



SOUTH AFRICAN HERITAGE RESOURCES AGENCY

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TERMS OF REFERENCE

RFQ SAHRA 12/2026

**THE SOUTH AFRICAN HERITAGE RESOURCES AGENCY
(SAHRA)**

**INVITES SUITABLE AND QUALIFIED SERVICE PROVIDERS TO
SUBMIT PROPOSALS FOR GEOTECHNICAL INVESTIGATIVE
DRILLING SERVICES FOR THE UPGRADES OF THE SAHRA
HEAD OFFICE ACCOMMODATION, IN CAPE TOWN, WESTERN
CAPE.**





TERMS OF REFERENCE

1. PURPOSE

The South African Heritage Resources Agency (SAHRA) invites suitable and qualified service providers to submit quotations for geotechnical drilling services as part of the geotechnical investigation for the Acquisition and Upgrade of the SAHRA Head Office in Cape Town, Western Cape.

2. BACKGROUND

- 2.1 The South African Heritage Resources Agency (SAHRA) is an agency of the Department of Sport, Arts and Culture and is the national administrative body responsible for the management and protection of South Africa's cultural heritage resources.
- 2.2 The SAHRA Head Office is located at 111 Harrington Street, Cape Town, in the Western Cape.

3. PROPERTY AND HISTORICAL BACKGROUND

The subject property comprises two distinct buildings, namely the Granite Lodge and the adjacent building. The buildings are of historical significance.

- 3.1 The Granite Lodge was built in c. 1834 and is a predominantly Georgian granite-fronted house.
- 3.2 The adjacent building was constructed as an extension to the orphanage, and it was designed in 1917 by the architects Parker and Forsyth. The buildings were renovated, and what is referred to as the Parker Building, was extended in 1993 for the predecessor of SAHRA, the National Monuments Council.
- 3.3 The two buildings have been linked internally, therefore offering easy access between the different areas.

4. PROPERTY INFORMATION

Deed description of property: Erf 147880, Cape Town, City of Cape Town



Registered owner: South African Heritage Resources Agency

Extent of subject property: 1 505m²

Title Deed Number: T15765/1991

Zoning: Mixed Use 3

Coverage: 100%

Height: Maximum height above base level to top of roof: 38.0m

Street Centre line Setback: Council may require a street centre line setback, in which case:

- (i) all buildings or structures on the land unit shall be set back 8m from the centre line of the abutting public street or streets; and
- (ii) the provisions of section 18.2 shall apply.

Building Lines: Street building line and common building line

Points on a building above base level

up to 10,0m:	0,0 m
over 10,0 m and up to 25,0 m:	0,0 m
over 25,0 m and up to 38,0 m:	(H minus 25,0m) divided by 2

Parking ratio: Offices: 4 bays per 100m² GLA

5. LOCATION AND SITUATION

- 5.1 The subject property is situated on the corners of Harrington, Roeland and CanterburyStreets in Zonnebloem.
- 5.2 The main pedestrian entrance is located on Harrington Street, with the subject property forming 109 and 111 Harrington Street. The vehicular entrance is located onCanterbury Street and this allows access to the rear parking area.
- 5.3 The parking area of the subject property is located at the rear and is accessed from Canterbury Street. This paved area offers 14 demarcated parking bays.
- 5.4 A Belhambra tree is located at the rear of the building and in the main parking area.



Figure 1: Locality map: Erf 147880, 109-111 Harrington Street, SAHRA office

6. SITE GEOLOGY

- 6.1 The site is underlain by bedrock of the *Tygerburg Formation* of the *Malmesbury Group*. The bedrock may consist of shale, mudstone, greywacke, phyllite and/or quartzitic sandstone; with interbedded lava and tuff. Thickly occurring residual clayey-silts are known to occur above the bedrock in proximity of the site.
- 6.2 Based on the published geological information, desk study work and experience, the following soil profile is expected at the site:
- Fill material, consisting of, loose to medium dense silty and clayey sand with occasional fragments of hornfels aggregate, clay bricks and scattered pebbles, proven to a depth of over 3m at the site, underlain by;
 - Residual Shale and Greywacke of the Malmesbury Group, consisting of, stiff to very stiff, silty clay with fragments and zones of very soft rock shale.
 - Bedrock of Shale and Greywacke of the Malmesbury Group, consisting of, very soft to soft rock shale, becoming harder with depth.

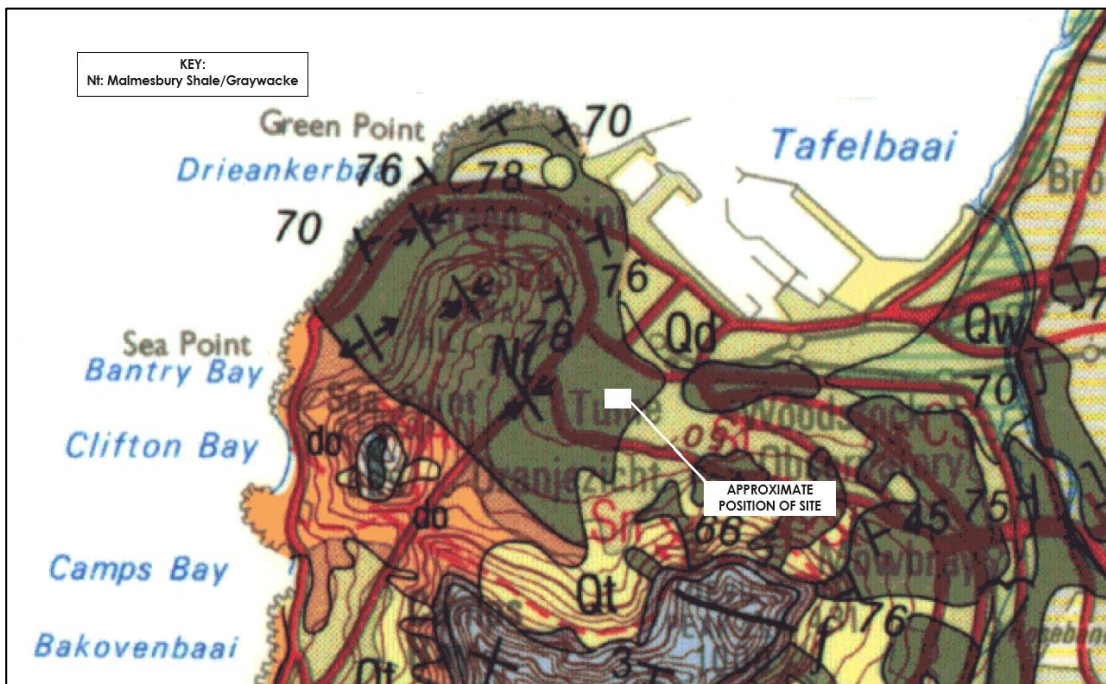


Figure 2: Locality map: Geological map extract

7. SCOPE OF SERVICES

The scope of the geotechnical drilling investigation includes the following:

- Setting out of drilling positions.
- Provision of the minimum specified rigs and equipment.
- Setting up of rigs and equipment at 3 No specified positions.
- Undertaking service scans on the surface at the hole locations
- Completing inspection pits at hole locations to min 1m depth.
- Rotary core drilling at each specified position to an average depth of 30,0 m.
- SPT testing at 1m intervals in soil horizons.
- Undisturbed sampling as directed by the Engineer.
- Installing 25mm standpipes for water level monitoring. Cover boxes / caps to be suitable for vehicle and pedestrian traffic.
- Recording water level readings during daily drilling and at end of drilling.
- Supply of core boxes
- Packing and transport of core boxes at a place of specified core storage for logging or to the designated laboratory for testing.
- Preparation and submission of drilling logs.



Should the quotation be successful, it will be required to enter into an agreement with the following specifications, references and requirements:

- Standard Specifications for Subsurface Investigations, 2010 (Adopted by SANRAL).
- Drilling Contractor's Certificate of Insurance Cover.
- Drilling Contractor's bank account number.
- Certificate of Compliance for Occupational Injuries and Diseases Act.
- Curriculum vitae of key staff members.

Specification:

- Drilling, insitu testing, sampling and standpipes to be in accordance with the Standard Specifications for Subsurface Investigations (2010), initiated by SANRAL, and the updated COTO Standard Specifications for Road and Bridge Works (2020).
- Drilling: NWD4 drilling, progressed at a slow to moderate rate to ensure decent recovery of core samples, specifically in the upper fill and residual soils and upper completely to highly weathered rock layers.
- Drilling is vertical.
- Final drill hole depth will depend on soils encountered, but initial plan is 30m for each hole.

Programme:

- The contractor is to provide a draft programme for the works as part of the tender submission.
- The drilling will be between standard working hours during the week, namely 8:00 to 17:00 daily and between 8:00 to 13:00 on Saturdays.

Water:

- Water is available on site.
- The supply of the water to the drilling rigs from the onsite source and any associated tanks, pumps required is the responsibility of the contractor.

Security:

- The site is fenced, however if security is deemed necessary, this is to be provided by the contractor.

Borehole layout and access:

- Borehole 1: In car park (no height restrictions).
- Borehole 2: Low headroom and confined access rig needed. Access: from car park, with a width limit of 2.2m and headroom limit of 3.4m

- Borehole 3: Low headroom and confined access rig needed. Access: from car park, with a width limit of 3m (garage door) and headroom limit of 2.4m, which can be increased by temporary removal of roof sheeting and re-installation after the work is completed.

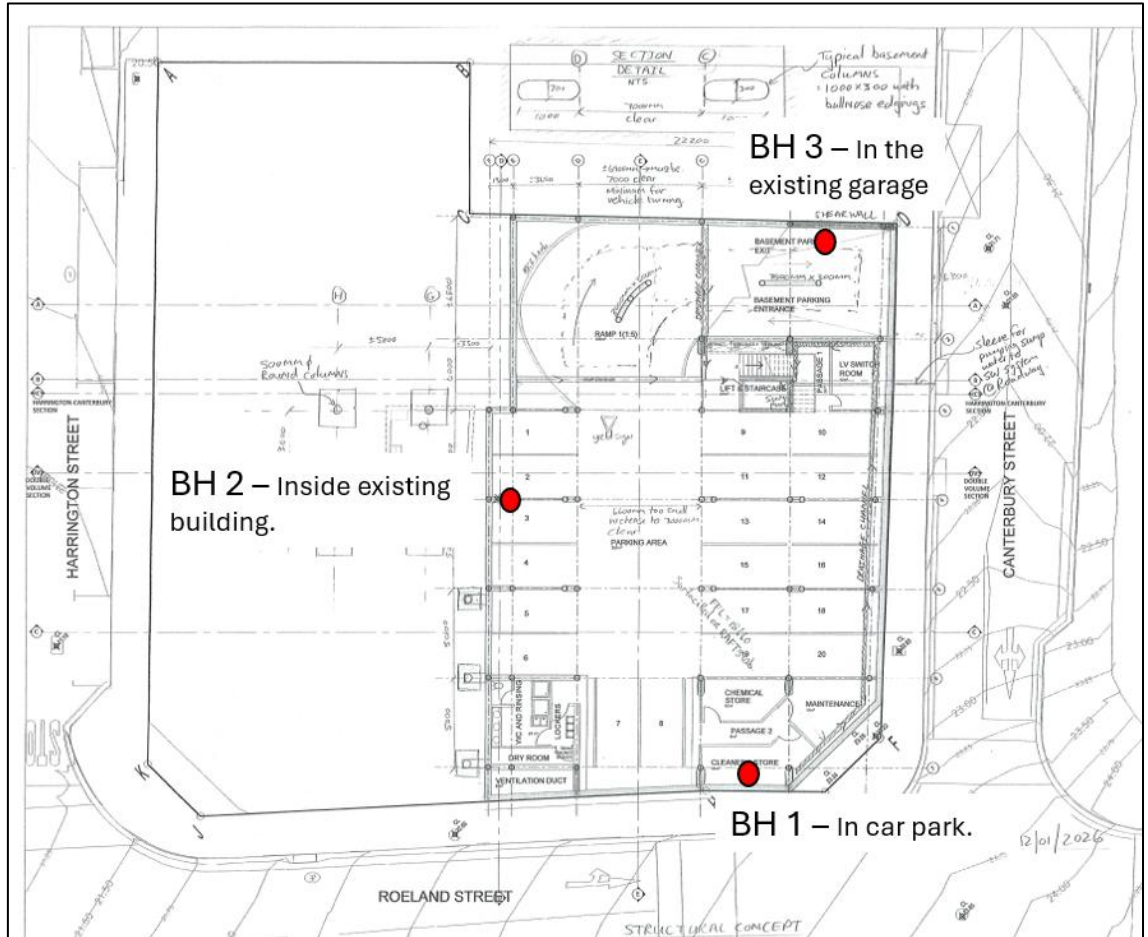


Figure 3: Borehole layout

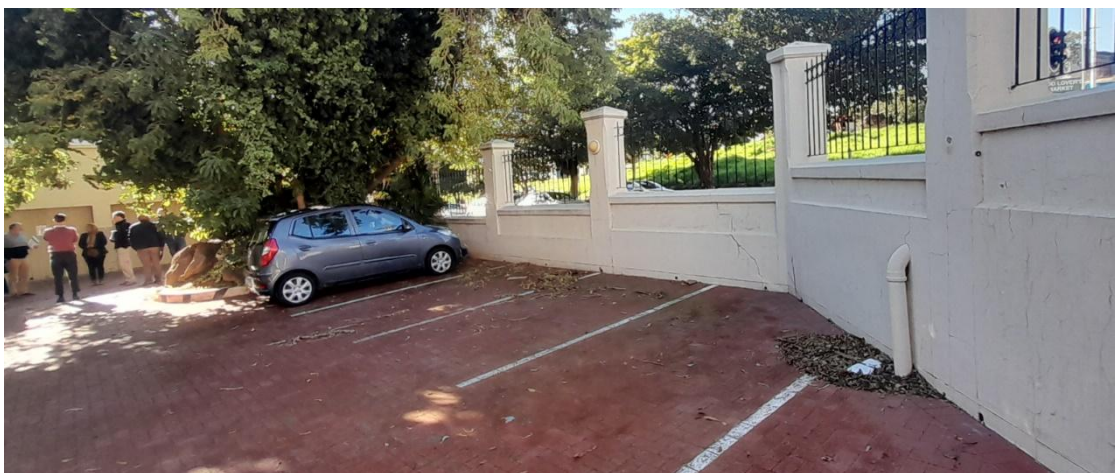


Figure 4: Photo of car park area at BH 1. Note the large tree and the ravine that flows in this area, on historic information of the site.



Figure 5: Photo of car park show access door for BH 2

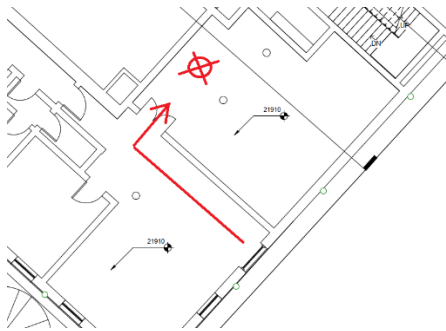


Figure 6 & 7: BH 2 location indicated on plan and site photo indicating internal columns and their footings to be avoided, during the drilling works

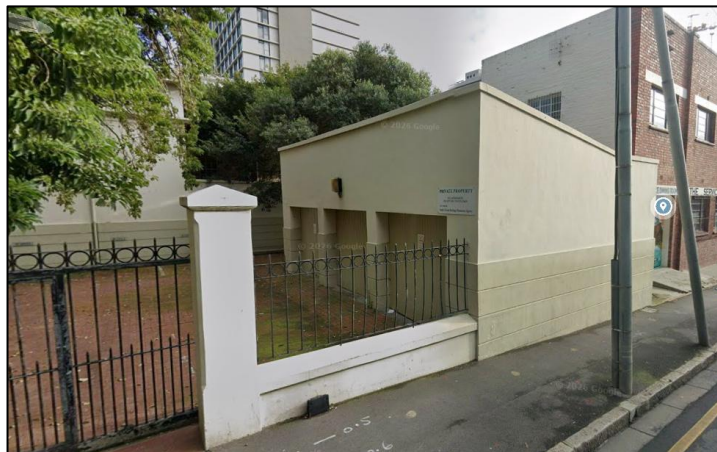


Figure 8: Photo of car park access gate and garage where BH3 will be drilled.

8. EVALUATION CRITERIA

All bid offers received shall be evaluated based on the following phase out approach:

Phase one: Compliance to the Terms of Reference and conditions of the bid. Failure to meet any of the conditions of the bid will automatically disqualify your bid on this phase.

Phase two: Prequalification criteria (Obtaining the minimum threshold for functionality as set out below)

Bidders must provide details of at least five (5) geotechnical drilling projects successfully completed within the past five (5) years. The submission must include the project description, client name, contact person, and contact telephone number for reference verification purposes.

Phase three: The applicable preference point system for this tender is the 80/20 preference point system. Preference points on specific goals as follows.

Preference Point System	Points
Price	80
Special Goals	20
Black owned company	10
Women	5
Youth	2
Disability	3
Total points for Price and SPECIFIC GOALS	100

9. TERMS AND CONDITIONS OF PROPOSALS

- 9.1. All costs and expenses incurred by potential service providers relating to their Tender Offer will be borne by each respective service provider. SAHRA is not liable to pay such costs and expenses or to reimburse or compensate service providers in the process under any circumstances, including the rejection of any Tender Offer or the Cancellation of this project.
- 9.2. While SAHRA endeavours to ensure that all information provided to all potential service



- providers are accurate, it makes no warranty as to the accuracy or completeness of any information provided by it.
- 9.3. SAHRA reserves the right to waive deficiencies in project proposals. The decision as to whether a deficiency will be waived or will require the rejection of a project proposal will be solely within the discretion of SAHRA.
 - 9.4. SAHRA reserves the right to request new or additional information regarding each service provider and any individual or other persons associated with its project proposal.
 - 9.5. SAHRA reserves the right not to make any appointment from the proposals submitted.
 - 9.6. Service providers shall not make available or disclose details pertaining to their project proposal with anyone not specifically involved, unless authorized to do so by SAHRA.
 - 9.7. Service providers shall not issue any press release or other public announcement pertaining to details of their project proposal without the prior written approval of SAHRA.
 - 9.8. Service providers are required to declare any conflict of interest they may have in for which the tender is submitted or any potential conflict of interest. SAHRA reserves the right not to consider further any proposal where such a conflict of interest exists or where such potential conflict of interest may arise.
 - 9.9. Any and all project proposals shall become the property of SAHRA and shall not be Returned.
 - 9.10. Service providers are advised that submission of a project proposal gives rise to no contractual obligations on the part of SAHRA.
 - 9.11. SAHRA reserves the right not to accept any proposal which does not comply with the TERMS OF REFERENCE and conditions set out in the proposal documents.
 - 9.12. SAHRA reserves the right not to award the proposal to the service provider that score the highest points.
 - 9.13. Disputes that may arise between SAHRA and a service provider must be settled by means of mutual consultation, mediation (with or without legal representation) or, when unsuccessful, in a South African court of law.
 - 9.14. The Bid offers, and proposals should be valid and open for acceptance by SAHRA for a period



of 90 days from the date of submission.

- 9.15. All returnable Bid documents must be completed in full and be submitted together with the service provider's proposal.
- 9.16. The "Requirements for content of the project proposal" section above outlines the information that must be included in proposal offers. Failure to provide all or part of the information will result in your proposal being excluded from the evaluation process.
- 9.17. All goods/service or products to be supplied to SAHRA shall be in full compliance with South African approved standards and in compliance to the specifications provided.
- 9.18. It is the conditions of this RFQ that, a quotation is submitted together with the following mandatory requirements;
 - a. SBD 1 Invitation Bid
 - b. Tax Compliance status pin.
 - c. SBD 3.3 Pricing Schedule
 - d. SBD 4 Bidders disclosure
 - e. SBD 6.1 Preference points claim form PPR2022 (valid BBBEE certificate / Sworn Affidavit must be submitted together with this completed document.
 - f. Contract Form – Rendering of Services
 - g. Proof of valid registration with the Central Supplier Database (CSD Report)
 - h. Company Experience Table – See Form A
 - i. Proof of Public Liability Insurance — minimum R5 million per occurrence

NB: Failure to submit completed returnable forms as mentioned above will automatically disqualify your quotation.



10. Pricing Schedule – COMPULSORY. BIDDERS MUST COMPLETE THE PRICING SCHEDULE

GEOTECHNICAL DRILLING FOR 111 HARRINGTON STREET - PRICING SCHEDULE					
Item no.	Description	Unit	Quantity	Rate	Amount
1,00	Establishment of the Contractor				
1,1	Establishment of contractor on Site				
1.1.1	Fixed charges	sum	1		
1.1.2	Time related charges	days	14		
1.1.3	Health and safety obligations	cal.day	14		
1.1.4	Environmental management	sum	1		
1,2	Provisions of labour	h	10		
TOTAL CARRIED FORWARD TO SUMMARY				R	
3,00	Establishment and provision of rigs and equipment				
3,1	Establishment of core drilling rigs (1 Rigs for 16 days)				
	(a) Rig for BH 2 and BH 3 (access limitations and low headroom)	no.day	1		
	(b) Rig for BH 1 in car park	no.day	1		
TOTAL CARRIED FORWARD TO SUMMARY				R	
5,00	Setting up on holes				
5.2 to 5.4	Normal skid setups and carry / wheel in setups				
	(a) BH 1 setup (normal skid setup)	no.	1		
	(b) BH 2 and 3 setup (difficult setup)	no.	2		
TOTAL CARRIED FORWARD TO SUMMARY				R	
10,00	Rotary core drilling				
10,1	In category A materials	m	40		
10,2	In category B materials	m	10		
10,3	In category C materials	m.	10		
10,5	In very closely fractured material (extra over item 10.3) (per pull of drill string)	pull	5		
10,7	Drilling in gravel	m	5		
10,8	Drilling in boulders	m	5		
TOTAL CARRIED FORWARD TO SUMMARY				R	
12,00	Core and soil material recovery				
12,2	Core recovery in category A materials – N-size	m	40		
12,3	Core recovery in category B materials – N-size	m	10		
12,4	Core recovery in category C materials – N-size	m	10		
12,6	In very closely fractured material	m	5		
TOTAL CARRIED FORWARD TO SUMMARY				R	



GEOTECHNICAL DRILLING FOR 111 HARRINGTON STREET - PRICING SCHEDULE (CONTINUED)						
13	Casing					
13,1	Casing, which may be removed (by size)					
13.1.1	(1) N-Size	m	60			
13,2	Casing In material of Category B or harder (extra over 13.1)					
13.2.1	(1) N-size	m	15			
13,3	Casing inn boulders and gravel (extra over 13.1)	m	10			
13,4	Casing left in the hole (extra over 13.1) by size					
13.4.1	(1) N-size	m	Rate only			
TOTAL CARRIED FORWARD TO SUMMARY				R		
17,00	Undisturbed sampling					
22,1	Thin wall Shelby tube sampling	rate				
TOTAL CARRIED FORWARD TO SUMMARY				R		
28 & 30	Water sampling and borehole water rest level					
30,1	Recording water rest levels during and at end of drilling	Sum	1			
28	Piezometer supply and Installation - uPVC tubing (25 mm diameter)	m	60			
TOTAL CARRIED FORWARD TO SUMMARY				R		
31,00	Core boxes					
31,1	Core boxes	no.	18			
TOTAL CARRIED FORWARD TO SUMMARY				R		
33,00	Core photography					
33,1	Core photographs (not required)					
TOTAL CARRIED FORWARD TO SUMMARY				R		
34,00	Transportation					
34,10	Vehicle less than 1,5 t	km	150			
TOTAL CARRIED FORWARD TO SUMMARY				R		
35,00	Marking and protection of holes					
35,1	Standpipe with concrete surround and suitable plastic cap / cover box	no.	3			
TOTAL CARRIED FORWARD TO SUMMARY				R		
37,00	Standing time					
37,1	Standing time					
	(a) Core drill rigs	h	Rate only			
TOTAL CARRIED FORWARD TO SUMMARY				R		



SUMMARY OF OFFER: GEOTECHNICAL DRILLING INVESTIGATION

SECTION	DESCRIPTION	AMOUNT
Section 1	Establishment	
Section 3	Establish rigs & equipment	
Section 5	Setting Up on Holes	
Section 10	Rotary Core Drilling	
Section 12	Core Material Recovery	
Section 13	Casings	
Section 17	Undisturbed Sampling	
Section 28 & 30	Standpipes & Water Measurements	
Section 31	Core Boxes	
Section 33	Core Photography	
Section 34	Transportation	
Section 35	Marking and protection of holes	
Section 37	Standing Time	
	Contingency @ 10%	
Sub Total:		
Add VAT:		
FINAL OFFER (BID PRICE CARRIED TO SBD 7)		

11. PRICE (VAT included)

80 Points for price will be awarded with reference to the total fixed proposal amount inclusive of VAT. The service provider with the lowest price shall score the maximum 80 points.

12. SUBMISSION OF OFFER

Project proposals must be sent via e-mail to tenderinfo@sahra.org.za for the attention of Supply Chain Management – **Bid No: RFQ SAHRA 12/2026**.

It remains the onus of the service provider to ensure that their Tender Offer reaches the SAHRA office no later than the closing date and time. SAHRA will not be held liable and/or responsible for late deliveries and submissions.



**13. CLOSING DATE AND TIME: 30 June 2026 at 11:00 am
NO LATE BIDS WILL BE ACCEPTED**

14. For Supply Chain Management, please contact:

Mr Paul Tiyago
Finance
The South African Heritage Resources Agency
111 Harrington Street
Cape Town
8000
Tel: 021 4624502/ 021 202 8661
Email: ptiyago@sahra.org.za

FORM A: COMPANY EXPERIENCE - COMPULSORY

The bidder, or in the case of an unincorporated joint venture or consortium, the joint venture partners, must demonstrate relevant experience in the provision of geotechnical drilling and geotechnical investigation services during the past five (5) years. This criterion relates to the experience of the company and not that of the proposed key personnel.

The submitted projects must be relevant to the services required under this bid and demonstrate the bidder's capability and experience in undertaking geotechnical drilling and related investigations.

No	Client Name	Contact Name	Contact number	Description & Value of project	Project Duration
1					
2					
3					
4					
5					



The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name		Position	
Tenderer			