

**CONTRACT NO. 292Q/2021/22**CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

SCM - 512 Approved by Branch Manager: 03/04/2020

Version: 5

Page 1 of 275

**CONTRACT DOCUMENT**

FOR THE

**UPGRADES OF EXISTING ABLUTIONS AT  
CAPE TOWN CIVIC MUNICIPAL BUILDING:  
PHASE 2 PODIUM CHQ****VOLUME 1: TENDERING PROCEDURES****NOTE:**

- The Form of Offer and Acceptance (C1.1) is on **page 36-38** of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on **page 151** of this document

<b>ISSUED BY:</b>	<b>COMPILED BY:</b>	<b>For official use.</b>
DIRECTOR: FACILITIES MANAGEMENT : FACILITIES MANAGEMENT CITY OF CAPE TOWN 12 Hertzog Boulevard CAPE TOWN 8001	FACILITIES MANAGEMENT CITY OF CAPE TOWN 12 Hertzog Boulevard CAPE TOWN 8001	<b>TENDER SERIAL No.:</b>
		<b>SIGNATURES OF CITY OFFICIALS AT TENDER OPENING</b>
		1.
		2.
		3.

April 2022

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

CITY OF CAPE TOWN

FACILITIES MANAGEMENT DEPARTMENT

CONTRACT NO. 292Q/2021/22

UPGRADES OF EXISTING ABLUTIONS AT CAPE TOWN CIVIC MUNICIPAL BUILDING: PHASE 2 PODIUM  
CHQ

### General Tender Information

TENDER ADVERTISED	:	14 April 2022
ESTIMATED CIDB CONTRACTOR GRADING	:	5 GB or higher
SITE VISIT/CLARIFICATION MEETING	:	29 April 2022 at 10h00 (Not compulsory but strongly recommended)
VENUE FOR SITE VISIT/CLARIFICATION MEETING	:	City of Cape Town, Concourse level 2, Civic Centre, Podium Hall entrance I
CLOSING DATE	:	16 May 2022
CLOSING TIME	:	10h00
CLOSING VENUE	:	<b>Tender Box 136</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 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.</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'**

<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 33
<b>VOLUME 2</b>			
<b>Part T2: Returnable documents</b>			34
T2.1	List of Returnable Documents	Yellow	35
C1.1	Form of Offer and Acceptance	Yellow	36 to 38
C1.2	Contract Data (data provided by the Contractor)		39
C2.2	Bills of Quantities (please see clause C.2.13.3)	Yellow	40 to 101
T2.2	Returnable Schedules (please see clause C.2.13.3)_	Yellow	102 to 157
<b>VOLUME 3</b>			
<b>Draft Contract</b>			158
<b>Part C1: Agreements and Contract Data</b>			159
C1.2	Contract Data (data provided by the Employer)	Yellow	160 to 181
C1.3	Form of Guarantee for Construction	White	182 to 185
C1.4	Form of Guarantee for Advance Payment	White	186 to 189
C1.5	Occupational Health and Safety Agreement	White	190
C1.6	Protection of the Environment Declaration	White	191
C1.7	Insurance Broker's Warranty	White	192
C1.8	Contract of Temporary Employment as Community Liaison Officer	White	193
<b>Part C2: Pricing data</b>			194
C2.1	Pricing Assumptions	Yellow	195 to 196
<b>Part C3: Scope of Work</b>			197
C3.1	Description of the Works	Blue	198
C3.2	Engineering	Blue	199 to 200
C3.3	Procurement	Blue	201 to 202
C3.4	Construction	Blue	203 to 204
C3.5	Management	Blue	205 to 213
C3.6	Annexes	Blue	214 to 261
<b>Part C4: Site information</b>			
C4	Site Information	Green	262 to 277

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## Part T1: Tendering procedures

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	Pages
T1.1 Tender Notice and Invitation to Tender.....	2 – 4
T1.2 Tender Data .....	5 – 33

**CITY OF CAPE TOWN**

**FACILITIES MANAGEMENT**

**CONTRACT NO. 292Q/2021/22**

**UPGRADES OF EXISTING ABLUTIONS AT CAPE TOWN CIVIC MUNICIPAL BUILDING: PHASE 2 PODIUM CHQ**

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

The **CITY OF CAPE TOWN, FACILITIES MANAGEMENT** invites tenders for Tender No. **CONTRACT NO. 292Q/2021/22: UPGRADES OF EXISTING ABLUTIONS AT CAPE TOWN CIVIC MUNICIPAL BUILDING: PHASE 2 PODIUM CHQ**.

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.

It is estimated that tenderers must have a CIDB contractor grading designation of 5GB 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 **14 April 2022**.

A non-refundable tender fee of **R300.00** payable by cash or EFT to the City of Cape Town is required on collection of the tender documents.

Queries relating to the issue of these documents may be addressed to Mrs Nomaphelo Soboyisi, Tel No. 021 400 1088, e-mail [Nomaphelo.Soboyisi@capetown.gov.za](mailto:Nomaphelo.Soboyisi@capetown.gov.za).

A non-compulsory but strongly recommended site visit/clarification meeting with representatives of the Employer will take place at **City of Cape Town, Concourse level 2, Civic Centre, Podium Hall entrance** starting at 10:00.

The closing time for receipt of tenders is **10:00 on 16 May 2022**.

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 Bills of Quantities, in the same format (that is, layout, billed 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.