

RE-ADVERTISEMENT: REQUEST FOR QUOTATION – TECH 01/2019

SERVICE AND REPAIR CHRISTIE DATA PROJECTORS FOR A PERIOD OF 12 MONTHS

1. Background

The Durban ICC is one of the most advanced conference facilities in the world, having been voted “Africa’s Leading Meetings and Conference Centre” at the World Travel Awards 17 times.

2. Purpose

The Durban ICC requires a service provider to repair and service **Christie LX 605 and LX751 Projectors**, as and when required, for a period of 12 months.

3. Mandatory Requirements

Does the service provider comply with the mandatory requirements? Please acknowledge as illustrated	Yes	No
1. The service provider must have sufficient requisite experience servicing and repairing the Christie brand of projectors or similar approved. Please attach two positive references. These references need to be on the client’s letterhead.	✓	X
2. All work must be guaranteed for a minimum period of six (6) months.		
3. Preventive maintenance should follow the steps below as outlined by Christie Digital Systems. <ul style="list-style-type: none"> ○ Level 1: A thorough 60-point inspection and cleaning to keep it running at optimum level. Inspect the unit, replace air filter and perform any software upgrades needed to keep the projectors running problem-free. Also need to confirm convergence, verify colour quality, test all inputs, check the audio, video and computer imaging, check the focus and zoom functions. ○ Level 2: All of level 1, plus the removal of all covers and any dust from within the projector. Light engine cleaning to be included and lamp reflector to be cleaned, if applicable. ○ Level 3: All of level 1 and 2, as well as a full optical alignment and correction. Includes lamp adjustments, bore sight, fold mirror and integrator alignment. ○ The supplier must submit a report on the equipment detailing what repairs were carried out and listing any potential issues. Items repaired under warranty should also be specified. 		

Please note: failure to comply with **all** of the mandatory requirements, illustrated in the schedule above, will result in the service provider being deemed non-responsive and not evaluated further.

4. Compulsory Pricing Schedule (Official form off offer)

No.	Description item	Unit Price (VAT excl.)
4.1	60 – point inspection	R
4.2	Replace air filter	R
4.3	Perform software upgrades	R
4.4	Labour on removal dust	R
4.5	Cleaning of lamp reflector	R
4.6	Perform full optical alignment and correction	R
4.7	Lamp replacement	R
4.8	Additional labour – rate per hour	R
4.9	Transportation – rate per km travelled	R
4.10	Percentage mark-up on spares provided	_____ %
Please state any additional cost: <input type="checkbox"/> <input type="checkbox"/>		R R

Please Note:

- Any spares supplied by the appointed service provider must be accompanied by proof of purchase to validate the percentage mark-up on spares.
- There is no contract obligation after the 12 month period.
- Payments are made 30 days from statement, as per the MFMA.

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

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 from South African Revenue Services which proves that the providers tax matters are in order
- 5.5 Valid BBBEE Certificate
- 5.6 MBD 4 Declaration of Interest form must be completed
- 5.7 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

6. Contact Person

Joe Mkhize - Technical Operator


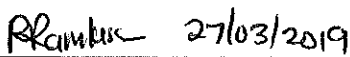



Email: joem@icc.co.za

Tel: +27 31 360 1308

7. 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 9th April 2019**.

8. Request approved by:

 _____ Johannes Basi Acting Operations Director
 27/03/2019 _____ SCM Compliance Officer Ritesh Ramkissoon
 27/03/2019 _____ SCM & Compliance Manager Thenashree Naidoo
 29/3/19 _____ Finance Director Melanie Rambally
 29/3/19 _____ Chief Executive Officer Lindiwe Rakharebe



DURBAN ICC

INTERNATIONAL CONVENTION CENTRE
INKOSI ALBERT LUTHULI ICC COMPLEX
DURBAN SOUTH AFRICA

9. Past experience in similar assignments

Assignment Description	Key Elements	Duration	Contact Person and Telephone Number	Assignment Value

10. 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"/>
Electricity	<input type="text"/>
Water	<input type="text"/>
Rates	<input type="text"/>
Other	<input type="text"/>
Other	<input type="text"/>
Other	<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)

11. MBD4 Declaration of Interest

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

- 11.1 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. 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.
- 11.2 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
- 11.2.1 Full name of bidder or his/her representative
- 11.2.2 Identity number:
- 11.2.3 Position occupied in the Company (director, trustee, shareholder²):
.....
- 11.2.4 Company Registration Number:
- 11.2.5 Tax Reference Number:
- 11.2.6 VAT Registration Number:
- 11.2.7 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.

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

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

YES	NO
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- 11.2.10 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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- 11.2.11 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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- 11.2.12 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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- 11.2.13 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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- 11.2.14 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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12. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee No.

Signature

Date

Capacity

Name of Bidder

