

**REQUEST FOR QUOTATION – BS 39/2022**

**SUPPLY OF ELECTRICAL ITEMS AND ACCESSORIES PERIOD**

**1. Background**

The Durban ICC is one of the world's leading events and meetings destinations. In order to maintain the extremely high standard demanded by our clients, all the facilities within the venue need to be of an international standard.

**2. Purpose of the Request for Quotation**

The Durban ICC requires a competent and reliable service provider for the Supply and Delivery of electrical items and accessories for the December Shutdown period.

**3. Compulsory Pricing Schedule**

Description	Unit	Quantity required	Unit cost	Total (Quantity x unit cost)
Cool White 14W/840 E27 Fluorescent tubes	Box (10 in box)	4	R	R
4 x 4 double plug socket with cover white, Crabtree – or similar approved	Ea	20	R	R
T5 Eurolux fitting 3 tube with Opal Diffuser	Ea	15	R	R
T5 Eurolux fitting 3 tube 600 x 600 with Opal Diffuser	Ea	10	R	R
Light switch 4 x 2 Double white Crabtree with cover	Ea	10	R	R
Light switch 4 x 2 single white Crabtree with cover	Ea	10	R	R
Fluorescent tubes TLD36w - 36/640 Cool white (25 in box)	Box	4	R	R
Fluorescent tubes T5 49W Cool white (25 in box)	Box	4	R	R
Description	Unit	Quantity required	Unit cost	Total (Quantity x unit cost)

Schneider circuit breaker 3 pole 40amp	Ea	20		
3 Phase Isolator 60a	Ea	10		
4x2 plug with cover crab tree	Ea	20		
4x4 plug with cover crab tree	Ea	20		
250 watt metal halide pear shape	Ea	50		
PI 13 watt	Ea	200		

Description	Unit	Quantity required	Unit cost	Total (Quantity x unit cost)
Florescent tube 28w T5 Cool white (25 in box)	Ea	4	R	R
Fluorescent tubes TLD58w - 36/640 Cool white (25 in box)	Ea	5	R	R
Schneider Earth Leakage 60amp 2 pole with over load	Ea	2	R	R
Schneider 2 pole circuit breaker 20amp	Ea	10	R	R
Earth leakage samite 63amp single phase	Ea	10	R	R
Schneider 20amp circuit breaker	Ea	20	R	R
Schneider 10amp circuit breaker	Ea	20	R	R
Schneider earth leakage 60amp 3 pole	EA	4	R	R

Description	Unit	Quantity required	Unit cost	Total (Quantity x unit cost)
Weatherproof double light fittings IP65 49w 5ft	Ea	20	R	R
Nitto Insulation tape black	Roll	20	R	R
Nitto Insulation tape Blue	Roll	10	R	R
Nitto Insulation tape white	Roll	10	R	R
Subtotal (VAT excl.)			R	R
VAT @ 15%			R	R
<b>Grand Total (VAT incl.)</b>			R	R



#### 4. Preconditions

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

- 4.1. Full name.
- 4.2. Identification or company or other registration number.
- 4.3. Tax reference number and VAT number, if any.
- 4.4. Valid original Tax Clearance Certificate from the South African Revenue Services which proves that the service provider's tax matters are in order.
- 4.5. Valid BBBEE Certificate.
- 4.6. MBD 4 Declaration of Interest form must be completed.
- 4.7. Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.

#### 5. Terms and Conditions

It must be noted that the service provider assumes full risk when submitting bid proposals to the Durban ICC.

#### 6. Requirements to submit quotations

- 6.1 All schedules in this document must be populated and will form part of the quotation.
- 6.2 Companies **must** submit a company profile and are to provide examples and references of similar work performed.
- 6.3 A completed ICC Durban (Pty) Ltd supplier application form which is available for download from the Durban ICC website ([www.icc.co.za](http://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 mandatory documents must be attached with this application

**Note:**

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

#### 7. Contact Person

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



## 8. Closing Date




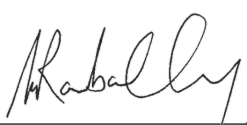

Quotations, together with this document and supplier registration forms are to be placed in a sealed envelope marked for the attention of the Procurement Department and are to be placed in the Tender Box at the Durban ICC security entrance on the ground floor, 45 Bram Fischer Road Durban **before 12h00 on 14<sup>th</sup> December 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

9. Request for proposals approved by:

	07.12.2022
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<b>Facilities Director</b> <b>Siphwe Khuzwayo</b>	
	07.12.2022
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<b>SCM Compliance Officer</b> <b>Adwoa Milumba</b>	
	07/12/2022
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<b>Finance Executive</b> <b>Thenashree Naidoo</b>	
	07/12/2022
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<b>Chief Financial Officer</b> <b>Melanie Rambally</b>	
	07/12/2022
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<b>Chief Executive Officer</b> <b>Lindiwe Rakharebe</b>	

**10. 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, 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)

## 11. MBD4 Declaration of Interest

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

11.2. 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.

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

- Full name of bidder or his/her representative .....
- Identity number: .....
- Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):  
.....
- Company Registration Number: .....
- Tax Reference Number: .....
- VAT Registration Number: .....

11.4. 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.



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

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

YES	NO
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11.4.3. 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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11.4.4. 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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11.4.5. 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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11.4.6. 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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11.4.7. 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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11.5. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

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**Signature**

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**Date**

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**Capacity**

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**Name of Bidder**