

REQUEST FOR PROPOSALS

APPOINTMENT OF A TURNKEY CONTRACTOR FOR THE TOTAL UPGRADE OF GROOTE SCHUUR HERITAGE HOUSE MUSEUM IN CAPE TOWN

CONTRACT NO: CDC/14/26

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders on the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialisation and logistics zones. The CDC's advanced capabilities are successful enablers in sustainable economic zone development and management, real assets management, infrastructure planning and development, technology integration while realising related socio-economic impact areas such as skills and SMME development. The CDC's high-performance ethos is grounded in its commitment to sustainable development, the protection of its people and the planet, and the delivery of infrastructure solutions that support a just social and economic transition to a low-carbon, resource efficient, and climate resilient future. The foundational culture of the CDC's approach, backed by its core values, is innovation and continuous improvement.

The CDC has been appointed by the National Department of Public Works and Infrastructure (NDPWI) as the Implementing Agent for various projects nationally for various departments. These projects require various interventions, namely: the total upgrade of Groote Schuur Heritage House Museum in Cape Town.

INVITATION AND SCOPE OF SERVICES

The Coega Development Corporation (CDC) invites proposals from suitably qualified and well-experienced Turnkey Contractors for the total upgrade of Groote Schuur Heritage House Museum. The contractors must have an active CIDB Contractor Grading designation of **7GB or higher** and a proven track record in working on Heritage Buildings, where decanting, designing, execution, commissioning, Handover, and close-out are undertaken to submit proposals for the appointment of a Turnkey Contractor. Emerging contractors with a CIDB Contractor grading designation of **6GB PE** are not eligible to make submissions and will not be considered.

The project entails the delivery of a complete design-develop-construct-commission solution for the total upgrade of Groote Schuur Heritage House Museum, in accordance with heritage conservation principles and statutory requirements.

The project is to be completed in **21 months**.

EMPLOYER'S REQUIREMENTS

The Employer's Requirements shall include the following activities, but not limited to:

Bids are required to have relevant experience and knowledge in a Turnkey project, which will entail decanting, designing, execution, commissioning, handover, and close-out.

These requirements must be read in conjunction with **Annexure U - Project Documentation**.

As part of the Employer's requirements, the Turnkey contractor needs to appoint all required professional service providers. Each Professional Service Provider (PSP) will be required to execute their scope of service as per their disciplines and respective professional council standard, with all duties, roles, responsibilities, and all required deliverables. Bidders are to price for professionally registered consultants in accordance with the tender document, to be administered in accordance with the relevant council gazette. Accordingly, the professional scope of services rendered by the PSP shall span from Stage 3 (Design Development) to Stage 7 (Close-Out), in alignment with the prescribed deliverables and governance gates outlined in the Framework for Infrastructure Delivery and Procurement Management (FIDPM) as below:

- (a) Review of existing project documentation;
- (b) Design Development;
- (c) Design Documentation;
- (d) Construction works and monitoring;
- (e) Handover;
- (f) Defects Notification Period; and
- (g) Close Out.

As part of the Employer's requirements, the project activities by the EPC/Turnkey Contractor will include but are not limited to the below:

- (a) Decanting. Please refer to **Annexure U - Project Documentation**
- (b) Roof
- (c) Rainwater Goods
- (d) Walls
- (e) Floors
- (f) Joinery
- (g) Windows (Glazing)
- (h) Ceilings
- (i) Ironmongery
- (j) Dehumidification
- (k) Electrical Reticulation:
- (l) Fire Services
- (m) Firearms Display
- (n) Fabric And Upholstery
- (o) Landscaping (Terrace)
- (p) Hydrangea Horseshoe
- (q) Pergola
- (r) Sculpture, Art and Memorials
- (s) Artefacts and Movable Items
- (t) Hard Surfaces
- (u) Wet Services

BIDDER OBLIGATIONS

The Bidder acknowledges that, prior to the submission of this Bid, it has:

- (a) Carefully examined and understood the Employer's Requirements, including all technical, commercial, and legal conditions.
- (b) Verified the accuracy and sufficiency of the data, information, and specifications provided in the Employer's Requirements.
- (c) Conducted all necessary investigations, including site conditions (where access was permitted), applicable laws, and any other constraints affecting the Works.
- (d) Accepted full responsibility for the completeness and adequacy of its tender, including any design and execution risks under the EPC/Turnkey Contract.

CONDITIONS OF TENDER

Failure to adhere to the conditions stated hereinunder or to provide evidence where specified will render the submission non-responsive and the submission will be declared as null and void and will not be considered further.

- (a) The Main Contractor must be registered with the Construction Industry Development Board (CIDB) and must have an **active 7GB or higher**. Potential Bidders with CIDB Grade **6GB PE** are not eligible to Bid.
- (b) The CIDB B.U.I.L.D Standard for Indirect Targeting for Enterprise Development through Construction works Contracts, published in Gazette Notice No. 36190 of 25 February 2013, is applicable to this project. Furthermore, the CIDB B.U.I.L.D Standard for Developing Skills Through Infrastructure Contracts (March 2023) shall also apply to this contract.
- (c) Entities that intend to submit a Bid as a Joint Venture must ensure that their combined grading meets the required CIDB Grading.
- (d) Bidders must ensure that their CIDB registration is valid and active, or that they are capable of being registered, for the required grading and class of works from the bid closing date up to and including the date of award of the contract. CDC reserves the right to verify the bidder's CIDB registration status on the CIDB website at any stage during the evaluation and adjudication process. Where a bidder is not registered with the CIDB at the bid closing date but claims to be capable of being registered, the bidder must submit, as part of its bid, proof of application for CIDB registration. Failure to maintain an active and valid CIDB registration, or to successfully obtain such registration prior to award where the bidder was only capable of being registered at closing, may result in disqualification or rejection of the bid.
- (e) The Response must comply with the CDC Procurement Policy and Procedures.
- (f) The following legislation shall apply:
 - (i) Public Finance Management Act (PFMA);
 - (ii) Preferential Procurement Policy Framework Act (PPPFA), 2000;
 - (iii) The Preferential Procurement Regulations 2022;
 - (iv) The CIDB Act 38 of 2000;
 - (v) National Treasury Regulations;
 - (vi) Critical Infrastructure Protection Act 8 of 20219 (CIP Act);
 - (vii) 2014 Environmental Impact Assessment Regulations as amended;
 - (viii) National Archives of SA (Act No.43 of 1996);
 - (ix) National Qualifications Framework Act (Act No. 67 of 2008 and amended as per Act No. 12 of 2019);
 - (x) Minimum Information Security Standard (MISS), Public Service Regulations, 2016 Regulation 67
 - (xi) The Skills Development Act (Act No. 97 of 1998);
 - (xii) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - (xiii) The Construction Industry Board Act, (38 Of 2000);
 - (xiv) Compensation for Occupational injuries and disease Act (130 of 1993);
 - (xv) NEMA National Environmental Management Act (107 of 1998);
 - (xvi) B-BBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013);
 - (xvii) Protection of Personal Information Act (Act No. 4 of 2013;
 - (xviii) Code of Practice for the Wiring of Premises, SANS 10142, as amended;
 - (xix) The Interior Lighting Standard, SANS 10114, as amended;
 - (xx) The Local Authority By-Laws and Regulations and any regulations of the City of Cape Town;
 - (xxi) The City of Cape Town Fire Office Regulations;
 - (xxii) The applicable SANS Specifications and Codes of Practice or the BSI or IEC Specifications and Codes of Practice where no SANS Specifications or Codes of Practice exist;
 - (xxiii) National Heritage Resources Act (25 of 1999);
 - (xxiv) National building Regulations and standard Act 103 of 197;
 - (xxv) SABS 1200: Standardized Specification for Civil Engineering Construction;
 - (xxvi) SANS 10160-1: 2011 – Basis of structural design and actions for buildings and industrial structures – Part 1 Basis of structural design;
 - (xxvii) SANS 10100-1: 2000 – The structural use of concrete Part 1: Design;
 - (xxviii) SANS 10100-2: 2014 – The structural use of concrete Part 2: Materials and execution of work;
 - (xxix) Disaster Management Act (57 of 2002); and
 - (xxx) Any other applicable legislation.
- (g) The **80/20** or **90/10** preference points system will be used, where points allocation will be as follows;
 - (i) Price **- 80/90**
 - (ii) Specific Goals – (B-BBBEE status level of contribution) **- 20/10**
- (h) Bidders will be evaluated on functionality assessment and are expected to meet the minimum of 65 points threshold in order to be evaluated further. The evaluation criteria for measuring functionality assessment and the weight of each criterion are provided in the RFP document.
- (i) This is a Turnkey Contract, Bidders should submit their Proposals either as Joint Ventures (JVs), Consortia, or as single entities if they possess all the requisite skills in-house.
- (j) Bidders and all their Consortium/JV members, if any, must confirm their company registration with the Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any Bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- (k) As per amended construction codes, All Generics entities and QSEs with less than 51% black ownership are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). QSE with at least 51% black shareholding and EMEs with an annual turnover of R 3 million are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they have to comply with the 40% sub-minimum requirement on the QSE Skills Development Scorecard to avoid being discounted a level. EMEs with a turnover of less than R 3 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. In case of a Joint Venture (JV) / Consortium, a consolidated B-BBEE certificate would be required, and it must be accompanied by individual B-BBEE Certificates/affidavits of their entities to confirm the type of enterprise.
- (l) Failure on the part of a Bidder to submit proof or documentation required in terms of this Bid to claim points for specific goals, the Bid will be interpreted to mean that preference points for specific goals are not claimed. The documentation required to claim points for Specific Goals will be a BBEE Level of Contributor certificate issued by an accredited SANAS agency.
- (m) An Entity that is part of a JV / Consortium is not permitted to form part of more than one bid submission in terms of the Competition Act 89 of 1998;
- (n) Proof of registration with Treasury's Centralized Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAA;
- (o) CDC will only award the Bid to a bidder who is tax compliant. The tax compliance status of the Bidders will be verified through CSD and SARS website. The prospective Bidders must ensure that they are Tax Compliant throughout the validity period of the bid;
- (p) Bidders must be VAT registered, and the Bid must be submitted VAT inclusive. Non-VAT vendors who submit Bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore, immediately upon award of the contract, register with the South African Revenue Services (SARS) as VAT vendors. The award of contract would be conditional pending the successful Bidder submitting proof of registration as a VAT vendor with SARS;
- (q) The CDC will not award more than two active projects to one Bidder, unless one project has reached the 80% completion stage and beyond. Capacity assessment may be conducted in an event that the recommended Bidder is the only responsive service provider and has already been awarded two contracts;
- (r) The performance of the Bidders on projects they have been awarded (past and current projects) shall be reviewed and evaluated on an on-going basis by the CDC Project Manager. Poor performance on awarded projects may result in a Bidder not being awarded future projects by the CDC as per the CDC Service Provider Performance Management System (SPPMS);
- (s) Bidders must complete and sign the POPI Act form. In case of Joint Venture/Consortium, a separate form in respect of each party to the JV must be completed;
- (t) Public servants are prohibited from doing any form of business with organs of the state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be done, and Bidders will be disqualified should they be found to be in contravention with the regulations.
- (u) Bidders are required to have a design team with professionals registered with the relevant professional bodies for the appropriate class of work;
- (v) The Bidders must nominate a person who will be their Overall Project Team Leader. The Contractor's Representative;
 - (i) In the case of the JV/Consortium, each entity that is party to the JV/Consortium must nominate a person with delegated authority who will in turn sign the on the delegated authority of the Contractors Representative on behalf of the JV/Consortium.
 - (ii) Should have delegated authority to sign:
 - 1. The Proposal Submissions;
 - 2. All the Returnable Documents that should also be initialled and submitted as part of the Proposal;
 - 3. Any correspondence with the CDC during the bidding process;
 - 4. The Agreement to be entered into with the Successful Bidder; and
 - 5. Any correspondence during the Contract Execution Phase.
 - (iii) Will be conferred the authority to be the duly Authorised Signatory as would be provided in the Certificate of Authority of Signatory that should be included in the Proposal for this Bid Process.
 - (iv) Will be the sole point of contact between the CDC and the Bidder during this bidding process.
 - (v) Would be required to review and sign off all the deliverables to the CDC during the execution of the contract, confirming their quality and professional soundness;
- (w) Successful Bidder will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993) and Compensation for Occupational injuries and disease Act, Act (130 of 1993) and all relevant and applicable legislations. Upon appointment of the successful Bidder will be required to develop Occupational Health, Safety and Environmental Management Systems to comply with the SANS Norms and Standards. CDC Sustainability Business Unit will manage and monitor compliance and implementation of Occupation Health and Safety, Environmental and Quality requirements for the duration of the contract. The Bidder shall ensure as far as is reasonably practicable, that article/substance is safe and without risk to health when properly used and that it complies with prescribed requirements. Take such steps as may be necessary to ensure that such article/substance's information is available regarding the use at work, risks to health and safety associated with and procedure to be followed is available in the case of an incident occurrence;
- (x) Upon award the successful Bidder will be required to appoint a Full-Time Construction Health and Safety Officer or Construction Health and Safety Manager (**CHSO/CHSM**) actively registered with SACPCMP. No candidate registration will be accepted. The **CHSO/CHSM** must have a proven experience record of 5 years or more. The CHSO/CHSM will take full responsibility of managing and supervising safety, health and environment throughout the construction duration.
- (y) Upon award the successful Bidder will be required to appoint a Professional Construction Health & Safety Agent registered with the South African Council for the Project and Construction Management Professions (SACPCMP) as **PrCHSMA** with a minimum of 10 years' experience. Candidate registrations will not be accepted.
- (z) Upon award the successful Bidder will be required to appoint a **Fire Engineering Services** - Professional Engineer / Professional Engineering Technologist registered with the **Fire Engineering Council of South Africa (ECSA)** as Pr Eng / Pr Tech Eng with a Minimum 5 years of experience post qualification. Candidate registrations will not be accepted.
- (aa) **Upon award the successful Bidder will be required to appoint a Landscape Architect** who is a registered Professional Architect (Pr Arch) with the South African Council for the Landscape Architectural Profession (SACLAP)—minimum 5 years of experience post-qualification. Candidate registrations will not be accepted.
- (bb) Upon award, the successful Bidder will be required to appoint the following specialists for consultation during the implementation of works. **Art historian, Materials conservator with expertise in leather, marble, bronze etc and Security consultant (for firearm display and storage)**.
- (cc) In case of JVs/Consortia, the Bidder must include an Intent to Enter into a JV/Consortium Agreement. The actual copy of a complete and fully signed JV/Consortium Agreement would be required from the successful Bidder upon completion of the procurement process;
- (dd) In case of a JV award, the entity will be expected to provide valid proof of registration with Compensation Fund or approved Licenced Insurer specified as the JV entity for a specific duration";
- (ee) Any misrepresentation of information will lead to immediate disqualification of the Bidder Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this RFP and signs the submission as a correct and sound documentation that the CDC could put its reliance on;
- (ff) Attendance of the Briefing Meeting by at least one member of the Company or JV/Consortium is compulsory. The attendance register will be used to confirm attendance. Submissions from Companies or JV/Consortium which did not attend the Compulsory Briefing Meeting will not be evaluated. Only one person must represent and sign at the briefing meeting and may not represent more than one entity.
- (gg) The bids will be evaluated as follows:
 - (i) Stage 1: Responsiveness Assessment,
 - (ii) Stage 2: Functionality Assessment,
 - (iii) Stage 3: Quantitative Assessment, and
 - (iv) Stage 4: Qualitative Assessment.
 - (v) Stage 5: State Security Agency Clearance
- (hh) It is incumbent upon and the responsibility of the Bidders to submit their full and correct contact details when they download the RFP Document to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidder;
- (ii) Bidders must be vetted by the State Security Agency (SSA) prior to consideration for appointment for the project. Any Bidder that does not get clearance from the SSA will not be eligible for appointment on this project;
- (jj) Bidders must note that this bid is subject to security vetting. The top three (3) highest scoring bidders following the evaluation process will be required to undergo State Security Agency (SSA) security screening. Appointment of the successful bidder will be subject to a positive security clearance outcome. Failure to comply with the security vetting requirements may result in disqualification. Once appointed, the successful Bidder will have to ensure that all the CDC and DPWI's statutory and regulatory approvals are in place and procedures implemented, prior to any construction activities commencing. These include, but are not limited to:
 - (i) Safety, Health, and Environmental Management Plans;
 - (ii) Agreed Project Execution Plan;
 - (iii) Human Resource Management Plan;
 - (iv) Third Party Approvals, such as the approvals from the:
 - (v) Department of Public Works
 - (vi) Local Authority;
- (kk) Bids must only be submitted on the RFP document that is issued and
- (ll) The CDC reserves the right, in its sole discretion, to reject any bid where it appears to the employer that the Bid does not comply with any of the requirements set out above and
- (mm) Bid validity shall be twenty-four (24) weeks from the Bid closing date;

The documentation for this RFP Process can be downloaded from the CDC's website: www.coega.co.za or the National Treasury e-Tender portal from **Monday, 26 January 2026 at 10h00**. The CDC will not take responsibility for any errors that may occur in the downloading of documents. Bidders are therefore required to ensure that they download the full pack with no missing pages.

All queries relating to this BID may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management, strictly via e-mail: Cpttenders@coega.co.za between the period of **23 January 2026 to 23 February 2026**. No new queries received after **23 February 2026** will be responded to.

A Compulsory site briefing meeting will be held on **Wednesday, 04 February 2026, at 12h00** at the Address: **CDC Cape Town Office 60 St Georges Mall,11 floor, South African Reserve Bank Building, Cape Town, 8000**, where representatives from the Coega Development Corporation and DPWI will meet prospective Bidders. The briefing minutes will be shared with the Bidders who have attended the briefing meeting and will also be published on the CDC website.

Bidders must note that two days will be allocated for site visits. All MUST provide a written request for a site visit, indicating the date. This must be accompanied by **a certified copy of a Valid South African identification document to the CDC before the scheduled site visit for vetting to enter the Groote Schuur Estate, a National Key Point**.

The closing date and time for the receipt of complete Tender documents is **Monday, 02 March 2026 at 12:00**.

One original completed Tender document and one flash drive (with one electronic Priced Schedule (PS) shall be placed in a sealed envelope clearly marked:

“REQUEST FOR PROPOSAL FOR THE APPOINTMENT OF A TURNKEY CONTRACTOR FOR THE TOTAL UPGRADE OF GROOTE SCHUUR HERITAGE HOUSE MUSEUM IN CAPE TOWN”

Documents must be lodged in the Lodging register and deposited in the tender box at reception in the **CDC Cape Town Office 60 St Georges Mall,11 floor, South African Reserve Bank Building, Cape Town, 8000**.

All prospective Bidders must bring a valid form of identification to be present at the security desk to be allowed entry into the building, where the briefing will be held and bids submitted.

Bidders must ensure that all bid documents are submitted in a secure, sealed, tamper-proof envelope or container. The submission must be secure against any form of tampering, alteration, removal, or insertion of documents. Any bid submission received in packaging that appears to be torn, unsealed, loose papers or otherwise compromising the integrity of the contents may be deemed non-responsive and disqualified at the discretion of the CDC.

Bids will not be opened in public, and no late submission will be considered. Failure to provide any mandatory information required in this document will result in the submissions being deemed null and void and shall be considered non-responsive.

Telegraphic, telexed, typed, facsimiled or e-mail submissions will not be accepted.

No telephonic or any other form of communication relating to this Bid with any other CDC member of staff, CDC Agent, Client, or any other role players will be permitted.

All enquiries regarding this Bid must be in writing only, and must be directed to:
Ms. Zine Mtanda, Unit Head: Supply Chain Management; e-mail address: Cpttenders@coega.co.za

There shall be no disclosure, other than to the Client's legal and technical advisors of the tender amounts, method of work, terms, conditions, etc., to any other Tenderer nor to any parties who have not submitted tender documents. The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.

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BBBEE LEVEL 1 CONTRIBUTOR
ISO 9001:2015 • ISO 14001:2015 • ISO 45001:2018
ISO 20000-1:2018 • ISO 27001:2022

