

REQUEST FOR QUOTATION – IT 04/2016

RE-ADVERTISEMENT

UPGRADE OF THE FIRE DETECTION AND COMPUTERISED MANAGEMENT SYSTEM

1. Background

The Durban ICC is one of the world's leading events and meetings destinations and currently makes use of an extremely extensive Maestro computerised fire detection and computerised management system to oversee and manage fire detection across the Facility. The current fire panels have reached end of its useful life and spares are not readily available for the current out dated model of the equipment.

2. Purpose of the Request for Quotation

The Durban ICC requires the services of a suitably experienced and qualified service provider to supply, install and commission new replacement fire panels and related equipment for the Durban ICC.

3. Mandatory scope of works and requirements

Does the service provider comply with the mandatory scope of works? Please tick as illustrated	Yes	No
	✓	X
To supply, commission and install 9 X four loop addressable Fire panels and ensure that all connected detectors and devices, not limited to, interface units, line isolators and relays are fully operational on the fire panels		
To supply and install 9 X two loop expansion modules, if required (cases where the fire panel supplied is not a four loop fire panel)		
To supply and install 9 X 40 Zone LED modules (one each per panel to cater for the various zones on the system)		
Each Fire panel must have backup battery power in the event of mains failure.		
To upgrade the current Maestro front end system database to the latest compatible version and to a fully operational state and ensure that alarms are timeously reported on the front end system. (Please include all necessary licensing that is required)		
To carry out a full backup of the current Maestro database prior to any work being carried out.		



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Does the service provider comply with the mandatory scope of works? Please tick as illustrated	Yes	No
All equipment supplied must carry a minimum of a one year warranty and any replacement or repair work must be managed by the service provider for the duration of the warranty period.	✓	X
Perform necessary tests to confirm related systems triggered by the fire system are received and operational after installation. A full test will have to be scheduled and carried out.		
To provide complete manufacturer's specifications and user manuals for all items that are supplied		
All installations and commissioning must be in line with the manufacturers best practices		
After hours work where necessary according to a schedule supplied by the Durban ICC		
To ensure that the building is covered by the fire detection system whilst the upgrade is taking place, please provide proof of 3rd party liability insurance cover to the value of R5 000 000.00		
It is the responsibility of the service provider to ensure full functionality of the fire system and interlinking equipment on completion.		
The service provider will need to provide examples and references of similar such projects of equivalent size and complexity to that of the Durban ICC (Please provide a minimum of three references)		
The contractor will need to be a certified UTC / Ziton installer with relevant experience. (Attach proof).		

PLEASE NOTE:

- All the necessarily safety precautions and preventative measures must be adhered to at all times. Contractors will be held liable for all damages caused by their staff members.
- All works are to be carried out in line with the OHS Act 85 of 1993.
- All Technicians must wear appropriate / necessary safety clothing or PPE.
- Failure to comply with all the mandatory requirements and scope of works as illustrated above will result in the service provider being deemed non-responsive and not evaluated.

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 Certificate from the South African Revenue Services which proves that the service 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. Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.

5. Requirements to submit quotations

- 5.1 All schedules in this document must be populated and will form part the quotation.
- 5.2 A completed ICC Durban (Pty) Ltd supplier application form which is available for download from the Durban ICC website (www.icc.co.za). Alternatively, if the supplier is registered on the Durban ICC database, then the service provider need only submit their supplier number. All the mandatory documents must be included with this application.

6. Contact Person

Preshan Haripershadh, IT Manager
031 360 1344
preshanh@icc.co.za

7. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **29th April 2016** at **10h00**. Contractors are to meet **Kelvin Dorosami** at the ICC Foyer Reception Desk where they will be briefed and escorted to the various areas of works.

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 **06 May 2016**.

9. Compulsory Pricing Schedule

Description	Amount
Total cost to supply all equipment detailed in the mandatory scope of works including all necessary sundry items.	R
Total cost to upgrade the Maestro front end system including relevant licensing.	R
Total cost of labour to install, test and commission all equipment and related equipment for the fire detection system. (Inclusive of after-hours work where necessary)	R
Please state any additional costs:	R
Sub Total (Excl. VAT)	R
VAT @ 14 %	R
Total (Incl. VAT)	R

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.

Signature: _____ **Date:** _____

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.

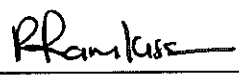
Note: Failure of a Service Provider to complete and sign this page will invalidate the quotation




10. Request for proposals approved by:




Facilities Director
Jerry Craig Hurter



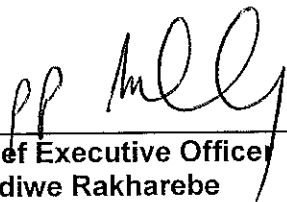
SCM Compliance Officer
Ritesh Ramkissoon



SCM Compliance Manager
Thenashree Naidoo



Finance Director
Melanie Rambally



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: _____



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12. Declaration of Municipal 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, 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)



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.

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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11A/11B ALBERT LEITOLD ROAD COMPLEX
SOUTH AFRICA

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

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

YES	NO
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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?
If yes, furnish particulars:

YES	NO
-----	----

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

YES	NO
-----	----

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

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder