



REQUEST FOR QUOTATION: BS 54/2023

EXECUTION OF TILING, PLASTERING AND GLAZING FOR MADIBA AND GREEN ROOM EAST SUITES

1. Background

The Durban ICC Complex is one of the most advanced and leading events and meetings destinations. In order to maintain the extremely high international standards and improve guest experience of our clients and visitors; the facility and infrastructure needs to be continually improved and maintained to the highest standard possible.

2. Purpose of the request for proposal

The Durban ICC requires a suitable service provider to execute tiling, plastering and glazing as specified in this document.

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 prospective service provider must provide two (2) positive references (attach reference letters) from clients where similar services were successfully provided. | | |
| <ul style="list-style-type: none"> The prospective service provider must be able to perform and complete this work, within 15 days from receipt of an official purchase order. Written confirmation on the official company letterhead is required. | | |
| <ul style="list-style-type: none"> The company must provide proof of compulsory insurance as well as public liability insurance to a minimum value of R2 Million. | | |

Please note: failure to comply with the stipulated mandatory requirement will result in the bid submission being deemed non-responsive and not evaluated any further.

4. Conditions of contract

4.1 The service provider will hereby quote to perform and complete all work required in this RFQ within the quoted amount. It will be deemed that they have checked all aspects of this work before quoting and therefore the price tendered should be inclusive of all required work.

4.2 The Durban ICC is entitled to cancel the Request for Quotation (RFQ) at any time before the issue of the award. The Durban ICC shall, in no way, be liable for any damages whatsoever, including, without limitation, damages for loss of profit, in any way connected with the cancellation of this Request for Quotation (RFQ).



5. Compulsory Pricing Schedule (official form of offer) with Specifications

| | | QUANTITY | RATE | AMOUNT |
|--|--|----------|------|--------|
| <u>FLOOR COVERINGS, ETC</u> | | | | |
| <u>GENERAL NOTES</u> | | | | |
| <u>Site Visit</u> | | | | |
| The tenderers are advised to visit the site and acquaint themselves fully as to the conditions on site and working times as no claims in this regard will be entertained. | | | | |
| Tenderers are to take cognisance of various factors including, but not restricted to the following: 1. Restricted access2. Work hours3. Condition of existing structure | | | | |
| <u>Pricing of Bills</u> | | | | |
| The tenderer is to include in his pricing for executing the installation in conjunction with other services as no claim for co-ordination will be entertained at a later stage. | | | | |
| Tenderers are advised to inspect the drawings issued with this enquiry and to satisfy themselves as to the nature and requirements of the contract. No extras will be allowed due to the Contractor's failure in this respect. | | | | |
| The Contractor shall be responsible for adequately protecting his work during installation and shall provide a suitable protective covering to be removed when so directed by the Project Manager | | | | |
| Quantities contained in these Bills of Quantities are only indicative of the actual final quantities required and shall not be used for ordering purposes. | | | | |
| | | | | |

| | | | | |
|--|----------------|-----|--|--|
| The descriptions contained in these Bills of Quantities are intended as a means of identifying the various facets of the work. Tenderers shall allow for all costs in connection with the various items taking full cognizance of drawings, schedule of finishes and the Bills of Quantities descriptions. | | | | |
| Final measurement shall be made from construction drawings or from measurements taken on site. | | | | |
| Fixing | | | | |
| Floor coverings, wall linings, etc. shall, where applicable, be fixed with adhesive as recommended by the manufacturers of the flooring, linings, etc. If this is not available the contractor shall fix with adhesive as recommended by the contractor's preferred adhesive supplier. All carpets where required to be ramped up to meet level of tiling. All vinyl to be laid as per manufacturer's specifications. All junctions to centre of door jambs. | | | | |
| <u>CARPET TILES</u> | | | | |
| Supply and install 500 x 500mm Stratus carpet tile to offices, All in strict accordance with manufacturer's specification. | | | | |
| To screeded floors | m ² | 136 | | |
| <u>TRIMS, THRESHOLDS & SKIRTING ETC.</u> | | | | |
| Aluminium corner protectors, thresholds, stair nosings, expansion, joint strips, etc. | | | | |
| Kirk Marketing 60mm Naturally anodised aluminium screw fix transition cover | m | 8 | | |
| 10mm Aluminium straight carpet griper | m | 131 | | |
| <u>IRONMONGERY</u> | | | | |

| | | | | |
|--|-------|---|--|--|
| <u>Preambles</u> | | | | |
| For Preambles, see MLC Standard Preambles (Eleventh Edition) | | | | |
| <u>SUPPLY, TRANSPORT AND INSTALL ONLY THE FOLLOWING IRONMONGERY</u> | | | | |
| All ironmongery to be Stainless Steel | | | | |
| <u>HINGES, BOLTS, ETC</u> | | | | |
| 102x75x3mm Two Ball Bearing Butt Hinge | Pairs | 7 | | |
| <u>HANDLES</u> | | | | |
| 500x25mm Straight Tubular Pull Handle BTB (BTB Fixing Sets included) | Each | 6 | | |
| S.S. Square Furniture c/w Cyl Escutcheons | Sets | 6 | | |
| <u>LOCKS</u> | | | | |
| Cylinder Deadlock. Case dimensions (mm) 116.5H x 78D. Forend dimensions (mm) 168H x 22W. Backset 57mm. | Each | 6 | | |
| 65mm five pin euro-profile Knob Cylinder Key to Differ | Each | 6 | | |
| Square Cylinder escutcheon | Pairs | 6 | | |
| Adjustable Roller Bolt | Each | 6 | | |
| <u>PUSH PLATES AND KICKING PLATES</u> | | | | |
| Install & Supply 400mm x 150mm x 2mm grade 316 stainless steel push plate, epoxied to door | Each | 7 | | |
| <u>DOOR CLOSERS</u> | | | | |

| | | | | |
|---|------|---|--|--|
| | | | | |
| Install & Supply door closer system to single doors | Each | 6 | | |
| <u>SUNDRIES</u> | | | | |
| | | | | |
| Floor Mounted Door Stop (DDS-SS-017) | Each | 7 | | |
| <u>PLASTERING</u> | | | | |
| | | | | |
| <u>Programme</u> | | | | |
| | | | | |
| Tenderer are advised to discuss site security, access to works, sequence of the work programme, etc with the principal contractor. Tenderer will be required to have sufficient competent staff on site, at all times to ensure that the program dates are met. Tenderers are to allow for this in their tender as no claim for additional teams of workmen will be entertained at a later stage. | | | | |
| | | | | |
| <u>Protection</u> | | | | |
| | | | | |
| The contractor will be required to protect his work during the course of construction, which protection shall be adequate for the purpose to the full approval of the Architect. Such protection shall only be removed on written instruction. | | | | |
| | | | | |
| <u>Liason with other trades</u> | | | | |
| | | | | |
| Tenderers are to note that the painting will be executed in close conjunction with other trades. Tenderers must acquaint themselves with all requirements, limitations and restrictions imposed by the above and tenderers shall be deemed to have allowed for any additional costs involved in compliance herewith. | | | | |
| | | | | |
| <u>INTERNAL PLASTER</u> | | | | |
| | | | | |
| Two coat plaster consisting of one coat cement plaster (1:5) steel trowelled smooth and one coat rhino light finishing plaster on brickwork | | | | |

| | | | | |
|--|----------------|-----|--|--|
| On walls | m ² | 203 | | |
| On narrow widths | m ² | 3 | | |
| <u>GLAZING</u> | | | | |
| <u>Float glass</u> | | | | |
| The term "float glass" is used for monolithic annealed glass | | | | |
| <u>Laminated glass</u> | | | | |
| Laminated glass to have polyvinyl butyral (PVB) interlayer(s) | | | | |
| <u>TOPS, SHELVES, DOORS, MIRRORS, ETC</u> | | | | |
| <u>6mm Silvered float glass copper backed mirrors with 1mm bevelled and polished edges, holed for and fixed with chromium plated dome capped mirror screws with rubber buffers to plugs in brickwork or concrete</u> | | | | |
| Mirror 450 x 800mm high mirror fixed to wall | No | 18 | | |
| Mirror 500 x 1500mm high fixed to wall | No | 9 | | |

| | |
|--------------------------------|----------|
| Total cost ((VAT excl.) | R |
| VAT @ 15% | R |
| Total cost (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 a Service Provider to complete and sign this page will invalidate the quotation

DRAWINGS AND DESIGNED RENDERS OF PROPOSED WORK AREA





(Please also consider the attached drawing)

6. Preconditions

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

- 6.1 Full name
- 6.2 Identification or company or other registration number
- 6.3 Tax reference number and VAT number, if any
- 6.4 Valid original Tax clearance from South African Revenue Services which proves that the providers tax matters are in order
- 6.5 Valid BBBEE Certificate
- 6.6 MBD 4 Declaration of Interest form must be completed
- 6.7 The service provider must be registered on the CSD database and EThekweni 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>

EThekweni Vendor Portal registration: <https://ethekwinivendor.durban.gov.za>

Or contact 031 322 7011 / 7154

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



7. Protection Of Personal Information

7.1 By responding to this Request for quotation you hereby consent to the Durban ICC processing your personal information as defined in the Protection of Personal Information Act 4 of 2013 ("POPIA").

7.2 The Durban ICC shall take reasonable steps in terms of POPIA to protect the personal information supplied as part of this Request for quotation.

8. Contact Person

Anele Maboza: Facilities Project Manager
031 360 1197
Email: anelem@icc.co.za

9. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **8th June at 11h00**. Service providers are to meet Anele Maboza at Durban ICC reception, 2nd floor, 45 Bram Fischer Road, where they will be briefed and escorted.

10. 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 13th June 2023**.

11. Request approved by:

| | |
|---|------------|
|  | 30.05.2023 |
| Facilities Director Siphwe Khuzwayo | |
|  | 30.05.2023 |
| Chief Operations Officer John Aritho | |
|  | 30.05.2023 |
| SCM Compliance Officer Adwoa Milumba | |
|  | 30/05/2023 |
| Finance Executive Thenashree Naidoo | |
|  | 30/05/2023 |
| Chief Financial Officer Melanie Rambally | |
|  | 30.05.2023 |
| Chief Executive Officer Lindiwe Rakharebe | |



12. 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: _____

13. 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"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Electricity | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Water | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Rates | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Other | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Other | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <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)

14. MBD4 Declaration of Interest

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

14.1 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.

14.2 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.

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

14.3.1 Full name of bidder or his/her representative

14.3.2 Identity number:

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

.....

14.3.4 Company Registration Number:

14.3.5 Tax Reference Number:

14.3.6 VAT Registration Number:

14.3.7 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.

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

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

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

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

14.3.10 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:

14.3.11 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 |
|-----|----|

If yes, furnish particulars:

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

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

If yes, furnish particulars:

14.3.13 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 |
|-----|----|

If yes, furnish particulars:

14.3.14 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 |
|-----|----|

If yes, furnish particulars:

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

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

Signature

Date

Capacity

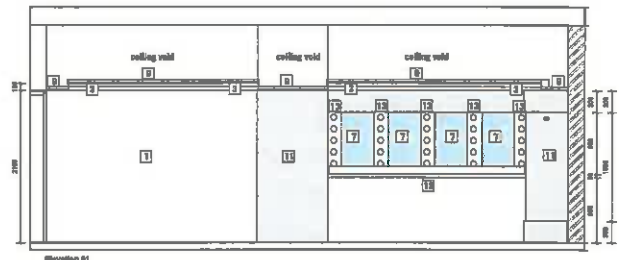
Name of Bidder



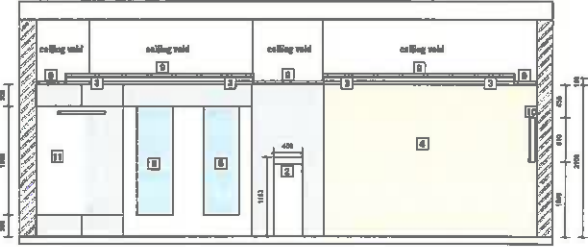
00 - GROUND FLOOR
SCALE 1:25

- 1 Plaster and Paint
- 2 20mm Zincbore Black Bar Steel Counter 400mm wide
- 3 IPSS Linear MR8 Light extraction flush to ceiling
- 4 Art Work Printed Wallpaper Applied flush to wall
- 5 800x200mm Carpet Tiles
- 6 Circle LED recess light
- 7 400x700mm Mirrors Mirrors fixed to wall.
- 8 500x1500mm Mirrors fixed to wall.
- 9 Flush plastered ceiling painted white
- 10 65" LED smart TV
- 11 Joinery for drinking cupboard and breakfast area to be 18mm white opaqueless laquer BBF boards
- 12 Countertop to be PE Micro Melamine KolorB Linear valise stage
- 13 Insulation Light Insula and Walling fixed to wall

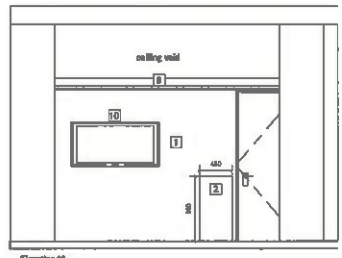
LEGEND
SCALE 1:10



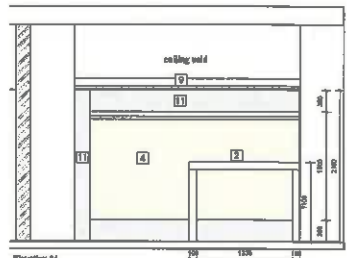
Elevation 01
SCALE 1:25



Elevation 02
SCALE 1:25



Elevation 03
SCALE 1:25



Elevation 04
SCALE 1:25



Durban ICC
NEW GREEN ROOM EAST EX-MADIBA SUITE
PLAN AND TYPICAL INTERNAL ELEVATIONS

CLIENT APPROVAL:
PROJECT MANAGER APPROVAL:
CLIENT APPROVAL:

| DATE | BY | DESCRIPTION | REVISION |
|------|----|-------------|----------|
| | | | |
| | | | |
| | | | |
| | | | |

DESIGNED BY: [Name]
DRAWN BY: [Name]
CHECKED BY: [Name]
DATE: [Date]
SCALE: [Scale]

