

# TENDER NO. 135C/2021/22



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

Version: 4

Page 1 of 171

## CONTRACT DOCUMENT

FOR THE

## PROVISION OF CONSULTING AND PROFESSIONAL SERVICES IN RESPECT OF URBAN REGENERATION AND VIOLENCE PREVENTION IMPLEMENTATION ACROSS THE CITY

### VOLUME 1: TENDERING PROCEDURES

**NOTE:**

- The Form of Offer and Acceptance (C1.1) is on **pages 33 to 38** of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on **pages 91 to 95** of this document.

<b>ISSUED BY:</b>
<b>MAYORAL URBAN REGENERATION PROGRAMME (MURP), URBAN MANAGEMENT DIRECTORATE, CITY OF CAPE TOWN</b> Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001

<b>For official use.</b>
<b>TENDER SERIAL No.:</b>
<b>SIGNATURES OF CITY OFFICIALS AT TENDER OPENING</b>
1.
2.
3.

OCTOBER 2021

<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 MANAGEMENT: MAYORAL URBAN REGENERATION PROGRAMME (MURP)

CONTRACT NO. 135C/2021/22

PROVISION OF CONSULTING AND PROFESSIONAL SERVICES IN RESPECT OF URBAN REGENERATION AND VIOLENCE PREVENTION IMPLEMENTATION ACROSS THE CITY

## General Tender Information

TENDER ADVERTISED	:	5 November 2021
CLARIFICATION MEETING	:	10h00 on 12 November 2021 (Not compulsory but strongly recommended)
VENUE FOR CLARIFICATION MEETING	:	The Clarification meeting will be held via the Skype meeting Platform: Names and Email addresses of those who will attend must be sent to the employer's representative, Mr Alastair Graham at <a href="mailto:alastair.graham@capetown.gov.za">alastair.graham@capetown.gov.za</a> . Tenderers are requested to sent questions for clarity at least 24 hours in advance.
CLOSING DATE	:	9 December 2021
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	<b>Tender Box 126</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

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CITY OF CAPE TOWN

URBAN MANAGEMENT: MAYORAL URBAN REGENERATION PROGRAMME (MURP)

CONTRACT NO. 135C/2021/22

PROVISION OF CONSULTING AND PROFESSIONAL SERVICES IN RESPECT OF URBAN REGENERATION AND VIOLENCE PREVENTION IMPLEMENTATION ACROSS THE CITY

## T1.1 Tender Notice and Invitation to Tender

The **CITY OF CAPE TOWN**, Director: URBAN MANAGEMENT, MAYORAL URBAN REGENERATION PROGRAMME (MURP), invites tenders for Tender No. **135C/2021/22: Provision of Consulting and Professional Services in respect of Urban Regeneration and Violence Prevention Implementation Across the City**.

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.

The tender offers the options of tendering for either Soft or Built Environment Services, or for both. Tenderers may also be appointed in either one or both of two regional areas (Refer to Clause C.1.6.1 of the Tender Data and Part C4: Site Information in the tender document for more detail and areas covered per region).

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 **5 November 2021**.

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

Queries relating to any issues in these documents may be addressed to Mr Alastair Graham, Tel No. 021 400 4576, e-mail [alastair.graham@capetown.gov.za](mailto:alastair.graham@capetown.gov.za).

A non-compulsory but strongly recommended clarification meeting with representatives of the Employer will be held on **12 November 2021 at 10h00** via the Skype Meeting Platform.

The closing time for receipt of tenders is **10h00 on 9 December 2021**.

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.

**CITY OF CAPE TOWN**

**URBAN MANAGEMENT: MAYORAL URBAN REGENERATION PROGRAMME (MURP)**

**CONTRACT NO. 135C/2021/22**

**PROVISION OF CONSULTING AND PROFESSIONAL SERVICES IN RESPECT OF URBAN REGENERATION AND VIOLENCE PREVENTION IMPLEMENTATION ACROSS THE CITY**

**DETAIL OF CLARIFICATION MEETING**

**The Clarification meeting will be held via the Skype meeting Platform: Names and Email addresses of those who will attend must be sent to the employer's representative, Mr Alastair Graham at [alastair.graham@capetown.gov.za](mailto:alastair.graham@capetown.gov.za). Tenderers are requested to send questions for clarity at least 24 hours in advance.**

**DATE: 12 NOVEMBER 2021**

**TIME: 10:00**