



**GENERAL BILLS OF QUANTITIES  
ONLY TO BE USED WITH A  
LUMP-SUM CONTRACT FOR  
MAINTENANCE TO BE DONE AT BRITSTOWN  
POST OFFICE**

**MAINTENANCE WORK TO BE DONE**

.....  
**NAME OF CONTRACTOR**

# STANDARD POST OFFICE

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## GENERAL NOTES

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- 1 The Conditions of Contract and Contract Agreement issued by the S A Post Office Limited, this Bill of Quantities and the set of drawings will form the base for the contract to supply and install the Building, Shopfitting and Electrical work for the
- 2 The removal and replacement of materials and / or workmanship that do not conform to specification shall not constitute grounds for extension of the contract period.
- 3 Responsible person at the South African Post Office during the contract period will be:  
-----WIKUS DU PLESSIS-----
- 4 Site of work to be done: Britstown Post Office
- 5 Contract period : Two weeks
- 6 The rates of all items in this bill shall include all cleaning of site of burned and damaged material, manufacturing-, delivery- and installation costs, excluding VAT.
- 7 This bill is not divided into trades and the rate for each item described shall include all trades related to the specific item.
- 8 In all cases the tenderer shall ensure that the amount of his tender incorporates all statutory taxes, duties and levies and that nothing but value added tax (VAT) remains to be added thereto.
- 9 Provision is made in the summary of these bills of quantities for the inclusion of Value Added Tax (VAT).
- 10 All work must adhere to SABS 0400 and Local Authority Standards and Regulations and Occupational Health & Safety Workplace Manual
- 11 All measurements must be made sure of with preparation of quotation and for work to be carried out, correctly.
- 12 New signs must be erected according to Occupational Health & Safety at Work Place

BILL 13	<b><u>ELECTRICAL</u></b>	QTY	RATE	AMOUNT
	<p><b><u>PREAMBLES</u></b></p> <p><i>For preambles refer to "Model Preambles for Trades (September 2008 Edition)" as recommended and published the Association of South African Quantity Surveyors</i></p> <p>The installatbn shall be erected and tested in accordance with the following Acts and regulations;</p> <p>The latest issue of SANS 10142-1; "Code of Practice for the Wiring of Premises", The Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended, The Local Government Ordinance 1939 (Ordinance 17 of 1939) as amended and the municipal by-laws and any special requirements of the local supply authority, The Fire Brigade services Act 1993 Act 99 of 1987 as amended, The National Building Regulations and Buiding Standards Act 1977 (Act 103 of 1977) as amended</p> <p>QUALITY OF MATERIALS</p> <p>Only materials of first class quality shall be used and all materials shall be subject to the approval of the Representative/Agent, Material to comply with the relevant South African Bureau of Standards specifications, or to the International! Standard Specifications, where no SAN S specifications exist. Materials wherever possible, must be of South African manufacture.</p> <p>1 <b><u>REPLACEMENT OF FLUORECENT TUBE WITH SAME AS EXISTING:</u></b></p> <p>Public Area Replace starters at fluorecent lights</p> <p>2 <b><u>REPLACEMENT OFBULBS WITH LED BULBS:</u></b></p> <p>Britstown Post Office</p> <p>4 <b><u>REPLACE THE THERMOSTAT IN THE GEYSER, SAME AS ORIGINAL :</u></b></p> <p>Thermostat</p> <p>5 <b><u>REPLACE FAULTY LIGHT SWITCHES:</u></b></p> <p>Replace double light switches, same as existing</p> <p><b>ELECTRICAL carried to summary</b></p>	<p>72</p> <p>30</p> <p>8</p> <p>1</p> <p>2</p>		
				R -

	PLUMBING			
		QTY	RATE	AMOUNT
	<p><b><u>PREAMBLES</u></b></p> <p><i>For preambles refer to "Model Preambles for Trades (September 2008 Edition)" as recommended and published the Association of South African Quantity Surveyors</i></p>			
	<p>1 <b><u>REPLACING OF WATER CISTERN AT THE TOILET:</u></b></p> <p>Replace toilet cisterns with flushing meganisms, same as existing</p>	2		
	<p>2 <b><u>FIXING WATER LEAK AT WATER SUPPLY PIPE AFTER WATER METER:</u></b></p> <p>Water leak</p>	1		
	PLUMBING carried to summary			
				R -

	<b><u>WINDOW GLASS REPLACEMENT:</u></b>	QTY	RATE	AMOUNT
	<b><u>PREAMBLES</u></b>  <i>For preambles refer to "Model Preambles for Trades (September 2008 Edition)" as recommended and published the Association of South African Quantity Surveyors</i>  <b>QUALITY OF MATERIALS</b>  Only materials of first class quality shall be used and all materials shall be subject to the approval of the Representative/Agent, Material to comply with the relevant South African Bureau of Standards specifications, or to the International! Standard Specifications, where no SAN S specifications exist. Materials wherever possible, must be of South African manufacture.			
1	<b><u>REPLACEMENT OF WINDOW GLASS:</u></b>  Replace MISSING window glass at entrance office with simular safety glass. Measurements must be taken on site.	1		
	WINDOW GLASS REPLACEMENT carried to summary			

	<b><u>REPAIRING OF CEILING:</u></b>	QTY	RATE	AMOUNT
	<b><u>PREAMBLES</u></b>  <i>For preambles refer to "Model Preambles for Trades (September 2008 Edition)" as recommended and published the Association of South African Quantity Surveyors</i>			
1	Repair loose ceilings and fix it to to roof structure.	16 m²		
	<b>REPAIRING OF CEILING carried to summary</b>			R -

	<b><u>FLOOR TILES:</u></b>	QTY	RATE	AMOUNT
	<b><u>PREAMBLES</u></b>  <i>For preambles refer to "Model Preambles for Trades (September 2008 Edition)" as recommended and published the Association of South African Quantity Surveyors</i>			
1.	Replace broken ceramic floor tiles with new ceramic floor tiles, same as existing.	15		
	FLOOR TILES carried to summary			R -



	<b><u>REPAIRING OF FENCE</u></b>	QTY	RATE	AMOUNT
1	<b><u>PREAMBLES</u></b>  <i>For preambles refer to "Model Preambles for Trades (September 2008 Edition)" as recommended and published the Association of South African Quantity Surveyors</i>  Repair wire fence where it was cut open by replacing needed wire fence and binding it with wire accordingly.			
		100 m²		
	<b>REPAIRING OF FENCE carried to summary</b>			<b>R -</b>

	SUMMARY	
		TOTAL
1	ELECTRICAL	
2	PLUMBING	
3	GLAZING	
4	REPAIRING OF CEILING	
5	FLOOR TILES	
6	FENCE REPAIRS	
	SUBTOTAL [EXCL. VAT]	R -
	TOTAL [INCL. VAT]	
Tenderers are advised to study the Model Preambles for Trades before pricing this bill.		