



REQUEST FOR QUOTATION – BS 03/2016

RE-ADVERTISEMENT

SERVICING AND MAINTENANCE OF THE WATER TREATMENT SYSTEMS FOR A PERIOD OF 12 MONTHS

1. Background

The Durban ICC is one of the world's leading events and meetings destinations. In order to maintain the extremely high standards demanded by clients, all the facilities need to be of an international standard.

2. Purpose of the Request for Quotation

The Durban ICC requires the services of a competent contractor that will be able to service and maintain the water treatment systems for a period of 12 months. This entails the provision of water treatment chemicals, equipment and the maintenance thereof within the ICC Building, the Arena and the Durban Exhibition Centre Complex.

3. Specifications – Water Treatment

3.1 Water treatment specification for general HVAC Systems.

Summary

- Provide complete chemical water treatment for the systems as listed in this document.
- Provide chemicals as required to control scale, corrosion, biological fouling and biological foaming.

Quality Assurance

- The water treatment chemical and service supplier shall be a recognised specialist, active in the field of industrial water treatment for the last ten (10) years, whose major business is in the field of water treatment.
- The Supplier shall have water analysis laboratories, development facilities and a service department as well as full time service personnel located within the geographical area of the Durban ICC.

Record Documents

- Water analysis – The Supplier shall submit a copy of the water analysis to illustrate water quality available at each of the treatment areas.
- Field Test Reports – The Supplier shall indicate and interpret results for compliance with performance requirements.

3.2 Products

General

- Introduce chemicals treatment through bypass feeder when required or indicated by test.
- Open Loop System – Condenser Water Piping: Pump sequestering agent and corrosion inhibitor from the solution tank into the condenser water supply to the cooling towers.
 - Intermittently feed biocide to condenser water to achieve a toxic level of the chemical, to kill the organisms present.
 - Activate chemical solution pump via the water meter which is connected via the make-up water line to the cooling tower when condenser water pumps are running.
- Closed Loop System – Chilled Water Piping: Supply corrosion inhibitor and biocides to chilled water to achieve a toxic level of chemicals to kill the organisms present and prevent corrosion. Ensure chemical levels are correct at all times.

Performance requirements:

- Maintain water quality for HVAC systems that controls corrosion and build-up of scale and biological growth for maximum efficiency of installed equipment without posing a hazard to operating personnel or the environment.
- Base chemical treatment performance requirements on the quality of water at the Durban ICC, the HVAC equipment materials and the operating requirements of the maintenance personnel.
 - Conductivity: 1500-1600 mmhos (1500 – 1650 umhos)
 - Acceptable PH: Not less than 8 or greater than 9.5

Chemical Treatment Test Equipment

- Test Kit: Manufacturer recommended equipment and chemicals, in a carrying case, for testing PH, total dissolved solids, biocount, chloride, and total alkalinity and for calcium hardness field tests.
- Corrosion Test Coupon Assembly: Constructed of corrosion material, complete with piping, valves and mild steel and copper coupons. Locate copper coupon downstream from mild steel coupon in the test coupon assembly.
- Four station rack for open condenser water systems.

Chemicals

- Biocide: Chlorine release agents or microbiocides.
- Open-loop Condenser Water Piping Chemicals: Sequestering agent to inhibit scaling, acid to reduce alkalinity and PH, corrosion inhibitor and biocide.

3.3 Required frequency of maintenance

- Frequency of service calls – Monthly
- Frequency of water analysis – Monthly
- Frequency of Legionella Testing – Bi-annually
- Frequency of special analysis – On request

4. Equipment to be treated on monthly service calls:

1. Durban ICC	
• Main Chilled Water Plant	3 X Baltimore Cooling Towers
• Main chilled Water Plant	1 x closed loop chilled water system
2. Durban Arena	
• Main Chilled Water Plant	4 X Baltimore Cooling Towers
• Main chilled Water Plant	1 x closed loop chilled water system
3. Durban Exhibition Centre	
• Hall 1 exhibition hall	2 X Evapco Cooling Towers
• Hall 2 exhibition hall	2 X Evapco Cooling Towers
• Coast of Dreams / Mystrals	1 X Evapco Cooling Tower
• Coast of Dreams / Mystrals	1 x closed loop chilled water system.
• Hall 6	1 X Baltimore Cooling Tower
• Hall 6	1 x closed loop chilled water system

Please note:

- All works to be carried out / material to be used / techniques performed according to professional standards / practice / industry norms.
- All the necessary safety precautions and preventative measures must be adhered to at all times.



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 Certificate from the South African Revenue Services which proves that the service provider's tax matters are in order.
- 5.5 Valid BBBEE Certificate.
- 5.6 MBD 4 Declaration of Interest form must be completed.
- 5.7 Statement that the company's water, electricity and rates are up to date or formal payment arrangements have been made.
- 5.8 Public Liability certification

6. Requirements to submit quotations

- 6.1 Company must have 5 years or more experience in the Water Treatment Industry.
- 6.2 Companies must submit a company profile.
- 6.3 All schedules in this document must be populated and will form part the quotation
- 6.4 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.
- 6.5 The contractor will need to provide examples and references of similar such civil works performed.

7. Contact Person

Jerry Hurter
031 360 1200
E-mail: jerrych@icc.co.za

8. Compulsory Site Inspection

Please note that a compulsory site inspection will be held on **20 October 2015 at 11h00**. Contractors are to meet Jerry Hurter at the ICC Foyer Reception Desk where they will be briefed and escorted to the various areas of works.

9. 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 26 October 2015**.



10. Compulsory Pricing Schedule

Scope of works	Total
1. Service Durban ICC Assets as per item 1 in schedule 4 at the required frequency of maintenance in schedule 3.3	R
2. Service Durban Arena Assets as per item 2 in schedule 4 at the required frequency of maintenance in schedule 3.3	R
3. Service Durban Exhibition Centre Assets as per item 3 in schedule 4 at the required frequency of maintenance in schedule 3.3	R
Total (VAT excl.)	R
VAT @ 14%	R
Total (VAT incl.)	R
Percentage mark up on equipment supplied	%

Please note: The contractor will need to provide quotations from their own suppliers for any equipment supplied to the Durban ICC. The quotations submitted to the Durban ICC must only be increased by the percentage mark-up agreed above and will be fixed for a period of 12 months, from date of award.

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



DURBAN ICC

INTEGRITY | COURAGE | COMMITMENT | EXCELLENCE
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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, 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 / 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
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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
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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
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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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14.4 Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder