

General Building Maintenance				
Resources	Qualifications	Rates	Hours	Costs
Site Supervisor	N.Dip for any Built Environment		36	
Safety Officer	Safety Certificate		36	
Tiler	Matric Certificate		36	
Painter	Matric Certificate		36	
Builder (Brick Layer & Plaster)	Building Trade Test		36	
Capenter	Capentry Trade Test		36	
Welder	Welding Trade Test Certificate		36	
Handyman	Matric Certificate		36	
			TOTAL	

Third Party Procurement			
Value of Item or Services	**Mark-up (Contractor to fill in)	Spares amount	Total mark-up values to be budgeted-
			(Contractor to fill in)
			= (*Z*x Y)
R0 - R2,000	%	R100 000.00	
R2,001 - R5,000	%	R150 000.00	
R5,001 - R10,000	%	R200 000.00	
R10,001 - R50,000	%	R300 000.00	
Above R50 000	%	R400 000.00	
Sub-total D (Third party Mark-up)			R
(Note: Should be part of the form d			
Cost shall be net cost (excluding VAT) of parts delivered to site with all discounts deducted			

SPARES and MARK -UP

*Spares will be managed by the contractor using ACSA's manual inventory management system.

The manual inventory management system will include but not limited to.

- Conducting and submission of monthly and quarterly stock count to the Service Manager by the contractor,
- Keeping up-to-date inventory cards by the contractor,
- Management of spares movement by the contractor,
- Keeping an up-to-date inventory file (purchase order and request, work order, delivery note, stock count records, etc.).
- Ensure safety and security of the storeroom by the contractor as per space given to them.
- The space for spare storage shall be allocated by ACSA to the contractor and can be a shared space as per space availability.

- Management of inventory by the contractor as per ACSA inventory procedure

Please Note:

** The inserted amount *Z* are for budgeting purposes. The Total mark -up amount in the table is not guaranteed, but the mark-up will be applicable on third party quotations as per requirements of the system. Thus, the contractor will be held accountable to the mark-up filled in this table.*

***The mark-up will be applicable to the total of the third-party quotation not on a single line item in a quotation .*

Spares and sub – contractors work will be charged at cost plus mark-up. VAT shall not form part of mark-up calculations. Cost shall be net cost (excluding VAT) of parts supplied to site with all discounts deducted.

The spares list must be prepared based on tenderers best current spares prices (excl. VAT). The actual costs of spares will be reimbursed on submission of invoices and suppliers supporting documents.