

TENDER NO.39C/2022/23		 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD	
SCM - 515	Approved by Branch Manager: 03/04/2020	Version: 4	Page 1 of 32

CONTRACT DOCUMENT

FOR THE PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE PREPARATION AND IMPLEMENTATION OF EMBEDDED GENERATION AND ENERGY EFFICIENCY PROJECTS

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on **page 36** of this document
- Table 1: Tender Preference Claim (B-BBEE contribution) is on **page 92** of this document.

ISSUED BY:
DIRECTOR: ENERGY DEPARTMENT: SUSTAINABLE ENERGY MARKETS 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.

JULY 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)	

CITY OF CAPE TOWN

ENERGY: SUSTAINABLE ENERGY MARKETS

CONTRACT NO. 39C/2022/23

PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE PREPARATION AND IMPLEMENTATION OF EMBEDDED GENERATION AND ENERGY EFFICIENCY PROJECTS.

General Tender Information

TENDER ADVERTISED	:	22 July 2022
NON-COMPULSORY CLARIFICATION MEETING	:	10h00 on 4 August 2022 (Not compulsory but strongly recommended)
VENUE FOR CLARIFICATION MEETING	:	Skype Meeting – refer to page 3 for the link to the Meeting
CLOSING DATE	:	26 August 2022
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	Tender Box 160 at the Tender & Quotation Box Office , 2 nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town
TENDER BOX	:	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. 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

ENERGY: SUSTAINABLE ENERGY MARKETS

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Contents			
Number	Heading	Colour	Page No
VOLUME 1			
The Tender			
Part T1: Tendering procedures			
T1.1	Tender Notice and Invitation to Tender	White	2 to 3
T1.2	Tender Data	Pink	4 to 32
VOLUME 2			
Part T2: Returnable documents			
T2.1	List of Returnable Documents	Yellow	35 to 35
C1.1	Form of Offer and Acceptance	Yellow	36 to 38
C1.2	Contract Data (data provided by the Supplier)	Yellow	40 to 40
C2.2	Activity Schedule (please see clause C.2.13.3)_	Yellow	41 to 43
T2.2	Returnable Schedules (please see clause C.2.13.3)_	Yellow	47 to 95
VOLUME 3			
Draft Contract			
Part C1: Agreements and Contract Data			
C1.2	Contract Data (data provided by the Employer)	Yellow	98 to 106
C1.3	Occupational Health and Safety Agreement	White	108 to 108
Part C2: Pricing data			
C2.1	Pricing Assumptions	Yellow	110 to 112
Part C3: Scope of Work			
C3.1	Scope of Work	Blue	113 to 125
C3.2	Annexes	Blue	126 to 128
Part C4: Site information			
C4.1	Site Information	Green	129 to 130

Part T1: Tendering procedures

	Pages
T1.1 Tender Notice and Invitation to Tender.....	2
T1.2 Tender Data	4 – 32

CITY OF CAPE TOWN

ENERGY: SUSTAINABLE ENERGY MARKETS

CONTRACT NO. 39C/2022/23

PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE PREPARATION AND IMPLEMENTATION OF EMBEDDED GENERATION AND ENERGY EFFICIENCY PROJECTS

T1.1 Tender Notice and Invitation to Tender

The **CITY OF CAPE TOWN**, Director: ENERGY, SUSTAINABLE ENERGY MARKETS, invites tenders for Tender No. **39C/2022/23: Provision of Professional Services in respect of the Preparation and Implementation of Embedded Generation and Energy Efficiency Projects.**

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.

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 from **22 July 2022**.

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

Queries relating to any issues in these documents may be addressed to Mr S Mpata, Tel No. 021 400 3155, e-mail SinethembaErnest.Mpata@capetown.gov.za

A non-compulsory but strongly recommended clarification meeting with representatives of the Employer will be held on **4 August 2022 at 10h00** online via Skype.

The closing time for receipt of tenders is **10h00** on **26 August 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 Activity Schedules, 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.

<https://meet.capetown.gov.za/marlyn.hendricks/9JTM8DH7>

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CITY OF CAPE TOWN

ENERGY DIRECTORATE

CONTRACT NO. 39C/2022/23

**PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE PREPARATION AND
IMPLEMENTATION OF EMBEDDED GENERATION AND ENERGY EFFICIENCY PROJECTS**

LOCALITY PLAN – SITE VISIT/CLARIFICATION MEETING VENUE

PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF THE PREPARATION AND IMPLEMENTATION OF EMBEDDED GENERATION AND ENERGY EFFICIENCY PROJECTS

T1.2 Tender Data

The conditions of tender are the 42622 of 8 August 2019, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement. (see www.cidb.org.za) which are reproduced without amendment or alteration for the convenience of tenderers as an Annex to this Tender Data.

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.

The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender:

Clause number	Tender Data
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C.1	General
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C.1.1	Actions
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C.1.1.1	<i>Add the following:</i>
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The parties agree that this tender, its evaluation and acceptance and any resulting contract shall also be subject to the Employer's Supply Chain Management Policy ('SCM Policy') that was applicable on the date the bid was advertised, save that if the Employer adopts a new SCM Policy which contemplates that any clause therein would apply to the contract emanating from this tender, such clause shall also be applicable to that contract Please refer to this document contained on the Employer's website.

Abuse of the supply chain management system is not permitted and may result in the tender being rejected, cancellation of the contract, restriction of the supplier, and/or the exercise by the Employer of any other rights and remedies available to it as described in the SCM Policy.

The Employer is the City of Cape Town, represented by the Director: ENERGY: SUSTAINABLE ENERGY MARKETS.

In addition to the above, the following further documents are part of the tender:

VOLUME 4 The **Standard Professional Services Contract (July 2009) (Edition 3 of CIDB document 1015)** as published by the Construction Industry Development Board. Tenderers must obtain copies at their own cost from the Construction Industry Development Board Pretoria, Tel. (012) 343 7136 or (012) 481 9030, Fax: (012) 343 7153, e-mail: cidb@cidb.org.za.

VOLUME 5 The relevant sections as described in the Scope of Services of the **Guideline for Services and Processes for Estimating Fees for Persons Registered in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000), Board Notice 138 of 2015** as gazetted in Government Gazette No. 39480, 4 December 2015.

and

The **Amended Landscape Architectural Work Stages – January 2011**, published by the South African Council for the Landscape Architectural Profession (available on their website www.saclap.co.za).