


A	B	C	D	E	F	G	H	I
1	Turbine Hall		 Johannesburg Water					
2	65 Ntengi Pilliso							
3	Newtown							
4								
5	P O Box 61542							
6	Marshalltown 2107							
7	Tel : (011) 688-1400 Fax : (011) 688-1556							
8								
9								
10								
	INITIATING DEPARTMENT	INITIATOR						
	OPERATIONS	PHUKWANE @081 016 8841						
11	QUOTATION REFERENCE		COLLECTIVE NO.					
12	RFQ JW 167 MS 24 REPAIR DOORS, ROOF AND GUTTERS AT DEWATERING							
13	QUOTATION REQUESTED FROM							
14								
15								
16								
17								
18								
19								
20								
21								
22								
23	1	Replace complete heavy duty double steel doors and paint with the same colour paint		ea	3			
24	2	Replace complete heavy duty single steel doors and paint with the same colour paint		ea	3			
25	3	Supply bricks and repair damaged manhole		ea	1			
26	4	Supply 700mm x 700mm x 0,5mm x 27m chromadec gutters including brackets		ea	2			
27	5	Replace 90mm gate valve		ea	1			
28	6	Replace lock system		ea	1			
29	7	Paint steel doors with the same colour paint		ea	3			
30	8	Replace lever lock		ea	1			
31	9	Repair broken wall		m2	2			
32	10	Replace 3,8m x 5m x 0,5mm chromadec IBR shhets		ea	1			
33	11	Replace complete round down pipes paint and seal inside to prevent leak		ea	3			
34	12	Fix roof opening		ea	2			
35	13	Painting remove old paint and apply 2quote including rust paint on steel						
36	14	Install 7,6m x 6m curved roof corrugated roof carport and paint with the same colour paint		ea	1			
37								
38	15	State 3month guarantee						
39		Submit safety file						
40		COMPULSORY SITE BRIEFING @ NORTHERN WASTEWATER TREATMENT PLANT DATE 17 September 2024 TIME 12h30						
41		CONTACT PERSON : PHUKWANE @081 016 8841						
42		NB: All supplier responding to RFQ's should use their own company letterhead not JW RFQ						
43								
44		QUOTATION REF AS ABOVE: RFQ JW 167 MS 24 REPAIR DOORS, ROOF AND GUTTERS AT DEWATERING						
45		NB: All suppliers responding to RFQs should use their own company letter head not JW RFQ Template AND MAKE SURE THEIR EMAIL ADDRESS IS VISIBLE ON THEIR QUOTATION.						
46		NB: A copy of valid lease agreement or municipal account(not older than 3 months) should be submitted with a quote						
47		NB: MBD forms attached should be completed and submitted with the quote						
48		NB: All Quotes should be on PDF (MS WORD, MS EXCEL, PICTURES ARE NOT ALLOWED)						
49		NB: Copy of valid BBBEE CERTIFICATE or SWORN AFFIDAVIT to be submitted with the quote						
50		PLEASE NOTE THAT SUBMISSIONS MUST BE MADE ON THE E-TENDER PORTAL (https://www.etenders.co.za/). NO EMAIL SUBMISSIONS WILL BE ACCEPTED.						
51	SUPPLIER DETAILS							
52	OFFICIAL STAMP							
53		AUTHORISED BY:						
54		SIGNATURE:.....						
55		DATE:.....						
56								



PAGE NO.

CLOSING DATE AND TIME

25-Sep-24 12:00

Date of Issue

12-Sep-24

QUOTATION DATE

VALIDITY

60 DAYS

7 DAYS

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM. 80 POINTS WILL BE ALLOCATED TO PRICE AND THE ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)

JW SCM Contact Person : Mapule Setaka

Telephone Number : 011 688 1574

DESCRIPTION OF ITEM OFFERED	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DISCOUNT	PRICE QUOTED INCL. OF V.A.T.
-----------------------------	-----	--------------	------------------------------	----------	------------------------------

SPECIFIC GOALS	POINTS
----------------	--------

People with Disabilities - Business owned by 51% or more-Black People with Disabilities	10
---	----

EME - Businesses owned by Black People - 51% or more	10
--	----

1. QUOTATIONS RECEIVED AFTER CLOSE OF BUSINESS ON THE CLOSING DATE WILL NOT BE ACCEPTED.
2. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED
3. PRICES QUOTED MUST BE AS PER THE UNIT INDICATED AND BE EXCLUDED OF VAT
4. ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY
5. TOTAL QUOTATION VALUE TO INCLUDE VAT WHERE APPLICABLE

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

1.2 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.1.1. POINTS AWARDED FOR PRICE

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

80/20

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \circ$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system)	Proof of documents per specific goals
People with Disabilities - Business owned by 51% or more-Black People with Disabilities	10		Medical Certificate from medical doctor or SARS Confirmation of Diagnosis of Disability. Valid BBEE Certificate issued by SANAS accredited verification agency, DTI/CIPC BBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under Oath.
EME - Businesses owned by Black People - 51% or more	10		Valid BBEE Certificate issued by SANAS accredited verification agency, DTI/CIPC BBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under Oath.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm.....

4.3. Company registration number:

4.4. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety

- Close corporation
 - Public Company
 - Personal Liability Company
 - (Pty) Limited
 - Non-Profit Company
 - State Owned Company
- [TICK APPLICABLE BOX]

4.5. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

.....

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of 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);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.10.1 If yes, furnish particulars.
.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.11.1 If yes, furnish particulars
.....
.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.
.....
.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.13.1 If yes, furnish particulars.
.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. YES / NO

3.14.1 If yes, furnish particulars:
.....
.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities 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 rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 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 a company or person 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)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, 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).	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 of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY
BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Municipal Bidding Document (MBD) must form part of all bids¹ 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).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

- a. take all reasonable steps to prevent such abuse;
- b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
- c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4 This MBD 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 (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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 Municipality / Municipal Entity)

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 consortium³ 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.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a 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



HEALTH, SAFETY & ENVIRONMENTAL (SHE) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	NORTHERN WORKS
PROJECT DESCR:	Repair of roof, door and gutters at dewatering

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Using the Scaffolding to access the roof	<ul style="list-style-type: none"> ✓ Manual handling 	<ul style="list-style-type: none"> ✓ Lifting of heavy Objects 	<ul style="list-style-type: none"> ✓ Back pains 	M	<ul style="list-style-type: none"> ✓ Follow proper lifting techniques
Personal Protective Clothing – Operation specific.	<ul style="list-style-type: none"> ✓ Operational noise. ✓ Handling or touching hot material. ✓ Sharp edges from steel. ✓ Falling objects. ✓ Slippery surfaces. ✓ Loose clothing. 	<ul style="list-style-type: none"> ✓ Noise induced hearing loss. ✓ Burns on hands. ✓ Cuts and bruises. ✓ Lacerations. ✓ Foot injuries. 	<ul style="list-style-type: none"> ✓ Injuries ✓ Property damages ✓ Fatality 	H	<ul style="list-style-type: none"> ✓ Ear plugs or Earmuffs. ✓ Leather gloves. ✓ Safety shoes. ✓ Overall. ✓ Safety spectacles
Erection and dismantling the scaffolding.	<ul style="list-style-type: none"> ✓ Untrained persons may cause injury to him and others. ✓ Property damage may occur. 	<ul style="list-style-type: none"> ✓ Cuts and bruises. ✓ Injury to person. ✓ Property damage or damage to transport vehicle. 	<ul style="list-style-type: none"> Injuries 	H	<ul style="list-style-type: none"> ✓ Only licensed and trained persons to erect and dismantle the scaffolding ✓ Do work in a safe and effective manner. ✓ Concentrate on job at hand.

	<ul style="list-style-type: none"> ✓ Off balance load. ✓ Incorrect load lift sequence. ✓ Load may fall, roll or swing. ✓ Sharp edges. ✓ Poor communication and loss of concentration. 	<ul style="list-style-type: none"> ✓ Fatality. 			<ul style="list-style-type: none"> ✓ Ensure personnel in a safe position. ✓ Daily checks – completion of checklists.
	<ul style="list-style-type: none"> ✓ Untightening the bolts with the spanner 	<ul style="list-style-type: none"> ✓ Cutting ✓ Hand injuries 	<ul style="list-style-type: none"> ✓ Hand injuries/strain/sprain in back muscles 	M	<ul style="list-style-type: none"> ✓ Hand tools to be inspected before use
	<ul style="list-style-type: none"> ✓ Lifting activities(chain blocks/slings) 	<ul style="list-style-type: none"> ✓ Fingers pinched and old slings 	<ul style="list-style-type: none"> ✓ Fatality ✓ Loss time injuries ✓ Property damages 	H	<ul style="list-style-type: none"> ✓ Overhead to be used or fork lift to be used to lift heavy objects
	<ul style="list-style-type: none"> ✓ Manual lifting of objects/materials 	<ul style="list-style-type: none"> ✓ Back pain ✓ Muscles strains 	<ul style="list-style-type: none"> ✓ Pains ✓ Muscular disorder ✓ Back ache 	M	<ul style="list-style-type: none"> ✓ Proper lifting tool to be inspected before use ✓ Employees must be trained on the lifting of objects/material
	<ul style="list-style-type: none"> ✓ erection and dismantling of scaffolding 	<ul style="list-style-type: none"> ✓ crashing of the scaffolding 	<ul style="list-style-type: none"> ✓ injuries ✓ property damage ✓ fatality 	H	<ul style="list-style-type: none"> ✓ only a competent personnel to erect and dismantle the scaffolding

					<ul style="list-style-type: none"> ✓ "SAFE TO USE" tag must be in place at all the time ✓ Supervision must be in place at all time
Height	<ul style="list-style-type: none"> ✓ Working at height 	<ul style="list-style-type: none"> ✓ Falling of objects 	<ul style="list-style-type: none"> ✓ Fracture ✓ Fatality 	M	<ul style="list-style-type: none"> ✓ pre job brief must be conducted before the commencement of the work ✓ full time supervision on site ✓ hardhat must be provided ✓ safety arrest must be provided to the employees
Repair the damaged Manhole	<ul style="list-style-type: none"> ✓ No proper access control to the working area 	<ul style="list-style-type: none"> ✓ Employees falling inside the screens 	<ul style="list-style-type: none"> ✓ Injuries ✓ Fatality 	H	<ul style="list-style-type: none"> ✓ There must be a strict access control to the working area.
	<ul style="list-style-type: none"> ✓ Dig hole manually 	<ul style="list-style-type: none"> ✓ Hole collapse ✓ Employees injured from the tools 	<ul style="list-style-type: none"> ✓ Injuries 	M	<ul style="list-style-type: none"> ✓ Ensure that workers are protected against any injuries while performing this task. ✓ Where hole is deeper than 1,5meter it is important that shoring is done. ✓ Employees must be provided with the ladder to access the trench
	<ul style="list-style-type: none"> ✓ Prepare manhole foundation. 	<ul style="list-style-type: none"> ✓ Repetitive concrete handling can 	<ul style="list-style-type: none"> ✓ Skin burnt ✓ Injuries 	M	<ul style="list-style-type: none"> ✓ Ensure that the task is performed by different

	✓ Casting concrete on site	cause back injuries.			workers on a relieve bases. ✓ Ensure that anybody inside the manhole is standing clear while work is performed
	✓ Passing bricks to builder inside hole	✓ Bricks can fall on person inside hole. ✓ Repetitive handling of bricks can cause back or hand injuries	✓ Injuries	M	✓ Ensure that bricks is handed to the person inside the hole at a controlled pace. ✓ Workers handling the bricks should be relieved where and when possible. ✓ Ensure that PPE is used while performing the task
	✓ Placing of manhole covers	✓ Handling man- hole covers can cause hand and back injuries.	✓ Back pains ✓ Muscles stretches	M	✓ Ensure that manual handling is performed is terms of the required standard. ✓ Employees should be taught how to handle any item safely.
Loading/offloading of the Chromadek gutters and IBR Sheet by the untrained personnel	✓ Heavy loads	✓ incorrect way of installation	✓ injuries ✓ Back strains	M	✓ employees must be under supervision at all times ✓ Employees must be provided with the full PPE ✓ Employees must follow the procedure at all times ✓ Employees must carry appropriate load
	✓ Chromadek IBR and gutters sheet fitting	✓ Incorrect lifting of sheet ✓ Swinging load	✓ injuries	H	✓ Correct manual handling techniques

					<ul style="list-style-type: none"> ✓ Use mechanical aids where possible ✓ Maintain control of loads when lifting and moving ✓ Carry pipe close to ground while moving providing mechanical aid is used
<p>Use of hazardous chemical substances</p>	<ul style="list-style-type: none"> ✓ The use of Chemicals (Cement, Paint, asbestos,) 	<ul style="list-style-type: none"> ✓ Inhalation of chemicals ✓ Fumes from the paint ✓ Wrong handling of the paint ✓ Paint getting into the eyes. 	<ul style="list-style-type: none"> ✓ Skin burns or irritation caused by contact with a cement ✓ Material in contact with the employee's skin resulting in skin irritation. ✓ Paint dropping into the eyes resulting in blindness ✓ Inhaling fumes from hazardous material resulting in lung infection/problems 	M	<ul style="list-style-type: none"> ✓ Using respiratory mask; replace ✓ Respirators/Dust mask to be used at all times when working with hazardous material. Rotate workers working with hazardous material. ✓ Asbestos risk assessment must be communicated before commencement of work ✓ Visual inspection for any signs of damage must be conducted before work commences ✓ Wear gloves at all times, wear full PPE to avoid skin contact. ✓ Ensure standard safety procedures are followed; ✓ Wear safety goggles properly at all times. Training on MSDS.

Cutting of steel using the Grinder	✓ Grinder	✓ Untrained staff	✓ Injuries ✓ Fatal ✓ Property damage	H	✓ Only the right competent personnel to operate the grinder.
	✓ Use of Electricity	✓ Improper maintenance	✓ Shock/ Burns	M	✓ Always switch off electricity before working
	✓ Use of faulty electric cables	✓ Fire ignition	✓ Burns/ damages	M	✓ Visual inspection of cable before use
	✓ Electrical safety	✓ Electrical shock or burns ✓ Damaged portable electrical appliances, cables, plugs	✓ Injuries ✓ Properties damage	M	✓ All portable electrical equipment should be tested for electrical safety at correct interval ✓ Electrical cables and plugs should be regularly visually inspected by the user for damage
	✓ Cutting and welding of the Steels	✓ burns	✓ injuries	M	✓ Care with torch and PPE ✓ All the steel cut must be placed in a barricaded space
	✓ Incompetent employees	✓ Wrong connections	✓ Burning of equipment	L	✓ Use only competent employees
Drill	✓ Incompetent personnel	✓ Incorrect operation	✓ Injuries ✓ Property damages	M	✓
	✓ Working environment	✓ May feel too hot/cold	✓ Fatigue ✓ Discomfort	M	✓ Temperature must always be kept within a comfortable range. ✓
Ladder	✓ Use of Ladder	✓ Fall from ladder	✓ Injuries	M	✓ SOP when using ladder must always be adhered to

Climbing down on ladder or structure	<ul style="list-style-type: none"> ✓ Working at heights 	<ul style="list-style-type: none"> ✓ Falling onto / Falling objects ✓ Mechanical failure of step ladder bolts ✓ Loosing footing and falling to ground ✓ Smooth angle iron surfaces that can be slippery 	<ul style="list-style-type: none"> ✓ Employees falling from heights which may result in fatality ✓ Personal injuries from elevated equipment 	M	<ul style="list-style-type: none"> ✓ Admin :provide training for personnel working at heights ✓ Developing a safe working procedures and inspections should be conducted on regular basis
Reinstate concrete slab	<ul style="list-style-type: none"> ✓ Chemicals (Cement) 	<ul style="list-style-type: none"> ✓ Inhalation of chemicals 	<ul style="list-style-type: none"> ✓ Skin burns or irritation caused by contact with a cement 	M	<ul style="list-style-type: none"> ✓ Using respiratory mask; replace
Back filling and Paving	<ul style="list-style-type: none"> ✓ Compacting and filling 	<ul style="list-style-type: none"> ✓ Contact with underground services; ✓ Vehicles / workers falling into excavations; ✓ Contact with moving plant; ✓ Contact with tipping materials; 	<ul style="list-style-type: none"> ✓ Employee injuries 	M	<ul style="list-style-type: none"> ✓ Trained banks man to control vehicle movement; ✓ Competent workers to operate plant; ✓ PPE to be worn; ✓ Workers to stand clear as materials are being tipped; ✓ Use stop blocks and signs to warn vehicles of excavations, where applicable; ✓ Stand clear of plant whilst materials are being compacted; ✓ Establish position of underground services and protect services from damage
Compactor	<ul style="list-style-type: none"> ✓ The use of compactor to compact the ground 	<ul style="list-style-type: none"> ✓ Incompetent personnel ✓ Incorrect way of operating the machine 	<ul style="list-style-type: none"> ✓ Injuries ✓ Fatality ✓ Property damages 	M	<ul style="list-style-type: none"> ✓ Employees must be trained to operate the compactor ✓ Supervision must be in place at all times
Grinder	<ul style="list-style-type: none"> ✓ The use of Grinder 	<ul style="list-style-type: none"> ✓ Suspended loads ✓ Open flames 	<ul style="list-style-type: none"> ✓ injuries 	H	<ul style="list-style-type: none"> ✓ Employees should be provided with the right PPE to

		✓ Small chips on the floor			<ul style="list-style-type: none"> protect themselves from cutting themselves. ✓ Area must be cleared after a task. ✓ Only the right competent personnel to operate the grinder.
Clean site and remove Rubble	✓ Waste Disposal	✓ Injuries or property damaged	✓ Injuries	H	<ul style="list-style-type: none"> ✓ A proper waste disposal system should be in place ✓ Waste should be removed daily and placed in the correct waste disposal system
	✓ Poor house keeping	✓ Trip and fall	✓ injuries	H	<ul style="list-style-type: none"> ✓ Good housekeeping to be maintained
General activities in and around site	✓ Protection of public	✓ Injury to member of public from site works	✓ Injuries	M	<ul style="list-style-type: none"> ✓ Barriers and signage to be in place;

RISK ASSESSMENT MATRIX

Likelihood	Consequences				
	Insignificant (minor problem easily handled by normal day to day processes)	Minor (Some disruption possible e.g., damage equal to R150k)	Moderate (significant time / resources required. E.g., damage equal to R500k)	Major (Operations severely damaged. E.g., damages equal to R1m)	Catastrophic (business survival is at risk. Damage equal to R5m – 10m)
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High



HEALTH, SAFETY & ENVIRONMENTAL (SHE) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	NORTHERN WORKS
PROJECT DESCR:	Repair of roof, door and gutters at dewatering

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Using the Scaffolding to access the roof	<ul style="list-style-type: none"> ✓ Manual handling 	<ul style="list-style-type: none"> ✓ Lifting of heavy Objects 	<ul style="list-style-type: none"> ✓ Back pains 	M	<ul style="list-style-type: none"> ✓ Follow proper lifting techniques
Personal Protective Clothing – Operation specific.	<ul style="list-style-type: none"> ✓ Operational noise. ✓ Handling or touching hot material. ✓ Sharp edges from steel. ✓ Falling objects. ✓ Slippery surfaces. ✓ Loose clothing. 	<ul style="list-style-type: none"> ✓ Noise induced hearing loss. ✓ Burns on hands. ✓ Cuts and bruises. ✓ Lacerations. ✓ Foot injuries. 	<ul style="list-style-type: none"> ✓ Injuries ✓ Property damages ✓ Fatality 	H	<ul style="list-style-type: none"> ✓ Ear plugs or Earmuffs. ✓ Leather gloves. ✓ Safety shoes. ✓ Overall. ✓ Safety spectacles
Erection and dismantling the scaffolding.	<ul style="list-style-type: none"> ✓ Untrained persons may cause injury to him and others. ✓ Property damage may occur. 	<ul style="list-style-type: none"> ✓ Cuts and bruises. ✓ Injury to person. ✓ Property damage or damage to transport vehicle. 	<ul style="list-style-type: none"> Injuries 	H	<ul style="list-style-type: none"> ✓ Only licensed and trained persons to erect and dismantle the scaffolding ✓ Do work in a safe and effective manner. ✓ Concentrate on job at hand.

	<ul style="list-style-type: none"> ✓ Off balance load. ✓ Incorrect load lift sequence. ✓ Load may fall, roll or swing. ✓ Sharp edges. ✓ Poor communication and loss of concentration. 	<ul style="list-style-type: none"> ✓ Fatality. 			<ul style="list-style-type: none"> ✓ Ensure personnel in a safe position. ✓ Daily checks – completion of checklists.
	<ul style="list-style-type: none"> ✓ Untightening the bolts with the spanner 	<ul style="list-style-type: none"> ✓ Cutting ✓ Hand injuries 	<ul style="list-style-type: none"> ✓ Hand injuries/strain/sprain in back muscles 	M	<ul style="list-style-type: none"> ✓ Hand tools to be inspected before use
	<ul style="list-style-type: none"> ✓ Lifting activities(chain blocks/slings) 	<ul style="list-style-type: none"> ✓ Fingers pinched and old slings 	<ul style="list-style-type: none"> ✓ Fatality ✓ Loss time injuries ✓ Property damages 	H	<ul style="list-style-type: none"> ✓ Overhead to be used or fork lift to be used to lift heavy objects
	<ul style="list-style-type: none"> ✓ Manual lifting of objects/materials 	<ul style="list-style-type: none"> ✓ Back pain ✓ Muscles strains 	<ul style="list-style-type: none"> ✓ Pains ✓ Muscular disorder ✓ Back ache 	M	<ul style="list-style-type: none"> ✓ Proper lifting tool to be inspected before use ✓ Employees must be trained on the lifting of objects/material
	<ul style="list-style-type: none"> ✓ erection and dismantling of scaffolding 	<ul style="list-style-type: none"> ✓ crashing of the scaffolding 	<ul style="list-style-type: none"> ✓ injuries ✓ property damage ✓ fatality 	H	<ul style="list-style-type: none"> ✓ only a competent personnel to erect and dismantle the scaffolding

					<ul style="list-style-type: none"> ✓ "SAFE TO USE" tag must be in place at all the time ✓ Supervision must be in place at all time
Height	<ul style="list-style-type: none"> ✓ Working at height 	<ul style="list-style-type: none"> ✓ Falling of objects 	<ul style="list-style-type: none"> ✓ Fracture ✓ Fatality 	M	<ul style="list-style-type: none"> ✓ pre job brief must be conducted before the commencement of the work ✓ full time supervision on site ✓ hardhat must be provided ✓ safety arrest must be provided to the employees
Repair the damaged Manhole	<ul style="list-style-type: none"> ✓ No proper access control to the working area 	<ul style="list-style-type: none"> ✓ Employees falling inside the screens 	<ul style="list-style-type: none"> ✓ Injuries ✓ Fatality 	H	<ul style="list-style-type: none"> ✓ There must be a strict access control to the working area.
	<ul style="list-style-type: none"> ✓ Dig hole manually 	<ul style="list-style-type: none"> ✓ Hole collapse ✓ Employees injured from the tools 	<ul style="list-style-type: none"> ✓ Injuries 	M	<ul style="list-style-type: none"> ✓ Ensure that workers are protected against any injuries while performing this task. ✓ Where hole is deeper than 1,5meter it is important that shoring is done. ✓ Employees must be provided with the ladder to access the trench
	<ul style="list-style-type: none"> ✓ Prepare manhole foundation. 	<ul style="list-style-type: none"> ✓ Repetitive concrete handling can 	<ul style="list-style-type: none"> ✓ Skin burnt ✓ Injuries 	M	<ul style="list-style-type: none"> ✓ Ensure that the task is performed by different

	✓ Casting concrete on site	cause back injuries.			workers on a relieve bases. ✓ Ensure that anybody inside the manhole is standing clear while work is performed
	✓ Passing bricks to builder inside hole	<ul style="list-style-type: none"> ✓ Bricks can fall on person inside hole. ✓ Repetitive handling of bricks can cause back or hand injuries 	✓ Injuries	M	<ul style="list-style-type: none"> ✓ Ensure that bricks is handed to the person inside the hole at a controlled pace. ✓ Workers handling the bricks should be relieved where and when possible. ✓ Ensure that PPE is used while performing the task
	✓ Placing of manhole covers	✓ Handling man- hole covers can cause hand and back injuries.	<ul style="list-style-type: none"> ✓ Back pains ✓ Muscles stretches 	M	<ul style="list-style-type: none"> ✓ Ensure that manual handling is performed is terms of the required standard. ✓ Employees should be taught how to handle any item safely.
Loading/offloading of the Chromadek gutters and IBR Sheet by the untrained personnel	✓ Heavy loads	✓ incorrect way of installation	<ul style="list-style-type: none"> ✓ injuries ✓ Back strains 	M	<ul style="list-style-type: none"> ✓ employees must be under supervision at all times ✓ Employees must be provided with the full PPE ✓ Employees must follow the procedure at all times ✓ Employees must carry appropriate load
	✓ Chromadek IBR and gutters sheet fitting	<ul style="list-style-type: none"> ✓ Incorrect lifting of sheet ✓ Swinging load 	✓ injuries	H	✓ Correct manual handling techniques

					<ul style="list-style-type: none"> ✓ Use mechanical aids where possible ✓ Maintain control of loads when lifting and moving ✓ Carry pipe close to ground while moving providing mechanical aid is used
<p>Use of hazardous chemical substances</p>	<ul style="list-style-type: none"> ✓ The use of Chemicals (Cement, Paint, asbestos,) 	<ul style="list-style-type: none"> ✓ Inhalation of chemicals ✓ Fumes from the paint ✓ Wrong handling of the paint ✓ Paint getting into the eyes. 	<ul style="list-style-type: none"> ✓ Skin burns or irritation caused by contact with a cement ✓ Material in contact with the employee's skin resulting in skin irritation. ✓ Paint dropping into the eyes resulting in blindness ✓ Inhaling fumes from hazardous material resulting in lung infection/problems 	M	<ul style="list-style-type: none"> ✓ Using respiratory mask; replace ✓ Respirators/Dust mask to be used at all times when working with hazardous material. Rotate workers working with hazardous material. ✓ Asbestos risk assessment must be communicated before commencement of work ✓ Visual inspection for any signs of damage must be conducted before work commences ✓ Wear gloves at all times, wear full PPE to avoid skin contact. ✓ Ensure standard safety procedures are followed; ✓ Wear safety goggles properly at all times. Training on MSDS.

Cutting of steel using the Grinder	✓ Grinder	✓ Untrained staff	✓ Injuries ✓ Fatal ✓ Property damage	H	✓ Only the right competent personnel to operate the grinder.
	✓ Use of Electricity	✓ Improper maintenance	✓ Shock/ Burns	M	✓ Always switch off electricity before working
	✓ Use of faulty electric cables	✓ Fire ignition	✓ Burns/ damages	M	✓ Visual inspection of cable before use
	✓ Electrical safety	✓ Electrical shock or burns ✓ Damaged portable electrical appliances, cables, plugs	✓ Injuries ✓ Properties damage	M	✓ All portable electrical equipment should be tested for electrical safety at correct interval ✓ Electrical cables and plugs should be regularly visually inspected by the user for damage
	✓ Cutting and welding of the Steels	✓ burns	✓ injuries	M	✓ Care with torch and PPE ✓ All the steel cut must be placed in a barricaded space
	✓ Incompetent employees	✓ Wrong connections	✓ Burning of equipment	L	✓ Use only competent employees
Drill	✓ Incompetent personnel	✓ Incorrect operation	✓ Injuries ✓ Property damages	M	✓
	✓ Working environment	✓ May feel too hot/cold	✓ Fatigue ✓ Discomfort	M	✓ Temperature must always be kept within a comfortable range. ✓
Ladder	✓ Use of Ladder	✓ Fall from ladder	✓ Injuries	M	✓ SOP when using ladder must always be adhered to

Climbing down on ladder or structure	<ul style="list-style-type: none"> ✓ Working at heights 	<ul style="list-style-type: none"> ✓ Falling onto / Falling objects ✓ Mechanical failure of step ladder bolts ✓ Loosing footing and falling to ground ✓ Smooth angle iron surfaces that can be slippery 	<ul style="list-style-type: none"> ✓ Employees falling from heights which may result in fatality ✓ Personal injuries from elevated equipment 	M	<ul style="list-style-type: none"> ✓ Admin :provide training for personnel working at heights ✓ Developing a safe working procedures and inspections should be conducted on regular basis
Reinstate concrete slab	<ul style="list-style-type: none"> ✓ Chemicals (Cement) 	<ul style="list-style-type: none"> ✓ Inhalation of chemicals 	<ul style="list-style-type: none"> ✓ Skin burns or irritation caused by contact with a cement 	M	<ul style="list-style-type: none"> ✓ Using respiratory mask; replace
Back filling and Paving	<ul style="list-style-type: none"> ✓ Compacting and filling 	<ul style="list-style-type: none"> ✓ Contact with underground services; ✓ Vehicles / workers falling into excavations; ✓ Contact with moving plant; ✓ Contact with tipping materials; 	<ul style="list-style-type: none"> ✓ Employee injuries 	M	<ul style="list-style-type: none"> ✓ Trained banks man to control vehicle movement; ✓ Competent workers to operate plant; ✓ PPE to be worn; ✓ Workers to stand clear as materials are being tipped; ✓ Use stop blocks and signs to warn vehicles of excavations, where applicable; ✓ Stand clear of plant whilst materials are being compacted; ✓ Establish position of underground services and protect services from damage
Compactor	<ul style="list-style-type: none"> ✓ The use of compactor to compact the ground 	<ul style="list-style-type: none"> ✓ Incompetent personnel ✓ Incorrect way of operating the machine 	<ul style="list-style-type: none"> ✓ Injuries ✓ Fatality ✓ Property damages 	M	<ul style="list-style-type: none"> ✓ Employees must be trained to operate the compactor ✓ Supervision must be in place at all times
Grinder	<ul style="list-style-type: none"> ✓ The use of Grinder 	<ul style="list-style-type: none"> ✓ Suspended loads ✓ Open flames 	<ul style="list-style-type: none"> ✓ injuries 	H	<ul style="list-style-type: none"> ✓ Employees should be provided with the right PPE to

		✓ Small chips on the floor			<ul style="list-style-type: none"> protect themselves from cutting themselves. ✓ Area must be cleared after a task. ✓ Only the right competent personnel to operate the grinder.
Clean site and remove Rubble	✓ Waste Disposal	✓ Injuries or property damaged	✓ Injuries	H	<ul style="list-style-type: none"> ✓ A proper waste disposal system should be in place ✓ Waste should be removed daily and placed in the correct waste disposal system
	✓ Poor house keeping	✓ Trip and fall	✓ injuries	H	<ul style="list-style-type: none"> ✓ Good housekeeping to be maintained
General activities in and around site	✓ Protection of public	✓ Injury to member of public from site works	✓ Injuries	M	<ul style="list-style-type: none"> ✓ Barriers and signage to be in place;

RISK ASSESSMENT MATRIX

Likelihood	Consequences				
	Insignificant (minor problem easily handled by normal day to day processes)	Minor (Some disruption possible e.g., damage equal to R150k)	Moderate (significant time / resources required. E.g., damage equal to R500k)	Major (Operations severely damaged. E.g., damages equal to R1m)	Catastrophic (business survival is at risk. Damage equal to R5m – 10m)
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High