

## **SPECIFICATION:**

### **Maintenance of Fire Equipment in Southern Gauteng Region**

#### **1. Scope Of Work**

PRASA-CRES Facilities Management is looking to appoint **2 x service providers** that will form a panel of contractors to undertake and perform maintenance on fire equipment in Southern Gauteng Region for a contract duration of 36months.

1.1. The scope of the work / services to be provided by the contractor is as follows:

- Perform scheduled servicing of fire equipment as listed in the pricing schedule.
- Undertake repairs, refills and replacement of fire equipment as and when requested.
- The contractor will ensure that the unit assigned to him/her works effectively and will point out all equipment defects to PRASA-CRES.

1.2. The contract will be for a period of 36 months.

#### **2. Definitions**

2.1 *PRASA-CRES*: One of the subsidiaries of Passenger Rail Agency of South Africa (PRASA) group responsible for managing the property portfolio of the group and the maintenance thereof.

2.2 *Facilities Manager*: A manager of PRASA-CRES responsible of building and infrastructure portfolio or any person authorised to act in that capacity.

2.3 *PM*: Project Manager

2.4 *Maintenance Unit*: Generators as listed in the Bill of Quantities.

2.5 *Normal Working Hours*: Hours of work as determined by a wage regulating measure or statutory enactment for any trade or activity, during which the basic minimum rate of pay is applicable and excludes all time for which a higher rate of pay is obligatory. Where no wage regulating measure is in force, the hours will be **07h00 to 17h00** Mondays to Fridays excluding a daily meal break.

2.6 *Contractor*: Successful tender who is appointed by PRASA-CRES and will be responsible to carry out the works as per this specification.

#### **3. Maintenance**

3.1. All schedule work will be carried out during normal working hours at the cost tendered for in the Pricing Schedule. Visits to the premises will be as scheduled for the contractor to carry out

maintenance work as per the specification. Sites have visitors book which is to be properly completed by the Contractor on every visit and the reason for the visit recorded in the book.

3.2. The Contractor shall produce and issue to PRASA-CRES a written report or service sheet of any testing, inspection, examination, investigation and/or assessment undertaken and execution of any repairs by the Contractor. Reports will highlight

- the type of work or service done
- problems experienced
- results of inspection
- faults found and their priority thereof

Quotations for any corrective work required shall be submitted to PRASA-CRES and on the approval of such quotations the Contractor will correct or repair accordingly.

3.3. PRASA-CRES reserves the right to conduct an independent safety and quality audit to be carried out on the work completed by the contractor. The contractor shall provide his own quality controls to ensure compliance with the specifications and any changes to legislation or regulations applicable. Possible modernisation products to upgrade or to improve the reliability and performance of the installation will be brought to PRASA-CRES for consideration.

#### **4. Contract Performance**

4.1. The contractor will sign a service level agreement with the PRASA-CRES. The performance of the Contractor will be discussed on the monthly basis at meetings scheduled to sit at PRASA CRES offices. Performance Items to be discussed will include:

- the number of breakdowns for specific period
- the turnaround time to attend to emergency callouts
- planned vs. actual progress
- submission of reports, invoices and other administration duties
- payment of invoices

#### **4.2. Services Measure And Expectations**

Response Times for:

- Emergencies – within 3hrs

- Urgent - within 5hrs
- Non-Urgent - within 24hrs

## **5. General Information**

- 5.1. The whole service shall be in accordance with the applicable legislations and code of practices.
- 5.2. The contractor shall be or have in his employment an accredited person. Proof must be supplied of the above requirements
- 5.3. The Contractor must have the capacity to be able to work on more than one site at any given time.

## **6. SAFETY AND PROVISION OF MATERIALS:**

- 6.1. The contractor is responsible for supply of all material required to repair the faults as per job cards /work order.
- 6.2. All material used shall be of high standard (SABS approved)
- 6.3. The material item price shall be based on standard market related plus the percentage mark-up fee.
- 6.4. Prasa Cres Maintenance Manager /Supervisor reserve the right to query price of any material that is on the material list. He /she may request that the contractor justifies a copy of the material purchased, invoices or actual quotes from reputable suppliers.

## **7. Quality Of Work And Workmanship:**

- Works with poor workmanship will not be signed off and PRASA Cres reserve the right to hold payments until satisfied with the quality of the works.

## **8. Non-Compliance:**

- **Safety** – the contractor will at all times ensure that work is performed in accordance with all the prescribed legal prescripts.
- **NB:** No work is to be done without approval of Safety File and valid signed site access certificate being issued to the contractor. No Contractor will be allowed on site without having attended the safety Induction training and proof is to be submitted to the Project Manager
- **Response time** – if an appointed service provider as per the General provisions of the As and When fails to adhere to the priority levels as prescribed PRASA CRES Facilities department hereby reserves the right to penalise the service provider a penalty fee of 10% of the value of the work and if this provision is continually be violated the contract will be terminated.
- **Proof of Work done**> the contractor will provide photos of before/during and after work completed with claim submitted. Photos can be submitted electronically.
- **Qualified personnel**- It is a requirement that personnel performing/overseeing works issued to the contractor be qualified in specific Trade.

**9. Pre-qualification requirements**

If you do not submit the following documents/information, your submission will be disqualified automatically

- CIDB grade 2SF or higher
- COIDA

**17 SCHEDULE OF RATE****Table 1: Service Rates and Priced Tasks(to include labor and material)**

#	DESCRIPTION	UNIT	QTY	Year 1	Year 2	Year 3
				Rates (Excl. VAT)	Rates (Excl. VAT)	Rates (Excl. VAT)
Service existing fire extinguishers (STP DCP)						
A01	Service 1 kg STP extinguishers	Ea	1	R	R	R
A02	Service 1.5 kg STP extinguishers	Ea	1	R	R	R
A03	Service 2.5 kg STP extinguishers	Ea	1	R	R	R
A04	Service 4.5 kg STP extinguishers	Ea	1	R	R	R
A05	Service 9 kg STP extinguishers	Ea	1	R	R	R
A06	Service 50 kg STP extinguishers	Ea	1	R	R	R
Service existing fire extinguishers (co <sup>2</sup> )						
A07	Service 2 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
A08	Service 5 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
A09	Service 6.8 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
A10	Service 50 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
Recharge existing fire extinguishers (STP DCP)						
B01	Recharge 1 kg STP extinguishers	Ea	1	R	R	R
B02	Recharge 1.5 kg STP extinguishers	Ea	1	R	R	R
B03	Recharge 2.5 kg STP extinguishers	Ea	1	R	R	R
B04	Recharge 4.5 kg STP extinguishers	Ea	1	R	R	R

B05	Recharge 9 kg STP extinguishers	Ea	1	R	R	R
B06	Recharge 50 kg STP extinguishers	Ea	1	R	R	R
<b>Recharge existing fire extinguishers (co<sup>2</sup>)</b>						
B07	Recharge 2 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
B08	Recharge 5 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
B09	Recharge 6.8 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
B10	Recharge 50 kg co <sup>2</sup> extinguishers	Ea	1	R	R	R
<b>Fire hose frames and hoses</b>						
D01	Service existing fire hose reel	Ea	1	R	R	R
D02	Supply and fit new hose reel and frame.	Ea	1	R	R	R
D03	Supply and fit new 30 m hose.	Ea	1	R	R	R
D04	Supply and fit new nozzle	Ea	1	R	R	R
D05	Supply and fit new clamp	Ea	1	R	R	R
D06	Supply and fit fire hose reel CP valve	Ea	1	R	R	R
D07	Supply and fit fire hose reel gooseneck	Ea	1	R	R	R
<b>Fire hydrants</b>						
E01	Service existing fire hydrant	Ea	1	R	R	R
E02	Supply and fit new hydrant washer	Ea	1	R	R	R
E03	Supply and fit new hydrant complete.	Ea	1	R	R	R

E04	Supply and fit new red hydrant hose (30mt x 65mm with male & female)	Ea	1	R	R	R
E05	Supply new hydrant hose nozzle (open & close type)	Ea	1	R	R	R
E06	Supply new hydrant hose nozzle (straight through type)	Ea	1	R	R	R
E07	Service and test existing hydrant hose for defects	Ea	1	R	R	R
E08	Supply and fit hydrant hose coupling 65mm M/F pair	Ea	1	R	R	R
E09	Supply new fire hydrant blank cap	Ea	1	R	R	R
<b>Signage</b>						
F01	Supply and fit new 290 x 290 mm signage	Ea	1	R	R	R
F02	Supply and fit new 190 x 190 mm signage	Ea	1	R	R	R
F03	Supply and fit new chevron board	Ea	1	R	R	R
F04	Supply and fit new backing board	Ea	1	R	R	R
F05	Supply and fit double sided hanging aluminium frame signage with chain, (ABS normal) 190 x 380 mm.	Ea	1	R	R	R
F06	Supply and fit double sided hanging aluminium frame signage with chain, (ABS normal) 290 x 580 mm.	Ea	1	R	R	R
<b>Cabinets</b>						
G01	Supply and fit new (4.5 kg STP DCP) cabinet	Ea	1	R	R	R
G02	Supply and fit new (9 kg STP DCP) cabinet	Ea	1	R	R	R
G03	Supply and fit new (5 kg co <sup>2</sup> ) cabinet	Ea	1	R	R	R
G04	Supply and fit new hydrant hose cabinet	Ea	1	R	R	R
G05	Supply and fit new hose reel cabinet	Ea	1	R	R	R
<b>Boosters</b>						

H01	Service fire booster connection.	Ea	1	R	R	R
H02	Service sprinkler booster system.	Ea	1	R	R	R
H03	Supply and fit new booster connection	Ea	1	R	R	R
H04	Supply and fit new booster connection protective cap	Ea	1	R	R	R
<b>Sprinklers</b>						
I01	15 mm x 68 Degree Upright Sprinkler Head (Red)	Ea	1	R	R	R
I02	15 mm x 68 Degree Pendant Sprinkler Head (Red)	Ea	1	R	R	R
I03	15 mm x 141 Degree Upright Sprinkler Head (Blue)	Ea	1	R	R	R
I04	15 mm x 141 Degree Pendant Sprinkler Head (Blue)	Ea	1	R	R	R
<b>Others</b>						
J01	Hydrostatic test co <sup>2</sup> according to SANAS requirements	Ea	1	R	R	R
J02	Pressurise with nitrogen	Ea	1	R	R	R
J03	Pressure test (STP DCP) extinguishers	Ea	1	R	R	R
J04	Replace gauge (STP DCP)	Ea	1	R	R	R
J05	Replace head assembly (STP DCP)	Ea	1	R	R	R
J06	Replace head assembly (co <sup>2</sup> )	Ea	1	R	R	R
J07	Handle (STP DCP)	Ea	1			
J08	Handle (co <sup>2</sup> )	Ea	1	R	R	R
J09	Replace gland packing (hose reels)	Ea	1	R	R	R
J10	Replace O rings (hose reels)	Ea	1	R	R	R
J11	Replace O rings (extinguishers)	Ea	1	R	R	R



J12	Fire extinguisher mounting bracket	Ea	1	R	R	R
J13	Fire extinguisher hose and horn (co <sup>2</sup> )	Ea	1	R	R	R
J14	Hydrant lip washers	Ea	1	R	R	R
J15	Vehicle mounting bracket (9 kg STP)	Ea	1	R	R	R
J16	Vehicle mounting bracket (2.5 kg STP)	Ea	1	R	R	R
J17	Vehicle mounting bracket (1.5 kg STP)	Ea	1	R	R	R
J18	Relocate extinguisher, bracket and chevron board	Ea	1	R	R	R
J27	Replace seal and plunger (co <sup>2</sup> )	Ea	1	R	R	R
J35	Supply key for extinguisher and hose reel cabinets.	Ea	1	R	R	R
J39	Supply and fit pressure gauge with fittings to replace existing damaged gauge to booster line	Ea	1	R	R	R
<b>TOTAL:</b>				<b>R</b>	<b>R</b>	<b>R</b>

**Table 2: Repairs Work Rates**

					Year 1		Year 2		Year 3	
Item	Description	Unit	Estimated Quantity		Rates (Excl. VAT)	Total Amount (Excl. VAT)	Rates (Excl. VAT)	Amount (Excl. VAT)	Rates (Excl. VAT)	Amount (Excl. VAT)
1	Provisional sum for approval of safety file as per annexure 1	Sum	Sum	R 6000.00	R 6 000.00	R 6 000.00	R 6 000.00	R 6 000.00	R 6 000.00	R 6 000.00
2	Provisional Sum (Material)	Material	Sum	R300 000.00	R300 000.00	R300 000.00	R300 000.00	R300 000.00	R300 000.00	R300 000.00
3	Percentage mark-up for materials	% Mark up	%	R300 000.00	%	R	%	R	%	R

4	The Service Provider is to tender their total cost per hour on site per qualified Artisan and an assistant to perform service and repairs during <b>Normal working hours (07H:00 – 17H:00)</b> .	Artisans	Rate/hour	2 200 hours	R	R	R	R	R	R
5		General Worker	Rate/hour	4 400 hours	R	R	R	R	R	R
6	The Service Provider is to tender their total cost per hour on site per qualified Artisan and an assistant to perform service and repairs during <b>After working hours and Saturdays (17:00 – 07:00)</b> .	Artisans	Rate/hour	200 hours	R	R	R	R	R	R
7		General Worker	Rate/hour	400 hours	R	R	R	R	R	R
8	The Service Provider is to tender their total cost per hour on site per qualified Artisan and an assistant to perform service and repairs during <b>Sunday and Public Holiday</b> . This cost shall exclude material, which has previously been dealt with in this contract	Artisan	Rate/hour	50 hours	R	R	R	R	R	R
9		General Worker	Rate/hour	100 hours	R	R	R	R	R	R
10	Provisional Sum hired services	Hired	Sum	R150 000.00	R 150 000.00	R 150 000.00	R 150 000.00	R 150 000.00	R 150 000.00	R 150 000.00
12	Percentage Mark-Up for hired services	Percentage Mark-Up	%	R150 000.00	%	R	%	R	%	R
13	Travel cost	Travel cost	Rate/ km	20 000 km	R	R		R		R
	Total (Excl. VAT):					R		R		R

## **ANNEXURE 1: Health Safety Requirements Template For Issuing of Site Access**

### **CONTRACTOR SAFETY FILE CONTENTS LIST**

The purpose of this checklist is to guide the contractors and their sub-contractors as to what documents are required for them to prepare a safety file that must be issues to PRASA Cres Regional Departments or Head Office for evaluation before a site access is issued.

This checklist was revised to cater for **COVID 19** requirements as per RSA Government Disaster Management Act as amended and its Regulations.

Human Coronaviruses are common throughout the world. There are many different coronaviruses identified in animals but only a small number of these can cause disease in humans.

On 7 January 2020, 'Severe Acute Respiratory Syndrome Coronavirus 2' (SARS-CoV-2) was confirmed as the causative agent of 'Coronavirus Disease 2019' or COVID-19. The majority of the case-patients initially identified were dealers and vendors at a seafood, poultry and live wildlife market in China. Since then, the virus has spread to more than 100 countries, including South Africa.

The spread of the disease is thought to happen mainly via respiratory droplets produced when an infected person coughs or sneezes, similar to how influenza and other respiratory pathogens spread. Thus far, the majority of cases have occurred in people with close physical contact to cases and healthcare workers caring for patients with COVID-19.

Current symptoms reported for patients with COVID-19 have included mild to severe respiratory illness with cough, sore throat, shortness of breath or fever.

The complete clinical picture with regard to COVID-19 is still not fully clear. Reported illnesses have ranged from infected people with little to no symptoms to people being severely ill and dying.

**Name of the Contractor:**

**Project:**

**Safety File Assessor and Date:**

#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
1	Scope of works and Project Duration		
2	Notification to DOL (If applicable and as defined in the 2014 Construction Regulations)		
3	Registration of the project with DOL for the construction permit if the total project value is more than R45 Million  (If applicable and as defined in the 2014 Construction Regulations)		
4	Valid Letter of Good Standing		
5	Employee List and Certified Copies of their Identity Documents (RSA Citizens) or Passports or Work Permits for foreign Nationals (Employee register); Home address; Contact Numbers; Residential Address; Name of Next of kin with Contacts  (Very critical issue for contact tracing)		
6	Approved Organizational Structure		
7	Approved S/HE Policy		
8	Approved COVID 19 Policy / Declaration		
9	Approved S/HE Plan		
10	Risk Assessments for the projects as per project scope approved by the Risk Assessor and they should cover COVID 19 related risk and mitigation measures.		
11	Proof of medical fitness of employees who will be working on the project and they should be from the Occupational Health Practitioner not a General Practitioner.  <ul style="list-style-type: none"> <li>• Protocols for dealing with COVID 19 positive cases.</li> <li>• Screening of contractors employees including sub-contractor</li> <li>• The type of thermometer that will be utilised and its calibration status.</li> </ul>		

#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
12	Statutory Appointments including competency certificates and CVs e.g. COVID 19 Compliance Officer; First Aider and etc  (Signed by the appointer and accepted by appointee's include CV's and competency certificates)		
13	Tool inspections Checklists and Register		
14	PPE Matrix and Records include COVID 19 PPE Requirements and list of the PPE to be provided.		
15	Safe Working Procedures or Method Statements Including COVID-19 control measures. A list of the documents required here is identified as a minimum <ul style="list-style-type: none"> <li>- Waste management protocol on how COVID 19 related waste will be managed.</li> <li>- Incident reporting procedure.</li> <li>- Emergency procedure.</li> <li>- COVID 19 case handling.</li> </ul>		
16	Tool box Talks Templates to include COVID 19 information for awareness purposes. Include induction material covering COVID 19		
17	Equipment Maintenance (Calibrations, Safe Working load certificates and Decontamination or Sanitation Records etc) if applicable		
18	Chemicals substances list; MSDSs for chemicals to be used (14 point format) including Proof of training on MSDS if applicable.		
19	Excavation plan (when applicable)		
20	Scaffolding plan (when applicable)		

#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
21	Declaration of Sub-contractors (when applicable)		
22	Proof of Third Party Liability Cover		
	<b>Conclusion / Statement of Compliance</b>		