

TENDER NO. 298C/2023/24



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

SCM - 515

Approved by Branch Manager: 23/01/2024

Version: 5.2

Page 1 of 134

CONTRACT DOCUMENT

FOR THE

PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF CONTRACT ADMINISTRATION AND INSPECTION, CLOSE OUT AND ADDITIONAL SERVICES FOR THE UPGRADE AND EXPANSION OF THE POTSDAM WASTEWATER TREATMENT WORKS

VOLUME 1: TENDERING PROCEDURES

NOTE:

- The Form of Offer and Acceptance (C1.1) is on pages 39-41 of this document
- Table 1: Tender Preference Claim) is on pages 85-87 of this document.

ISSUED BY:

**EXECUTIVE DIRECTOR:
WATER AND SANITATION
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.

OCTOBER 2024

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)	

FILE REFERENCE NO:

CITY OF CAPE TOWN

WATER AND SANITATION: BULK SERVICES

CONTRACT NO. 298C/2023/24

PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF CONTRACT ADMINISTRATION AND INSPECTION, CLOSE OUT AND ADDITIONAL SERVICES FOR THE UPGRADE AND EXPANSION OF THE POTSDAM WASTEWATER TREATMENT WORKS.

General Tender Information

TENDER ADVERTISED	:	28 June 2024
CLARIFICATION MEETING	:	A compulsory Site visit and Clarification meeting will be held on 15 July 2024 and will be conducted in two stages (Compulsory): Site visit to start at 9h00 at the Potsdam Wastewater Treatment Plant Clarification meeting to start at 13h00 in the auditorium at the City of Cape Town's Milnerton Library Auditorium
VENUE FOR CLARIFICATION MEETING	:	Offices of Potsdam Wastewater Treatment Works Board Room, off Koeberg Road, opposite Astron (ex Chevron) Oil Refinery, Milnerton, Cape Town 33.8394°S, 18.523°E Milnerton Public Library Auditorium 81 Pienaar Rd, Milnerton, Cape Town, 7435 33.8682°S, 18.4979°E
CLOSING DATE	:	31 July 2024
CLOSING TIME	:	10h00
TENDER BOX & ADDRESS	:	Tender Box 133 At the Tender & Quotation Box Office, 2nd 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.

"NOTE THIS TENDER IS SUBJECT TO A SECTION 33 PROCESS IN TERMS OF THE MUNICIPAL FINANCE MANAGEMENT ACT, 56 OF 2003"

"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

WATER AND SANITATION: BULK SERVICES

CONTRACT NO. 298C/2023/24

PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF CONTRACT ADMINISTRATION AND INSPECTION, CLOSE OUT AND ADDITIONAL SERVICES FOR THE UPGRADE AND EXPANSION OF THE POTSDAM WASTEWATER TREATMENT WORKS.

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CITY OF CAPE TOWN

WATER AND SANITATION: BULK SERVICES

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PROVISION OF PROFESSIONAL SERVICES IN RESPECT OF CONTRACT ADMINISTRATION AND INSPECTION, CLOSE OUT AND ADDITIONAL SERVICES FOR THE UPGRADE AND EXPANSION OF THE POTSDAM WASTEWATER TREATMENT WORKS.

T1.1 Tender Notice and Invitation to Tender

The CITY OF CAPE TOWN, Executive Director: WATER AND SANITATION invites tenders for Tender No. 298C/2023/24: Provision of Professional Services in respect of contract administration and inspection, close out and additional services for the upgrade and expansion of the Potsdam Wastewater Treatment Works.

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 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, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.

Documents may be collected during working hours between 08:30 –15:00 from **28 June 2024**.

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

Queries relating to any issues in these documents may be addressed to Mr S Johaadien via e-mail sameeh.johaadien@capetown.gov.za.

A compulsory clarification meeting with representatives of the Employer will be held on **15 July 2024 at 09h00** at the offices of the City of Cape Town, Water and Sanitation : Bulk Services, Potsdam Wastewater Treatment Works and at **13h00** at the Milnerton Public Library.

The closing time for receipt of tenders is **10h00** on 31 July 2024.

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.