

TENDER NO. 6Q/2023/24



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

SCM – 663 Approved by Branch Manager: 03/04/2020

Version: 6

Page 1 of 199

FRAMEWORK CONTRACT DOCUMENT (WINNER-TAKES-ALL TYPE)

FOR THE

TERM TENDER FOR Detailed Energy Efficiency Assessments and Implementation of Heating, Ventilation and Air-Conditioning Energy Efficiency Interventions at Municipal Facilities

Framework Contract Period: 1 July 2024 to 30 June 2027

Works Projects: Above R0 up to R10 000 000: 5ME

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 37** of this document
- Table 1: Tender preference claim is on **page 98-101** of this document

ISSUED BY:	COMPILED BY:	For official use.
DIRECTOR: SUSTAINABLE ENERGY MARKETS DEPARTMENT CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001	SUSTAINABLE ENERGY MARKETS DEPARTMENT CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001	TENDER SERIAL No.:
		SIGNATURES OF CITY OFFICIALS AT TENDER OPENING
		1.
		2.
		3.

July 2023

NAME OF TENDERING ENTITY	
EMAIL ADDRESS OF TENDERING ENTITY	
FAX NUMBER OF TENDERING ENTITY	
NATURE OF TENDER OFFER (please indicate below)	
Main Offer (see clause C.2.12)	
Alternative Offer (see clause C.2.12)	

CITY OF CAPE TOWN

ENERGY DIRECTORATE: SUSTAINABLE ENERGY MARKETS DEPARTMENT

CONTRACT NO. 6Q/2023/24

TERM TENDER FOR DETAILED ENERGY EFFICIENCY ASSESSMENTS AND IMPLEMENTATION OF HEATING, VENTILATION ENERGY EFFICIENCY INTERVENTIONS AT MUNICIPAL FACILITIES

General Tender Information

TENDER ADVERTISED	:	7 July 2023
CIDB CONTRACTOR GRADING DESIGNATION	:	5ME or higher
SITE VISIT/CLARIFICATION MEETING	:	13h00 on 18 July 2023 (Not compulsory, but strongly recommended)
VENUE FOR SITE VISIT/CLARIFICATION MEETING	:	Online via Skype: https://meet.capetown.gov.za/marlyn.hendricks/9JTM8DH7
CLOSING DATE	:	8 August 2023
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	Tender Box 148 at the Tender & Quotation Box Office , 2 nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.

The Tender Document (which includes the Form of Offer and Acceptance) completed in all respects, plus any additional supporting documentation required, must be submitted in a sealed envelope with the name and address of the tenderer, the tender No. and title, the tender box No. and the closing date indicated on the envelope. The sealed envelope must be inserted into the appropriate official tender box before closing time.

If the tender offer is too large to fit into the abovementioned box or the box is full, please enquire at the public counter (Tender Distribution Office) for alternative instructions. The onus remains with the tenderer to ensure that the tender is placed in either the original box or as alternatively instructed.

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT'

CITY OF CAPE TOWN

ENERGY DIRECTORATE: SUSTAINABLE ENERGY MARKETS DEPARTMENT

CONTRACT NO. 6Q/2023/24

TERM TENDER FOR DETAILED ENERGY EFFICIENCY ASSESSMENTS AND IMPLEMENTATION OF HEATING, VENTILATION AND AIR-CONDITIONING ENERGY EFFICIENCY INTERVENTIONS AT MUNICIPAL FACILITIES

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CITY OF CAPE TOWN

ENERGY DIRECTORATE: SUSTAINABLE ENERGY MARKETS DEPARTMENT

CONTRACT NO. 6Q/2023/24

TERM TENDER FOR DETAILED ENERGY EFFICIENCY ASSESSMENTS AND IMPLEMENTATION OF HEATING, VENTILATION AND AIR-CONDITIONING ENERGY EFFICIENCY INTERVENTIONS AT MUNICIPAL FACILITIES

T1.1 Tender Notice and Invitation to Tender

The **CITY OF CAPE TOWN**, ENERGY DIRECTORATE: SUSTAINABLE ENERGY MARKETS DEPARTMENT, invites tenderers for Tender No. **6Q/2023/24: Term Tender for DETAILED ENERGY EFFICIENCY ASSESSMENTS AND IMPLEMENTATION OF HEATING, VENTILATION AND AIR-CONDITIONING ENERGY EFFICIENCY INTERVENTIONS AT MUNICIPAL FACILITIES.**

Tenderers must be registered on Supplier Databases as described in the tender conditions.

Tenderers who are not registered on these Databases are not precluded from submitting tenders, but must however be registered upon being requested to do so in writing and within the period contained in such a request.

Tenderers must have a CIDB contractor grading designation of **5ME or higher**.

Preferences are offered to tenderers who tender in accordance with the Preferential Procurement Regulations and the City of Cape Town's Supply Chain Management Policy (SCM Policy). Furthermore, in terms of these Regulations and the SCM Policy, tenderers are required to meet the HDI and/or RDP specific goals

The physical address for collection of tender documents is:

Tender Distribution Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.

Documents may be collected during working hours between 08:30 – 15:00 from 7 July 2023.

A non-refundable tender fee of R300.00 payable by cash or EFT made out in favour of the City of Cape Town, is required on collection of the tender documents.

Queries relating to any issues in these documents may be addressed to

Name: Lynne De Preez / Nicole Linnen

Tel No.: 021 400 2028 / 021 400 5581

E-mail: Lynne.DuPreez@capetown.gov.za / Nicole.Linnen@capetown.gov.za

A non-compulsory but strongly recommended clarification meeting with representatives of the Employer will take place via Skype: <https://meet.capetown.gov.za/marlyn.hendricks/9JTM8DH7> on 18 July 2023 starting at 13:00.

The closing time for receipt of tenders is **10:00 on 08 August 2023**.

Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

Tenders may only be submitted on the tender documentation that has been issued. Printed Schedules of Rates, in the same format (that is, layout, scheduled items, units and quantities, if applicable) as those issued electronically by the Employer upon request, may be submitted as stated in the Tender Data.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

ONLINE SKYPE MEETING LINK BELOW

<https://meet.capetown.gov.za/marlyn.hendricks/9JTM8DH7>

CITY OF CAPE TOWN
ENERGY DIRECTORATE: SUSTAINABLE ENERGY MARKETS DEPARTMENT CONTRACT NO.
6Q/2023/24
TERM TENDER FOR DETAILED ENERGY EFFICIENCY ASSESSMENTS AND IMPLEMENTATION OF
HEATING, VENTILATION AND AIR-CONDITIONING ENERGY EFFICIENCY INTERVENTIONS AT
MUNICIPAL FACILITIES

LOCALITY PLAN – SITE VISIT/CLARIFICATION MEETING VENUE