

PART 2

DPW-07 (EC): FORM OF OFFER AND ACCEPTANCE

Project title:	DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS		
Tender / Quotation no:	ID: 3148854	Reference no:	19/2/4/2/2023-2025

OFFER

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

SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS.

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 TOTAL OFFER INCLUSIVE OF ALL APPLICABLE TAXES (All applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies) IS:

Rand (in words):

Rand in figures:	R

The amount in words takes precedence over the amount in figures. The award of the tender may be subjected to further price negotiation with the preferred tenderer(s). The negotiated and agreed price will be considered for acceptance as **a firm and final offer**.

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.

THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or Close Corporation: And: Whose Registration Number is: And: Whose Income Tax Reference Number is: CSD supplier number:.....	OR	Natural Person or Partnership: Whose Identity Number(s) is/are: Whose Income Tax Reference Number is/are: CSD supplier number:.....
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*Any reference to words "Bid" or "Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

**Any reference to the words "payment reduction" herein shall be construed to have the same meaning as the word "retention"

Tender / Quotation no: ID: 3148854

AND WHO IS (if applicable):	
Trading under the name and style of:	
AND WHO IS:	
Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms: In his/her capacity as:	Note: A Resolution / Power of Attorney, signed by all the Directors / Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.

SIGNED FOR THE TENDERER:

Name of representative	Signature	Date

WITNESSED BY:

Name of witness	Signature	Date

This Offer is in respect of: (Please indicate with an "X" in the appropriate block)

- The official documents ☐
- The official alternative ☐
- Own alternative (only if documentation makes provision therefore) ☐

(N.B.: Separate Offer and Acceptance forms are to be completed for the main and for each alternative offer)

SECURITY OFFERED:

- (a) the Tenderer accepts that in respect of contracts up to R1 million, a payment reduction** of 5% of the contact value (excluding VAT) will be applicable and will be deducted by the Employer in terms of the applicable conditions of contract
- (b) in respect of contracts above R1 million, the Tenderer offers to provide security as indicated below:
- (1) cash deposit of 10 % of the Contract Sum (excluding VAT) Yes ☐ No ☐
 - (2) variable construction guarantee of 10 % of the Contract Sum (excluding VAT) Yes ☐ No ☐
 - (3) payment reduction of 10% of the value certified in the payment certificate (excluding VAT) Yes ☐ No ☐
 - (4) cash deposit of 5% of the Contract Sum (excluding VAT) and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT) Yes ☐ No ☐
 - (5) fixed construction guarantee of 5% of the Contract Sum (excluding VAT) and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT) Yes ☐ No ☐

NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Insurance Act [Long-Term Insurance Act, 1998 (Act 52 of 1998) or Short-Term Insurance Act, 1998 (Act 35 of 1998)] or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

*Any reference to words "Bid" or "Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

**Any reference to the words "payment reduction" herein shall be construed to have the same meaning as the word "retention"

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For Internal & External Use

Effective date 27 June 2022

Version 2022/01

Tender / Quotation no: ID: 3148854

The Tenderer elects as its *domicilium citandi et executandi* in the Republic of South Africa, where any and all legal notices may be served, as (physical address):

Other Contact Details of the Tenderer are:

Telephone No..... Cellular Phone No.

Fax No

Postal address

Banker Branch.....

Registration No of Tenderer at Department of Labour

CIDB Registration Number:

ACCEPTANCE

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 Agreement 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 the above listed Parts.

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 securities, 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 fulfil 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 (5) working days of the date of such receipt notifies the employer in writing of any reason why he/she cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

For the Employer:

Name of signatory	Signature	Date

*Any reference to words "Bid" or "Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

**Any reference to the words "payment reduction" herein shall be construed to have the same meaning as the word "retention"

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For Internal & External Use

Effective date 27 June 2022

Version 2022/01

Tender / Quotation no: ID: 3148854

Name of Organisation:	Department of Public Works and Infrastructure
Address of Organisation:	<i>Old Magistrate Court 21-23 Market Street Kimberley 8301</i>

WITNESSED BY:

Name of witness	Signature	Date

Schedule of Deviations

1.1.1. Subject:
Detail:
1.1.2. Subject:
Detail:
1.1.3. Subject:
Detail:
1.1.4. Subject:
Detail:
1.1.5. Subject:
Detail:
1.1.6. Subject:
Detail:

By the duly authorised 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.

*Any reference to words "Bid" or "Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

**Any reference to the words "payment reduction" herein shall be construed to have the same meaning as the word "retention"

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For Internal & External Use

Effective date 27 June 2022

Version 2022/01

DPW-10.2 (EC): VARIABLE CONSTRUCTION GUARANTEE (GCC (2010) 2nd EDITION: 2010)

Director-General
Department of Public Works and Infrastructure
Government of the Republic of South Africa

FOR ATTENTION

Suzan Matlala
Private Bag 5002
Kimberley
8301

Sir,

VARIABLE CONSTRUCTION GUARANTEE FOR THE EXECUTION OF A CONTRACT IN TERMS OF GCC (2010) 2nd EDITION 2010

1. With reference to the contract between _____
_____ (hereinafter referred to as the "**contractor**") and the Government of the Republic of South Africa in its Department of Public Works and Infrastructure (hereinafter referred to as the "**employer**"), Contract/Tender No: **ID: 3148854**, for the **SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS** (hereinafter referred to as the "**contract**") for the sum of R _____, (*In Words:.....*), (hereinafter referred to as the "**contract sum**").

I / We, _____
in my/our capacity as _____ and hereby
representing _____ (hereinafter referred to as the "**guarantor**") advise that the **guarantor** holds at the **employer's** disposal the sum of R _____, (*in word.....*) being 10% of the **contract sum** (excluding VAT), for the due fulfilment of the **contract**.
2. I / We advise that the **guarantor's** liability in terms of this guarantee shall be as follows:
 - (a) From and including the date on which this guarantee is issued and up to and including the day before the date on which the last **certificate of completion** of works is issued, the **guarantor** will be liable in terms of this guarantee to the maximum amount of 10% of the **contract sum** (excluding VAT);
 - (b) The **guarantor's** liability shall reduce to 5 % of the **value of the works** (excluding VAT) as determined at the date of the last **certificate of completion** of works, subject to such amount not exceeding 10% of the **contract sum** (excluding VAT);
 - (c) This guarantee shall expire on the date of the last **final approval certificate**.
3. The **guarantor** hereby renounces the benefits of the exceptions *non numeratae pecunia; non causa debiti; excussionis et divisionis*; and *de duobus vel pluribus reis debendi* which could be pleaded against the enforcement of this guarantee, with the meaning and effect whereof I/we declare myself/ourselves to be conversant, and undertake to pay the **employer** the amount guaranteed on receipt of a written demand from the **employer** to do so, stating that (in the **employer's** opinion and sole discretion):
 - (a) the **contractor** has failed or neglected to comply with the terms and/or conditions of the **contract**;
or

Tender no: (Insert Tender Number)

- (b) the **contractor's** estate is sequestrated, liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa.
4. Subject to the above, but without in any way detracting from the **employer's** rights to adopt any of the procedures provided for in the **contract**, the said demand can be made by the **employer** at any stage prior to the expiry of this guarantee.
 5. The amount paid by the **guarantor** in terms of this guarantee may be retained by the **employer** on condition that upon issue of the last **final approval certificate**, the **employer** shall account to the **guarantor** showing how this amount has been expended and refund any balance due to the **guarantor**.
 6. 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 on account of any conduct alleged to be prejudicial to the **guarantor**. Without derogating from the foregoing, any compromise, extension of the construction period, indulgence, release or variation of the **contractor's** obligation shall not affect the validity of this guarantee.
 7. The **guarantor** reserves the right to withdraw from this guarantee at any time by depositing the guaranteed amount with the **employer**, whereupon the **guarantor's** liability ceases.
 8. This guarantee is neither negotiable nor transferable, and
 - (a) must be surrendered to the **guarantor** at the time when the **employer** accounts to the **guarantor** in terms of clause 5 above, or
 - (b) shall lapse in accordance with clause 2 (c) above.
 9. This guarantee shall not be interpreted as extending the **guarantor's** liability to anything more than payment of the amount guaranteed.

SIGNED AT _____ **ON THIS** _____ **DAY OF** _____ **20** _____

AS WITNESS

1. _____

2. _____

By and on behalf of

(insert the name and physical address of the guarantor)

NAME: _____

CAPACITY: _____
(duly authorised thereto by resolution attached marked Annexure A)

DATE: _____

- A. No alterations and/or additions of the wording of this form will be accepted.**
- B. The physical address of the guarantor must be clearly indicated and will be regarded as the guarantor's *domicilium citandi et executandi*, for all purposes arising from this guarantee.**
- C. This GUARANTEE must be returned to:** _____

DPW-10.4 (EC): FIXED CONSTRUCTION GUARANTEE GCC (2010) 2nd EDITION: 2010

Director-General
Department of Public Works and Infrastructure
Government of the Republic of South Africa

FOR ATTENTION

Suzan Matlala
Private Bag 5002
Kimberley
8301

Sir,

FIXED CONSTRUCTION GUARANTEE FOR THE EXECUTION OF A CONTRACT IN TERMS OF GCC 2ND EDITION 2010

1. With reference to the contract between _____
_____ (hereinafter referred to as the “**contractor**”) and the Government of the Republic of South Africa in its Department of Public Works and Infrastructure (hereinafter referred to as the “**employer**”), Contract/Tender No: **ID: 3148854**, for the **SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS** (hereinafter referred to as the “**contract**”), for the sum of R _____, (*in words:.....*), (hereinafter referred to as the “**contract sum**”).

I / We, _____
in my/our capacity as _____ and hereby
representing _____ (hereinafter referred to as the “**guarantor**”) advise that the **guarantor** holds at the **employer**’s disposal the sum of R _____, (*in words:.....*) being 5% of the **contract sum** (excluding VAT), for the due fulfillment of the **contract**.
2. The **guarantor** hereby renounces the benefits of the exceptions *non numeratae pecunia; non causa debiti; excussionis et divisionis*; and *de duobus vel pluribus reis debendi* which could be pleaded against the enforcement of this guarantee, with the meaning and effect whereof I/we declare myself/ourselves to be conversant, and undertake to pay the **employer** the amount guaranteed on receipt of a written demand from the **employer** to do so, stating that (in the **employer**’s opinion and sole discretion):
 - (a) the **contractor** has failed or neglected to comply with the terms and/or conditions of the **contract**;
or
 - (b) the **contractor**’s estate is sequestrated; liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa.
3. Subject to the above, but without in any way detracting from the **employer**’s rights to adopt any of the procedures provided for in the **contract**, the said demand can be made by the **employer** at any stage prior to the expiry of this guarantee.
4. The amount paid by the **guarantor** in terms of this guarantee may be retained by the **employer** on condition that upon the issue of the last **final approval certificate**, the **employer** shall account to the **guarantor** showing how this amount has been expended and refund any balance due to the **guarantor**.

Tender No: **ID: 3148854**

5. 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 on account of any conduct alleged to be prejudicial to the **guarantor**. Without derogating from the foregoing, any compromise, extension of the construction period, indulgence, release or variation of the **contractor's** obligation shall not affect the validity of this guarantee.
6. The **guarantor** reserves the right to withdraw from this guarantee at any time by depositing the guaranteed amount with the **employer**, whereupon the **guarantor's** liability ceases.
7. This guarantee is neither negotiable nor transferable, and
 - (a) must be surrendered to the **guarantor** at the time when the **employer** accounts to the **guarantor** in terms of clause 4 above, or
 - (b) shall lapse on the date of the last **certificate of completion** of works.
8. This guarantee shall not be interpreted as extending the **guarantor's** liability to anything more than the payment of the amount guaranteed.

SIGNED AT _____ ON THIS _____ DAY OF _____ 20____.

AS WITNESS

1. _____

2. _____

By and on behalf of

(insert the name and physical address of the guarantor)

NAME: _____

CAPACITY: _____
(duly authorised thereto by resolution attached marked Annexure A)

DATE: _____

- A. No alterations and/or additions of the wording of this form will be accepted.
- B. The physical address of the guarantor must be clearly indicated and will be regarded as the guarantor's *domicillium citandi et executandi*, for all purposes arising from this guarantee.
- C. This GUARANTEE must be returned to: _____

PG-02.1 (EC) PRICING ASSUMPTIONS – GCC (2010) 2nd Edition 2010

Project title:	DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS		
Tender / Quotation no:	ID: 3148854	Reference no:	19/2/4/2/2023-2025

C2.1 Pricing Assumptions

C2.1.1 GENERAL

The Bill of Quantities forms part of the Contract Documents and must be read and priced in conjunction with all the other documents comprising the Contract Documents, which include the Conditions of Tender, Conditions of Contract, the Specifications (including the Project Specification) and the Drawings.

C2.1.2 DESCRIPTION OF ITEMS IN THE SCHEDULE

The Bill of Quantities has been drawn up generally in accordance with Civil Engineering Quantities 1990 issued by the SA Institution of Civil Engineers.

The short descriptions of the items in the Bill of Quantities are for identification purposes only and the measurement and payment clause of the Standardized Specifications and the Particular Specifications, read together with the relevant clauses of the Project Specification and directives on the drawings, set out what ancillary or associated work and activities are included in the rates for the operations specified.

C2.1.3 QUANTITIES REFLECTED IN THE SCHEDULE

The quantities given in the Bill of Quantities are estimates only, and subject to remeasuring during the execution of the work. The Contractor shall obtain the Engineer's detailed instructions for all work before ordering any materials or executing work or making arrangements for it.

The Works as finally completed in accordance with the Contract shall be measured and paid for as specified in the Bill of Quantities and in accordance with the General and Special Conditions of Contract, the Specifications and Project Specifications and the Drawings. Unless otherwise stated, items are measured net in accordance with the Drawings, and no allowance has been made for waste.

The validity of the contract will in no way be affected by differences between the quantities in the Bill of Quantities and the quantities finally certified for payment.

C2.1.4 PROVISIONAL SUMS

Where Provisional sums or Prime Cost sums are provided for items in the Bill of Quantities, payment for the work done under such items will be made in accordance with Clause 45 of the General Conditions of Contract 2004. The Employer reserves the right, during the execution of the works, to adjust the stated amounts upwards or downwards according to the work actually done under the item, or the item may be omitted altogether, without affecting the validity of the Contract.

The Tenderer shall not under any circumstances whatsoever delete or amend any of the sums inserted in the "Amount" column of the Bill of Quantities and in the Summary of the Bill of Quantities unless ordered or authorized in writing by the Employer before closure of tenders. Unauthorized changes made by the Tenderer to provisional items in the Bill of Quantities, or to the provisional percentages and sums in the Summary of the Bill of Quantities will lead to the disqualification of the Tenderer.

C2.1.5 PRICING OF THE BILL OF QUANTITIES

The **bills of quantities / lump sum document** forms part of and must be read and priced in conjunction with all the other documents forming part of the **contract documents**, the Standard Conditions of Tender, Conditions of Contract, Specifications, Drawings and all other relevant documentation.

The prices and rates to be inserted by the Tenderer in the Bill of Quantities shall be the full inclusive prices to be paid by the Employer for the work described under the several items, and shall include full compensation for all cost and expenses that may be required in and for the completion and maintenance during the defects liability period of all the work described and as shown on the drawings as well as all overheads, profits, incidentals and the cost of all general risks, liabilities and obligations set forth or implied in the documents on which the Tender is based.

Each item shall be priced and extended to the "Total" column by the Tenderer, with the exception of the items for which only rates are required, or items which already have Prime Cost or Provisional Sums affixed thereto. If the Contractor omits to price any items in the Bill of Quantities, then these items will be considered to have a nil rate or price.

The Tenderer is required to check the Bills of Quantities and the numbers of the pages and should any be found to be missing or in duplicate, or should any of the typing be indistinct, or any doubt of obscurity arise as to the meaning of any description or particulars of any item, or if this Tender Enquiry contains any obvious errors, then the Tenderer must immediately inform the Principal Agent and have them rectified or explained in writing as the case may be. No liability whatsoever will be admitted by reason of the Contractor having failed to comply with the foregoing instruction.

No alterations, erasures, omissions or additions is to be made in the text and/or conditions of these Bills of Quantities. Should any such alterations, amendments, note/s or addition be made, the same will not be recognized, but reading of these Bills of Quantities as originally prepared by the Quantity Surveyor will be adhered to.

The contractor is cautioned that the use of any quantities appearing in these Bills of Quantities for the purpose of ordering material, it is done at own risk and no liability whatsoever will be admitted by the Employer or Quantity Surveyor for the correctness of such Quantities. Unless otherwise stated, items are measured net in accordance with the drawings, and no allowance is made for waste.

The prices and rates to be inserted by the Tenderer in the Bills of Quantities shall be the full inclusive prices to be paid by the Employer for the work described. Such prices and rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit. Market related prices shall be inserted as these will be used as a basis for assessment of payment for additional work that may have to be carried out. The Employer reserves the right to balance the Bill rates where deemed necessary within the Tendered Amount.

A price or rate is to be entered against each item in the Bills of Quantities, whether the quantities are stated or not. An item against which no rate is/are entered, or if anything other than a rate or a nil rate (for example, a zero, a dash or the word "included" or abbreviations thereof) is entered against an item, it will also be regarded as a nil rate having been entered against that item, i.e. that there is no charge for that item. The Tenderer may be requested to clarify nil rates, or items regarded as having nil rates; and the Employer may also perform a risk analysis with regard to the reasonableness of such rates.

Should the full intent and meaning of any description not be clear, the bidder shall, before submission of his tender, call for a written directive from the principal agent, failing which it shall be assumed that the contractor has allowed in his pricing for materials and workmanship in terms of National Best Practice.

All items for which terminology such as "inclusive" or "not applicable" have been added by the Tenderer will be regarded as having a nil rate which shall be valid irrespective of any change in quantities during the execution of the Contract.

The Tenderer shall fill in rates for all items where the words "rate only" appear in the "Total" column. "Rate Only" items have been included where:

- (a) variations of specified components in the make-up of a pay item may be expected; and
- (b) no work under the item is foreseen at tender stage but the possibility that such work may be required is not excluded.

For 'Rate Only' items no quantities are given in the "Quantity" column but the quoted rate shall apply in the event of work under this item being required. The Tenderer shall however note that in terms of the Tender Data the Tenderer may be asked to reconsider any such rates which the Employer may regard as unbalanced.

Descriptions in the Bills of Quantities are abbreviated and comply generally with those in the "PW 371" and the principles contained in the latest version of the SANS 1200 in South Africa. It is the intention that the abbreviated descriptions be fully described when read with the applicable measuring system and the relevant preambles and/or specifications. However, should the full intent and meaning of any description not be clear, the bidder shall, before submission of his tender, call for a written directive from the principal agent, failing which it shall be assumed that the contractor has allowed in his pricing for materials and workmanship in terms of National Best Practice.

The price quoted against each item of this Bills of Quantities shall cover the full inclusive cost of the complete work to which it refers, as described in the Conditions of Contract and Specifications and as shown on the Drawings and shall allow for labour, material, transporting, loading, storage, supervision, commissioning, wastage, as well as the builders profit and attendance.

The Tenderer must ensure that he fully completes all columns of the Bill of Quantities including the Final Summary. The fully priced bill of quantities must be submitted with the tender or The Final Summary and the Section Summary pages MUST be returned with the tender document as indicated the PA-03 Notice and Invitation to Tender / PA-04 Notice and Invitation for quotation.

The tenderers are to ensure that they have read and understood the project specifications included in C3: Scope of Work. All the information provided in the Scope of Works form part of the work and must be included in the rates.

"The Contractor shall be deemed to have inspected and examined the Site and its surroundings and information available in connection therewith and to have satisfied himself before submitting his tender (as far as is practicable) as to:

- (a) the form and nature of the Site and its surroundings, including subsurface conditions,
- (b) the hydrological and climatic conditions,
- (c) the extent and nature of work and materials necessary for the execution and completion of the Works,
- (d) the means of access to the Site and the accommodation he may require

and, in general, shall be deemed to have obtained all information (as far as is practicable) as to risks, contingencies and all other circumstances which may influence or affect his Tender"

C2.1.6 VALUE ADDED TAX

The **contract sum** must include for Value Added Tax (VAT). All rates, provisional sums, etc. in the **bills of quantities / lump sum document** shall be in Rands and cents and shall include all levies and taxes (other than VAT). VAT will be added in the summary of the Bill of Quantities. The rates must however be net (exclusive of VAT) with VAT calculated and added to the total value thereof in the Final Summary. All rates and amounts quoted in the Bill of Quantities

C2.1.7 CORRECTION OF ENTRIES

Incorrect entries shall not be erased or obliterated with correction fluid but must be crossed out neatly. The correct figures must be entered above or adjacent to the deleted entry, and the alteration must be initialled by the Tenderer.

C2.1.8 ARITHMETICAL ERRORS

Arithmetical errors found in the Bill of Quantities as a result of faulty multiplication of addition, will be corrected by the Engineer at the tender evaluation stage, as set out in the Tender Data.

C2.1.9 CONTRACT DOCUMENTS

The Tenderers are advised to examine the bills of quantities, drawings and specifications including all other contract documents and make themselves thoroughly acquainted with the nature and requirements of the work, as no claim for extra payment in this regard will be entertained. Should any parts of the drawings not be clearly intelligible to the Tender, he must, before submitting his tender, obtain clarification from the Principal Agent.

C2.1.10 UNITS OF MEASUREMENT

The units of measurement described in the Bill of Quantities are metric units for which the standard international abbreviations are used. Non-standard abbreviations which may appear in the Bill of Quantities are as follows:

No.	=	Number
%	=	Percent
Sum	=	Lump sum
PCsum	=	Prime cost sum
Prov sum	=	Provisional sum
m ³ .km	=	Cubic metre - kilometre
Km-pas	=	kilometre - pass
m ² .pass	=	square metre – pass

C2.1.11 TRADE NAMES

Tenderers attention is drawn to the fact that wherever trade names or references to any catalogue have been made in these Bills of Quantities, it is purely to establish a standard for the required material. If use is made of any other equally approved material in lieu of the prescribed trade name or catalogue, the necessary price adjustments will be made.

C2.1.12 CONTRACT DOCUMENTS

The Tenderers are advised to examine the bills of quantities, drawings and specifications including all other contract documents and make themselves thoroughly acquainted with the nature and requirements of the work, as no claim for extra payment in this regard will be entertained. Should any parts of the drawings not be clearly intelligible to the Tender, he must, before submitting his tender, obtain clarification from the Principal Agent.

C2.1.13 PAYMENTS

Interim valuations and payments will be prepared on a monthly basis, all in terms of the conditions of contract.

The contractor is to note that no payment will be made for materials stored off site and in the case of materials being stored on site, payment will only be made for such materials on condition that they have not been delivered to the site prematurely, a tax invoice and proof of payment (ownership) is submitted by the Contractor.

C2.1.14 ACCOMMODATION ON SITE

It is imperative to note that no living quarters for construction workers on site will not be permitted for the full duration of the contract unless otherwise stated in the contract data or permission be granted by the Employer.

C2.1.15 LOCAL MATERIAL UTILISATION REPORT (LOCAL CONTENT)

Bidders to note that materials procured for the works should be from South African manufactures and suppliers. Imported materials shall only be considered under exceptional circumstances, based on compelling technical justifications, and subject to the approval by the NDPWI.

The contractor shall achieve in the performance of this contract the prescribed local content deliverables as listed in PA36 and annexures C thereto in the respective designated sectors as published by Department Trade Industry and Competition (DTIC). The Service Provider shall submit an accumulative monthly report to the Employer's representative indicating the percentage targets achieved which must be reconciled upon completion of the project and to form part of the final account.

The contractor shall be responsible for record keeping, documenting and submission of monthly local material utilization report with supporting documentation to the Employer's representative within 7 working days of the beginning of the successive month, in terms of DTI&C designated industry/sector/sub-sector schedule as per the PA36 and Annexures C attached to the tender document. The final percentage achievement to be reconciled upon completion of the project and form part of the final account.

C2.1.16 CONTRACT PARTICIPATION GOALS

The contractor shall achieve in the performance of this contract the following Contract Participation Goals (CPGs) as indicated below:

Provision for pricing of compliance with the achieving the CPGs is made in the Contract Participation Goal Section of the Bills of Quantities and it is explicitly pointed out that all requirements in respect of the aforementioned are deemed to be priced thereunder and no additional claims in this regard shall be entertained

Monthly progressive reports to be submitted to the Employer's representative indicating the percentage targets achieved which must be reconciled upon completion of the project and to form part of the final account.

C2.1.16.1 Minimum 30% Sub-contracting Contract Participation Goal

MINIMUM 30% MANDATORY SUBCONTRACTING TO SMMEs: IMPLEMENTATION OF PREFERENTIAL PROCUREMENT REGULATIONS 2017

30% Mandatory subcontracting is NOT APPLICABLE to this project.

Provision is made within the Contract Participation Goal section in the Bill of Quantities for thirty percent (30%) subcontracting to SMMEs in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.1. The contractor shall price his Profit and Attendance, all inclusive of associated costs to the contractor for implementation. Allowance must be made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

C2.1.16.2 MINIMUM TARGETED LOCAL BUILDING MATERIAL MANUFACTURERS CONTRACT PARTICIPATION GOAL

The Minimum Targeted Local Building Material Manufacturers CPG is NOT APPLICABLE to this project.

Provision is made within the Contract Participation Goal section in the Bill of Quantities for the Minimum Targeted Local Building Material Manufacturers CPG in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.2. The contractor shall price his Profit and Attendance, all inclusive of associated costs to the contractor for implementation. Allowance must be

made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

C2.1.16.3 MINIMUM TARGETED LOCAL BUILDING MATERIAL SUPPLIERS CONTRACT PARTICIPATION GOAL

The Minimum Targeted Local Building Material Suppliers CPG is *NOT APPLICABLE* to this project.

Provision is made within the Contract Participation Goal section in the Bill of Quantities for the Minimum Targeted Local Building Material Suppliers CPG in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.3. The contractor shall price his Profit and Attendance, all inclusive of associated costs to the contractor for implementation. Allowance must be made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

C2.1.16.4 MINIMUM TARGETED LOCAL LABOUR SKILLS DEVELOPMENT CONTRACT PARTICIPATION GOAL

The Minimum Targeted Local Labour Skills Development CPG is *NOT APPLICABLE* to this project.

Provision is made within the Contract Participation Goal section in the Bill of Quantities for the Minimum Targeted Local Labour Skills Development CPG in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.4. The contractor shall price his Profit and Attendance, all inclusive of associated costs to the contractor for implementation. Allowance must be made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

C2.1.16.5 CIDB BUILD PROGRAMME: MINIMUM TARGETED ENTERPRISE DEVELOPMENT: CONTRACT PARTICIPATION GOALS (CPG)

The Minimum Targeted Enterprise Development CPG is *NOT APPLICABLE* to this project.

A provisional amount has been allowed for within the Contract Participation Goal section in the Bill of Quantities for the Minimum Targeted Enterprise Development CPG in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.5. The provisional amount allowed is for the appointment of training coordinator, mentor, training service providers and training of the beneficiary enterprises.

The contractor shall price his Profit and Attendance, all inclusive of associated costs to the contractor for implementation. Allowance must be made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

The contractor shall complete a separate bill of quantities upon the award of the project and identification of the respective beneficiaries and the appointment of the training coordinator, mentor, training service providers of which the cost will be offset against the provisional amount allowed in the Bills of Quantities.

C2.1.16.6

CIDB BUILD PROGRAMME: MINIMUM TARGETED TARGETED CONTRACT SKILLS DEVELOPMENT GOALS (CSDG)

The Minimum Targeted Contract Skills Development CPG is **NOT APPLICABLE** to this project.

A provisional amount has been allowed for within the Contract Participation Goal section in the Bill of Quantities for the Minimum Targeted Skills Development CPG in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.6. The provisional amount allowed is for:

- stipends payable to the beneficiaries
- appointment of training coordinator
- appointment of mentor (where applicable)
- appointment of training service providers
- other additional costs as per table 3 of the Standard

The contractor shall price his Profit and Attendance (all inclusive of associated costs to the contractor for implementation and reporting), based on the provisional amount in the Contract Participation Goal section in the Bill of Quantities. The contractor shall complete a separate bill of quantities upon the award of the project and identification of the respective beneficiaries. The CPG value to be achieved will be based on the actual contract amount which will be offset against the provisional amount allowed for within the Contract Participation Goal section in the Bill of Quantities.

Allowance must be made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

Payment

The contractor shall upon the appointment of beneficiaries, provide a breakdown of all the associated costs. The contractor shall provide a payment schedule as to how the CPG costs will be claimed against for inclusion in the monthly payment certificates.

(a) Payment to the contractor to accommodate Part/Full Occupational qualification and Trade qualifications:

Should the contractor select Part/Full Occupational qualification and Trade qualifications learners, then the employer shall make provision for payment to the contractor as indicated in Table 3 of the Standard.

The contract skills participation goal, expressed in Rand, shall not be less than the contract amount multiplied by a percentage (%) factor given in Table 2 in the Standard for the applicable class of construction works. Should the contractor select Part/Full Occupational qualification and Trade qualifications learners, then the employer shall make provision for payment to the contractor as indicated in Table 3 of the Standard.

No provision for an additional payment item for the payment of the supervisor and/or mentors for the provision of training as provided for in the Contract Participation Goal section in the Bill of Quantities for the training of part/full time occupational learners and/or trade qualification learners. The associated cost is deemed to be included in general supervision on site.

The contractor shall complete a separate bill of quantities upon award, indicating the type and number of beneficiaries as well as the associated Notional Cost of Training to be provided, on which payment will be based.

- (b) Payment to the contractor to accommodate Work Integrated Learners and Candidates for professional registration:

Should the contractor select Work Integrated Learners and/or Candidates for professional registration, then the employer shall make provision for payment to the contractor as indicated in Table 3 of the Standard.

Provisional amounts have been included in the Contract Participation Goal section in the Bill of Quantities for the training of Work Integrated Learners and Candidates for professional registration. The contractor shall price his Profit and Attendance (all inclusive of associated costs to the contractor for implementation and reporting), based on the provisional amount in the Contract Participation Goal section in the Bill of Quantities.

The contractor shall complete a separate bill of quantities upon award, indicating the type and number of beneficiaries as well as the associated Notional Cost of Training to be provided, on which payment will be based.

The CPG value to be achieved will be based on the contract amount as defined by the Standard, which will be offset against the provisional amount allowed for within the Contract Participation Goal section in the Bill of Quantities.

The contractor shall apportion the cost of accommodating work integrated learners (P1 and P2 learners) and candidates for professional registration by using Table 3 in the Standard and this cost will be used to determine the Rand value and will be used in determining the contract participation goal in the Bills of Quantities.

Table 3: Notional Cost of Training; Headcount

Source: cidb Standard for Skills Development

Source: Job Standard for Skills Development					
Type of Training Opportunity	Provision for stipends (Unemployed learners only)	Provisions for mentorship	Provisions for additional costs*	Total costs	
				Unemployed learners	Employed learners
Method 1					
Occupational qualification	R7 000	R0	R9 000	R16 000	R9 000
Method 2					
TVET College graduates	R14 000	R0	R9 000	R23 000	N/A
Apprenticeship	R14 000	R0	R12 000	R26 000	R12 000
Method 3					
P1 and P2 learners	R24 000	R20 000	R4 500	R48 500	N/A
Method 4					
Candidates with a 3 year diploma	R37 000	R20 000	R4 500	R61 500	R20 000
Candidates with 4 year qualification	R47 000	R20 000	R4 500	R71 500	R20 000

Note: the required CPG will be recalculated based on the awarded tender amount and "Contract amount" once the beneficiaries have been appointed and actual costs are known. The notional cost of providing training opportunities will increase by CPI on an annual basis based on April CPI. Should the rates increase after bid award or during construction the rates will be adjusted as a remeasuarble item.

Example: Training Target Calculation for a R65,7m GB contract

Contract amount	R65 700 000
Contract duration	12 Months
CSDG	0,50%
Minimum CSDG target	0,50% x R65 700 000 = R328 500 (Minimum requirement)

Table 4: Notional cost recalculation upon appointment of beneficiaries

Skills Types	Number of learners	Notional Cost / Learner / Quarter	Notional cost/learner/year	Total Notional Cost over 12 months Contract
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Method 2: Workplace learning opportunities, with unemployed TVET graduates	1	R23 000	R92 000	R92 000
Method 3: Candidacy for an unemployed learner with a 3-year qualification	1	R61 500	R246 000	R246 000
Total	2			R338 000

C2.1.16.7 NATIONAL YOUTH SERVICE TRAINING AND DEVELOPMENT PROGRAMME

The National Youth Service Training and Development Programme is **NOT APPLICABLE** to this project.

The programme shall be implemented in terms of the Implementation of the National Youth Service Programme under the Expanded Public Works (EPWP) and shall be priced in the CPG section of the Bills of Quantities.

Provision has been made within the Contract Participation Goal section in the Bill of Quantities for the National Youth Service Training and Development Programme CPG in the execution of this project as described in PG-01.1 (EC) SCOPE OF WORKS C3.5.7. The contractor to price all elements of this section and allowance must be made for submitting monthly reports in the prescribed manner as per examples of reports bound in the specification document.

C2.1.16.8 LABOUR-INTENSIVE WORKS

Labour Intensive Works is **NOT APPLICABLE** to this project

Where labour intensive work is specified in the Bill of Qualities and indicated by "LI" the contractor must price for and include in rates. Contractors are expected to use their initiative to identify additional activities that can be done labour-intensively to comply with the set minimum labour intensity target. Allowance must be made for submitting monthly reports illustrating the value of the works executed under Labour Intensive Works.

C2.2 Submission of Accrual Reports

The Contractor shall submit accrual reports to the client representative at the end of March and September each year for the duration of the Service Contract period from the date of appointment up to and including project closeout. This is to ensure that PMTE complies with the accounting framework GRAP, which requires that PMTE disclose all its accruals as at the end of each reporting date. Allowance must be made for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.



**PRICE SUMMARY BILL- DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW
VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>TOTAL AMOUNT</u>
Bill No. 1	Preliminary & General	
Bill No. 2	LV Switchgears and Distribution Boards	
Bill No. 3	Mains Cabling & Cable Sleeves	
Bill No. 4	General Lighting	
Bill No. 5	Luminaires	
Bill No. 6	Small Power	
Bill No. 7	Earthing and Lightning Protection	
Bill No. 8	Area/Perimeter Lighting	
Bill No. 9	Day Work and Non-Schedule Items	
	SUB-TOTAL	
	ADD VAT@15%	
	TOTAL	

BILL NO:01

		DESCRIPTION	YEAR ONE				YEAR TWO				TOTAL AMOUNT A+B
ITEM	UNIT		QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B			
		BILL NO. 1: PRELIMINARY AND GENERAL Conditions of Contract: Compliance with all contractual requirements and obligations in terms of GCC 2010, 2nd edition.									
1,1	FIXED CHARGES										
1.1.1	Site Establishment	Sum	1			0					
1.1.2	Provision of Central Office and Storage of equipment	Sum	1			0					
1.1.3	Removal of Site Establishment and Equipment to DPWI workshop-Kimberley	Sum	1			1					
1.1.4	Extent of Fixed-charge Obligations	Sum	1			1					
1.1.5	Provision for Health & Safety File in Compliance with occupational Health & Safety Act	Sum	1			0					
1.1.6	Rubbish and Waste Management Plan	Sum	1			1					
1.1.7	Training, issuing of user guides and manuals.	Sum	1			0					
1.1.8	(Please Specify)										
1.1.9										
1,2	CONTRACTUAL REQUIREMENTS										
1.2.1	Provision of Sureties	Sum	1			0					
1.2.2	Insurance: Public Liability	Sum	1			0					
1.2.3	Provision of Record Drawings	Sum	1			0					
1.2.4	Other Value Related Obligations	Sum	1			0					
1.2.5	(Please Specify)										
1.2.6										
1.2.7										
1.2.8										
1.2.9										
		TOTAL CARRIED FORWARD TO THE NEXT PAGE									

		TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE					
1.3	TIME-RELATED ITEMS						
1.3.1	Contractual Requirements						
	Insurance: Special Risk(SASRIA)	Months	12			12	
	Insurance: Occupational Compensation(COIP)	Months	12			12	
	Programme of Works	Months	1			1	
	Progress of the Works	Months	12			12	
1.3.2	Operation and Maintenance of Site Establishment Admin facilities: Instructions books/Records, communication and etc	Months	12			12	
	Signage	No	15			15	
1.3.3	Supervision for the Duration of Contract Access Control & Identity of staff	Months	12			12	
1.3.4	OHS: Compliance with the Act including additional requirements (Covid-19)						
	Safety Officer: Appoint including OHS reports	Sum	1			1	
	First Aid Kit: Supply & Maintain	Sum	1			1	
	Covid-19 Requirements	Months	12			12	
1.3.5	EPWP Programme The provision of remuneration is based on official labour rate(R21,69/hr) as the amount agreed by NMMW from the Minister of Labour. The tender shall include full compensation for all costs associated with the employment of two(2) workers, and complying with the conditions of EPWP and of contract. The cost for the training shall be excluded from this item. This is based on 24 months period, but employment is based on year one and year two. Electrical students are recommended for this opportunity for training purposes and skills transfer. Allowance of R3600.00/mnth per student is calculated based on R21.69*8hrs*21days.						
		TOTAL CARRIED FORWARD TO THE NEXT PAGE					

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE							
1.3.5.1	Allowance of R7200 for 2 student per/month	Months	12		12		
1.3.5.2	Profit and Attendance to the above item	%	10%		0,12		
	Provision for complete branded EPWP PPE for 2 student						
1.3.5.3	Footwear-Safety Shoe	each	2		2		
1.3.5.4	Reflective Jacket as per SANS 1866 - Orange	each	2		2		
1.3.5.5	Reflective Trouser as per SANS 1866 - Orange	each	2		2		
1.3.5.6	Supply basic electrician tool box	Sum	2		0		
	Allowance of R60,000.00 for Training of trade test						
1.3.5.7	and register with accredited facility for test writing	sum	1				
1.3.5.8	Profit and Attendance to the above item	%	0,1				
1.3.6	(Please Specify).....						
1.3.7						
1.3.8						
1.3.9						
TOTAL BILL NO.1 CARRIED OVER TO SUMMARY OF BILLS							

BILL NO:2 SWITCHGEARS AND DISTRIBUTION BOARDS									
ITEM	DESCRIPTION	YEAR ONE			YEAR TWO			TOTAL AMOUNT	A+B
		UNIT	QTY	RATE	QTY	RATE	AMOUNT B		
	BILL NO.2: LV SWITCHGEARS AND DISTRIBUTION BOARD								
	Supply,maintain,repair and commission complete switchgears and distribution boards where necessary, including all busbars and din-rails as specified to relevant sections below with their standard specification. PLEASE NOTE: Labour/Install rate is measured somewhere								
	LV SWITCHGEARS								
2.1	Miniature Circuit Breakers (MCB) As per SANS 556-1/IEC 60947-2, with a fault level current 2.5 to 10KA. C curve and D curve.								
2.1.1	Single Pole MCB (2Amps to 32Amps)								
	Supply	Unit	50						
2.1.2	Single Pole MCB (40Amps to 125Amps)								
	Supply	unit	50						
2.1.3	Double Pole MCB (2Amps to 32Amps)								
	Supply	unit	50						
2.1.4	Double Pole MCB (40Amps to 125Amps)								
	Supply	unit	20						
2.1.5	Triple Pole MCB (6Amps to 40Amps)								
	Supply	unit	100						
2.1.6	Triple Pole MCB (50Amps to 125Amps)								
	Supply	unit	75						
2.2	Earth Leakage Protection Unit As per IEC/EN 60898, with sensitivity tripping current 30mA And fault level current 6KA								
2.2.1	Double Pole Unit (25Amps to 63Amps)								
	Supply	Unit	50						
TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT	QTY	RATE	AMOUNT B	TOTAL AMOUNT
2.2.2	Triple Pole Unit +Neutral (63Amps)								
	Supply	unit	20			20			
2.3	Molded-Case Circuit Breakers (MCCB)/Switch Disconnector As per SANS/IEC 60947-3, with a fault level current 2 to 25KA.								
2.3.1	Triple Pole Unit (63 Amps to 160 Amps)	unit	5			5			
	Supply								
2.3.2	Triple Pole Unit (200 Amps to 800Amps)	unit	5			5			
	Supply								
2.3.3	Three pole and neutral 275v with indication, surge protection device class 2 lmax 10kA.								
	Supply	unit	40			40			
2.3.4	Three pole and neutral 275v with indication, surge protection device class 2 lmax 40kA.								
	Supply	unit	10			10			
2.3.5	One pole and neutral 275v with indication, surge protection device class 2 lmax 10kA.								
	Supply	unit	10			10			
2.4	Miscellaneous Accessories for Switching Including Contactors, Relays, Timers, and etc								
2.4.1	Provisional amount	Sum	1			1			
	Profit and Attendance on above	0,05				0,06			
	DISTRIBUTION BOARDS DB's will differ with dimension on domestic and commercial type.								
2.5	Domestic Distribution Boards								
2.5.1	Flush Adjustable Distribution Boards - All Colours Metal pre-fitted for din or samite complete with metal chassis and tray.								
	Supply	unit	5			5			
TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE										
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT	QTY	RATE	AMOUNT B	TOTAL AMOUNT	
2.5.2	Surface Mounted Distribution Boards - All colours Metal pre-fitted for din or samite Supply	unit	10			10				
2.6	Commercial Distribution Boards									
2.6.1	Flush Architrave Distribution Boards with Door - All colours Complete with metal push handle,metal hinges. Pre-fitted for samite or din Supply	unit	12			10				
2.6.2	Surface Cabinet Distribution Board with Door - All colours Metal pre-fitted for samite or din Supply									
		unit	30			30				
2.6.3	Floor Standing Cabinet distribution Board with Doors-All colours Metal pre-fitted for samite or din Kiosks (Metal or Fibreglass) Supply	unit	5			5				
		unit	6			6				
2.7	Distribution Board - Painting and Lockers									
	Allowance for painting with similar colour and Lockers	Sum	1			1				
	Profit and attendance on above	0,05				0,06				
	TOTAL BILL NO.2 CARRIED OVER TO SUMMARY OF BILLS									

ITEM	DESCRIPTION	UNIT	YEAR ONE			YEAR TWO			TOTAL AMOUNT	A+B
			QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B		
3	BILL NO.3: MAINS CABLING AND CABLE SLEEVES									
3.1	CABLE SLEEVES Solid or flexible PVC cable sleeves chased or surfaced onto brickwork or laid in the open trench or under concrete floor including couplings, backfilling and compacting <i>NOTE: Sleeves for future use to be sealed at both ends</i> <i>Rate for labour is measured somewhere</i>									
3.1.1	110mm diameter (kabelflex sleeve) Supply	m	100			50				
3.1.2	45 degrees slow bends for 110mm dia.sleeve Supply	each	30			30				
3.1.3	50mm diameter (kabelflex sleeve) Supply	m	100			50				
3.1.4	45 degrees slow bends for 50mm dia.sleeve Supply	each	20			20				
3.1.5	32mm diameter (kabelflex sleeve) Supply	m	300			300				
3.1.6	45 degrees slow bends for 32mm dia.sleeve Supply	each	30			30				
TOTAL CARRIED FORWARD TO THE NEXT PAGE										

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
3.1.7	Cleaning and maintaining including paint of LV room service trench with cross bracing for LV Panel, chequer plate covers and the whole interior of LV room.								
	Allowance amount per facility	Sum	10			10			
3.1.8	Drawn into conduit or sleeve 1,6mm galvanised draw wire								
	Supply	m	1500			1000			
3.1.9	P9000 in roof space for light, power cables and power conductors complete with cover strips								
	Supply	m	10			10			
3.1.10	P220 wire basket in roof space for power cables complete with cover strips								
	Supply	m	50			50			
3.1.11	150mm wide medium duty cable tray including hangers and fixing								
	Supply	m	50			50			
3.2	LOW VOLTAGE CABLES Supply cable where needs to be serviced through cable sleeve in trench or on cable trays and sleeves								
TOTAL CARRIED FORWARD TO THE NEXT PAGE									



TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE											
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT		
3.2.1	120mm ² x 4 core ECC										
	Supply	m	30			20					
3.2.2	Termination for 120mm ² x 4 core cable										
	Supply	each	4			2					
3.2.3	70mm ² x 4 core ECC										
	Supply	m	50			50					
3.2.4	Termination for 70mm ² x 4 core cable										
	Supply	each	6			4					
3.2.5	50mm ² x 4 core ECC										
	Supply	m	150			50					
3.2.6	Termination for 50mm ² x 4 core cable										
	Supply	each	10			10					
3.2.7	35mm ² x 4 core ECC										
	Supply	m	60			60					
3.2.8	Termination for 35mm ² x 4 core cable										
	Supply	each	20			10					
3.2.9	25mm ² x 4 core ECC										
	Supply	m	150			50					
3.2.10	Termination for 25mm ² x 4 core cable										
	Supply	each	20			10					
TOTAL CARRIED FORWARD TO THE NEXT PAGE											

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
3.2.11	16mm ² x 4 core ECC								
	Supply	m	80			80			
3.2.12	Termination for 16mm ² x 4 core cable								
	Supply	each	20			10			
3.2.13	16mm ² x 3 core ECC								
	Supply	m	50			50			
3.2.14	Termination for 16mm ² x 3 core cable								
	Supply	each	130			20			
3.2.15	10mm ² x 3 core ECC								
	Supply	m	100			100			
3.2.16	Termination for 10mm ² x 3 core cable								
	Supply	each	20			10			
3.2.17	6mm ² x 3 core ECC								
	Supply	m	100			100			
3.3	<u>Cable Tape</u> Laid in an open trench and 150mm above a cable 150mm wide 800 gauge cable marker tape.								
	Supply	m	200			200			
3.5	<u>Trenching (LABOUR INTENSIVE)</u> Excavation of cable trench 600mm deep, 400mm wide including backfilling and compacting (see Specification for classification of materials) In earth only when required								
	Soft rock EXTRA OVER earth	m3	100			100			
		m3	50			50			
	Hard rock	m3	50			50			
TOTAL BILL NO.3 CARRIED OVER TO SUMMARY OF BILLS									



ITEM	DESCRIPTION	YEAR ONE			YEAR TWO			TOTAL AMOUNT A+B
		UNIT	QTY	RATE	AMOUNT A	QTY	RATE	
4.1	BILL NO.4: GENERAL LIGHTING							
	CONDUIT The supply of PVC conduit. Install is measured elsewhere Prices to include cutting, draw boxes, fixing materials tees, bends, saddles, etc.							
4.1.1	20mm dia conduit							
	Supply	m	500			500		
4.1.2	32mm dia conduit							
	Supply	m	100			100		
4.1.3	Galvanised metal conduit chased into brickwork, cast in concrete or fixed on trusses in ceiling void including cutting, bending, reaming, setting, joining, draw boxes and fixing material (average). 20mm dia conduit							
	Supply	m	500			500		
4.1.4	32mm dia conduit							
	Supply	m	200			200		
4.2	SWITCHES							
4.2.1	16/20A single lever, one way flush mounted rocker or similar type switch (White in colour)							
	Supply	each	200			200		
4.2.2	16/20A single lever, two way flush mounted rocker or similar type switch (White in colour)							
	Supply	each	100			100		
	TOTAL CARRIED FORWARD TO THE NEXT PAGE							

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
4.2.3	BROUGHT FORWARD 16/20A two lever, one way flush mounted rocker or similar type switch (White in colour) Supply	each	200			100			
4.2.4	16/20A three lever, one way flush mounted rocker or similar type switch with classic range coverplates (White in colour) Supply	each	100			100			
4.2.5	16/20A four lever, one way flush mounted rocker or similar type switch with classic range coverplates (white in colour) Supply	each	100			100			
4.2.6	16/20A single lever, one way surface mounted weatherproof switch Supply	each	50			50			
4.2.7	Photo Cell- Day/Night Switch Type ZS 20A National photo electric cell Supply	each	100			50			
4.2.8	Dimmer switch - 1000w (one lever, two way) diamond range coverplates(White in colour) Supply	each	10			10			
	Industrial switch-12A or 20A with 2 to 5 position stepping	each	60			40			
TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
4.3	CONDUCTORS The supply of PVC insulated single core stranded copper conductors drawn into conduits. Installation is measured elsewhere								
4.3.1	2. 5mm ² PVC black and red								
	Supply	m	3000			3000			
4.3.2	1. 5mm ² PVC green / yellow earth wire								
	Supply	m	1000			1000			
4.3.3	2. 5mm ² round surfix and earth wire								
	Supply	m	500			500			
TOTAL BILL NO.4 CARRIED OVER TO SUMMARY OF BILLS									

ITEM	DESCRIPTION	YEAR ONE			YEAR TWO			TOTAL AMOUNT A+B
		UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B
5.1	BILL NO. 5: LUMINAIRES Maintain all luminaires that are surface mounted or recessed on a ceiling, or on brickwork including lamps and fixing material. Replace luminaire with similar or equal to the existing NOTE: See contract document for detailed technical specifications							
5.1.1	Downlighter: Aluminium reflector dimmable . Horizontal lamp positioning. Pure aluminium diffuser. 2p19 Supply	each	5			5		
5.1.2	Open channel fluorescent 18 to 36W Light fitting Supply	each	50			50		
5.1.3	Closed Channel: Tamper proof screws hold the diffuser in place and must be removable with special tool. The diffuser shall be standard 8mm high impact acrylic with opal . The body must be manufactured from 1mm stainless steel powder coated . The luminaire must be approved by department of correctional services. The luminaire to be compactable to LED lamp tubes Supply	each	30			30		
5.1.4	Reseced luminaire: 1200mmx600mm. Luminaire must be ideal for retrofit solution for ceiling up to 3.5m. Opal optc diffuser. LED lighting Supply	each	10			10		
5.1.5	Bulkhead: Square or round with aluminium body opal polycarbonated diffuser epoxy coated. The luminaire must be anti corrosion IP65 rating . Wall mounted or ceiling mounted. Body shape either round or square Supply	each	20			20		
TOTAL CARRIED FORWARD TO THE NEXT PAGE								

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
5.1.6	BROUGHT FORWARD Surface mounted closed channel, body rolled mild steel with epoxy coated powder finish. Anti iridescent matt aluminium louvre. Luminaire to be compactable for three tubes lamp Or either 2 tube lamps. Replace with similar to what is existing.								
	Supply	each	50			50			
	Recessed Luminaire: 3 or 4 tubes high quality luminaire the louvre is fixed with the body. Rolled steel body with epoxy powder coated finish either with panels or parabolic louvre								
	Supply	each	10			10			
	High bay Luminaire: Body finish with epoxy powder finish coated. Aluminium diffuser. Luminaire compactable to PL lamps								
	Supply	each	20			20			
5.1.7	Supply light fixture components								
	Starters	each	800			300			
	Ballast/choke	each	800			300			
	Ignitor	each	800			300			
	Control Gear	each	800			200			
	Diffusers	each	800			200			
	Capacitors	each	800			300			
TOTAL BILL NO.5 CARRIED OVER TO SUMMARY OF BILLS									



ITEM	DESCRIPTION	YEAR ONE			YEAR TWO			TOTAL AMOUNT	A+B
		UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	
6.1	BILL NO.6: SMALL POWER CONDUIT AND CONDUIT ACCESSORIES SABS APPROVED CONDUIT PVC conduit. The supply of conduit including cutting, drawboxes and fixing materials								
6.1.1	20mm dia	m	500			500			
	Supply								
6.1.2	25mm dia	m	500			250			
	Supply								
	CONDUIT ACCESSORIES PVC SABS APPROVED CONDUIT The supply of drawboxes including locknuts, bushes, coverplates, fixing materials when required etc.								
6.1.3	Round box for 20mm	No	150			100			
	Supply								
6.1.4	Round box for 25mm	No	50			50			
	Supply								

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT	QTY	RATE	AMOUNT	TOTAL AMOUNT
6,2	CONDUCTORS The supply of PVC insulated stranded single core copper conductors drawn into conduits and ducting								
6.2.1	2.5mm ² PVC black and red Supply	m	100			100			
6.2.2	4mm ² PVC black and red Supply	m	1000			500			
6.2.3	2.5mm ² PVC insulated green/yellow earth wire Supply	m	1000			500			
6,3	SOCKET OUTLETS AND ISOLATORS								
6.3.1	16A 3 pin single switch socket outlets complete with range coverplates Supply	each	100			100			
6.3.2	16A 3 pin double switch socket outlets complete with range coverplates Supply	each	100			100			
TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
6.3.3	16A 3 pin double pedestal switch socket outlets complete with range coverplates Supply								
		each	20			10			
6.3.4	Cluster unit with 2 pin,2 essential switched socket outlets with data and telephone point in diamond range cover or similar Supply								
		each	20			10			
6.3.5	5A switchless socket outlets Supply								
		each	60			60			
6.3.6	60 Ampere, triple pole isolator for Hot water cylinder, including diamond range cover Supply								
		each	60			20			
6.3.7	40 Ampere double pole for Stove Isolator including diamond range or similar cover Supply								
		each	30			30			
6.3.8	25 Ampere, one lever surface weatherproof isolator for cassette room airconditioner Supply								
		each	30			30			
6.3.9	30 Ampere, triple pole isolator Supply								
		each	30			30			
TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
6.4	POWER SKIRTING AND POWER TRUNKING The supply of modular pre-galvanised 2 compartment power skirting or power trunking complete with 2 separate clip on steel full length covers colour hospital grey or similar .Endcap/top end, Inside Bend, OutsideBend, Corner Riser, Mid Point "TEE" Riser etc.								
6.4.1	2 compartment P802 power ducting complete with 55mm cover								
	Supply	m	200			100			
6.4.2	16A 3 pin round socket outlet								
	Supply	each	100			100			
6.4.3	16A 3 pin flat dedicated socket outlet								
	Supply	each	100			100			
6.4.4	RJ45 Blank cover								
	Supply	each	50			50			
6.4.5	RJ11 Blank cover								
	Supply	each	50			50			
TOTAL BILL NO.6 CARRIED OVER TO SUMMARY OF BILLS									



ITEM	DESCRIPTION	YEAR ONE			YEAR TWO			TOTAL AMOUNT A+B
		UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B
7,1	BILL NO.8: EARTHING AND LIGHTNING PROTECTION							
	EARTHING							
7.1.1	Earthing and bonding to SANS 10142-1	Sum	1			1		
7,2	TESTING & COMMISSIONING							
7.2.1	Testing of the complete LPS installation in terms of SANS 10142-1 and provision of Certificates of Compliance	Item	16			16		
7,3	BONDING OF WATER MAINS AND CABLES							
7.3.1	Bond the proposed water main to the adjacent down conductor. All water pipes, hand basins, sinks, baths, gutters and rain water pipes shall be bonded. All external earth wires and cable armouring from the incoming and outgoing cables will be properly crimped into cable lugs and bolted to their respective earth bars. Supply	Sum	1			1		
7,4	LIGHTNING PROTECTION							
7.4.1	EARTH ELECTRODES Maintain all the earthrods and ensure the connection to the earth wire to achieve equal potential bonding 1500mm Copper Earthrods/spikes for Equipotential Bonding Links Supply	each	200			50		
8.4.2	Supply or Maintain Down Aluminium rod strictly in accordance with the relevant SANS & IEC Specifications 16mm² Aluminium Rods or similar Supply Terminate Calweld/clamped earth electrode/ cable connection supply	m	300			100		
		each	100			100		
		m3	52			52		
TOTAL CARRIED FORWARD TO THE NEXT PAGE								

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
7,5	Bare Stranded Copper Earth Wire Supply or Maintain Bare Stranded Copper wires in trenches including termination for Equipotential Bonding strictly in accordance with the relevant SANS								
7.5.1	& IEC Specifications 35mm ² copper cable	m	1000			400			
	Supply								
	Terminate	each	70			70			
7,6	Ring Earth Trenching Trenching and backfilling in compacted layers, including bedding and installation of warning tape								
7.6.1	above cable.								
	Pickable soil	m3	150			50			
	Soil resistivity surveys								
	supply	m3	17			18			
	ELPA Certificate in accordance to SANS62305 Part 2 report								
	supply	m3	18			17			
	70mm ² isolated kwena conductor								
	Supply	m	150			50			
	Terminate	ea	20			20			
TOTAL BILL NO.8 CARRIED OVER TO SUMMARY OF BILLS									



ITEM	DESCRIPTION	UNIT	QTY	YEAR ONE		YEAR TWO		TOTAL AMOUNT
	BILL NO.8: AREA/PERIMETER LIGHTING			RATE	AMOUNT A	RATE	AMOUNT B	
8,1	LOW VOLTAGE CABLE Maintain, Provide,test and commission the following 1 000V ECC/SWA/ECC copper cable.							
8.1.1	6mm² x 3 core ECC supply	m	500					
	Termination	each	100					
8.1.2	2.5mm² x 3 core ECC supply	m	500					
	Termination	each	100					
8,2	CABLE TRENCHES Excavation and back-fill cable trenches as per specification.(including soft soil layer around cable).The excavation for the perimeter poles are included here.							
8.2.1	Pickable soil	m³	50					
8.2.2	Hard rock	m³	30					
TOTAL CARRIED FORWARD TO THE NEXT PAGE								

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
8,3	LUMINAIRES Maintain, provide ,install and connect completely the following light fittings as described and light accessories. Light fittings shall be complete with lamps and shall be SANS approved.								
8.3.1	similar type post top luminaires to provide area lighting along the parking area. Police Blue indicator light. Written POLICE. The luminaire consists of a spigot base, optical compartment with integral control gear and top cover and is designed to operate LEDs of up to 54W								
	Supply	each	7	R 3 850,00	R 26 950,00	7			
	similar type post top luminaire to provide lighting along the area. The luminaire shall have a housing with a spigot base; top cover, glare -shield. Marine grade high pressure die cast aluminium, protected by high impact acrylic. The luminaire shall have IP rating of 65 with high impact acrylic. The entry shall be at the bottom. Equal or similar to bekashine								
8.3.2	Supply	each	40			40			
	Similar Post top:The luminaire consists of a spigot base. The luminaire must be designed to operate LEDs up to 54 watts .The high-impact non-discolouring acrylic diffuser bowl is hexagonal in shape and is smooth on the outside, but has internal prismatic to reduce the direct glare component.								
8.3.3	Supply	each	5			5			
	LED Flood light. The body is high pressure die cast aluminium finished. The luminaire to be powered with LED modules. Power of 220v to 240v and must have a surge protection								
8.3.4	Supply	each	60			60			
TOTAL CARRIED FORWARD TO THE NEXT PAGE									



TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
8.3.5	Floodlight: The body must of high pressure cast aluminium and the control housing as well. The diffuser must be tempered glass. The luminaire must be able to use with metal halide or HPS (High pressure sodium)								
	Supply	each	60			60			
8.3.6	Streetlight: The body, gear compartment lid, and bulkhead must be manufactured from high pressure UV stabilised. The gasket between the diffuser and the body must be silicone. The luminaire clips and the diffuser must be stainless steel.								
	Supply	each	50			50			
8.3.7	Bulkhead luminaire: The diffuser must be designed for glare control and high impact protection. The housing must be high pressure die cast aluminium and corrosion resistant and suitable to install in coastal areas. The luminaire must be able to operate LED lights and retrofit of 70watt-100watt HPS and mercury vapour.								
	Supply	each	80			80			
8.3.8	4.5m Galvanized steel pole or similar for post top luminaire								
	Supply	each	10			10			
8.3.9	9.5m Galvanized steel pole or similar for flood lights								
	Supply	each	10			10			
8.3.10	Light Fixture Components								
	Supply	each	700			700			
	Starters	each	700			700			
	Ballast/choke								
TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
	Ignitor	each	700			700			
	Capacitors	each	700			700			
	Diffuser	each	200			200			
	Control gear housing	each	100			100			
TOTAL BILL NO.9 CARRIED OVER TO SUMMARY OF BILLS									

ITEM	DESCRIPTION	UNIT	YEAR ONE			YEAR TWO			TOTAL AMOUNT	A+B
			QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B		
9	BILL NO.9: DAY WORK (LABOUR/INSTALL AND TRANSPORT COSTS) AND NON-SCHEDULED ITEMS									
9.1	DAY WORK									
9.1.1	Normal Hours									
	Supervisor (<i>Pr/candidate ECSA OR Licenced from DOL</i>)	Hour	50			50				
	Electrician (<i>Licenced from DOL</i>)	Hour	250			250				
	Skilled Labourer	Hour	250			250				
	Semi-skilled labourer	Hour	250			250				
	General labourer	Hour	250			250				
9.1.1	Overtime Hours Overtime is subject ONLY when the breakdown or emergency occurs after 6PM. No general labour or supervisor shall benefit from overtime.									
	Electrician	Hour	100			100				
	Semi-skilled labourer	Hour	100			100				
9.2	TRANSPORT COST All distance for inspection, repairs, maintenance and any installation will be measure from reference location identified at Springbok									
9.2.1	Type A (1Top) vehicle travelling rate	km	2400			2400				
9.2.2	Type B (2Ton) vehicle travelling rate	km	10500			7500				
9.2.3	Type C (4Ton) vehicle travelling rate	km	2500			1000				
9.2.4	Use of a self-propelled cherry picker	hr	600			300				
9.2.5	Use of TLB	hr	100			100				
9.3	ELECTRICAL COC's Testing and commissioning of electrical installation or provision of supplementary COC as per SANS 10142-1 and submit Certificate of Compliance.									
9.3.1	Allowance amount for COC's	Sum	67			67				
	TOTAL CARRIED FORWARD TO THE NEXT PAGE									

TOTAL BROUGHT FORWARD FROM THE PREVIOUS PAGE									
ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT A	QTY	RATE	AMOUNT B	TOTAL AMOUNT
9.4	NON-SCHEDULED ITEMS This item includes labour and material. Quotation to be submitted prior the commencement of works. No payment will be made without proof of approval or any instruction from the project leader.								
9.4.1	Allowance for non-schedule items	Sum	1			1			
	Profit & Attendance to the above item	%	0.1			0.1			
TOTAL BILL NO.9 CARRIED OVER TO SUMMARY OF BILLS									

PG-01.1 (EC) SCOPE OF WORKS – (GCC (2010) 2nd EDITION: 2010)

Project title:	DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS		
Tender no:	ID: 3148854	Reference no:	19/2/4/2/2023-2025

C3. Scope of Works

CONTENTS

C3.1 STANDARD SPECIFICATIONS

C3.2 PROJECT SPECIFICATIONS

A: GENERAL

- PS-1 PROJECT DESCRIPTION
- PS-2 DESCRIPTION OF SITE AND ACCESS
- PS-3 MAINTENANCE AND REPAIRS PROGRAMME
- PS-4 OCCUPATIONAL HEALTH AND SAFETY PLAN

B: AMENDMENTS TO THE PARTICULAR SPECIFICATIONS

Specify if any.....

- 1.
- 2.

C3.3 PARTICULAR SPECIFICATIONS

- PS-1 GENERAL MAINTENANCE

C3.1 STANDARD SPECIFICATIONS:

The standard specifications on which this contract is based are the **South African Bureau of Standards Standardized Specifications for Civil Engineering Construction SABS 1200**. *(Note to compiler. "SABS" has been changed to "SANS"; the SABS 1200 specifications are due to be replaced in the foreseeable future by SANS 2100)*

Although not bound in nor issued with this Document, the following Sections of the Standardized Specifications of SABS 1200 shall form part of this Contract:

A - 1986 - GENERAL / D – (etc, to be provide by compiler)

C3.2 PROJECT SPECIFICATIONS:

Status

The Project Specification, consisting of two parts, forms an integral part of the contract and supplements the Standard Specifications.

Part1 A contains a general description of the works, the site and the requirements to be met.

Part B contains variations, amendments and additions to the Standardized Specifications and, if applicable, the Particular Specifications.

In the event of any discrepancy between a part or parts of the Standardised of Particular Specifications and the Project Specification, the Project Specification shall take precedence. In the event of a discrepancy between the specifications, (including the Project Specifications) and the drawings and / or the Bill of Quantities, the discrepancy shall be resolved by the Engineer before the execution of the work under the relevant item.

3.2.1 GENERAL

PS-1 PROJECT DESCRIPTION:

DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS.

PS-2 DESCRIPTION OF SITE AND ACCESS

The department of SANDF, SAPS, DOJ and DCS may require the contractor to have his personnel or certain number of them to perform security screening for security reasons.

Contractor's personnel must have identity document and uniform so that they can be easily identified by Public Works Clients.

PS-2 DESCRIPTION OF SITE AND ACCESS

The contractor shall use competent trained staff directly employed and supervised by delegated supervisor and shall take all reasonable care to maintain the installation and keep staff members in proper working conditions.

Arrange with the occupants of buildings regarding access to the premises in order to execute the required services.

Take adequate precautions to prevent any loss or damages to building such as fittings, furnisher inside or any belongings of the building within the premises.

Any claims by the client due to the negligence or misconduct by the service provider or employee by the contractor shall be and remains the liability, responsibility of the service provider (contractor).

Service provider shall comply with all by-laws and requirements of the local authority.

Maintenance, servicing and repairs must be taken place during normal working hours except arrangement has been made or breakdown/emergency occurs.

The contractor must ensure that log book is easily accessible by the department and must always be on site at all times with client maintenance unit/representative.

PS-3 MAINTENANCE AND REPAIRS PROGRAMME

The contractor must provide department and client with programme (any format is accepted which details all the milestones of the contract period), at least every 6 months the programme must be revised and resubmitted to the project manager.

The programme must be submitted within 14 days before the execution of services

PS-4 OCCUPATIONAL HEALTH AND SAFETY PLAN

The contractor must all times be in position of Occupational Health and Safety Plan and it must have approval from DPWI health and safety officer.

The contractor must provide his/her personnel and PPE clothing as per the BOQ.

3.2.2 AMENDMENTS TO THE STANDARD AND PARTICULAR SPECIFICATION:

Specify subheadings below :.....(Additional annexure is required if any addition)

- 1.
- 2.

C3.3 PARTICULAR SPECIFICATIONS:

3.3.1 PART 1 – GENERAL MAINTENANCE

1 TESTS

After completion of the works and before first delivery is taken, a full test will be carried out on the installation for a period of sufficient duration to determine the satisfactory working thereof. During this period the maintenance will be inspected and the Contractor shall make good, to the satisfaction of the Representative/Agent, any defects which may arise.

The Contractor shall provide all instruments and equipment required for testing and any water, power and fuel required for the commissioning and testing of the maintenance at completion.

2 MAINTENANCE OF MAINTENANCE

With effect from the date of the First Delivery Certificate the Contractor shall at his own expense undertake the regular servicing of the installation during the maintenance period and shall make all adjustments necessary for the correct operation thereof.

If during the said period the maintenance is not in working order for any reason for which the Contractor is responsible, or if the maintenance develops defects, he shall immediately upon being notified thereof take steps to remedy the defects and make any necessary adjustments.

Should such stoppages however be so frequent as to become troublesome, or should the maintenance otherwise prove unsatisfactory during the said period the Contractor shall, if called upon by the Representative/Agent or the Director-General, at his own expense replace the whole of the maintenance or such parts thereof as the Representative/Agent or the Director-General may deem necessary with apparatus specified by the Representative/Agent or the Director-General.

3 REGULATIONS

The installation shall be erected and tested in accordance with the Acts and Regulations as indicated in the scope of works

The latest issue of SANS 10142: "Code of Practice for the Wiring of Premises",
The Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended,
The Local Government Act 1998 (Act 10 of 1998) as amended and the municipal by-laws and any special requirements of the local supply authority,
The National Building Regulations and Building Standards Act 1996 (Act 29 of 1996) as amended,
The Electricity Act 1996 (Act 88 of 1996) as amended and

4 NOTICES AND FEES

The Contractor shall give all notices required by and pay all necessary fees, including any inspection fees, which may be due to the local Supply Authority.

On production of the official account, only the net amount of the fee charged by the Supply Authority for connection of the installation to the supply mains, will be refunded to the Contractor by the Department.

5 QUALITY OF MATERIALS

Only materials of first class quality shall be used and all materials shall be subject to the approval of the Department. Departmental specifications for various materials to be used on this Contract are attached to and form part of this specification.

Wherever applicable the material is to comply with the relevant South African Bureau of Standards, specifications, or to British Standard Specifications, where no SABS Specifications exist.

Materials wherever possible, must be of South African manufacture.

6 WORKMANSHIP AND STAFF

Except in the case of electrical maintenance supplied by a single-phase electricity supply at the point of supply, an accredited person shall exercise general control over all electrical installation work being carried out. The workmanship shall be of the highest grade and to the satisfaction of the Department.

All inferior work shall, on indication by the Department's inspecting officers, immediately be removed and rectified by and at the expense of the Contractor.

7 CERTIFICATE OF COMPLIANCE

On completion of the service, a certificate of compliance must be issued to the Department's Representative/Agent in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993).

8 EARTHING OF INSTALLATION

Main earthing

The type of main earthing must be as required by the supply authority if other than the Departments, and in any event as directed by the Department's representative, who may require additional earthing to meet test standards.

Where required an earth mat shall be provided, the minimum size, unless otherwise specified, being 1,0m x 1,0m and consisting of 4mm diameter hard-drawn bare copper wires at 250mm centres, brazed at all intersections.

Alternatively or additionally earth rods or trench earths may be required as specified or directed by the Department's authorised representative.

Maintenance shall be effectively earthed in accordance with the "Wiring Code" and to the requirements of the supply authority. All earth conductors shall be stranded copper with or without green PVC installation.

Connection from the main earth bar on the main board must be made to the cold water main, the incoming service earth conductor, if any and the earth mat or other local electrode by means of 12mm x 1,60 mm solid copper strapping or 16 mm² stranded (not solid) bare copper wire or such conductor as the Department's representative may direct. Main earth copper strapping where installed below 3m from ground level, must be run in 20 mm diameter conduit securely fixed to the walls.

All other hot and cold water pipes shall be connected with 12mm x 0,8mm perforated for solid copper strapping (not conductors) to the nearest switchboard. The strapping shall be fixed to the pipework with brass nuts and bolts and against walls with brass screws at 150-mm centres. In all cases where metal water pipes, down pipes, flues, etc., are positioned within 1,6m of switchboards an earth connection consisting of copper strapping shall be installed between the pipework and the board. In vertical building ducts accommodating both metal water pipes and electrical cables, all the pipes shall be earthed at each distribution board.

Roofs, gutters and down pipes

Where service connections consist of overhead conductors, all metal parts of roofs, gutters and down pipes shall be earthed. One bare 10mm² copper conductor shall be installed over the full length of the ceiling void, fixed to the top purlin and connected to the main earth conductor and each switchboard. The roof and gutters shall be connected at 15m intervals to this conductor by means of 12mm X 0,8mm copper strapping (not conductors) and galvanised bolts and nuts. Self-tapping screws are not acceptable. Where service connections consist of underground supplies, the above requirements are not applicable.

Sub-distribution boards

A separate earth connection shall be supplied between the earth busbar in each sub-distribution board and the earth busbar in the Main Switchboard. These connections shall consist of bare or insulated stranded copper conductors installed along the same routes as the supply cables or in the same conduit as the supply conductors. Alternatively, armoured cables with earth continuity conductors included in the armouring may be utilised where specified or approved.

Sub-circuits

The earth conductors of all sub-circuits shall be connected to the earth busbar in the supply board in accordance with SANS 10142.

Ring Mains

Common earth conductors may be used where various circuits are installed in the same wire way in accordance with SANS 10142. In such instances the sizes of earth conductors shall be equivalent to that of the largest current carrying conductor installed in the wire way, alternatively the size of the conductor shall be as directed by the Engineer. Earth conductors for individual circuits branching from the ring main shall be connected to the common earth conductor with T-ferrules or soldered. The common earth shall not be broken.

Non-metallic Conduit

Where non-metallic conduit is specified or allowed, the installation shall comply with the Department's standard quality specification for "conduit and conduit accessories".

Standard copper earth conductors shall be installed in the conduits and fixed securely to all metal appliances and equipment, including metal switch boxes, socket-outlet boxes, draw-boxes, switchboards, luminaires, etc. The securing of earth conductors by means of self-threading screws will not be permitted.

Flexible Conduit

An earth conductor shall be installed in all non-metal flexible conduit. This earth conductor shall not be installed externally to the flexible conduit but within the conduit with the other conductors. The earth conductor shall be connected to the earth terminals at both ends of the circuit.

Connection

Under no circumstances shall any connection points, bolts, screws, etc., used for earthing be utilised for any other purpose. It will be the responsibility of the Contractor to supply and fit earth terminals or clamps on equipment and materials that must be earthed where these are not provided.

Unless earth conductors are connected to proper terminals, the end shall be tinned and lugged.

C3.4 STANDARD MINIMUM REQUIREMENTS

In terms of section 5(2) of the Construction Industry Development Board Act, 2000 (Act no. 38 of 2000) (the Act), the Construction Industry Development Board is empowered to establish and promote best practice standards, Standard Requirements and Guidelines which includes the following but not limited to:

- C3.4.1 cidb Best Practice: Green Building Certification, No. 34158 Government Gazette, 1 April 2011
- C3.4.2 cidb Standard for Developing Skills through Infrastructure Contracts, No. 36760 Government Gazette, 23 August 2013
- C3.4.3 cidb Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts, No 36190 Government Gazette, 25 February 2013
- C3.4.4 Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2017, No. 40553 Government Gazette, 20 January 2017
- C3.4.5 cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts, No. 41237 Government Gazette, 10 November 2017
- C3.4.6 cidb Standard for Minimum Requirements for Engaging Contractors and Sub-Contractors on Construction Works Contracts, No. 41237 Government Gazette, 10 November 2017
- C3.4.7 cidb Standard for Minimum Requirements for Engaging Contractors and Sub- Contractors on Construction Works Contracts, No. 42021 Government Gazette, 9 November 2018
- C3.4.8 cidb Standard for Developing Skills through Infrastructure Contracts, No. 43495 Government Gazette, 3 July 2020
- C3.4.9 SANS 10142 wiring of premises
- C3.4.10 SANS10313 lightning protection system

C3.5 CONTRACT PARTICIPATION GOALS AND CIDB BUILD PROGRAMME

The contractor shall achieve in the performance of the contract the following Contract Participation Goals (CPGs) as indicated below. Provision for pricing of compliance with the achieving the CPGs is made in the Contract Participation Goal Section of the Bills of Quantities and it is explicitly pointed out that all requirements in respect of the aforementioned are deemed to be priced thereunder and no additional claims in this regard shall be entertained:

C3.5.1 Minimum Thirty Percent (30%) Mandatory Sub-contracting Contract Participation Goal

**MINIMUM THIRTY PERCENT (30%) MANDATORY SUBCONTRACTING TO SMMEs:
IMPLEMENTATION OF PREFERENTIAL PROCUREMENT REGULATIONS 2017**

30% Mandatory subcontracting is *NOT APPLICABLE* to this project.



DECLARATION – EPWP PROGRAMME

I _____ from the Company

Hereby Undertake To Comply To :

1. RECRUITMENT AND PLACEMENT OF EPWP PARTICIPANTS (Workers)

1.1 Comply To EPWP BOQ, Specifications and Code Of Good Practice.

2. RECRUITMENT AND PLACEMENT OF LOCAL LABOURERS

3. Recruitment And Placement Of _____ Workers, Cleaners and/or Gardeners.

3.1 Comply With Applicable Wage Order/ Determination or Agreement, In Terms of Labour Relations Act or Wage Act

4. COMPLY TO EPWP MONTHLY REPORTING REQUIREMENTS

Monthly, Prepare And Submit Below EPWP documents Attached To Monthly Payments Certificate to the Project Managers:

- 4.1 All Employees and EPWP Participants Contracts
- 4.2 All Employees And EPWP Participants Certified SA ID Copies
- 4.3 All Employees And EPWP Participants Attendance Registers
- 4.4 All Employees and EPWP Participants Proof Of Payment
- 4.5 EPWP Reports Populated On Standard Templates

5. PENALTY FOR NON COMPLIANCE

Acknowledge Non Compliance Penalty Of R 3000- 00 (Three Thousands Rand) Per Month Per Participants

Signed by : _____
Director of the Company

Company name : _____

Date : _____



EPWP IMPLEMENTATION FRAMEWORK ON NDPWI PROJECTS

DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS In order to make tender / contract documents fully EPWP compliant (labour-intensive construction projects) the following clauses and / or additions need to be included in the documentation:

1. Tender Document Cover

The following EPWP Logo to be included on the bottom of the front cover



EXPANDED PUBLIC WORKS PROGRAMME
CONTRIBUTING TO A NATION AT WORK

2. Tender Notice and Invitation to Tender

The following must be included in the notice and invitation to tender (for Contract Documentation for the Works):

"Only tenderers who employ staff which satisfy EPWP requirements are eligible to submit tenders."

3. Contract Data

The following must be included in the contract data in the contract with the Employer:

Linkage of payment for labour-intensive component of works to submission of project data

The Contractor's payment invoices shall be accompanied by labour information for the corresponding period in a format specified by the employer. If the contractors chooses to delay submitting payment invoices, labour returns shall still be submitted as per frequency and timeframe stipulated by the Employer. The contractor's invoices shall not be paid until all pending labour information has been submitted.

Applicable labour laws

The current Ministerial Determination (also downloadable at www.epwp.gov.za), Expanded Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice, shall apply to works described in the scope of work as being labour intensive and which are undertaken by unskilled or semi-skilled workers.



4. Bill of Quantities

- Due to the nature of the works involved, this type of project is feasible as a labour Intensive project i.e. the maintenance activities will require skilled/unskilled labour.
- Noted that only few items were identified to be implemented on the BOQ.

6. Employment Targets

The contractor needs to provide a realistic estimate on the number of jobs that the project has the potential to create throughout the project duration as the project will be implemented using Labour Intensive Construction methods on elements where it is economical and feasible for this construction method.

Estimated no of jobs to be created:

NYS Beneficiaries = N/A

Local Labour = 2

7. Employment requirements

Tenderers are advised that this contract will be subject to the Expanded Public Works Program (EPWP) aimed at alleviating and reducing unemployment.

Tenderers must allow for any costs for the following employment requirements of the EPWP

60% women

55% youth aged between 18 and 35 years

2% people with disability

100% unskilled labour utilized must reside within the boundaries of the Municipality ward where this contract is executed, with preference to the local community closest or at the walking distance to the contract site. Wherever possible local skilled tradesmen are to be employed on this contract with the view to maximize utilization of local resources.

8. EPWP Branding

8.1. Signboard

EPWP Programme at the project level shall always be promoted through the projects signage board that embrace EPWP logo at the bottom, correct measurement for this signage board will be provided by the project leader during the site handing over meeting.

The Contractor is responsible for ensuring that the project board remains neatly and safely erected for the full duration including the maintenance period, after which the project board and posts are to be dismantled and handed to the client in good order



8.2. Personal Protective Equipment (PPE)

All local labourers including contractor & sub-contractors' shall be provided with EPWP branded Personal Protective Equipment (PPE), as per the branding specifications.

Overalls to be orange in colour as per EPWP Corporate image and requirements (Annexure E). Branding to be done in full colour. Specification with the exception of Correctional Services contracts where the participants top and bottom would be green.

9. Reporting

The Contractor's payment invoice shall be accompanied by labour information for the corresponding period in an EPWP reporting format (Annexure B). The completed EPWP reporting template should be accompanied by the following supporting documents:

- Contract of employment (Individual and/or Entity) - once-off
- Certified South African ID copy (certification date not older than 3 months)-once-off
- Attendance register of participants- periodically
- Proof of payment of participants- periodically
- Schedule of payment for SMMEs- periodically (N/A)

The Consultant shall, before certifying a contractor's payment certificate, ensure that contractor has submitted labour information in a format and timeframe specified by the employer.

If the information submitted by the contractor is inadequate the consultant shall not submit the payment certificate to the employer for payment. If the contractor chooses to delay submitting payment invoices, labour information shall still be submitted as per frequency and timeframe stipulated by the Employer. The contractors invoice shall not be paid until all pending labour information has been submitted.

10.02 PROVISION OF EPWP DESIGNED OVERALLS, HARD HATS TO YOUTH WORKERS (NYS) AS WELL AS ONE PAIR OF SAFETY BOOTS.

10.02.01 PPE for local labour: Supply 1 x full overall and 1 pair of safety boots to each local labour

R.....Unit: PC .Sum

Amount carried forward to summary: R.....

GENERAL INFORMATION

DOCUMENTATION

The Department of Public Works & Infrastructure proposes to service, repair and maintain of low voltage installation for period of 24 months at De Aar and surrounding areas.

- 1.1. **Maintenance** – maintenance must be carried out by qualified service providers in terms of the Operational Health and Safety legislation.
- 1.2. **Repair**- actions required to reinstate of installation to its original state when such fails due to ordinary use. This does not include upgrading or replacement of installation. Should there be a need to upgrade or replace any equipment the service provider should communicate with responsible works manager/inspector for approval.
- 1.3. The service provider will be called as when the above mentioned services are required in a form of compliant number and order number. The service provider should not execute any work without receiving complaint number from NDPWI.
- 1.4. **Warranty**- The service contractor shall unconditionally guarantee any work performed on the Departmental electrical equipment, or implements for twelve (12) months on new parts supplied and three (3) months repairs on existing equipment/components, irrespective of hours worked or kilometres travelled.

If the standard warranty period on any parts that are supplied by the contractor is more favorable to the department than that stated above, then the standard warranty shall apply.

Should the work done not meet the above mentioned condition the contractor will be held accountable.

- 1.5. **Response time** – the contractor should respond to complaint within the stated in the table time below
- 1.6. **Service** – the contractor is responsible to comply with service schedule of High Tension equipment

PRIORITY	RESPONSE TIME	RESOLUTION TIME
Emergency	2 hours	8 hours
Urgent	8 hours	24 hours
Normal	24 hours	7 days

- 1.7. **Job-card** – The job card should meet the following criteria:
 - Be fully completed
 - With complaint number/ID number/order number
 - Summary of work executed
 - Completion date of work executed
 - Both signed by contractor and end-user
 - End-user date stamp

1.8. **Invoices** – The contractor shall invoice NDPWI when work executed is completed and confirmed by the client onsite and the invoice must be submitted to DPWI within 5 days of completion of work via email, postal address or hand delivery unless otherwise special arrangement is made between the project manager and contractor . **The following criteria should be meet upon submission of invoices:**

- Invoice must be made of “Department Of Public Works & Infrastructure “ together with the address of the department;
- Name of the company and contact information, including physical and postal address, email address, cellphone and telephone where applicable;
- Value added tax (VAT), CSD and company’s registration number;
- Description of a list of the services or goods provided and the price for each items of such goods or services;
- Quantity and units price of the goods and/or service procured and/or delivered;
- Date of invoice;
- Invoice number;
- Department purchase order or complaint number(KIM number/ID number);
- Supplier’s banking details and Total amount claimed/invoiced

1.8 **Unsatisfactory performance**- occurs when performance is not in accordance with the contract conditions.

1.8.1 The departmental official shall warn the contractor in writing that action will be taken in accordance with the contract conditions unless the contractor complies with the contract conditions and delivers satisfactory supplies or services within a specified reasonable time (7 days minimum). If the contractor does not perform satisfactorily despite the warning, the official will:

- (a) Take action in terms of its delegated powers; and
- (b) Make a recommendation to the Accounting Officer for cancellation of the contract concerned.

1.8.2 When correspondence is addressed to the contractor, reference will be made to the contract number/item number/s and an explanation of the complaint.



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

OCCUPATIONAL HEALTH AND SAFETY

HEALTH & SAFETY SPECIFICATIONS

FOR

**PROJECTS AND MAINTENANCE
(ELECTRICAL)**

MANAGED ON BEHALF OF

**THE DEPARTMENT OF
PUBLIC WORKS**

(THE “CLIENT”)

**PROJECT: DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND
REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT
FOR VARIOUS CLIENTS.**

SUPERVISION BY THE DEPARTMENT OF PUBLIC WORKS:

- Mr /Ms/Me** - **PROJECT MANAGER**
(Suzan Matlala)
(053 838 5358)
- Mr /Ms/Me** - **HEALTH & SAFETY OFFICER**
(Ms W Bolekwa)
(053 838 5235)
- Mr /Ms/Me** - **HEAD: FACILITY MANAGEMENT**
(Ms. A Xentsa)
(053 838 5345)
- Mr /Ms/Me** - **HEAD: REGIONAL MANAGER**
(Ms R Baulackey)
(053 838 5202)

SUPERVISION BY THE PRINCIPAL CONTRACTOR:

PRINCIPAL CONTRACTOR:

COIDA No.:

UIF No.:

Mr /Ms/Me

Mr /Ms/Me

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ATTACHMENTS:

IMPORTANT CONTACT DETAILS (HEALTH & SAFETY ONLY)

1. PREAMBLE

In terms of Construction Regulation 4(1)(a) of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), the Department of Public Works, as the Client and/or its Agent on its behalf, shall be responsible to prepare Health & Safety Specifications for any intended construction project and provide any Principal Contractor who is making a bid or appointed to perform construction work for the Client and/or its Agent on its behalf with the same.

The Client's further duties are as described in The Act and the Regulations made there-under. The Principal Contractor shall be responsible for the Health & Safety Policy for the site in terms of Section 7 of the Act and in line with Construction Regulation 5 as well as the Health and Safety Plan for the project.

This 'Health and Safety Specifications' document is governed by the "Occupational Health and Safety Act, 1993 (Act No. 85 of 1993), hereinafter referred to as 'The Act'. Notwithstanding this, cognisance should be taken of the fact that no single Act or its set of Regulations can be read in isolation. Furthermore, although the definition of Health and Safety Specifications stipulates 'a documented specification of all health and safety requirements pertaining to associated works on a construction site, so as to ensure the health and safety of persons', it is required that the entire scope of the Labour legislation, including the Basic Conditions of Employment Act be considered as part of the legal compliance system. With reference to this specification document this requirement is limited to all health, safety and environmental issues pertaining to the site of the project as referred to here-in. Despite the foregoing it is reiterated that environmental management shall receive due attention.

Due to the wide scope and definition of construction work, every construction activity and site will be different, and circumstances and conditions may change even on a daily basis. Therefore, due caution is to be taken by the Principal Contractor when drafting the Health and Safety Plan based on these Health and Safety Specifications. Prior to drafting the Health and Safety Plan, and in consideration of the information contained here-in, the contractor shall set up a Risk Assessment Program to identify and determine the scope and details of any risk associated with any hazard at the construction site, in order to identify the steps needed to be taken to remove, reduce or control such hazard. *This Risk Assessment and the steps identified will be the basis or point of departure for the Health and Safety Plan.* The Health and Safety Plan shall include documented 'Methods of Statement' (see definitions under Construction Regulations) detailing the key activities to be performed in order to reduce as far as practicable, the hazards identified in the Risk Assessment.

The Department of Public Works is tasked to provide accommodation and operational facilities to a very large proportion of the approximate 40 National Departments responsible for the governance of the Department of Public Works. A very large number of State employees and public users of the facilities and the services provided there-in directly interacts with the facilities provided by the well-being, health and safety of a great number of people. This Department thus has directly or indirectly, an impact on the Republic of South Africa as well as the National Parliament.

In this a high premium is to be placed on the health and safety of the most valuable assets of the Department of Public Works. These are its personnel, the personnel of its Clients and the physical assets of which it is the custodian and may also include the public as well. The responsibilities the Department and relevant stakeholders have toward its employees and other people present in the facilities or on the sites are captured further in this specification document. These responsibilities stem from both moral, civil and a variety of legal obligations. The Principal Contractor is to take due cognisance of the above statement.

Every effort has been made to ensure that this specification document is accurate and adequate in all respects. Should it however, contain any errors or omissions they may not be considered as grounds for claims under the contract for additional reimbursement or extension of time, or relieve the Principal Contractor from his responsibilities and accountability in respect of the project to which this specification document pertains. Any such inaccuracies, inconsistencies and/or inadequacies must immediately be brought to the attention of the Agent and/or Client.

2. SCOPE OF HEALTH AND SAFETY SPECIFICATION DOCUMENT

The Health and Safety Specifications pertaining to the project; “(De Aar Area : Service, maintenance and Repairs of low voltage installation (24 Months)) _cover the subjects contained in the index and is intended to outline the normal as well as any special requirements of the Department pertaining to the health and safety matters (including the environment) applicable to the project in question. These Specifications should be read in conjunction with the Act, the Construction Regulations and all other Regulations and Safety Standards which were or will be promulgated under the Act or incorporated into the Act and be in force or come into force during the effective duration of the project. The stipulations in this specification, as well as those contained in all other documentation pertaining to the project, including contract documentation and technical specifications shall not be interpreted, in any way whatsoever, to countermand or nullify any stipulation of the Act, Regulations and Safety Standards which are promulgated under, or incorporated into the Act.

3. PURPOSE

The Department is obligated to implement measures to ensure the health and safety of all people and properties affected under its custodianship or contractual commitments, and is further obligated to monitor that these measures are structured and applied according to the requirements of these Health and Safety Specifications. *(All references to the singular shall also be regarded as references to the plural)*

The purpose of this specification document is to provide the relevant Principal Contractor (and his /her contractor) with any information other than the standard conditions pertaining to construction sites which might affect the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; and to protect persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work during the carrying out of construction work for the Department of Public Works. The Principal Contractor (and his /her contractor) is to be briefed on the significant health and safety aspects of the project and to be provided with information and requirements on inter alia:

- a) safety considerations affecting the site of the project and its environment;
- b) health and safety aspects of the associated structures and equipment;
- c) submissions on health and safety matters required from the Principal Contractor (and his /her contractor); and
- d) the Principal Contractor's (and his /her contractor) health & safety plan.

To serve to ensure that the Principal Contractor (and his /her contractor) is fully aware of what is expected from him/her with regard to the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and the Regulations made there-under including the applicable safety standards, and in particular in terms of Section 8 of the Act.

To inform the Principal Contractor that the Occupational Health and Safety Act, 1993 (Act 85 of 1993) in its entirety shall apply to the contract to which this specification document applies. The Construction Regulations promulgated on 18 July 2003 and incorporated into the above Act by Government Notice R 1010, published in Government Gazette 25207 shall apply to any person involved in construction work pertaining to this project, as will the Act.

4. DEFINITIONS - The most important definitions in the Act and Regulations pertaining to this specification document are hereby extracted.

“Purpose of the Act” –

To provide for the health and safety of persons at work and the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work; to establish an advisory council for occupational health and safety; and to provide for matters connected therewith.

“Agent” –

means any person who acts as a representative for a client;

“Client” –

means any person for whom construction work is performed;

“Construction Work” is defined as any work in connection with –

- (a) the erection, maintenance, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure;

- (b) the installation, erection, dismantling or maintenance of a fixed plant where such work includes the risk of a person falling;
- (c) the construction, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system or any similar civil engineering structure; or
- (d) the moving of earth, clearing of land, the making of an excavation, piling, or any similar type of work;

“Contractor” –

means an employer, as defined in Section 1 of the Act, who performs construction work and includes Principal Contractors;

“Health and Safety File” –

means a file, or other record in permanent form, containing the information required a contemplated in the regulations;

“Health and Safety Plan” –

means a documented plan which addresses hazards identified and includes safe work procedures to mitigate, reduce or control the hazards identified;

“Health and Safety Specification” –

means a documented specification of all health and safety requirements pertaining to the associated works on a construction site, so as to ensure the health and safety of persons;

“Method Statement” –

means a document detailing the key activities to be performed in order to reduce as reasonably as practicable the hazards identified in any risk assessment;

“Principal Contractor” –

means an employer, as defined in section 1 of the Act who performs construction work and is appointed by the client to be in overall control and management of a part of or the whole of a construction site;

“Risk Assessment” –

means a program to determine any risk associated with any hazard at a construction site, in order to identify the steps needed to be taken to remove, reduce or control such hazard.

5. OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

5.1 Structure and Organisation of OH&S Responsibilities

5.1.1. *Overall Supervision and Responsibility for OH&S*

- * The Client and/or its Agent on its behalf to ensure that the Principal Contractor, appointed in terms of Construction Regulation 4(1)(c), implements and maintains the agreed and approved H&S Plan. Failure on the part of the Client or Agent to comply with this requirement will not relieve the Principal Contractor from any one or more of his/her duties under the Act and Regulations.
- * The Chief Executive Officer of the Principal Contractor in terms of Section 16 (1) of the Act to ensure that the Employer (as defined in the Act) complies with the Act. The pro forma Legal Compliance Audit may be used for this purpose by the Principal Contractor or his/her appointed contractor.
- * All OH&S Act (85 /1993), Section 16 (2) appointee/s as detailed in his/her/their respective appointment forms to regularly, in writing, report to their principals on matters of health and safety per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the principal Contractor to become part of site records (Health & Safety File).
- * The Construction Supervisor and Assistant Construction Supervisor/s appointed in terms of Construction Regulation 6 to regularly, in writing, report to their principals on matters of health and safety per routine and ad hoc inspections and on any deviations as soon as observed, regardless of whether the observation was made during any routine or ad hoc inspection and to ensure that the reports are made available to the principal Contractor to become part of site records (Health & Safety File).
- * All Health and Safety Representatives (SHE-Reps) shall act and report as per Section 18 of the Act.

5.1.2. *Further (Specific) Supervision Responsibilities for OH&S*

Several appointments or designations of responsible and /or competent people in specific areas of construction work are required to ensure compliance to the Act, Regulations and Safety Standards.

5.2 *Communication & Liaison*

- 5.2.1 OH&S Liaison between the Employer, the Principal Contractor, the other Contractors, the Designer and other concerned parties shall be through the H&S Committee as per the procedures determined by the H&S Committee.
- 5.2.2 In addition to the above, communication may be directly to the Client or his appointed Agent, verbally or in writing, as and when the need arises.
- 5.2.3 Consultation with the workforce on OH&S matters will be through their Supervisors and H&S Representatives ('SHE – Reps')
- 5.2.4 The Principal Contractor will be responsible for the dissemination of all relevant OH&S information to the other Contractors e.g. design changes agreed with the Client and/or its Agent on its behalf and the Designer, instructions by the Client and/or his/her agent, exchange of information between Contractors, the reporting of hazardous/dangerous conditions/situations etc.

6. INTERPRETATION

(i) The Occupational Health and Safety Act and all its Regulations, with the exception of the Construction Regulations, distinguish between the roles, responsibilities and functions of employers and employees respectively. It views consultants and contractors as employees of the "owner" of a construction or operational project, the "owner" being regarded as the employer. Only if formally agreed to by way of the written agreement in this regard between the "owner(s)" and consultant and /or between the "owner(s)" and the contractor(s), will these assumptions be relinquished in favour of the position agreed upon between the relevant parties.

(ii) The position taken by the Construction Regulations is that the "owner", in terms of its instructions, operates (has to operate) in the role of client as per relevant definition. The contractors working for the "client" are seen to be in two categories, i.e. the Principal Contractor and Contractors. The Principal Contractor has to take full responsibility for the health and safety on the site of the relevant project / contract. This includes monitoring health and safety conditions and overseeing administrative measures required by the Construction Regulations from all contractors on the project site. (Ordinary / sub) Contractors are required to operate under the scrutiny and control (in terms of all health and safety measures which are covered in the Construction Regulations) of the Principal Contractor. Where, for the work the Principal Contractor will have to execute himself, practical health and safety measures are applicable, he will also be subject to the relevant requirements with which (ordinary / sub) Contractors have to comply. The Principal Contractor will, however, not have to actually fulfill such requirements in respect of any of the work / functions of any (ordinary / sub) Contractors on the site for which he has been appointed as Principal Contractor. However, he has to monitor / oversee such processes, ensuring that the requirements are complied with and that the required appointments / evaluations / inspections / assessments and tests are done and that the records are duly generated and kept as prescribed in the Construction Regulations. This has to feature clearly in the Principal Contractor's Health and Safety Plan.

7. RESPONSIBILITIES

7.1 Client

7.1.1 The Client or his appointed Agent on his behalf will appoint each Principal Contractor for this project or phase/section of the project in writing for assuming the role of Principal Contractor as intended by the Construction Regulations and determined by the Bills of Quantities.

7.1.2 The Client or his appointed Agent on his behalf shall discuss and negotiate with the Principal Contractor the contents of the health and safety plan of the both Principal Contractor and Contractor for approval.

7.1.3 The Client or his appointed Agent on his behalf, will take reasonable steps to ensure that the health and safety plan of both the Principal Contractor and Contractor is implemented and maintained. The steps taken will include periodic audits at intervals of at least once every month.

7.1.4 The Client or his appointed Agent on his behalf, will prevent the Principal Contractor and/or the Contractor from commencing or continuing with construction work should the Principal Contractor and/or the Contractor at any stage in the execution of the works be found to:

- have failed to have complied with any of the administrative measures required by the Construction Regulations in preparation for the construction project or any physical preparations necessary in terms of the Act;
- have failed to implement or maintain their health and safety plan;
- have executed construction work which is not in accordance with their health and safety plan; or
- act in any way which may pose a threat to the health and safety of any person(s) present on the site of the works or in its vicinity, irrespective of him/them being employed or legitimately on the site of the works or in its vicinity.

7.2 Principal Contractor

7.2.1 The Principal Contractor shall accept the appointment under the terms and Conditions of Contract. The Principal Contractor shall sign and agree to those terms and conditions and shall, before commencing work, notify the Department of Labour of the intended construction work in terms of Regulation 3 of the Construction Regulations. Annexure B of this Specification contains a "Notification of Construction Work" form. The Principal Contractor shall submit the notification in writing prior to commencement of work and inform the Client or his Agent accordingly.

7.2.2 The Principal Contractor shall ensure that he is fully conversant with the requirements of this Specification and all relevant health and safety legislation. This Specification is not intended to supersede the Act nor the Construction Regulations or any part of either. Those sections of the Act and the Construction Regulations which apply to the scope of work to be performed by the

Principal Contractor in terms of this contract (entirely or in part) will continue to be legally required of the Principal Contractor to comply with. The Principal Contractor will in no manner or means be absolved from the responsibility to comply with all applicable sections of the Act, the Construction Regulations or any Regulations proclaimed under the Act or which may perceivable be applicable to this contract.

7.2.3 The Principal Contractor shall provide and demonstrate to the Client a suitable and sufficiently documented health and safety plan based on this Specification, the Act and the Construction Regulations, which shall be applied from the date of commencement of and for the duration of execution of the works. This plan shall, as appendices, include the health and safety plans of all Sub-contractors for which he has to take responsibility in terms of this contract.

7.2.4 The Principal Contractor shall provide proof of his registration and good standing with the Compensation Fund or with a licensed compensation insurer prior to commencement with the works.

7.2.5 The Potential Principal Contractor shall, in submitting his tender, demonstrate that he has made provision for the cost of compliance with the specified health and safety requirements, the Act and Construction Regulations. (Note: This shall have to be contained in the conditions of tender upon which a tenderer's offer is based.)

7.2.6 The Principal Contractor shall consistently demonstrate his competence and the adequacy of his resources to perform the duties imposed on the Principal Contractor in terms of this Specification, the Act and the Construction Regulations.

7.2.7 The Principal Contractor shall ensure that a copy of his health and safety plan is available on site and is presented upon request to the Client, an Inspector, Employee or Sub-contractor.

7.2.8 The Principal Contractor shall ensure that a health and safety file, which shall include all documentation required in terms of the provisions of this Specification, the Act and the Construction Regulations, is opened and kept on site and made available to the Client or Inspector upon request. Upon completion of the works, the Principal Contractor shall hand over a consolidated health and safety file to the Client.

7.2.9 The Principal Contractor shall, throughout execution of the contract, ensure that all conditions imposed on his Sub-contractors in terms of the Act and the Construction Regulations are complied with as if they were the Principal Contractor.

7.2.10 The Principal Contractor shall from time to time evaluate the relevance of the Health and Safety Plan and revise the same as required, following which revised plan shall be submitted to the Client and/or his/her Agent for approval.

7.3 **Contractor** (Responsibilities of in terms of this contract and health and safety specification)

As per 7.2 above, as and where applicable or as indicated in the letter of appointment.

8. SCOPE OF WORK *(also refer to paragraph 2 on page 5)*

These specifications are applicable to the specific scope of work pertaining to the above-mentioned project as detailed in the tender documents, this amongst all includes:

8.1 maintenance and repairs of low voltage: 24 months term contract for various clients (See attached scope of Work).

(Elaborate sufficiently and provide adequate information to give full understanding of all work to be done)

[Notes to the Client, Designer, Project Manager, Architect, Agent :

add references to the above project and include specific elements identified as the ‘Critical Few’. The ‘Critical Few’ refer to those few or singular elements of the project that have the potential to impact in a major or devastating way on the project as a whole in the event of an accident or incident occurring. (20:80 principle)

Because of the inherent generic nature of the Health and Safety Specifications document, specific relevant information on the project must be provided and it may be necessary to draft the required information under this paragraph on a separate attached document.

If at any time after commencement of the project changes are brought about to the design or construction, sufficient health and safety information and appropriate resources are to be made available to the Principal Contractor to execute the work safely.]

N.B Construction Regulation 5(3)(g) determines that potential contractors submitting tenders have made provision for the cost of health and safety measures during the construction process. The Principal Contractor shall on tendering make provision for the cost of health and safety measures in terms of his/her documented Health and Safety Plan and measures based on these Health and Safety Specifications during the period of the project. The cost shall be duly quantified and clearly identified for such identifiable purpose.

THE HEALTH AND SAFETY PLAN IS THEREFORE TO BE INCLUDED WITH THE TENDER DOCUMENTS WHEN TENDERS ARE INVITED FOR THE PROJECT.

9. HEALTH AND SAFETY FILE

The Principal Contractor must, in terms of Construction Regulation 5(7), keep a Health & Safety File on site at all times that must include all documentation required in terms of the Act and Regulations and must also include a list of all Contractors on site that are accountable to the Principal Contractor and the agreements between the parties and details of work being done. A more detailed list of documents and other legal requirements that must be kept in the Health and Safety File is attached as an addendum to this document.

IMPORTANT:

The Health and Safety File will remain the property of the Client and/or its Agent on its behalf throughout the period of the project and shall be consolidated and handed over to the Client and/or its Agent on its behalf at the time of completion of the project.

10. OH&S GOALS AND OBJECTIVES AND ARRANGEMENTS FOR MONITORING AND REVIEWING OH&S PERFORMANCE

The Principal Contractor is required to maintain an acceptable disabling incident frequency rate (DIFR) and report on this to the Client and/or its Agent on its behalf on a monthly basis.

11. IDENTIFICATION OF HAZARDS AND DEVELOPMENT OF RISK ASSESSMENTS, STANDARD WORKING PROCEDURES (SWP) AND METHOD STATEMENTS

The Principal Contractor is required to develop Risk Assessments, Standard Working Procedures (SWP) and Method Statements for each activity executed in the contract or project (see 4. below "Project/Site Specific Requirements")

The identification of hazards is over and above the hazards identification programme and those hazards identified during the drafting of the Health and Safety Plan.

12. ARRANGEMENTS FOR MONITORING AND REVIEW

12.1 Monthly Audit by Client and/or its Agent on its behalf

The Client and/or its Agent on its behalf will be conducting Periodic Audits at times agreed with the Principal Contractor Audit to comply with Construction Regulation 4(1)(d) to ensure that the principal Contractor has implemented, is adhering to and is maintaining the agreed and approved OH&S Plan.

12.2 Other audits and inspections by client and/or its agent on its behalf.

The Client and/or its Agent on its behalf reserves the right to conduct any other ad hoc audits and inspections as it and/or its Agent on its behalf deem necessary.

A representative of the Principal Contractor and the relevant Health and Safety Representative(s) (SHE-Reps) must accompany the Client and/or its Agent on its behalf on all Audits and Inspections and may conduct their own audit/inspection at the same time. Each party will, however, take responsibility for the results of his/her own audit/inspection results. The Client and/or its Agent on its behalf may require to be handed a copy of the minutes of the previous Health and Safety Committee meeting reflecting possible recommendations made by that committee to the Employer for reference purposes.

12.3 Reports

12.3.1 The Principal Contractor shall report all incidents where an employee is injured on duty to the extent that he/she:

- * dies
- * becomes unconscious
- * loses a limb or part of a limb
- * is injured or becomes ill to such a degree that he/she is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed

OR where:

- * a major incident occurred
- * the health or safety of any person was endangered
- * where a dangerous substance was spilled
- * the uncontrolled release of any substance under pressure took place
- * machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects
- * machinery ran out of control,

to the Provincial Director of the Department of Labour within seven days and at the same time to the Client and/or its Agent on its behalf.

Refer in this regard to Section 24 of the Act & General Administrative Regulation 8.

12.3.2 The Principal Contractor is required to provide the Client and/or its Agent on its behalf with copies of all statutory reports required in terms of the Act and the Regulations.

12.3.3 The Principal Contractor is required to provide the Client and/or its Agent on its behalf with a monthly “SHE Risk Management Report”.

12.3.4 The Principal Contractor is required to provide a.s.a.p. the Client and/or its Agent on its behalf with copies of all internal and external accident/incident investigation reports including the reports contemplated in 12.7, 12.8.2, 15, 16, 17, 21 and 22 below. As soon as the occurrence of any accident/incident of whatever nature comes to the notice of the Principal Contractor, it shall be reported immediately to any of the following:

- | | | |
|---|--|--------------|
| * | S. Matlala (Project Manager) | 053 838 5358 |
| * | W. Khumalo (Health and Safety Officer) | 053 838 5359 |

12.4 Review

The Principal Contractor is to review the Hazard Identification, Risk Assessments and Standard Work Processes at each Production Planning and Progress Report meeting as the construction work develops and progresses and each time changes are made to the designs, plans and construction methods and processes.

The Principal Contractor must provide the Client and/or its Agent on its behalf, other Contractors and all other concerned parties with copies of any changes, alterations or amendments as contemplated in the above paragraph.

12.5 Site Rules and other Restrictions

12.5.1 Site OH&S Rules

The Principal Contractor must develop a set of site-specific OH&S rules that will be applied to regulate the Health and Safety Plan and associated aspects of the construction.

When required for a site by law, visitors and non-employees upon entering the site shall be issued with the proper Personal Protective Equipment (PPE) as and when necessary.

12.5.2 Security Arrangements

The Principal Contractor must establish site access rules and implement and maintain these throughout the construction period. Access control must include the rule that non-employees shall at all times be provided with fulltime supervision while on site.

The Principal Contractor must develop a set of Security rules and procedures and maintain these throughout the construction period.

If not already tasked to the H&S Officer appointed in terms of Construction Regulation 6(6), the Principal Contractor must appoint a competent Emergency Controller who must develop contingency plans for any emergency that may arise on site as indicated by the risk assessments. These must include a monthly practice/testing programme for the plans e.g. January: trench collapse, February: flooding etc. and practiced/tested with all persons on site at the time, participating.

12.6 Training

The contents and syllabi of all training required by the Act and Regulations including any other related or relevant training as required must be included in the Principal Contractor's Health and Safety Plan and Health and Safety File.

12.6.1 General Induction Training

All employees of the Principal and other Contractors must be in possession of proof of General Induction training

12.6.2 Site Specific Induction Training

All employees of the Principal and other Contractors must be in possession of Site Specific Occupational Health and Safety Induction or other qualifying training .

12.6.3 Other Training

All operators, drivers and users of construction vehicles, mobile plant and other equipment must be in possession of valid proof of training.

All employees in jobs requiring training in terms of the Act and Regulations must be in possession of valid proof of training as follows:

Occupational Health and Safety Training Requirements: (as required by the Construction Regulations and as indicated by the Health and Safety Specification Document & the Risk Assessment/s and recommendations by the Health and Safety Committee):

- * General Induction (Section 8 of the Act)
- * Site/Job Specific Induction (also visitors) (Sections 8 & 9 of the Act)
- * Site/Project Manager
- * Construction Supervisor
- * OH&S Representatives (Section 18 (3) of the Act)
- * Training of the Appointees indicated in 12.6.1 & 12.6.2 above
- * Operation of Cranes (Driven Machinery Regulations 18 (11))
- * Operators & Drivers of Construction Vehicles & Mobile Plant (Construction Regulation 21)
- * Basic Fire Prevention & Protection (Environmental Regulations 9 and Construction Regulation 27)
- * As a minimum basic First Aid to be upgraded when necessary (General Safety Regulations 3)
- * Storekeeping Methods & Safe Stacking (Construction Regulation 26)
- * Emergency, Security and Fire Co-ordinator

12.7 Accident and Incident Investigation

The Principal Contractor is responsible to oversee the investigation of all accidents/incidents where employees and non-employees were injured to the extent that he/she/they had to receive first aid or be referred for medical treatment by a doctor, hospital or clinic. (General Administrative Regulation 9)

The results of the investigation to be entered into the Accident/Incident Register listed above. (General Administrative Regulation 9)

The Principal Contractor is responsible for the investigation of all non-injury incidents as described in Section 24 (1) (b) & (c) of the Act and keeping a record of the results of such investigations including the steps taken to prevent similar incidents in future.

The Principal Contractor is responsible for the investigation of all road traffic accidents relating to the construction site and keeping a record of the results of such investigations including the steps taken to prevent similar accidents in future.

Notwithstanding the requirements of Section 24 of the Act, ALL incidents shall be investigated and reported on in writing, irrespective of whether such incident gave rise to injury or damage.

12.8 H&S Representatives (SHE-Reps – ‘safety, health & environment’) and H&S Committees

12.8.1 Designation of H&S Representatives(‘SHE – Reps’)

Where the Principal Contractor employs more than 20 persons (including the employees of other Contractors (sub-contractors)) he has to appoint one H&S Representative for every 50 employees or part thereof. (Section 17 of the Act and General Administrative Regulation 6. & 7.)

H&S Representatives have to be designated in writing and the designation shall be in accordance with the Collective Agreement as concluded between the parties as is required in terms of General Administration Regulation 6.

12.8.2 Duties and Functions of the H&S Representatives

The Principal Contractor must ensure that the designated H&S Representatives conduct at least a weekly inspection of their respective areas of responsibility using a checklist and report thereon to the Principal Contractor, after which these reports shall be consolidated for submission to the Health and Safety Committee.

H&S Representatives must be included in and be part of accident/incident investigations.

H&S Representatives shall be members of at least one H&S Committee and must attend all meetings of that H&S committee.

12.8.3 Establishment of H&S Committee(s)

The Principal Contractor must establish H&S Committees consisting of designated H&S Representatives together with a number of Employers Representatives appointed as per Section 19(3) that are not allowed to exceed the number of H&S Representatives on the committee. The persons nominated by the employer on a H&S Committee must be designated in writing for such period as may be determined by him. The H&S Committee shall co-opt advisory (temporary) members and determine the procedures of the meetings including the chairmanship.

The H&S Committee must meet minimum monthly and consider, at least, the following Agenda for the first meeting. Thereafter the H&S Committee shall determine its own procedures as per the previous paragraph.

Agenda:

- 1) Opening and determining of chairmanship (only when necessary)
- 2) Minutes of Previous Minutes
- 3) Observations
- 4) Program and Safety considerations
- 5) Hygiene
- 6) Housekeeping improvement
- 7) Incidents & Accidents / Injuries
- 8) Registers:

- a H&S Rep. Inspections
- b. Matters of First Aid
- f. Portable Electric Equipment
- g. Fire Equipment
- i. Power Hand tools
- j. Incident! Report Investigation
- k. Pressure Vessels
- l. Personal Protective Equipment
- 9) Safety performance Evaluations
- 10) Education & Safety promotion program
- 11) First Aid Officials and training in First Aid
- 12) Demarcation of work- /hazardous-/safe areas/walkways
- 13) Posters and signage
- 14) Environmental preservation and conservation
- 15) Specific training programmes
- 16) General
- 17) Date of Next Meeting
- 18) Closing

13. PROJECT/SITE SPECIFIC REQUIREMENTS

The following is a list of specific activities and considerations that have been identified for the project and site and for which Risk Assessments, Standard Working Procedures (SWP), management and control measures and Method Statements (where necessary) have to be developed by the Principal Contractor:

- * Clearing & Grubbing of the Area/Site
- * Site Establishment including:
 - o Office/s
 - o Secure/Safe Storage and storage areas for materials, plant & equipment
 - o Ablution facilities
 - o Sheltered dining area
 - o Vehicle access to the site
- * Dealing with existing Structures.
- * Location of existing Services
- * Installation & Maintenance of Temporary Construction Electrical Supply, Lighting and Equipment
- * Adjacent Land uses/Surrounding property exposures
- * Boundary & Access control/Public Liability Exposures (Remember: the Employer is also responsible for the OH&S of non-employees affected by his/her work activities.)
- * Health risks arising from neighboring as well as own activities and from the environment e.g. threats by dogs, bees, snakes, lightning, allergies etc.
- * Exposure to Noise
- * Exposure to Vibration
- * Protection against dehydration and heat exhaustion
- * Protection from wet & cold conditions
- * Dealing with HIV/Aids and other diseases as per specific programme provided by the client and/or its Agent on its behalf
- * Use of Portable Electrical Equipment including:
 - o Angle grinder
 - o Electrical Drilling machine

- Skill saw
- * Welding including:
 - Arc Welding
 - Gas welding
 - Flame Cutting
 - Use of LP Gas torches and appliances
- * Loading & Offloading of Equipment
- * Aggregate/Sand and other Materials Delivery
- * Manual and Mechanical Handling
- * Lifting and Lowering Operations
- * Use and Storage of Flammable Liquids and other Hazardous Substances – the client and/or its Agent on its behalf to be informed of this prior to commencing of the project
- * Layering and Bedding of trench floor
- * Installation of Pipes in trenches
- * Backfilling of Trenches
- * Protection against Flooding
- * Gabion work
- * Use of Explosives - the client and/or its Agent on its behalf to be informed of this prior to commencing of the project
- * Protection from Overhead Power Lines
- * As discovered by the Principal Contractor's hazard identification exercise
- * As discovered from any inspections and audits conducted by the Client and/or its Agent on its behalf or by the Principal Contractor or any other Contractor on site
- * As discovered from any accident/incident investigation.

13.1 The following are in particular requirements depending on scope of works and will form a basis for compliance audits.

1. Administrative & Legal Requirements
2. Education, Training & Promotion
3. Public Safety & Emergency Preparedness
4. Personal Protective Equipment
5. Housekeeping
6. Scaffolding, Formwork & Support work
7. Ladders
8. Electrical Safeguarding
9. Emergency/Fire Prevention & Protection
10. Excavations & Demolition
11. Tools
12. Cranes
13. Personnel & Material Hoists
14. Transport & Materials Handling
15. Site Plant & Machinery
16. Plant & Storage Yards/Site Workshops Specifics
17. Health & Hygiene

14. THE PRINCIPAL CONTRACTOR'S GENERAL DUTIES

The Principal Contractor shall at all times ensure his status of an “employer” as referred to in the Act, and will abide by his/her responsibilities, duties and functions as per the requirements of the Act and Regulations with specific reference to Section 8 of the Act.

The Principal Contractor shall keep, and on demand make available, a copy of the Act on site at all times and in addition to that he/she will introduce and maintain a file titled “Health and Safety File”, or other record in permanent form, which shall contain all relevant aspects and information as contemplated in the Construction Regulations. He/she will make this file available to the client or his representative whenever necessary or on request to an interested party.

15. THE PRINCIPAL CONTRACTOR'S SPECIFIC DUTIES

The Principal Contractor's specific duties in terms of these specifications are detailed in the Construction Regulations as published under government notice No.R1010 dated 18 July 2003.

The Principal Contractor is specifically referred to the following elements of the Construction Regulations:

Regulation No. 1	- Definitions
Regulation No. 2	- Scope of application
Regulation No. 3	- Notification of construction work
Regulation No. 5	- Principal Contractor and Contractor
Regulation No. 6	- Supervision of construction work
Regulation No. 7	- Risk Assessment
Regulation No. 26	- Stacking & Storage on construction sites
Regulation No. 28	- Construction welfare facilities
Regulation No. 29	- Approved Inspection authorities
Regulation No. 30	- Offences and penalties

This list must not be taken to be exclusive or exhaustive!

The Principal Contractor shall ensure compliance to the Act and its Regulations and specifically to the above regulations, and document each record in the Health and Safety File.

16. THE PRINCIPAL CONTRACTOR'S SPECIFIC RESPONSIBILITIES WITH REGARD TO HAZARDOUS ACTIVITIES

The following activities are identifiable as hazardous in terms of the Construction Regulations.

The contractor shall execute the activities in accordance with the following Construction Regulations and other applicable regulations of the Act:

Regulation No. 20	- Cranes
Regulation No. 21	- Construction vehicles & mobile plant.
Regulation No. 22	- Electrical installations and machinery on construction sites
Regulation No. 23	- Use and temporary storage of flammable liquids on construction sites
Regulation No. 24	- Water environments
Regulation No. 25	- Housekeeping on construction sites
Regulation No. 27	- Fire precautions on construction sites.

This list must not be taken to be exclusive or exhaustive!

All of the above requirements will be read in conjunction with the relevant regulations and health and safety standards as required by the Act. All documents and records required by the Construction Regulations will be kept in the Health and Safety File and will be made available at any time when required by the client or his representative, or on request to an interested party.

17. GENERAL NOTES TO THE PRINCIPAL CONTRACTOR

Legal Liabilities

Common Law and Legislation

Based on two main criteria –

- Would the reasonable person have foreseen the hazard?
That is a reasonable person in that specific position, taking experience, qualifications, authority, position in the organization etc. into consideration
- Would the reasonable person have taken precautionary measures (action) to prevent or limit the hazard?

Negligence can be proven on failure on any or both of the above criteria
(There may not necessarily be a relationship between criminal and civil liability!)

18. HOUSE KEEPING

Good housekeeping will be maintained at all times as per Construction Regulation No. 25. Poor housekeeping contributes to three major problems, namely, costly or increased accidents, fire or fire hazards and reduction in production. Good housekeeping will enhance production time.

Particular emphasis is to be placed on the following crucial elements of a construction site:

- Phase priorities and production/plant layout
- Enclosures
- Pits, openings and shoring
- Storage facilities
- Effective, sufficient and maintained lighting or illumination

- Principal sources of injuries e.g. stairways, runways, ramps, loose building material
- Oil, grease, water, waste, rubble, glass, storm water
- Colour coding
- Demarcations
- Pollution
- Waste disposal
- Ablution and hygiene facilities
- First aid

This list must not be taken to be exclusive or exhaustive!

In promotion of environmental control all waste, rubble, scrap etc, will be disposed of at a registered dump site and records will be maintained. Where it is found to be impractical to use a registered dump site or it is not available, the Principal Contractor will ensure that the matter is brought to record with the client or his representative, after which suitable, acceptable alternatives will be sought and applied.

Dross and refuse from metals, and waste matters or by-products whose nature is such that they are poisonous or capable of fermentation, putrefaction or constituting a nuisance shall be treated or disposed of by methods approved of by an inspector.

NOTE: No employer (Principal Contractor) shall require or permit any person to work at night or after hours unless there is adequate, suitable artificial lighting including support services in respect of Health and Safety.

19. LOCKOUT SYSTEMS - *ELECTRICAL!*

A system of control shall be established in order that no unauthorized person can energize a circuit, open a valve, or activate a machine on which people are working or doing maintenance, even if equipment, plant or machinery is out of commission for any period, thus eliminating injuries and damage to people and equipment as far as is reasonably practicable.

Physical/mechanical lock-out systems shall be part of the safety system and included in training. Lockouts shall be tagged and the system tested before commencing with any work or repairs.

20. INCIDENT INVESTIGATION

Inspection and reporting is the best way in which a responsible contractor can control his area of responsibility. All incidents therefore, irrespective of whether it gave rise to loss, injury, damage or not, shall be investigated and the results recorded in the Health and Safety File. (attached GAR 9)

21. GENERAL

The project under control of the Principal Contractor shall be subject to periodic health and safety audits that will be conducted by the client at intervals agreed upon between the Principal Contractor and the client, provided such intervals will not exceed periods of one month. The Principal Contractor is to ensure that he/she and all persons under his control on the construction site shall adhere to the above specifications, as non-conformance will lead to the client taking action as directed by Construction Regulation 4.1(e). The Principal Contractor should note that he/she shall be held liable for any anomalies including costs and resulting deficiencies due to delays caused by non-conformance and/or non-compliance to the above Health and Safety Specifications and the Health and Safety Plan based on these specifications.

22. IMPORTANT CONTACT DETAILS (HEALTH & SAFETY ONLY) (Document attached)

ATTACHMENTS

IMPORTANT CONTACT DETAILS - HEALTH & SAFETY ONLY

IMPORTANT CONTACT DETAILS

(FOR HEALTH & SAFETY ASPECTS ONLY)

The contractor is to add all the important contact information about essentials services, support and assistance.



SERVICE	NUMBER	CONTACT PERSON
Hospital		



Ambulance		



Water		
Electricity		



Police		



Fire Brigade		



Engineer		

ADD OTHER IMPORTANT HEALTH & SAFETY CONTACT DETAILS AS MAY BE FOUND NECESSARY.

PG-03.1 (EC) SITE INFORMATION – GCC (2010) 2nd Edition 2010

Project title:	DE AAR AND SURROUNDING AREAS: SERVICE, MAINTENANCE AND REPAIRS OF LOW VOLTAGE INSTALLATION: 24 MONTHS TERM CONTRACT FOR VARIOUS CLIENTS			
Tender no:	ID: 3148854	WCS no:	ID: 3148854	Reference no: 19/2/4/2/2023-2025

C4 Site Information

The main town of the maintenance is De Aar, Northern Cape, South Africa, therefore main site office should be erected at De Aar town.

95% of the facilities are accessible via tarred road

Properties According to the Area

SAPS	DOJ	DCS	SANDF	HOME AFFAIRS
SURROUNDING AREAS				
Sutherland	Sutherland			
Fraserburg	Fraserburg			
Calvinia	Calvinia	Calvinia		
Nieuwodtville	Nieuwodtville			
Loeresfontein				
Williston				
Loxton				
Carnarvon				
Vosburg				
Britstown	Britstown			
	Victoria West	Victoria West		
	Richmond	Richmond		
Hanover	Hanover			
	Noupoort			
Colesberg	Colesberg	Colesberg		
	Philipstown			
Petrusville				
Hopetown	Hopetown	Hopetown		
Strydenburg	Strydenburg			
DE AAR AREA				
Main Police Station	Magistrate Court	Prison	De Aar ammunition depot	
			Houses	