

# TENDER NO. 318C/2021/22



CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

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

Version: 4

Page 1 of 132

## CONTRACT DOCUMENT

FOR THE

## TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: ROADS PLANNING, DESIGN AND MANAGEMENT CONSTRUCTION IMPLEMENTATION FROM DATE OF COMMENCEMENT FOR A PERIOD OF 8 YEARS (96 MONTHS)

## VOLUME 1: TENDERING PROCEDURES

### NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 32** of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on **page 79** of this document.

#### ISSUED BY:

**DIRECTOR  
TRANSPORT PLANNING &  
NETWORK MANAGEMENT  
URBAN MOBILITY  
DIRECTORATE CITY OF  
CAPE TOWN**  
Tower Block, Civic Centre  
12 Hertzog Boulevard  
CAPE TOWN  
8001

May 2022

#### For official use.

**TENDER SERIAL No.:**

**SIGNATURES OF CITY OFFICIALS  
AT TENDER OPENING**

1.

2.

3.

<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)	

CITY OF CAPE TOWN

URBAN MOBILITY DIRECTORATE: TRANSPORT PLANNING & NETWORK MANAGEMENT

CONTRACT NO. 318C/2021/22

TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: ROADS PLANNING, DESIGN AND MANAGEMENT CONSTRUCTION IMPLEMENTATION FROM DATE OF COMMENCEMENT FOR A PERIOD OF 8 YEARS (96 MONTHS)

### General Tender Information

TENDER ADVERTISED	:	06 May 2022
CLARIFICATION MEETING	:	Non-compulsory but strongly recommended.
VENUE FOR CLARIFICATION MEETING	:	Skype Meeting (Link on p 2 below)
CLOSING DATE	:	06 June 2022
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	<b>Tender Box123</b> at the <b>Tender &amp; Quotation Box Office</b> , 2 <sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town
TENDER BOX	:	<p>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.</p> <p>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.</p>

**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 DIRECTORATE: TRANSPORT PLANNING & NETWORK MANAGEMENT****CONTRACT NO. 318C/2021/22****TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: ROADS PLANNING, DESIGN AND MANAGEMENT CONSTRUCTION IMPLEMENTATION FROM DATE OF COMMENCEMENT FOR A PERIOD OF 8 YEARS (96 MONTHS)**

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**CITY OF CAPE TOWN**

**URBAN MOBILITY DIRECTORATE: TRANSPORT PLANNING & NETWORK MANAGEMENT**

**CONTRACT NO. 318C/2021/22**

**TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: ROADS PLANNING, DESIGN AND MANAGEMENT CONSTRUCTION IMPLEMENTATION FROM DATE OF COMMENCEMENT FOR A PERIOD OF 8 YEARS (96 MONTHS)**

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

The **CITY OF CAPE TOWN, TRANSPORT DIRECTORATE**, Director: **TRANSPORT PLANNING**, invites tenders for Tender No. **318C/2021/22 : TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: ROADS PLANNING, DESIGN AND MANAGEMENT CONSTRUCTION IMPLEMENTATION FROM DATE OF COMMENCEMENT FOR A PERIOD OF 8 YEARS (96 MONTHS)**

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**, 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 **6 May 2022**.

A non-refundable tender fee of R250.00 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 **Mr Mark Pinder**, e-mail [mark.pinder@capetown.gov.za](mailto:mark.pinder@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](mailto:Popia@capetown.gov.za)

Due to uncertainty with the Covid-19 pandemic, a non-compulsory but **highly recommended** clarification meeting with the Employer's Representative will be held via Skype on 20 May 2022 at 11:00 at the following link: <https://meet.capetown.gov.za/mark.pinder/ZW6C80F9>

The closing time for receipt of tenders is **10h00 on 06 June 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;