

REQUEST FOR PROPOSALS

APPOINTMENT OF AN ENGINEERING, PROCUREMENT AND CONSTRUCTION (EPC) / TURNKEY CONTRACTOR FOR THE REPAIRS AND PLANNED MAINTENANCE OF THE BERTRAM MUSEUM AND ANNEX BUILDING FOR THE DEPARTMENT OF SPORTS, ARTS AND CULTURE, WESTERN CAPE, CAPE TOWN

CONTRACT NO: CDC/13/26

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders on the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialisation and logistics zones. The CDC's advanced capabilities are successful enablers in sustainable economic zone development and management, real assets management, infrastructure planning and development, technology integration while realising related socio-economic impact areas such as skills and SMME development. The CDC's high-performance ethos is grounded in its commitment to sustainable development, the protection of its people and the planet, and the delivery of infrastructure solutions that support a just social and economic transition to a low-carbon, resource-efficient, and climate-resilient future. The foundational culture of the CDC's approach, backed by its core values, is innovation and continuous improvement.

The CDC has been appointed by the National Department of Public Works and Infrastructure (NDPW) as the Implementing Agent for various projects Nationally for various departments. These projects require various interventions, namely: the repairs and planned maintenance of the Bertram Museum and annex building for the Department of Sports, Arts and Culture, Western Cape, Cape Town.

INVITATION AND EMPLOYER'S REQUIREMENTS

The Coega Development Corporation (CDC) invites proposals from suitably qualified and well-experienced Turnkey Contractors for the repairs and planned maintenance of the Bertram Museum and annex building. The Contractors must have an active CIDB Contractor Grading designation of **6GB or higher** and a proven track record in working on Heritage Buildings, where decanting, designing, execution, commissioning, Handover, and close-out are undertaken. Contractors with a CIDB Contractor grading designation of **5GB PE** are not eligible to make submissions and will not be considered.

The project entails the delivery of a complete design-develop-construct-commission solution for the total upgrade of Bertram Museum and annex building, in accordance with heritage conservation principles and statutory requirements.

The project is to be completed within **14 months**.

EMPLOYER'S REQUIREMENTS/SCOPE OF WORKS

Tenders are required to have relevant experience and knowledge in an EPC/Turnkey project, which will entail decanting, designing, execution, commissioning, Handover, and close-out.

The Employer's Requirements shall include the following activities, including but not limited to the below:

These requirements must be read in conjunction with **Annexure Q - Project Documentation**.

As part of the Employer's requirements, the EPC/Turnkey contractor needs to appoint all required professional service providers. Each Professional Service Providers (PSP) will be required to execute their scope of service as per their disciplines and respective professional council standard, with all duties, roles, responsibilities, and all required deliverables. Bidders are to price for professionally registered consultants in accordance with the tender document, to be administered in accordance with the relevant council gazette. Accordingly, the professional scope of services rendered by the PSP shall span from Stage 3 (Design Development) to Stage 7 (Close-Out), in alignment with the prescribed deliverables and governance gates outlined in the Framework for Infrastructure Delivery and Procurement Management (FIDPM) as below:

- Review of existing project documentation
- Design Development
- Design Documentation
- Construction works and monitoring
- Handover
- Defects Notification Period
- Close Out

As part of the Employer's requirements, the project activities by the EPC/Turnkey Contractor will include but are not limited to the below:

- Documentation Review
- Prescribed work as described in the Concept Report
- Decanting. Please refer to **Annexure Q - Project Documentation** that includes Bertram House Museum and Annex Building Decanting Plan which pertains deinstallation, Packing, Transportation and Moving of Collection.
- As-built drawings
- Access and Parking
- Storm Water infrastructure
- Water infrastructure
- Sewer infrastructure
- Electrical Installation
- Security Installation
- ICT Installation
- HVAC Services
- FIRE Services
- WET Services

TENDERER OBLIGATIONS

The Tenderer acknowledges that, prior to the submission of this tender, it has:

- Carefully examined and understood the Employer's Requirements, including all technical, commercial, and legal conditions.
- Verified the accuracy and sufficiency of the data, information, and specifications provided in the Employer's Requirements.
- Conducted all necessary investigations, including site conditions (where access was permitted), applicable laws, and any other constraints affecting the Works.
- Accepted full responsibility for the completeness and adequacy of its tender, including any design and execution risks under the EPC/Turnkey Contract.

REQUIRED APPROVALS

Once appointed, the successful Tenderer will have to ensure that all the CDC and DPW's statutory and regulatory approvals are in place and procedures implemented, prior to any construction activities commencing. These include, but are not limited to:

- Safety, Health and Environmental Management Plans;
- Agreed Project Execution Plan;
- Human Resource Management Plan;
- Third Party Approvals, such as the approvals from the Heritage Western Cape;
- Department of Public Works and Infrastructure and
- Local Authority

CONDITIONS OF TENDER

Failure to adhere to the conditions stated hereinunder or to provide evidence where specified, will render the submission non-responsive and the submission will be declared as null and void and will not be considered further.

- The Main Contractor must be registered with the Construction Industry Development Board (CIDB) and must have an active **6GB or higher**. Potential Tenderers with CIDB Grade 5GB PE are not eligible to tender.
- Entities who intend submitting a bid as a Joint Venture must ensure that their combined grading meets the required CIDB Grading.
- Bidders must ensure that their CIDB registration is valid and active, or that they are capable of being registered, for the required grading and class of works from the bid closing date up to and including the date of award of the contract. CDC reserves the right to verify the bidder's CIDB registration status on the CIDB website at any stage during the evaluation and adjudication process. Where a bidder is not registered with the CIDB at the bid closing date but claims to be capable of being registered, the bidder must submit, as part of its bid, proof of application for CIDB registration. Failure to maintain an active and valid CIDB registration, or to successfully obtain such registration prior to award where the bidder was only capable of being registered at closing, may result in disqualification or rejection of the bid.
- Respondents must comply with the CDC's Procurement Policy & Procedures.
- The following legislation shall apply:
 - Public Finance Management Act (PFMA);
 - Preferential Procurement Policy Framework Act (PPPFA), 2000;
 - The Preferential Procurement Regulations 2022;
 - National Treasury Regulations;
 - Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - Compensation for Occupational injuries and disease Act (130 of 1993);
 - NEMA National Environmental Management Act (107 of 1998);
 - Broad -Based Black Economic Empowerment Act Number 53 of 2003 (as amended by Act number 46 of 2013);
 - National Building Regulations and Building Standards Act (103 of 1977);
 - City of Cape Town building by laws;
 - Disaster Management Act (57 of 2002);
 - Protection of Personal Information Act (Act No. 4 of 2013); and
 - National Heritage Resources Act (25 of 1999) and
 - Any other applicable legislation.
- The 80/20 preference point system will be used where points allocation will be as follows:
 - Price - **80**
 - Specific goals - **20**
- Tenderers will be evaluated on functionality assessment and are expected to meet a minimum of 65 points to be evaluated further. The evaluation criteria for measuring functionality assessment and the weight of each criterion are provided in the RFP document.
- Tenderers should submit their Proposals either as Joint Ventures (JVs), Consortia, or as single entities if they possess all the requisite skills in-house.
- The Tenderers must provide all the required information to enable fair and equitable evaluation of submitted Tender. Failure to submit such information might render the Tender as being non-responsive and not to be considered further. Tenderers must be VAT registered, and Tender must be submitted VAT inclusive. Non-VAT vendors who submit tenders for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract register with the South African Revenue Services (SARS) as VAT vendors. The award of contract would be conditional pending the successful Tenderer submitting proof of registration as a VAT vendor with SARS;
- Tenderers must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAAD...
- CDC will only award the Tender to a Successful Tenderer who is tax compliant. The tax compliant status of the Tenderers will be verified through the CSD and South African Revenue Services (SARS) website.
- The Successful tenderer will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993) and Compensation for Occupational injuries and disease Act, Act (130 of 1993) and all relevant and applicable legislations. Upon appointment of the successful tenderer, it will be required to develop Occupational Health, Safety and Environmental Management Systems to comply with the SANAS Norms and Standards. CDC Sustainability Business Unit will manage and monitor compliance and implementation of Occupation Health and Safety, Environmental and Quality requirements for the duration of the contract. The Tenderer shall ensure as far as is reasonably practicable, that article/substance is safe and without risk to health when properly used and that it complies with prescribed requirements. Take such steps as may be necessary to ensure that such article/substance's information is available regarding the use at work, risks to health and safety associated with and procedure to be followed is available in the case of an incident occurrence.
- A successful Tenderer (Contractor) will be required to provide valid proof of registration of the **Construction Health and Safety Officer (CHSO) with SACPCMP** upon award during construction phase, must have necessary competencies and resources to execute his or her duties. The CHSO must have proven record of 2 years of experience or more. The CHSO will take full responsibility of managing and supervising safety, health and environment throughout the construction duration. No candidate registration will be accepted;
- Upon award the successful Tenderer (Contractor) will be required to appoint a **Construction Health & Safety Agent - Professional Construction Health & Safety Agent** registered with the South African Council for the Project and Construction Management Professions (SACPCMP) as PrCHSA with a minimum 10 years of experience. Candidate registrations will not be accepted;
- Upon award** the successful Tenderer (Contractor) **will be required to appoint a Landscape Architect** - must be a registered Professional Landscape Architect with the South African Council for the Landscape Architectural Profession (SACLAP). Minimum 5 years of experience post qualification in **heritage sensitive projects**. Candidate registrations will not be accepted;
- In case of JVs/Consortia, the Tenderer must include an Intent to Enter into a JV/Consortium Agreement. The actual copy of a complete and fully signed JV/Consortium Agreement would be required from the successful Tenderer upon completion of the procurement process;
- In case of a JV award, the entity will be expected to provide valid proof of registration with the Compensation Fund or approved Licensed Insurer specified as the JV entity for a specific duration"
- As per amended construction codes, All Generics entities and QSEs with less than 51% black ownership are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). QSE with at least 51% black shareholding and EMEs with an annual turnover of R 3 million are required to submit a B-BBEE verification certificate from a SANAS accredited verification agency as they have to comply with the 40% sub-minimum requirement on the QSE Skills Development Scorecard to avoid being discounted a level. EMEs with a turnover of less than R 3 million are exempt from complying with the subminimum requirement and may submit an affidavit or a certificate issued by CIPC, confirming their ownership and annual turnover. In case of a Joint Venture (JV) / Consortium, a consolidated B-BBEE certificate would be required, and it must be accompanied by individual B-BBEE Certificates/affidavits of their entities to confirm the type of enterprise.
- An Entity that is part of a JV/Consortium is not permitted to form part of more than one bid submission in terms of the Competition Act 89 of 1998;
- The CDC will not award more than two active projects to one tenderer, unless one project has reached the 80% completion stage and beyond. Capacity assessment may be conducted in an event that the recommended tenderer is the only responsive service provider and has already been awarded two contracts.
- The performance of the Tenderers on projects they have been awarded (past and current projects) shall be reviewed and evaluated on an on-going basis by the CDC Project Manager. Poor performance on awarded projects may result in a Tenderer not being awarded future projects by the CDC as per the CDC Service Provider Performance Management System (SPPMS);
- Tenderers and all its Consortium/JV members if any, must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any tender to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- Public servants are prohibited from conducting any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be carried out by the CDC and Tenderers will be disqualified should they be found to be in contravention with this requirement.
- Tenderers are required to have a design team with professionals' registered with the relevant professional bodies for the appropriate class of work.
- The Tenderers must nominate a person who will be their Overall Project Team Leader. The Overall Project Team Leader (OPTL):
 - In the case of the JV/Consortium, each entity that is party to the JV/Consortium must nominate a person with delegated authority who will in turn sign the on the delegated authority of the OPTL on behalf of the JV/Consortium.
 - Should have delegated authority to sign:
 - The Proposal Submissions;
 - All the Returnable Documents that should also be initiated and submitted as part of the Proposal;
 - Any correspondence with the CDC during the bidding process;
 - The Agreement to be entered into with the Successful Tenderer; and
 - Any correspondence during the Contract Execution Phase.
 - Would be conferred the authority to be the duly Authorised Signatory as would be provided in the **Certificate of Authority of Signatory** that should be included in the Proposal for this TENDER Process.
 - Will be the sole point of contact between the CDC and the Tenderer during this bidding process.
 - Would be required to review and sign off all the deliverables to the CDC during the execution of the contract, confirming their quality and professional soundness.
- Any misrepresentation of information will lead to immediate disqualification of the Tenderer's Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this RFP and signs the submission as a correct and sound documentation that the CDC could put its reliance on.
- Attendance of the Briefing Meeting by at least one member of the Company or JV/Consortium is compulsory. The attendance register will be used to confirm attendance. Submissions from Companies or JV/Consortium which did not attend the Compulsory Briefing Meeting will not be evaluated.
- Tenderers must complete and sign the POPI Act form. In case of Joint Venture/Consortium, a separate form in respect of each party to the JV must be completed.
- Tenderers must only be submitted on the tender document that is issued.
- The CDC may accept or reject the tender offer or may cancel the tender process and reject all tender offers at any time before the formation of a contract. The CDC shall not accept or incur any liability to Tenderers for such cancellation and/or rejection but will give written reasons for such action.
- Tender validity shall be **16 weeks** from the date of closure.

Collection of Documents

The documentation for this RFP Process can be downloaded from the CDC's website: www.coega.co.za or the National Treasury e-tender portal from **Monday, 26 January 2026 at 10h00**. The CDC will not take responsibility for any errors that may occur in the downloading of documents. Tenderers are, therefore, required to ensure that they download the full package with no missing pages.

Bid Communication

All queries relating to this TENDER may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management, strictly via e-mail: Cptenders@coega.co.za between the period of **23 January 2026 to 16 February 2026**. No new queries received after **16 February 2026** will be responded to.

Briefing Meeting

A mandatory site briefing meeting will be held on **Monday, 02 February 2026, at 12h00** at the Bertram Museum Hiddingh Campus, Orange Street, Cape Town, South Africa. Latitude: 33°55'55.0022"S, Longitude: 18°24'49.000"E.

Closing date and time

The closing date and time for the receipt of complete Tender documents is **Monday, 23 February 2026 at 12:00**. Documents are to be placed in the tender box at the **CDC Cape Town Office 60 St Georges Mall, 11 floor, South African Reserve Bank Building, Cape Town, 8000**.

One original completed Tender document and one flash drive (with one electronic Priced Schedule (PS) shall be placed in a sealed envelope clearly marked:

"CDC/13/26 REQUEST FOR PROPOSALS (RFP) FOR THE APPOINTMENT OF AN ENGINEERING, PROCUREMENT AND CONSTRUCTION (EPC) / TURNKEY CONTRACTOR FOR THE REPAIRS AND PLANNED MAINTENANCE OF THE BERTRAM MUSEUM AND ANNEX BUILDING FOR THE DEPARTMENT OF SPORTS, ARTS AND CULTURE, WESTERN CAPE, CAPE TOWN"

All prospective Bidders must bring a valid form of identification to be present at the security desk to be allowed entry into the building.

Tenders will not be opened in public, and no late submission will be considered. Failure to provide any mandatory information required in this document will result in the submissions being deemed null and void and shall be considered non-responsive. Tenderers must ensure that all Tender documents are submitted in a secure, sealed, tamper-proof envelope or container. The submission must be secure against any form of tampering, alteration, removal, or insertion of documents. Any Tender submission received in packaging that appears to be torn, unsealed, loose papers or otherwise compromising the integrity of the contents may be deemed non-responsive and disqualified at the discretion of the CDC.

Telegraphic, telexed, typed, facsimiled or e-mail submissions will not be accepted.

No telephonic or any other form of communication relating to this Tender with any other CDC member of staff, CDC Agent, Client, or any other role players will be permitted.

All enquiries regarding this tender must be in writing only, and must be directed to:

Ms. Zine Mtanda, Unit Head: Supply Chain Management; e-mail address: Cptenders@coega.co.za

There shall be no disclosure, other than to the Client's legal and technical advisors of any of the tender amounts, method of work, terms, conditions, etc., to any other Tenderer nor to any parties who have not submitted tender documents. The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.

TIP-OFFS ANONYMOUS HOTLINE:
STOP: THEFT / FRAUD / DISHONESTY / BRIBERY /
BLACKMAIL / INTIMIDATION
Call Toll-free TODAY: 0800 007 035 and remain anonymous.



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BBBEE LEVEL 1 CONTRIBUTOR
ISO 9001:2015 • ISO 14001:2015 • ISO 45001:2018
ISO 20000-1:2018 • ISO 27001:2022

