 <p>DURBAN ICC INTERNATIONAL CONVENTION CENTRE INKOSI ALBERT LUTHULI ICC COMPLEX SOUTH AFRICA</p>	ISO Management System	Approval	
		Chief Financial Officer	
	Request for Quotation (RFQ) Advertisement Template	Doc No: SR-277	
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REQUEST FOR QUOTATION – BS 133/2023

SUPPLY AND DELIVERY OF ELECTRICAL MATERIAL

1. Background

The Durban ICC Complex is one of the world’s leading events and meetings destinations that comprises of ICC, Arena and Durban Exhibition Centre. In order to maintain the extremely high international standards, all the equipment at the facility need to be maintained at international standards in compliance with Occupational Health and Safety regulations.

2. Purpose

The Durban ICC requires a competent and reliable service provider for the Supply and Delivery of Electrical Material and Accessories.

3. Mandatory Requirements

Does the service provider comply with the minimum requirements? Please acknowledge as illustrated	Yes	No
	✓	X
<ul style="list-style-type: none"> The prospective service provider <i>must</i> provide two (2) positive references from clients where similar service was provided. 		

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 state two of the evaluation. The bidder must complete the final column above stating whether they can complete the task or not.

NB: Durban ICC agree that they will comply with Protection of Personal Information (POPI) Act regulations and process all the information and/or personal data in respect of the services being rendered in accordance with the said regulation and only for the purpose of providing the Services set out in the agreement to provide services.


4. 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. The Formula used to calculate the **Price Points (max. 80)** will be according to that specified Regulation.

Bidders will score up to 20 preference points for their **B-BBEE** status level of contribution as per the table below

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B-BBEE Status Contributor	Number of Points Claimed (80/20 System)	Number of Points Claimed (90/10 System)
Level One	20	10
Level Two	18	9
Level Three	14	6
Level Four	12	5
Level Five	8	4
Level Six	6	3
Level Seven	4	2
Level Eight	2	1
Non-Compliant Contributor	0	0


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5. Scope of Supply /Services

To supply and deliver electrical material as per the list under **“Specifications and Pricing Schedule (Official Order Form)”**

6. Specifications and Pricing Schedule (Official Offer Form)

Item	Description	Unit	Quantity	Unit Cost	Total Cost (Quantity x Unit Cost)
1	Florescent tube 28w T5 Cool white (25 in box)	Ea.	4	R	R
2	Fluorescent tubes TLD58w - 36/640 Cool white (25 in box)	Ea.	5	R	R
3	Schneider Earth Leakage 60amp 2 pole with over load	Ea.	2	R	R
4	Schneider 2 pole circuit breaker 20amp	Ea.	10	R	R
5	Earth leakage samite 63amp	Ea.	10	R	R
6	Schneider 20amp circuit breaker	Ea.	20	R	R
7	Schneider 10amp circuit breaker	Ea.	20	R	R
8	Schneider earth leakage 60amp 3 pole	Ea.	4	R	R
9	Weatherproof double light fittings IP65 49w 5ft	Ea.	20	R	R
10	Nitto Insulation tape black	Roll	20	R	R
11	Nitto Insulation tape Blue	Roll	10	R	R
12	Nitto Insulation tape white	Roll	10	R	R
TOTAL EXCLUDING VAT					R
VAT @ 15%					R
TOTAL INCLUDING VAT					R

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7. **Preconditions**

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

- 7.1 Full name
- 7.2 Identification or company or other registration number
- 7.3 Tax reference number and VAT number, if any
- 7.4 Valid original Tax clearance pin from South African Revenue Services which proves that the service provider's tax matters are in order
- 7.5 Valid BBBEE Certificate
- 7.6 MBD 4 Declaration of Interest form must be completed
- 7.7 MBD 6.1 Preference points claim must be completed
- 7.8 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

8. **Terms and Conditions**


- 8.1 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.
- 8.2 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).

9. **Protection of Personal Information**

- 9.1 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").
- 9.2 The Durban ICC shall take reasonable steps in terms of POPIA to protect the personal information supplied as part of this Request for quotation.

10. **Contact Person**

Name: Facilities & Infrastructure Support Executive
Tel: 031 360 1326
Email: siphiwek@icc.co.za

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11. Closing Date

Quotations/proposals, together with this document, 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 **12:00 on 14th December 2023**.

12. Past experience in similar assignments


Assignment Description	Key Elements	Date Completed	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.

Name: *(Block Capitals)* _____

Signature: _____

Date: _

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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):

.....

14.4.4 Company Registration Number:

14.4.5 Tax Reference Number:

14.4.6 VAT Registration Number:

14.4.7 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.*

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

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

YES	NO
-----	----

14.4.10 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
-----	----

14.4.11 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
-----	----

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


YES	NO
-----	----

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

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder