

TENDER NO. 58Q/2023/24



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

SCM - 512

Approved by Branch Manager: 03/04/2020

Version: 5.1

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CONTRACT DOCUMENT

FOR THE

CONSTRUCTION OF THE HARMONY FLATS NATURE RESERVE VISITOR EDUCATION CENTRE

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 39** of this document
- Table 1: Tender Preference Claim Form is on **page 312** of this document

ISSUED BY:	COMPILED BY:	For official use.
DIRECTOR: SPATIAL PLANNING AND ENVIRONMENT CITY OF CAPE TOWN 12 Hertzog Boulevard CAPE TOWN 8001	Senekal Allen Quantity Surveyors Unit 421 Riverside Lofts & Offices, Tygerfalls Boulevard Tyger Falls Bellville 7536	TENDER SERIAL No.:
		SIGNATURES OF CITY OFFICIALS AT TENDER OPENING
		1.
		2.
		3.

September 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

DIRECTORATE: SPATIAL PLANNING AND ENVIRONMENT

CONTRACT NO. 58Q/2023/24

THE CONSTRUCTION OF THE HARMONY FLATS NATURE RESERVE VISITOR EDUCATION CENTRE

General Tender Information

TENDER ADVERTISED	:	15 September 2023
ESTIMATED CIDB CONTRACTOR GRADING	:	7 GB or higher
SITE VISIT/CLARIFICATION MEETING	:	11h00 on 28 September 2023 (Not compulsory but strongly recommended)
VENUE FOR SITE VISIT/CLARIFICATION MEETING	:	Gustrouw Avenue, Gustrouw Sports Ground, Parking entrance, Broadway Boulevard Strand, Cape Town
CLOSING DATE	:	19 October 2023
CLOSING TIME	:	10h00
CLOSING VENUE	:	Tender Box 144 at the Tender & Quotation Box Office, 2 nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.
TENDER BOX	:	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'**

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CITY OF CAPE TOWN

DIRECTORATE: SPATIAL PLANNING AND ENVIRONMENT

CONTRACT NO. 58Q/2023/24

THE CONSTRUCTION OF THE HARMONY FLATS NATURE RESERVE VISITOR EDUCATION CENTRE

T1.1 Tender Notice and Invitation to Tender

The **CITY OF CAPE TOWN, DIRECTORATE: SPATIAL PLANNING AND ENVIRONMENT**, invites tenders for Tender No. **58Q/2023/24: THE CONSTRUCTION OF THE HARMONY FLATS NATURE RESERVE VISITOR EDUCATION CENTRE**

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

Tenderers who are not registered on these Supplier 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.

It is estimated that tenderers must have a CIDB contractor grading designation of **7GB** 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 **15 September 2023**.

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

Queries relating to the issue of these documents may be addressed to Mrs. Mariam Kamalie, Tel No. 021 400 9419 083 634 4948, email mariam.kamalie@capetown.gov.za. Queries can also be related to Mr Maahir Salie, Tel No. 021 417 0009, Cell No. 076 913 4013, email maahir.salie@capetown.gov.za.

A non-compulsory but strongly recommended site visit/clarification meeting with representatives of the Employer will take place at the entrance gates to the site, Gustrouw Sports Gound, Gustrouw Avenue, Strand, on **28 September 2023** starting at **11:00**.

The closing time for receipt of tenders is **10:00** on **19 October 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 Bills of Quantities, in the same format (that is, layout, billed items and quantities) 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.

By submitting a tender to the City of Cape Town, (and by concluding any ensuing related agreement with the City of Cape Town, if applicable), the Tenderer thereby acknowledges and unconditionally agrees:

1.1. that the tenderer has been informed of the purpose of the collection and processing of its personal information as defined in the Protection of Personal Information Act of 2013 ("POPIA"), which, for the avoidance of doubt is for, and in relation to, the tender process and the negotiation, conclusion, performance and enforcement of the ensuing agreement, if applicable, as well as for the City of Cape Town's reporting purposes;

1.2 to the collection and processing of the tenderer's personal information by the City of Cape Town and agrees to make available to the City of Cape Town, all information reasonably required by the City of Cape Town for the above purposes;

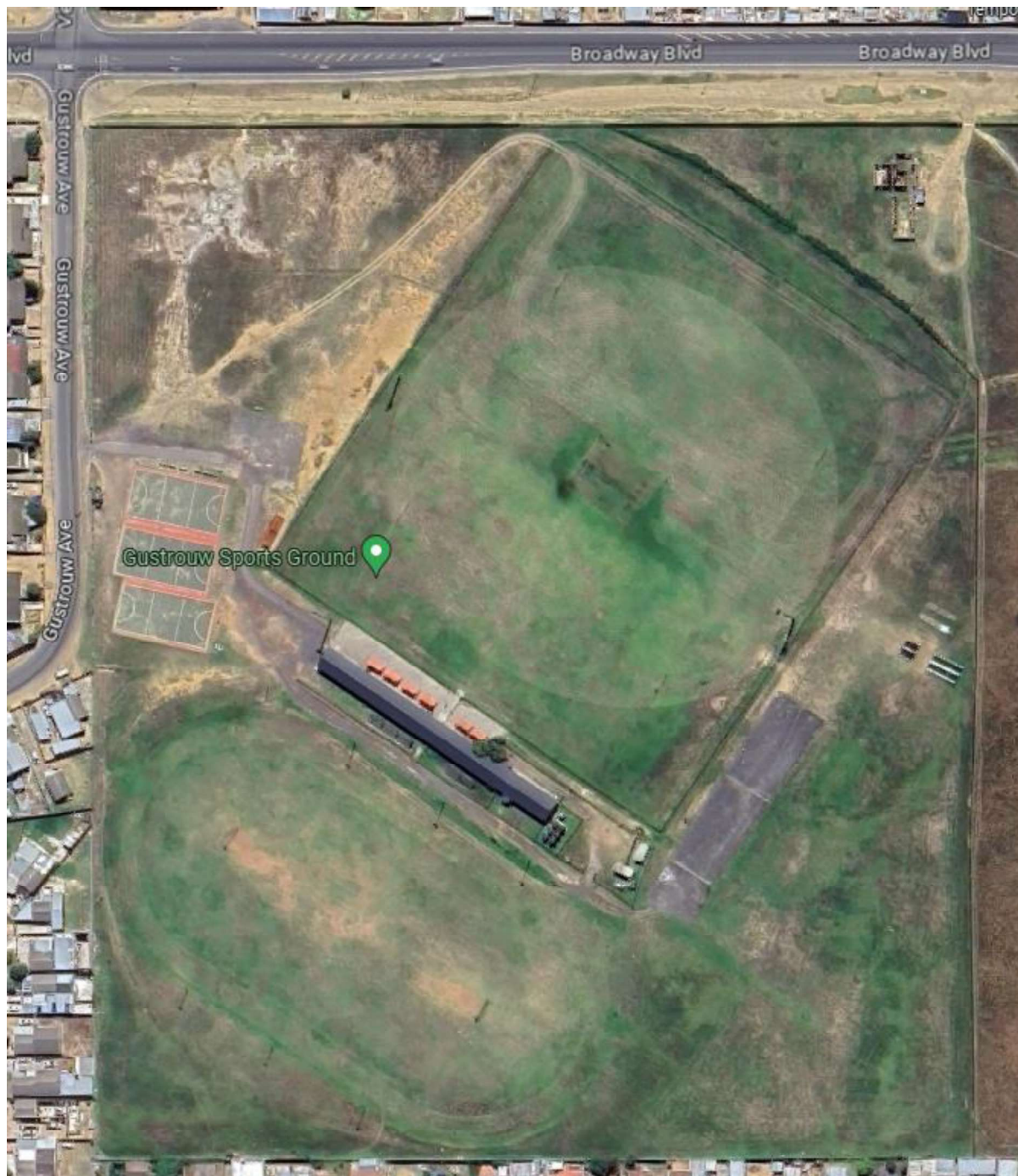
1.3 that the personal information the City of Cape Town collects from the tenderer or about the tenderer may be further processed for other activities and/or purposes which are lawful, reasonable, relevant and not excessive in relation to the purposes set out above, for which it was originally collected;

1.4 that, the tenderer indemnifies the City of Cape Town and its officials, employees, and directors and undertakes to keep the City of Cape Town and its officials, employees, and directors indemnified in respect of any claim, loss, demands, liability, costs and expenses of whatsoever nature which may be made against the City of Cape Town (including the costs incurred in defending or contesting any such claim) in relation to the tenderer or the tenderer's employees', representatives' and/or sub-contractors' non-compliance with POPIA and/or the City of Cape Town's failure to obtain the tenderer's consent or to notify the tenderer of the reason for the processing of the tenderer's personal information;

1.5 to the disclosure of the tenderer's personal information by the City of Cape Town to any third party, where the City of Cape Town has a legal or contractual obligation to disclose such personal information to the third party (or a legitimate interest exists therein);

1.6 that, under POPIA, the tenderer may request to access, confirm, request the correction, destruction, or deletion of, or request a description of, personal information held by the City of Cape Town in relation to you, subject to applicable law; and

1.7 that under POPIA, subject to applicable law, the tenderer also has the right to be notified of a personal information breach and the right to object to, or restrict, the City of Cape Town's processing of its personal information.



CITY OF CAPE TOWN
 DIRECTORATE: SPATIAL PLANNING AND ENVIRONMENT
 CONTRACT NO. 58Q/2023/24
 THE CONSTRUCTION OF THE HARMONY FLATS NATURE RESERVE VISITOR EDUCATION CENTRE |

LOCALITY PLAN – SITE VISIT/CLARIFICATION MEETING VENUE