

REQUEST FOR QUOTATION – FIN 01/2023

VALUATION AND FINANCIAL MODELLING SERVICES

1. Background

The Durban ICC is one of the most advanced conferencing facilities in the world, with a mandate which centres predominantly on the hosting of events, on both a national and international scale.

2. Purpose of the Request for Quotation

The purpose of this Request for Quotation is to source a competent service provider for an independent valuation of a real estate asset, together with the undertaking of a financial modelling computation, for purposes of a feasibility assessment.

3. Scope of Works

Valuation of a real estate asset, which would entail the following:

| Activity | Description |
|---------------------------|---|
| Gather Information | <ul style="list-style-type: none"> • Collect relevant information related to the Subject Property (i.e. Title Deeds, tenancy schedules, operational expenditure etc.) and relevant comparable market evidence in the localities of the Subject Property. |
| Visual inspection | <ul style="list-style-type: none"> • Site visit and physical inspection of the Subject Property and surrounding areas. |
| Research | <ul style="list-style-type: none"> • Meet with locally active real estate brokers/agents to gain an understanding of the local market. • Collate comparable evidence within the locality of the Subject Property. • Consider factors affecting the Market Value of the Subject Property. |

| | |
|------------------|--|
| Valuation | <ul style="list-style-type: none"> • Valuation analysis adopting the methodology or methodologies typically deemed to be appropriate. • Assessment of the highest and best use of the Subject Property (in line with International Valuation Standards (“IVS”) and International Financial Reporting Standard (“IFRS”) 13). • Determine a Market Value range for the Subject Property in accordance with the International Valuation Standards. |
|------------------|--|

The scope of the financial modelling exercise would entail the following considerations centred around the financial metrics of the purchasing the subject property, such as:

- Payback period and discounted payback period analysis;
- Internal rate of return analysis; and
- Return on investment analysis.

4. Mandatory Requirements

The mandatory requirements which the service provider would need to comply with, is documented hereunder, in tabular format:

| Mandatory Requirements | Yes (Comply) | No (Non-compliant) |
|--|---------------------|---------------------------|
| The service provider must have at least 5 (five) years' experience in undertaking similar assignments. The CV's of the core team must be attached. | | |

Please note:

- Failure to comply with the mandatory requirements as illustrated above will result in the service provider being deemed non-responsive and will not be considered for evaluation.
- It must be noted that the service provider assumes full risk when submitting bid proposals to the Durban ICC.
- The Durban ICC is not liable to make any deposit payments upfront.

5. Preconditions

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

- 5.1 Full name
- 5.2 Identification or company or other registration number
- 5.3 Tax reference number and VAT number, if any
- 5.4 Valid original Tax clearance pin, from South African Revenue Services which proves that the bidder's tax matters are in order
- 5.5 Valid BBBEE Certificate
- 5.6 MBD 4 Declaration of Interest form must be completed
- 5.7 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

6. Compulsory Pricing Schedule

| Description | Total |
|---|-------|
| Valuation of the real estate asset | R |
| Financial modelling computations, post determination of the valuation | R |
| Please state any additional costs, if any: | R |
| VAT @ 15 % | R |
| Once off cost (VAT incl.) | R |

| | |
|--------------------------|---|
| Consulting rate per hour | R |
| Travel rate per km | 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.



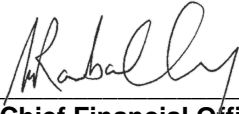

7. Contact Person

Thenashree Naidoo
Tel: +27 31 360 1358
Finance Executive
thenashreen@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 08th March 2023.**

9. **Request approved by:**

| | |
|---|------------|
|  | 27/02/2023 |
| <hr/> | |
| SCM Compliance Officer Adwoa Milumba | |
|  | 28/02/2023 |
| <hr/> | |
| Finance Executive Thenashree Naidoo | |
|  | 01/03/2023 |
| <hr/> | |
| Chief Financial Officer Melanie Rambally | |
|  | 01/03/2003 |
| <hr/> | |
| Chief Executive Officer Lindiwe Rakharebe | |



10 Past experience in similar assignments

| Assignment Description | Key Elements | Date Completed | Contact Person and Telephone Number | Assignment Value |
|------------------------|--------------|----------------|-------------------------------------|------------------|
| | | | | |
| | | | | |
| | | | | |
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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:** _____

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. | <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> | | | | | | | | | | | | | | |
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| Electricity | <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> | | | | | | | | | | | | | | |
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| Rates | <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> | | | | | | | | | | | | | | |
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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 MBD4 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/adjudicating 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 |
|-----|----|

12.3.9 Have you been in the service of the state for the past twelve months?
If yes, furnish particulars:

| | |
|-----|----|
| YES | NO |
|-----|----|

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 |
|-----|----|

13 Full details of directors / trustees / members / shareholders

| Full Name | Identity Number | State Employee No. |
|-----------|-----------------|--------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

Signature

Date

Capacity

Name of Bidder