



# INDEPENDENT DEVELOPMENT TRUST

Contract No.: **DOEEC/09/2021**

A Tender for Category **8GB** or higher CIDB Registered Contractors

## THE COMPLETION OF KANYISA SPECIAL SCHOOL IN CALA

LOCATED IN CALA, EASTERN CAPE PROVINCE

Name of Tenderer : \_\_\_\_\_

NAME OF DULY AUTHORIZED PERSON: \_\_\_\_\_

ADDRESS : \_\_\_\_\_  
\_\_\_\_\_

TEL. NUMBER : \_\_\_\_\_

CELL NUMBER : \_\_\_\_\_

FAX NUMBER : \_\_\_\_\_

E-MAIL : \_\_\_\_\_

CRS NUMBER : \_\_\_\_\_

CSD NUMBER : \_\_\_\_\_

**ISSUED BY:**

**Independent Development Trust**  
Palm Square Business Park  
Silverwood House, Bonza Bay Road  
Beacon Bay  
East London  
Mr. Nyameko Giqo  
Tel: 043 711 6000

**PREPARED BY:**

**Clarence Bobie Incorporated**  
27 Beach Road  
Nahoon  
East London  
Mr. Francois Smit  
Tel: 043 748 6725



## **INDEPENDENT DEVELOPMENT TRUST**

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

**AT**

## **COMPLETION OF KANYISA SPECIAL SCHOOL**

**LOCATED IN CALA, EASTERN CAPE PROVINCE**

**TENDER NO: DOEEC/09/2021**

**CLOSING DATE: 3 FEBRUARY 2022 @ 11H00**

**ISSUED BY:**

**Independent Development Trust**

Palm Square Business Park  
Silverwood House, Bonza Bay Road  
Beacon Bay  
East London  
Contact Name: Mr. Nyameko Giqo  
Telephone: 043 711 6000

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C4	Site Information
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# INDEPENDENT DEVELOPMENT TRUST

**BID NOTICE No: DoEEC/09/2021: 10<sup>th</sup> December 2021**

**Note: BID closes on Thursday, 3<sup>rd</sup> February 2022 @ 11:00**

The Independent Development Trust on behalf of the Provincial Department of Education (DoE) hereby invites prospective service providers to submit bids for construction works on the projects in the Eastern Cape Province as listed below.

CIDB tender value range grading as reflected in the Register of Contractors will be used as indicated below:

Name of Projects	Town	IDT Project Number	EMIS Number	Compulsory Site Briefing Meeting	CIDB Grading	Principal Agent
Kanyisa SS 31.53040333 South, 27.69613333 East	Cala	DOE15ECAR008	200100892	18 <sup>th</sup> January 2022 @ 14h30	8GB or higher	Luke Masters Intsika Architects 043 748 2949

**Compulsory Site Briefing Meeting** will take place.

Bid Documents which must be completed and submitted are available for download on IDT website: [www.idt.org.za/business-opportunities/current tender](http://www.idt.org.za/business-opportunities/current-tender), bulletin: [www.ectreasury.gov.za](http://www.ectreasury.gov.za), iTender: [www.cidb.org.za](http://www.cidb.org.za), eTender on: [www.etenders.gov.za](http://www.etenders.gov.za) from **Friday 10 December 2021**. Due to COVID 19, no bid documents will be sold. All documents must be downloaded and printed by the bidders from the abovementioned sites.

**Bidders shall meet the following compulsory requirements before being evaluated further on functionality, price and B-BBEE:**

Tender  
Part T1: Tendering procedures

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T1.1

## **Mandatory Requirements/Documents:**

- ✓ Valid copy of a Letter of Good Standing (Workman's Compensation, COIDA) or FEM Letter of Good Standing; If a Joint Venture, then all partners must submit their own (COIDA) Registration Certificate.
- ✓ Contractor's Certified Copy of Registration of Incorporation or Company Registration Documents (CIPC)
  
- ✓ Original certified ID copy of the director/s.
- ✓ **Fully Completed and Signed Standard Bidding Documents:**
  - ✓ Invitation to Bid (SBD 1)
  - ✓ Declaration of Interest (SBD 4)
  - ✓ Preference Points Claim Forms (SBD 6.1)
  - ✓ Local Production and Content (SBD 6.2) (including all the annexures C. Bidders must return Annexure C. All blank spaces must be completed. Bidders to indicate items that are not applicable.)
  - ✓ Declaration of Bidder's Past Supply Chain Management Practices(SBD 8)
  - ✓ Certificate of Independent Bid Determination (SBD 9)
- Signed and fully completed Original Certificate/Affidavit of Authority for Signatory
- Signed Joint Venture or consortium Agreement Between Parties showing project sharing percentage (where applicable) signed by all parties.
- Proof of valid and active CIDB grading designation certificate (Joint Ventures Must submit valid and active consolidated CIDB grading registration certificate) .
- Fully completed Signed Form of Offer and Acceptance.
- Fully priced and completed Bills of Quantities, Electrical and Mechanical Installations.
- Attendance of compulsory tender briefing meeting and signing of the attendance register.
- Subcontracting commitment of a minimum of 30% of the value of the contract to an EME or QSE with at least 51% ownership by black people.
- Tender to provide proof of professional registration of the lead project contracts manager as Pr. Construction Manager or Pr. SACPCMP.
- No Copies, no correctional fluids, erasable pen or a lead pencil will be used on any of the submitted forms. Only black ink must be used to complete documents. Any mistakes must be neatly crossed out and countersigned by all relevant parties

**NB: Failure to comply with any of the above-mentioned requirements will result in automatic disqualification of the bid response.**

## **Non-Mandatory Returnable Documents:**

- B-BBEE Certificate (Original/Original Certified Copy)
- Tax Compliance Letter with a unique pin
- Acknowledgement of Addenda to the tender document.
- Proof of Central Supplier Database (CSD) registration – CSD Number (Joint Ventures must submit CSD both JV partners)

- For JV/Consortium partnership; must submit consolidated B-BBEE SANAS certificate. Failure to submit will result in no points awarded for B-BBEE
- Reference letters must be signed and stamped by Principal Agent or Client.

### **Local Production and Content (SBD 6.2)**

Bidders are hereby notified that the minimum threshold for local production and content for steel construction materials is tabulated below. Bidders are to identify components relevant for the scope of work bidding for.

<b>Steel Construction Materials</b>	<b>Components</b>	<b>Local Content Threshold</b>
Fabricated Structural Steel	Latticed steelwork, reinforcement steel, columns beams, plate girders, rafters, bracing, cladding supports, stair stringers & treads, ladders, steel flooring, floor grating, handrailing & balustrading, scaffolding, ducting, gutters, launders, downpipes and trusses	100%
Joining / Connecting Components	Gussets, cleats, stiffeners, splices, cranks, kinks, doglegs, spacers, tabs and brackets	100%
Frames	Doors and Windows	100%
Roof and Cladding	Bare steel cladding, galvanised steel cladding, colour coated cladding	100%
Fasteners	Bolts, nuts, rivets and nails	100%
Wire Products	All fencing products: all barbed wire and mesh fencing, fabric/mesh reinforcing, gabions, wire rope/strand and chains, welding electrodes, nails/tacks, spring and screws	100%
Ducting & Structural Pipework	Non-conveyance tubing fabricated from steel sheeting and plate with structural supports	100%
Gutters, downpipes & launders	Fabricated materials made from sheeting associated with roof drainage systems	100%

- Bidders are further notified that bids in respect of steel and components for construction must contain a specific bidding condition which states that:
- Only locally produced or locally manufactured steel products and components for construction with a stipulated minimum threshold for local production and content will be considered.
- If the quantity of steel products and components for construction required cannot be wholly sourced from South African (SA) based manufacturers and/or at the designated local content threshold stipulated in the above table at any time, bidders and the procuring entities should obtain a written exemption from the DTI. The DTI, in consultation with the procuring organ of state and the local industry, will consider the exemption applications on a case-by-case basis.

- Bidders must clearly indicate in their bids the quantities to be supplied and the level of local content for each product.
- The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of bid; and only the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 must be used to calculate local content.
- The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the formula disclosed in SBD 6.2 inserted in the bid document
- Preferences are offered to Tenderers who have a proven track record in the building industry with special emphasis on similar facilities. Only Tenderers who are competent in the advertised work, will be evaluated **on an 90/10 criteria** based on the Treasury Regulations of 2017, where functionality will be evaluated as follows:
- Criteria Points Allocation

## Evaluation Criteria

### STAGE 2– Functionality

Bidders are to obtain a minimum of **70** points of the total functionality points to be considered for the next stage

### FUNCTIONALITY

Evaluation Criteria	Points Allocation
Relevant Previous Experience on completed projects of a similar nature and value in the last ten (10) years	35 points
Capacity to Deliver	20 points
Qualifications, Skills and Experience of project key resources	20 points
Project Schedule	15 points
Project Specific OHS	10 points
<b>Total</b>	<b>100 points</b>
<b>NB: Minimum qualifying functionality threshold is 70 points out 100</b>	

### DESCRIPTION OF FUNCTIONALITY FOR ALLOCATION OF POINTS:

**1. Previous Experience: Relevant Previous Experience on completed projects of a similar nature and value in the last ten years (35 points)**

Tender  
Part T1: Tendering procedures

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T1.1

- A. Track Record (15 points)
- B. Signed and stamped client References (20 points)

**2. Capacity to Deliver (20 points)**

- A. Current Commitments (10 points)
- B. Plant (10 points)

**3. Capability Resources: Qualification and Competencies (20 points)**

- A. Capability Resources (5 points)
- B. Qualification and Key Staff (10 points)
- C. Years of Experience (5 points)

**4. Project Schedule (15 points)**

**5. Project Specific OHS (10 points)**

- A. Submission of project specific OHS
- B. Qualification of personnel

**STAGE 3– Price and B-BBEE**

In order to claim and be awarded B-BBEE points bidders must submit an original certified copy of B-BBEE certificate issued by a SANAS accredited agency or by the Company and Intellectual Property Commission (CIPC). In cases of a Joint Venture, an original consolidated B-BBEE certificate issued by SANAS accredited verification agency will be accepted.

**(Failure to submit will render Bidder scoring Nil points in this regard)**

B-BBEE points are allocated as follows:

	<b>POINTS</b>
Price	90 points
B-BBEE status Level Contributor	10 points
<b>TOTAL</b>	<b>100 points</b>

Bidders that do not get a positive response from the IDT within a period of **90** days from the closing date, should understand that their Bids have not been successful.

**For enquiries, please contact:**

<b>PROVINCE</b>		<b>CONTACT PERSON FOR ENQUIRIES</b>	<b>CONTACT NUMBERS</b>	<b>EMAIL ADDRESSES</b>
Eastern Cape				
		Intsika-Luke Masters	043 748 2949	luke@intsika.com
	SCM Queries	Mamikie Mashele (SCM)	015 295 0000 IDT	MamikieM@idt.org.za

**DEPOSIT/RETURN OF BID DOCUMENTS:**

- Telegraphic, telephonic, telex, facsimile, electronic and/or late bids will not be accepted
- Requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the Bid Data document
- All bids must be submitted on the official forms – (not to be re-typed)
- Bids will not be opened in public

<b>BID DOCUMENTS MAY BE POSTED TO:</b>  N/A	<b>OR</b>	<b>DEPOSITED IN THE BID BOX AT:</b>  INDEPENDENT DEVELOPMENT TRUST, PALM SQUARE BUSINESS PARK, SILVERWOOD HOUSE, BONZA BAY ROAD, BEACON BAY, EAST LONDON
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# INDEPENDENT DEVELOPMENT TRUST

## T1.1 Tender Notice and Invitation to Tender

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
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Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

It is estimated that tenderers should have a CIDB contractor grading of **8GB or higher**

The physical address for **collection** of tender documents is:

INDEPENDENT DEVELOPMENT TRUST OFFICES  
Palm Square Business Park  
Silverwood House  
Bonza Bay Road  
Beacon Bay  
EAST LONDON

Documents will be available from the **10 December 2021**.

**The tender documents must be downloaded from IDT website ([www.idt.org.za](http://www.idt.org.za)) and e-tender portal**

Queries relating to the issues of these documents may be addressed to:

**Mr. Nyameko Giqo**

Tel No: 043 711 6000

Fax No: 043 748 5370

Cell No: 083 471 6163

E- mail: nyamekoG@idt.org.za

Or

**Mr. Francois Smit**

Tel No: 043 748 6725

Cell No: 082 499 1817

E- mail: francois@cbiqs.co.za

Tender documents to be submitted at the tender box of the IDT office:

INDEPENDENT DEVELOPMENT TRUST OFFICES  
Palm Square Business Centre  
Silverwood House  
Bonza Bay Road  
Beacon Bay  
EAST LONDON

**A compulsory clarification meeting with representatives of the Employer will take place on Tuesday, 18 January 2022 @ 14h30 , Cala, EC138 – Sakhisizwe, DC13 – Chris Hani District Municipality.**

**The closing date and time for receipt of tenders is 3 February 2022 @ 11h00.**

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

<b>PLEASE NOTE THE FOLLOWING IMPORTANT DATES</b>
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- Tender Closing Date: 3 February 2022 @ 11h00**

# INDEPENDENT DEVELOPMENT TRUST

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## T1.2 Tender Data

The conditions of tender are the Standard Conditions of Tender as contained in Annex F of the CIDB Standard for Uniformity in Construction Procurement. (See [www.cidb.org.za](http://www.cidb.org.za)) which are reproduced without amendment or alteration for the convenience of tenderers as an Annex to this Tender Data.

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.

**The additional conditions of tender are:**

<b>Clause number</b>	<b>Tender Data for BID NO: DOEEC/09/2021</b>
F.1.1	The employer is the <b>Independent Development Trust, Limpopo Region</b>
F.1.2	The tender documents issued by the employer comprises: T1.1 Tender notice and invitation to tender T1.2 Tender data T2.1 List of returnable documents T2.2 Returnable schedules <b>Part 1: Agreements and contract data</b> C1.1 Form of offer and acceptance C1.2 Contract data C1.3 Form of Guarantee C1.4 Adjudicator's appointment <b>Part 2: Pricing data</b> C2.1 Pricing instructions C2.2 Activity schedules / Bills of Quantities <b>Part 3: Scope of work</b> C3 Scope of work <b>Part 4 : Site information</b> C4 Site information

F.1.4 The employer's agent is:

Clarence Bobie Incorporated  
27 Beach Road  
Nahoon  
East London  
Tel: 043 748 6725  
E-mail: [francois@cbigqs.co.za](mailto:francois@cbigqs.co.za)

F.2.1 Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a **Grade 8GB or higher class** of construction work, are eligible to submit tenders.

Joint ventures are eligible to submit tenders provided that:

1. every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation in the Grade **8GB** or higher class of construction work; and
3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a **(8GB or higher) General Building** class of construction work.

F.2.7 There shall be no compulsory briefing with representatives of the employer

F.2.12 No alternative tender offers will be considered

F.2.13.3 Parts of each tender offer communicated on paper shall be submitted as one original (i.e. no copies should be submitted).

F.2.13.5 The employer's address for delivery of tender offers and identification details to be shown on each tender offer package are:

F2.15.1

**Location of tender box: Physical address: -**

INDEPENDENT DEVELOPMENT TRUST OFFICES

Palm Square Business Park  
Silverwood House  
Bonza Bay Road  
Beacon Bay  
EAST LONDON

**Identification details:**

**Project no: BID No: DOEEC/09/2021**

**Title: The Completion of Kanyisa Special School in Cala**

**Postal address: N/A**

- F.2.15 The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.  
**Closing date: 3 February 2022**  
**Closing time: 11h00**
- F.2.15 Telephonic, Telegraphic, Telex, Facsimile or E-mailed tender offers will not be accepted.
- F.2.16 The tender offer validity period is **90 (Ninety) days**.
- F.2.17 The contract duration is **24 Months** from date of Site Handover.
- F.2.23 The tenderer is required to submit with his tender a Certificate of Contractor Registration issued by the Construction Industry Development Board; Compensation of Injury Diseases Act certificate (COIDA) and a valid Tax Clearance Certificate issued by the South African Revenue Services.  
Where a tenderer tenders through joint venture formation, such tenderers should include a joint venture agreement duly signed by each partner and stamped by commissioner of oath.
- F.3.4 Tenders will not be opened immediately after the closing time, they will be posted on the IDT Website within 7 days of closure.

**F.3.11 Tender offers will only be accepted if the following are submitted**

No	Gate Keeper (Compulsory) Criteria	Gate Keeper Criteria Description
1	Proof of authority to sign the document must be submitted e.g. company resolution.	Proof of authority to sign the document must be submitted on Company Letterhead e.g. company resolution.
2	Letter of good standing/Copy of registration (COIDA/FEM) from the Department of Labour	Valid Letter of Good Standing (Workman's Compensation, COIDA) or FEM Letter of Good Standing. If JV all partners must submit
3	CIDB Grading Certificate.	Required valid and active CIDB Grading equivalent for the works. JV's to submit consolidated CIDB Grading.
4	Fully & Duly Completed Detailed Bill of Quantities (BOQ), Written In Black Ink	All items in the original Bill of Quantities must be priced (rates and amounts and totals) with the exception of preliminaries (contractor can select options in line with the PBA JBCC March 2005 Edition 4.1), written in Ink. No Copies, no correctional fluids, erasable pen or a lead pencil must be used in the BOQ. Only black ink must be used to complete documents. Any mistakes must be neatly crossed out and countersigned by all relevant parties. All blanks spaces to be completed.
5	Consortium / Joint Venture Agreement	<b>If Applicable</b> , JV Agreement signed by all parties of the JV. and signed & stamped by the commissioner of oaths.
6	Duly Completed Form of Offer	Fully & Duly Completed and Signed form of offer and witnessed. All blanks spaces must be completed.
7	Duly completed and signed Invitation to BID, Part A and B (SBD 1)	Fully & Duly Completed and signed Invitation to BID, Part A and B (SBD 1). All blank spaces must be completed. Bidders to indicate items that are not applicable.
8	Duly completed Declaration of Interest (SBD 4)	Fully & Duly Completed and Signed Declaration of Interest Form (SBD 4). All blank spaces must be completed. Bidders to indicate items that are not applicable.
9	Declaration of Bidders Past SCM Practices (SBD 8)	Fully & Duly Completed and Signed SBD 8 Form. All blanks spaces must be completed. Bidders to indicate items that are not applicable.
10	Certificate of Independent Bid Determination (SBD 9)	Fully & Duly Completed and Signed SBD 9 Form. All blanks spaces must be completed. Bidders to indicate items that are not applicable.
11	Duly Completed and Signed Preference points claim form in terms of PPPFA, Procurement Regulations 2017 (SBD 6.1)	Fully & Duly Completed and Signed Preference points claim form in terms of PPPFA, Procurement Regulations 2017 (SBD 6.1). All blanks spaces must be completed. Bidders to indicate items that are not applicable.
12	Duly Completed and Signed Local content form (SBD 6.2)	Fully & Duly Completed and Signed Local content form (SBD 6.2) including all the annexures C, D & E. Bidders must return Annexure C. Annexure D & E to be kept by the bidder for verification/audit upon appointment. All blanks spaces must be completed. Bidders to indicate items that are not applicable.  Only locally (South Africa) manufactured product that meet the stipulated minimum threshold for local content will be considered (Preferential Procurement Regulations 2017).  A Bid that fails to meet the stipulated threshold for local production and content is unacceptable and will be disqualified
13	No Copies, no correctional fluids, erasable pen or a lead pencil will be	No Copies, no correctional fluids, erasable pen or a lead pencil will be used on any of the submitted forms. Only black ink must

	used on any of the submitted forms. Only black ink must be used to complete documents. Any mistakes must be neatly crossed out and countersigned by all relevant parties.	be used to complete documents. Any mistakes must be neatly crossed out and countersigned by all relevant parties.
14	30% subcontracting is a Condition of Tender	<p>IDT has decided to apply pre-qualifying criteria for this bid in terms of regulation 4(1) (c) of the Preferential Procurements Regulations of 2017 that only tenderers sub-contracting a minimum of 30% to any (one or more) of the following:</p> <ol style="list-style-type: none"> <li>a) An Exempted Micro Enterprise (EMEs) or Qualifying Small Enterprise (QSEs) which is at least 51% owned by black people who are women or</li> <li>b) An EMEs or which is at least 51% owned by black's people with disabilities; or</li> <li>c) An Exempted Micro Enterprise (EMEs) or Qualifying Small Enterprise (QSEs) which is at least 51% owned by black people who are youth.</li> </ol> <p>Tenderers or contractors must submit proof of subcontracting agreement which is signed and stamped by commissioner of oaths between the main tenderer and the subcontractor. The following must be attached to the subcontracting agreement;</p> <ul style="list-style-type: none"> <li>• Proof of BBBEE status of the subcontractor</li> <li>• CIDB Grading</li> <li>• CSD Registration</li> <li>• Signed and stamped by the Commissioner of Oaths Subcontracting Agreement.</li> </ul> <p>Should the bidder subcontract more than one bidder, the consolidated percentage must equate to 30% allocated for subcontracting.</p> <p>NB: The Tenderers who fail to comply with this requirement would be considered as being not acceptable and will be disqualified and will not be considered for further evaluation or award</p>

**Instruction notes:**

- **All blanks spaces must be completed on all the SBD forms.**
- **Bidders to indicate items that are not applicable to them on all the forms.**
- **Bidders are advised to fill in the correct information on all the SBD forms.**
- **Bidders are encouraged to familiarize themselves with the project site in order to assist them in planning, pricing and executing the project.**
- **All Bidders are required to be registered on CSD (Central Supplier Database) with National Treasury.**
- **Please Provide CSD Registration report with supplier number with your Bid.**

### 4.3.3 Functionality Criteria

Variables	Total Points	Criteria	Description Of Criteria	Points
<u>Functionality Points</u>	100			
Experience on similar scale projects	15	Very good	Points allocated for proven records of accomplishment based on the similar scale of previous projects executed by tenderer.	15
		Good		12.5
		Satisfactory		10
		Poor		5
		Not acceptable		0
Client References	20	Very good	Points allocated for previous client references and submission in relation to nature of work in Relevant Experience (Returnable schedule) of the Bid Document.	20
		Good		15
		Satisfactory		10
		Poor		5
		Not acceptable		0
Qualifications & competencies of key staff	20	Very Good	Points allocated for required competencies and qualifications of allocated personnel for the projects in consideration	20
		Good		15
		Satisfactory		10
		Poor		5
		Very poor		1
		Not submitted		0
Project Specific Programme schedule and cash flow	15	Very good	Points allocated for turn-around projects delivery period and detail project submission by tenderer/bidder in consideration	15
		Good		12.5
		Satisfactory		10
		Poor		5
		Unacceptable		0
Schedule / Availability of Plant & Equipment	10	Very good	Points allocated for the availability of key required plant & Equipment for the project in consideration	10
		Good		7.5
		Poor		3
		Unacceptable		0
Current Commitments	10	Very good	Points allocated for specifying Current Commitments	10
		Good		7,5
		Satisfactory		5
		Poor		3
		Unacceptable		0

Safety Health & Environmental Quality ( SHEQ) Project Specific Plan	10	Very good	Points allocated for submission and Projects specific SHEQ plan	10
		Good		9
		Satisfactory		7
		Poor		4
		Not acceptable		0

**Notes:**

1. Bidders are required to score minimum points of 70 (70%) for Functionality stated in tender data.
2. Bidders who fail to meet the required minimum number of points for functionality stated in the tender data will not be evaluated further.
3. Bidders who fail to submit information as per the returnable schedules will not be allocated points.

**The functionality will be scored using the following values:**

A maximum equal to 100 tender evaluation points will be awarded for quality, sub-divided according to the following:

- 100 points – Quality
  - 35 points – Experience on similar scale projects
  - 10 points – Safety Health & Environmental Quality (SHEQ) Project Specific Plan
  - 20 points – Qualifications & competencies of key staff
  - 10 points – Project Specific Programme schedule and cash flow
  - 10 points – Schedule / Availability of Plant & Equipment
  - 15 points – Client References

**Experience on similar scale projects:**

**Value of work** evaluation (No points will be allocated for value of works for Civil Engineering Projects, Water, Transport, Traffic Engineering and all Electrical & Mechanical Projects)

Value of work (4GB)	Rating
3.1m and above	Very Good
2.1m – 3m	Good
1.1.m – 2m	Satisfactory
0.51m – 1m	Poor
0m – 0.5m	Not Submitted

Value of work (6GB)	Rating
10.1m and above	Very Good
5.1m – 10m	Good
3.1m – 5m	Satisfactory
1.1m – 3m	Poor
0m – 1m	Not Submitted

Value of work (7GB)	Rating
20.1m and above	Very Good
10.1m – 20m	Good
5.1m – 10m	Satisfactory
2.1m – 5m	Poor
0m – 2m	Not Submitted

#### Nature of work evaluation

Nature of Work	Rating
Construction of major and renovations of Hospitals, Clinics, Schools, Libraries, Hotels, Malls, shopping Complex, Courts, Office blocks, Town Houses, prisons, Church, Civic center	Very Good
Construction and renovation of Residential Houses and Community hall, indoor sport complex and stadia	Good
Construction and renovations of Enviro-loo toilets, Low cost houses (RDP), Taxi Rank.	Satisfactory
Construction and renovations of residential household toilets (VIP toilets)	Poor
Engineering Projects (Water, Transport, Traffic Engineering, Electrical & Mechanical Projects).	No points

#### Qualifications & Key Personnel

<b>Qualifications and Competencies of Key Projects Resources</b>	<b>20</b>	Very Good (Score 100)	Points allocated for required competencies & Built Environment qualification of allocated personnel for the project in consideration. Required Key Project Resources; Verification Certificate from SAQA must be attached for International qualifications in order to get points  <b>1. Project Manager:</b> <b>2. Site Agent:</b>	20
		Good (Score 90)		15
		Satisfactory (Score 70)		10
		Poor (Score 40)		5
		Very Poor (Score 10)		1
		Not Submitted (0)		0

<b>Project Manager (List a minimum of 1 for each)</b>			
<b>Education</b>	Professionally Registered Personnel (CV, Proof of registration, Proof of qualifications (Building=Pm, Arch ,QS .Civil, PM,CE,))		<b>20</b>
	Non Registered Personnel (with Degree, Proof of Qual + CV)		<b>15</b>
	Non Registered Personnel (Diploma, Proof of Qual + CV)		<b>10</b>
	Non Registered Personnel (Certificates, Proof of Qual + CV)		<b>1</b>
<b>Competence</b>	Years of Experience-1 to 2 (Degree/Diploma, Proof of qualifications + CV)		<b>1</b>
	Years of Experience-3 to 5 (Degree/Diploma, Proof of qualifications + CV)		<b>10</b>
	Years of Experience-5 to 6 (Degree/Diploma, Proof of qualifications + CV)		<b>15</b>
	Years of Experience-above 6 (Degree/Diploma, Proof of qualifications + CV)		<b>20</b>
<b>Site Agent (List a minimum of 1 for each)</b>			

<b>Educa tion</b>	Registered Personnel (Degree/Diploma, Proof of qualifications + CV)		<b>20</b>
	Non Registered Personnel (Degree/Diploma, Proof of qualifications + CV)		<b>10</b>
<b>Compe ten ce</b>	Years of Experience-1 to 2 (Degree/Diploma, Proof of qualifications + CV)		<b>1</b>
	Years of Experience-3 to 5 (Degree/Diploma, Proof of qualification + CV)		<b>10</b>
	Years of Experience-above 6 (Degree/Diploma, Proof of qualification + CV)		<b>20</b>

#### **Schedule / Availability of Plant & Equipment**

<b>Plant and Equipment</b>	<b>Description (With proof of ownership /rental )</b>
Plant and Equipment 1	Heavy duty machinery, TLBs, Excavators, Rollers
Plant and Equipment 2	Trucks, 6- 10 trucks, Water tanks
Plant and Equipment 3	LDVs, Bakkies
Plant and Equipment 4	Scaffolding, Trestles, Step Ladders, Concrete Mixers, Generators, Jack Hammer
Plant and Equipment 5	Spades, Shovels, Wheel Barrows
Plant and Equipment 6	Hand tools, Screw Drivers, Trowel, Hammers, Drills, Grinders

<b>Plant &amp; Equipm ent</b>	<b>10</b>	Proof of any Required P&E Submitted (Owned)	In order to demonstrate capacity to deliver on time the tenderers will need to demonstrate the following: (i) Having access to the minimum required Plant and Equipment for the project at hand (ii) Demonstrate whether such Plant & Equipment is Owned or will be Rented with proof of available plant and equipment (iii) Submit Proof thereof of such Plant & Equipment in existence (iv) P&E Submitted Without Proof-Rental letter without indicating the available plant/equipment	10
		Proof of any Required P&E Submitted (Rental ) with the Lessee's ownership documents		7,5
		P&E Submitted Without Proof		3
		Not Submitted		0

#### **Client References**

The Tenderer shall provide details of his performance on each of the previous projects listed in the "Relevant Experience" returnable schedule. "Client Reference Scorecards" will be completed, signed by each of the respective Clients and principal agents and stamped by both the client and the principal agent for the projects listed in the "Relevant Experience" returnable schedule.

#### **Contracting Document**

JBCC Series 2000 PBA March 2005, Edition 4.1

#### 4.3.4. Preferential procurement system

90/10 preferential procurement system to be utilized as per PPPFA 2017. The project is below R50m.

Variables	Total Points	Criteria	Description Of Criteria	Points
<u>B-BBEE</u>	10	B-BBEE Contributor level 1	Points allocated to entities who are contributing towards the empowerment of black people (a SANAS accredited B-BBEE Certificate MUST be submitted with the bid documents before any points can be allocated)	20
		B-BBEE Contributor level 2		18
		B-BBEE Contributor level 3		14
		B-BBEE Contributor level 4		12
		B-BBEE Contributor level 5		8
		B-BBEE Contributor level 6		6
		B-BBEE Contributor level 7		4
		B-BBEE Contributor level 8		2
		Non-compliant contributor	0	
Financial Offer / Price:				
Financial Offer/Price	90	Formula=2 Option 1, $A=(1-\{p-pm/pm\})$	Formula used to calculate financial offer/price points	
		Pm=The comparative Price offer of the mean/average quantifying tenderer		
		P=The comparative offer of the tender under consideration		
	100			

#### **BBBEE**

A bidder must submit proof of B-BBEE status level of contributor. A tenderer failing to submit proof of B-BBEE status level of contribution or is a non-compliant contributor to B-BBEE may not be disqualified, but may only score points out of 90 for price; and scores 0 points out of 10 for B-BBEE.

Bidders who qualify as EMEs should submit Original Sworn affidavit signed by the EME representative and attested by a Commissioner of oaths.

Joint Ventures / Consortia entities must submit a consolidated B-BBEE certificate from SANAS-Accredited verification agency in order to qualify for points for their B-BBEE status level as an unincorporated entity. Including EMEs and QSE, sworn affidavit Joint Venture will not be considered as is not valid

## 1. LIST OF RETURNABLE SCHEDULES

Returnable Schedules required only for tender evaluation purposes (certified copies not older than six months or originals of the following documents):

No	Non Statutory (Non Compulsory) Requirements	Non Statutory (Non Compulsory) Requirements Description
1	Checklist for Tender Submission	Checklist for Tender Submission
2	Details of Tender	Details of Tender
4	Certificate of Compliance with Tender Documentation	Certificate of Compliance with Tender Documentation
5	Banking Details	Bank Account Confirmation Letter
7	Letter of Intent to Provide Security / Guarantee	Letter of Intent to Provide Security/ Guarantee from accredited financial institution
8	Contractor's Health and Safety Declaration	Contractor's Health and Safety Declaration
9	Litigation History	Litigation History – bidder to disclose all the pending litigations against their company
10	<b>Past Projects undertaken by the Tenderer in the last 10 years</b>	Past Completed Projects undertaken by the Tenderer in the last 10 years
13	BBBEE certificate	Points allocated to entities who are contributing towards the empowerment of black people (an Original Sworn Affidavit B-BBEE or SANAS accredited B-BBEE Certificate MUST be submitted with the bid documents before any points can be allocated)  Bidders to submit Original Sworn Affidavit B-BBEE or SANAS certified copies not older than 6 months).  Joint Ventures / Consortia entities must submit a consolidated B-BBEE certificate from SANAS-Accredited verification agency in order to qualify for points for their B-BBEE status level as an incorporated entity. Sworn affidavits for joint ventures will not be considered.
14	<b>Tenderer's Competence &amp; Performance on Similar Projects</b>	Tenderer's Competence & Performance on Similar Projects
16	Record of Addenda to Tender Documents	Record of Addenda to Tender Documents
17	Proposed amendments and Qualifications	Proposed amendments and Qualifications
18	Method Statement	Method Statement
19	<b>Detailed Construction Programme</b>	Detailed Construction Programme
20	Detailed Cash-Flow	Detailed Cash-Flow
21	<b>Key Personnel</b>	Curriculum Vitae of Key Personnel and Certified Qualifications that are not older than 6 months
23	Proposed Project Organogram	Proposed Project Organogram
24	Detailed Resourcing schedule	Detailed Resourcing schedule
25	Schedule of Proposed Domestic Sub-Contractors	Schedule of Proposed Domestic Sub-Contractors
26	<b>Schedule of Plant and Equipment</b>	Schedule of Plant and Equipment
27	Trade References	Trade References
30	Contractor's Safety Record	Contractor's Safety Record
32	Tax Clearance certificate	Submission of valid Tax compliance status form (PIN)
34	Project Specific SHEQ Plan	Project Specific SHEQ Plan

**Notes:**

1. Tenderers are required to score minimum points of 70 for Functionality stated in tender data.
2. Tenderers who fail to meet the required minimum number of points for functionality stated in the tender data will not be evaluated further.
3. Tenderers who fail to submit information as per the returnable schedules will not be allocated points.

**T2.1.20 EVALUATION SCHEDULE: CLIENT REFERENCES**

The Tenderer shall provide details of his performance on each of the previous projects listed in the “Relevant Experience” returnable schedule. “Client Reference Scorecards” will be completed by each of the respective Clients for the projects listed in the “Relevant Experience” returnable schedule.

The following are to be **completed by the Client / Principal Agent** and is to be supported in each case by a letter of award and the works completion certificate. Client / Principal Agent must sign and stamp the documents, failure to obtain both signatures and stamps will result in no allocation of points.

**PROJECT NAME and SCOPE OF WORK:**

**Principal agent:** .....

**Client:** .....

**Contract Amount:** .....

**Contract Duration:** .....

**Actual Contract Duration:** .....

Description / Performance	Very poor (1)	Poor (2)	Fair (3)	Good (4)	Excellent (5)
Quality of office administration					
Quality of site management					
Competence of foreman					
Co-operation during contract					
Quality of workmanship					
Quality of materials					
Project management					
Rectification of condemned work					
Tidiness of site					
Adequacy of equipment					
Adequacy of labour force					
Procurement of materials					
Labour relations					

Any other remarks considered necessary to assist in evaluation of the contractor?

.....

**Principal Agent Firm:**.....

**Telephone:**.....

**PA Signature:**.....

**Date:**.....

**Stamp**

**Client Signature:**.....

**Date:**.....

**Stamp**

**T2.1.20 EVALUATION SCHEDULE: REPORT ON CONTRACTOR'S COMPETANCE & PERFORMANCE ON A SIMILAR PROJECT FOR TENDER RECOMMENDATION PURPOSES**

The following are to be **completed by the Client / Principal Agent** and is to be supported in each case by a letter of award and the works completion certificate. Both Client and Principal Agent must sign and stamp the documents, failure to obtain both signatures and stamps will result in no allocation of points.

**PROJECT NAME and SCOPE OF WORK:**

**Principal agent:**.....

**Client:** ..

**Contract Amount:** .....

**Contract Duration:**.....

Actual Contract Duration: .....

Description / Performance	Very poor (1)	Poor (2)	Fair (3)	Good (4)	Excellent (5)
Quality of office administration					
Quality of site management					
Competence of foreman					
Co-operation during contract					
Quality of workmanship					
Quality of materials					
Programme management					
Rectification of condemned work					
Tidiness of site					
Adequacy of equipment					
Adequacy of labour force					
Procurement of materials					
Labour relations					

Any other remarks considered necessary to assist in evaluation of the contractor?

.....

.....

**Principal Agent Firm:** .....

**Telephone:**.....

**PA Signature:**.....

**Date:**.....

**Stamp**

**Client Signature:**.....

**Date:**.....

**Stamp**

**T2.1.20 EVALUATION SCHEDULE: REPORT ON CONTRACTOR'S COMPETANCE & PERFORMANCE ON A SIMILAR PROJECT FOR TENDER RECOMMENDATION PURPOSES**

The following are to be **completed by the Client / Principal Agent** and is to be supported in each case by a letter of award and the works completion certificate. Client / Principal Agent must sign and stamp the documents, failure to obtain both signatures and stamps will result in no allocation of points.

<b>PROJECT NAME and SCOPE OF WORK:</b>
--

**Principal agent:**.....

**Client:** .....

**Contract Amount:** .....

**Contract Duration:**.....

**Actual Contract Duration:** .....

Description / Performance	Very poor (1)	Poor (2)	Fair (3)	Good (4)	Excellent (5)
Quality of office administration					
Quality of site management					
Competence of foreman					
Co-operation during contract					
Quality of workmanship					
Quality of materials					
Programme management					
Rectification of condemned work					
Tidiness of site					
Adequacy of equipment					
Adequacy of labour force					
Procurement of materials					
Labour relations					

Any other remarks considered necessary to assist in evaluation of the contractor?

.....

.....

**Principal Agent Firm:** .....

**Telephone:**.....

**PA Signature:** .....

**Date:** .....

<b>Stamp</b>
--------------

**Client Signature:** .....

**Date:** .....

<b>Stamp</b>
--------------

**T2.1.20 EVALUATION SCHEDULE: REPORT ON CONTRACTOR'S COMPETANCE & PERFORMANCE ON A SIMILAR PROJECT FOR TENDER RECOMMENDATION PURPOSES**

The following are to be **completed by the Client / Principal Agent** and is to be supported in each case by a letter of award and the works completion certificate. Client / Principal Agent must sign and stamp the documents, failure to obtain both signatures and stamps will result in no allocation of points.

<b>PROJECT NAME and SCOPE OF WORK:</b>
--

**Principal agent:**.....

**Client:** .....

**Contract Amount:** .....

**Contract Duration:** .....

**Actual Contract Duration:** .....

Description / Performance	Very poor (1)	Poor (2)	Fair (3)	Good (4)	Excellent (5)
Quality of office administration					
Quality of site management					
Competence of foreman					
Co-operation during contract					
Quality of workmanship					
Quality of materials					
Programme management					
Rectification of condemned work					
Tidiness of site					
Adequacy of equipment					
Adequacy of labour force					
Procurement of materials					
Labour relations					

Any other remarks considered necessary to assist in evaluation of the contractor?

.....

.....

**Principal Agent Firm:** .....

**Telephone:**.....

**PA Signature:**.....

**Date:**.....

<b>Stamp</b>
--------------

**Client Signature:**.....

**Date:**.....

<b>Stamp</b>
--------------

**T2.1.20 EVALUATION SCHEDULE: REPORT ON CONTRACTOR'S COMPETENCE & PERFORMANCE ON A SIMILAR PROJECT FOR TENDER RECOMMENDATION PURPOSES**

The following are to be **completed by the Client / Principal Agent** and is to be supported in each case by a letter of award and the works completion certificate. Client / Principal Agent must sign and stamp the documents, failure to obtain both signatures and stamps will result in no allocation of points.

<b>PROJECT NAME and SCOPE OF WORK:</b>
--

**Principal agent:**.....

**Client:** ..

**Contract Amount:** .....

**Contract Duration:**.....

**Actual Contract Duration:** .....

Description / Performance	Very poor (1)	Poor (2)	Fair (3)	Good (4)	Excellent (5)
Quality of office administration					
Quality of site management					
Competence of foreman					
Co-operation during contract					
Quality of workmanship					
Quality of materials					
Programme management					
Rectification of condemned work					
Tidiness of site					
Adequacy of equipment					
Adequacy of labour force					
Procurement of materials					
Labour relations					

Any other remarks considered necessary to assist in evaluation of the contractor?

.....

.....

**Principal Agent Firm:** .....

**Telephone:**.....

**PA Signature:** .....

**Date:** .....



**Client Signature:** .....

**Date:** .....



**T2.1.20 EVALUATION SCHEDULE: REPORT ON CONTRACTOR'S COMPETENCE & PERFORMANCE ON A SIMILAR PROJECT FOR TENDER RECOMMENDATION PURPOSES**

The following are to be **completed by the Client / Principal Agent** and is to be supported in each case by a letter of award and the works completion certificate. Client / Principal Agent must sign and stamp the documents, failure to obtain both signatures and stamps will result in no allocation of points.

**PROJECT NAME and SCOPE OF WORK:**

**Principal agent:**.....

**Client:** ..

**Contract Amount:** .....

**Contract Duration:**.....

**Actual Contract Duration:** .....

Description / Performance	Very poor (1)	Poor (2)	Fair (3)	Good (4)	Excellent (5)
Quality of office administration					
Quality of site management					
Competence of foreman					
Co-operation during contract					
Quality of workmanship					
Quality of materials					
Programme management					
Rectification of condemned work					
Tidiness of site					
Adequacy of equipment					
Adequacy of labour force					
Procurement of materials					
Labour relations					

Any other remarks considered necessary to assist in evaluation of the contractor.

.....

.....

**Principal Agent Firm:** .....

**Telephone:**.....

**PA Signature:** .....

**Date:** .....

**Stamp**

**Client Signature:** .....

**Date:** .....

**Stamp**

**Relevant Experience (Returnable schedule)**

The Tenderer shall provide details of his performance on each of the previous relevant projects. Failure to complete the table below will result in no points allocated. No “see attached” will be accepted

<b>LIST THE SIX LARGEST PROJECTS COMPLETED BY YOUR FIRM IN THE LAST TEN YEARS</b>			
<i>Name of Project Completed and Scope of work</i>	<i>Name of Project Manager &amp; Telephone no.</i>	<i>Name of Client &amp; Telephone no.</i>	<i>Value of Project</i>

**Record of Addenda to tender documents**

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	<b>Date</b>	<b>Title or Details</b>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Attach additional pages if more space is required.

Signed	Date
Name .....	Position .....
Identity number .....	
Tenderer .....	

## SCHEDULE OF PLANT AND EQUIPMENT

The following are lists of major items of relevant equipment that I / we presently own or lease and will have available for this contract if my / our tender is accepted. **(Please attach proof of ownership of plant owned)**

**(a) Details of major equipment owned by me / us and immediately available for this contract.**

PLANT AND EQUIPMENT	DESCRIPTION ( <i>type, size, capacity etc</i> )	LICENSE NUMBER	YEAR OF MANUFACTURE
<i>Plant and Equipment 1</i>			
<i>Plant and Equipment 2</i>			
<i>Plant and Equipment 3</i>			
<i>Plant and Equipment 4</i>			
<i>Plant and Equipment 5</i>			
<i>Plant and Equipment 6</i>			

*Attach additional pages if more space is required*

**(b) Details of major equipment that will be hired, or acquired for this contract if my / our tender is accepted**

PLANT AND EQUIPMENT	DESCRIPTION ( <i>type, size, capacity etc</i> )	LICENSE NUMBER	HOW ACQUIRED	
			HIRE/BUY	SOURCE
<i>Plant and Equipment 1</i>				
<i>Plant and Equipment 2</i>				
<i>Plant and Equipment 3</i>				
<i>Plant and Equipment 4</i>				
<i>Plant and Equipment 5</i>				
<i>Plant and Equipment 6</i>				

*Attach additional pages if more space is required*

The Tenderer undertakes to bring onto site without additional cost to the Employer any additional plant not listed but which may be necessary to complete the contract within the specified contract period.

***Failure to complete this form properly and correctly, will lead to the conclusion that the tenderer does not have the necessary plant and equipment resources at his disposal, which will prejudice his tender.***

SIGNATURE: ..... IDENTITY NUMBER: .....

*(of person authorised to sign on behalf of the Tenderer)*

DATE: .....



## KEY PERSONNEL

In terms of the Project Specification and the Conditions of Tender, unskilled workers may only be brought in from outside the local community if such personnel are not available locally.

The Tenderer shall list below the personnel which he intends to utilize on the Works, including key personnel which may have to be brought in from outside if not available locally.

CATEGORY OF EMPLOYEE	NUMBER OF PERSONS					
	KEY PERSONNEL, PART OF THE CONTRACTOR'S ORGANISATION		KEY PERSONNEL TO BE IMPORTED IF NOT AVAILABLE LOCALLY		UNSKILLED PERSONNEL TO BE RECRUITED FROM LOCAL COMMUNITY	
	HDI	NON-HDI	HDI	NON-HDI	HDI	NON-HDI
Site Agent, Project Managers						
Foremen, Quality Control and Safety Personnel						
Technicians, Surveyors, etc						
Artisans and other Skilled workers						
Plant Operators						
Others:..... ..... ..... ..... ..... .....						

The Tenderer shall attach hereto the *curricula vitae*, in the form included hereafter, of at least the site agent and the project manager. The information is necessary for evaluation of the tender.

SIGNATURE: ..... IDENTITY NUMBER: .....

(of person authorised to sign on behalf of the Tenderer)

DATE:.....



**CV FOR SITE AGENT**

<b>Name:</b>	<b>Date of birth:</b>
<b>Profession:</b>	<b>Nationality:</b>
<b>Qualifications:</b>	
<b>Professional Registration Number:</b>	
<b>Name of Employer (firm):</b>	
<b>Current position:</b>	<b>Years with firm:</b>
<b><u>Employment Record:</u></b>	
<b><u>Experience Record Pertinent to Required service:</u></b>	

**Certification:**

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience.

.....  
SIGNATURE OF THE INCUMBANT IN THE SCHEDULE

.....  
DATE

.....  
INCUMBANT'S IDENTITY NUMBER

**CV FOR TECHNICIAN / ARTISAN**

<b>Name:</b>	<b>Date of birth:</b>
<b>Profession:</b>	<b>Nationality:</b>
<b>Qualifications:</b>	
<b>Professional Registration Number:</b>	
<b>Name of Employer (firm):</b>	
<b>Current position:</b>	<b>Years with firm:</b>
<b><u>Employment Record:</u></b>	
<b><u>Experience Record Pertinent to Required service:</u></b>	

**Certification:**

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience.

.....  
SIGNATURE OF THE INCUMBANT IN THE SCHEDULE

.....  
DATE

.....  
INCUMBANT'S IDENTITY NUMBER



## PRELIMINARY PROGRAMME

The Tenderer shall attach a preliminary programme reflecting the proposed sequence and tempo of execution of the various activities comprising the work for this Contract. The programme shall be in accordance with the information supplied in the Contract, requirements of the Project Specifications and with all other aspects of his Tender.

**NOTE: ONLY COMPUTIRSED PRELIMINARY PROGRAM WILL BE CONSIDERED**

### PROGRAMME *(EXAMPLE ONLY)*

ACTIVITY	MONTHS									
	1	2	3	4	5	6	7	8	9	10

*[Note: The programme must be based on the completion time as specified in the Contract Data. No other completion time that may be indicated on this programme will be regarded as an alternative offer, unless it is listed in Table (b) of Form I hereafter and supported by a detailed statement to that effect, all as specified in the Tender Data]*

The following aspects of the preliminary programme will be considered:

- Programme Heading
- The programme is specific and tailored for the execution of the project, is comprehensive and is logically correct
- The activities are well articulated with headings and sub headings and show relevant milestones
- The activities that occur simultaneously are showing
- The activities that depend on each other are linked
- The activities that required stages are indicated
- Milestones are shown
- There are resources aligned / embedded to the programme
- Cause and effect of the programme can be determined such that the critical path is shown
- The lead times and lag times are clear and being considered for ordering of materials and staffing requirements
- Non-Working Days and Been Taken Into Consideration
- Has the Programme been divided into Phases
- The Cash Flow to Relate to the Programme
- The programme to show resource histogram
- The Resource Histogram to Show Unskilled Labour

SIGNATURE: ..... IDENTITY NUMBER: .....

*(of person authorised to sign on behalf of the Tenderer)*                      DATE:.....

**PART A**  
**INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE INDEPENDENT DEVELOPMENT TRUST					
BID NUMBER:	<b>DOEEC/09/2021</b>	CLOSING DATE:	<b>3 FEBRUARY 2022</b>	CLOSING TIME:	<b>11h00</b>
DESCRIPTION	<p>Construction of the following at Kanyisa Special School:</p> <p>Site Fencing, Entrance Gates and Entrance Wall            Completion of 1 x Boys and 1 x Girls Hostel Block            Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation            Concrete Roadways and Total Civil Services            Renovations to Existing Guardhouse            Covered Walkways</p> <p>Standard Type of construction and materials / finishes to be used</p>				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED					
Palm Square Business Park					
Silverwood House, Bonza Bay Road					
Beacon Bay					
East London					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	<b>Mr. Nyameko Giqo</b>		CONTACT PERSON	<b>Mr. Luke Masters</b>	
TELEPHONE NUMBER	<b>043 711 6000 / 083 471 6163</b>		TELEPHONE NUMBER	<b>043 748 2949</b>	
FACSIMILE NUMBER	<b>043 748 5370</b>		FACSIMILE NUMBER	<b>043 748 1702</b>	
E-MAIL ADDRESS	<b>nyamekoG@idt.org.za</b>		E-MAIL ADDRESS	<b>luke@intsika.com</b>	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX]  <input type="checkbox"/> Yes <input type="checkbox"/> No	

**[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]**

<p>a) ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/>Yes <input type="checkbox"/>No [IF YES ENCLOSE PROOF]</p>	<p>b) ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/>Yes <input type="checkbox"/>No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]</p>
---	--	--	--

**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  YES  NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?  YES  NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES  NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?  YES  NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?  YES  NO

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

## PART B

### TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE JOINT BUILDING CONTRACT COMMITTEE (JBCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A JBCC AGREEMENT.</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

## DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
  - the bidder is employed by the state; and/or
  - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
  
2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
  - 2.1 Full Name of bidder or his or her representative: .....
  - 2.2 Identity Number: .....
  - 2.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>): ..... ..
  - 2.4 Company Registration Number: .....
  - 2.5 Tax Reference Number: .....
  - 2.6 VAT Registration Number: .....
  - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

<sup>1</sup>“State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

<sup>2</sup>“Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member: .....  
Name of state institution at which you or the person connected to the bidder is employed : .....  
Position occupied in the state institution: .....

Any other particulars:  
.....  
.....  
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:  
.....  
.....  
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:  
.....  
.....  
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.  
.....  
.....  
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.  
.....  
.....  
.....

2.11 Do you or any of the directors / trustees / shareholders / members **YES/NO**

of the company have any interest in any other related companies whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....  
 .....  
 .....

### 3 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number / Number	Employee / Persal Number

### 4 DECLARATION

I, THE UNDERSIGNED (NAME)..... CERTIY  
 THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT  
 I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF  
 PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS  
 DECLARATION PROVE TO BE FALSE.

.....  
 Signature

.....  
 Date

.....  
 Position

.....  
 Name of bidder

**NOTE: Failure of a tenderer to fully complete and sign this part of this SBD form in full will invalidate the tender**

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL  
PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to exceed R50 000 000 (all applicable taxes included) and therefore the 90/10 preference point system shall be applicable; or
- b) The 90/10 preference point system will be applicable to this tender

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	10
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

## 2. DEFINITIONS

- (a) “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) “**B-BBEE status level of contributor**” means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) “**bid**” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) “**Broad-Based Black Economic Empowerment Act**” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) “**EME**” means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) “**functionality**” means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) “**prices**” includes all applicable taxes less all unconditional discounts;
- (h) “**proof of B-BBEE status level of contributor**” means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A Sworn affidavit as prescribed by the B-BBEE Codes of good practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) “**QSE**” means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

## 3. POINTS AWARDED FOR PRICE

### 3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \end{array}$$

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

**4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR**

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

**5. BID DECLARATION**

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1**

6.1 B-BBEE Status Level of Contributor: . = (maximum of 10 or 20 points)  
 (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

**7. SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

*(Tick applicable box)*

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

**(Tick applicable box)**

YES		NO	
-----	--	----	--

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

<b>Designated Group: An EME or QSE which is at least 51% owned by:</b>	<b>EME</b>	<b>QSE</b>
	<b>√</b>	<b>√</b>
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

**8.4 TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....

.....

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business: .....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution.

WITNESSES
1. ....
2. ....

..... SIGNATURE(S) OF BIDDERS(S)
DATE: .....
ADDRESS .....

## DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement **Regulations, 2017**, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

### 1. General Conditions

- 1.1. Preferential Procurement **Regulations, 2017 (Regulation 8)** make provision for the promotion of local production and content.
- 1.2. **Regulation 8.(2)** prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286:2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

- x is the imported content in Rand  
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

**The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp) at no cost.**

1.6 A bid may be disqualified if –

(a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

3.

Item	Description of Service	Stipulated Threshold	Minimum
A	Roof Sheeting	100%	
B	Reinforcing bars	100%	
C	Window Frames	100%	
D	Door Frames	100%	
E	Gutters and Downpipes	100%	
F	Wire Products	100%	
G	Fasteners	100%	
H	School Furniture	100%	

3. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION**  
**(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF BID NO.** .....

**ISSUED BY:** (Procurement Authority / Name of Institution):

.....  
 NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrial-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),

do hereby declare, in my capacity as .....

of .....(name of bidder entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that:

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_



**Annex D**

**Imported Content Declaration - Supporting Schedule to Annex C**

(D1) Tender No.  
 (D2) Tender description:  
 (D3) Designated Products:  
 (D4) Tender Authority:  
 (D5) Tendering Entity name:  
 (D6) Tender Exchange Rate:

**Note: VAT to be excluded from all calculations**

Pula  EU  GBP

**A. Exempted imported content**

Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Calculation of imported content					
				Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)

Summary	
Tender Qty	Exempted imported value
(D17)	(D18)
0	
0	

(D19) Total exempt imported value R -  
 This total must correspond with Annex C - C 21

**B. Imported directly by the Tenderer**

Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Calculation of imported content					
				Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)

Summary	
Tender Qty	Total imported value
(D30)	(D31)
0	

(D32) Total imported value by tenderer R -

**C. Imported by a 3rd party and supplied to the Tenderer**

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Calculation of imported content					
				Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)

Summary	
Quantity imported	Total imported value
(D43)	(D44)
0	
0	

(D45) Total imported value by 3rd party R 0

**D. Other foreign currency payments**

Type of payment	Local supplier making the payment	Overseas beneficiary	Calculation of foreign currency payments	
			Foreign currency value paid	Tender Rate of Exchange
(D46)	(D47)	(D48)	(D49)	(D50)

Summary of payments	
Local value of payments	
(D51)	

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

Signature of tenderer from Annex B

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above R 0

Date: \_\_\_\_\_

This total must correspond with Annex C - C 23



**DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
  - a. abused the institution's supply chain management system;
  - b. committed fraud or any other improper conduct in relation to such system; or
  - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector?  (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? <b>To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>



**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregards the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;

- (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

**NOTE: Failure of a tenderer to fully complete and sign this part of this SBD form in full will invalidate the tender**

**INDEPENDENT DEVELOPMENT TRUST**

**C1.1 Form of Offer and Acceptance**

**Offer**

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

**Completion of Kanyisa Special School**

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:**

.....

..... Rand (in words);

R ..... (in figures)

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature ..... Date .....  
Name ..... Identity number .....  
Capacity .....

**for the tenderer**  
(Name and .....  
address of .....  
organization) .....

Name and .....  
signature .....  
of witness .....

**NOTE: Failure of a Bidder to complete and sign this part of the tender form (offer) in full including witnessing will invalidate the tender. Any blank spaces left will invalidate this offer.**

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the contractor the amount due in

accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offer shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1: Agreements and contract data, (which includes this agreement)
- Part C2: Pricing data
- Part C3: Scope of work.
- Part C4: Site information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature ..... Date .....

Name ..... Identity number .....

Capacity .....

**for the  
Employer** INDEPENDENT DEVELOPMENT TRUST  
Palm Square Business Park  
Silverwood House  
Bonza Bay Road  
Beacon Bay  
EAST LONDON

Name and signature of witness ..... Date .....

# Schedule of Deviations

- 1 Subject .....
- Details .....
- .....
- .....
- .....
- 2 Subject .....
- Details .....
- .....
- .....
- .....
- 3 Subject .....
- Details .....
- .....
- .....
- 4 Subject .....
- Details .....
- .....
- .....
- 5 Subject .....
- Details .....
- .....

By the duly authorized representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

## INDEPENDENT DEVELOPMENT TRUST

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

### C1.2 Contract Data for BID NO: DOEEC/09/2021

The Conditions of Contract are clauses 1 to 41 of the **JBCC Series 2000 Principal Building Agreement (Edition 4.1 March 2005)** published by the Joint Building Contracts Committee.

Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors (011-3154140), Master Builders Association (011-205-9000; 057-3526269) South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (051-4474909; 011-4860684; 053-8312014;)

The JBCC Principal Building Agreement makes several references to the Contract Data for specific data, which together with these conditions collectively describe the risks, liabilities and obligations of the contracting parties and the procedures for the administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the JBCC Principal Building Agreement.

Each item of data given below is cross-referenced to the clause in the JBCC Principal Building Agreement to which it mainly applies.

**The additions, deletions and alterations to the JBCC Principal Agreement are:**

Clause	Additions, deletions and alterations
1.1	<p>Replace the following definitions in <b>DEFINITIONS AND INTERPRETATIONS</b> with the following wording:</p> <p><b>AGREEMENT</b> means the agreement arising from the signing of the Form of Offer and Acceptance by the parties.</p> <p><b>BILLS OF QUANTITIES</b> means the document drawn up in accordance with the Pricing Instructions contained in the Pricing Data.</p> <p><b>CONSTRUCTION PERIOD</b> means the period commencing on the date of site hand over and ending on the date of practical completion.</p> <p><b>CONTRACT DOCUMENTS</b> means the Agreement and all documents referenced therein.</p> <p><b>CONTRACT DRAWINGS</b> means the drawings listed in the Scope of Work.</p> <p><b>CONTRACT SUM</b> means the total of prices in the Form of Offer and Acceptance.</p> <p><b>SCHEDULE</b> means the variables listed in the Contract Data.</p> <p><b>CORRUPT PRACTICE</b> means the offering, giving, receiving and soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution</p> <p><b>FRAUDULENT PRACTICE</b> means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any tenderer, and includes collusive practice among tenderers (prior to or after the tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition.</p> <p><b>INTEREST</b> means the interest rates applicable to this contract, whether specifically indicated in the relevant clauses or not, will be the rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999).</p> <p><b>SECURITY</b> means the form of security provided by the <b>employer</b> or <b>contractor</b>, as stated in the <b>schedule</b>, from which the <b>contractor</b> or <b>employer</b> may recover expense or loss.</p>

1.6 Any notice given may be delivered by hand, sent by prepaid registered post or telefax. Notice shall be presumed to have been duly given when:  
Delete sub-clause 1.6.4

3.5 Delete sub-clause 3.5

3.6 Delete sub-clause 3.6.

3.7 Add to the end thereof:

The **contractor** shall supply and keep a copy of the **JBCC Series 2000 Principal Building Agreement and Preliminaries** applicable to this contract on the site, to which the **employer, principal agent and agents** shall have access at all times.

3.9 Delete sub-clause 3.9

3.10 Replace the second reference to "**principal agent**" with the word "**employer**".

4.3 No clause

5.1.2 Under clause 41 – include reference 32.6.3; 34.3; 34.4 and 38.5.8 in terms of which the **employer** has retained its authority and has not given a mandate to the **principal agent** and in terms of which the **employer** shall sign all documents.

9 Clause 9.0 is amended by adding Clause 9.1.4:

The **contractor** indemnifies and holds harmless the **employer** against all liability, losses, claims, damages, penalties, actions, proceedings or judgments (collectively referred to as "Losses") arising from any infringement of letters, patent design, trademark, name, copyright or other protected rights in respect of any machine, plant, work, materials, thing, system or method of using, fixing, working or arrangement used or fixed or supplied by the **contractor**, but such indemnity shall not cover any use of the equipment of part thereof otherwise than in accordance with the provisions of the specification. All payments and royalties payable in one sum or by installments or otherwise shall be included by the **contractor** in the price and shall be paid by him to those to whom they may be payable. The **contractor** shall reimburse the **employer** for all legal and other costs and expenses, including without limitation attorney's fees on attorney-client scale incurred by the **employer** in connection with investigation, defending or settling any Losses in connection with pending or threatening litigation in which the **employer** is a party.

10.5 Add the following as 10.5:

**Damage to the works**

(a) Without any way limiting the **contractor's** obligations in terms of the contract, the **contractor** shall

bear the full risk of damage to and/or destruction of the **works** by whatever cause during construction of the **works** and hereby indemnifies and holds harmless the **employer** against any such damage. The **contractor** shall take such precautions and security measures and other steps for the protection and security of the **works** as the **contractor** may deem necessary.

(b) The **contractor** shall at all times proceed immediately to remove or dispose of any debris arising from damage or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**.

(c) The **employer** shall carry the risk of damage to or destruction of the **works** and materials paid for by  
The **employer** that is the result of the expected risks as set out in 10.6.

(d) Where the **employer** bears the risk in terms of this contract, the **contractor** shall, if requested to do so, reinstate any damage or destroyed portions of the **works** and the costs of such reinstatement shall be measured and valued in terms of 32.0 hereof.

10.6 Add the following as 10.6:

### **Injury to Persons or loss of or damage to Properties**

- (a) The **contractor** shall be liable for and hereby indemnifies the **employer** against any liability, loss, claim or proceeding whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever arising out of or in the course of or caused by the execution of the **works** unless due to any act or negligence of any person for whose actions the **employer** is legally liable.
- (b) The **contractor** shall be liable for and hereby indemnifies the **employer** against any liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable property or personal property or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person, arising out of or in the course of or by reason of the execution of the **works** unless due to any act or negligence of any person for whose actions the **employer** is legally liable.
- (c) The **contractor** shall upon receiving a **contract instruction** from the **principal agent** cause the same to be made good in a perfect and workmanlike manner at his own cost and in default thereof the **employer** shall be entitled to cause it to be made good and to recover the cost therefore from the **contractor** or to deduct the same from amounts due to the **contractor**.
- (d) The **contractor** shall be responsible for the protection and safety of such portions of the premises placed under his control by the **employer** for the purpose of executing the **works** until the issue of the **certificate of practical completion**.
- (e) Where the execution of the **works** involves the risk of removal of or interference with support to adjoining properties including land or structures or any structures to be altered or added to, the **contractor** shall obtain adequate insurance and will remain adequately insured or insured to the specific limit stated in the contract against the death of or injury to persons or damage to such property consequent on such removal or interference with the support until such portion of the **works** has been completed.
- (f) The **contractor** shall at all times proceed immediately at his own cost to remove or dispose of any debris and to rebuild, restore, replace and / or repair such property and to execute the **works**.

10.7 Add the following as 10.7:

#### **HIGH RISK INSURANCE**

In the event of the project being executed in a geological area classified as a "High Risk Area", that is an area which is subject to highly unstable subsurface conditions which might result in catastrophic ground movement evident by sinkhole or doline formation the following will apply:

##### 10.7.1 **Damage to the works**

The **contractor** shall, from the **commencement date** of the **works** until the date of the **certificate of practical completion**, bear the full risk of and hereby indemnifies and hold harmless the **employer** against any damage to and/or destruction of the **works** consequent upon a catastrophic ground movement as mentioned above. The **contractor** shall take such precautions and security measures and other steps for the protection of the **works** as he may deem necessary.

When so instructed to do so by the **principal agent**, the **contractor** shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, replace and/or repair the **works**, at the **contractor's** own costs.

##### 10.7.2 **Injury to persons or loss of or damage to property**

The **contractor** shall be liable for and hereby indemnifies and holds harmless the **employer** against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above.

The **contractor** shall be liable for and hereby indemnifies the **employer** against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable property or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of construction.

10.7.3 It is the responsibility of the **contractor** to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.7.1 and 10.7.2. Without limiting the **contractor's** obligations in terms of the contract, the **contractor** shall, within twenty-one (21) **calendar days** of the **commencement date** but before commencement of the **works** submit to the **employer** proof of such insurance policy, if requested to do so.

10.7.4 The **employer** shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred subsequent upon the **contractor's** default of his obligations as set out in 10.7.1, 10.7.2 and 10.7.3. Such losses or damages may be recovered from the **contractor** or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the **employer** and the **contractor** and for this purpose all these contracts shall be considered on indivisible whole.

15.1.4 Add 15.1.4 as follows:

An acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), within twenty-one (21) **calendar days** of date of acceptance of the tender.

15.2.1 Under 41: Amend to read as follows:

Give the **contractor** possession of the **site** within ten (10) **working days** of the **contractor** complying with the terms of 15.1

20.1.3 No clause.

21 Replace sub-clauses 21.1.2 to 21.1.4 and 21.2 to 21.6 with the following:

The **contractor** and **principal agent** shall appoint a **selected subcontractor** in accordance with the provisions of the Scope of Work.

29 Clause 29.0 is amended by: -

i) The addition of the following clauses: -

Clause 29.9

"Revision to the date for **practical completion** shall only be considered when work on the critical path of the agreed programme for the works is delayed."

ii) Clause 29.10 – Acceleration

Clause 29.10.1

Irrespective of whether or not the **principal agent** rules that the **contractor** is entitled to an extension of time or a revision of the date for **practical completion**, the **principal agent** shall nevertheless, at any time, be entitled to instruct the **contractor** in writing to accelerate the progress of the remaining **works** to ensure that the **works** are completed by the original date for **practical completion** or revised date as the case may be.

Clause 29.10.2

Upon receipt of such instruction, the **contractor** shall take all necessary steps to ensure that the **works** are completed timeously including the provision by him of additional resources, plant, manpower, etc. and the working overtime or additional overtime beyond that contemplated at the time of tender (at all times adhering to the regulations and requirements of all authorities) and by all other adequate and proper means and methods. The **contractor** shall prove that such steps are being taken if called upon to do so.

Clause 29.10.3

The **contractor's** entitlement to compensation arising out of or in respect of any revision to the date for **practical completion** that may have been granted by the **principal agent** or alternatively where the **principal agent** has instructed the **contractor** to accelerate, shall be adjudicated strictly in terms of clause 32.

- 30.1 Replace reference to 36.3 at end of sentence with 36.0
- 31.12 Delete "Payment shall be subject to the **employer** giving the **contractor** a **tax** invoice for the amount due."
- 32.5.1 Add the following to the end of each of these clauses: "... due to no fault of the **contractor**."  
32.5.4  
32.5.7
- 32.12 Delete sub-clause
- 34.2 Add # next to 34.2
- 34.13 Replace "seven (7) **calendar days**" with "thirty-one (31) **calendar days**" and delete the words "subject to the **employer** giving the **contractor** a **tax** invoice for the amount due"
- 36.1 Add the following clauses 36.1.3 to 36.1.5 under 36.1 to read as follows:
- 36.1.3 The **contractor's** refusal or neglect to comply strictly with any of the conditions of contract.
- 36.1.4 The **contractor's** estate being sequestrated, liquidated or surrendered in terms of the insolvency laws in force with the Republic of South Africa.
- 36.1.5 The **contractor**, in the judgment of the **employer**, has engaged in **corrupt** or **fraudulent practices** in competing for or in executing the contract.
- 36.3 Replace "**principal agent**" with "**employer**".
- 37.3.5 Replace "ninety (90)" with "one hundred and twenty (120)".  
38.5.4
- 39.3.5 Add the following words at the end thereof: "within one hundred and twenty (120) **working days** of completion of such a report."
- 1.1 Delete in the Substitute Provisions (41.0 State Clauses) clause 41.1.3 the definitions for (41.1.3) **CONSTRUCTION PERIOD** and **INTEREST**. Sub-clause 1.1 definitions will apply (see contract data)
- 10.1 Delete in the Substitute Provisions (41.0 State Clauses) clauses 10.1, 10.2 and 10.4 so that the provisions of sub-clauses 10.1, 10.2 and 10.4 of the non-**state** clauses will apply to the **state**.  
10.2  
10.4  
(41.0)
- 11.1 Delete in the Substitute Provisions (41.0 State Clauses) clause 11.1 so that the provisions of clause (41.0) 11.1 of the non-**state** clause will apply to the **state**.
- 12.1 Delete in the Substitute Provisions (41.0 State Clauses) clause 12.1 so that the provisions of clause (41.0) 12.1 of the non-**state** clause will apply to the **state** and replace "**contractor**" in clause 10.1 in the Substitute Provisions (41.0 State Clauses) with "The party responsible in terms of 12.1"
- 12.2 Amend the first part of the first sentence in clause 12.2 of the Substitute Provisions (41.0 State Clauses) to read "Where the **contractor** is responsible for insurances, the **contractor** shall ....."
- 31.11.1 Delete in the Substitute Provisions (41.0 State Clauses) sub-clauses 31.11.1 and 31.11.2 so that the provisions of sub-clause 31.11.1 of the non-**state** clause will apply to the **state**.  
31.11.2  
(41.0)
- 36.7 Add in the Substitute Provisions (41.0 State Clauses) as clauses 36.7, 37.5 and 39.5, the following:

- 37.5 Notwithstanding any clause to the contrary, on cancellation of this agreement either by the **employer**  
 39.5 or the **contractor**, or for any reason whatsoever, the **contractor** shall on written instruction,  
 (41.0) discontinue with the **works** on a stated date and withdraw himself from the **site**. The contractor shall not be entitled to refuse to withdraw from the **works** on the grounds of any lien or right of retention or on the grounds of any other right whatsoever.
- 40.2.1 Delete in the Substitute Provisions (41.0 State Clauses) clauses 40.2.1, 40.2.2, 40.3, 40.4, 40.5 and  
 40.2.2 40.6 and replace with the following:  
 40.3  
 40.4  
 40.5  
 40.6  
 (41.0)
- 40.1 Should any dispute between the **employer**, his **agents** or **principal agent** on the one hand and the contractors on the other arise out of this **agreement**, such dispute shall be referred to adjudication.
- 40.2 Adjudication shall be conducted in accordance with the edition of the JBCC Rules for Adjudication current at the time when the dispute is declared. The party, which raises the dispute, shall select three adjudicators from the panel of adjudicators published by the South African Institution of Civil Engineering or Association of Arbitrators (Southern Africa), determine their hourly fees and confirm that these adjudicators are available to adjudicate the dispute in question. The other party shall then select within 7 days one of the three nominated adjudicators, failing which the chairman for the time being of the Association of Arbitrators (Southern Africa) shall nominate an adjudicator. The **adjudicator** shall be appointed in terms of the Adjudicators Agreement set out in C1.4.
- 40.3 If provided in the **schedule**, a dispute shall be finally settled by a single Arbitrator to be agreed on between the parties or, failing such agreement within 28 days after referring the dispute to Arbitration, an Arbitrator nominated by the chairman for the time being of the Association of Arbitrators (Southern Africa). Any such reference shall be deemed to be a submission to the arbitration of a single arbitrator in terms of the Arbitration Act (Act No 42 of 1965, as amended), or any legislation passed in substitution therefore. In the absence of any other agreed procedure, the arbitration shall take place in accordance with the Rules for the Conduct of Arbitrations issued by the Association of Arbitrators (Southern Africa) which are current at the time of the referral to arbitration. The Arbitrator shall, in his award, set out the facts and the provisions of the contract on which his award is based.
- 40.4 If the **schedule** provides for court proceedings to finally resolve disputes, disputes shall be determined by court proceedings.

The additions to the JBCC Principal Agreement are:

Clause	Additions		
A1	<b>A1.0</b>	<b>Labour intensive component of the works</b>	
	<b>A1.1</b>	<b>Payment of labor-intensive component of the works.</b> Payment for works identified in the Scope of Work as being labor-intensive shall only be made in accordance with the provisions of the Contract if the works are constructed strictly in accordance with the provisions of the Scope of Work. Any non-payment for such works shall not relieve the Contractor in any way from his obligations either in contract or in delict.	
	<b>A1.2</b>	<b>Applicable labour laws</b> The Ministerial Determination, Special Public Works Programme, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice N° 35310 04 May 2012, as reproduced below, shall apply to works described in the Scope of Work as being labour intensive and which are undertaken by unskilled or semi-skilled workers.	
		<b>1</b>	<b>Introduction</b>
		1.1	This document contains the standard terms and conditions for workers employed in elementary occupations on a Special Public Works Programme (SPWP). These terms and conditions do NOT apply to persons employed in the supervision and management of a SPWP.
		1.2	In this document – (a) “department” means any department of the State, implementing agent or contractor; (b) “employer” means any department, implementing agency or contractor that hires workers to work in elementary occupations on a SPWP; (c) “worker” means any person working in an elementary occupation on a SPWP; (d) “elementary occupation” means any occupation involving unskilled or semi-skilled work; (e) “management” means any person employed by a department or implementing agency to administer or execute an SPWP; (f) “task” means a fixed quantity of work; (g) “task-based work” means work in which a worker is paid a fixed rate for performing a task; (h) “task-rated worker” means a worker paid on the basis of the number of tasks completed (i) “time-rated worker” means a worker paid on the basis of the length of time worked.
		<b>2</b>	<b>Terms of Work</b>
		2.1	Workers are employed on a temporary basis or contract basis.
		<b>3</b>	<b>Normal Hours of Work</b>
		3.1	An employer may not set tasks or hours of work that require a worker to work– (a) more than forty hours in any week; (b) on more than five days in any week; and (c) for more than eight hours on any day.
		3.2	An employer and worker may agree that a worker will work four days per week. The worker may then work up to ten hours per day.
		<b>4</b>	<b>Meal Breaks</b>
		4.1	A worker may not work for more than five hours without taking a meal break of at least thirty minutes duration.
		4.2	An employer and worker may agree on longer meal breaks.
	4.3	A worker may not work during a meal break. However, an employer may require a worker to perform duties during a meal break if those duties cannot be left unattended and cannot be	

		performed by another worker. An employer must take reasonable steps to ensure that a worker is relieved of his or her duties during the meal break.
	4.4	A worker is not entitled to payment for the period of a meal break. However, a worker who is paid on the basis of time worked must be paid if the worker is required to work or to be available for work during the meal break.
	<b>5</b>	<b>Special Conditions for Security Guards</b>
	5.1	A security guard may work up to 55 hours per week and up to eleven hours per day.
	5.2	A security guard who works more than ten hours per day must have a meal break of at least one hour or two breaks of at least 30 minutes each.
	<b>6</b>	<b>Daily Rest Period</b>
		Every worker is entitled to a daily rest period of at least eight consecutive hours. The daily rest period is measured from the time the worker ends work on one day until the time the worker starts work on the next day.
	<b>7</b>	<b>Weekly Rest Period</b>
		Every worker must have two days off every week. A worker may only work on their day off to perform work which must be done without delay and cannot be performed by workers during their ordinary hours of work ("emergency work").
	<b>8</b>	<b>Sick Leave</b>
	8.1	Only workers who work four or more days per week have the right to claim sick-pay in terms of this clause.
	8.2	A worker who is unable to work on account of illness or injury is entitled to claim one day's paid sick leave for every full month that the worker has worked in terms of a contract.
	8.3	A worker may accumulate a maximum of twelve days' sick leave in a year.
	8.4	Accumulated sick-leave may not be transferred from one contract to another contract.
	8.5	An employer must pay a task-rated worker the worker's daily task rate for a day's sick leave.
	8.6	An employer must pay a time-rated worker the worker's daily rate of pay for a day's sick leave.
	8.7	An employer must pay a worker sick pay on the worker's usual payday.
	8.8	Before paying sick-pay, an employer may require a worker to produce a certificate stating that the worker was unable to work on account of sickness or injury if the worker is –
		(a) absent from work for more than two consecutive days; or (b) absent from work on more than two occasions in any eight-week period.
	8.9	A medical certificate must be issued and signed by a medical practitioner, a qualified nurse or a clinic staff member authorized to issue medical certificates indicating the duration and reason for incapacity.
	8.10	A worker is not entitled to paid sick-leave for a work-related injury or occupational disease for which the worker can claim compensation under the Compensation for Occupational Injuries and Diseases Act.
	<b>9</b>	<b>Maternity Leave</b>
	9.1	A worker may take up to four consecutive months' unpaid maternity leave.
	9.2	A worker is not entitled to any payment or employment-related benefits during maternity leave.
	9.3	A worker must give her employer reasonable notice of when she will start maternity leave and when she will return to work.
	9.4	A worker is not required to take the full period of maternity leave. However, a worker may not work for four weeks before the expected date of birth of her child or for six weeks after the birth of her child, unless a medical practitioner, midwife or qualified nurse certifies that she is fit to do so.
	9.5	A worker may begin maternity leave –

		<ul style="list-style-type: none"> <li>(a) four weeks before the expected date of birth; or</li> <li>(b) on an earlier date – <ul style="list-style-type: none"> <li>(i) if a medical practitioner, midwife or certified nurse certifies that it is necessary for the health of the worker or that of her unborn child; or</li> <li>(ii) if agreed to between employer and worker; or</li> </ul> </li> <li>(c) on a later date, if a medical practitioner, midwife or certified nurse has certified that the worker is able to continue to work without endangering her health.</li> </ul>
	9.6	A worker who has a miscarriage during the third trimester of pregnancy or bears a stillborn child may take maternity leave for up to six weeks after the miscarriage or stillbirth.
	<b>10</b>	<b>Family responsibility leave</b>
	10.1	Workers, who work for at least four days per week, are entitled to three days paid family responsibility leave each year in the following circumstances -
		<ul style="list-style-type: none"> <li>(a) when the employee's child is born;</li> <li>(b) when the employee's child is sick;</li> <li>(c) in the event of a death of – <ul style="list-style-type: none"> <li>(i) the employee's spouse or life partner;</li> <li>(ii) the employee's parent, adoptive parent, grandparent, child, adopted child, grandchild or sibling.</li> </ul> </li> </ul>
	<b>11</b>	<b>Statement of Conditions</b>
	11.1	An employer must give a worker a statement containing the following details at the start of employment – <ul style="list-style-type: none"> <li>(a) the employer's name and address and the name of the SPWP;</li> <li>(b) the tasks or job that the worker is to perform; and</li> <li>(c) the period for which the worker is hired or, if this is not certain, the expected duration of the contract;</li> <li>(d) the worker's rate of pay and how this is to be calculated;</li> <li>(e) the training that the worker will receive during the SPWP.</li> </ul>
	11.2	An employer must ensure that these terms are explained in a suitable language to any employee who is unable to read the statement.
	11.3	An employer must supply each worker with a copy of these conditions of employment.
	<b>12</b>	<b>Keeping records</b>
	12.1	Every employer must keep a written record of at least the following – <ul style="list-style-type: none"> <li>(a) the worker's name and position;</li> <li>(b) in the case of a task-rated worker, the number of tasks completed by the worker;</li> <li>(c) in the case of a time-rated worker, the time worked by the worker;</li> <li>(d) payments made to each worker.</li> </ul>
	12.2	The employer must keep this record for a period of at least three years after the completion of the SPWP.
	<b>13</b>	<b>Payment</b>
	13.1	An employer must pay all wages at least monthly in cash or by cheque or into a bank account.
	13.2	A worker may not be paid less than the minimum wage rate of R95 per day or per task. This will be adjusted annually on the 1 <sup>st</sup> of November in line with inflation (available CPI as provided by Stats SA six (6) weeks before implementation)
	13.3	A task-rated worker will only be paid for tasks that have been completed.

	13.4	An employer must pay a task-rated worker within five weeks of the work being completed and the work having been approved by the manager or the contractor having submitted an invoice to the employer.
	13.5	A time-rated worker will be paid at the end of each month.
	13.6	Payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.
	13.7	Payment in cash or by cheque must take place –
		(a) at the workplace or at a place agreed to by the worker; (b) during the worker's working hours or within fifteen minutes of the start or finish of work; (c) in a sealed envelope which becomes the property of the worker.
	13.8	An employer must give a worker the following information in writing –
		(a) the period for which payment is made; (b) the numbers of tasks completed or hours worked; (c) the worker's earnings; (d) any money deducted from the payment; (e) the actual amount paid to the worker.
	13.9	If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it.
	13.10	If a worker's employment is terminated, the employer must pay all monies owing to that worker within one month of the termination of employment.
	<b>14</b>	<b>Deductions</b>
	14.1	An employer may not deduct money from a worker's payment unless the deduction is required in terms of a law.
	14.2	An employer must deduct and pay to the SA Revenue Services any income tax that the worker is required to pay.
	14.3	An employer who deducts money from a worker's pay for payment to another person must pay the money to that person within the time period and other requirements specified in the agreement law, court order or arbitration award concerned.
	14.4	An employer may not require or allow a worker to –
		(a) repay any payment except an overpayment previously made by the employer by mistake; (b) state that the worker received a greater amount of money than the employer actually paid to the worker; or (c) pay the employer or any other person for having been employed.
	<b>15</b>	<b>Health and Safety</b>
	15.1	Employers must take all reasonable steps to ensure that the working environment is healthy and safe.
	15.2	A worker must –
		(a) work in a way that does not endanger his/her health and safety or that of any other person; (b) obey any health and safety instruction; (c) obey all health and safety rules of the SPWP; (d) use any personal protective equipment or clothing issued by the employer; (e) report any accident, near-miss incident or dangerous behavior by another person to their employer or manager.
	<b>16</b>	<b>Compensation for Injuries and Diseases</b>

	16.1	It is the responsibility of the employers (other than a contractor) to arrange for all persons employed to be covered in terms of the Compensation for Occupational Injuries and Diseases Act, 130 of 1993.
	16.2	A worker must report any work-related injury or occupational disease to their employer or manager.
	16.3	The employer must report the accident or disease to the Compensation Commissioner.
	16.4	An employer must pay a worker who is unable to work because of an injury caused by an accident at work 75% of their earnings for up to three months. The employer will be refunded this amount by the Compensation Commissioner. This does NOT apply to injuries caused by accidents outside the workplace such as road accidents or accidents at home.
	<b>17</b>	<b>Termination</b>
	17.1	The employer may terminate the employment of a worker for good cause after following a fair procedure.
	17.2	A worker will not receive severance pay on termination.
	17.3	A worker is not required to give notice to terminate employment. However, a worker who wishes to resign should advise the employer in advance to allow the employer to find a replacement.
	17.4	A worker who is absent for more than three consecutive days without informing the employer of an intention to return to work will have terminated the contract. However, the worker may be re-engaged if a position becomes available for the balance of the 24-month period.
	17.5	A worker who does not attend required training events, without good reason, will have terminated the contract. However, the worker may be re-engaged if a position becomes available for the balance of the 24-month period.
	<b>18</b>	<b>Certificate of Service</b>
	18.1	On termination of employment, a worker is entitled to a certificate stating-  (a) the worker's full name; (b) the name and address of the employer; (c) (d) the work performed by the worker; (e) any training received by the worker as part of the SPWP; (f) the period for which the worker worked on the SPWP; (g) any other information agreed on by the employer and worker.
<b>A2</b>	<b>A2.0</b>	<b>Mandatory Sub-Contracting (Only for projects above R 30 Million)</b>
	<b>A2.1</b>	The Contractor must sub-contract 30% of the work to Domestic Sub-Contractors. The Sub-Contractors shall have a CIDB grading.
		The Contractor shall, directly after appointment and without delay, enter into domestic sub-contracts with the Domestic Sub-Contractors and forward a copy of these agreements to the Principal Agent. The Contractor shall remain responsible for providing the subcontracted portion of the works as if the work had not been subcontracted.
		The Contractor will be responsible for all assistance and training required by the Sub-Contractor/s to complete the Project successfully. Irrespective of the mandatory sub-contracting requirement of this contract, the Contractor will at all times be the responsible party in accordance with the conditions of contract.
<b>A3</b>		
<b>A4</b>	<b>A4.0</b>	<b>Attendance to Domestic Sub-Contractors in terms of clauses A2 above</b>
	<b>A4.1</b>	The attendance of to the Domestic Sub-Contractor appointed in terms of clauses A2 above shall be

		priced under the relevant specific preliminaries item in the Preliminaries Section of the Bills of Quantities.
<b>A5</b>	<b>A5.0</b>	
	<b>A5.1</b>	
<b>A6</b>	<b>A6.0</b>	<b>Expanded Public Works Programme</b>
	<b>A6.1</b>	The Contractor will be required to employ staff which satisfies the EPWP requirements as per the Guidelines for the implementation of labor-intensive infrastructure projects.

## Part 1: Contract Data Completed by the Employer

Clause	Item and data
1.2	<p>The Employer is THE INDEPENDENT DEVELOPMENT TRUST</p> <p>The address of the Employer is: P.O. Box 2679, Beacon Bay, East London, 5241</p> <p>Telephone: 043 711 6000</p> <p>Facsimile: 043 748 5370</p> <p>Address (physical): Palm Square Business Park, Silverwood House, Bonza Bay Road, Beacon Bay, East London</p> <p>Address (postal): P.O. Box 2679, Beacon Bay, East London, 5241</p>
5.1	<p>The Principal Agent is CLARENCE BOBIE INCORPORATED</p> <p>Telephone: 043 748 6725</p> <p>Facsimile: 043 748 5033</p> <p>Address (physical):</p> <p>27 Beach Road</p> <p>Nahoon</p> <p>EAST LONDON</p> <p>5241</p> <p>Address (postal):</p> <p>P.O. Box 8325, Nahoon, East London, 5210</p>
5.2	<p>Agent (1) is CLARENCE BOBIE INCORPORATED</p> <p>Agent's service: Quantity Surveying Services</p> <p>Telephone: 043 748 6725</p> <p>Facsimile: 043 748 5033</p> <p>Address (physical):</p> <p>27 Beach Road</p> <p>Nahoon</p> <p>EAST LONDON</p> <p>5241</p> <p>Address (postal):</p> <p>P.O. Box 8325, Nahoon, East London, 5210</p>

5.3 Agent (2) is INTSIKA ARCHITECTS  
Agent's service: Architecture  
Telephone: 043 748 2949  
Facsimile: 043 748 1702  
Address (physical):  
1<sup>st</sup> Floor, Leadwood House, Cedar Square  
Bonza Bay Road  
Beacon Bay  
EAST LONDON  
Address (postal): N/A

5.4 Agent (3) is: RNA CONSULTING ENGINEERS  
Agent's service: Electrical & Mechanical Engineering  
Telephone: 043 742 0041  
Facsimile: 043 742 3883  
Address (physical):  
11 Bonza Bay Road  
Beacon Bay  
EAST LONDON  
5201  
Address (postal):  
P.O. Box 12359, Amalinda, 5252

5.5 Agent (4) is: HHO CONSULTING ENGINEERS  
Agent's service: Structural & Civil Engineering  
Telephone: 043 727 0922  
Facsimile: 086 480 6484/5  
Address (physical):  
Lower Ground Floor, Office No. 2, Infinity Place  
14 St Helena Road, Beacon Bay  
EAST LONDON  
5241  
Address (postal): P.O. Box 13137, Vincent, 5247

- 1.1 **The Works comprises** of the following:  
 Site Fencing, Entrance Gates and Entrance Wall  
 Completion of 1 x Boys and 1 x Girls Hostel Block  
 Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
 Concrete Roadways and Total Civil Services  
 Renovations to Existing Guardhouse  
 Covered Walkways
- Standard Type of construction and materials / finishes to be used
- 1.1 **THE SITE IS LOCATED AT KANYISA SPECIAL SCHOOL IN CALA IN THE EASTERN CAPE PROVINCE**
- 1.1 The **Works** or installations to be undertaken by **direct contractors** comprises  
 22.2
- Site Fencing, Entrance Gates and Entrance Wall  
 Completion of 1 x Boys and 1 x Girls Hostel Block  
 Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
 Concrete Roadways and Total Civil Services  
 Renovations to Existing Guardhouse  
 Covered Walkways
- Standard Type of construction and materials / finishes to be used
- 41.0 The Employer is an organ of **State**  
 31.11.2  
 11.2
- The interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999) will apply.
  - Lateral support insurance is to be effected by the **contractor**
  - Payment will be made for materials and goods
  - Extended **defects** liability period will apply to the following elements:  
 NOT APPLICABLE
- 31.4.2  
 26.1.2
- 15.2.1 Possession of the **site** is to be given on the date in the schedule providing the **employer** with **construction guarantees** in accordance with the provisions of 14.0.
- 15.3 The period for the commencement of the **works** after the **contractor** takes possession of the site is ten (10) **working days**.
- For the **works** as a whole:  
 The date for **practical completion** is **24 months** after contractual commencement date  
 The **penalty** per **calendar day** is **R1.25 cents per R100** of the tendered amount including VAT
- 1.2 The law applicable to the agreement shall be that of the Republic of South Africa.
- 10.1; 10.2 and 12.1 Contract insurance is to be effected by the **contractor**.
- 10.1 Contract works insurance is to be effected by the **contractor** for a sum not less than the  
 10.2 **contract sum plus 20%** with a deductible in an amount that the **contractor** deems  
 12.1 appropriate.
- 10.1 Supplementary insurance is required. Such insurance shall comprise a Coupon Policy for  
 10.2 Special Risks issued by the South African Special Risk Insurance Association.  
 12.1
- 11.1, 12.1 Public liability insurance to be effected by the **contractor** for an amount of **R10, 000,000.00** **with** a deductible in an amount as determined by the contractor's insurance company.
- 11.2, 12.1 Support insurance to be effected by the **contractor** for the sum of **NOT APPLICABLE** with a deductible in an amount that the **contractor** deems appropriate.



# INDEPENDENT DEVELOPMENT TRUST

Construction of the following at Kanyisa Special School:

- Site Fencing, Entrance Gates and Entrance Wall
- Completion of 1 x Boys and 1 x Girls Hostel Block
- Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation
- Concrete Roadways and Total Civil Services
- Renovations to Existing Guardhouse
- Covered Walkways

Standard Type of construction and materials / finishes to be used

## C1.3 Construction Guarantee

### GUARANTOR DETAILS AND DEFINITIONS

Guarantor means .....

...

Physical address .....

...

.....

...

Guarantor's signatory 1 ..... Capacity .....

...

Guarantor's signatory 1 ..... Capacity .....

...

Employer means **The Independent Development Trust**

Contractor means .....

...

Agent means **Clarence Bobie Incorporated**

Works means **Bid No: DOEEC/09/2021 – Construction of the following at Kanyisa Special School:**

- Site Fencing, Entrance Gates and Entrance Wall
- Completion of 1 x Boys and 1 x Girls Hostel Block
- Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation
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- Renovations to Existing Guardhouse
- Covered Walkways

Standard Type of construction and materials / finishes to be used

Site means **The designated site to be shown to the contractor is at Kanyisa Special School in Cala in the Eastern Cape Province**

Agreement means **the JBCC Series 2000 Principal Agreement Edition 4.1 Code 2101 March 2005**

Contract Sum i.e. the total of prices in the Form of Offer and Acceptance inclusive of VAT  
 Amount in figures R .....

Amount in words .....  
 (Rand)

Guaranteed Sum means the maximum aggregate amount of R .....  
 ...

Amount in words .....  
 (Rand)

**1** The Guarantor's liability shall be limited to the amount of the Guaranteed Sum as follows:

GUARANTOR'S LIABILITY	PERIOD OF LIABILITY
Maximum Guaranteed Sum (not exceeding 10 % of the contract sum) in the amount of: ..... ..... (Rands) (R ..... )	From and including the date of issue of this Construction Guarantee and up to and including the date of the only practical completion certificate or the last practical completion certificate where there are sections, upon which this Construction Guarantee shall expire.

**2** The Guarantor hereby acknowledges that:

**2.1** Any reference in this Guarantee to the Agreement is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a surety ship.

**2.2** Its obligation under this Guarantee is restricted to the payment of money.

**3** Subject to the Guarantor's maximum liability referred to in clauses 1, the Guarantor hereby undertakes to pay the Employer the sum certified upon receipt of the documents identified in sub-clauses 3.1 to 3.3:

**3.1** A copy of a first written demand issued by the Employer to the Contractor stating that payment of a sum certified by the Principal Agent in an interim or final payment certificate has not been made in terms of the Agreement and failing such payment within seven (7) calendar days, the Employer intends to call upon the Guarantor to make payment in terms of sub-clause 3.2

**3.2** A first written demand issued by the Employer to the Guarantor at the Guarantor's physical address with a copy to the Contractor stating that a period of seven (7) calendar days has elapsed since the first written demand in terms of sub-clause 4.1 and that the sum certified has still not been paid therefore the Employer calls up this Guarantee and demands payment of the sum certified from the Guarantor.

**3.3** A copy of the said payment certificate, which entitles the Employer to receive payment in terms of the Agreement of the sum certified in clause 3.

**4** Subject to the Guarantor's maximum liability referred to in clause 1, the Guarantor undertakes to pay the Employer the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the Employer to the Guarantor at the Guarantor's physical address calling up this Guarantee stating that:

- 4.1 The Agreement has been cancelled due to the Contractor's default and that the Guarantee is called up in terms of clause 4. The demand shall enclose a copy of the notice of cancellation; or
  - 4.2 A provisional sequestration or liquidation court order has been granted against the Contractor and that the Guarantee is called up in terms of clause 4. The demand shall enclose a copy of the court order.
- 5 It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of clauses 3 and 4 shall not exceed the Guarantor's maximum liability in terms of clause 1.
- 6 Where the Guarantor is a registered insurer and has made payment in terms of clause 4, the Employer shall upon the date of issue of the final payment certificate submit an expense account to the Guarantor showing how all monies received in terms of the Guarantee have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Guarantee shall bear interest at the prime overdraft rate of the Employer's bank compounded monthly and calculated from the date payment was made by the Guarantor to the Employer until the date of refund.
- 7 Payment by the Guarantor in terms of clause 3 or 4 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.
- 8 The Employer shall have the absolute right to arrange his affairs with the Contractor in any manner which the Employer deems fit and the Guarantor shall not have the right to claim his release from this Guarantee on account of any conduct alleged to be prejudicial to the Guarantor
- 9 The Guarantor chooses the physical address as stated above for all purposes in connection herewith.
- 10 This Guarantee is neither negotiable nor transferable and shall expire in terms of clause 1, or payment in full of the Guaranteed Sum or on the Guarantee expiry date, whichever is the earlier, where after no claims will be considered by the Guarantor. The original of this Guarantee shall be returned to the Guarantor after it has expired
- 11 This Guarantee, with the required demand notices in terms of clauses 3 or 4, shall be regarded as a liquid document for the purpose of obtaining a court order.
- 12 Where this Guarantee is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at ..... Date .....

...

Guarantor's Signatory 1 ..... Guarantor's Signatory 2 .....

...

Identity number ..... Identity number .....

...

Witness 1 ..... Witness 2 .....  
...

Guarantor's seal or stamp

## INDEPENDENT DEVELOPMENT TRUST

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
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Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

### ADJUDICATOR'S AGREEMENT

This agreement is made on the ..... day of ..... between:

..... (name of company / organisation)

of .....

..... (address)

and

..... (name of company / organisation)

of .....

..... (address)

(the Parties) and

..... (name)

of .....

..... (address)

(the Adjudicator).

Disputes or differences may arise/have arisen\* between the Parties under a Contract dated .....

... and known as .....

and these disputes or differences shall be/have been\* referred to adjudication in accordance with the JBCC 2000 Adjudication Rules, (hereinafter called "the Procedure") and the Adjudicator may be or has been requested to act.

\* Delete as necessary

**IT IS NOW AGREED** as follows:

- 1 The rights and obligations of the Adjudicator and the Parties shall be as set out in the JBCC 2000 Adjudication Rules.
- 2 The Adjudicator hereby accepts the appointment and agrees to conduct the adjudication in accordance with the JBCC 2000 Adjudication Rules..
- 3 The Parties bind themselves jointly and severally to pay the Adjudicator's fees and expenses as set out in the Contract Data.
- 4 The Parties and the Adjudicator shall at all times maintain the confidentiality of the adjudication and shall endeavour to ensure that anyone acting on their behalf or through them will do likewise, save with the consent of the other Parties which consent shall not be unreasonably refused.
- 5 The Adjudicator shall inform the Parties if he intends to destroy the documents which have been sent to him in relation to the adjudication and he shall retain documents for a further period at the request of either Party.

SIGNED by: \_\_\_\_\_

Name: \_\_\_\_\_

ID: \_\_\_\_\_

who warrants that he / she is duly authorized to sign for and on behalf of the first Party in the presence of

SIGNED by: \_\_\_\_\_

Name: \_\_\_\_\_

ID: \_\_\_\_\_

who warrants that he / she is duly authorized to sign for and behalf of the second Party in the presence of

SIGNED by: \_\_\_\_\_

Name: \_\_\_\_\_

ID: \_\_\_\_\_

the Adjudicator in the presence of

Witness \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Witness: \_\_\_\_\_

Name \_\_\_\_\_

Address: \_\_\_\_\_

Witness: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Contract Data**

1	The Adjudicator shall be paid at the hourly rate of R. . . . . in respect of all time spent upon, or in connection with, the adjudication including time spent traveling.
2	The Adjudicator shall be reimbursed in respect of all disbursements properly made including, but not restricted to: (a) Printing, reproduction and purchase of documents, drawings, maps, records and photographs. (b) Telegrams, telex, faxes, and telephone calls. (c) Postage and similar delivery charges. (d) Travelling, hotel expenses and other similar disbursements. (e) Room charges. (f) Charges for legal or technical advice obtained in accordance with the Procedure.
3	The Adjudicator shall be paid an appointment fee of R . . . . . This fee shall become payable in equal amounts by each Party within 14 days of the appointment of the Adjudicator, subject to an Invoice being provided. This fee will be deducted from the final statement of any sums which shall become payable under item 1 and/or item 2 of the Contract Data. If the final statement is less than the appointment fee the balance shall be refunded to the Parties.
4	The Adjudicator is/is not* currently registered for VAT.
5	Where the Adjudicator is registered for VAT it shall be charged additionally in accordance with the rates current at the date of invoice.
6	All payments, other than the appointment fee (item 3) shall become due 31 days after receipt of invoice,

\* Delete as necessary

## INDEPENDENT DEVELOPMENT TRUST

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Standard Type of construction and materials / finishes to be used

### C2.1 Pricing Instructions

- 1 The Bills of Quantities have been drawn up in accordance with the Standard System of Measuring Building Work (as amended) published and issued by the Association of South African Quantity Surveyors (Sixth Edition (Revised)), 1999. Where applicable the:
  - a) Civil engineering work has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardized Specifications for Civil Engineering Works.
  - b) Mechanical work has been drawn up in accordance with the provisions of the Model Bills of Quantities for Refrigeration, Air-Conditioning and Ventilation Installations, published by the South African Association of Quantity Surveyors, July 1990).
  - c) electrical work has been drawn up in accordance with the provisions of the Model Bills of Quantities for Electrical Work, published by the South African Association of Quantity Surveyors, (July, 2005).
- 2 The agreement is based on the JBCC Series 2000 Principal Building Agreement, prepared by the Joint Building Contracts Committee, Edition 4.1, and March 2005. The additions, deletions and alterations to the JBCC Principal Building Agreement as well as the contract specific variables are as stated in the Contract Data. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
- 3 Preliminary and general requirements are based on the various parts of the JBCC Series 2000 Preliminaries as prepared by the Joint Building Contracts Committee, Edition 4.1, and March 2005. The additions, deletions and alterations to the various parts of the JBCC Series 2000 Preliminaries as well as the contract specific variables are as stated in the Specification Data in the Scope of Work. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
- 4 It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to [www.stanza.org.za](http://www.stanza.org.za) or [www.iso.org](http://www.iso.org) for information on standards).
- 5 The prices and rates in these Bills of Quantities are fully inclusive prices for the work described under the items. Such prices and rates cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit. These prices will be used as a

basis for assessment of payment for additional work that may have to be carried out.

- 6 The drawings listed in the Scope of Works used for the setting up of these Bills of Quantities are kept by the quantity surveyor and can be viewed at any time during office hours up until the completion of the works.
- 7 Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.
- 8 The rates contained in the Bills of Quantities will apply irrespective of the final quantities of the different classes and kinds of work actually executed.
- 9 Rates for work of similar description occurring in different sections of the Bills of Quantities shall be identical.
- 10 An item against which no price is entered will be considered to be covered by the other prices or rates in the Bills of Quantities. A single lump sum will apply should a number of items be grouped together for pricing purposes.
- 11 Where any item is not relevant to this specific contract, such item is marked N/A (signifying “not applicable”)
- 12 The Contract Data and the standard form of contract referenced therein must be studied for the full extent and meaning of each and every clause set out in Section 1 (Preliminary and General) of the Bills of Quantities
- 13 The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor’s risk.
- 14 The amount of the Preliminary and General Section to be included in each monthly payment certificate shall be assessed as an amount prorated to the value of the work duly executed in the same ratio as the preliminaries bears to the total of prices excluding any contingency sum, the amount for the Preliminary and General Section and any amount in respect of contract price adjustment provided for in the contract.
- 15 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 14 but taking into account the revised period for completing the works.
- 16 The amount or items of the Preliminary and General Section shall be adjusted to take account of the theoretical financial effect which changes in time or value (or both) have on this section. Such adjustments shall be based on adjustments in the following categories as recorded in the Bills of Quantities:
  - a) an amount which is not to be varied, namely Fixed (F)
  - b) an amount which is to be varied in proportion to the contract value, namely Value Related (V); and
  - c) an amount which is to be varied in proportion to the contract period as compared to the initial construction period excluding revisions to the construction period for which no adjustment to the contractor is not entitled to in terms of the contract, namely Time Related (T).
- 17 Where no provision is made in the Bills of Quantities to indicate which of the three categories in 12 apply or where no selection is made, the adjustments shall be based on the following breakdown:

- a) 10 percent is Fixed;
- b) 15 percent if Value Related
- c) 75 percent is Time Related.

- 18 The adjustment of the Preliminary and General Section shall apply notwithstanding the actual employment of resources in the execution of the works. The contract value used for the adjustment of the Preliminary and General Section shall exclude any contingency sum, the amount for the Preliminary and General Section and any amount in respect of contract price adjustment provided for in the contract. Adjustments in respect of any staged or sectional completion shall be prorated to the value of each section.
- 19 All work is to be constructed using labor-intensive methods. The use of plant to provide such works, other than plant specifically provided for in the scope of works, is a variation order to the contract
- 20 Payment for items, which are designated to be constructed under labour-intensively, will not be made unless they are constructed using labor-intensive methods. Any unauthorized use of plant to carry out work which was to be done labour-intensively will not be condoned and any works so constructed will not be certified for payment.
- 21 The tenderer is to acquaint himself as to the specific requirements of this tender as contained in additional clauses A1 to A6 to the JBCC Principal Agreement as incorporated in the Contract Data. These clauses may be priced under the relevant Preliminaries items in SECTION C: SPECIFIC PRELIMINARIES of the Preliminaries Bill. No claim will be entertained due to the failure of the tenderer to allow for these requirements

## INDEPENDENT DEVELOPMENT TRUST

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

**Kanyisa Special School**

### **C2.2 Bills of Quantities**

## INDEPENDENT DEVELOPMENT TRUST

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

### C3 Scope of Work

#### 1 DESCRIPTION OF THE WORKS

##### 1.1 Employer's objectives

The employer's objective is to provide:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

##### 1.2 Overview of the works

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

##### 1.3 Extent of the works

The works includes the following:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation

Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

#### 1.4 Location of the works

The designated site to be shown to the contractor is at Kanyisa Special School in Cala in the Eastern Cape Province

#### Temporary works

To be communicated to the winning bidder before construction commences

### 2 DRAWINGS

The drawings used for setting up the Bills of Quantities are attached in electronic format to this tender document.

- **Architectural drawings**

Three (3) sets to be provided to the successful tenderer at site hand over

### 3 PROCUREMENT

#### 3.1 Preferential procurement procedures

The works shall be executed in accordance with the conditions attached to preferences granted in accordance with the preferencing schedule.

##### 3.1.1 Requirements for the sourcing and engagement of labour.

3.1.1.1 Labour required for the execution of all labour intensive works shall be engaged strictly in accordance with prevailing legislation and SANS 1914-5, Participation of Targeted Labour.

3.1.1.2 The rate of pay set for this project is as follows:

Description	Daily wage for 8 hour work day (Minimum)	Important Note to Bidders
Unskilled labour	R 120.00	<b>NB:</b> Bidders are to check and verify rates used in the area during compulsory briefing or before submitting bid document.
Semi-skilled labour	R 160-00	
Skilled labour	R 190-00	
Supervisor	R 230-00	

3.1.1.3 Tasks established by the contractor must be such that:

- a) the average worker completes 5 tasks per week in 40 hours or less; and
- b) the weakest worker completes 5 tasks per week in 55 hours or less.

3.1.1.4 The contractor must revise the time taken to complete a task whenever it is established that the time taken to complete a weekly task is not within the requirements of 3.1.1.3.

3.1.1.5 The Contractor shall, through all available community structures, inform the local community of the labour intensive works and the employment opportunities presented thereby. Preference must be given to people with previous practical experience in construction and / or who come from households:

- a) where the head of the household has less than a primary school education;
- b) that have less than one full time person earning an income;
- c) where subsistence agriculture is the source of income;
- d) those who are not in receipt of any social security pension income

- 3.1.1.6 The Contractor shall endeavor to ensure that the expenditure on the employment of temporary workers is in the following proportions:
- a) 25 % women;
  - b) 50% youth who are between the ages of 18 and 25; and
  - c) 2% on persons with disabilities.

### **3.1.2 Specific provisions pertaining to SANS 1914-5**

#### **3.1.2.1 Definitions**

- 3.1.2.1.1 Targeted labour: Unemployed persons who are employed as local labour on the project.

#### **3.1.2.2 Contract Participation Goal**

- 3.1.2.2.1 The minimum Contract Participation Goal applicable to the Contract is 30%.

- 3.1.2.2.2 The wages and allowances used to calculate the contract participation goal shall, with respect to both time-rated and task rated workers, comprise all wages paid and any training allowance paid in respect of agreed training programmes. The Person / days will be calculated in accordance with Addendum F: Contract Person / Days Calculation Format.

#### **3.1.2.3 Terms and conditions for the engagement of targeted labour**

- 3.1.2.3.1 Further to the provisions of clause 3.3.2 of SANS 1914-5, written contracts to be signed between the Contractor and workers will be in accordance with the pro-forma contract, attached as Addendum D.
- 3.1.2.3.2 Further to the provisions of clause 5.2 of SANS 1914-5, the Contractor will use the pro-forma attendance register, attached as Addendum E, to record the required information as per said clause.

#### **3.1.2.4 Variations to the SANS 1914-5**

None

#### **3.1.2.5 Training of targeted labour**

- 3.1.2.5.1 The Employer will appoint a service provider that will provide training to the workers. The Contractor need not to provide for payment of said service provider.
- 3.1.2.5.2 Workers will receive 2 days training per every 22 working days for the duration of the Contract.
- 3.1.2.5.3 An allowance equal to 100% of the task rate or daily rate shall be paid by the Contractor to workers who attend training, in terms of 3.1.2.5.
- 3.1.2.5.4 Records pertaining to the attendance, progress and performance of trainees will be kept by the Contractor and made available to the Employer monthly. These records shall be attached to the monthly progress payment certificates to the Employer.
- 3.1.2.5.5 The Contractor shall do nothing to dissuade targeted labour from participating in training programmes.

### **3.2 Subcontracting**

#### **3.2.1 Scope of mandatory subcontract work**

As per the mandatory sub-contracting clause, the Contractor must not sub-contract more than 30% of work to Domestic Sub-contractors.

The Contractor shall without delay enter into contracts with the Domestic Subcontractors as submitted on the returnable schedule and forward a copy of these agreements to the Principal Agent. The Contractor shall remain responsible for providing the subcontracted portion of the works as if the work had not been subcontracted.

The Contractor to take note of item 3.2.2 below

**3.2.2 Preferred subcontractors / suppliers**

**3.2.3 Subcontracting procedures**

See items 3.2.1 and 3.2.2 as well as tender data

**3.2.4 Attendance on subcontractors**

Attendance to Domestic Sub-contractors as stated above should be priced under the relevant items in the Preliminaries section of the bills of quantities. Attendance to nominated sub-contractors should be priced under the relevant items in the Provisional Sums section of the bills of quantities.

**4. MANAGEMENT**

**4.1 Recording of weather**

The Contractor shall erect an effective rainfall gauge on the site and record the daily rainfall figures in a book. Such book shall be handed to the employer's representative for his signature no later than 12 days after rain that is considered to justify an extension of time occurs.

**4.2 Unauthorized persons**

The Contractor shall keep unauthorized persons from the works at all times. Under no circumstances may any person except guards be allowed to sleep on the building site.

**4.3 Management meetings**

The Employer's Representative and the Contractor shall hold meetings relating to the progress of the works at regular intervals and at other such times as may be necessary. The Contractor shall attend all site meetings and shall ensure that all persons under his jurisdiction are notified timeously of all site meetings should the Employer's Representative require their attendance at such meetings.

The Contractor shall keep on site a set of minutes of all site meetings, daily records of resources (people and equipment employed), a site instruction book, a complete set of contract working drawings and a copy of the procurement document and make these available at all reasonable times to all persons concerned with the contract.

**4.4 Forms for contract administration**

The Contractor shall be required to submit an updated contractor monthly report during site meetings, which will be used by the consultant to update the client.

**4.5 Payment certificates**

The Contractor to ensure that the VAT invoice required with each certificate is delivered timeously. The date of the certificate will be that of the date when the certificate is received by the consultant.

The Contractor to ensure timeous submission of all required documentation for the expedient processing of payment certificates, as required by the client, eg BAS entity forms, company registration details, VAT clearance certificates, etc. The Contractor is responsible for such documentation submission.

**4.6 Addenda**

4.6.1 Occupational Health and Safety Regulations (*ADDENDUM A*)

- 4.6.2 Standard Occupational Health and Safety Specification (*ADDENDUM B*)
- 4.6.3 Environmental Management Plan (*ADDENDUM C*) (will be made available to the successful bidder)
- 4.6.4 Pro-forma contract between Contractor and Worker (*ADDENDUM D*)
- 4.6.5 Pro-forma Attendance Register (*ADDENDUM E*)
- 4.6.6 Contract Person / Days Calculation Format (*ADDENDUM F*)
- 4.6.7 Contractor monthly report format (see 4.4 above) also available in electronic format (*ADDENDUM G*)
- 4.6.8 Guidelines for the implementation of labour-intensive infrastructure projects under the Expanded Public Works Programme (*ADDENDUM H*) (available on the following *website* [www.epwp.gov.za](http://www.epwp.gov.za))
- 4.6.9 Drawings (*ADDENDUM I*)
- 4.6.10 IDT Addendum to the JBCC (*ADDENDUM J*)

## INDEPENDENT DEVELOPMENT TRUST

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
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Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

### C4 Site Information

- i) Improvements on site**
- ii) Results of soil investigations**  
No Geotechnical Report
- iii) Underground services** – There are no existing services.
- iv) Adjacent buildings** – Only school buildings on property
- v) Environmental issues** – To be confirmed on site.
- vi) Any other matters that could have an influence on construction activities.**

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# ADDENDUM A

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## Occupational Health and Safety Regulations

GOVERNMENT NOTICE  
DEPARTMENT OF LABOUR

No. R. ....

7 February 2014

### **OCCUPATIONAL HEALTH AND SAFETY ACT, 1993**

### ***CONSTRUCTION REGULATIONS, 2014***

The Minister of Labour has under section 43 of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), after consultation with the Advisory Council for Occupational Health and Safety, made the regulations in the Schedule.

*ADDENDUM A*

OCCUPATIONAL HEALTH AND SAFETY ACT, 1993  
Regulation 3 of the Construction Regulations, 2014

NOTIFICATION OF CONSTRUCTION WORK

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1.(a) Name and postal address of principal contractor:

\_\_\_\_\_

(b) Name and tel. no of principal contractor's contact person:

\_\_\_\_\_

2. Principal contractor's compensation registration number: \_\_\_\_\_

3.(a) Name and postal address of client:

\_\_\_\_\_

(b) Name and tel no of client's contact person or agent:

\_\_\_\_\_

4.(a) Name and postal address of designer(s) for the project:

\_\_\_\_\_

(b) Name and tel. no of designer(s) contact person:

\_\_\_\_\_

5. Name and telephone number of principal contractor's construction supervisor on site appointed in terms of regulation 6.(1). \_\_\_\_\_

6. Name/s of principal contractor's sub-ordinate supervisors on site appointed in terms of regulation 6.(2).

\_\_\_\_\_

7. Exact physical address of the construction site or site office:

\_\_\_\_\_

8. Nature of the construction work:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Expected commencement date: \_\_\_\_\_

10. Expected completion date: \_\_\_\_\_

11. Estimated maximum number of persons on the construction site.

\_\_\_\_\_

12. Planned number of contractors on the construction site accountable to principal contractor:

\_\_\_\_\_

13. Name(s) of contractors already chosen.

\_\_\_\_\_

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Principal Contractor

Date

Client

Date

- THIS DOCUMENT IS TO BE FORWARDED TO THE OFFICE OF THE DEPARTMENT OF LABOUR **PRIOR TO COMMENCEMENT** OF WORK ON SITE.
- **ALL PRINCIPAL CONTRACTORS** THAT QUALIFY TO NOTIFY MUST DO SO EVEN IF ANOTHER PRINCIPAL CONTRACTOR ON THE SAME SITE HAD DONE SO PRIOR TO THE COMMENCEMENT OF WORK.

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# ADDENDUM B

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## Occupational Health and Safety Specification

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

## INDEPENDENT DEVELOPMENT TRUST

(Hereinafter referred to as the Employer)

## OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION

This specification shall be used in conjunction with all other applicable safety specifications, legislation and regulations in force at the time of the contract. Where unique site specifications are in force, those site specifications shall take precedence over this Specification.

IDT Polokwane Office  
22 Hans Van Rensburg Street  
POLOKWANE  
0699

Contact:  
Name: Mr. M Sheea  
Telephone: (015) 295-0000

**ADDENDUM “A”**

**PRO-FORMA AGREEMENT IN TERMS OF OCCUPATIONAL HEALTH AND SAFETY ACT  
1993**

**PRO-FORMA AGREEMENT IN TERMS OF**

**OCCUPATIONAL HEALTH AND SAFETY ACT 1993 – SECTION 37 (2)**

**NEW CONSTRUCTION SAFETY REGULATIONS**

The above-mentioned regulations were promulgated in the Govt. Gazette on Friday, 18 July 2014 under the Occupational Health & Safety Act (85 of 1993) and are now in force.

The Employer and the Contractor hereby agree, in terms of the provisions of Section 37(2) of the Occupational Health and Safety Act 1993 (Act 85 of 1993, hereinafter referred to as the Act), that the following arrangements and procedures shall apply between them to ensure compliance by the Contractor with the provisions of the Act, namely:

- (a) The Contractor undertakes to acquaint the appropriate officials and employees of the Contractor with all the relevant provisions of the Act and the regulations promulgated in terms of the Act, and the Employer’s Health and Safety Specifications included in the contract documents.
- (b) The Contractor undertakes that all relevant duties, obligations and prohibitions imposed in terms of the Act and Regulations and the Employer’s Health and Safety Specifications included in the contract documents will be complied with in all respects.
- (c) In relation to any work or activity performed by the Contractor, his workmen or any other person for whose acts or omissions the Contractor is responsible in terms of the Contract, the Contractor hereby accepts sole liability for such due compliance with the relevant duties, obligations and prohibitions imposed by the Act and Regulations and expressly absolves the Employer from itself being obliged to comply with any of the aforesaid duties, obligations and prohibitions.
- (d) The Contractor agrees that any duly authorised officials of the Employer shall be entitled, although not obliged, to take such steps as may be necessary to ensure that the Contractor has complied with his undertakings as set out more fully in paragraphs (a) and (b) above, which steps may include, but will not be limited to, the right to inspect any appropriate site or premises occupied by the Contractor, or to inspect any appropriate records held by the Contractor.
- (e) The Contractor shall be obliged to report forthwith in writing to the Representative/Agent full details of any investigation, complaint or criminal charge which may arise as a consequence of the provisions of the Act and Regulations, pursuant to work performed in terms of this Contract.
- (f) Forward “safety meeting” minutes to the representative/Agent.

For the Employer: \_\_\_\_\_ Date: \_\_\_\_\_

Witnesses: 1) : \_\_\_\_\_ 2) \_\_\_\_\_

For the Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Witnesses: 1) : \_\_\_\_\_ 2) \_\_\_\_\_

**ADDENDUM “B”**

**NOTIFICATION OF CONSTRUCTION WORK**

**NOTIFICATION OF CONSTRUCTION WORK**  
(Regulation 3 of the Construction Regulations, 2014)

**1. CONTRACTOR**

1.1 Name and postal address of Contractor :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1.2 Name and telephone number of Contractor’s contact person :

\_\_\_\_\_

1.3 Contractor’s compensation registration number :

\_\_\_\_\_

1.4 Name and telephone number of Contractor’s Construction Supervisor :

\_\_\_\_\_

1.5 Physical address of the construction site or site office:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1.5 Estimated number of persons on the construction site :

\_\_\_\_\_

1.6 Estimated number of Subcontractors on the construction site accountable to the Contractor :

\_\_\_\_\_

**2. EMPLOYER**

2.1 Name and postal address of Employer :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.2 Name and telephone number of Employer’s Principal Agent:

\_\_\_\_\_

### 3. DESIGN CONSULTANTS

3.1 Name and postal address of design consultants:

3.1.1 Construction project managers/ Principal Agents:

Clarence Bobie Incorporated  
P.O. Box 8325  
Nahoon  
East London  
5210  
Tel: 043 748 6725  
Fax: 043 748 5033

3.1.2 Architects:

Intsika Architects  
1<sup>st</sup> Floor, Leadwood House  
Cedar Square  
Bonza Bay Road  
Beacon Bay  
East London  
5247  
Tel: 043 748 2949  
Fax: 043 748 1702

3.1.3 Structural Engineer:

HHO Consulting Engineers  
P.O. Box 13137  
Vincent  
East London  
5247  
Tel: 043 727 0922  
Fax: 086 480 6484/5

3.1.4 Civil Engineer:

HHO Consulting Engineers  
P.O. Box 13137  
Vincent  
East London  
5247  
Tel: 043 727 0922  
Fax: 086 480 6484/5

3.1.5 Electrical Engineer:

RNA Consulting Engineers  
P.O. Box 12359  
Amalinda  
East London  
5247  
Tel: 043 742 0041  
Fax: 043 742 3883

3.1.6 Mechanical Engineer:

RNA Consulting Engineers  
P.O. Box 12359  
Amalinda  
East London  
5247  
Tel: 043 742 0041  
Fax: 043 742 3883

3.1.7 Security engineer :

To be appointed at a later stage if necessary

3.1.8 Other (if any) :

3.2 Name and telephone number of design consultant's contact person :

3.2.1 Construction project managers/ Principal Agent :

AS PER ABOVE 3.1

3.2.2 Architects :

AS PER ABOVE 3.1

3.2.3 Structural engineer :

AS PER ABOVE 3.1

3.2.4 Electrical engineer :

AS PER ABOVE 3.1

3.2.5 Mechanical engineer :

AS PER ABOVE 3.1

3.2.6 Civil engineer :

**AS PER ABOVE 3.1**

3.2.7 Security engineer :

**To be appointed at a later stage if necessary**

3.2.8 Other (if any) :

#### **4. THE WORKS**

Nature of the works:

Construction of the following at Kanyisa Special School:

Site Fencing, Entrance Gates and Entrance Wall  
Completion of 1 x Boys and 1 x Girls Hostel Block  
Completion of Kitchen, Dining Hall, Laundry and Staff Accommodation  
Concrete Roadways and Total Civil Services  
Renovations to Existing Guardhouse  
Covered Walkways

Standard Type of construction and materials / finishes to be used

Commencement date :

\_\_\_\_\_

Completion date :

\_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Employer: \_\_\_\_\_ Date: \_\_\_\_\_

THIS DOCUMENT IS TO BE FORWARDED TO THE OFFICE OF THE DEPARTMENT OF LABOUR **PRIOR TO COMMENCEMENT** OF WORK ON SITE.

ALL CONTRACTORS THAT QUALIFY TO NOTIFY MUST DO SO EVEN IF ANOTHER CONTRACTOR ON THE SITE HAD DONE SO PRIOR TO THE COMMENCEMENT OF WORK.

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# **ADDENDUM C**

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## **Environmental Management Plan**

TO BE PROVIDED BY THE SUCCESSFUL TENDERER

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# **ADDENDUM I**

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## **Drawings**

**See attached**

*Addendum J*

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## **ADDENDUM J**

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# IDT Addendum to the JBCC



## **ADDENDUM**

To the

# **THE JBCC PRINCIPAL BUILDING AGREEMENT**

**NAME OF PROJECT:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INTRODUCTION

**WHEREAS**, the Independent Development Trust (“IDT”) made an Offer of Appointment and the Contractor has accepted such appointment subject to the conditions stipulated in the aforesaid Offer of Appointment Letter, which conditions include signing of the JBCC Agreement, Edition ..... (hereinafter referred to as “Main Agreement”).

**AND WHEREAS**, this addendum shall form part of the Main Agreement between the Employer and the Contractor.

**1. ADDENDUM TO THE MAIN AGREEMENT**

- 1.1 This Agreement will constitute an Addendum to the Main Agreement as contemplated herein;
- 1.2 The Terms of Reference, Accepted Proposal or Tender, Standard Conditions of Tender, Special Conditions of Tender and adjusted Priced Bills of Quantities shall form part of the agreement between the Contractor and the Employer;
- 1.3 This Addendum will be deemed to incorporate, with or without variation, all the provisions of the Main Agreement, unless the context clearly requires otherwise;
- 1.4 All words and phrases used in this Addendum which are defined in the Main Agreement, will bear the same meaning assigned to them in the Main Agreement; and
- 1.5 All references in the Main Agreement to “the/this Agreement” itself, will be deemed to be references also to the Main Agreement duly amended by this Addendum.

## 1.6 Interpretations and Definition

1.6.01 **Financial Implications** shall mean the variation amount over and above the awarded contract sum.

## 2. SPECIAL CONDITION

If there is any conflict between the contents or any part of this Addendum and the contents or any part of the Main Agreement and other annexures, the content of this Addendum shall prevail.

## 3. WAIVER OF CONTRACTOR'S LIEN

- 3.1 The Contractor hereby waives, in favour of the Employer, any lien or right of retention that is or may be held in respect of the Works to be executed on the Site.
- 3.2 The Employer, as an Organ of State, shall not be required to provide payment guarantees.

## 4. ASSIGNMENT OF RIGHTS OR OBLIGATIONS

- 4.1 Neither **party** shall assign or cede rights or obligations without the written consent of the other **party**, which consent shall not be unreasonable withheld.
- 4.2 Where the Contractor intend to cedes any right to monies due or to become due under this agreement as security in favour of a financial institution, a written consent in accordance with clause 4.1 above, shall be obtained from the Employer prior to entering into such cession.
- 4.3 Any cession entered into without the necessary written consent from the either party, shall be null and void.
- 4.4 The Employer shall not consent to a cession of monies due or to become due under this agreement as security in favour of a financial institution, unless such financial institution submitted to the IDT a Valid Tax Clearance Certificate, is registered as a credit provider in terms of the National Credit Act and as a vendor in the IDT's Vendor Management System.

## 5 INTERIM PAYMENT

- 5.1 The **Employer** shall, in accordance with clause 8.2.3 of the treasury regulation of March 2005, pay to the **Contractor** the amount certified in an interim **payment certificate** within **thirty (30) calendar days** of the date of submission of the **payment certificate**".
- 5.2 Default interest, where applicable, shall only be effective after the 30 calendar days of the date of receipt of the interim **payment certificate from the Principal Agent**.
- 5.3 The Employer shall be entitled to apply a set-off against a legitimate and liquid claim against the Contractor from which a valid invoice has been received.

## 6 TAX COMPLIANCE MEASURES

- 6.1 The Contractor hereby grant confirmation that SARS may, on on-going basis during the contract term, disclose the Contractor's tax compliance status to the employer.
- 6.2 Should the Contractor appoint a sub-contractor to execute a portion of a work in excess of the threshold (currently 25%) prescribed by the National Treasury, the Contractor must ensure that a sub-contractor is tax compliant and remains tax compliant for the full duration of the contract. The contractor shall obtain a written consent from its sub-contractors confirming that SARS may on on-going basis during the contract term, disclose the sub-contractor's tax compliance status to the employer.
- 6.3 The Contractor shall submit a valid tax clearance certificate within 10 working days from the date of expiry of the tax clearance certificate. The Employer reserve the right to demand a valid Tax Clearance Certificate prior to making any payment to the Contractor, should it become aware that the tax clearance corticated has expired.
- 6.4 Unless the Employer receive a written confirmation that the Contractor has challenged its tax compliance status with SARS, the Employer shall not

process any payment to the Contractor, if 30 days has lapsed since the written notice by the Employer and the Contractor has failed to remedy its tax compliance status.

- 6.5 Employer's non-payment of the Contractor's invoice in accordance with clause 6.4 above shall not absolve the contractor from performing its obligation in terms of the contract.
- 6.6 Unless the Employer receives a written confirmation that the Contractor or sub-Contractor has challenged its tax compliance status with SARS, the Employer shall be entitled to cancel the contract with the Contractor or instruct the Contractor to cancel its contract with the Sub-Contractor.
- 6.7 Where a Contractor is a JV, each party to a JV must be tax compliant and remains tax compliant for the full duration of the contract, failing which, the Employer shall invoke paragraph 6.4 or 6.6 above.

## **7. APPROVAL OF VARIATION ORDERS**

- 7.1 Upon receipt of the Variation Order (VO), the Principal Agent must professionally consider the merits of the Variation Order and make a recommendation to the Employer.
- 7.2 The Principal Agent shall not have the power to approve any deviation or variation which has financial implications on the Employer without the necessary written approval of the Employer, except under emergency circumstances wherein failure to undertake the work may result in loss of life.
- 7.3 The Employer must communicate the approval of a Variation Order in writing to the Principal Agent and the Principal Agent shall, upon receipt of confirmation of the approval of the VO, issue the necessary Contract Instruction to the contractor to undertake the works.
- 7.4 The Contractor shall not commence with any Variation Order Works without the written approval of the Variation Order from the Employer, except under circumstances mentioned in paragraph **7.2** above.

- 7.5 Should the Contractor undertakes the Variation Order Works without the necessary written approval of the Variation Order from the Employer, the Contractor shall be entirely liable for any financial and any related implications and hereby indemnify and hold harmless the Employer from and against any and all claims, actions, damages, liabilities, injuries, costs, fees, expenses, or losses, including and without limitation, reasonable attorney's fees and costs of investigation and litigation, whatsoever which may be incurred by, or for which liability may be asserted against, the Employer arising out of the Contractor's performance or non-performance of unauthorized works, but only to the extent caused by the negligent acts, errors or omissions of the Contractor.
- 7.6 The Contractor shall not accept any instructions from any party, including beneficiary Department, other than the Principal Agent.

## **8. JOINT VENTURE AGREEMENT**

- 8.1 Should the Joint Venture Agreement be dissolved or any of the JV partner pull out the JV Agreement for any reasons whatsoever, the Employer hereby reserve its right to terminate the contract with immediate effect.
- 8.2 Should the Employer decide not to terminate the contract upon the dissolution of the JV Agreement and the replacement JV partner does not meet the BBBEE threshold stipulated in the tender document, the IDT shall be entitled to cancel the contract with immediate effect.
- 8.3 Should the BBBEE status of the Joint Venture be changed to a lower rate than the bidding rate, based on legislation applicable at the closing date of the
- 8.4 tender, the IDT shall be entitled to cancel the contract.

**9. BREACH**

9.1 In the event that the contractor: -

9.1.1 commits an act of insolvency; or

9.1.2 is placed under a provisional or final winding-up or judicial management order; or

9.1.3 is placed under or applied for business rescue; or

9.1.4 makes an assignment of more than 25% of either its right and/or its obligation for the benefit of the third party without the written consent of the employer; or

9.1.5 the Contractor is registered or fails to renew his registration with the CIDB or changes directorship during the course of the project, resulting in the contravention of BBBEE statutory requirement; or

9.1.6 fails to satisfy or take steps to have set aside any judgment taken against it within 14 (Fourteen) business days after such judgment has come to its notice,

then the other Employer will be entitled to terminate the Agreement on written notice.

Signed at ..... on this the ..... day of .....**202..**

**AS WITNESSES:**

1. \_\_\_\_\_

\_\_\_\_\_

For and on behalf of the **Employer:**  
(.....), in his/her  
capacity as the .....

2. \_\_\_\_\_

\_\_\_\_\_

For and on behalf of the **Employer:**  
(.....), in his/her  
capacity as the -----  
-----.

Signed at ..... on this the ..... day of ..... **202...**

**AS WITNESSES:**

3. \_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_  
For and on behalf of the **Contractor:**  
.....i  
n his/her capacity as  
.....,  
who hereby confirm that he/she is  
duly authorized.