

# TENDER NO. 312Q/2021/22



CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

SCM - 518 | Approved by Branch Manager: 03/04/2020

Version: 5

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## FRAMEWORK CONTRACT DOCUMENT (WINNER-TAKES-ALL TYPE)

FOR THE

## TERM TENDER FOR THE CONSTRUCTION OF NEW, AND MAINTENANCE OF EXISTING, SINGLE- AND MULTI- PURPOSE COURTS FOR THE CITY OF CAPE TOWN

**Framework Contract Period:** 36 Months from Commencement Date, not exceeding 30 June 2025

## VOLUME 1: TENDERING PROCEDURES

### NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 36** of this document
- Table 1: Preference Schedule (B-BBEE contribution) is on **page 127** of this document

<b>ISSUED BY:</b>	<b>COMPILED BY:</b>	<b>For official use.</b>
<b>DIRECTOR: COMMUNITY SERVICES AND HEALTH: RECREATION &amp; PARKS, AND MANAGER: PLANNING, DEVELOPMENT &amp; PMO</b> CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001	<b>COMMUNITY SERVICES AND HEALTH: PLANNING, DEVELOPMENT AND PROJECT MANAGEMENT OFFICES</b> Union Avenue Newlands CAPE TOWN 8001	<b>TENDER SERIAL No.:</b>
		<b>SIGNATURES OF CITY OFFICIALS AT TENDER OPENING</b>
		1.
		2.
		3.

March 2022

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

**FILE REFERENCE NO:**

CITY OF CAPE TOWN

COMMUNITY SERVICES AND HEALTH DIRECTORATE: RECREATION & PARKS, AND PLANNING & DEVELOPMENT AND PROJECT MANAGEMENT OFFICE

CONTRACT NO. 312Q/2021/22

TERM TENDER FOR THE CONSTRUCTION OF NEW, AND MAINTENANCE OF EXISTING, SINGLE- AND MULTI-PURPOSE COURTS FOR THE CITY OF CAPE TOWN

## General Tender Information

TENDER ADVERTISED	:	29 April 2022
CIDB CONTRACTOR GRADING DESIGNATION	:	7CE or higher
SITE VISIT/CLARIFICATION MEETING	:	Tuesday, 10 May 2022 at 11h00am (A non-compulsory but strongly recommended)
VENUE FOR SITE VISIT/CLARIFICATION MEETING	:	Virtual clarification meeting will be conducted via an online platform skype for business. Link for the meeting: Conference ID Number 54004616 or <a href="https://meet.capetown.gov.za/renee.weyers/NWN389QN">https://meet.capetown.gov.za/renee.weyers/NWN389QN</a> or send an e-mail to <a href="mailto:Renee.Weyers@capetown.gov.za">Renee.Weyers@capetown.gov.za</a> for access to the skype meeting.
CLOSING DATE	:	31 May 2022
CLOSING TIME	:	10h00am
TENDER BOX & ADDRESS	:	<b>Tender Box 160</b> at the <b>Tender &amp; Quotation Box Office</b> , 2 <sup>nd</sup> 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**

**COMMUNITY SERVICES AND HEALTH DIRECTORATE: RECREATION & PARKS, AND PLANNING & DEVELOPMENT AND PROJECT MANAGEMENT OFFICE**

**CONTRACT NO. 312Q/2021/22**

**TERM TENDER FOR THE CONSTRUCTION OF NEW, AND MAINTENANCE OF EXISTING, SINGLE- AND MULTI-PURPOSE COURTS FOR THE CITY OF CAPE TOWN**

## **T1.1 Tender Notice and Invitation to Tender**

The **CITY OF CAPE TOWN, COMMUNITY SERVICES AND HEALTH: RECREATION & PARKS AND PLANNING, DEVELOPMENT AND PROJECT MANAGEMENT OFFICES**, invites tenders for Tender No. 312Q/2021/22: **TERM TENDER FOR THE CONSTRUCTION OF NEW, AND MAINTENANCE OF EXISTING, SINGLE- AND MULTI-PURPOSE COURTS FOR THE CITY OF CAPE TOWN**

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 7CE or higher.

The physical address for collection of tender documents is:

**Tender Distribution Office**, 2<sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.

Documents may be collected during working hours between 08:30 – 15:00 from **29 April 2022**.

A non-refundable tender fee of R300.00 payable by crossed cheque 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 Mrs R Weyers, Tel No. 021 400 7461, e-mail [renee.weyers@capetown.gov.za](mailto:renee.weyers@capetown.gov.za).

A non-compulsory but strongly recommended site visit/clarification meeting with representatives of the Employer will take place via the Skype for Business platform (Refer to Locality Plan – Site Visit/Clarification Meeting Venue overleaf) on **10 May 2022** starting at 11h00.

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

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.

POPIA: The City of Cape Town (City) respects the privacy rights of all persons who participate in the City's procurement procedures. All personal information of the bidder will be processed in accordance to the Protection of Personal Information Act 4 of 2013 (POPIA). Personal information of bidders will only be processed for purposes of tendering procedures and the associated processing operations, or, for any other legitimate purpose relating to City functions.

Personal information of City employees will only be processed for purposes of executing the obligations of the contract and the associated processing operations, or, for any other legitimate purpose relating to City and/or service provider functions.

All matters will be treated as confidential and in connection with the tender. You may use and copy the documents issued by the CCT only for the purpose of preparing and submitting a tender offer in response to the invitation.

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.