

SPECIFICATION: MINOR WORKS AT WESTBURY TRAIN STATION FOR THE DURATION OF 2 MONTHS

1. Scope Of Work

- 1.1 The work consists of design and building of brick-and-mortar Ticket Office Building, Construction of retaining wall, steel palisade Fencing, Balustrades, Handrails, Electrical and Plumbing works at Westbury Train Station. All work to be done as per scope, specifications & schedule of quantities.
- 1.2 Contract duration will be for 2 month from the time of accepting the appointment.
- 1.3 The general specifications are to be read in conjunction with the relevant specification for each type of works as listed on the pricing schedules. Tenderers should comply with these general conditions unless otherwise directed by the project manager.

2. Definitions

- 2.1 *Facilities*: 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 *Facilities* responsible of building and infrastructure portfolio or any person authorised to act in that capacity.
- 2.3 *Normal Working Hours*: in this contract normal working hours will be 07h00 to 17h00 Mondays to Fridays excluding public holidays and weekends.
- 2.4 *Contractor*: Successful tender who is appointed by *Facilities* and will be responsible to carry out the works as per this specification & attached schedule of quantities.

3. TECHNICAL SPECIFICATION

3.1 Interpretations

Supporting Specifications

Project Specifications

The latest edition, including all amendments up to date of tender, of the following specifications, publications and codes of practice shall be read in conjunction with this specification and shall be deemed to form part thereof:

NHBRC regulations	
SABS 1200 D	- Earthworks
SANS 10400	- Compliance with South African local building regulations
Local Authority regulations	

National Building Regulations
Building Standards Act No. 103 of 1977
Model Preambles of Trades (2008 edition)
Approved building plans and specifications
SABS 1200 MK - Kerbing and channelling
All building materials SABS approved

4. SPECIFICATIONS

4.1 TECHNICAL SPECIFICATION

4.1.1 General & Site Works

- **Regulations:** Compliance with local building regulations (e.g., SANS 10400 in South Africa).
- **Site Setup:** Clearing, hoarding, and establishing temporary services (water, electricity).
- **Excavation:** Trenching for foundations, soil treatment for termites.
- **Water Management:** Stormwater drainage, proper site leveling to prevent flooding.

4.1.2 Foundations and Structural Components

- **Foundation:** Concrete footings (e.g., 15-20MPa) designed according to soil tests.
- **Slab:** Reinforced concrete ground slab, typically with damp-proof membrane (DPM) to prevent moisture ingress.
- **Walls:** External walls (e.g., 230mm brickwork or 140mm concrete block) and internal partition walls.
- **Lintels:** Pre-stressed concrete lintels over doors and windows.

4.1.3 Roof Structure and Covering

- **Roof Structure:** Engineered timber or steel trusses.
- **Roof Covering:** Concrete tiles, metal sheeting (e.g., IBR as Per BoQ), or according to architectural design.
- **Insulation:** Installation of thermal insulation (e.g., SANS 10400-XA compliance).
- **Rainwater Goods:** Gutters, downpipes, and fascia boards.

4.1.4 Exterior and Interior Finishes

- **Windows & Doors:** Aluminum, glazing according to energy-efficiency standards (double-glazing where required).

- Plastering: Internal and external cement plaster (min. 12mm thick).
- Painting: Exterior (anti-fungal/weather-resistant) and interior (acrylic PVA).
- Floor Finishes: Ceramic tiles or carpets in specific areas.
- Ceilings: Refer to the BoQ.

4.1.5 Services (Plumbing & Electrical)

- **Electrical:** Sub-main distribution board, lighting points, socket outlets, and DB board setup.
- **Plumbing:** Hot and cold-water piping, sanitary ware installation (toilets, basins, showers).
- **Drainage:** Soil and wastewater systems connected to municipal sewer.
- **Hot Water:** Solar geyser or heat pump system (energy-efficient requirement).

4.1.6 Fixtures and Fittings

- **Kitchen:** Kitchen cabinets (modular/custom), countertops (granite or engineered stone), and sink.

4.2 BACKGROUND

Station was vandalised, platforms were trenched and left open during station vandalism, reinstating of platform surfaces and minor works is require before the service resumption.

4.4 GENERAL/TECHNICAL REQUIREMENTS

4.4.1 All completed platform surfaces to be neat and clean after completion

4.4.2 Removal of Existing work: Contractor will be responsible to remove and dispose of all rubble after completion of the works.

4.4.3 Establishment & Penalties: The construction period for each project will be agreed upon by both parties, before construction commences. Should the works not be completed within the agreed upon period a penalty of R 500/day will apply for each day in breach. Quality of materials and the use of the correct materials is important, if the project manager finds that sub-standard work or materials is been used the contractor will have to rectify his errors at his own expenses within an agreed period of time before payment will be made to the contractor. Failure to comply may lead to the tender being cancelled by the Prasa.

4.4.4 Compliance with Occupational Health and Safety Act 1993 6.7.1.

Tenderers are to note the requirements of the Occupational Health and Safety Act No. 85 of 1993 and the Construction Regulations 2003 issued in terms of Section 43 of the Act. The tenderer shall be

deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith. The Occupational Health and Safety Act, 1993 (Act 85 of 1993) stipulates that the Contractor is primarily responsible or liable for the health and safety of all his/her employees. This is embedded in Section 16(1) of the said Act. This responsibility or liability is also extended to include a mandatory that performs work on behalf of the employer on his/her premises. A “mandatory” is defined in the said Act as:- “Including an agent, contractor or subcontractor for work, but without derogating from his status in his own right as an employer or user”

In terms of Section 37(2), read with Section 41, of the said Act, it is legally possible for an employer to indemnify himself from this responsibility or liability regarding the actions of the mandatory. Section 37(2) stipulates that there should be a written agreement in place between the employer and the mandatory regarding the arrangements and procedures between them to ensure compliance by the mandatory with the provisions of the Occupational Health and Safety Act, 1993.

In order to ensure that this written agreement is honoured at all times, regular inspections of work that is performed will be conducted and if found to be noncompliant with the said agreement, a notice of non-compliance will be issued. All work will be stopped and reasons for non-compliance must be given and what corrective action will be taken to rectify the situation must be stipulated.

5. Contract Performance

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

- the number of breakdowns for specific period
- submission of reports, invoices and other administration duties
- payment of invoices

6. General Information

6.1. The contractor shall be or have in his employment an accredited person. Proof must be supplied of the above requirements

6.2. All material removed to be returned to PRASA unless otherwise stated.

- 6.3. Compliance certificates to be issued on completion of all new work done at no cost to PRASA. 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 attend to the works as per job cards /work order.
- 7.2. All material used shall be SABS approved
- 7.3. Prasa Project 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.
- 7.4. Please note the following local content threshold will apply when supplying material;
- 7.4.1.90% for Electrical cables.
- 7.4.2.100% on steel products.
- 7.4.3.100% on Polyvinyl Chloride (PVC) pipes.
- 7.4.4.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 reputable material supplier and only market related material prices will not be accepted by PRASA.

- 7.5. Provision of a Safety File is a requirement and must be submitted prior to any work commences. 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 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 fails to adhere to the priority levels as prescribed PRASA 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 be 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 in specific Trade.

10. Qualification requirements

If you do not submit the following documents/information, your submission will be disqualified automatically

- CIDB grade 4GB or higher
- Valid COIDA

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.

This checklist was revised to cater for **COVID 19** requirements as per RSA Government Disaster Management Act as amended and its Regulations.

Human Coronaviruses are common throughout the world. There are many different coronaviruses identified in animals but only a small number of these can cause disease in humans.

On 7 January 2020, 'Severe Acute Respiratory Syndrome Coronavirus 2' (SARS-CoV-2) was confirmed as the causative agent of 'Coronavirus Disease 2019' or COVID-19. The majority of the case-patients initially identified were dealers and vendors at a seafood, poultry and live wildlife market in China. Since then, the virus has spread to more than 100 countries, including South Africa.

The spread of the disease is thought to happen mainly via respiratory droplets produced when an infected person coughs or sneezes, similar to how influenza and other respiratory pathogens spread. Thus far, the majority of cases have occurred in people with close physical contact to cases and healthcare workers caring for patients with COVID-19.

Current symptoms reported for patients with COVID-19 have included mild to severe respiratory illness with cough, sore throat, shortness of breath or fever.

The complete clinical picture with regard to COVID-19 is still not fully clear. Reported illnesses have ranged from infected people with little to no symptoms to people being severely ill and dying.

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		
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		
8	Approved COVID 19 Policy / Declaration		
9	Approved S/HE Plan		
10	Risk Assessments for the projects as per project scope approved by the Risk Assessor and they should cover COVID 19 related risk and mitigation measures.		
11	Proof of medical fitness of employees who will be working on the project and they		



#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
	should be from the Occupational Health Practitioner not a General Practitioner. • Protocols for dealing with COVID 19 positive cases. • Screening of contractors employees including sub-contractor • The type of thermometer that will be utilised and its calibration status.		
12	Statutory Appointments including competency certificates and CVs e.g. COVID 19 Compliance Officer; First Aider and etc (Signed by the appointer and accepted by appointee's include CV's and competency certificates)		
13	Tool inspections Checklists and Register		
14	PPE Matrix and Records include COVID 19 PPE Requirements and list of the PPE to be provided.		
15	Safe Working Procedures or Method Statements Including COVID-19 control measures. A list of the documents required here is identified as a minimum - Waste management protocol on how COVID 19 related waste will be managed. - Incident reporting procedure.		



#	Requirement(s)	Compliance Status (Yes / No)	Comment(s)
	- Emergency procedure. - COVID 19 case handling.		
16	Tool box Talks Templates to include COVID 19 information for awareness purposes. Include induction material covering COVID 19		
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)		
21	Declaration of Sub-contractors (when applicable)		
22	Proof of Third Party Liability Cover		
	Conclusion / Statement of Compliance		