

# TENDER NO.243Q/2024/25



SCM – 663

Approved by Branch Manager: 15/07/2024

Version: 6.3

Page 1 of 387

## FRAMEWORK CONTRACT DOCUMENT (WINNER-TAKES-ALL TYPE)

FOR THE

## TERM TENDER FOR THE SUPPLY, INSTALLATION, REPAIRS AND MAINTENANCE OF WATERPROOFING AND ROOF COVERINGS FOR MUNICIPAL FACILITIES WITHIN THE CITY OF CAPE TOWN

**Framework Contract Period:** Not exceeding 36 Months from date of commencement

### Works Projects:

From R0 up to R500 000: 1GB or higher

From R500 001 up to R1 000 000: 2GB or higher

From R1 000 001 up to R3 000 000: 3GB or higher

From R3 000 001 up to R6 000 000: 4GB or higher

From R6 000 001 up to R10 000 000: 5GB or higher

## THE TENDER

### NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 57** of this document
- Table 1: Tender Preference Claim Form is on **page 383** of this document

<b>ISSUED BY:</b>  <b>DIRECTORATE: CORPORATE SERVICES: DEPARTMENT: FACILITIES MANAGEMENT CITY OF CAPE TOWN</b> Tower Block, Civic Centre 12 Hertzog Boulevard CAPE TOWN 8001	<b>COMPILED BY:</b>  <b>FACILITIES MANAGEMENT</b> Civic Centre, Tower block12 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.
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April 2025

<b>NAME OF TENDERING ENTITY</b>	
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EMAIL ADDRESS OF TENDERING ENTITY	
FAX NUMBER OF TENDERING ENTITY	
<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)	

**FILE REFERENCE NO:**

CITY OF CAPE TOWN

CORPORATE SERVICES: FACILITIES MANAGEMENT

CONTRACT NO. 243Q/2024/25

TERM TENDER FOR THE SUPPLY, INSTALLATION, REPAIRS AND MAINTENANCE OF WATERPROOFING AND ROOF COVERINGS FOR MUNICIPAL FACILITIES WITHIN THE CITY OF CAPE TOWN

## General Tender Information

TENDER ADVERTISED : 17 April 2025

### CIDB CONTRACTOR GRADING

DESIGNATION :

From R0 up to R500 000: 1GB or higher

From R500 001 up to R1 000 000: 2GB or higher

From R1 000 001 up to R3 000 000: 3GB or higher

From R3 000 001 up to R6 000 000: 4GB or higher

From R6 000 001 up to R10 000 000: 5GB or higher

SITE VISIT/CLARIFICATION MEETING : 10h00 on 06 May 2025  
(Not compulsory, but strongly recommended)

VENUE FOR SITE VISIT/CLARIFICATION MEETING : Microsoft Teams

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ODkxMjA0Y2UtZWZWE2My00MzcyLWFkYzgtY2NINTczMzBkYjg0%40thread.v2/0?context=%7b%22Tid%22%3a%22ff731495-b3c8-44b3-93f8-6fca8fc5a699%22%2c%22Oid%22%3a%22aeb603fe-b128-4a62-912b-2c09a71f49a8%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODkxMjA0Y2UtZWZWE2My00MzcyLWFkYzgtY2NINTczMzBkYjg0%40thread.v2/0?context=%7b%22Tid%22%3a%22ff731495-b3c8-44b3-93f8-6fca8fc5a699%22%2c%22Oid%22%3a%22aeb603fe-b128-4a62-912b-2c09a71f49a8%22%7d)

Meeting ID: 348 931 786 548  
Passcode: wd344LB2

CLOSING DATE : 30 May 2025

CLOSING TIME : 10h00

TENDER BOX & ADDRESS : **Tender Box 207** at the **Tender & Quotation Box Office**, 2<sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.

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.

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

CORPORATE SERVICES: FACILITIES MANAGEMENT

CONTRACT NO. 243Q/2024/25

TERM TENDER FOR THE SUPPLY, INSTALLATION, REPAIRS AND MAINTENANCE OF WATERPROOFING AND ROOF COVERINGS FOR MUNICIPAL FACILITIES WITHIN THE CITY OF CAPE TOWN

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## Part T1: Tendering procedures

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**CITY OF CAPE TOWN**

**CORPORATE SERVICES: FACILITIES MANAGEMENT**

**CONTRACT NO. 243Q/2024/25**

**TERM TENDER FOR THE SUPPLY, INSTALLATION, REPAIRS AND MAINTENANCE OF WATERPROOFING AND ROOF COVERINGS FOR MUNICIPAL FACILITIES WITHIN THE CITY OF CAPE TOWN**

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

The **CITY OF CAPE TOWN, CORPORATE SERVICES: FACILITIES MANAGEMENT**, invites tenders for Tender No. **243Q/2024/25: TERM TENDER FOR THE SUPPLY, INSTALLATION, REPAIRS AND MAINTENANCE OF WATERPROOFING AND ROOF COVERINGS FOR MUNICIPAL FACILITIES 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 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.

Tenderers must have a CIDB contractor grading designation of:

From R0 up to R500 000: 1GB or higher

From R500 001 up to R1 000 000: 2GB or higher

From R1 000 001 up to R3 000 000: 3GB or higher

From R3 000 001 up to R6 000 000: 4GB or higher

From R6 000 001 up to R10 000 000: 5GB or higher

Preferences are offered to tenderers who tender in accordance with the Preferential Procurement Regulations and the City of Cape Town's Supply Chain Management Policy (SCM Policy). Furthermore, in terms of these Regulations and the SCM Policy, tenderers are required to meet the HDI and/or RDP specific goals

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 **17 April 2025**.

A non-refundable tender fee of R300.00 payable by cash or Electronic Funds Transfer (EFT) in favour of the City of Cape Town, is required on collection of the tender documents.

### **EFT Payments**

1. To make an EFT payment, a deposit identifier number is required. A deposit identifier number is allocated to a company for the sole purpose of the purchasing of tender documents and may not be used for the payment of any other services, example, rates and taxes.
2. Email the following officials to obtain a deposit identifier number:  
[Alan.VanHeerden@capetown.gov.za](mailto:Alan.VanHeerden@capetown.gov.za)
3. Please use the deposit identifier number referred to above, as a reference number when making payment.

### **Steps to follow for online banking:**

1. Register with your bank for internet banking.
2. Log onto your bank's website and click on internet banking.
3. Select the City of Cape Town Municipality who is already a listed beneficiary on your bank's website.
4. In the beneficiary reference field enter only the above nine-digit reference number with no spaces in between.

**Kindly provide proof of payment once you have made the EFT payment, where further instructions will be issued to you.**

Proof of payment may be emailed directly to the above officials.

The Employer's Information Officer who is responsible for overseeing questions in relation to data protection may be contacted at via email [Popia@capetown.gov.za](mailto:Popia@capetown.gov.za). Additional contact details are provided in clause C.1.6.5.6 of the Tender Data.

Queries relating to any issues in these documents may be addressed to [SCM.Tenders21@capetown.gov.za](mailto:SCM.Tenders21@capetown.gov.za) and / or [FM.Tenders@capetown.gov.za](mailto:FM.Tenders@capetown.gov.za)

A non-compulsory but strongly recommended site visit/clarification meeting with representatives of the Employer will take place on Microsoft Teams on **06 May 2025** starting at 10:00 for approximately 2.5 hours.

The closing time for receipt of tenders is **10:00 on 30 May 2025**.

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 Schedules of Rates, in the same format (that is, layout, scheduled items, units and quantities, if applicable) 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.

**Clarification Meeting: Microsoft Teams.**

**A non-compulsory but strongly recommended clarification meeting with representatives of the Employer will take place via a Microsoft Teams session.**

**Date: 06 May 2025**

**Time: 10:00 – 12:30**

**Link:**

[https://teams.microsoft.com/join/19%3ameeting\\_ODkxMjA0Y2UtZWE2My00MzcylWFkYzgtY2NINTczMzBkYjg0%40thread.v2/0?context=%7b%22id%22%3a%22ff731495-b3c8-44b3-93f8-6fca8fc5a699%22%2c%22oid%22%3a%22aeb603feb128-4a62-912b-2c09a71f49a8%22%7d](https://teams.microsoft.com/join/19%3ameeting_ODkxMjA0Y2UtZWE2My00MzcylWFkYzgtY2NINTczMzBkYjg0%40thread.v2/0?context=%7b%22id%22%3a%22ff731495-b3c8-44b3-93f8-6fca8fc5a699%22%2c%22oid%22%3a%22aeb603feb128-4a62-912b-2c09a71f49a8%22%7d)

**Meeting ID: 348 931 786 548**

**Passcode: wd344LB2**