

REQUEST FOR QUOTATION– CUL 03/2023

PROVISION OF PREVENTATIVE MAINTENANCE PLAN FOR SALVIS COMBI STEAMER, FOR A PERIOD OF 12 MONTHS

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 has also obtained certifications for ISO 14001 (Environmental Management), ISO 22000 (Food Safety Management), ISO 9001 (Quality Management) and 45001 (Occupational Health and Safety Management) from SABS (South African Bureau of Standards).

2. Purpose of the request for proposal

The Durban ICC requires a professional service provider for the provision of preventative maintenance plan for a period of 12 months for Salvis Combi Steamer Cucina Pro or Similar. The ovens service will consist of:

- Full service of Salvis Combi steam oven components,
- Cleaning or replacement of Salvis Combi steam oven air filters,
- Sourcing adequate spare parts,
- Service of Salvis roll in oven trollies and castors
- Upgrade of Salvis oven software if required.

3. Minimum Requirements

	Yes	No
	✓	X
<ul style="list-style-type: none"> • The service provider must provide one (1) reference letter as proof of having provided similar services . 		
<ul style="list-style-type: none"> • The service provider must provide a detailed CV of the qualified Technician with minimum of 5(five) years’ experience working with Salvis combi steamers brand or similar brand. 		

Kindly note, failure to comply with all of the minimum requirements as illustrated above, will result in the service provider being deemed non-responsive and not evaluated further.

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 pin from South African Revenue Services which proves that the 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 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://ethekwinivendor.durban.gov.za>

Or contact 031 322 7011 / 7154

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

5. **Contact Person**

Clinton Bonhomme
clintonb@icc.co.za
Tel: +27 31 360 1018
Acting Executive Chef

6. Compulsory Pricing Schedule

Product description	Service Frequency	Unit cost	Total Price (Frequency x unit price)
Preventative maintenance plan for Salvis Combi- steam ovens Cucina Pro/ similar Main Kitchen (4 Ovens)	3	R	R
Preventative maintenance plan for Salvis Combi-steam ovens Cucina Pro/ similar Halaal Kitchen (4 ovens)	3	R	R
Preventative maintenance plan for Salvis Combi steam ovens Cucina Pro/ similar Pantry 3 (3 Ovens)	3	R	R
Preventative maintenance plan for Salvis Combi steam ovens Cucina Pro/ similar Satellite Kitchens (31 ovens)	2	R	R
Oven service kits	20	R	R
Please state any additional cost:			R
Subtotal (VAT excl.)			R
VAT @ 15%			R
Grand Total (VAT Incl.)			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:** _____

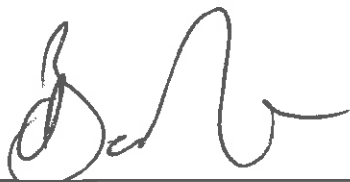
Note: Failure of the bidder to complete and sign this page will invalidate the quotation



7. **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 2nd May 2023**.

8. Request approved by:



Acting Exécutive Chef
Clinton Bonhomme

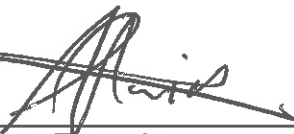


Chief Operations Officer
John Aritho




24/04/2023

SCM Compliance Officer
Adwoa Milumba



24/04/2023

Finance Executive
Thenashree Naidoo



24/04/2023

Chief Financial Officer
Melanie Rambally



24/04/2023

Chief Executive Officer
Lindiwe Rakharebe

9. **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.

Signature:

Date:

Note: Failure of the bidder to complete and sign this page will invalidate the quotation

10. 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 Contractor 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)

11. MBD4 Declaration of Interest

No bid will be accepted from persons in the service of the state¹.

11.1 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.

11.2 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.

11.3.1 Full name of bidder or his/her representative

11.3.2 Identity number:

11.3.3 Position occupied in the Company (director, trustee, shareholder²):
.....

11.3.4 Company Registration Number:

11.3.5 Tax Reference Number:

11.3.6 VAT Registration Number:

11.3.7 The names of all directors / trustees / shareholder's 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.*

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

YES	NO
-----	----

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

YES	NO
-----	----

11.3.10 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
-----	----

11.3.11 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
-----	----

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

YES	NO
-----	----

11.3.13 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
-----	----

11.3.14 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
-----	----

12. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder