



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

INTERNAL MEMORANDUM

To:	Chairperson: PBAC	Ref:	
From:	CCPM: Mzwandile Ncwane	Office:	1319, Cape Town regional office
Enquires:	CCPM: Mzwandile Ncwane	E-Mail address	Mzwandile.Ncwane@dpw.gov.za
Tel:	012 402 2169	Cell	082 330 8903
SUBJECT :	Cape Town: Parliamentary Precinct: Tuynhuys: Upgrade of the Sound and Audio Visual Equipment for Presidency: WCS 056908		

1. PURPOSE

- 1.1. The purpose of this memo is to request approval of addendum No.2 to be communicated to the bidders (consultants) who attended a tender briefing session for Cape Town: Parliamentary Precinct: Tuynhuys: Upgrade of the sound and audio visual equipment for the presidency.

2. BACKGROUND

2.1 Addendum No. 1 was issued to the bidders, the bidders further made the enquiry on page 92 and 93 of addendum number 1.

- On Page 92, C3.A.2.1, to correct the reference of architect tariff of fees from 2024 to 2023 Department of Public Works scope of services and tariffs of fees.
- On page 93, untick the box under stage 5 which was indicating that, the Quantity Surveyor will be responsible to compile the Bill of quantities for other professionals.
- The tender closing date remain as 24 November 2025 as this addendum will be issued 10 days before the closing date.

3. ADDENDUM

- Replace page 92 (**Annexure A**) with an updated page 92 (**Annexure B**) where clause C3.A.2.1 is updated to 2023 Department of Public Works scope of services and tariff of fees.
- Replace page 93 (**Annexure C**) with an updated Page 93 (**Annexure D**) where the box under stage 5 which is indicating that, the Quantity Surveyor will be responsible to compile the Bill of quantities for other professionals is unticked.



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4. RECOMMENDATION

- That the approval of addendum No.2 be granted and issued to the bidders who attended the tender briefing session for Cape Town: Parliamentary Precinct: Tuynhuys. Upgrade of sound and audio visual equipment for the presidency.

Compiled by:
Mr. Mzwandile Ncwane
Chief Construction Project Manager
Date: 13/11/2025

Supported/ ~~Not supported with comments.~~

Ms T Kolele
DIRECTOR PROJECTS
DATE: 13/11/2025

Approved/ ~~Not Approved with comments.~~

This is second Addendum. In indication that this document was not properly scrutinized

CHAIRPERSON: PBAC
DATE: 13/11/2025



13 NOVEMBER 2025

TENDER NUMBER: CPTC004/25

NOTICE TO TENDERERS: ADDENDUM NO.2

PROJECT TITLE:

Cape Town: Parliamentary Precinct: Tuynhuys: Upgrade of the Sound and Audio Visual Equipment for Presidency: WCS 056908 TENDER NUMBER: CPTC004/25

Dear Tenderer

1. The above mentioned matter bears the reference.
2. Herewith Addendum No.2 for your attention
3. The following amendment should be included with the above tender document when submitting the tender on the closing date.

PLEASE ACKNOWLEDGE RECEIPT OF THIS AMENDMENT AS FOLLOWS:

1. Confirm receipt of this addendum by completing and signing the attached acknowledgement of receipt and send back with your tender document on the closing date of tenders.
2. Bidders are requested to utilise the information issued in terms of this addendum.

Regards


SCM Delegated Official

THIS ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM NO.1 SHOULD BE SUBMITTED TOGETHER WITH THE TENDER DOCUMENT

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE
CUSTOMS HOUSE BUILDING
HEERENGRACHT STR
CAPE TOWN
8000

Dear Sir/Madam

**PROJECT TITLE: CAPE TOWN: PARLIAMENTARY PRECINCT: TUYNHUYLS:
UPGRADE OF THE SOUND AND AUDIO VISUAL EQUIPMENT FOR
PRESIDENCY: WCS 056908**

Changes to the document:

Kindly note the following amendments on the advertised tender document:

- Replace page 92 (**Annexure A**) with an updated page 92 (**Annexure B**) where clause C3.A.2.1 is updated to 2023 Department of Public Works scope of services and tariff of fees.
- Replace page 93 (**Annexure C**) with an updated Page 93 (**Annexure D**) where the box under stage 5 which is indicating that, the Quantity Surveyor will be responsible to compile the Bill of quantities for other professionals is unticked

I/We _____ accept that this Addendum forms part of the Tender Document.

- (a) Have noted the contents of this Addendum
- (b) Have fully considered this Addendum
- (c) Have incorporated the amendments contained in this Addendum in my/our Tender Document for Tender

COMPANY NAME: _____

SIGNATURE: _____

DATE: _____

STATUS: This Addendum forms an integral part of the Tender Document and the subsequent contract with the successful Tenderer. The variations and amendments to the tender document as described hereafter, shall take precedence. Notwithstanding anything said during the tender period, only the additional information or variations and amendments contained in this Addendum, will be legally binding.

ANNEXURE A

C3.A Scope of Services for architects

C3.A.1 Employer's objectives regarding architectural work

This tender is *inter alia* for:

A Service Provider performing architectural work on a **building project**. This appointment includes Heritage Architect Services.

C3. A. 2 Description of the Services

C3.A.2.1 Services

The following architectural services are required:

Standard services work stages 1 to 6 as further defined hereafter in C3.A.3 Extent of Services as well as in the 2023 NDPWI - Scope of Architectural Services and Tariff of Fees (**Board Notice 672 of 2024**) (Annexure B). Should there be any discrepancies between this Tender Document and other of 2024) departmental documentation, the former shall take precedence.

C3.A.3 Extent of the Services

The specific architectural services required on this Project and referred to in C3.A.2 above, entails the following for:-

C3.A.3.1 Full services

Unless otherwise stated, duties will cover the full field of architectural functions.

C3.A.3.2 Additional services carrying additional fees

Refer to Clause 4 and Clause 5.3 of the 2023 NDPWI – Scope of Architectural Services and Tariff of Fees for services additional to the standard services and services for which the fee is time based. It is specified in the Pricing Data how the Service Provider is to be remunerated for additional Services. Any additional services to be rendered requires a fully prepared submission with financial implication, which shall be authorised prior to execution of work as required by the project manager.

Full Heritage Architect Services are required as part of the Architectural scope and fees.

ANNEXURE B

C3.A Scope of Services for architects

C3.A.1 Employer's objectives regarding architectural work

This tender is *inter alia* for:

A Service Provider performing architectural work on a **building project**. This appointment includes Heritage Architect Services.

C3. A. 2 Description of the Services

C3.A.2.1 Services

The following architectural services are required:

Standard services work stages 1 to 6 as further defined hereafter in C3.A.3 Extent of Services as well as in the 2023 NDPWI - Scope of Architectural Services and Tariff of Fees (Annexure B). Should there be any discrepancies between this Tender Document and other departmental documentation, the former shall take precedence.

C3.A.3 Extent of the Services

The specific architectural services required on this Project and referred to in C3.A.2 above, entails the following for:-

C3.A.3.1 Full services

Unless otherwise stated, duties will cover the full field of architectural functions.

C3.A.3.2 Additional services carrying additional fees

Refer to Clause 4 and Clause 5.3 of the 2023 NDPWI – Scope of Architectural Services and Tariff of Fees for services additional to the standard services and services for which the fee is time based. It is specified in the Pricing Data how the Service Provider is to be remunerated for additional Services. Any additional services to be rendered requires a fully prepared submission with financial implication, which shall be authorised prior to execution of work as required by the project manager.

Full Heritage Architect Services are required as part of the Architectural scope and fees.

ANNEXURE C

C3.Q Scope of Services for quantity surveyors

C3.Q.1 Employer's objectives regarding quantity surveying work

This tender is *inter alia* for:

A Service Provider performing quantity surveying work on a **building project**.

C3.Q.2 Description of the Services

C3.Q.2.1 Services

The following quantity surveying Services are required:

Estimates only, as further defined hereafter in C3.3 Extent of Services as well as in the **Guideline Tariff of Professional Fees in Respect of Services Rendered by a Quantity Surveyor in Private Practice** as referred to in C2.1.3.1 (the 2015 Guideline Tariff of Professional Fees) and also as further defined in the most recent publication of the Manual for Consultant Quantity Surveyors (QS 001). Should there be any discrepancies between this Tender Document and the Manual for Consultant Quantity Surveyors, the former shall take precedence

- ☒ Where a quantity surveyor or more than one quantity surveying practice has/have been appointed as part for a project team on a multi-disciplinary project, the quantity surveyor **"will not" compile bills of quantities for all work** ("all work" shall include *inter alia* electrical, electronic, mechanical and any other electrical and mechanical engineering work).

The following are specific inclusions, over and above Stages 4 and 5 as per the Conditions of Contract, regarding the scope of work for the Quantity Surveyor/s; Electrical and Mechanical Engineers':

Stage 4

- a) If the quantity surveyor/s is/ are not responsible for the compilation of the said engineering works then, the Professional Electrical Engineer and the Professional Mechanical Engineer respectively will measure the mechanical and electrical works and submit the measurements and rates complete with descriptions and specifications and drawings to the to the quantity surveyor to be included into the Bill of Quantities.
- b) Professional Electrical Engineer and Professional Mechanical Engineer will be responsible for the tender evaluations reports as required

Stage 5

- a) The Professional Electrical Engineer and Professional Mechanical Engineer will be responsible for the certification of Electrical and Mechanical Works respectively which the quantity surveyor will include in the payment certificates up to and including the final account.
- b) The Professional Electrical Engineer and Professional Mechanical Engineer will be responsible for compilation of variation orders as required;
- c) The quantity surveyor will be responsible for calculating contract price adjustments on all electrical and mechanical engineering works for inclusion in the payments certificates up to and including final account.

- ☒ Where a quantity surveyor or more than one quantity surveying practice has/have been appointed as part for a project team on a multi-disciplinary project, the quantity surveyor **"will" compile bills of quantities for all work** ("all work" shall include *inter alia* electrical, electronic, mechanical and any other electrical and mechanical engineering work).

The following are specific inclusions, over and above Stages 4 and 5 as per the Conditions of Contract, regarding the scope of work for the Quantity Surveyor/s; Electrical and Mechanical Engineers':

ANNEXURE D

C3.Q Scope of Services for quantity surveyors

C3.Q.1 Employer's objectives regarding quantity surveying work

This tender is *inter alia* for:

A Service Provider performing quantity surveying work on a **building project**.

C3.Q.2 Description of the Services

C3.Q.2.1 Services

The following quantity surveying Services are required:

Estimates only, as further defined hereafter in C3.3 Extent of Services as well as in the **Guideline Tariff of Professional Fees in Respect of Services Rendered by a Quantity Surveyor in Private Practice** as referred to in C2.1.3.1 (the 2015 Guideline Tariff of Professional Fees) and also as further defined in the most recent publication of the Manual for Consultant Quantity Surveyors (QS 001). Should there be any discrepancies between this Tender Document and the Manual for Consultant Quantity Surveyors, the former shall take precedence

- ☒ Where a quantity surveyor or more than one quantity surveying practice has/have been appointed as part for a project team on a multi-disciplinary project, the quantity surveyor "will not" compile bills of quantities for all work ("all work" shall include *inter alia* electrical, electronic, mechanical and any other electrical and mechanical engineering work).

The following are specific inclusions, over and above Stages 4 and 5 as per the Conditions of Contract, regarding the scope of work for the Quantity Surveyor/s; Electrical and Mechanical Engineers':

Stage 4

- a) If the quantity surveyor/s is/ are not responsible for the compilation of the said engineering works then, the Professional Electrical Engineer and the Professional Mechanical Engineer respectively will measure the mechanical and electrical works and submit the measurements and rates complete with descriptions and specifications and drawings to the to the quantity surveyor to be included into the Bill of Quantities.
- b) Professional Electrical Engineer and Professional Mechanical Engineer will be responsible for the tender evaluations reports as required

Stage 5

- a) The Professional Electrical Engineer and Professional Mechanical Engineer will be responsible for the certification of Electrical and Mechanical Works respectively which the quantity surveyor will include in the payment certificates up to and including the final account.
- b) The Professional Electrical Engineer and Professional Mechanical Engineer will be responsible for compilation of variation orders as required;
- c) The quantity surveyor will be responsible for calculating contract price adjustments on all electrical and mechanical engineering works for inclusion in the payments certificates up to and including final account.

- ☐ Where a quantity surveyor or more than one quantity surveying practice has/have been appointed as part for a project team on a multi-disciplinary project, the quantity surveyor "will" compile bills of quantities for all work ("all work" shall include *inter alia* electrical, electronic, mechanical and any other electrical and mechanical engineering work).

The following are specific inclusions, over and above Stages 4 and 5 as per the Conditions of Contract, regarding the scope of work for the Quantity Surveyor/s; Electrical and Mechanical Engineers':