

REQUEST FOR QUOTATION – CUL 01/2023

SUPPLY, DELIVERY AND SUPPORT SERVICES OF DISINFECTANTS, DETERGENT-DISINFECTANTS AND CLEANING CHEMICALS FOR USE THE FOOD INDUSTRY FOR A PERIOD OF 6 MONTHS

1. Background

The Durban ICC is one of the world’s leading events and meetings destinations. The Durban ICC maintains the highest standard in hygiene and food safety through constant training of its staff in the correct use of cleaning chemicals, waste management and the use of eco-friendly products. The Durban ICC is ISO 9001, 14001 and 22000 certified and is a HACCP certified venue

2. Purpose of the request for proposal

The Durban ICC requires a competent service provider for the supply, delivery and support services associated with:

1. Servicing chemical pumps.
2. General training of staff.
3. Assisting with Food Safety audits.
4. Providing chemicals disinfectants, detergent-disinfectants and cleaning chemicals for use in the food industry for a period of 6 (six) months.

3. Mandatory Requirements

Does the service provider comply with the requirements? ✓ = Yes X = No	Yes	No
The service provider must be SABS (South African Bureau of standards) certified. <u>Attach proof</u>		
The supplier must have knowledge and experience in provision of chemicals for HACCP or ISO 22000 certified companies. <u>Attach minimum of two references as proof</u>		
The supplier must provide a minimum of two traceable references to HACCP) or ISO 22000 certified companies using their chemicals. <u>Attach proof</u>		
The supplier products must be SANS (South African National Standards) 1828 (Cleaning Chemicals for Use in the Food Industry) certified. <u>Attach proof</u> Chemicals required must be included in the SANS 1828 Schedule. <u>Attach proof</u>		
The supplier products must be SANS 1853 (Disinfectants and Detergents for Use in the Food Industry) certified. <u>Attach proof</u> Chemicals required must be included in the SANS 1853 Schedule. <u>Attach proof</u>		
The supplier must supply 16 point material safety data sheets for all products		
Site usage and operator training conducted by certified auditor and or trainer		

(HACCP level 4 & SANS Internal Auditor training) **Attach proof**

Please Note: Tenderers who do not meet the minimum requirements will be deemed non-responsive and thus will not be evaluated further.

4. Specifications

Central Production Kitchen Requirements

Install and maintain dispensing units for 1 (one) industrial dishwasher machine (Comenda NE9002 AS - RC Flight Dishwasher), including cleaning chemicals, sanitizers and drying chemicals.

Equipment & Accessories	Quantity
• Spray bottles with fan spray action	35
• Sanitizing buckets x 2 different colours	25 each colour
• <u>Concentrate chemical dispensers</u> <ul style="list-style-type: none"> ○ Highly active QAC sanitizer (SANS 1853 Approved and NRCS Registered) ○ General purpose multi-surface cleaner (SANS 1828 Approved) ○ Oven Cleaner (SANS 1828 Approved) 	2
• Hand soap/sanitizer dispensers	24
• Hand towel dispenser units	24
• Chemical dispenser for the for accurate dosing of grease traps	3
• Informative safety, awareness and usage signage	X 16 Pantries X 1 Coffee shop X 1 Main Kitchen X 1 Staff canteen X 3 VIP kitchens

Supply and install a range of equipment and accessories for the control and application of products.

5. Training and Reporting

- 5.1 Provide technical support, service and on site operator training by certified auditor and or trainer
- 5.2 Training to meet standards as required by current ISO 22000 and SABS standards.
- 5.3 Monthly service reports to be completed to indicate problem areas and to provide advice on solutions.
- 5.4 Visual aids to be supplied with regard to personal hygiene, food handling and safe use of chemical products in the kitchen and housekeeping environment.
- 5.5 Supply of laminated wall charts required for display in the appropriate areas to assist staff in identifying the correct use of various products, including Master cleaning schedule that will correspond with the cleaning check list.
- 5.6 Supply of colour coded labelling of the dispensing station which corresponds to colour coded bottles and accessories to identify with the relevant colour of the product and the correct application.

6. Dilution Table

- 6.1 All quotations must state the recommended dilution rates per product.
- 6.2 A final cost for a 1 litre dilution.
- 6.3 Cost per plate and cost per hand wash/sanitise (hand washing).

7. Marking of containers

- 7.1 The gross and tare mass must be marked on all containers.
- 7.2 Each container must bear a label stating specification and particulars as required by the Foodstuffs, Cosmetics and Disinfectants Act No. 54 of 1972, as amended, and any Regulations framed there under.
 - 7.2.1 Full directions for use, including the proportions, strength or dilution in which it is effective.
 - 7.2.2 The names of its active ingredients and the percentage or proportion of each or, in the case of liquid germicides belonging to the phenol or cresol group, its germicidal power of efficacy, expressed in numeral terms as compared with the germicidal power of efficacy of pure carbolic acid, in letters not less than 4 mm in height.
 - 7.2.3 The date of manufacture of the product and shelf life (expiry date if applicable).
 - 7.2.4 Material Safety Data Sheet must be provided for all items offered.
 - 7.2.5 Standardised laboratory testing of each chemical must be attached in terms of its efficacy and suitability.
- 7.3 When delivering supplies, the successful tenderer must clearly mark all containers with the –
 - enquiry number
 - official order number
 - batch Number
 - dilution table
- 7.4 Compliance with the Occupational Health and Safety Act Number 85/1993 in respect of stipulating on the product labels the requirements for medical treatment in the event of an accidental spill onto the skin or eye or oral intake, etc., is mandatory. All labels must be affixed with an adhesive.

8. Hazardous Material Record

Bidder must have completed Material Safety Data Sheet below for all the products offered and return together with their RFQ documents of which it will form part of. This is a requirement in terms of the Occupational Health and Safety Act No. 85/1993. Copies of the Material Safety Data Sheets and Technical Data Sheets must be made and completed if there is more than one item mentioned in the Technical Specification. Alternatively, a separate standard Material Safety Data Sheet and Technical Data sheet printed on your company's letterhead for each item bided on, will also be accepted.

9. Award

This requested service will only be considered from manufacturers, distributors or appointed agent.

10. Stock

The successful Bidder will be required to carry stock equivalent to one month's order to ensure availability on demand.



11. Name of manufacturer / brand

Bidder must state the name of the manufacturer and the brand for each item offered as per Columns 5 of the Official Pricing bid Form.

COMPLUSORY PRICING SCHEDULE PRICES TO BE FIXED FOR A PERIOD OF 6 MONTHS FROM DATE OF AWARD

Food Production Area – Kitchen

Description	Specification	Packaging	Quantity	Manufacture & Brand	Unit cost (vat excl.)	Total (vat excl.) (unit cost x quantity)
General purpose detergent (pot wash) SANS 1828 Approved	Concentrated general detergent for pots and pans	25L	1		R	R
Anti-microbial hand sanitizer SANS 1853 Approved	Alcohol based hand sanitizer	Box of 6 units	1		R	R
Anti-microbial hand sanitizer SANS 1853 Approved	Non-Alcohol based sanitizer for use in the Halaal kitchen	Box of 6 units	1		R	R
Anti- bacterial soap SANS 1853 Approved	Non –perfumed, anti-bacterial hand soap	Box of 6 units	1		R	R
Dish machine Detergent SANS 1828 Approved	Dish machine detergent automatically dispensed	25L	1		R	R
Dish machine rinse-aid SANS 1828 Approved	Dish machine rinse additive	25L	1		R	R
Food grade sanitizer sachets SANS 1853 Approved	Chlorine sachets for disinfecting surfaces and equipment. SANS 1853 powdered chlorinated disinfectant cleaner for disinfection of all types of equipment and kitchen utensils	5g-10g	1 box		R	R

	food in a food production area packed in 5g – 10g sachets					
Bio-technology for grease inceptors	Blended bacteria to degrade organic waste in grease traps	25L	1		R	R
Highly active QAC sanitizer SANS 1853 Approved and NRCS Registered	A non-perfumed sanitizer cleaner for all surfaces and equipment liquid	25L	1		R	R
General purpose multi-surface cleaner SANS 1828 Approved	For use on all surface, can be applied by sprayer, brush and mop, cloth sponge or broom It removed dirt, grease, bio-degradable and environmentally friendly, cleaner for hard surfaces, walls and floors	25L	1		R	R

House Keeping- All chemicals must be SABS registered and have a current valid ACT no.

Description	Specification	Packaging	Quantity	Manufacture & Brand	Unit cost (vat excl.)	Total (vat excl.) (unit cost x quantity)
Furniture polish	Liquid furniture polish for the upkeep of all wooden surfaces	1L units.	Pack of 6 x1		R	R
Stainless steel polish	Stainless steel polish aerosol for the removal of dirt and stains.	400ml units.	Pack of 6 x1		R	R
Hand soap	Antibacterial, perfumed hand soap	5L units.	1		R	R
Tile cleaner	Specialized cleaner for tiled floors	5L units.	1		R	R
Neutral cleaner	Cleaner for washing pots, pans and mopping sealed floors	25L units.	1		R	R
Universal cleaner	Multi-purpose cleaner for kitchen and house-keeping areas	25L units.	1		R	R
Glass cleaner	Cleaner for windows, mirrors and all other forms of glass.	25L units.	1		R	R
Bathroom renovator	Multi-purpose bathroom cleaner for the removal of grime and mildew	25L units.	1		R	R
Non-perfumed detergent	Non-perfumed detergent for house-keeping areas	5L units.	1		R	R
Air freshener	Concentrated Water Lilly fragranced air freshener	5L units.	1		R	R



Description	Total (unit cost x quantity)
	Total (Excl. VAT) R
	VAT @ 15% R
	Total (Incl. VAT) R

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

COMPLUSORY DILUTION TABLE

Type	Specification		Dilution rates per Product	Cost for 1 litre diluted Chemical	Cost per plate	Cost per hand wash and sanitise (hand washing process)
General purpose detergent (pot wash) SANS 1828 Approved	Concentrated general detergent for pots and pans	25l x 10			X	X
Powder drain clean	Cleaning of all kitchen drains	25l x 5			X	X
Anti-microbial and sanitizer SANS 1853 Approved	Alcohol based hand sanitizer	10l x 10			X	
Anti-microbial hand Sanitizer SANS 1853 Approved	Non-alcohol based sanitizer for use in the Halaal kitchen	10l x 5			X	
Anti- bacterial soap SANS 1853 Approved	Non –perfumed, anti-bacterial hand soap	5l x 10			X	
Crockery and cutlery de-stainer – Food Grade	To soak stained crockery and cutlery	5kg x 10			X	X
Dish machine detergent SANS 1828 Approved	Dish machine detergent automatically dispensed	25l x 10				
Dish machine rinse-aid SANS 1828 Approved	Dish machine rinse additive	25l x 10				
Food grade sanitizer sachets SANS 1853 Approved and NRCS Registered	Chlorine sachets for disinfecting surfaces and equipment. SANS 1853 powdered chlorinated disinfectant cleaner for disinfection of all types of equipment and kitchen utensils food in a food production area packed in 5g – 10g sachets	5g-10g x 500			X	X
Bio-technology for grease inceptors	Blended bacteria to degrade organic waste in grease traps	25l x6			X	X

Type	Specification		Dilution rates per Pro-duct	Cost for 1 litre diluted Chemical	Cost per plate	Cost per hand wash and sanitise (hand washing process)
Highly active QAC sanitizer SANS 1853 Approved NRCS Registered	A non-perfumed sanitizer cleaner for all surfaces and equipment	25 l x 10			X	X
General purpose multi-surface cleaner SANS 1828 Approved	For use on all surface , can be applied by sprayer , brush and mop , cloth sponge or broom It removed dirt and grease , biodegradable and environmentally friendly , cleaner for hard surfaces , walls and floors.	25 l x 15			X	X
Oven Cleaner SANS 1828 Approved	Heavy duty Oven and Griddle Cleaner	25 l x 5			X	X
Liquid stainless steel polishes	Polishing of all stainless steel surfaces and equipment	25l x 10			X	X
Hand soap	Antibacterial, perfumed hand soap	5L units. Quantity is variable.			X	X
Tile cleaner	Specialized cleaner for tiled floors	5L units. Quantity is variable.			X	X
Neutral cleaner	Cleaner for washing pots, pans and mopping sealed floors	25L units. Quantity is variable.			X	X
Universal cleaner	Multi-purpose cleaner for kitchen and house-keeping areas	25L units. Quantity is variable.			X	X

Type	Specification		Dilution rates per Pro-duct	Cost for 1 litre diluted Chemical	Cost per plate	Cost per hand wash and sanitise (hand washing process)
Glass cleaner	Cleaner for windows, mirrors and all other forms of glass.	25L units. Quantity is variable.			X	X
Bathroom renovator	Multi-purpose bathroom cleaner for the removal of grime and mildew	25L units. Quantity is variable.			X	X
Non-perfumed detergent	Non-perfumed detergent for house-keeping areas	5L units. Quantity is variable.			X	X
Air freshener	Concentrated Water Lilly fragranced air freshener	5L units. Quantity is variable.			X	X

DATA SHEETS

- Service Providers are requested to complete the material data safety sheets.
- In this regard extra copies are to be made by the tenderer.
- **Please note:** Failure to complete the data sheets supplied will invalidate the proposal

MATERIAL SAFETY DATA SHEET	No. :
	Date issued :
	Page 1 of 4
COMPANY DETAILS	
Name :	Emergency telephone no. :
Address :	Tel. :
	Fax :
1. Product and Company Identification - (Page 1 may be used as an emergency safety sheet)	
Trade name :	Chemical abstract no. :
Chemical family :	NIOSH no. :
Chemical name :	Hazchem code :
Synonyms :	UN no. :
2. Composition	
Hazardous components :	
EEC classification :	
R Phrases :	
3. Hazards Identification	
Main hazard :	
Flammability :	
Chemical hazard :	
Biological hazard :	
Reproduction hazard :	
Eye effects - eyes :	
Health effects - skin :	
Health effects - ingestion :	
Health effects - inhalation :	
Carcinogenicity :	
Mutagenicity :	
Neurotoxicity :	

MATERIAL SAFETY DATA SHEET	No. :
	Date issued :
	Page 2 of 4
4. First Aid Measures	
Product in eye :	
Product on skin :	
Product ingested :	
Product inhaled :	
5. Fire Fighting Measures	
Extinguishing media :	
Special hazards :	
Protective clothing :	
6. Accidental Release Measures	
Personal precautions :	
Environmental precautions :	
Small spills :	
Large spills :	
7. Handling and Storage	
Suitable material :	
Handling/storage precautions :	
8. Exposure Controls/Personal Protection	
Occupational exposure limits :	
Engineering control measures :	
Personal protection - respiratory :	
Personal protection - hand :	
Personal protection - eye :	
Personal protection - skin :	
Other protection :	
9. Physical and Chemical Properties	
Odour :	Boiling point :
pH :	Melting point :

MATERIAL SAFETY DATA SHEET	No. :
	Date Issued:
	Page 3 of 4
Flash Point :	
Flammability :	
Auto flammability :	
Explosive properties :	
Oxidizing properties :	
Vapour pressure :	
Density :	
Solubility - water :	
Solubility - solvent :	
Solubility - coefficient :	
Neurotoxicity :	
10. Stability and Reactivity	
Conditions to avoid :	
Incompatible materials :	
Hazardous decomposition products :	
11. Toxicological Information	
Acute toxicity :	
Skin and eye contact :	
Chronic toxicity :	
Carcinogenicity :	
Mutagenicity :	
Reproductive hazards :	
12. Ecological Information	
Aquatic toxicity - fish :	
Aquatic toxicity - daphnia :	
Aquatic toxicity - algae :	
Biodegradability :	
Bio-accumulation :	
Mobility :	

MATERIAL SAFETY DATA SHEET	No. :
	Date issued :
	Page 4 of 4
13. Disposal Considerations	
Disposal Methods :	
Disposal of Packaging :	
14. Transport Information	
UN no. :	
Substance identity no. :	
ADR/RID class :	
ADR/RID item no. :	
ADR/RID hazard identity no. :	
IMDG - shipping name :	
IMDG - class :	
IMDG - packaging group :	
IMDG - marine pollutant :	
IMDG - EMS no. :	
IMDG - MFAG table ¹ no. :	
IATA - shipping name :	
IATA - class :	
IATA - subsidiary risk(s) :	
ADNR - class :	
UK - description :	
UK - emergency action class :	
UK - classification :	
Tremcard ¹ no. :	
15. Regulatory Information	
EEC hazard classification :	
Risk phases :	
Safety phases :	
National legislation :	
16. Other Information :	
17. Details of Person Completing Form	
Name :	Designation :
Signature :	Date:



12. Preconditions

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

- 12.1 Full name.
- 12.2 Identification or company or other registration number.
- 12.3 Tax reference number and VAT number, if any.
- 12.4 Valid original Tax Clearance Certificate from the South African Revenue Services which proves that the service provider's tax matters are in order.
- 12.5 Valid BBEE Certificate.
- 12.6 MBD 4 Declaration of Interest form must be completed.
- 12.7 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.
- 12.8 Submit material data safety sheets

13. Requirements to submit quotations

- 13.1 All schedules in this document must be populated and will form part of the quotation.
- 13.2 Companies must submit a company profile and to provide examples and references of similar such works performed.
- 13.3 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.

14. Contact Person

Clinton Bonhomme – Acting Exécutive Chef
Tel: 031 360 1049
Email: clintonb@icc.co.za

15. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **03 February 2023 at 10h00**. Contractors are to meet Clinton Bonhomme at the ICC Foyer Reception Desk where they will be briefed and escorted to the various areas of works.

16. 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 08 February 2023**.

Request approved by:



**Acting Executive Chef
Clinton Bonhomme**



27/01/2023

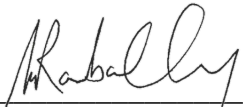
**SCM Compliance Officer
Adwoa Milumba**

pp



30/01/2023

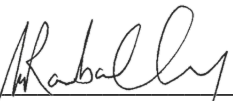
**Financial Executive
Thenashree Naidoo**



30/01/2023

**Chief Financial Officer
Melanie Rambally**

pp



30/01/2023

**Chief Executive Officer
Lindiwe Rakharebe**



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:** _____

17. 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)

18. MBD4 Declaration of Interest

- 19.1 No bid will be accepted from persons in the service of the state¹.
- 19.2 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.
- 19.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 19.3.1 Full name of bidder or his/her representative
- 19.3.2 Identity number:
- 19.3.3 Position occupied in the Company (director, trustee, shareholder²):
- 19.3.4 Company Registration Number:
- 19.3.5 Tax Reference Number:
- 19.3.6 VAT Registration Number:
- 19.3.7 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, is actively involved in the management of the company or business, and exercises control over the company.*

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

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

YES	NO
-----	----

19.3.10 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
-----	----

19.3.11 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
-----	----

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

YES	NO
-----	----

19.3.13 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
-----	----

19.3.14 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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19.4 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder