

## **SPECIFICATION- AS AND WHEN REQUIRED: PLUMBING REPAIR & MAINTENANCE**

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

PRASA-CRES Facilities Management is looking to appoint **1 x service providers** to undertake and perform plumbing repair & maintenance at stations, operational depots and at commercial properties.

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

- Carry out planned maintenance and corrective maintenance plumbing to building components and infrastructure at various Railway Station Platforms, Buildings, Offices, Workshops, Substations and Signal Relay Rooms.

Plumbing repairs & Maintenance Works in this contract will include but not limited to

- Cleaning Sewer line and septic Repairs & maintenance
  - Industrial water pipe repairs & maintenance
  - Gutters and down pipes repairs & maintenance
  - Ablution facilities water network maintenance
  - Storm water, manholes and drainage goods maintenance
  - All flushing roof repair & maintenance
- The scope also includes a 24hr, Monday to Sunday emergency standby service as and when required by PRASA-CRES.

1.2. Contract duration will be for 12 months from the time of accepting the appointment.

1.3. As part of the administration claims shall be submitted timeously and the following documentation must be provided in support of a claim

- i. completed job cards indicating location, dates, personnel, times worked and travelling information
- ii. records of material receipts for material purchased and used in this contract (only for material not priced for in the Pricing Schedule)
- iii. Invoices for services outsources/hired under this contract

### **2. Definitions**

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

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

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

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

### **3. Maintenance References**

3.1. All plumbing works will be in accordance with the following publications

- SABS 0400 other applicable Code Of Practices
- OHS Act 85 of 1993 as amended and
- Other applicable Municipal By-Laws and Regulations

### **4. Maintenance**

4.1. All planned work will be carried out during normal working hours at the cost tendered for in the Bill of Quantities. Visits to the premises will be as scheduled for the contractor to carry out maintenance work as per the specification. Sites have visitors book which is to be properly completed by the Contractor on every visit and the reason for the visit recorded in the book.

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

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

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

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

## **5. Contract Performance**

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

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

## **5.2. Services Measure and Expectations**

Response Times for:

- Emergencies – within 3hrs
- Urgent - within 5hrs
- Non-Urgent - within 24hrs

## **6. General Information**

6.1. The contractor shall be or have in his employment qualified Artisans with plumbing COC card leading maintenance teams, proof of qualifications for maintenance team leaders shall be provided on request.

6.2. The Contractor must have the capacity to be able to work on more than one site at any given time.

6.3. Where day to day repairs is to be undertaken, the Contractor shall first estimate the labour and material cost based on the schedule of prices, before proceeding with the job.

6.4. All material removed to be returned to PRASA-CRES unless otherwise stated.

- 6.5. Compliance certificates to be issued on completion of all new work done at no cost to PRASA-CRES. Compliance certificates required for existing installations to be priced out at the prescribed set rate.

**7. SAFETY AND PROVISION OF MATERIALS:**

- 7.1. The contractor is responsible for supply of all material required to repair the faults as per job cards /work order.
- 7.2. All material used shall be of high standard (SABS approved)
- 7.3. The material item price shall be based on standard market related plus the percentage mark-up fee.
- 7.4. Prasa Cres Maintenance Manager /Supervisor reserve the right to query price of any material that is on the material list. He /she may request that the contractor justifies a copy of the material purchased, invoices or actual quotes from reputable suppliers.
- 7.5. Please note the following local content threshold will apply when supplying material;
- 7.5.1.100% on steel products.
- 7.5.2.100% on Polyvinyl Chloride (PVC) pipes.
- 7.6. All materials supplied and workmanship to meet the prescribed Statutory Requirements, including the Occupational Health and Safety Act of 1993.
- NB: The contractor material supplier must be a reputable material supplier and only market related material prices will be accepted by PRASA.

**7.7. Provision of a Safety File is a requirement and must be submitted prior to any work commences. The provisional amount of R6000.00 for a Safety File is included in the schedule of rates table, proof of cost will be required before the contract claim the amount.**

**8. Quality Of Work and Workmanship:**

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

9. **Non-Compliance:**

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

10. **Mandatory administrative requirements**

- CIDB grade 2 SO or higher

Non- Mandatory administrative requirements:

- Valid COIDA

## 11. Pricing Schedule

### 12.1 Material Price Schedule

#	Description	Unit	Rates (Excl. VAT) Year 1
1	15 mm straight connex adaptor	Each	R
2	15 mm connex elbow	Each	R
3	15 mm male connex adaptor	Each	R
4	15 mm male connex elbow	Each	R
5	15 mm female connex adaptor	Each	R
6	22mm polly pipe x 100m	Each	R
7	15mm connex Tee	Each	R
8	22mm connex elbow	Each	R
9	22mm connex Tee	Each	R
10	22mm straight connex elbow	Each	R
11	22mm female connex adaptor	Each	R
12	22mm male connex adaptor	Each	R
13	22mm female connex Tee	Each	R
14	22mm to 15mm female reduce Tee	Each	R
15	22mm copper pipes length	Each	R
16	22mm to 15mm reduce straight connex adaptor	Each	R
17	15mm pillar tap push batten	Each	R
18	15mm copper pipe length	Each	R
19	15mm galvanized socket	Each	R
20	15mm galvanized elbow	Each	R
21	15mm galvanized nipple	Each	R
22	15mm galvanized long screw nipple	Each	R
23	15mm galvanized pipes length 6m	Each	R
24	15mm male and female galvanized reduce socket	Each	R
25	15mm galvanized reduce bush	Each	R
26	22mm galvanized pipes 6m	Each	R
27	22mm galvanized socket	Each	R
28	22mm galvanized nipple	Each	R
28	22mm galvanized long screw nipple	Each	R
30	Johnson coupling 15mm	Each	R
31	Johnson coupling 20mm	Each	R
32	Johnson coupling 40mm	Each	R
33	Stop end plug 90mm GI	Each	R
34	Stop end plug 32mm GI	Each	R
35	Stop end plug 50mm	Each	R



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36	25mm galvanized pipes	Each	R
37	25mm galvanized socket	Each	R
38	25mm galvanized elbow	Each	R
39	25mm galvanized nipple	Each	R
40	25mm galvanized long screw nipple	Each	R
41	25mm galvanized pipes length 6m	Each	R
42	25mm reducing socket	Each	R
43	Toilet seat heavy duty	Each	R
44	25mm galvanized Tee	Each	R
45	32mm galvanized pipes	Each	R
46	32mm galvanized socket	Each	R
47	32mm galvanized elbow	Each	R
48	32mm galvanized nipple	Each	R
49	32mm galvanized long screw nipple	Each	R
50	32mm galvanized pipes length	Each	R
51	32mm reducing socket	Each	R
52	Toilet seat medium weight	Each	R
53	32mm galvanized Tee	Each	R
54	UPVC blue pipe 110mm	Each	R
55	110mm cascade stainless steel clamp	Each	R
56	90mm cascade stainless steel clamp	Each	R
57	15mm stop cork	Each	R
58	15mm pillar tap	Each	R
59	20mm garden tap	Each	R
60	Tap washer 15mm	Each	R
61	Tap washer 20mm	Each	R
62	Basin mixture 15mm	Each	R
63	Zink mixture 15mm	Each	R
64	Bib tap 20mm	Each	R
65	90mm HDPE adaptor	Each	R
66	50mm HDPE adaptor	Each	R
67	Cistern kit bottom inlet	Each	R
68	Cistern kit side inlet	Each	R
69	10L Urn	Each	R
70	20L Urn	Each	R
71	10L push through geyser	Each	R
72	150L geyser	Each	R
73	200L geyser	Each	R
74	250L geyser	Each	R
75	50mm pvc pipe 6m	Each	R
76	110mm bend with access heel	Each	R
77	110mm pvc pipe 6m	Each	R



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78	110mm 90 bend plain PVC	Each	R
79	110mm 90 bend with IE PVC	Each	R
80	110mm Socket	Each	R
81	110mm 45 bend plain PVC	Each	R
82	110mm 45 bend with IE PVC	Each	R
83	6L plastic Cistern	Each	R
84	Cistern kit	Each	R
85	Water closet pan	Each	R
86	5mm Flush pipe	Each	R
87	Split pipe repair x 50mm	Each	R
89	Urinal basin small	Each	R
90	Hydro boiler 10L	Each	R
91	515 x 605 mm Hand wash basin	Each	R
92	110mm Gulley trap	Each	R
93	110mm Gulley top	Each	R
94	Manhole cover 400mmx400mm	Each	R
95	Concrete gulley	Each	R
96	PVC glue x 250ML	Each	R
97	Hydro boiler 20L	Each	R
98	15mm Under tile stop cork	Each	R
99	15mm Under tile stop cork	Each	R
100	25mm HDPE adaptor	Each	R
101	15mm Shower head	Each	R
102	50mm HDPE T piece	Each	R
103	20mm Horse pipe (20M)	Each	R
104	Close couple toilet suit	Each	R
105	Urinal flush valve FJ 6-000 CP	Each	R
106	Urinal bottle trap 40x40mm	Each	R
107	P trap 40x50mm	Each	R
108	22mm x 400 KPA pressure control valve connex	Each	R
109	Ball'STop CP (Stopcock	Each	R
110	Elbow 90 C X C 15mm X 15mm	Each	R
111	CLAMP CASCADE 15MM	Each	R
112	Clamp Cascade 20mm	Each	R
113	Clamp Cascade 25mm	Each	R
114	SUPA FLUSH SEALING WASHER CWS-14 (DPE)	Each	R
115	Stopcock 25mm Brass	Each	R
	SUB TOTAL		R
	VAT@15%		R
	<b>TOTAL</b>		R



## 12.2 Labour, Transport and Mark-Up Price Schedule Against Estimated Quantity Usage

Item	Description		Unit	Estimated Quantity	Rates
1	Provisional sum for approval of safety file as per annexure 1	Sum	Sum	R 6000.00	
2	Provisional Sum (Material)	Material	Sum	R100 000.00	
3	Percentage mark-up for materials not listed	% Mark up	%	R100 000.00	
4	The Service Provider is to tender their total cost per hour on site per qualified Artisan and an assistant to perform service and repairs during <b>Normal working hours (07H:00 – 17H:00)</b> .	Artisans	Rate/hour	1000 hours	R-
5		General Worker	Rate/hour	2 200 hours	R-
6	The Service Provider is to tender their total cost per hour on site per qualified Artisan and an assistant to perform service and repairs during <b>After working hours and Saturdays (17:00 – 07:00)</b> .	Artisans	Rate/hour	200 hours	R-
7		General Worker	Rate/hour	200 hours	R-
8	The Service Provider is to tender their total cost per hour on site per qualified Artisan and an assistant to perform service and repairs during <b>Sunday and Public Holiday</b> . This cost shall exclude material, which has previously been dealt with in this contract	Artisan	Rate/hour	50 hours	R-
9		General Worker	Rate/hour	100 hours	R-
10	Provisional Sum Outsourced Specialised work ((locksmith, money safes lock repairs, etc.)	Outsourced	Sum	R 100 000.00	
11	Percentage Mark-Up for hire or use of his own specialized equipment (proof of cost per/hr must be submitted with invoices)	Percentage Mark-Up	%	R 100 000.00	R-
12	Travel cost	Travel cost	Rate/ km	20 000 km	R-
	<b>Total (Excl. VAT):</b>				<b>R</b>
	<b>15% VAT</b>				<b>R</b>
	<b>Total (Incl. VAT)</b>				<b>R</b>



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**Final Summary**

12.1 Material Price Schedule	R-
12.2 Labour, Transport and Mark up price schedule	R-
<b>Subtotal (Excl.VAT):</b>	R-
<b>15% VAT:</b>	R-
<b>Total (Incl.VAT):</b>	R-

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

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

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

**Name of the Contractor:**

**Project:**

**Safety File Assessor and Date:**

#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
1	Scope of works and Project Duration		
2	Notification to DOL (If applicable and as defined in the 2014 Construction Regulations)		
3	Registration of the project with DOL for the construction permit if the total project value is - more than R45 Million (If applicable and as defined in the 2014 Construction Regulations)		
4	Valid Letter of Good Standing		



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#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
5	Employee List and Certified Copies of their Identity Documents (RSA Citizens) or Passports or Work Permits for foreign Nationals (Employee register); Home address; Contact Numbers; Residential Address; Name of Next of kin with Contacts  (Very critical issue for contact tracing)		
6	Approved Organizational Structure		
7	Approved S/HE Policy		
9	Approved S/HE Plan		
10	Risk Assessments for the projects as per project scope approved by the Risk Assessor		
11	Proof of medical fitness of employees who will be working on the project and they should be from the Occupational Health Practitioner not a General Practitioner.		
12	Statutory Appointments including competency certificates and CVs e.g. First Aider and Fire Fighter etc.  (Signed by the appointer and accepted by appointee's include CV's and competency certificates)		
13	Tool inspections Checklists and Register		



#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
14	PPE Matrix and Records include the list of the PPE to be provided.		
15	Safe Working Procedures or Method Statements. A list of the documents required here is identified as a minimum <ul style="list-style-type: none"><li>- Waste management protocol e will be managed.</li><li>- Incident reporting procedure.</li><li>- Emergency procedure.</li></ul>		
16	Tool box Talks Templates and Topics		
17	Equipment Maintenance (Calibrations, Safe Working load certificates and Decontamination or Sanitation Records etc) if applicable		
18	Chemicals substances list; MSDSs for chemicals to be used (14 point format) including Proof of training on MSDS if applicable.		
19	Excavation plan (when applicable)		
20	Scaffolding plan (when applicable)		



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