

REQUEST FOR QUOTATION CUL 18/2022

SUPPLY OF CHEF'S UNIFORM


1. Background


The Durban ICC is one of the world's leading events and meetings destinations. In order to maintain the extremely high international standards and the five-star grading. It is imperative that staff are well groomed and presentable in their uniforms.

2. Purpose of the request for proposal

To provide staff with comfortable uniforms that align with The Durban ICC Brand Management and is also in compliance with food safety regulations.

3. Minimum Specifications

Fabric	100% cotton. Unrestrictive and machine washable. One year guarantee.
Style	<p>Refer to sample photo</p>  <p>Custom-made. Navy piping</p>
Features	<p>Cross-over, doubled breasted chef coat Collar to be all white. Left inset chest pocket and thermometer pocket left hand sleeve. Durban ICC logo to embroider on the chest pocket, with Chef name and Title on left inset chest pocket and Velcro stitch to all general jackets for names (11 Bold Font for 15 letters maximum). Must have a South African flag (4cm/6cm) at the back centre of the jacket on top. Neck and wrist must have white piping and the pocket. It must have 16 buttons.</p>

	  <p>JUNIOR CHEF JACKETS -White collar and French cuffs, navy piping Photos of samples to accompany quotation.</p> <p>SENIOR CHEFS JACKETS 5 X Black Jackets to also have the chaine des rotisseurs chaine logo the right hand sleeve (6cm/6cm) French cuffs, navy piping Photos of samples to accompany with quotation.</p>
Size	30 – 50 (Small – XXXL)
Chef Trousers	<p>Must be plain black with zip, side pockets and one back pocket. Size from size <u>28 up to size 50</u> And blue and white check trousers sizes 30 to size 42</p> <p>Navy Chino trousers size from 34 to 36</p>
Chefs Aprons	<ul style="list-style-type: none"> • Poly-Cotton • 75cm /90cm • Extra Long • Extra Wide Tie • Colour white • With Durban ICC logo on the left side and pocket on the left side. 

Please Note: Failure to meet all of the stipulated mandatory requirements will result in the service provider being deemed non-responsive and will not be considered for evaluation.



4. Mandatory Requirements

Failure to comply with **all** of the mandatory requirements illustrated in the schedule below will result in the service provider being deemed **non-responsive** and not evaluated further.

Does the service provide comply with the minimum requirements? Please acknowledge as illustrated	Yes	No
	√	X
4.1 The service provider must provide a sample jacket and Apron with the same fabric specification.		
4.2 The service provider must provide two references of similar jobs previously rendered value to R100 000.00		



5. Two Stage evaluation process

Stage 1: Bid submissions will be evaluated based on compliance with mandatory requirements detailed above

Stage 2: Price and Preference

The 80/20 preference points system will be applied.

Bidders will score up to 20 preference points as per the table below:

RDP Goal: The promotion of South African owned enterprises

The tendering entity's **Address** (as stated on the National Treasury Central Supplier Database (CSD) or on the eThekweni Municipality Vendor Portal) is to be used in the determination of the tenderer's claim for **Preference Points** for this Specific Goal.

Goal Weighting 100%		
Location	80/20	90/10
Not in South Africa	0	n/a
South Africa	5	n/a
KZN	10	n/a
ETM	20	n/a
Proof of claim as declared on MBD 6.1 (1 or more of the following will be used in verifying the tenderer's status) <ul style="list-style-type: none"> • CSD report 		

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:

Full name

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

7. Terms and Conditions

- 7.1 The total quoted amount in the pricing schedule below should include all work related to procurement, seeking approval and delivery of the required goods to the Durban ICC.
- 7.2 The Durban ICC is entitled to cancel the Request for Quotation (RFQ) at any time before the issue of the award.
- 7.3 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).

8. Protection of Personal Information

- 8.1 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").
- 8.2 The Durban ICC shall take reasonable steps in terms of POPIA to protect the personal information supplied as part of this Request for quotation.

9. Compulsory Pricing Schedule

The service provider must ensure that the quotations are submitted as below:

Description	Sizes	Qty	Unit Price	TOTAL
General Chefs Jacket	38	40	R	R
General Chefs Jacket	40	40	R	R
General Chefs Jacket	42	40	R	R
General Chefs Jacket	44	40	R	R
General Chefs Jacket	46	30	R	R
General Chefs Jacket	30	25	R	R
General Chefs Jacket	32	20	R	R
General Chefs Jacket	34	30	R	R
General Chefs Jacket	36	30	R	R
General Chefs Jacket	48	10	R	R
Subject to Measurements and names				
Culinary management Jacket	42	9	R	R
Culinary Management Jacket	36	6	R	R
Culinary Management Jacket	44	3	R	R
Culinary Management Jacket	40	18	R	R
Culinary Management Jacket	32	12		
Culinary Management Jacket	38	18	R	R
Culinary Management Jacket	48	3	R	R
Culinary Management Jacket	46	3	R	R
Subject to Measurements and names				
Chino Black chef trouser	36	2	R	R
Chino Black chef trouser	34	8	R	R
Chino Black chef trouser	30	2	R	R
Chino Black chef trouser	32	2	R	R
Subject to Measurements and names				
Black Chefs Trouser	32	50	R	R
Black Chefs Trouser	34	50	R	R
Black Chefs Trouser	36	40	R	R
Black Chefs Trouser	38	40	R	R
Black Chefs Trouser	40	20	R	R



Black Chefs Trouser	42	20	R	R
Black Chefs Trouser	44	10	R	R
Black Chefs Trouser	46	10	R	R
Black Chefs Trouser	48	10	R	R
Aprons	1	100	R	R
	Subtotal (excl. VAT)			
	15 % VAT			
	Grand total (incl. VAT)			

Note: The Durban ICC is not liable to make any deposit payments upfront. No payment will be made prior to the goods or services being received by the Durban ICC. The quantity of the uniforms is subject to changes.

10. Contact Person

Clinton Bonhomme
 Tel: 031 360 1000
 Email: clintonB@icc.co.za

11. 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 October 2023.**

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



12. Past experience in similar assignments

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:** _____

13. 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, and 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)

14. MBD4 Declaration of Interest

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

14.2 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.

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 / 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.*

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

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

YES	NO
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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?
If yes, furnish particulars:

YES	NO
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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
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14.3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state?
If yes, furnish particulars:

YES	NO
-----	----

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
-----	----

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
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15. MBD 6.1 Preference point claim

PROCUREMENT OF GOODS AND SERVICES

PRICE POINTS: A maximum of 80 or 90 points is allocated for price on the following basis:

<u>80 / 20 Points System</u>	OR	<u>90 / 10 Points System</u>
$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$		$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$

Where:

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

- 14.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the request for quotation. For the purposes of this request for quotation the tenderer will be allocated points based on the **points claimed** for the goal(s) stated in **Table 1** below, as supported by proof/ documentation required.

TABLE 1: Specific Goals for the tender and points claimed are indicated per the table below.

Tenderers are to indicate their points claim for each of the Specific Goals.

The Specific Goals to be allocated points in terms of this tender	Number of points ALLOCATED (80/20 system)	Number of points ALLOCATED (90/10 system)	Number of points CLAIMED (80/20 system)	Number of points CLAIMED (90/10 system)
RDP Goal: The promotion of South African owned enterprises.		n/a		n/a
Total CLAIMED Points (20 Maximum)				n/a

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, certify that the points claimed, based on the specific goals as specified in the request for quotation, qualifies the tendering entity for the preference(s) shown.

I acknowledge that:

- 1) The information furnished is true and correct.
- 2) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 14.1 and, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct.
- 3) If the specific goals have been claimed or obtained on a fraudulent basis, or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have:
 - (a) disqualify the person from the tendering process.
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct.
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

**NAME (Block
Capitals):**

Date

SIGNATURE:

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

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder