

DESCRIPTION	JOB DESCRIPTION
REQUEST TO APPOINT A SUITABLE STRUCTURAL ENGINEER TO ASSESS THE BUILDING ROOF, PROVIDE A TECHNICAL REPORT, BILL OF QUANTITIES, AND PRODUCE TERMS OF REFERENCES	<p><b>Scope of Work: Appointment of Structural Engineer</b></p> <p>The purpose of this RFQ is to request the appointment of a qualified and ECSA Registered Structural Engineer to assess the condition of the building's roof, provide a detailed technical report, prepare a bill of quantities (BoQ), and develop terms of reference for subsequent corrective and construction works.</p> <p><b>1. Tasks and Deliverables</b></p> <ul style="list-style-type: none"> <li>• Conduct a comprehensive inspection of the building's roof structure, including trusses, beams, columns, joints, and coverings.</li> <li>• Identify defects, deterioration, or risks affecting structural integrity and safety.</li> <li>• Evaluate compliance with relevant building codes and standards.</li> <li>• Advise on the existing roof covering material and removal thereof.</li> <li>• Advise and recommend the new covering material at Building B to match the existing at Building A (Including insulation and other technical necessities)</li> </ul> <p><b>2. Technical Report</b></p> <p>Provide a written technical report detailing:</p> <ul style="list-style-type: none"> <li>• Current condition of the roof structure.</li> <li>• Root causes of observed defects.</li> <li>• Recommended remedial actions or replacement strategies.</li> <li>• Estimated lifespan of existing components.</li> <li>• Include photographic evidence, sketches, or diagrams where necessary.</li> <li>• Bill of Quantities (BoQ).</li> </ul> <p><b>3. Prepare a Bill of Quantity (BoQ) covering:</b></p> <ul style="list-style-type: none"> <li>• Materials required for repairs and replacements.</li> <li>• Labor requirements.</li> <li>• Equipment and tools.</li> </ul>

	<ul style="list-style-type: none"> <li>• Cost estimates aligned with industry standards.</li> <li>• Terms of Reference (ToR)</li> </ul> <p><b>4. Draft Terms of Reference (ToR) for contractors to be appointed for remedial works, including:</b></p> <p>Scope of works to be executed.</p> <ul style="list-style-type: none"> <li>• Technical specifications and performance standards.</li> <li>• Quality assurance and compliance requirements.</li> <li>• Health and safety obligations.</li> <li>• Reporting and supervision arrangements.</li> </ul> <p><b>4. Qualifications Required</b></p> <ul style="list-style-type: none"> <li>• Professional registration with the Engineering Council of South Africa (ECSA) or equivalent.</li> <li>• BSC: Civil/Structural Engineering</li> <li>• Minimum of 5 years' experience as a professional Structural Engineer, with proven expertise in roof structures.</li> <li>• Demonstrated ability to produce technical reports and Bill of Quantity (BoQs) for construction projects.</li> </ul> <p><b>5. Timelines</b></p> <ul style="list-style-type: none"> <li>• Initial inspection and assessment: within 2 weeks of appointment.</li> <li>• Submission of technical report and Bill of Quantity (BoQ) within 2 weeks of inspection.</li> <li>• Draft Terms of References (ToR) within 1 week after submission of the technical report.</li> </ul> <p><b>6. Expected Outcomes</b></p> <ul style="list-style-type: none"> <li>• A clear understanding of the roof's structural condition.</li> <li>• Reliable cost estimates for remedial works.</li> <li>• A well-defined Terms of References ToR to guide procurement and contractor engagement.</li> </ul> <p><b>#NB: COMPULSORY SITE BRIEFING (Date &amp; Time)</b></p>
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Signature

03 February 2026

Date