

TENDER NO. 260C/2021/22



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

Version: 4

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FRAMEWORK CONTRACT DOCUMENT

TERM TENDER FOR THE
**APPOINTMENT OF FOUR (4) REGIONAL TEAMS OF
MULTIDISCIPLINARY PROFESSIONAL
CONSULTANTS TO UNDERTAKE THE PLANNING,
DESIGN, PROCUREMENT AND CONSTRUCTION
MONITORING SERVICES RELATING TO HUMAN
SETTLEMENTS WITHIN THE CITY OF CAPE TOWN**

Framework Contract Period: 84 Months from Commencement Date
Works Projects: Above R30 000.00 up to R10 000 000.00

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 36** of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on **page 80** of this document.

ISSUED BY:
DIRECTOR: HOUSING DEVELOPMENT DEPARTMENT HUMAN SETTLEMENTS DIRECTORATE CITY OF CAPE TOWN Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001

ISSUED BY:
HOUSING DEVELOPMENT DEPARTMENT HUMAN SETTLEMENTS 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.

March 2022

NAME OF TENDERING ENTITY	
EMAIL ADDRESS 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

HUMAN SETTLEMENTS DIRECTORATE – HOUSING DEVELOPMENT DEPARTMENT

CONTRACT NO. 260C/2021/22

APPOINTMENT OF FOUR (4) REGIONAL TEAMS OF MULTIDISCIPLINARY PROFESSIONAL CONSULTANTS TO UNDERTAKE THE PLANNING, DESIGN, PROCUREMENT AND CONSTRUCTION MONITORING SERVICES RELATING TO HUMAN SETTLEMENTS WITHIN THE CITY OF CAPE TOWN

General Tender Information

TENDER ADVERTISED	:	18 March 2022
CLARIFICATION MEETING	:	10h00 on 01 April 2022 (Not compulsory but strongly recommended)
VENUE FOR CLARIFICATION MEETING	:	Sub-Council Chambers, 1 st Floor Block A, 1 Bridle Way, Royal Ascot, Milnerton
CLOSING DATE	:	22 April 2022
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	Tender Box 134 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

HUMAN SETTLEMENTS DIRECTORATE – HOUSING DEVELOPMENT DEPARTMENT

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CITY OF CAPE TOWN

HUMAN SETTLEMENTS DIRECTORATE – HOUSING DEVELOPMENT DEPARTMENT

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T1.1 Tender Notice and Invitation to Tender

The **CITY OF CAPE TOWN, DIRECTOR: HOUSING DEVELOPMENT**, invites tenders for Tender No. **260C/2021/22: APPOINTMENT OF FOUR (4) REGIONAL TEAMS OF MULTIDISCIPLINARY PROFESSIONAL CONSULTANTS TO UNDERTAKE THE PLANNING, DESIGN, PROCUREMENT AND CONSTRUCTION MONITORING SERVICES RELATING TO HUMAN SETTLEMENTS WITHIN 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 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 **18 March 2022**.

A non-refundable fee of R250 is required on collection of the tender document by Cash or EFT.

Queries relating to any issues in these documents may be addressed to Mr M Patel Tel No. 021 400 2120, Cell No. 083 233 475, e-mail michael.patel@capetown.gov.za.

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

A non-compulsory but strongly recommended clarification meeting with representatives of the Employer will be held on 01 April 2022 at 10h00 at the Sub-Council Chambers, Royal Ascot, Block A, 1 Bridle Way, Milnerton

The closing time for receipt of tenders is **10h00 on 22 April 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 Activity Schedules, 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 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;