

REQUEST FOR QUOTATION - OPS 14/2023

RATIONAL FIRE DESIGN – DURBAN ICC COMPLEX

1. Background

The Durban ICC hosts many local and International events. Due to legal and other requirements, we must ensure the safety of all who visit our premises.

2. Purpose

Due to the Durban ICC going through a risk grading application process, a rational fire design is required as prescribed by legislation.

The Durban ICC requires an accredited service provider to inspect the Durban ICC, Walnut Road and the Durban Exhibition Centre (known as the Durban ICC Complex) and submit a comprehensive rational fire design report for the aforementioned areas (with a maximum capacity figure required, per set-up style and applied to all our respective venues).

This report must make reference to all applicable legislation, standards, codes of practice, local bylaws, documentation and design parameters applicable to such an exercise.

The rational fire design report must be submitted to the Fire Department, in the prescribed manner, to obtain their approval thereof, in order for the venue to complete this phase of its Risk Grading Application.

3. Mandatory Requirements

Does the service provider comply with the mandatory requirements? Please acknowledge as illustrated.	Yes	No
	✓	X
<ul style="list-style-type: none"> The service provider must be a qualified fire engineer registered with ECSA (Engineering council of South Africa). <i>Proof to be attached in the bid submission</i> 		
<ul style="list-style-type: none"> The competent service provider must have a minimum of 5 years' experience in such a role. <i>Proof to be attached in the bid submission</i> 		
<ul style="list-style-type: none"> A comprehensive fire rational report, signed off by the fire engineer and approved by the fire department must be supplied to the Durban ICC within 60 days from date of commencement of project. <p><i>Kindly note, an onsite physical assessment is required.</i></p>		

Please note: failure to meet the mandatory requirements as illustrated above will result in the bid submission being deemed non-responsive and will not be evaluated further.

4. Dimensions

- Kindly refer to the draft floor plans, as per the schedule to follow for both the venues i.e. Durban ICC, Walnut Road and Durban Exhibition Centre (together known as the Durban ICC Complex).
- The relevant documentation will be provided to the appointed service provider prior to commencement of this project.

Details	Size
Total m ² Net usable space (Durban ICC)	11,600m ²
Total m ² Net usable space (Durban Exhibition Centre)	21,400m ²
Total m ² Net usable space (Walnut Road)	5,000m ²
Total m² Net usable space (for the Durban ICC Complex)	38,000m²

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

Or contact 031 322 7011 / 7154

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

6. Contact Personal

- Ebrahim Yusuf (Acting Security Risk Manager) / ebrahimy@icc.co.za / 031 360 1307

7. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **1st June 2023 at 11h00**. Contractors are to meet Ebrahim Yusuf at the Durban ICC reception area where they will be briefed and escorted to the various areas.

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 6th June 2023**

9. Compulsory Price Schedule (official form of offer)

Description	Cost (VAT excl.)	VAT @15%	Cost (VAT incl.)
* Rational Fire Design as per requirement	R	R	R

*The above price includes all costs related to the initial inspection, drafting of the report, follow-up inspection should any changes need to be made to the site in response to the initial inspection and findings as well as a final report for submission to the authorities as required.







The service provider is permitted to submit a detailed pricing schedule on their letterhead. There should be no hidden costs.

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.

Signature: _____ Date: _____

Failure to sign the official form of offer will invalidate the bid submission.

10. Request approved by:

		24 May 2023
	<hr/> Acting Security Risk Manager Ebrahim Yusuf	
		24/05/2023
	<hr/> Chief Corporate Services Officer Brenden Chettiar	
		25.05.2023
	<hr/> SCM Compliance Officer Adwoa Milumba	
		25/05/2023
	<hr/> Finance Executive Thenashree Naidoo	
PP		25/05/2023
	<hr/> Chief Financial Officer Melanie Rambally	
PP		25/05/2023
	<hr/> Chief Executive Officer Lindiwe Rakharebe	



11. Past experience in similar assignments

Assignment Description	Key Elements	Duration	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:** _____



12. 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><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)



13. MBD 4 Declaration of Interest

- 13.1 No bid will be accepted from persons in the service of the state¹.
- 13.2 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.
- 13.3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 13.3.1 Full name of bidder or his/her representative
- 13.3.2 Identity number:
- 13.3.3 Position occupied in the Company (director, trustee, shareholder²):
.....
- 13.3.4 Company Registration Number:
- 13.3.5 Tax Reference Number:
- 13.3.6 VAT Registration Number:
- 13.3.7 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.*

13.3.8 Are you presently in the service of the state?

YES	NO
-----	----

If yes, furnish particulars:

13.3.9 Have you been in the service of the state for the past twelve months?

YES	NO
-----	----

If yes, furnish particulars:

13.3.10 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?

YES	NO
-----	----

If yes, furnish particulars:

13.3.11 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
-----	----

13.3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state?

YES	NO
-----	----

If yes, furnish particulars:

13.3.13 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
-----	----

13.3.14 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
-----	----



14. **Full details of directors / trustees / members / shareholders**

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder