

PART 6: BIDDERS CHECKLIST

CHECKLIST (TICKSHEET)	YES	NO
<ul style="list-style-type: none"> The office must be accessible by disabled persons and conform to SANS 10400 Part T and S for disabled persons 		
<ul style="list-style-type: none"> The offices must provide separate ablution facilities for both male and female and make provision for the disabled persons as per part P and Part S of SANS 10400 		
<ul style="list-style-type: none"> The offices space required is at least 4500 square meters and must have at least 		
<ul style="list-style-type: none"> 100 secured under cover parking bays - (Required parking bays per 100m² office space = 4 (therefore 180) 		
<ul style="list-style-type: none"> Fresh Air AC circulation as per SANS10400:2011 Part O and V 		
<ul style="list-style-type: none"> Public transport Drop off no more than 600m away (Bus/Gautrain/Taxi) 		
<ul style="list-style-type: none"> Highway (National Road) onramp access no more than 5 km away 		
<ul style="list-style-type: none"> Not within a congestion area, free from walkers and street vendors 		
<ul style="list-style-type: none"> Close to amenities such as Community Service Centre or Offices / Mall; Banks, post offices, and shops. 		
<ul style="list-style-type: none"> Required Grade for Office Leasing as per SAPOA – A 		
<ul style="list-style-type: none"> SANS 10400 XA Glazing 		
<ul style="list-style-type: none"> SANS 10400 XA certified space 		

• Office lighting at minimum 400 lux		
• Fluorescent T8 lighting or higher (LED)		
• Motion Sensor Switching		
• Main Electrical Line per power skirting		
• UPS dedicate line per power skirting		
• Dedicated generator back up for minimum 6 hours running time per day office hours (08:30 – 17:00).		
• Certificate indicating safe working condition of lifts and Certificate of Compliance (COC)		
• Dedicated Server room 2Hr Fire rated		
• Server Room AC to maintain 18-20°C		
• 1 Gb/s (bit) Main Fibre line.		
• PABX Backbone Min CAT 6 Pref Fibre		
• WAN WIFI Network Pre installed 1/100 m ² 1/50m ² Support with Installation and set up		
• Extend Earth to cabinet with a minimum of 2.5 mm ² copper cable bonded to existing earth bar		
• Provide AC Isolator 1 x 32 Amp connected to main DB ±1.8m from the floor with COC		
• Power Distribution Unit (PDU) ground terminal is earthed.		
• 1 x 16 Amp, 220V AC socket (on UPS if available) for Telkom transmission equipment (reserve)		
• 1 X 5 Amp, dedicated circuit breaker. 50V DC (48V-52V) with Positive Earth(reserve)		

<ul style="list-style-type: none"> 1 X 16 Amp, standard 220V AC wall socket outlet (Earth Leakage protected) for testing equipment. (reserve) 		
<ul style="list-style-type: none"> Access control system installed 		
<ul style="list-style-type: none"> CCTV system installed 		
<ul style="list-style-type: none"> Infra-red office perimeter system operational 		
<ul style="list-style-type: none"> Master key system in place (cylinders) 		
<ul style="list-style-type: none"> Parking access control 		
<ul style="list-style-type: none"> Dedicated parking space 		
<ul style="list-style-type: none"> Guard room available 		
<ul style="list-style-type: none"> External doors fitted with security graded strike locks 		
<ul style="list-style-type: none"> Security has the option to utilize security measures installed autonomously or replace or enhance the sec system to own needs 		
<ul style="list-style-type: none"> IDT Installations stay IDT Property 		
<ul style="list-style-type: none"> Internal Cafeteria 		
<ul style="list-style-type: none"> Demarcated smoking zones 		
<ul style="list-style-type: none"> Pause areas 		
<ul style="list-style-type: none"> Internal access control (Filing rooms/ Store rooms/ Departments) 		
<ul style="list-style-type: none"> Fire detection 		