

REQUEST FOR QUOTATION – CUL 19 /2022

SUPPLY OF UNIFORM FOR BACK OF HOUSE STAFF (KITCHEN ASSISTANTS)

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 15 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), ISO14001 (Environmental Management) and ISO 22000 (Food Safety).

2. Purpose


In keeping with the Durban ICC five (5) star standards, it is necessary to ensure that the contracted flexible staffs are provided with branded uniforms in order to represent the Durban ICC in a well-groomed, professional manner, during events.

The Durban ICC requires a service provider for the Supply and Delivery of Branded Chefs Jackets (Utility type), Cargo Trouser, Branded Supervisor's Blouses, Skirts, Branded supervisor 's shirts and Trousers

3. Specification Required:

Does the service provider comply with the mandatory product specifications? Please tick as illustrated.			Yes	No
			✓	X
Description	Specification	Colour		
BACK OF HOUSE STAFF (Kitchen assistants)				
Chefs Jackets(Utility Type)	<ul style="list-style-type: none"> • Fabric Blend of Polyester/ Cotton • Short sleeves • Thermometer pocket • Two button placket • Multi fit and unisex • Commercial laundry Tested and approved • High quality manufacturing for long life wear. 	Dark grey / Orange piping		
Chefs cargo Trouser	<ul style="list-style-type: none"> • Poly Cotton • Two side Cargo pockets • Two Back pockets • Double stitching reinforced seams, and bar tracked Throughout • Commercial laundry tested and approved • High quality manufacturing for long wear • 5cm Elastic band for comfort 	Black		

Supervisor Blouse	<ul style="list-style-type: none"> • Donna Blouse preferably • Cotton Rich yarn dye • Front and back darts • Tattersall check design • Superior Quality • High quality manufacturing for long wear • Short sleeve • Branded with ICC logo As by Spec (Embroider) 	Powder Blue		
Supervisor Skirt -80 CM	<ul style="list-style-type: none"> • 100 Polyester • Front Darts • Semi-elasticated Waist • Longer length for knee coverage • Fully lined with a concealed back Zip • Long vent pleat for easy of the movement 	Navy		
Supervisor Trouser	<ul style="list-style-type: none"> • 100% polyester • Classical style • Single Back pocket • Pleated style front • Top quality durable Zip • Durable Polyester fabric 	Navy		
Supervisor Shirt	<ul style="list-style-type: none"> • Cotton Rich yarn dye • Left breast pocket • Button down collar • Smart tattersall check design • Classy engraved Vanguard buttons • Superior Quality • Branded with ICC logo As by Spec (Embroider) 	Sky Blue		

LOGOS				
Durban ICC logo 	<ul style="list-style-type: none"> • Branded (Embroider) • 70 mm x 37 mm • Durban ICC horns in brand colours • Wording in blue DURBAN ICC 	Unto all the Chef Jackets		

Please note the following when quoting:

- Size ratios will be provided by the Durban ICC once the supplier has been selected; the quote must be all inclusive (including delivery) and have no hidden costs.
- The Durban ICC (Pty) Ltd requests proposals from suppliers of the above mentioned goods.

- Short listed suppliers will be asked to submit a sample (The Durban ICC will not be accountable for the cost of the sample)

4. Mandatory 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 provide a sample jacket with the same fabric specification.		
4.2 The service provider must give reference of two references of the similar jobs previously rendered value to R100 000.00		
4.3 The prospective service provider should comply with prescribed minimum threshold for local content of 100%, for the Supply of clothing		

5. Compulsory Pricing Schedule

DESCRIPTION ITEM	QUANTITY	UNIT COST	TOTAL COST
Chef Jacket (Utility Coat)Small	30		
Chef Jacket (Utility Coat) Medium	40		
Chef Jacket (Utility Coat) Large	40		
Chef Jacket (Utility Coat) X large	50		
Chef Jacket (Utility Coat) XX Large	50		
Chef Jacket (Utility Coat) X3 Large	20		
Chef Jacket (Utility Coat) X4 Large	20		
Chef Jacket (Utility Coat) X5 Large	10		
Branded ICC logo Durban ICC (Chefs Jackets, Shirts and blouse)	260		
Cargo Trouser X small	10		
Cargo Trouser small	30		
Cargo Trouser medium	30		
Cargo Trouser large			

	40		
Cargo Trouser X large	40		
Cargo Trouser X2 large	20		
Cargo Trouser X3 large	12		
Supervisor Donna blouse Size 38	06		
Supervisor Donna blouse size 40	03		
Supervisor Cameron Shirt Small	03		
Supervisor Cameron shirt Medium	03		
Supervisor Classic trouser size 30	02		
Supervisor Classic trouser size 34	02		
		R	
	Total excl. VAT	R	
	VAT @15%	R	
	Total incl.VAT	R	

Please indicate lead time to delivery:

Please Note:

- o The pricing is to remain firm for 6 months.
- o There should be no hidden costs or additional charges.
- o In line with the MFMA, the Durban ICC does not make payments in advance.
- o The quantity may be subject to change at time of order.

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:_____

6. 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 Certificate from the South African Revenue Services which proves that the service provider's tax matters are in order.
- 6.5 Valid BBBEE Certificate.
- 6.6 MBD 4 Declaration of Interest form must be completed.
- 6.7 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.
- 6.8 A completed ICC Durban (Pty) Ltd supplier application form which is available for download from the Durban ICC website (www.icc.co.za). Alternatively, if the supplier is registered on the Durban ICC database, then the service provider need only submit their supplier number. All the mandatory documents must be included with this application.

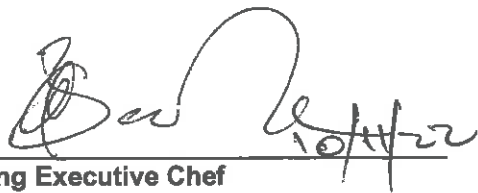
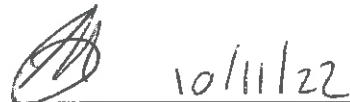


7. Contact Person

Clinton Bonhomme
Acting Executive Chef
Email: clintonbonhomme@icc.co.za
Land Line: 031 360 1049

8. 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 21st November 2022.**

9. Request approved by:

 10/11/22
Acting Executive Chef Clinton Bonhomme
 10/11/22
SCM Compliance Officer Adwoa Milumba
 11/11/2022
Finance Executive Thenashree Naidoo
 14/11/2022
Chief Financial Officer Melanie Rambally
 14/11/2022
Chief Executive Officer Lindiwe Rakharebe



10. 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: _____



11. 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)

12. MBD 4 Declaration of Interest

- 12.1 No bid will be accepted from persons in the service of the state¹.
- 12.2 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/adjudging authority.
- 12.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 12.3.1 Full name of bidder or his/her representative
 - 12.3.2 Identity number:
 - 12.3.3 Position occupied in the Company (director, trustee, shareholder²):
.....
 - 12.3.4 Company Registration Number:
 - 12.3.5 Tax Reference Number:
 - 12.3.6 VAT Registration Number:
 - 12.3.7 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.**

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

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

YES	NO
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12.3.10 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
-----	----

12.3.11 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
-----	----

12.3.12 Are any of the company's directors, trustees, managers, principal
 shareholders or stakeholders in service of the state?
 If yes, furnish particulars:

YES	NO
-----	----

12.3.13 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
-----	----

12.3.14 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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13. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder

MBD 6.2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011 and the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:201x.

1. General Conditions

1.1. Preferential Procurement Regulations, 2011 (Regulation 9. (1) and 9. (3) make provision for the promotion of local production and content.

1.2. Regulation 9. (1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

1.3. Regulation 9. (3) prescribes that where there is no designated sector, a specific bidding condition may be included, that only locally produced services, works or goods or locally manufactured goods with a stipulated minimum threshold for local production and content, will be considered.

1.4. Where necessary, for bids referred to in paragraphs 1.2 and 1.3 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.

1.5. A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

1.6. The local content (LC) as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 201x as follows:

$$LC = 1 - (X/Y) * 100$$

Where

x imported content

y bid price excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid as required in paragraph 4.1 below.

1.7. A bid will be disqualified if:

- the bidder fails to achieve the stipulated minimum threshold for local production and content indicated in paragraph 3 below; and.

- this declaration certificate is not submitted as part of the bid documentation.

2. Definitions

2.1. **“bid”** includes advertised competitive bids, written price quotations or proposals;

2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);

2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;

2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;

2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).

2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;

2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;

2.8. “**stipulated minimum threshold**” means that portion of local production and content as determined by the Department of Trade and Industry; and

2.9. “**sub-contract**” means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:

Description of services, works or goods Stipulated minimum threshold

Description of services/works /goods	Quantity	Stipulated minimum threshold %
Chef Jacket (Utility Coat)Small	30	100%
Chef Jacket (Utility Coat) Medium	40	100%
Chef Jacket (Utility Coat) Large	40	100%
Chef Jacket (Utility Coat) X large	50	100%
Chef Jacket (Utility Coat) XX Large	50	100%
Chef Jacket (Utility Coat) X3 Large	20	100%
Chef Jacket (Utility Coat) X4 Large	20	100%
Chef Jacket (Utility Coat) X5 Large	10	100%
Branded ICC logo Durban ICC (Chefs Jackets, Shirts and blouse)	260	100%
Cargo Trouser X small	10	100%
Cargo Trouser small	30	100%
Cargo Trouser medium	30	100%
Cargo Trouser large	40	100%
Cargo Trouser X large	40	100%
Cargo Trouser X2 large	20	100%
Cargo Trouser X3 large	12	100%

Supervisor Donna blouse Size 38	06	100%
Supervisor Donna blouse size 40	03	100%
Supervisor Cameron Shirt Small	03	100%
Supervisor Cameron shirt Medium	03	100%
Supervisor Classic trouser size 30	02	100%
Supervisor Classic trouser size 34	02	100%
		R
	Total excl. VAT	R
	VAT @15%	R
	Total incl.VAT	R

4. Does any portion of the services, works or goods offered

have any imported content?

(tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.6 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.



NB: Bidders must submit proof of the SARB rate (s) of exchange used. Rates of exchange quoted by the bidder will be verified

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER
 LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF
 EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY
 (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

IN RESPECT OF BID No.

ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):

.....

NB The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, (full names),

do hereby declare, in my capacity as

of(name of bidder

entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286.
- (c) The local content has been calculated using the formula given in clause 3 of SATS

1286, the rates of exchange indicated in paragraph 4.1 above and the following figures:

Bid price excluding vat (y)	
Imported content (x),as calculated in terms of SATS 1286:2011	

Stipulated minimum threshold for Local content (paragraph 3 above)	
Local content % as calculated in terms of SATS 1286	

Local content *declaration* summary schedule

Description of services/works /goods	Price per item excluding vat	Imported content value	Local content value	Local content % per item	Quantity	Total	Total imported content	Total local content
Chef Jacket (Utility Coat)Small								
Chef Jacket (Utility Coat) Medium								
Chef Jacket (Utility Coat) Large								
Chef Jacket (Utility Coat) X large								
Chef Jacket (Utility Coat) XX Large								
Chef Jacket (Utility Coat) X3 Large								
Chef Jacket (Utility Coat) X4 Large								
Chef Jacket (Utility Coat) X5 Large								
Branded ICC logo Durban ICC (Chefs Jackets, Shirts and blouse)								
Cargo Trouser X small								
Cargo Trouser small								
Cargo Trouser medium								
Cargo Trouser large								
Cargo Trouser X large								
Cargo Trouser X2 large								
Cargo Trouser X3 large								

Supervisor Donna blouse Size 38								
Supervisor Donna blouse size 40								
Supervisor Cameron Shirt Small								
Supervisor Cameron shirt Medium								
Supervisor Classic trouser size 30								
Supervisor Classic trouser size 34								
Total value of quotation								
Total imported content								
Total local content								
Average local content %								

(d) I accept that the Procurement Authority / Municipality /Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).



DURBAN ICC

International Cricket Council
International Cricket Council
International Cricket Council

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____