

TENDER NO. 210C/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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FRAMEWORK CONTRACT DOCUMENT

FOR THE

FRAMEWORK TENDER FOR THE PROVISION OF VARIOUS BUILT ENVIRONMENT PROFESSIONAL SERVICES

**Framework Contract Period: From Date of Commencement Not
Exceeding 36 months**

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on page of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on page 160 of this document.

ISSUED BY:
DIRECTOR: PROPERTY MANAGEMENT OF ECONOMIC GROWTH, 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.

OCTOBER 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: 210C/2022/23

CITY OF CAPE TOWN

ECONOMIC GROWTH: PROPERTY MANAGEMENT

CONTRACT NO. 210C/2022/23

FRAMEWORK TENDER FOR THE PROVISION OF VARIOUS BUILT ENVIRONMENT PROFESSIONAL SERVICES

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CITY OF CAPE TOWN

ECONOMIC GROWTH: PROPERTY MANAGEMENT

CONTRACT NO. 210C/2022/23

FRAMEWORK TENDER FOR THE PROVISION OF VARIOUS BUILT ENVIRONMENT PROFESSIONAL SERVICES

T1.1 Tender Notice and Invitation to Tender

The **City of Cape Town**, Economic Growth invites tenders for Tender No. **210C/2022/23 FRAMEWORK TENDER FOR THE PROVISION OF VARIOUS BUILT ENVIRONMENT PROFESSIONAL SERVICES**.

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.

This framework contract document offers tenderers the option of tendering to provide multidisciplinary professional services for six (6) service categories (SC). Tenderers may elect to tender for work in one or more SC, however, the Employer intends to award a tenderer a maximum of one SC as a "Winner" and one SC as a "Standby Service Provider" or two SC's as a "Standby Service Provider."

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.

A non-refundable tender fee of R250.00 payable by EFT or cash to Cape Town is required on collection of the tender documents.

Queries relating to any issues in these documents may be addressed to

CCT TENDER REPRESENTATIVE (TECHNICAL) Andile Langalibalele (Mr)
Email: AndileJack.Langalibalele@capetown.gov.za

A non-compulsory but strongly recommended clarification meeting with representatives of the Employer will be held on **24 November 2022 at 10h00** at the offices of the City of Cape Town, Economic Growth 13th Floor, Civic Centre, Tower Block Cape Town.

The closing time for receipt of tenders is **10h00 on 14 December 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 Schedules 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.

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

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.

Date	:	24 November 2022
Time	:	10h00
Platform	:	Cape Town Civic Centre, 13th Floor, Tower Block, 4 Bay

CITY OF CAPE TOWN
Economic Growth: Property Management
NO. 210C/2022/23
Framework Tender for the Provision of Various Built Environment Professional Services

ONLINE MEETING LINK –CLARIFICATION MEETING