

# TENDER NO. 240Q/2022/23



CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

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

Version: 5

Page 1 of 216

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

FOR THE

**TERM TENDER FOR THE CONSTRUCTION OF NEW AND EXPANSION, RESTORATION AND MAINTENANCE OF EXISTING CEMETERIES AND CREMATORIA, WITHIN RECREATION AND PARKS FACILITIES, FOR THE CITY OF CAPE TOWN FOR A PERIOD OF SIX YEARS.**

**Framework Contract Period:** 72 Months from Commencement Date

**Works Projects:** Above R0 up to R60 000 000

## VOLUME 1: TENDERING PROCEDURES

**NOTE:**

- The Form of Offer and Acceptance (C1.1) is on **page 41** of this document
- Table 1: Preference Schedule (B-BBEE contribution) is on **page 110** of this document

<b>ISSUED BY:</b>	<b>COMPILED BY:</b>	<b>For official use.</b>
<b>DIRECTOR : RECREATION AND PARKS</b> CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001	<b>RECREATION AND PARKS</b> CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001	<b>TENDER SERIAL No.:</b>
		<b>SIGNATURES OF CITY OFFICIALS AT TENDER OPENING</b>
		1.
		2.
		3.

February 2015

<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</b> (please indicate below)	
<b>Main Offer</b> (see clause C.2.12)	
<b>Alternative Offer</b> (see clause C.2.12)	

FILE REFERENCE NO: 240Q/2022/23

Making progress possible. Together.

CITY OF CAPE TOWN

RECREATION AND PARKS

CONTRACT NO. 240Q/2022/23

TERM TENDER FOR THE CONSTRUCTION OF NEW AND EXPANSION, RESTORATION AND MAINTENANCE OF EXISTING CEMETERIES AND CREMATORIA, WITHIN RECREATION AND PARKS FACILITIES, FOR THE CITY OF CAPE TOWN FOR A PERIOD OF SIX YEARS

## General Tender Information

TENDER ADVERTISED	:	09 December 2022
CIDB CONTRACTOR GRADING DESIGNATION	:	7CE or higher
SITE VISIT/CLARIFICATION MEETING	:	Hybrid Meeting (both Teams as well as at ..... ) on the <b>20<sup>th</sup> January 2023 at 10h00am</b>
VENUE FOR SITE VISIT/CLARIFICATION MEETING	:	Council Chamber, Parow Civic Centre, corner of Voortrekker and Tallent Roads, Parow and via Skype: <a href="https://meet.capetown.gov.za/eslin.wentzel/1lwgmdf6">https://meet.capetown.gov.za/eslin.wentzel/1lwgmdf6</a>
CLOSING DATE	:	<b>10 February 2023</b>
CLOSING TIME	:	<b>10h00</b>
TENDER BOX & ADDRESS	:	<b>Tender Box 147</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**

**RECREATION AND PARKS**

**CONTRACT NO. 240Q/2022/23**

**TERM TENDER FOR THE CONSTRUCTION OF NEW AND EXPANSION, RESTORATION AND MAINTENANCE OF EXISTING CEMETERIES AND CREMATORIA, WITHIN RECREATION AND PARKS FACILITIES, FOR THE CITY OF CAPE TOWN FOR A PERIOD OF SIX YEARS**

<b>Contents</b>			
<b>Number</b>	<b>Heading</b>	<b>Colour</b>	<b>Page No</b>
<b>VOLUME 1</b>			
<b>The Tender</b>			
<b>Part T1: Tendering procedures</b>			
T1.1	Tender Notice and Invitation to Tender	White	2 to 4
T1.2	Tender Data	Pink	5 to 36
<b>VOLUME 2</b>			
<b>Part T2 : Returnable documents</b>			
T2.1	List of Returnable Documents	Yellow	37 to 40
C1.1	Form of Offer and Acceptance	Yellow	41 to 44
C1.2	Contract Data (data provided by the Contractor)	Yellow	45
C2.2	Schedule of Rates (please see clause C.2.13.3)	Yellow	159 to 209
T2.2	Returnable Schedules (please see clause C.2.13.3)	Yellow	46 to 115
<b>VOLUME 3</b>			
<b>Draft Contract</b>			
<b>Part C1: Agreements and Contract Data</b>			
C1.2	Contract Data (data provided by the Employer)	Yellow	119 to 138
C1.3	Form of Performance Guarantee	White	139 to 142
C1.4	Form of Advance Payment Guarantee	White	143 to 146
C1.5	Occupational Health and Safety Agreement	White	147
C1.6	Protection of the Environment Declaration	White	148
C1.7	Insurance Broker's Warranty	White	149
C1.8	Contract of Temporary Employment as Community Liaison Officer	White	150 to 152
C1.9	Works Project Acceptance/Refusal Notice	White	153
<b>Part C2: Pricing data</b>			
C2.1	Pricing Assumptions	Yellow	155 to 157
<b>Part C3: Scope of Work</b>			
C3.1	Description of the Works	Blue	211 to 212
C3.2	Engineering	Blue	213
C3.3	Procurement	Blue	214 to 215
C3.4	Construction	Blue	216 to 258
C3.5	Management	Blue	259 to 296
C3.6	Annexes	Blue	297 to 303

<b>Part C4 : Site information</b>			
C4	Site Information	Green	305 to 309

---

## **Part T1: Tendering procedures**

---

	<b>Pages</b>
<b>T1.1 Tender Notice and Invitation to Tender.....</b>	<b>2 – 4</b>
<b>T1.2 Tender Data .....</b>	<b>5 – 36</b>

**CITY OF CAPE TOWN**

**RECREATION AND PARKS**

**CONTRACT NO. 240Q/2022/23**

**TERM TENDER FOR THE CONSTRUCTION OF NEW AND EXPANSION, RESTORATION AND MAINTENANCE OF EXISTING CEMETERIES AND CREMATORIA, WITHIN RECREATION AND PARKS FACILITIES, FOR THE CITY OF CAPE TOWN FOR A PERIOD OF SIX YEARS**

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

The **CITY OF CAPE TOWN**, RECREATION AND PARKS , invites tenders for Tender No. **240Q/2022/23: TERM TENDER FOR THE CONSTRUCTION OF NEW AND EXPANSION, RESTORATION AND MAINTENANCE OF EXISTING CEMETERIES AND CREMATORIA, WITHIN RECREATION AND PARKS FACILITIES, FOR THE CITY OF CAPE TOWN FOR A PERIOD OF SIX YEARS**

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.

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**, 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 **09 December 2022**

A non-refundable tender fee of R300.00 payable by cash and/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 Mr Eslin Wentzel, Tel No. 021 444 1762, e-mail [Eslin.Wentzel@capetown.gov.za](mailto:Eslin.Wentzel@capetown.gov.za).

A non-compulsory but strongly recommended site visit/clarification meeting with representatives of the Employer will take place at the Council Chamber, Parow Civic Centre, corner of Voortrekker and Tallent Roads, Parow (Refer to Locality Plan – Site Visit/Clarification Meeting Venue overleaf) on **20<sup>th</sup> January 2023** starting at **10:00am**.

**Venue for site visit/clarification meeting: skype for business.**

**Please email [Eslin.Wentzel@capetown.gov.za](mailto:Eslin.Wentzel@capetown.gov.za) for the link to the skype briefing session as well as for the physical meeting venue by the 19<sup>th</sup> January 2023 at 16h00 (GMT+2) latest..**

The closing time for receipt of tenders is **10:00 on 10 February 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.

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.

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

Please email [Eslin.Wentzel@capetown.gov.za](mailto:Eslin.Wentzel@capetown.gov.za) for the link to the skype briefing session as well as for the physical meeting venue by the 19<sup>th</sup> January 2023 at 16h00 (GMT+2) latest.

**CITY OF CAPE TOWN  
RECREATION AND PARKS  
TENDER NO. 240Q/2022/23  
TERM TENDER FOR THE CONSTRUCTION OF NEW AND EXPANSION, RESTORATION AND  
MAINTENANCE OF EXISTING CEMETERIES AND CREMATORIA, WITHIN RECREATION AND PARKS  
FACILITIES, FOR THE CITY OF CAPE TOWN FOR A PERIOD OF SIX YEARS  
LOCALITY PLAN – SITE VISIT/CLARIFICATION MEETING VENUE**