tax matters are in order
- 7.5 Valid BBBEE Certificate
- 7.6 MBD 4 Declaration of Interest form must be completed
- 7.7 The service provider must be registered on the CSD database and EThekwini 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>

EThekwini Vendor Portal registration: <https://ethekwivendor.durban.gov.za>

Or contact 031 322 7011 / 7154

Fatima.milazi@durban.gov.za / phumla.mdabe@durban.gov.za

8. 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.



9. **Contact person**

Siphiwe Khuzwayo: Facilities Director
031 360 1326
Email: siphiwek@icc.co.za



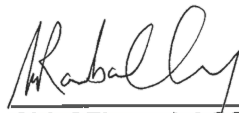

10. **Compulsory Site Inspection**

Please note that a compulsory site inspection will be held on **5th September 2022 at 10h00**. Contractors are to meet Siphiwe Khuzwayo at Durban ICC reception, 2nd floor, 45 Bram Fischer Road, where they will be briefed and escorted.

11. **Closing date**

Quotations, together with this document, 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 12th September 2022**.

11. Request approved by

 26/08/2022
<hr/> Facilities Director Siphwe Khuzwayo
 26/08/2022
<hr/> Finance Executive Thenashree Naidoo
 26/08/2022
<hr/> Chief Financial Officer Melanie Rambally
 26/08/2022
<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:** _____



13. 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 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)

14. MBD4 Declaration of Interest

- 14.1 No bid will be accepted from persons in the service of the state.
- 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):

- 14.4.4 Company Registration Number:
- 14.4.5 Tax Reference Number:
- 14.4.6 VAT Registration Number:
- 14.4.7 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.*

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

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

YES	NO
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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
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14.3.11 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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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
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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
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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
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15. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder