

TENDER NO. 149C/2022/23



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

SCM - 515 | Approved by Branch Manager: 03/04/2020

Version: 4

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CONTRACT DOCUMENT

FOR THE

FRAMEWORK TENDER FOR PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE CITY WIDE NON-MOTORISED TRANSPORT AND RELATED ROADWORKS IMPLEMENTATION PROGRAMME, PHASE 5, FROM THE DATE OF COMMENCEMENT UNTIL 30 JUNE 2031

(RETURNABLE DOCUMENT)

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 33** of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on page 77 of this document.

ISSUED BY:
DIRECTOR: TRANSPORT PLANNING AND NETWORK MANAGEMENT, URBAN MOBILITY DIRECTORATE, CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001

For official use.
TENDER SERIAL No.:
SIGNATURES OF CITY OFFICIALS AT TENDER OPENING
1.
2.
3.

September 2022

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)	

FILE REFERENCE NO: 149C/2022/23

Making progress possible. Together.

CITY OF CAPE TOWN

URBAN MOBILITY: TRANSPORT PLANNING AND NETWORK MANAGEMENT

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FRAMEWORK TENDER FOR PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE CITY WIDE NON-MOTORISED TRANSPORT AND RELATED ROADWORKS IMPLEMENTATION PROGRAMME, PHASE 5, FROM THE DATE OF COMMENCEMENT UNTIL 30 JUNE 2031

General Tender Information

TENDER ADVERTISED	:	23 September 2022
CLARIFICATION MEETING	:	10h00 on 11 October 2022 Non-compulsory but strongly recommended
VENUE FOR CLARIFICATION MEETING	:	Offices of the City of Cape Town, Parow Council Chambers, 1st Floor, C/O Voortrekker Road and Tallent Road, Parow, Cape Town, 7500
CLOSING DATE	:	31 October 2022
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	Tender Box: 162 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 documents 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

URBAN MOBILITY: TRANSPORT PLANNING AND NETWORK MANAGEMENT

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T1.1 Tender Notice and Invitation to Tender

The **CITY OF CAPE TOWN**, Director: TRANSPORT PLANNING AND NETWORK MANAGEMENT, invites tenders for Tender No. **149C/2022/23 FRAMEWORK TENDER FOR PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE CITY WIDE NON-MOTORISED TRANSPORT AND RELATED ROADWORKS IMPLEMENTATION PROGRAMME, PHASE 5, FROM THE DATE OF COMMENCEMENT UNTIL 30 JUNE 2031**

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.

Preferences are offered to tenderers who tender in accordance with the Preferential Procurement Regulations, 2017.

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 **23 September 2022**.

A non-refundable tender fee of **R250.00** by cash or EFT, payable to 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 Mr E L Tuskushe, e-mail elias.tuskushe@capetown.gov.za.

The Employer's Information Officer who is responsible for overseeing question in relation to data protection, may be contacted at Popia@capetown.gov.za

A non-compulsory but highly recommended clarification meeting with the Employer's Representative will be held on 11 October 2022 at 10:00 at the following address: Parow Council Chambers, C/O Voortrekker Road and Tallent Road, Parow, Cape Town, 7500.

The closing time for receipt of tenders is **10:00** on **31 October 2022**.

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

Tenders may only be submitted on the tender documentation that has been issued. Printed Schedule of Rates, in the same format (that is, layout, scheduled 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 and 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.