

# TENDER

## REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002 NMM

NAME OF COMPANY: \_\_\_\_\_

CSD Nr: \_\_\_\_\_

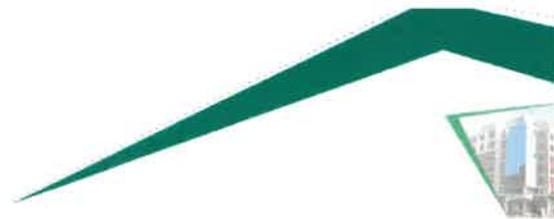
CRS Nr (CIDB): \_\_\_\_\_

CLOSING DATE: 24 March 2026

TIME: 11h00

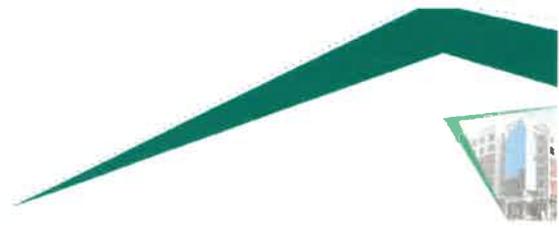
Department of Public Works &  
Infrastructure  
Independence Avenue  
Qhasana Building  
Bhisho



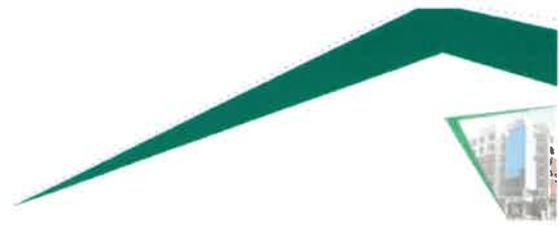


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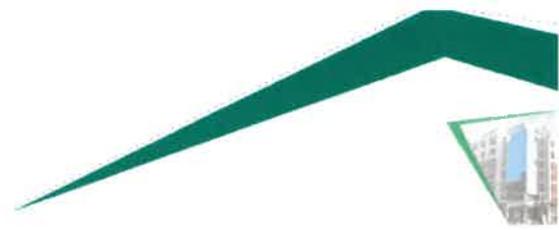
## THE TENDER



## **PART T1: TENDERING PROCEDURES**



## **PART T1.1: TENDER NOTICE AND INVITATION TO TENDER**



## T1.1 Tender Notice and Invitation to Tender

The Eastern Cape Department of Public Works & Infrastructure invites contractors with a CIDB Grading of **Grade 4GB or Higher** in the following Class of works General Building (GB) to tender for the **REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT): SCMU5-25/26-0002 NMM** for a **6-months contract**. The contract will be based on the **JBCC Principal Building Agreement 2000 edition 6.2 May of 2018**, and the Eastern Cape Department of Public Works & Infrastructure will enter into a contract with the successful tenderer.

Bid documents are downloadable free of charge from the Department of Public Works & Infrastructure website ([www.ecdpw.gov.za/tenders](http://www.ecdpw.gov.za/tenders)) or from National Treasury's tender portal (<http://www.etender.gov.za/content/advertised-tenders>). Bid documents will be available on the **27 February 2026**. No bid documents will be available at Departmental Offices

Only tenderers who have suitable experience and suitably qualified personnel in providing similar services to those that are required are eligible to submit to tenders.

**A NON-COMPULSORY CLARIFICATION MEETING WITH REPRESENTATIVES OF THE EMPLOYER WILL BE HELD AT 11:00 ON THE 10 MARCH 2026. PROSPECTIVE BIDDERS ARE TO MEET ON SITE AT UITENHAGE OLD RAILWAY STATION MUSEUM, CORNER MARKET STREET AND SAINT KATHERINE'S LANE, UITENHAGE, 6229.**

Queries relating to the issue of these documents may be addressed in writing to: Mr. D Jackson [Devin.Jackson@ecdpw.gov.za](mailto:Devin.Jackson@ecdpw.gov.za) **Technical enquiries:** may be addressed in writing to Mr. M Felix – email: [Marlon.Felix@ecdpw.gov.za](mailto:Marlon.Felix@ecdpw.gov.za).

**NOTE: BIDDERS INTENDING TO RENDER SERVICES TO THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE WILL BE SUBJECTED TO SCREENING AND OR VETTING PRIOR TO THE AWARD OF THE TENDER.**

## B. TENDER SUBMISSIONS

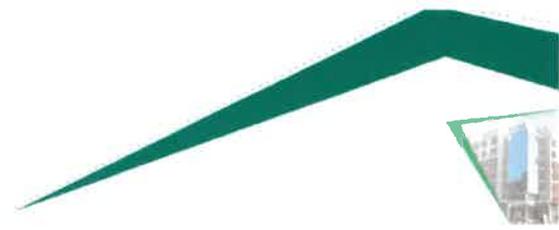
Bids must be submitted in sealed envelopes clearly marked **"SCMU5-25/26-0002NMM-: REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)**

**"SCMU5-25/26-0002 NMM"** must be deposited in the bid box, Ground Floor, Department of Public Works & Infrastructure, Old Ford House Building, 55 Albany Road, Central, Gqeberha.

The closing time for receipt of tenders by the ECDPWI is **11:00am on 24 March 2026** Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.

It is the responsibility of the tenderer/s to ensure that bid documents /proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Tenderers using courier services for delivery of their bid documents must ensure the delivery is at the correct place / location and time as the department will not be held responsible for wrong delivery. Not delivered to Departmental officials. The Department will not accept responsibility if bids received by officials are not timely deposited in the Bid Box.

Tenders may only be submitted on the tender documentation that is issued. Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal (<https://secure.csd.gov.za>). Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.



### C. BID EVALUATION:

This bid will be evaluated in Two (2) phases as follows:

**Phase One:** Administrative requirements Compliance, responsiveness to the bid rules and conditions,

**Phase Two:** Preferential Procurement Policy Framework Act (PPPFA), and Preferential Procurement Regulations 2022. (PPR 2022)

### PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) WILL BE AWARDED AS FOLLOWS:

Maximum points on price	-	<b>80 points</b>
Maximum points for Specific Goals	-	<b>20 points</b>
<b>Maximum points</b>	-	<b>100 points</b>

### D. BID SPECIFICATIONS, CONDITIONS AND RULES

1. The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data
2. The Department of Public Works and Infrastructure SCM policy applies.
3. Tender validity period is **90 days**.

### E. ENQUIRIES WITH REGARD TO THIS ADVERT MAY BE DIRECTED TO:

- **SCM RELATED ENQUIRIES**

Mr. D Jackson

Tel: 041 390 9160

Email Address: [Devin.Jackson@ecdpw.gov.za](mailto:Devin.Jackson@ecdpw.gov.za)

- **TECHNICAL ENQUIRIES**

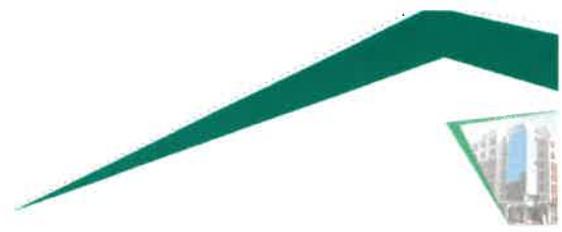
Mr. Marlon Felix

Cell No.: 082 404 4140

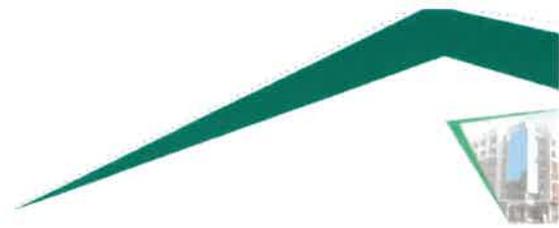
Email Address: [Marlon.Felix@ecdpw.gov.za](mailto:Marlon.Felix@ecdpw.gov.za)

### **FOR COMPLAINTS, FRAUD, & TENDER ABUSE:**

Call: 0800 701 701



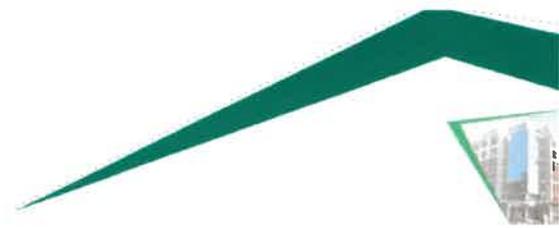
## PART T1.2: TENDER DATA



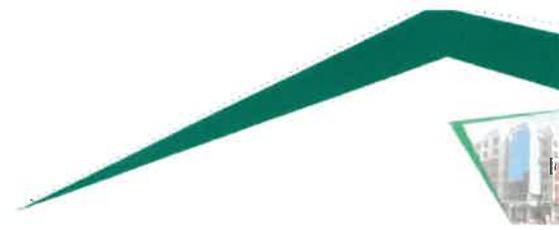
## T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3, *Standard conditions of tender*. SANS 10845-3 makes several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3 *and* as contained in **Annexure C of Standard for Uniformity in Construction Procurement (Board Notice 423 of 2009 Government Gazette No 42622 of August 2019)**. Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

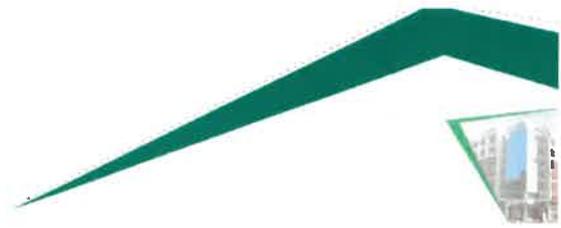
Clause number	Tender Data
3.1	The Employer is Public Works & Infrastructure – Eastern Cape
3.2	The tender documents issued by the employer comprise the following documents: <b>THE TENDER</b> <b>Part T1: Tendering procedures</b> T1.1 - Tender notice and invitation to tender T1.2 - Tender data <b>Part T2: Returnable documents</b> T2.1 - List of returnable documents T2.2 - Returnable schedules <b>THE CONTRACT</b> <b>Part C1: Agreements and Contract data</b> C1.1 - Form of offer and acceptance C1.2 - Contract data C1.3 - Dispute Resolution Mechanism <b>Part C2: Pricing data</b> C2.1 - Pricing Instructions C2.2 - Bills of Quantities <b>Part C3: Scope of work</b> C3 - Scope of work <b>Part C4: Site information</b> C4 - Site information
3.3	The tender documents issued by the employer comprise the documents listed on the contents page
3.4	The employer's agent is: Name: Marlon Felix Department of Public Works & Infrastructure 55 Albany Rd Gqeberha Central Gqeberha 6000 Tel: 082 404 4140 E-mail: <a href="mailto:Marlon.Felix@ecdpc.gov.za">Marlon.Felix@ecdpc.gov.za</a>
3.5	The language for communications is English
3.6	The competitive negotiation procedure shall be applied.
3.7	Method 2: Two (2) stage procurement procedure shall be applied.
<b>4</b>	<b>Tender's obligations</b>



4.1	<p>The following tenderers who are registered with the CIDB, or are capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated:</p> <p>a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations, for a CIDB <b>Grade 4GB or higher</b> class of construction work; and</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> <li>1. every member of the joint venture should be in the GB class of work</li> <li>2. the lead partner has a contractor grading designation in the CIDB <b>Grade 4GB or higher</b> class of construction work; and</li> <li>3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a CIDB <b>Grade 4GB or higher</b> class of construction work or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations.</li> <li>4. Joint Venture Agreement.</li> </ol>
4.2	<p>The employer will compensate the tender as follows <b>as per the conditions of the Form of Contract signed or SLA</b>. The employer <b>will not</b> compensate the tenderer for any costs incurred in attending interviews or making any submissions in the office of the employer.</p>
4.3	<p>It is the responsibility of the tenderer to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.</p>
4.4	<p><b>Confidentiality and copyright of documents</b> Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.</p>
4.5	<p>Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are incorporated into the tender documents by reference.</p>
4.6	<p>Acknowledge receipt of addenda to the tender documents, which the employer may issue, and, if necessary, apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.</p>
4.7	<p>The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. Tenderers must sign the attendance list in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list. <b>Tender documents will not be made available at the clarification meeting</b></p>
4.8	<p><b>Seek clarification</b> Request clarification of the tender documents, if necessary, by notifying the employer at least <b>5 (Five) working days before the closing time stated in the tender data</b>.</p>
4.9	<p>Tenderers are required to state the rates and currencies in Rands. Include in the rates, prices, and the tendered total of the prices (if any), all duties, taxes which the law requires to be paid [except value added tax (VAT)], and other levies payable by the successful tenderer, that are applicable 14 days before the closing time stated in the tender data. Show the VAT payable by the employer separately as an addition to the tendered total of the prices. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data. State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data.</p>



4.10	Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer or to correct errors made by the tenderer and ensure that all signatories to the tender offer initial all such alterations. Do not make erasures using masking fluid.
4.11	Main tender offers are not required to be submitted together with alternative tenders.
4.12	No alternative tender offers will be considered
4.13.1	Parts of each tender offer communicated on paper shall be submitted as original. Submit a) the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with a translation of any documentation in a language other than the language of communication established in 3.5, and b) the parts communicated electronically by the employer or its agents on paper format with the tender.
4.13.2	Sign the original and all copies of the tender offer where required in terms of the tender data. NOTE The employer holds all authorized signatories liable on behalf of the tenderer.
4.13.3	A tender security in the amount of <b>N/A</b> is required and shall remain valid for a period not exceeding <b>N/A</b> days after the closing date for tender offers. The form of the tender security shall not differ substantially from the sample provided in Annex D of SANS 10845-3.
4.13.4	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: <b>Location of tender box DEPARTMENT OF PUBLIC WORKS &amp; INFRASTRUCTURE, Ground Floor, Old Ford House Building</b> <b>Physical address: 55 Albany Road, Central, Gqeberha, 6001</b> <b>Identification details: SCMU5-25/26-0002NMM-: REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b> <b>Closing date and time: 24 MARCH 2026 at 11:00</b>
4.13.5	The tenderer is required to submit with his tender the following certificates: 1) a copy of the CSD report showing, amongst other things, that tax matters of the service provider are in order in the South African Revenue Services. 2) CIDB Grading certificate or CRS number.
4.13.6	A two-envelope procedure will not be required.
4.13.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted. The tenderer accept that the employer does not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
4.14	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of the standard conditions of tender in this part of SANS 10845 apply equally to the extended deadline.
4.15.1	The tender offer validity period is <b>90 days</b> . Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data. If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period, with or without any conditions attached to such extension. Extend the period of the tender security, if any, to cover any agreed extension requested by the employer.
4.15.2	<b>Placing of contractors under restrictions / withdrawal of tenders</b> If any tenderer who has submitted a tender offer or a contractor who has concluded a contract has, as relevant: withdrawn such tender or quotation after the advertised closing date and



	<p>time for the receipt of submissions; after having been notified of the acceptance of his tender, failed or refused to commence the contract; had their contract terminated for reasons within their control without reasonable cause; offered, promised or given a bribe in relation to the obtaining or the execution of such contract; acted in a fraudulent, collusive or anti-competitive or improper manner or in bad faith towards the Provincial Government; or, made any incorrect statement in any affidavit or declaration with regard to a preference claimed and is unable to prove to the satisfaction of the Provincial Government that the statement was made in good faith or reasonable steps were taken to confirm the correctness of the statements, such tenderer/s may be placed under restriction from tendering with the state.</p> <p>Procedures are outlined in the EC SCM Policy for Infrastructure procurement and Delivery Management and also on <b>CIDB</b> Inform Practice Note #30. Excerpts of the policy can be availed on request of any interested tenderer.</p>
4.16	Access shall be provided for the following inspections, tests and analysis: <b>N/A</b>
4.17	the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard as per DPWI policy
<b>5</b>	<b>Employer's undertakings</b>
5.1	<p>The Employer will respond to requests for clarification received up to <b>Five (5)</b> working days before the tender closing time.</p> <p>If, as a result of the issuing of addenda, it is necessary to extend the closing time stated in the tender data, grant such extension and notify all respondents accordingly.</p>
5.2	The employer shall issue addenda until <b>Five (5)</b> working days before tender closing time.
5.3	Tenders will be opened immediately after the closing time for tenders at <b>11:00am hours</b> .
5.4	Do not disclose to tenderers, or to any person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.
5.5	<p>Determine, after opening and before detailed evaluation, whether each tender offer that was properly received</p> <ul style="list-style-type: none"> <li>a) complies with the requirements of the standard conditions of tender in this part of SANS 10845,</li> <li>b) has been properly and fully completed and signed, and</li> <li>c) is responsive to the other requirements of the tender documents.</li> </ul> <p>A responsive tender is one that conforms to all the terms, conditions, and scope of work of the tender documents, without material deviation or qualification. A material deviation or qualification is one which, in the employer's opinion, would</p> <ul style="list-style-type: none"> <li>d) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work,</li> <li>e) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or</li> <li>f) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.</li> </ul> <p>Reject a non-responsive tender offer, and do not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>
5.6	<p><b>Arithmetical errors, omission and discrepancies</b></p> <p>Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.</p> <p>For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.</p>
5.7.1	The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule.

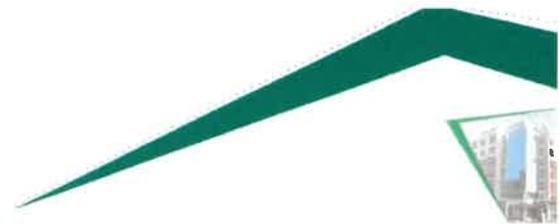
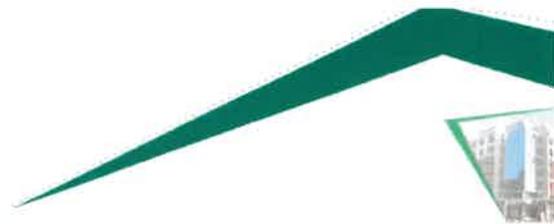


Table F.1: Formulae for calculating the value of A			
Formula	Comparison aimed at achieving	Option 1*	Option 2*
1	Highest price or discount	$A = \left( 1 + \frac{(P - P_m)}{P_m} \right)$	$A = P / P_m$
2	Lowest price or percentage commission / fee	$A = \left( 1 - \frac{(P - P_m)}{P_m} \right)$	$A = P_m / P$
<sup>a</sup> $P_m$ is the comparative offer of the most favourable comparative offer. $P$ is the comparative offer of the tender offer under consideration.			

5.7.2	<p>The procedure for the evaluation of responsive tenders is Method 2: Administrative Compliance, Price and Preference            Phase 1: Administrative requirements compliance, responsiveness, to the bid rules and conditions            Phase 2: PPPFA and PPR (2022) Price and preference (80/20 system) :</p> <p><b><u>PHASE ONE: RESPONSIVENESS TO THE BID REQUIREMENTS AND RULES</u></b></p> <p>Bidders' proposals must meet the following minimum requirements and supporting documents must be submitted with the completed bid document in a sealed envelope in the bid box at the closing date and time. Failure to comply will automatically eliminate the bid for further consideration:</p> <ol style="list-style-type: none"> <li>1. Bid Document (This Document must be submitted in its original format)</li> <li>2. Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.</li> <li>3. Bidder must be registered with CIDB in the correct grading and class of works as per the tender notice and requirements. And must the status on CIDB be active during award stage. It is the responsibility of the bidder to keep the status on CIDB active throughout bidding process (advert till award stage).</li> <li>4. Bidders must be a legal entity.</li> <li>5. Form of offer and Acceptance (fully completed and signed)</li> <li>6. SBD 4- Declaration of Interest (fully completed and signed). <b>SBD4 must be duly completed and signed. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract, such interest must be disclosed on question 2.3.1.</b></li> <li>7. Incomplete or unsigned or poorly completed forms <b>SBD 4 will lead to a bidder being declared non-responsive</b></li> <li>8. Compulsory Enterprise Questionnaire (Completed and signed) (JV partners must complete separate Questionnaire forms and submit).</li> <li>9. If the offer is "Vat Inclusive", the VAT registration number of service provider must be indicated and if a service provider is not a VAT Vendor but include VAT in its prices, the successful service provider will be given 21 days to register as a VAT Vendor with SARS, after the issuing of an appointment letter. If a bidder is a VAT vendor/registered, the bidder is required to explicitly state the VAT amount. VAT vendors must include VAT at 15% in the bid offer(s).</li> <li>10. If the Bid Sum (amount in words) differ from the Bid Sum (amount in figures), the Bid Sum (amount in words) will govern.</li> <li>11. Resolution to Sign (must be completed, if applicable).</li> <li>12. Only one offer per bidder is allowed and alternative offers will not be considered. If more than one offer is received, none of the offers will be considered.</li> <li>13. Attendance of compulsory briefing meeting (if applicable).</li> <li>14. Certificate of Authority for Joint Ventures (if applicable). In the case of a joint venture, a signed JV agreement stating the share interest or percentage of each partner should also be made available to the department by the JV</li> </ol> <p><b><u>Other Conditions of bid (Non eliminating unless expressly mentioned in the document):</u></b></p> <ol style="list-style-type: none"> <li>15. DPWI Policy applies.</li> <li>16. Returnable Schedule: SBD1-Invitation to bid must be completed and signed</li> <li>17. The bidder must be registered on the Central Supplier Database (CSD) prior the award</li> </ol>
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18. All bidders' tax matters must be in order prior award. Bidders' tax matters will be verified through CSD. In cases where the bidder's status is found non-compliant, the bidder will be granted 7 working days to correct the status. **A bidder that fails to rectify its tax matters with SARS will be declared non-responsive.**
19. Bidders need to complete and sign **SBD 6.1** to claim points for specific goals. **Failure will lead to the non-awarding of points for specific goals.**
20. Bidders should submit a minimum of three (3) written contactable references for projects successfully completed in the past (clearly indicating client name, contract value, contract term, contact person, contact details). This is not an elimination factor, but important for the department to make a decision.
21. Bidders should submit a list of projects where he or she has submitted tender offers, but tender results have not been confirmed by the client. This is not an elimination factor, but important for the department to make a decision.
22. Bidders should submit their company profiles, list of available resources, plant and machinery and any other additional capacity with the bid. This is not an elimination factor, but important for the department to make a decision.
23. The bidders should also list all projects where there are pending litigations or litigations have been concluded.
24. The Department will contract with the successful bidder by signing a formal contract.
25. This tender will be awarded as a whole. All trades listed in the Bills of Quantities or Pricing schedule should be priced for (except provisional sums and allowances which also need to be added to the total), failure to do so will increase commercial risk of the bid and may lead to elimination or passing over of the bidder.
26. Wherever a brand name is specified in this document (i.e. specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.
27. Protection of personal information: Consent (POPIA)
28. The successful tenderer (after being informed) will be required to bring along an unsigned copy of the form of contract to be signed by parties (e.g. JBCC Principal Building Agreement 2000 edition 6.2 of 2018)
29. Bidders intending to render services to the department of public works and infrastructure will be subjected to screening and or vetting prior to the award of the tender.

**PHASE TWO: EVALUATION POINTS ON PRICE AND SPECIFIC GOALS**

The **80/20 preference point system** shall be applied for the purposes of this bid as per the requirements of the *Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000)* and Preferential Procurement Regulations 2022

Criteria	Points
<b>POINTS ON PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
<b>TOTAL</b>	<b>100</b>

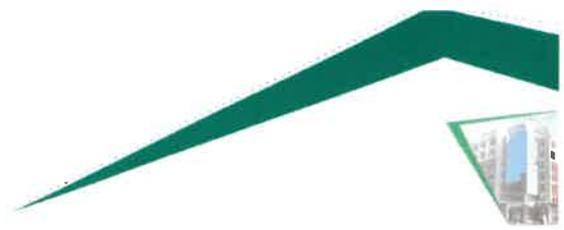
**The 90/10 preference point system for acquisition of services, works or goods exceeding Rand value of R50 million:**

(a) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included): The financial offer will be scored using the following formula:

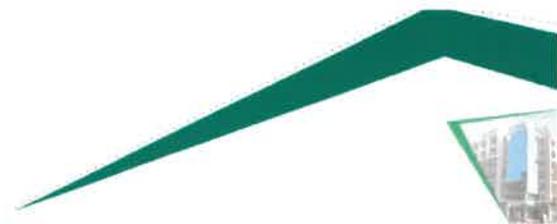
$$A = (1 - \frac{P - P_m}{P_m})$$

The value of value of  $W_1$  is:

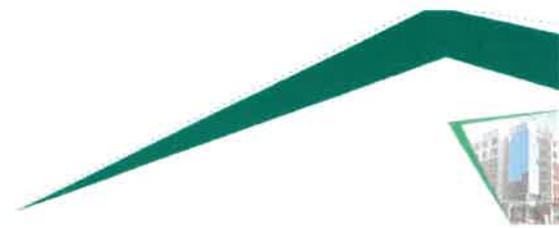
30. **90** where the financial value inclusive of VAT of all responsive tenders received have a value in **excess of R50 000 000** or
31. **80** where the financial value inclusive of VAT of one or more responsive tender offers have a value that **equals or is less than R 50 000 000.**



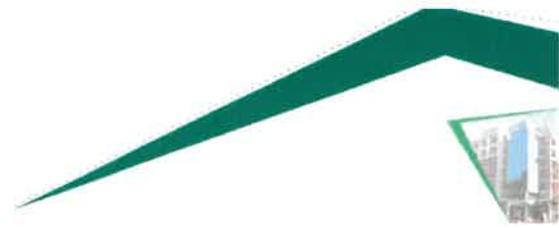
5.7.3	The procedure for the evaluation of responsive tenders is <b>Method 2</b> (Administrative Compliance, price and preference)
5.7.4	The quality criteria and maximum score in respect of each of the criteria are as follows: <b>N/A</b>
5.7.5	Each evaluation criteria will be assessed in terms of five indicators – <b>N/A</b>
5.7.6	The prompts for judgment and the associated scores used in the evaluation of quality shall be as follows: <b>N/A</b>
5.8	<p><b>Tender offers will only be accepted if:</b></p> <ul style="list-style-type: none"> <li>a) the tenderer is registered on the Central Supplier Database (CSD) for the South African government ( see <a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a> ) unless it is a foreign supplier with no local registered entity</li> <li>b) the tenderer is in good standing with SARS according to the Central Supplier Database. Bidders must submit a CSD no. or tax status compliance pin.</li> <li>c) the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard as per DPWI policy.</li> <li>d) the tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation.</li> <li>e) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.</li> <li>f) the tenderer has not: <ul style="list-style-type: none"> <li>i) abused the Employer's Supply Chain Management System; or</li> <li>ii) failed to perform on any previous contract and has been given a written notice to this effect.</li> </ul> </li> <li>g) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.</li> <li>h) the tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract.</li> <li>i) Bids which are late, incomplete, unsigned or submitted by facsimile or electronically will not be accepted.</li> <li>j) the tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer.</li> <li>k) The tenderer undertakes to maximize the sourcing of building material or infrastructure input material from Eastern Cape based suppliers or manufacturers.</li> <li>l) the employer is reasonably satisfied that the tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely.</li> <li>m) the tender has offered a market related offer. If the offer is believed not to be market related, the department through its Supply Chain Management bid committees will attempt to negotiate the offer with identified bidder/s to a reasonable amount. Bidders are not allowed to increase their tender offers during this process.</li> <li>n) A Resolution of signatory form has been completed and signed by director/s or a letter bearing a letterhead of the tenderer has been attached (specific to this bid) to the bid submission; it must be duly signed by all directors and submitted the bid. Only a duly authorized official can sign the bid.</li> <li>o) Prospective bidders must register on CSD prior submitting bids (open tenders). Any prospective bidder found to have Tax matters not in order with SARS (verified through CSD) during the evaluation process (after being given an opportunity to rectify tax matters) will be eliminated and not be considered further in the process. Preferred bidder/s will be afforded an opportunity to rectify their tax affairs within 7 days. A bidder that fails to rectify its tax matters with SARS will be eliminated.</li> </ul>



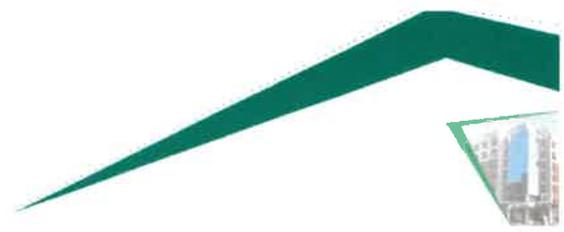
	<p>p) <b>NOTE:</b> The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in bidder's tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer.</p> <p>q) The department reserves the right not to award the bid to the most favorable tenderer, if any of the situations occur: if it is not assisting in the advancement of designated groups; risk profile of the favorable firm is too high; the bidder has been awarded a considerable number of projects by the department or provincial government; has performed unsatisfactorily in the past, etc.</p>
5.9	The number of paper copies of the signed contract to be provided by the employer is 1.
	<p>The additional conditions of tender are:</p> <ul style="list-style-type: none"> <li>Wherever a brand name is specified in this document (i.e. specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.</li> </ul>
T.2.1	<b>A. List of returnable documents</b>
1	<p><b>Documentation to demonstrate eligibility to have tenders evaluated i.e. List all documentation to demonstrate eligibility to have a submission evaluated.</b></p> <ul style="list-style-type: none"> <li>Appropriate CIDB grading suitable for the works (as stated in 4.1).</li> </ul>
2	<p><b>Returnable Schedules required for tender evaluation purposes</b> The tenderer must fully and appropriately complete and sign the following returnable schedules as relevant:</p> <ul style="list-style-type: none"> <li>Record of Addenda to Tender Documents</li> <li>Proposed amendments and qualifications</li> <li>Compulsory Enterprise Questionnaire (JV partners must complete separate Questionnaire forms and submit).</li> <li>SBD 1, 4 &amp; 6.1</li> <li>Form of Offer and Acceptance</li> <li>Protection of personal content: Consent</li> <li>Final Summary of Bills of Quantities or a complete Pricing Schedule</li> <li>Certificate of Authority for Joint Ventures</li> </ul>
3	<p><b>Other documents required for tender evaluation purposes</b> The tenderer must provide the following returnable documents:</p> <ul style="list-style-type: none"> <li>A CSD Report for a contractor with valid and correct information.</li> <li>A letter if good standing from the Compensation Fund or a licensed insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act 1993 (Act No. 130 of 1993)</li> </ul>
4	<p><b>Returnable Schedules that will be used for tender evaluation purposes and be incorporated into the contract</b> The tenderer must complete the following returnable documents:</p> <ul style="list-style-type: none"> <li>A duly completed form of Offer and Acceptance (and any revision of prices if there are any).</li> </ul>
5	<p><b>Only authorized signatories may sign the original and all copies of the tender offer where required.</b></p> <ul style="list-style-type: none"> <li>In the case of a ONE-PERSON CONCERN submitting a tender, this shall be clearly stated.</li> <li>In the case of a <b>COMPANY</b> submitting a tender, include a copy of a <b>resolution by its board of directors</b> authorizing a director or other official of the company to sign the documents on behalf of the company.</li> <li>In the case of a <b>CLOSE CORPORATION</b> submitting a tender, include a copy of a <b>resolution by its members</b> authorizing a member or other official of the corporation to sign the documents on each member's behalf.</li> <li>In the case of a <b>PARTNERSHIP</b> submitting a tender, <b>all the partners</b> shall sign the documents, unless one partner or a group of partners has been authorized to sign on behalf of each partner, in which case <b>proof of such authorization</b> shall be included in the Tender.</li> </ul>



	<ul style="list-style-type: none"> <li>In the case of a <b>JOINT VENTURE/CONSORTIUM</b> submitting a tender, include <b>a resolution of each company</b> of the joint venture together with a <b>resolution by its members</b> authorizing a member of the joint venture to sign the documents on behalf of the joint venture. <b>JV NOT APPLICABLE.</b></li> </ul> <p><b><u>Accept that failure to submit proof of authorization to sign the tender shall result in the tender offer being regarded as non-responsive.</u></b></p>
6	<p><b>Information and data to be completed in all respects</b> Accept that tender offers, which do not provide all the data or information requested completely and, in the form, required, may be regarded by the employer as nonresponsive.</p>
7	<p><b>Canvassing and obtaining of additional information by tenderers</b> The Tenderer shall not make any attempt either directly or indirectly to canvass any of the Employer's officials or the Employer's agent in respect of his tender, after the opening of the tenders but prior to the Employer arriving at a decision thereon. The Tenderer shall not make any attempt to obtain particulars of any relevant information, other than that disclosed at the opening of tenders.</p>
8	<p><b>Prohibitions on awards to persons in service of the state</b> The Employer is prohibited to award a tender to a person -</p> <ol style="list-style-type: none"> <li>who is in the service of the state; or</li> <li>if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or</li> <li>a person who is an advisor or consultant contracted with the Department or municipal entity.</li> </ol> <p><b>In the service of the state means to be -</b></p> <ol style="list-style-type: none"> <li>a member of: -             <ol style="list-style-type: none"> <li>any municipal council;</li> <li>any provincial legislature; or</li> <li>the National Assembly or the National Council of Provinces;</li> </ol> </li> <li>a member of the board of directors of any municipal entity;</li> <li>an official of any Department or municipal entity;</li> <li>an employee of any national or provincial department;</li> <li>provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);</li> <li>a member of the accounting authority of any national or provincial public entity; or</li> <li>an employee of Parliament or a provincial legislature.</li> </ol> <p>In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.</p>
9	<p><b>Awards to close family members of persons in the service of the state</b></p> <p>Accept that the notes to the Employer's annual financial statements must disclose particulars of any award of more than R2000 to a person who is a spouse, child or parent of a person in the service of the state (defined in clause 8 above), or has been in the service of the state in the previous twelve months, including -</p> <ol style="list-style-type: none"> <li>the name of that person;</li> <li>the capacity in which that person is in the service of the state; and</li> <li>the amount of the award.</li> </ol> <p>In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.</p>
10	<p><b>Respond to requests from the tenderer</b></p>



	The employer will respond to requests for clarification up to <b>5 (five) working days</b> before the tender closing time.
11	<b>Opening of tender submissions</b> Tenders will be opened immediately after the closing time for tenders
12	<b>Scoring quality / functionality:</b> N/A
13	<b>Cancellation and re-invitation of tenders</b>  An organ of state may, prior to the award of the tender, cancel the tender if-  (a) due to changed circumstances, there is no longer a need for the services, works or goods requested; or (b) funds are no longer available to cover the total envisaged expenditure; or (c) no acceptable tenders are received. (d) Tender validity period has expired. (e) Gross irregularities in the tender processes and/or tender documents. (f) No market related offer received (after attempts of negotiation processes)  Where applicable, the decision to cancel the tender will be published in the CIDB website and in the Tender Bulletin or the media in which the original tender invitation as advertised.
14	Dispute resolution mechanism will be done through the <b>Adjudication</b> route.
15	The department must when acting against the tenderer or person awarded the contract on a fraudulent basis, considers the provisions of Regulation 14: The remedies provided for in Preferential Procurement Regulations 2022 do not prevent an institution from instituting remedies arising from any other prescripts or contract.
16	Where the employer terminates the contract due to default of the contractor in whole or in part, the employer may decide to: a) Refer the breach in contract to the <b>cidb</b> for investigation as a breach of the <b>cidb Code of Conduct</b> in terms of the <b>cidb Regulations</b> ; or b) may impose a restriction penalty on the contractor in terms of Section 14 of the Preferential Procurement Regulations. The outcomes of such investigations in terms of both the cidb Regulations and the Preferential Procurement Regulations may prohibit the contractor from doing business with the public sector for a period not exceeding 10 years.



## PART T2: RETURNABLE DOCUMENTS



## **PART 2.1: LIST OF RETURNABLE DOCUMENTS**



## T2.1 List of Returnable Documents

The tenderer must complete the following returnable documents:

### 1 Returnable Schedules required for bid evaluation purposes

- Compulsory enterprise questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).
- Record of addenda issued (Only if addenda is issued)
- Certificate of authority for joint ventures (Only where the tender/ quotation is submitted by a joint venture)

### 2 Other documents required for bid evaluation purposes

- Form of Offer and Acceptance
- Complete Priced Bills of Quantities & Final Summary

### 3 Returnable Schedules that will be incorporated into the contract

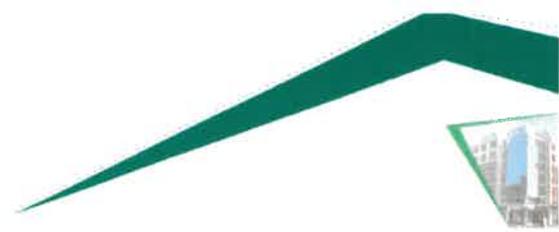
- Details of the Project Team and CV with Qualifications & Proof of Registration completed for each individual of proposed
- Schedule of Plant and Equipment
- Record of projects: current, past and on tender.
- Project References – at least 3
- SBD 1, 4 & 6.1
- Protection of personal content: Consent



**PART A**

**INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE</b>					
BID NUMBER:	SCMU5-25/26-0002 NMM	CLOSING DATE:	24 MARCH 2026	CLOSING TIME:	11H00
DESCRIPTION:	REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:</b>					
DEPARTMENT OF PUBLIC WORKS& INFRASTRUCTURE, GROUND FLOOR, OLD FORD HOUSE BUILDING, 55 ALBANY ROAD, CENTRAL, GQEBERHA.					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Mr Devin Jackson	CONTACT PERSON	Marlon Felix		
TELEPHONE NUMBER	041 390 9160	TELEPHONE NUMBER	082 404 4140		
FACSIMILE NUMBER	N/A	FACSIMILE NUMBER	N/A		
E-MAIL ADDRESS	<a href="mailto:Devin.Jackson@ecdpc.gov.za">Devin.Jackson@ecdpc.gov.za</a>	E-MAIL ADDRESS	<a href="mailto:Marlon.Felix@ecdpc.gov.za">Marlon.Felix@ecdpc.gov.za</a>		
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No	[IF YES, ANSWER THE QUESTIONNAIRE BELOW]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?					<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?					<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?					<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?					<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?					<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					



**PART B**

**TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

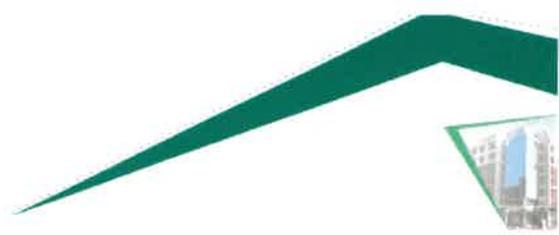
**2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. **NOT APPLICABLE.**
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....



## Compulsory Enterprise Questionnaire

### A

#### Compulsory Enterprise questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1: Name of enterprise:** .....

**Section 2: VAT registration number, if any:** .....

**Section 3: Cidb registration number, if any:** .....

**Section 4: Particulars of sole proprietors and partners in partnerships**

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 5: Particulars of companies and close corporations**

Company registration number .....

Close corporation number ..... Tax reference number .....

**Section 6: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.**

**Section 7: The attached SBD 6.1 must be completed for each tender and be attached as a requirement.**

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004; iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed .....

Date .....

Name .....

Position .....



## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
 .....

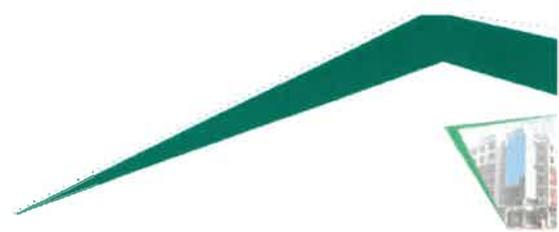
2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
 .....

### 3 DECLARATION

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

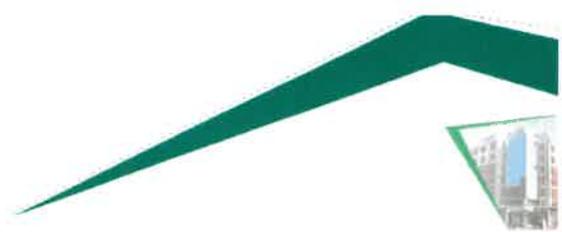
- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Signature	..... Date
..... Position	..... Name of bidder

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



## SBD 6.1

### PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

#### 1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The lowest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- a) Price; and
- b) Specific goals

#### 1.4 To be completed by the organ of state:

	POINTS
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for PRICE and SPECIFIC GOALS</b>	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

#### 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

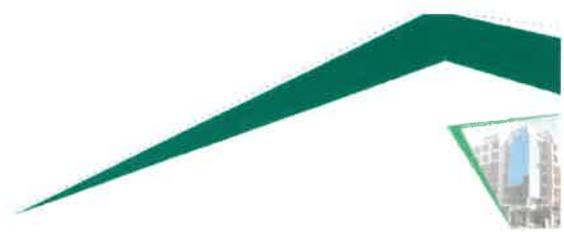




- 4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, or
  - then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)**

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
<b>Historically Disadvantaged Individual:-</b>		
(a) 100% black ownership	6	
(b) 51% to 99% black ownership	4	
(c) Less than 51% black ownership	0	
<b>Black women ownership:-</b>		
(a) 100% black women ownership	4	
(b) 30% to 99% black women ownership	2	
(c) Less than 30% black women ownership	0	
<b>Locality</b>		
(a) Within the Eastern Cape	6	
(b) Outside the Eastern Cape	0	
<b>Black youth ownership:-</b>		
(a) 100% black youth ownership	4	
(b) 30% to 99% black youth ownership	2	
(c) Less than 30% black youth ownership	0	



**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3 Name of company/firm.....

4.4 Company registration number: .....

4.5 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
  - One-person business/sole propriety
  - Close corporation
  - Public Company
  - Personal Liability Company
  - (Pty) Limited
  - Non-Profit Company
  - State Owned Company
- [TICK APPLICABLE BOX]

4.6 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that: i) The information furnished is true and correct;

i. The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

ii. In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iii. If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- a) disqualify the person from the tendering process;
- b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- e) forward the matter for criminal prosecution, if deemed necessary.

**SIGNATURE(S) OF TENDERER(S)** .....

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

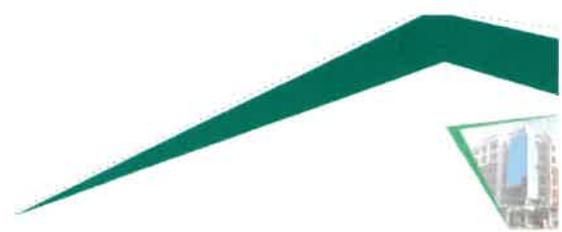


**PROOF OF REGISTRATION ON THE NATIONAL TREASURY  
CENTRAL SUPPLIER DATABASE (CSD REPORT)**

**(ATTACH HERE)**



**VALID CIDB CERTIFICATE OF A TENDERER  
(ATTACH HERE)**



## **PROTECTION OF PERSONAL INFORMATION: CONSENT (POPIA)**

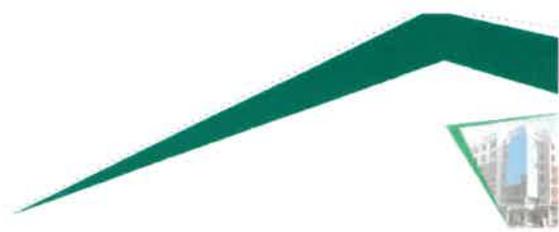
The introduction of The Protection of Personal Information Act (POPIA) ensures the regulation of personal information through its entire life cycle of collection, transfer, storing and deletion. As part of its business activities, the Department of Public Works and Infrastructure obtains and requires access to personal data from a wide range of internal and external parties, including without limitation bidders who respond to requests for proposals that are published by the Department of Public Works and Infrastructure from time to time. The Department of Public Works and Infrastructure confirms that it shall process the information disclosed by Bidders for the purpose of evaluating and subsequently awarding/appointing a successful Bidder.

The Department of Public Works and Infrastructure hereby states that it does not and will never modify, amend, or alter any personal information submitted to it by a Bidder. Not unless directed to do so by an order of court, the Department of Public Works and Infrastructure does not disclose or permit the disclosure of any personal information to any Third Party without the prior written consent of the owner of the information.

Similarly, Bidders will from time-to-time access and be seized with information of a personal nature pertaining to the Department of Public Works and Infrastructure. Some of the information may because of legislative compliances be available in the public domain, whilst some is uniquely provided to bidders in pursuit of procurement or other business-related activities. In this regard, the Department of Public Works and Infrastructure requires that Bidders which receive or have access to its personal information, process any such information in a manner compliant with the requirements of the POPIA.

## **AGREEMENT**

1. The Department of Public Works and Infrastructure and the Bidder (the Parties) agree and undertake that upon obtaining and having access to personal information relating to either of them, they shall always ensure that:
  - a) They process the information only for the express purpose for which it was obtained.
  - b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.
  - c) They will introduce, and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
  - d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
  - e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
  - f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.
2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organization.
3. Bidder's Obligations



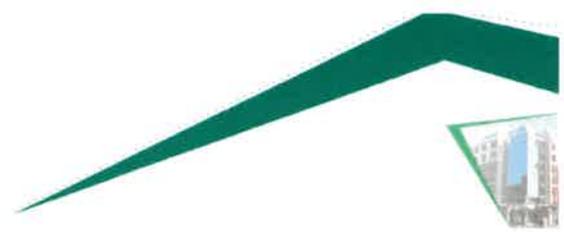
- a) The Bidder is required to notify the Information Officer of Department of Public Works and Infrastructure, in writing as soon as possible after it becomes aware of or suspects any loss, unauthorized access or unlawful use of any of the Department of Public Works and Infrastructure’s personal information.
- b) The Bidder shall, at its own cost, promptly and without delay take all necessary steps to mitigate the extent of the loss or compromise of personal data.
- c) The Bidder shall be required to provide the Department of Public Works and Infrastructure with details of the persons affected by the compromise and the nature and extent of the compromise, including details of the identity (if known) of the unauthorized person who may have accessed or acquired the personal data.
- d) The Bidder undertakes to co-operate with any investigation relating to security breach which is carried out by or on behalf of Department of Public Works and Infrastructure.

**On behalf of the Bidder:**

..... Signature	..... Date
..... Position	..... Name of the Bidder

**On behalf of the Client:**

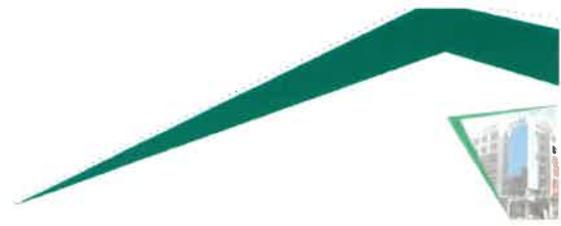
..... Signature	..... Date
..... Position	..... Name of Client Representative



## THE CONTRACT



## **PART C1: AGREEMENTS AND CONTRACT DATA**



## PART C1.1: FORM OF OFFER AND ACCEPTANCE



**Annex C**  
*(normative)*

**FORM OF OFFER AND ACCEPTANCE**

<b>Project title</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>SCMU number</b>	<b>SCMU5-25/26-0002 NMM</b>

**OFFER**

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of: **REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)**

.....  
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 OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS**

.....Rand (in words);

R .....(in figures) (or other suitable wording)

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.

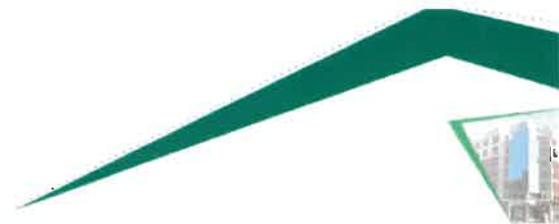
Signature .....  
Name .....  
Capacity .....  
**for the tenderer** .....  
(Name and address of organization)  
Name and signature  
of witness ..... Date .....

**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 Agreements 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 returnable 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 form of offer and acceptance. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within 3 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 working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.<sup>1</sup>

Signature .....  
 Name .....  
 Capacity .....  
**for the** .....  
**Employer** .....  
 (Name and address of organization)  
 Name and signature  
 of witness ..... Date .....

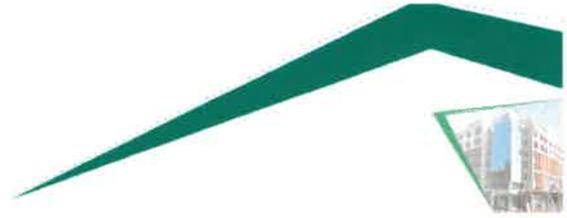
**Schedule of Deviations**

- 1 Subject \_\_\_\_\_  
 Details \_\_\_\_\_
- 2 Subject \_\_\_\_\_  
 Details \_\_\_\_\_
- 3 Subject \_\_\_\_\_  
 Details \_\_\_\_\_
- 4 Subject \_\_\_\_\_  
 Details \_\_\_\_\_

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/ quotation 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.

<sup>1</sup> As an alternative, the following wording may be used:  
 Notwithstanding anything contained herein, this agreement comes into effect two working days after the submission by the employer of one fully completed original copy of this document including the schedule of deviations (if any), to a courier-to-counter delivery / counter-to-counter delivery / door-to-counter delivery /door-to-door delivery /courier service (delete that which is not applicable), provided that the employer notifies the tenderer of the tracking number within 24 hours of such submission. Unless the tenderer (now contractor) within seven working days of the date of such submission notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties



**A**

**RECORD OF ADDENDA TO BID DOCUMENTS**

<b>PROJECT TITLE</b>		<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>	
<b>SCMU NUMBER</b>		<b>SCMU5-25/26-0002 NMM</b>	
I / We confirm that the following communications received from the Department of Public Works & Infrastructure before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)			
<b>Item</b>	<b>Date</b>	<b>Title or Details</b>	<b>No. of Pages</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attach additional pages if more space is required.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Tenderer \_\_\_\_\_



**B**

**PROPOSED AMENDMENTS AND QUALIFICATIONS**

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause 5.8 of SANS 10845-3 regarding the employer's handling of material deviations and qualifications.

<b>PROJECT TITLE</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>SCMU NUMBER</b>	<b>SCMU5-25/26-0002 NMM</b>

Page	Clause /Item	Proposal

**The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 Name \_\_\_\_\_ Position \_\_\_\_\_  
 Enterprise name \_\_\_\_\_



**C**

**RESOLUTION FOR SIGNATORY**

**A: CERTIFICATE OF AUTHORITY FOR SIGNATORY**

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or on company letter head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on \_\_\_\_\_

Mr/Ms \_\_\_\_\_, whose signature appears below, has been duly authorised to

sign all documents in connection with the tender for Contract No. \_\_\_\_\_

and any Contract which may arise there from on behalf of (Block Capitals) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNED ON BEHALF OF THE COMPANY: \_\_\_\_\_

IN HIS/HER CAPACITY AS: \_\_\_\_\_

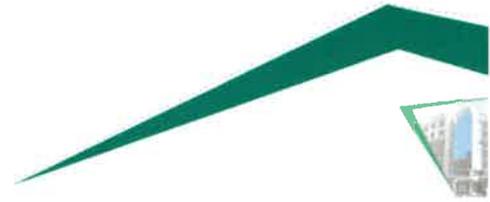
DATE: \_\_\_\_\_

SIGNATURE OF SIGNATORY: \_\_\_\_\_

**WITNESSES:**

DIRECTOR (NAMES)		SIGNATURE	

If you cannot complete this form, attach a separate sheet (in a company letter head, project specific and signed by all directors):



**D**  
**CERTIFICATE OF AUTHORITY FOR JOINT VENTURES**

<p>This Returnable Schedule is to be completed by joint ventures.</p> <p>We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms .          ..... , authorised signatory of the company .....          ..... , acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.</p>		
<b>PROJECT TITLE</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>	
<b>SCMU NUMBER</b>	<b>SCMU5-25/26-0002 NMM</b>	
NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner: .....		Signature. .... Name ..... Designation.....
.....		Signature. .... Name ..... Designation.....
.....		Signature. .... Name ..... Designation.....
.....		Signature. .... Name ..... Designation.....



## E

### SCHEDULE OF PROPOSED SUBCONTRACTORS

<b>PROJECT TITLE</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>SCMU NUMBER</b>	<b>SCMU5-25/26-0002 NMM</b>

We notify you that it is our intention to employ the following Subcontractors for work in this contract. The Subcontractors will all be CIDB registered and their CIDB Registration number shall be submitted below. This should also be declared on **SBD 6.1 form**.

If we are awarded a contract we agree that this notification does not change the requirement for us to submit the names of proposed subcontractors in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us.

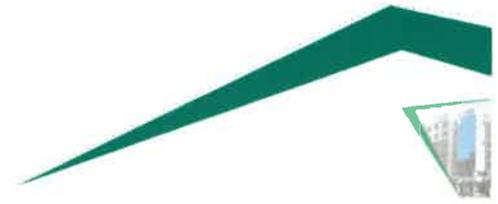
We confirm that all subcontractors who are or to be contracted are registered on Central Supplier Database (CSD).

No.	Name and address of proposed Subcontractor	Nature and extent of work	Year completed	Value	Contact details
1					
2					



3					
4					
5					

**The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct**



Signed

Date

-----

Name

Position

-----

*Enterprise name*

-----



**F**

**CAPACITY OF THE BIDDER**

<b>PROJECT TITLE</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>SCMU NUMBER</b>	<b>SCMU5-25/26-0002 NMM</b>
<p>WORK CAPACITY: (The Bidder is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Bid being disregarded.)</p> <p><i>Artisans and Employees: (Artisans and Employees to be ,or are ,employed for this project )</i></p>	

Quantity / No. of Resources	Categories of Employee - Key Personnel (part of Business Enterprise)	Professional Registration No.	Date of Employment
	Site Agent		
	Project Manager		
	Foreman		
	Quality Control & Safety Officer-Construction Supervisor		
	Artisans		
	Unskilled employees		
	Others		

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

<b>Signed:</b>	.....	<b>Date</b>	.....
<b>Name:</b>	.....	<b>Position</b>	.....
<b>Enterprise Name:</b> .....			



**G**

**RELEVANT PROJECT EXPERIENCE – COMPLETED PROJECTS**

Tenderers must submit a max one-page description of at least three projects successfully completed. **Attach a Completion Certificate for each of the project provided.**

The description of each project must include the following information:

1. Essential introductory information:
  - 1.1. Name of project.
  - 1.2. Name of client.
  - 1.3. Contact details of client.
  - 1.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
  - 1.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer’s team members were contracted.
  - 1.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	DATE COMPLETED
1					
2					
3					

***If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes).***

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

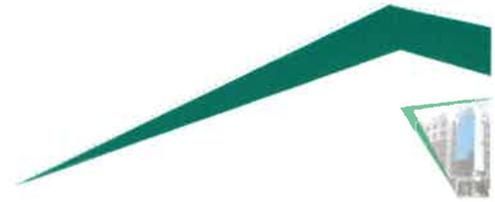
Signed.....

Date.....

Name.....

Position.....

Enterprise name.....



## H

### RELEVANT PROJECT EXPERIENCE – CURRENT PROJECTS

Tenderers must submit a max one-page description of at least three projects under construction/ on hold/ just handed over/ towards completion (if they exist). **Attach an Appointment letter for each of the project provided.**

The description of each project must include the following information:

2. Essential introductory information:

- 2.1. Name of project.
- 2.2. Name of client.
- 2.3. Contact details of client.
- 2.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
- 2.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer's team members were contracted.
- 2.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT	PROJECT VALUE	STAGE OF PROJECT
1					
2					
3					

***Attach a separate page to address this issue (the above table is just for reference purposes).***

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed

Date

-----

-----

Name

Position

-----

-----

Enterprise name

-----



**I**

**OTHER OFFERS SUBMITTED AT TIME OF THIS TENDER FOR WHICH RESULTS ARE PENDING (if they exist)**

*(Any other client's tender must also be included)*

BID NO. / PROJECT NUMBER	PROJECT NAME	CLIENT NAME & CONTACT NO.	VALUE TENDERED IN RANDB	DATE SUBMITTED	CONTACT DETAILS (CLIENT)
1					
2					
3					
4					

*If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes).*

Signed

Date

-----

-----

Name

Position

-----

-----

*Enterprise name*

-----



**J**

**SCHEDULE OF TENDERER'S LITIGATION HISTORY**

The tenderer shall list below details of any litigation with which the tenderer (including its directors, shareholders or other senior members in previous companies) has been involved with any organ of state or state department within the last ten years. The details must include the year, the litigating parties, the subject matter of the dispute, the value of any award or estimated award if the litigation is current and in whose favour the award, if any, was made.

NO.	NAME OF CLIENT.	OTHER LITIGATING PARTY	BRIEF DETAILS OF DISPUTE	PROJECT VALUE	DATE RESOLVED OR STATUS OF LITIGATION
1					
2					
3					
4					

Signed

Date

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Name

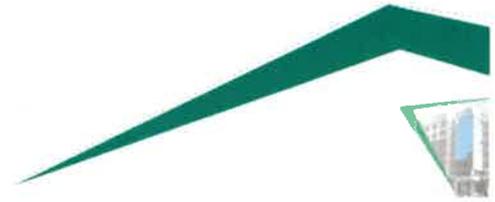
Position

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*Tenderer name*

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## K

### Project Reference Forms - 1

<b>Project title:</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>Project Number:</b>	<b>SCMU5-25/26-0002 NMM</b>

**NOTE: This returnable document must be completed by the person who was the Principal Agent/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of \_\_\_\_\_ (company name) declare

that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):

Project name: \_\_\_\_\_

Project location: \_\_\_\_\_

Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_

Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

---



---

D. My contact details are:



Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_

Signature of principal agent

<p>COMPANY STAMP</p>
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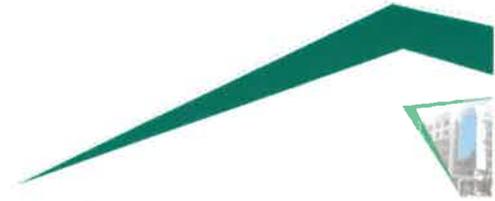
**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
 Name of Tenderer

\_\_\_\_\_  
 Signature of Tenderer

\_\_\_\_\_  
 Date



### Project Reference Forms - 2

<b>Project title:</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>Project Number:</b>	<b>SCMU5-25/26-0002 NMM</b>

**NOTE: This returnable document must be completed by the person who was the Principal Agent/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of \_\_\_\_\_ (company name) declare

that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):

Project name: \_\_\_\_\_

Project location: \_\_\_\_\_

Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_

Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

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D. My contact details are:



Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_

Signature of principal agent

<p>COMPANY STAMP</p>
----------------------

**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_

Name of Tenderer

\_\_\_\_\_

Signature of Tenderer

\_\_\_\_\_

Date



**Project Reference Forms - 3**

<b>Project title:</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>Project Number:</b>	<b>SCMU5-25/26-0002 NMM</b>

**NOTE: This returnable document must be completed by the person who was the Principal Agent/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of \_\_\_\_\_ (company name) declare

that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):

Project name: \_\_\_\_\_

Project location: \_\_\_\_\_

Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_

Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

<b>Key Performance Indicators</b>	<b>Very Poor 1</b>	<b>Poor 2</b>	<b>Fair 3</b>	<b>Good 4</b>	<b>Excellent 5</b>	<b>Total</b>
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:

YES	NO

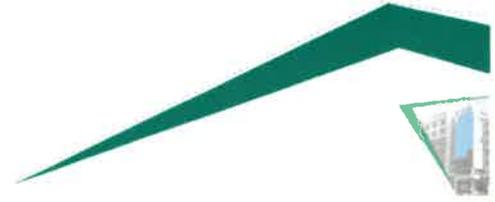
C. Any other comments:

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D. My contact details are:



Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_

Signature of principal agent

COMPANY STAMP

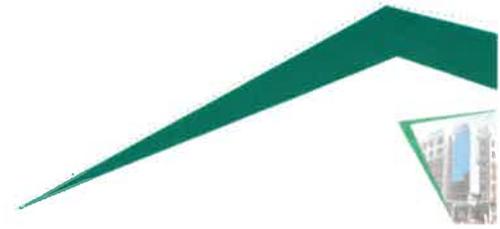
**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
 Name of Tenderer

\_\_\_\_\_  
 Signature of Tenderer

\_\_\_\_\_  
 Date

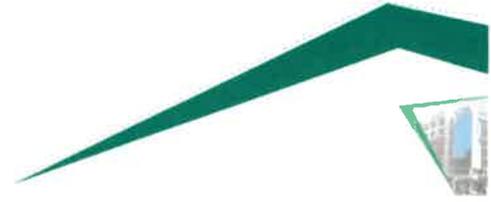


## 1. BASELINE RISK ASSESSMENT

<b>PROJECT TITLE</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>SCMU NUMBER</b>	<b>SCMU5-25/26-0002 NMM</b>
<i>PLEASE NOTE THAT THIS IS A BASELINE RISK ASSESSMENT AND NOT A DETAILED RISK ASSESSMENT OF ALL ANTICIPATED ACTIVITIES ON SITE</i>	

<b>Activity</b>	<b>Risk to Safety</b>	<b>Risk to Health</b>	<b>Risk to Environmental</b>	<b>Risk to Public Safety</b>	<b>Control Measures</b>
Brickwork	Physical injury, Fatality				PPE, Use of Scaffolding
Roofing	Physical injury, Fatality				PPE, Use of Scaffolding
Plastering	Skin irritation, temporary blindness	Long term breathing problems	Ground contamination	Dust inhalation	Use of PPE, guarding off site on work areas
Paintwork	Skin irritation, temporary blindness	Long term breathing problems	Ground contamination	Air pollution	Use of PPE, guarding off site on work areas
Construction activities / demolition	Temporary deafness	Permanent deafness	Noise pollution	Noise pollution	Guarding / barricading of site
Moving machines	Driven over by machines	Injury to workers	Fuel spillage	Driven over by machines	Signage and slow driving

You can list all activities on a separate page to address this issue (the above table is just for reference purposes).



## **PART C.1.2: CONTRACT DATA**



## PART C1.2 CONTRACT DATA

**The Joint Building Contracts Committee® - NPC**  
**CONTRACT DATA**  
For use by ORGANS OF STATE and other PUBLIC SECTOR BODIES  
**Principal Building Agreement**  
**Edition 6.2 - May 2018**

### A PROJECT INFORMATION

#### A1.0 Works [1.1]

Project name	UITENHAGE RAILWAY MUSEUM: COMPLETION PROJECT (NELSON MANDELA BAY METRO DISTRICT)
Reference number	
Works description	Refer to document C3 – Scope of Work

#### A2.0 Site [1.1]

Erf / stand number	Refer to document C4 – Site Information
Township / Suburb	Uitenhage Old Railway Station Museum, Coner of Market Street and Saint Katherine's Lane, Uitenhage
Site address	Refer to document C4 – Site Information
Local authority	Nelson Mandela Bay Metro Municipality

#### A3.0 Employer [1.1]

Official Name of Organ of State / Public Sector Body	Eastern Cape Department of Public Works and Infrastructure		
Business registration number	N/A		
VAT/GST number	N/A		
Country	South Africa		
Employer's representative: Name	Mr. Marlon Felix		
E-mail	<a href="mailto:Marlon.Felix@ecdpw.gov.za">Marlon.Felix@ecdpw.gov.za</a>		
Mobile number	082 404 4140	Telephone number	
Postal address		Postal Code	6000
Physical address	55 Albany Rd, Gqeberha Central, Gqeberha, 6000	Postal Code	6000



**A4.0 Agent [1.1]**

Discipline	Quantity Surveyor		
Name	Eastern Cape Department of Public Works and Infrastructure		
Legal entity of above	NA	Contact person	Ms Kobuso Homba
Practice number	NA	Telephone number	N/A
		Mobile number	079 849 4460
Country	South Africa	E-mail	<a href="mailto:Kobuso.Homba@ecdpc.gov.za">Kobuso.Homba@ecdpc.gov.za</a>
Postal address	Private bag X002	Postal Code	6000
Physical address	55 Albany Rd, Gqeberha Central, Gqeberha, 6000	Postal Code	6000

**A5.0 Agent [1.1]**

Discipline	Electrical Engineers		
Name	Eastern Cape Department of Public Works and Infrastructure		
Legal entity of above	NA	Contact person	Ms Tembakazi Goqwana
Practice number	NA	Telephone number	
		Mobile number	082 521 6620
Country	South Africa	E-mail	<a href="mailto:Tembakazi.Goqwana@ecdpc.gov.za">Tembakazi.Goqwana@ecdpc.gov.za</a>
Postal address		Postal Code	6000
Physical address	55 Albany Rd, Gqeberha Central, Gqeberha, 6000	Postal Code	6000

**A6.0 Agent [1.1]**

Discipline	Mechanical Engineer		
Name	Eastern Cape Department of Public Works and Infrastructure		
Legal entity of above		Contact person	Mr Kenneth Ntsono
Practice number		Telephone number	
		Mobile number	060 751 9622
Country		E-mail	<a href="mailto:Kenneth.Ntsono@ecdpc.gov.za">Kenneth.Ntsono@ecdpc.gov.za</a>
Postal address		Postal Code	6000
Physical address	55 Albany Rd, Gqeberha Central, Gqeberha, 6000	Postal Code	6000



**A7.0 Agent [1.1]**

Discipline	Construction Health & Safety		
Name	Eastern Cape Department of Public Works & Infrastructure		
Legal entity of above		Contact person	Ms. Zintle Ncanywa
Practice number		Telephone number	
		Mobile number	083 967 0341
Country	South Africa	E-mail	<a href="mailto:Zintle.Ncanywa@ecdpw.gov.za">Zintle.Ncanywa@ecdpw.gov.za</a>
Postal address		Postal Code	6000
Physical address	55 Albany Rd, Gqeberha Central, Gqeberha, 6000	Postal Code	6000

**A8.0 Agent [1.1]**

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	
Country		E-mail	
Postal address		Postal Code	
Physical address		Postal Code	

**A9.0 Agent [1.1]**

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	
Country		E-mail	
Postal address		Postal Code	
Physical address		Postal Code	



## B CONTRACT INFORMATION

### B 1.0 Definitions [1.1]

<b>Bills of quantities:</b> System/Method of measurement	<b>Standard System of Measuring Building Work (Seventh Edition) as amended</b>
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### B 2.0 Law, regulations and notices [2.0]

<b>Law applicable to the works, state country</b> [2.1]	<b>Republic of South Africa</b>
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### B 3.0 Offer and acceptance [3.0]

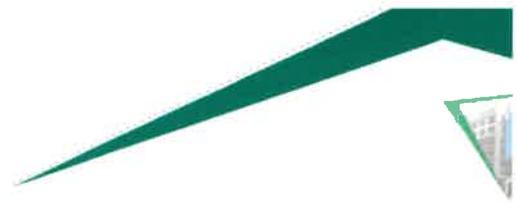
<b>Currency applicable to this agreement</b> [3.2]	<b>South African Rand</b>
---	---------------------------

### B 4.0 Documents [5.0]

The original signed <b>agreement</b> is to be held by the <b>principal agent</b> [5.2], if not, indicate by whom	<b>Employer</b>
Number of copies of <b>construction information</b> issued to the <b>contractor</b> at no cost [5.6]	<b>Three (3)</b>

Documents comprising the <b>agreement</b>	Page numbers
The <b>JBCC®</b> Principal Building Agreement, Edition 6.2 May 2018	1 to 30
The <b>JBCC®</b> Principal Building Agreement - Contract Data for Organs of State and other Public Sector Bodies, Edition 6.2 May 2018	1 to 18
The <b>JBCC®</b> General Preliminaries for use with the <b>JBCC®</b> Principal Building Agreement, Edition 6.2 May 2018	1 to 30

<b>Contract drawings</b> – description	Number	Revision	Date
Refer to Part 3- Drawings			



**B 5.0 Employer's Agents [6.0]**

Authority is delegated to the following <b>agents</b> to issue <b>contract instructions</b> and perform duties for specific aspects of the <b>works</b> [6.2]
<b>Principal Agent DETAILS TO BE CONFIRMED</b>

<b>Principal agent's and agents' interest or involvement in the works</b> other than a professional interest [6.3]
<b>None</b>

**B 6.0 Insurances [10.0]**

Insurances by <b>employer</b>			Amount including tax	Deductible amount including tax
Yes / No:	No			
Contract works insurance:				
	New <b>works</b> [10.1.1] (contract sum or amount)			
or	<b>Works with practical completion in sections</b> [10.2] (contract sum or amount)			
or	<b>Works with alterations and additions</b> [10.3] (reinstatement value of existing structures with or including new <b>works</b> )			
	<b>Direct contractors</b> [10.1.1; 10.2] where applicable, to be included in the contract works insurance			X
	<b>Free issue</b> [10.1.1; 10.2] where applicable, to be included in the contract works insurance			X
	Escalation, professional fees and reinstatement costs if not included above			X
Total of the above contract works insurance amount				
Supplementary insurance [10.1.2; 10.2]				
Public liability insurance [10.1.3; 10.2]				
Removal of lateral support insurance [10.1.4; 10.2]				
Other insurances [10.1.5]				
Yes/ No?	No	If yes, description 1		
Yes/ No?	No	If yes, description 2		

and/or

Insurances by <b>Contractor</b>			Amount including tax	Deductible amount including tax
Yes / No:	Yes			



	New works [10.1.1] (contract sum or amount)	N/A	N/A
or	Works with practical completion in sections [10.2] (contract sum or amount)	N/A	N/A
or	Works with alterations and additions [10.3] (reinstatement value of existing structures with or including new works)	To the minimum value of the contract sum + 10%	With a deductible not exceeding 5% of each and every claim
	Direct contractors [10.1.1; 10.2] where applicable, to be included in the contract works insurance	N/A	
	Free issue [10.1.1; 10.2] where applicable, to be included in the contract works insurance	N/A	
	Escalation, professional fees and reinstatement costs if not included above	N/A	
Total of the above contract works insurance amount		To the minimum value of the contract sum + 10%	
Supplementary insurance [10.1.2; 10.2]		R60 million	With a deductible not exceeding 5% of each and every claim
Public liability insurance [10.1.3; 10.2]		R5 million	
Removal of lateral support insurance [10.1.4; 10.2]		No	
Other insurances [10.1.5]			
Yes/ No?	No	If yes, description 1	
Hi Risk Insurance [10.1.5.1]			
Yes/ No?	No	If yes, description 2	

**B 7.0 Obligations of the employer [12.1]**

<b>Existing premises will be in use and occupied [12.1.2]</b>		<b>Yes / No?</b>	<b>No</b>
If yes, description			
<b>Restriction of working hours [12.1.2]</b>		<b>Yes / No?</b>	<b>No</b>
If yes, description			
<b>Natural features and known services to be preserved by the contractor [12.1.3]</b>		<b>Yes / No?</b>	<b>No</b>
If yes, description			
<b>Restrictions to the site or areas that the contractor may not occupy [12.1.4]</b>		<b>Yes / No?</b>	<b>No</b>



If yes, description			
<b>Supply of free issue [12.1.10]</b>	Yes / No?	<b>No</b>	
If yes, description			

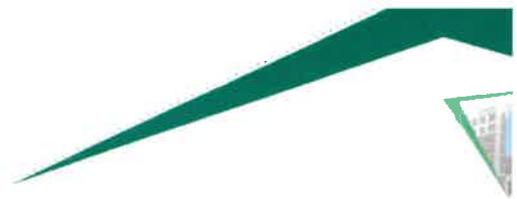
**B 8.0 Nominated subcontractors [14.0]**

Yes / No?	No	If yes, description of specialisation
Specialisation 1		
Specialisation 2		
Specialisation 3		
Specialisation 4		
Specialisation 5		
Specialisation 6		
Specialisation 7		
Specialisation 8		
Specialisation 9		

**B 9.0 Selected subcontractors [15.0]**

Yes / No?	Yes	If yes, description of specialisation
Specialisation 1		Electrical Installation
Specialisation 2		
Specialisation 3		
Specialization 4		
Specialization 5		
Specialisation 6		
Specialisation 7		
Specialisation 8		
Specialisation 9		
Specialisation 10		
Specialisation 11		
Specialisation 12		
Specialisation 13		
Specialisation 14		
Specialisation 15		
Specialisation 16		

**B 10.0 Direct contractors [16.0]**



Yes / No?	No	If yes, description of extent of work
		Extent of work [12.1.11]

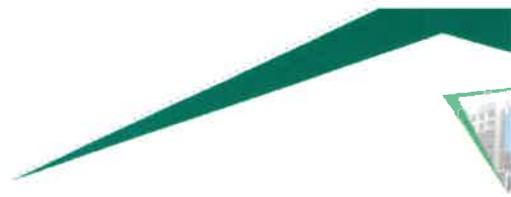
**B 11.0 Description of sections [20.1]**

<b>Section 1</b>	N/A
<b>Section 2</b>	N/A
<b>Section 3</b>	N/A
<b>Section 4</b>	N/A
<b>Section 5</b>	N/A
<b>Section 6</b>	N/A
<b>Section 7</b>	N/A

**B 12.0 Possession of site [12.1.5], practical completion [19.0; 20.0] and penalty [24.0]**

Practical completion for the works as a Whole	Intended date of possession of the site Refer B17.0 [12.1.5; 12.2.22]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]
		working days	Period in months	Penalty amount per calendar day (excl. tax)
		<b>10 Working days</b>	<b>6 Months (Calendar) Project as whole inc. Builders Shutdown.</b>	<b>5.75 cent/R100 of Contract amount</b>

or where **sections** are applicable



Practical completion of a section of the works	Intended date of possession of the site Refer B17.0 [12.1.5; 12.2.22]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]
	<del> </del>	working days	Period in months	Penalty amount per calendar day (excl. tax)
Section 1	<del> </del>			
Section 2	<del> </del>			
Section 3	<del> </del>			
Section 4	<del> </del>			
Section 5	<del> </del>			
Section 6	<del> </del>			
Section 7	<del> </del>			
Section 8	<del> </del>			
Remainder of the	<del> </del>			

Criteria to achieve <b>practical completion</b> not covered in the definition of <b>practical completion</b>
No further Criteria

**B 13.0 Defects liability period [21.0]**

Extended defects liability period: Refer B17.0 [21.13]	<b>Yes / No?</b>	<b>Yes</b>
If yes, description of applicable elements	<b>All works</b>	

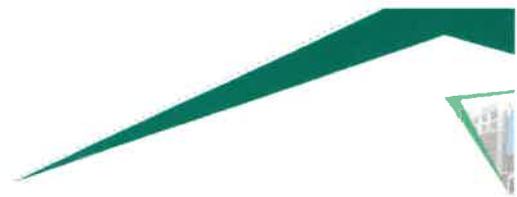
**B 14.0 Payment [25.0]**

Date of month for issue of regular <b>payment certificates</b> [25.2]	<b>10<sup>th</sup></b>		
Contract price adjustment / Cost fluctuations [25.3.4; 26.9.5]	<b>Yes / No?</b>	<b>No</b>	
If yes, method to calculate	<b>NA</b>		
<b>Employer shall pay the contractor within:</b> [25.10]	<b>Thirty (30) calendar days</b>		



**B 15.0 Dispute resolution [30.0]**

Adjudication [30.6.1; 30.10] Name of nominating body	<b>Refer to Part C1.3 Dispute Resolution Mechanism (Adjudication)</b>	
Applicable rules for adjudication [30.6.2]	<b>If there is a dispute both parties will be nominated by mutual agreement.</b>	
Arbitration [30.7.4; 30.10]	<b>Yes / No?</b>	<b>Yes</b>
If Yes, name of nominating body		
*If No, then dispute will be referred to litigation		
Applicable rules for arbitration [30.7.5]	N/A	



**B 16.0 JBCC® General Preliminaries – selections**

Provisional bills of quantities [B2.2]		<b>Yes / No?</b>	<b>Yes</b>
Availability of construction information – is the construction information complete? [B2.3]		<b>Yes / No?</b>	<b>Yes</b>
Previous work - dimensional accuracy - details of previous contract(s) [B3.1]		N/A	
Previous work - <b>defects</b> - details of previous contract(s) [B3.2]		N/A	
Inspection of adjoining properties - details [B3.3]		N/A	
Handover of <b>site</b> in stages - specific requirements [B4.1]		Refer to B11 (Contract Data)	
Enclosure of the <b>works</b> - specific requirements [B4.2]		Hoarding to working areas to ensure security of the parameter is not compromised while working	
Geotechnical and other investigations - specific requirements [B4.3]		N/A	
Existing premises occupied - details [B4.5]		N/A	
Services - known - specific requirements [B4.6]		No	
Water [B8.1]	By <b>contractor</b>	<b>Yes / No?</b>	<b>Yes</b>
	By <b>employer</b>	<b>Yes / No?</b>	<b>No</b>
	By <b>employer</b> – metered	<b>Yes / No?</b>	<b>No</b>
Electricity [B8.2]	By <b>contractor</b>	<b>Yes / No?</b>	<b>Yes</b>
	By <b>employer</b>	<b>Yes / No?</b>	<b>No</b>
	By <b>employer</b> – metered	<b>Yes / No?</b>	<b>No</b>
Ablution and welfare facilities [B8.3]	By <b>contractor</b>	<b>Yes / No?</b>	<b>Yes</b>
	By <b>employer</b>	<b>Yes / No?</b>	<b>No</b>
Communication facilities - specific requirements [B8.4]		No specific requirements	
Protection of the works - specific requirements [B11.1]		No specific requirements	
Protection / isolation of existing works and works occupied in sections - specific requirements [B11.2]		No specific requirements	
Disturbance - specific requirements [B11.5]		No specific requirements	
Environmental disturbance - specific requirements [B11.6]		No specific requirements	



## B 17.0 Changes made to JBCC® documentation

Reference may be made to other documents forming part of this **agreement**

### 1.1 Definitions

**AGREEMENT:** The completed Form of Offer and Acceptance, the completed JBCC® Principal Building Agreement and JBCC® **contract data for organs of state and other public sector bodies, the contract drawings, the priced document** and any other documents reduced to writing and signed by the authorised representatives of the **parties**

**CONSTRUCTION PERIOD:** The period commencing on the date of possession of the **site** by the **contractor** and ending on the date of **practical completion**

**CONTRACT DATA FOR ORGANS OF STATE AND OTHER PUBLIC SECTOR BODIES:** The document listing the Organs of State and other Public Sector Bodies' requirements and the project specific information

**INTEREST:** The interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be the rate as determined by the Minister of Finance from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999), calculated as simple interest, in respect of debts owing to the State, and will be the rate as determined by the Minister of Justice and Constitutional Development from time to time 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999), calculated as simple interest, in respect of debts owing by the State

**PRINCIPAL AGENT:** The person or entity appointed by the **employer** and named in the **contract data for organs of state and other public sector bodies**. In the event of a principal agent not being appointed, then all the duties and obligations of a **principal agent** as detailed in the **agreement** shall be fulfilled by the employer's representative as named in the **contract data for organs of state and other public sector bodies**

### 3.0 Offer and Acceptance

Amend 3.3 to read as follows:

This **agreement** shall come into force on the date as stated on the Form of Offer and Acceptance and continue to be of force and effect until the end of the **latent defects** liability period [22.0] notwithstanding termination [29.0] or the certification of **final completion** [21.0] and final payment [25.0]

### 6.0 Employer's Agents

Add the following as 6.7:

In terms of the clauses listed hereunder, the **employer** has retained its authority and has not given a mandate to the **principal agent**. The **employer** shall sign all documents in relation to clauses 4.2, 14.1.2, 14.1.4, 14.4.1, 14.6, 23.1, 23.2, 23.3, 23.7, 23.8, 26.1, 26.7, 26.12 and 28.4

### 9.0 Indemnities

9.2.7: Add the following to the end of the first sentence: "... due to no fault of the **contractor**"

### 10.0 Insurances

Add the following as 10.1.5.1:

**High risk Insurance**



In the event of the project being executed in a geological area classified as a “High Risk Area”, that is an area which is subject to highly unstable sub-surface conditions that might result in catastrophic ground movement evident by sinkhole or doline formation the following will apply:

#### 10.1.5.1.1 Damage to the works

The contractor shall, from the date of possession of the **site** until the date of the **certificate of practical completion**, bear the full risk of and hereby indemnifies and holds harmless the **employer** against any damage to and/or destruction of the **works** consequent upon a catastrophic ground movement as mentioned above. The **contractor** shall take such precautions and security measures and other steps for the protection of the **works** as he may deem necessary

When so instructed to do so by the **principal agent**, the **contractor** shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**, at the **contractor's** own costs

#### 10.1.5.1.2 Injury to persons or loss of or damage to property

The **contractor** shall be liable for and hereby indemnifies and holds harmless the **employer** against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above

The **contractor** shall be liable for and hereby indemnifies the **employer** against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable property, or personal property, or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of the contract

#### 10.1.5.1.3

It is the responsibility of the **contractor** to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.1.5.1.1 and 10.1.5.1.2. Without limiting the **contractor's** obligations in terms of the contract, the **contractor** shall, within twenty-one (21) **calendar days** of the date of possession of the site, but before commencement of the **works**, submit to the **employer** proof of such insurance policy, if requested to do so

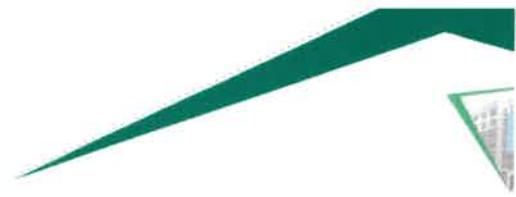
#### 10.1.5.1.4

The **employer** shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the **contractor's** default of his obligations as set out in 10.1.5.1.1; 10.1.5.1.2 and 10.1.5.1.3. Such losses or damages may be recovered from the **contractor** or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the **employer** and the **contractor** and for this purpose all these contracts shall be considered one indivisible whole

### 11.0 Securities

Amend 11.10 to read as follows:

There shall be no lien or right of retention held by any **contractor** in respect of the works executed on **site**



## 12.0 Obligations of the Parties

Amend 12.1.5 to read as follows:

Give possession of the **site** to the **contractor** within ten (10) **working days** of the contractor complying with the terms of 12.2.22

12.2.2: Not applicable

Add the following as 12.2.22:

Within fifteen (15) **working days** of the date of the **agreement** submit to the **principal agent** an acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993)

## 19.0 Practical Completion

19.5: Delete the words “subject to the **contractor’s** lien or right of continuing possession of the **works** where this has not been waived”

## 21.0 Defects Liability Period and Final Completion

Add the following as 21.13:

The ninety (90) **calendar days** defects liability period for the **works** [21.1] is replaced with a period of three hundred and sixty-five (365) **calendar days** in respect of the listed applicable elements

## 25.0 Payment

25.7.5: Not applicable

25.10: Delete the words “and/or **compensatory interest**”

25.14.2: Not applicable

## 27.0 Recovery of Expense and/or Loss

27.1.5: Not applicable

## 29.0 Termination

Add the following after 29.1.3: or where ...

29.1.4: The **contractor’s** estate has been sequestrated, liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa

29.1.5: The **contractor** has engaged in corrupt or fraudulent practices in competing for or in executing the contract



## C TENDERER'S SELECTIONS

### C 1.0 Security [11.0]

<b>Guarantee for construction:</b> Select Option A or B		<b>Option:</b>	
Option A	<b>Payment reduction of 10% of the value certified in the payment certificate</b>		
Option B	<b>Fixed construction guarantee of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate</b>		
<b>Guarantee for payment by employer</b> [11.5.1; 11.10]		Not Applicable	
Advance payment, subject to a <b>guarantee for advance payment</b> [11.2.2; 11.3]		Not Applicable	

### C 2.0 Contractor's annual holiday periods during the construction period

Year 1 <b>contractor's</b> annual holiday period	start date	15 December 2026	end date	12 January 2027
Year 2 <b>contractor's</b> annual holiday period	start date		end date	
Year 3 <b>contractor's</b> annual holiday period	start date		end date	

### C 3.0 Payment of preliminaries [25.0]

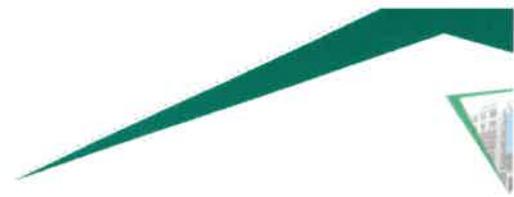
<b>Contractor's selection:</b> Select Option A or B	<b>Option:</b>	
Where the contractor does not select an option, Option A shall apply		

#### Payment methods

Option A	The <b>preliminaries</b> shall be paid in accordance with an amount prorated to the value of the <b>works</b> executed in the same ratio as the amount of the <b>preliminaries</b> to the <b>contract sum</b> , which <b>contract sum</b> shall exclude the amount of <b>preliminaries</b> . Contingency sum(s) and any provision for cost fluctuations shall be excluded for the calculation of the aforesaid ratio
Option B	The <b>preliminaries</b> shall be paid in accordance with an amount agreed by the <b>principal agent</b> and the <b>contractor</b> in terms of the <b>priced document</b> to identify an initial establishment charge, a time-related charge and a final dis-establishment charge. Payment of the time-related charge shall be assessed by the <b>principal agent</b> and adjusted from time to time as may be necessary to take into account the rate of progress of the <b>works</b>

#### Lump sum contract

Where the amount of **preliminaries** is not provided it shall be taken as 7.5% (seven and a half per cent) of the **contract sum**, excluding contingency sum(s) and any provision for cost fluctuations



**C 4.0 Adjustment of preliminaries [26.9.4]**

<b>Contractor's selection:</b> Select Option A or B	<b>Option:</b>	
---	----------------	--

Where the contractor does not select an option, Option A shall apply

**Provision of particulars**

The **contractor** shall provide the particulars for the purpose of the adjustment of **preliminaries** in terms of his selection. Where completion in sections is required, the **contractor** shall provide an apportionment of **preliminaries per section**

Option A	An allocation of the <b>preliminaries</b> amounts into Fixed, Value-related and Time-related amounts as defined for adjustment method Option A below, within fifteen (15) <b>working days</b> of the date of acceptance of the tender
Option B	A detailed breakdown of the preliminaries amounts within fifteen (15) working <b>days</b> of possession of the site. Such breakdown shall include, inter alia, the administrative and supervisory staff, the use of <b>construction equipment</b> , establishment and dis-establishment charges, insurances and guarantees, all in terms of the <b>programme</b>

**Adjustment Methods**

The amount of **preliminaries** shall be adjusted to take account of the effect which changes in time and/or value have on **preliminaries**. Such adjustment shall be based on the particulars provided by the **contractor** for this purpose in terms of Options A or B, shall preclude any further adjustment of the amount of **preliminaries** and shall apply notwithstanding the actual employment of resources by the **contractor** in the execution of the **works**

Option A	<p>The <b>preliminaries</b> shall be adjusted in accordance with the allocation of <b>preliminaries</b> amounts provided by the <b>contractor</b>, apportioned to <b>sections</b> where completion in <b>sections</b> is required</p> <p>Fixed - An amount which shall not be varied</p> <p>Value-related - An amount varied in proportion to the <b>contract value</b> as compared to the <b>contract sum</b>. Both the <b>contract sum</b> and the <b>contract value</b> shall exclude the amount of <b>preliminaries</b>, contingency sum(s) and any provision for cost fluctuations</p> <p>Time-related - An amount varied in proportion to the number of <b>calendar days</b> extension to the date of <b>practical completion</b> to which the <b>contractor</b> is entitled with an adjustment of the <b>contract value</b> [23.2; 23.3] as compared to the number of <b>calendar days</b> in the initial <b>construction period</b> [26.9.4]</p>
Option B	<p>The adjustment of <b>preliminaries</b> shall be based on the number of <b>calendar days</b> extension to the date of <b>practical completion</b> to which the <b>contractor</b> is entitled with an adjustment of the <b>contract value</b> [23.2; 23.3] as compared to the number of <b>calendar days</b> in the initial <b>construction period</b> [26.9.4]</p> <p>The adjustment shall take into account the resources as set out in the detailed breakdown of the <b>preliminaries</b> for the period of construction during which the delay occurred</p>



**Failure to provide particulars within the period stated**

Option A	<p>Where the allocation of <b>preliminaries</b> amounts for Option A is not provided, the following allocation of <b>preliminaries</b> amounts shall apply:</p> <p>Fixed - Ten per cent (10%) Value-related - Fifteen per cent (15%) Time-related - Seventy-five per cent (75%)</p> <p>Where the apportionment of the <b>preliminaries</b> per <b>section</b> is not provided, the categorized amounts shall be prorated to the cost of each <b>section</b> within the <b>contract sum</b> as determined by the <b>principal agent</b></p>
Option B	<p>Where the detailed breakdown of <b>preliminaries</b> amounts for Option B is not provided, Option A shall apply</p>

**Lump sum contract**

Where the amount of **preliminaries** is not provided it shall be taken as 7.5% (seven and a half per cent) Of the **contract sum**, excluding contingency sum(s) and any provision for cost fluctuations



## **C1.3 CIDB ADJUDICATOR'S AGREEMENT**



This agreement is made on the . . . . . day of . . . . . between: . . . . .  
 . . . . . (name of company / organization) of . . . . .  
 . . . . . (address) and . . . . .  
 . . . . . (name of company / organization) of . . . . .  
 . . . . . (address) (the Parties) and . . . . .  
 (name) of . . . . .  
 . . . . . (address) (the Adjudicator).

Disputes or differences may arise/have arisen\* between the Parties under a Contract dated . . . . . and known as . . . . . and these disputes or differences shall be/have been\* referred to adjudication in accordance with the CIDB Adjudication Procedure, (hereinafter called "the Procedure") and the Adjudicator may be or has been requested to act.

\* Delete as necessary

**IT IS NOW AGREED** as follows:

- 1 The rights and obligations of the Adjudicator and the Parties shall be as set out in the Procedure.
- 2 The Adjudicator hereby accepts the appointment and agrees to conduct the adjudication in accordance with the Procedure.
- 3 The Parties bind themselves jointly and severally to pay the Adjudicator's fees and expenses in accordance with the Procedure as set out in the Contract Data.
- 4 The Parties and the Adjudicator shall at all times maintain the confidentiality of the adjudication and shall endeavour to ensure that anyone acting on their behalf or through them will do likewise, save with the consent of the other Parties which consent shall not be unreasonably refused.
- 5 The Adjudicator shall inform the Parties if he intends to destroy the documents which have been sent to him in relation to the adjudication and he shall retain documents for a further period at the request of either Party.

SIGNED by: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 who warrants that he / she is duly authorized to sign for and on behalf of the first Party in the presence of

SIGNED by: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 who warrants that he / she is duly authorized to sign for and behalf of the second Party in the presence of

SIGNED by: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 the Adjudicator in the presence of

Witness \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

Witness: \_\_\_\_\_  
 Name \_\_\_\_\_  
 Address: \_\_\_\_\_

Witness: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Contract Data**

1	The Adjudicator shall be paid at the hourly rate of R. . . . . in respect of all time spent upon, or in connection with, the adjudication including time spent travelling.
2	The Adjudicator shall be reimbursed in respect of all disbursements properly made including, but not restricted to: (a) Printing, reproduction and purchase of documents, drawings, maps, records and photographs. (b) Telegrams, telex, faxes, and telephone calls. € Postage and similar delivery charges. (d) Travelling, hotel expenses and other similar disbursements. € Room charges. (f) Charges for legal or technical advice obtained in accordance with the Procedure.
3	The Adjudicator shall be paid an appointment fee of R . . . . . This fee shall become payable in equal amounts by each Party within ..... days of the appointment of the Adjudicator, subject to an Invoice being provided. This fee will be deducted from the final statement of any sums which shall become payable under item 1 and/or item 2 of the Contract Data. If the final statement is less than the appointment fee the balance shall be refunded to the Parties.
4	The Adjudicator is/is not* currently registered for VAT.
5	Where the Adjudicator is registered for VAT it shall be charged additionally in accordance with the rates current at the date of invoice.
6	All payments, other than the appointment fee (item 3) shall become due in 30 days after receipt of invoice, thereafter interest shall be payable at 5% per annum above the Reserve Bank base rate for every day the amount remains outstanding.



## **PART C2: PRICING DATA**



## **PART C2.1 PRICING INSTRUCTIONS**

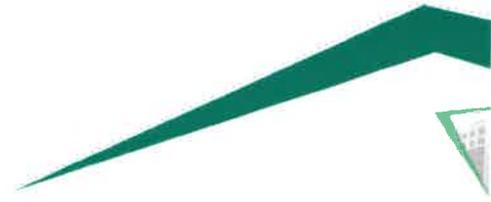


## C2.1 Pricing Instructions

- 1 The Bills of Quantities have been drawn up in accordance with the Standard System of Measuring Building Work as amended) published and issued by the Association of South African Quantity Surveyors (Sixth Edition (Revised)), 1999.
- 2 The agreement is based on the JBCC Edition 6.2 of 2018 prepared by the Joint Building Contracts Committee. The additions, deletions and alterations to the JBCC Principal Building Agreement as well as the contract specific variables are as stated in the Contract Data. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
- 3 Preliminary and general requirements are based on the [Preliminaries for the use of JBCC Edition 6.2– May 2018](#). Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
- 4 It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to [www.stanza.org.za](http://www.stanza.org.za) or [www.iso.org](http://www.iso.org) for information on standards).
- 5 The drawings listed in the Scope of Works used for the setting up of these Bills of Quantities are kept by the Principal Agent or Engineer and can be viewed at any time during office hours up until the completion of the works.
- 6 Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.
- 7 The bills of quantities forms part of and must be read and priced in conjunction with all the other documents forming part of the contract document, The Standard Conditions of Tender, Conditions of Contract, Specifications, Drawings, The document “Construction Works: Specifications: General Specification (PW371-A) Edition 2.0” is obtainable on the Department’s website (<http://www.publicworks.gov.za/> under “Consultants Guidelines”), and shall be read in conjunction with the **bills of quantities** / lump sum document and be referred to for the full descriptions of work to be done and materials to be used The document “Construction Works: Specifications: Particular Specification (PW371-B) Edition 2.0” is issued together with the drawings and shall be read in conjunction with the drawings and the **bills of quantities** / lump sum document
- 8 Where any item is not relevant to this specific contract, such item is marked N/A (signifying “not applicable”)
- 9 The Contract Data and the standard form of contract referenced therein must be studied for the full extent and meaning of each and every clause set out in Section 1 (Preliminaries) of the Bills of Quantities
- 10 The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor’s risk.
- 11 The amount of the Preliminaries to be included in each monthly payment certificate shall be assessed as an amount prorated to the value of the work duly executed in the same ratio as the preliminaries bears to the total of prices excluding any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract.



- 12 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 11 but taking into account the revised period for completing the works.
- 13 The amount or items of the Preliminaries shall be adjusted to take account of the theoretical financial effect which changes in time or value (or both) have on this section. Such adjustments shall be based on adjustments in the following categories as recorded in the Bills of Quantities:
  - a) an amount which is not to be varied, namely Fixed (F)
  - b) an amount which is to be varied in proportion to the contract value, namely Value Related (V); and
  - c) an amount which is to be varied in proportion to the contract period as compared to the initial construction period excluding revisions to the construction period for which no adjustment to the contractor is not entitled to in terms of the contract, namely Time Related (T).
- 14 Where no provision is made in the Bills of Quantities to indicate which of the three categories in 13 apply or where no selection is made, the adjustments shall be based on the following breakdown:
  - a) 10 percent is Fixed
  - b) 15 percent is Value Related
  - c) 75 percent is Time Related
- 15 The adjustment of the Preliminaries shall apply notwithstanding the actual employment of resources in the execution of the works. The contract value used for the adjustment of the Preliminaries shall exclude any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract. Adjustments in respect of any staged or sectional completion shall be prorated to the value of each section.
- 16 The tender price must include Value Added Tax (VAT). All rates, provisional sums, etc. in the bills of quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.
17. The Contractor shall adhere to "The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)", and yearly pronounced increases for duration of contract. (Currently R 28.79 for each ordinary hour worked).



## **PART C3 SCOPE OF WORK (TERMS OF REFERENCE)**

### **C3 Scope of Work (Terms of Reference)**

#### **3.1 Brief Scope of Work**

- Removing and replacing roof covering
- Joinery Including Ceilings, fascia board, Skirtings, Barge Boards and related rainwater goods
- Electrical Works, Distribution board, cabling, wiring, lighting etc
- Mechanical Works, checking and repairing AC and Fans, pressure testing, replacing piping etc
- Floor finishes
- Internal wall finishes
- Shelving
- Elevated water storage tanks
- General building works, painting, plumbing etc
- Civil/Structural works, paved parking and walkways, sewer line and connection to municipal line, rainwater pipes, suspended timber floors, water supply to buildings, minor concrete works

#### **3.2 Operational Protocols**

- Security is a priority, and the site shall be kept safe at all times
- The approved Health and Safety plan shall be provided by successful bidder prior commencement and Health and Safety shall be adhered to at all times
- All staff members of the contractor shall wear PPE at all times
- All staff members of the contractor shall be always specifically identifiable and to this end shall wear a predetermined coloured overall to be able to enter and work on the site.
- Regular meetings (Progress, Technical Meeting and ad-hoc meeting), the frequency of which is to be determined.

#### **3.3 Access**

- Prospective bidders are to fully familiarize themselves with the site and access to the site and restricted area for site establishment.

#### **3.4 Acceptance of Tenders**

- The Employer is not bound to accept the lowest, or any tender, or any portion of any tender

#### **3.5 Minimum Wage**

- The Contractor shall adhere to “The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)” and yearly pronounced increases for duration of contract. (Currently R 28.79 for each ordinary hour worked).



### **3.6 Employers Objectives**

- COMPLETION PROJECT :UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)

### **3.7 Location of the Works**

- Uitenhage Old Railway Station Museum, Coner of Market Street and Saint Katherine's Lane, Uitenhage.

### **3.8 Temporary Works**

- All temporary work to comply with the Occupational Health and safety Act (Act 85 of 1993) and its regulations

### **3.9 Employer's Design**

- Refer to Architects designs

### **3.10 Design Brief**

- Refer to Architects designs

### **3.11 Drawings**

- See list of drawings/Annexure's attached to this document.



## PART 4: SITE INFORMATION

### C4.1 SITE INFORMATION

<b>Project title:</b>	<b>REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT)</b>
<b>Project Number:</b>	<b>SCMU5-25/26-0002 NMM</b>

#### GENERAL

Prospective bidders to familiarize themselves with the locality, access, any other "restrictions"  
(Refer to *Scope of Works C3*)



Province of the  
**EASTERN CAPE**  
PUBLIC WORKS & INFRASTRUCTURE



## **CONSTRUCTION HEALTH AND SAFETY**

**AWARDED TENDERER TO COMPLY WITH ALL OCCUPATIONAL  
HEALTH AND SAFETY REQUIREMENTS**

**(REFER TO ANNEXURE A)**

**SCMU5-25/26-0002NMM**



## **ANNEXURE A**

# **OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION**

**IN**

## **COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSUEM: (NELSON MANDELA BAY DISTRICT)**

**PROJECT NUMBER: SCMU5-25/26-0002  
NMM**

**IMPLEMENTED BY**

**THE DEPARTMENT OF PUBLIC WORKS &  
INFRASTRUCTURE**



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## 1. PREAMBLE

In terms of Construction Regulation 5(1)(b) of the Occupational Health and Safety Act, the Department of Public Works and Infrastructure, 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 7 as well as the Health and Safety Specification 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, cognizance 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 SCMU5-25/26-0002 NMM



Regulations) detailing the key activities to be performed in order to reduce as far as practicable, the hazards identified

in the Risk Assessment. 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 and Infrastructure. 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 cognizance 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**

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.

This health and safety specification in respect of a construction work contract:

- a) provides the overarching framework within which the contractor is required to
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- demonstrate compliance with certain requirements for occupation health and safety established by the Occupational Health and Safety Act of 1993 during construction;
- b) establishes the manner in which the contractor is to manage the risk of health and safety incidents in during the construction; and
  - c) establishes the manner in which the employer's health and safety agent will interact with the contractor.

*Note 1 This specification establishes generic requirements to enable the employer and the contractor to satisfy aspects of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and the Construction Regulations, 2014. The contractor is required to develop, implement and maintain package specific health and safety plans. The employer is required to provide certain package specific information to the contractor or a health and safety specification for the works to enable such plans to be formulated.*

*Accordingly, this generic specification on its own cannot ensure compliance with the requirements of the aforementioned Act (See Annexure A).*

*Note 2: The Construction Regulations, 2014, require an employer to stop any contractor from executing construction work which is not in accordance with the contractor's health and safety plan for the site or which poses to be a threat to the health and safety of persons. Note 3: This specification establishes generic health and safety requirements. Site specific requirements for health and safety are stated in the scope of work associated with a contract (see Annexure A).*

*Note 4: The South African Council for the Project and Construction Management Professions has established the following specified categories of registration in terms of the Project and Construction Management Professions Act of 2000 (Act No. 48 of 2000):*

- a) a Construction Health and Safety Agent who may be appointed by an employer to act as his agent in terms of the Occupational Health and Safety Act of 1993 and the Construction Regulations issued in terms of that Act;
- b) a Construction Health and Safety Manager who may be appointed by an employer to complement his professional team or by a contractor to manage company or project health and safety performance and compliance in accordance with the Occupational Health and Safety Act and Regulations; and a Construction Health and Safety Officers who may be appointed by an employer to mitigate the risk on a project or by a contractor to monitor and assist on-site health and safety performance and compliance in accordance with the Occupational Health and Safety Act and Regulations and services.

### **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  
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further obligated to monitor that these measures are structured and applied according to the requirements of these Health and Safety Specifications.

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 and Infrastructure. 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, 9 and 10 of the construction regulation (2014).

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 07 February 2014.

## **CREATING AND MAINTAINING A SAFE AND HEALTHY WORK ENVIRONMENT**

### **General**

The contractor shall with respect to the site and the construction work that are contemplated:

1. cause a preliminary hazard identification to be performed by a competent person

- before commencing any physical construction activity;
2. evaluate the risks associated with the identified hazard to the health and safety of such employees and the steps that need to be taken to comply with the Act; and
  3. as far as is reasonably practicable, prevent the exposure of such employees to the hazards concerned or, where prevention is not reasonably practicable, minimize such exposure.

The contractor shall ensure that:

- all reasonably practicable steps are taken to prevent the uncontrolled collapse of any new or existing structure or any part thereof, which may become unstable or is in a temporary state of weakness or instability due to the carrying out of construction work; no structure or part of a structure is loaded in a manner which would render it unsafe; and
- account of information, if any, provided by the designer of the structure is taken into account in the risk assessment;

*Note: The information provided by the designer should outline known or anticipated dangers or hazards relating to the work and make available all information required for the safe execution of the work. It should provide as relevant, geotechnical information (or make reference to reports provided in the site information), the loading the structure is designed to withstand, the methods and sequence of construction.*

The contractor shall carry out regular inspections and audits to ensure that the work is being performed in accordance with the requirements of this specification.

#### 4. DEFINITIONS

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

**Act-** the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993)

**Accident** – means unplanned occurrence that happens due to the unsafe condition and may cause injury to a person, damage to the property, material, plant, equipment and the environment;

**Agent** – means any person who acts as a representative for a client. The word agent, in some instances, may be used interchangeable with the Construction Health and Safety Agent, the distinguishing factor will be on the role expected to be played by the agent mentioned. For



example, all H&S related issues (audits, inspections, and/or reports) are done by the Construction Health and Safety Agent, whilst the accountability of overall project success or portions of the work is done by the Agent i.e. Principal Agent or Project Manager or Engineer.

**Client** means Department of Public Works and Infrastructure

**Competent person** means a person who-

- a) has in respect of the work or task to be performed the required knowledge, training and experience and, where applicable, qualifications, specific for that work or task: Provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualifications Framework Act, 2000 (Act No.67 of 2000), those qualifications and that training must be regarded as the required qualifications and training; and
- (b) Is familiar with the OHS Act, Act 85 of 1993 and with the applicable regulations made under the Act;

**Construction Health & Safety Agent (SACPCMP)** – The person or entity appointed by the client through the Agent and who has a full authority and obligation to act on the clients behalf in terms of the construction regulations. Pr.CHSA means a competent person who acts as a representative for a Client in terms of regulation (5)5.

**Contract Amount-** Financial value of the contract at the time of the award of the contract, exclusive of all allowance and any value added tax or sales tax which the law requires the employer to pay to the contractor.

**Contractor-** person or organization that contracts to provide the work covered by the contract

**Contract manager:** person appointed by the employer to administer the contract on his behalf

**Competent person:** any person who:

- b) has in respect of the work or task to be performed the required knowledge, training and experience and, where applicable, qualifications specific to that work or task; and
- c) is familiar with the Act and applicable regulations made in terms of the Act

*Note: The Regulations stipulate that where appropriate qualifications and training are registered in terms of the provisions of the National Qualification Framework Act of 2000.those qualifications and training must be regarded as the required qualifications and training.*

**Danger-** anything which may cause injury or damage to persons or property employer: person or organisation that enters into a contract with the contractor for the provision of the work covered by the contract

**Employer's Health and Safety Agent-** the person appointed as agent by the employer in



terms of Regulation 5(5) of the Construction regulations and named in the contract data as the being the employer's agent responsible for health and safety matters.

**Construction Health & Safety Agent (SACPCMP)** – The person or entity appointed by the client through the Agent and who has a full authority and obligation to act on the client's behalf in terms of the construction regulations;

**Construction Manager (Site Agent)**- means a competent person responsible for the management of the physical construction processes and the coordination, administration and management of resources on a construction site;

**Construction Site**- means a work place where construction work is being performed;

**Construction Supervisor** - means a competent person responsible for supervising construction activities on a construction site;

**Construction Vehicle**- means a vehicle used as a means of conveyance for transporting persons or material, or persons and material, on and off the construction site for the purposes of performing construction work;

**Construction work**- means any work in connection with –

- a) The construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or
- b) the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work;

**Construction Work Permit**- means a document issued in terms of regulation 3 of the Construction Regulations 2014;

**CR**- refers to the Construction Regulations 2014.

**Demolition Work**- means a method to dismantle, wreck, break, pull down or knock down of a structure or part thereof by way of manual labour, machinery, or the use of explosives;

**Ergonomics**- the application of scientific information concerning humans to the design of objects, systems and the environment for human use in order to optimize human well-being and overall system performance.

**Fall Protection Plan**- means a documented plan, which includes and provides for-

- All risks relating to working from a fall risk position, considering the nature of work undertaken;
- The procedures and methods to be applied in order to eliminate the risk of falling; and



- A rescue plan and procedures;

**H&S** – health and safety

**Hazard** - a source of or exposure to danger

**Hazard Identification:** the identification and documenting of existing or expected hazards to the health and safety of persons, which are normally associated with the type of construction work being executed or to be executed.

**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** - a documented plan which addresses hazards identified and includes safe work procedures to mitigate, reduce or control the hazards identified. health and safety

**Specification** - a site, activity or project specific document pertaining to all health and safety requirements related to construction work which is included in the contractor's contract with the employer, or an order issued in terms of framework agreement

**Healthy**- free from illness or injury attributable to occupational causes

**Incident**- an event or occurrence occurring at work or arising out of or in connection with the activities of persons at work, or in connection with the use of plant or machinery, in which, or in consequence of which:

- a) any person dies, becomes unconscious, suffers the loss of a limb or part of a limb or is otherwise injured or becomes ill to such a degree that he 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 to continue with the activity for which he was employed or is usually employed;
- b) a major incident occurred; or
- c) the health or safety of any person was endangered and where:
  - i. a dangerous substance was spilled;
  - ii. the uncontrolled release of any substance under pressure took place;
  - iii. machinery or any part thereof fractured or failed resulting in flying, falling or uncontrolled moving objects; or machinery ran out of control

**Inspector**- a person designated as such under section 28 the Act

**Major incident**- an occurrence of catastrophic proportions, resulting from the use of plant or machinery, or from activities at a workplace.

**Medical Certificate of Fitness**- means a certificate contemplated in regulation 7(8) of Construction Regulations 2014;



**Practical Completion Certificates-** A certificates issued in terms of a contract by the employer, signifying that the whole of the construction works have reached a state of readiness for occupation or use for the purposes intended, although some minor work may be outstanding.

**Professional Engineer or Professional Certificated Engineer-** means a person holding registration as either a Professional Engineer or Professional Certificated Engineer in terms of the Engineering Profession Act, 2000 (Act No. 46 of 2000);

reasonably practicable: practicable having regard to:

- a. the severity and scope of the hazard or risk concerned;
- b. the state of knowledge reasonably available concerning that hazard or risk and of any means of removing or mitigating that hazard or risk;
- c. the availability and suitability of means to remove or mitigate that hazard or risk; and
- d. the cost of removing or mitigating that hazard or risk in relation to the benefits deriving therefrom;

**Risk** – means the likelihood that harm will occur and the subsequent consequences.

**Risk assessment** – means a process to determine any risk associated with any hazard at a construction site in order to identify the steps needed to be taken to mitigate, reduce or control such hazards.

**Safe** - free from any hazard

**Safety Officer** – a person deemed competent by SACPCMP under the relevant category of registration.

**Construction Health & Safety Manager-** A person deemed competent by SACPCMP under the relevant category of registration.

**Scaffold:** any temporary elevated platform and supporting structure used for providing access to and supporting workmen or materials or both structure:

- a) any building, steel or reinforced concrete structure (not being a building), railway line or siding, bridge, waterworks, reservoir, pipe or pipeline, cable, sewer, sewage works, fixed vessels, road, drainage works, earthworks, dam, wall, mast, tower, tower crane, bulk mixing plant, pylon, surface and underground tanks, earth retaining structure or any structure designed to preserve or alter any natural feature, and any other similar structure;
- b) any false work, scaffold or other structure designed or used to provide support or



means of access during construction work; or

- c) any fixed plant in respect of construction work which includes installation, commissioning, decommissioning or dismantling and where any construction work involves a risk of a person falling

**Substance**- any solid, liquid, vapour, gas or aerosol, or combination thereof

**Suitable** - capable of fulfilling or having fulfilled the intended function or fit for its intended purpose

**Temporary works** - any false work, formwork, support work, scaffold, shoring or other temporary structure designed to provide support or means of access during construction

**Workplace** - any premises or place where a person performs work in the course of his employment

## 5. OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

### 5.1 Structure and Organization of OH&S Responsibilities

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

- a. The Client and/or its Agent on its behalf to ensure that the Principal Contractor, appointed in terms of Construction Regulation 5(1)(k), 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.
- b. 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.
- c. 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).
- d. The Construction Supervisor and Assistant Construction Supervisor/s appointed in terms of Construction Regulation 8 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).
  - e. All Health and Safety Representatives (SHE-Reps) shall act and report as per Section 18 of the Act.

**5.1.2 Required appointments as per the Construction Regulations: -**

Item	Regulation	Appointment	Responsible Person
1.	3.	Application Construction work permit	Client
2.	5(1)(k)	Principal contractor for each phase or project	Client
3.	5(6)	Construction Health & Safety Agent	Client
4.	7.(1)(c)	Contractor	Principal Contractor
5.	7(3)	Contractor	Principal Contractor
6.	8(1)	Construction Manager	Principal Contractor
7.	8(2)	Assistant Construction Manager	Principal Contractor
8.	6(1)	Construction Supervisor	Principal Contractor
9.	6(2)	Construction supervisor sub-ordinates	Principal Contractor
10.	8(5)	Construction Safety Officer	Principal Contractor
11.	8(8)	Responsible employee	
12.	9(1)	Person to carry out risk assessment	Principal Contractor
13.	10(1)	Fall protection planner	Principal Contractor
14.	12(1)	Temporal work designer	
15.	12(2)	Supervisor of temporal work operation	
16.	13(1)	Excavation supervisor	Principal Contractor
17.	13(2)(k)	Competent person in the use of explosive for excavations	Principal Contractor



18.	14(11)	Explosives expert	Principal Contractor
19.	14(1)	Supervisor demolition work	Principal Contractor
20.	14(2)	Scaffold supervisor	Principal Contractor
21.	16(1)	Suspended platform supervisor	Principal Contractor
22.	18(1)a	Rope access	Principal Contractor
23.	19(8)(a)	Material hoist inspector	Principal Contractor
24.	20(1)	Bulk mixing plant supervisor	Principal Contractor
25.	21(2)	Explosive actuated fastening device inspector	Principal Contractor
26.	21(2)(g)	Explosive actuated fastening device cartridge, nails and studs: issuer & collector	Principal Contractor
27.	23 (1)	Operator : construction vehicle and mobile plant	Principal Contractor
28.	28 (a)	Stacking and storage supervisor	Principal Contractor
29.	29 (h)	Fire equipment inspector	Principal Contractor

## 5.2 Communication, Participation & Consultation

- 5.2.1 Occupational Health & Safety matters/issues shall be communicated between the Employer, the Principal Contractor, the other Contractors, the Designer and other concerned parties shall be through the H&S Committee or other means determined by the client.
- 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

- a) The Act and its associated regulations shall have precedence in the interpretation of any ambiguity or inconsistency between it and this specification.



- b) Compliance with the requirements of this specification does not necessarily result in compliance with the provisions of the Act.
- c) 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.
- d) 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.
- e) 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.
- f) The words **Principal Contractor** and **Contractor** in this document are used interchangeable, unless clearly expressed otherwise to mean something else e.g. when used to describe roles, responsibilities, functions, acts or omissions of the sub-contractor(s).

## 7. RESPONSIBILITIES

### 7.1 Client

- a) 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.
- b) 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.
- c) 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.



- d) 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

- a. 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. Annexure 2 of this construction regulation 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.
- b. The Principal Contractor shall ensure that he is fully conversant with the requirements of this Specification and all relevant health and safety legislation.
- c. 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.
- d. 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.
- e. 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.
  - f. 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.)
  - g. 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.
  - h. 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.
  - i. 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.
  - j. 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.
  - k. 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 / sub-contractor**

The contractor must demonstrate to the Principal Contractor that he has the necessary competencies and resources to perform the construction work safely.

Acceptance by the Principal Contractor of the contract with Public Works and Infrastructure shall constitute acknowledgement that the Principal Contractor has familiarized him/herself

with the contents of the OHSE Spec and that he/she will comply with all its obligations in respect thereof.

Due to fact that this document is based on legislative requirements, the Client requires that all Contractors comply with the requirements of this document and all other relevant legislative requirements not covered by this document.

The Client or its duly appointed Construction H&S Agent reserves the right to stop any Principal Contractor or Sub-Contractors from working whenever Safety, Health or Environmental requirements are being violated as required by regulation 5(1)(q). Any resultant costs of such work stoppages will be for the relevant Contractor's account.

The requirements as specified by the Client in this document must not be deemed to be exhaustive and the Client reserves the right to make changes as and when the Client deems fit to address issue of OHSE Compliance.

The Client will not entertain any claim of any nature whatsoever which arises as a result of costs incurred or delays being experienced due to the Contractor not complying with the requirements of this document and/or any other applicable legislative requirements imposed on the Contractor.

The contractor may only subcontract work in terms of a written subcontract and shall only appoint a subcontractor should he be reasonably satisfied that such a subcontractor has the necessary competencies and resources to safely perform the work falling within the scope of the contract. Such a subcontract shall require that the subcontractor:

- co-operate with the contractor as far as is necessary to enable both the contractor and sub-contractor to comply with the provisions of the Act; and
- as far as is reasonably practicable, promptly provide the contractor with any information which might affect the health and safety of any person at work carrying out work or any person who might be affected by the work of such a person at work or which might justify a review of the health and safety plan.

The contractor shall provide any sub-contractor who is submitting a tender or appointed to perform a sub-contract falling within the scope of the contract, with the relevant sections of this specification and the health and safety specification.

The contractor shall discuss and negotiate with each subcontractor performing construction



work the subcontractor's health and safety plan and approve that plan for implementation.

The contractor shall take reasonable steps as are necessary to ensure that:

- potential contractors submitting tenders have made sufficient provision for health and safety measures during the construction process;
- each subcontractor is registered and in good standing with the compensation fund or with a licensed compensation insurer prior to their performance of work on site;
- all the subcontractor's employees have a valid medical certificate of fitness specific to the construction work which are to be performed which is issued by an occupational health and safety practitioner.
- all sub-contractors co-operate with each other to enable each of those sub-contractors to comply with the requirements of the Act and associated regulations;
- each subcontractor performing construction work has and maintains a health and safety file containing the relevant information described in 4.2.5; and
- each sub-contractor's health and safety plan is implemented and maintained.

The contractor shall conduct periodic document verifications and audits for compliance with the approved health and safety plan of each and every sub-contractor working on the site at intervals agreed upon with such subcontractors, but at least once per month.

The contractor shall stop any subcontractor from executing construction work which is not in accordance with the contractor's or subcontractor's health and safety plan for the site or which poses a threat to the health and safety of persons.

The contractor shall ensure that where changes to the works occur including design changes, sufficient health and safety information and appropriate resources are made available to subcontractor to execute the work safely.

The contractor shall ensure that:

- every subcontractor is registered and in good standing with the compensation fund or with a licensed compensation insurer prior to work commencing on site;
- potential subcontractors submitting tenders have made provision for the cost of health and safety measures during the construction process; and
- every subcontractor has in place a documented health and safety plan prior to commencing any work on site which falls within the scope of the contract.

The contractor shall receive, discuss and approve health and safety plans submitted by subcontractors.

The contractor shall ensure that all subcontractors are informed regarding any hazard as stipulated in the risk assessment before any work commences, and thereafter at such times as may be determined in the risk assessment.

The contractor shall reasonably satisfy himself that all employees of subcontractors are informed, instructed and trained by a competent person regarding any hazard and the related work procedures before any work commences, and thereafter at such times as may be determined in the risk assessment.

The contractor shall satisfy himself and ensure that all subcontractor employees deployed in the site are:

- informed, instructed and trained by a competent person regarding any hazard and the related work procedures before any work commences, and thereafter at such times as may be determined in the risk assessment; and
- issued with proof of health and safety induction training issued by a competent person and carry proof such induction when working on site.

The contractor shall undertake a risk assessment together with subcontractors whenever subcontractors are working in close proximity to other subcontractors particularly activities involve excavations, the moving of earth, the movement of heavy machinery and working at heights

#### **7.4 Construction supervision**

The construction manager shall in writing appoint construction supervisors responsible for construction activities and ensuring occupational health and safety compliance on the construction site.

A contractor shall after considering the size of the project and if considered necessary, appoint in writing one or more competent employees for different sections of the work to assist the construction supervisor.

#### **7.5 Competent persons**

The contractor shall appoint in writing competent persons to supervise or inspect, as relevant, any of the following:

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- formwork and support work operations;
- excavation work;
- demolition work;
- scaffolding work operations;
- suspended platform work operations;
- material hoists;
- bulk mixing plants;
- temporary electrical installations;
- the stacking and storage of articles on the site; and
- fire equipment.

The contractor shall appoint in writing competent persons to:

- induct employees in health and safety; and
- prepare and update as necessary a fall protection plan and to provide the construction manager with a copy of the latest version of such plan.

## **7.6 Appointment of a Fulltime/ Part time Safety Officer**

The Principal Contractors will have to appoint a competent Construction H&S Officer as per the following criteria;

7.6.1 Number of employees onsite between 30 but below 50 – SACPCMP registered Part Time Safety Officer can be appointed and will be onsite at least 2 days a week.

7.6.2 Number of employees above 50 – SACPCMP Registered Fulltime Safety Officer should be appointed.

7.6.3 Should the project require a Construction Work Permit – SACPCMP Registered Fulltime Safety Officer should be appointed.

Further to the above criteria, should the Client or its Representative having considered the risks present and lack of compliance to the Occupational Health and Safety Act, Act 85 of 1993 and its applicable Regulations the Client or its Representative may issue an instruction that a Part/ Full Time Construction Health and Safety Officer must be appointed, such a requirement will have to be met. Taking the Risk associated with this project into consideration it is deemed that a full time, SACPCMP Registered Safety Officer needs to be appointed and be present on site at all times.



## 7.7 Construction Health & Safety Agent (SACPCMP)

The construction Health & Safety Agent act as a link between the client, Principal Contractor and the project team members with respect to health & Safety, They are Required to ensure that the client carry out its H&S responsibilities in terms of Legislation as well as to co-ordinate and ensure good H&S practices are maintained. Throughout the duration of the project. In many cases this role starts from project Initiation to project close- out.

- a. H&S competence: In the event that the client is unable to satisfy the requirements of the Construction Regulations for whatever reasons, the construction H&S agent may be appointed to perform these functions on behalf of the client. Given the need to appoint a registered construction H&S agent that is competent and adequately resourced with respect to H&S matters.
  - b. H&S goals: It is important that the construction H&S agents demonstrate clearly to clients how they are going to contribute to the achievement of any client H&S goals and objectives. They should also set their own H&S goals.
  - c. H&S responsibilities: Prior to accepting the H&S agent appointment from clients, H&S agents need to ensure that they brief clients fully on the client's particular responsibilities in terms of the OH&SA of 1993 and Construction Regulations as amended from time to time. In the absence of acceptance by clients of these responsibilities, H&S agents will not be able to adequately meet their own H&S responsibilities and duties.
  - d. H&S information: H&S agents must provide the designer or design team with all H&S information to enable them to conduct a design HIRA to identify the significant hazards that need to be included in the H&S specification. This information may be gathered from multiple sources such as, for example, discussion with the client, previous historical use of the site or facility, previous surveys and investigations and past H&S files.
- A. The employer's health and safety agent shall:
- i. audit the contractor's compliance with the requirements of this specification prior to the commencement of any physical construction activities on the site;
  - ii. accept or reject the contractor's health and safety plans, giving reasons for rejecting such plans;
  - iii. monitor the effective implementation of all safety plans;



- iv. conduct periodic and random audits on the health and safety file to establish compliance with the requirements of this specification;
- v. visit the site at regular intervals to conduct site inspections, and based upon such visits issue, wherever necessary, Improvement Notices, Contravention Notices and Prohibition Notices, to the contractor or any of the contractor's subcontractors with a copy to the contract manager and, where relevant, to the contractor.

B. The contractor shall invite the employer's health and safety agent to audit compliance with the requirements of this specification before commencing with any physical construction activity on the site.

C. Other duties of a H&S is to ensure that, where applicable, the following is attended to:

- 1) **Application for a Construction Work Permit Number** (as per DoL Chief Inspector, July 2018).

A client who intends to have construction work carried out, must at least 30 days before that work is to be carried out **apply to the provincial director in writing for a construction work permit to perform construction work** if the intended construction work starts on or after the 7th of August 2018 and exceeds 365 days; will involve more than 3600 person days of construction work; or the works contract in of a value exceeding thirteen million rand or Construction Industry Development Board (CIDB) grading level 7.

The application for the Construction Work Permit Number as contemplated above shall be the responsibility of the client depending on the submission of all relevant documentation from the successful tenderer.

After the Provincial Director of Labour has issued a Construction Work Permit, the Client's or its duly appointed Construction H&S Agent will issue a letter advising the Project Leader and the Principal Agent to arrange the site handover meeting as all legislative requirements would have been complied with including as a copy of the construction permit to work.

## 2) **Tenderer's responsibility:**

The tenderer (meeting the above criteria) must ensure that they attach a certified copy of the SACPCMP Certificate for a Registered Construction Health & Manager/ Officer together with their OHSE Plans.



## 7.8 Responsibilities towards employees and visitors

- a. The contractor shall as far as is reasonably practicable, cause every employee to be made conversant with the hazards to his health and safety attached to any work which he has to perform, any article or substance which he has to produce, process, use, handle, store or transport and any plant or machinery which he is required or permitted to use, as well as with the precautionary measures which should be taken and observed with respect to those hazards or safe work procedures.
- b. The contractor shall ensure that all employees under his or her control and the employees of his subcontractors who are performing construction work are:
  - informed, instructed and trained by a competent person regarding any hazard and the related work procedures before any work commences, and thereafter at such times as may be determined in the risk assessment; and
  - issued with proof of health and safety induction training issued by a competent person and carry proof of such induction when working on site.
- c. The contractor shall cause a record of training to be kept which indicates the training dates, the names, identity numbers and job description of all those who attended such training and the name, identity number and competence of the person who provided the training.
- d. The contractor shall not allow or permit any employee to enter the site, unless such person has undergone health and safety induction training pertaining to the hazards prevalent on the site at the time of entry.
- e. The contractor shall ensure that each visitor to a construction site, save where such visitor only visits the site office and is not in direct contact with the construction work activities:
  - i. undergoes health and safety instruction pertaining to the hazards prevalent on the site; and
  - ii. is provided with the necessary personal protective equipment.
- f. The contractor shall provide suitable on-site signage to alert workers and visitors to health and safety requirements. Such signage shall include but not be limited to:
  - unauthorized entrance prohibited;



- signage to indicate what personal protective equipment is to be worn; and
  - activity related signs.
- g. The contractor shall not permit any person who is or who appears to be under the influence of intoxicating liquor or drugs, to enter or remain at a workplace.

## 7.9 Asbestos Works

Only Department of Labour registered asbestos contractors may work with asbestos, and strictly in accordance with the requirements of the Asbestos Regulations.

## 7.10 Design of temporary work

The contractor shall:

- a) provide the health and safety agent with the names and contract particulars of the designers involved in the design of temporary works;
- b) issue the designers with a copy of the health and safety specification as well as any pertinent information contained in the contract; and
- c) provide the health and safety agent with certificates issued by the designer of the temporary works that such works are fit for purpose before such works are used in support construction activities

### Notification of intention to commence construction work

- i. The contractor shall on sites where no construction work permit has been issued by the Provincial Director of the Department of Labour notify such director in writing using a form similar to that contained in Annexure 2 of the Construction Regulations issued in terms of the Act before construction work commences and retain proof of such notification in the health and safety file where the work includes:
  - excavation work;
  - working at height where there is a risk of falling;
  - the demolition of a structure;
  - the use of explosives; or
  - a single storey dwelling for a client who is going to reside in such dwelling upon completion



- ii. The contractor shall ensure that no work commences on an electrical installation which requires a new supply or an increase in electricity supply before the person who supplies or contracts or agrees to supply electricity to that electrical installation has been notified of such work.
- iii. The contractor shall ensure that no asbestos.

## 8. SCOPE OF WORK

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:

- Repairs and renovations to existing single storey building including refurbishments to ablutions, update to existing entrance, additions for additional space, electrical works including provision of furniture and fencing.

## 9. PREPARING A HEALTH & SAFETY PLAN

- a) The level of detail required for a H&S plan will depend on how complex the workplace is (in particular, the number of contractors at the workplace at any one time) and the risks involved in the work. The plan must be easily accessible in a construction site and it must be clearly understood by management, supervisors & workers on construction site.
- b) The plan must be implemented, maintained and kept up to date during the construction of the project.
- c) The principal contractor should prepare a H&S plan that includes
  - project information;
  - client requirements for H&S management on the project;
  - Environmental restrictions and existing on-site risks arrangements, imposed by others or developed by the principal contractor, to control significant site H&S risks; H&S file & project H&S review.
- d) The H&S plan should include the following information:
  - details of the client, that is the person commissioning the construction work, for example their name, representative and contact details;
  - details of the principal contractor;
  - details of the construction project, for example address of the workplace,



anticipated start and end date and a brief description of the type of construction work that the H&S plan will cover;

- details on how subcontractors will be managed and monitored, including how the principal contractor intends to implement and ensure compliance with the H&S plan such as checking on the performance of subcontractors and how non-compliance will be handled; and
- details on how the risks associated with falls, falling objects, moving plant, electrical work and all high risk construction work that will take place on a construction project will be managed.

e) The H&S plan should also include information on:

- the provision and maintenance of a hazardous chemicals register, safety data sheets and hazardous chemicals storage;
- the safe use and storage of plant;
- the development of a construction project traffic management plan;
- obtaining and providing essential services information – electrical, gas, telecom, water and similar services;
- workplace security and public safety; and
- ensuring workers have appropriate licences and training to undertake the construction work.

f) The H&S plan must contain:

- a general description of the type of work activities involved in the project and not just a description of the facility to be constructed;
- the project program or schedule details, including start and finish dates, showing principal activities;
- details of client, design team, principal contractor, subcontractors, and major suppliers; and
- extent and location of relevant existing records, surveys, site investigation and geotechnical reports, 'as-built' plans, H&S files.



## 10. HEALTH AND SAFETY FILE

- a. The H&S file is a document prepared by the principal contractor containing important project H&S information for use by the owner of the completed structure after construction has been completed.
- b. The principal contractor is responsible for producing an H&S file. It contains important project H&S information for use by the owner of the completed structure after construction has been completed. It is essential that the process of compiling the file commences as early as possible to ensure sufficient time to gather the required information.
- c. The Principal Contractor must, in terms of Construction Regulation 7(2)(b), 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 & Safety File.
- d. The contractor must ensure that the client's format and layout of the H&S file is adhered to. The contractor must identify the responsible person that will prepare the H&S file and who will be responsible for the drafting of as-built drawings. The contractor must establish procedures:
- e. 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.
- f. The contractor shall establish and maintain on site a health and safety file which contains copies, as relevant of:
  - the following documents which shall be placed in the file prior to commencing with physical construction activities:
    - copy of the contraction work permit issued in terms of the Construction Regulations 2014;
    - the contractor's health and safety policy, signed by the chief executive officer, which outlines the contractor's objectives and how they will be achieved and implemented by the contractor;
    - copies of all risk assessments that were conducted.



- the notification made to the Provincial Director of Labour, and if relevant, the notification of the person who supplies or contracts or agrees to supply electricity to that electrical installation;
- the letters of appointment, as relevant, together with a brief curriculum vitae (CV) of:
  - the construction manager and any assistant construction managers;
  - the construction health and safety manager
  - the construction health and safety officer
  - the risk assessor who is tasked to perform the risk assessments; and
  - the registered person responsible for the electrical installation covered by the Electrical Installations Regulations;
  - the authorised persons responsible for gas appliances, gas system gas reticulation system covered by the Pressure Equipment Regulations;
- a copy of the certificate of registration of the registered person responsible for the electrical installation covered by the Electrical Installations Regulations;
- the approval of the design of the part of an electrical installation which has a voltage in excess of 1 kV by a person deemed competent in terms of the Electrical Installations Regulations;
- proof of registration of the electrical contractor who undertakes the electrical installation in terms of the Electrical Installations Regulations;
- the preliminary hazard identification undertaken by a competent person;
- the organogram which outlines the roles of the construction supervisor's assistants and safety officers; and
- the contractor's health and safety plan;
- the emergency procedures;
- the procedure for the issuing and replacement of lost, stolen, worn or damaged personal protective clothing and equipment; and
- proof that the contractor and all the subcontractors are registered and in good standing with the compensation fund or with a licensed compensation insurer relevant to the type of work performed;



- the following documents, as relevant, which shall be placed in the file after construction activities have commenced;
- the letters of appointments, if relevant, together with a brief curricula vita (CV) of:
  - ✓ persons who are required to assist the construction supervisor;
  - ✓ construction supervisor for the site in respect of construction work covered by the Construction Regulations;
  - ✓ competent persons;
  - ✓ assistants of construction supervisor; and
  - ✓ designers of temporary works;.
- any revisions to the organogram which outlines the roles of the construction supervisor's assistants and safety officers;
- each and every subcontract agreement and each and every subcontractor's approved health and safety plan;
- proof that the every subcontractor is registered and in good standing with the compensation fund or with a licensed compensation insurer relevant to the type of work performed;
- proof of all subcontractor's induction training whenever it is conducted;
- copies of the minutes of the contractor's subcontractors health and safety meetings;
- copies of each of the contractor's subcontractors' health and safety policy, signed by the chief executive officer, which outlines the contractor's objectives and how they will be achieved and implemented by the contractor;
- the health and safety plans of all the contractor's subcontractors who are required to provide such plans;
- copies of the fall protection plan and each revision thereof;
- a comprehensive and updated list of all the subcontractors employed on site by the contractor, indicating the type of work being performed by such sub-contractors;
- the outcomes of the monthly audits for compliance with the approved health and safety plan of each and every sub-contractor working on the site;
- any report made to an inspector by the health and safety committee;
- the minutes of all health and safety meetings and any recommendations made to the contractor by the health and safety committee;
- the findings of all audit reports made regarding the implementation of the contractor's



- or a subcontractor's health and safety plan;
- the inputs of the safety officer, if any, into the health and safety plan;
- details of induction training conducted whenever it is conducted including the list of attendees;
- proof of the following where suspended platforms are used:
  - ✓ a certificate of system design issued by a professional engineer, professional certificated engineer or a professional engineering technologist;
  - ✓ proof of competency of erectors, operators and inspectors;
  - ✓ proof of compliance of operational design calculations with requirements of the system design certificate;
  - ✓ proof of performance test results;
  - ✓ sketches indicating the completed system with the operational loading capacity of the platform;
  - ✓ procedures for and records of inspections having been carried out;
  - ✓ procedures for and records of maintenance work having been carried out;
  - ✓ proof that the prescribed documentation has been forwarded to the provincial director;
- letters of appointments for competent persons to supervise the activities which law requires to be so supervised;
- a copy of risk assessments made by competent persons;
- records of the register of inspections made by a competent person immediately before and during the placement of concrete or any other load on formwork;
- the names of the first aiders on site and copies of the first aid certificates of competency;
- the names of the persons the persons who are in possession of valid certificate of competency in first aid and copies of such certificates;
- medical certificates of fitness for the contractor's and subcontractors' employees specific to the construction work to be performed and issued by an occupational health and safety practitioner;
- details of all incidents together with the Contractor's investigative report on such incident;
- the record of inspections carried out by the designers of structures to ensure compliance with designs; and



- any other documentation required in terms of regulations issued in terms of the Act including a record of all drawings, designs, materials used and other similar information concerning the completed structure;.
- The health and safety file shall be made available for inspection by any inspector, subcontractor, the contract manager, the employer's health and safety agent or employee of the contractor upon the request of such persons.
- The health and safety file shall be updated to ensure that its contents always reflect the latest available information.
- The contractor shall hand over a copy of the health and safety file to the employer's health and safety agent upon completion of the contract and if relevant, a certificate of compliance accompanied by a test report for the electrical installation in accordance with the provisions of the Electrical Installation Regulations.

## **11. 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.

### **11.1 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.

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.

#### **11.1.1 Monthly Audit by Client and/or its H&S Agent.**

The Client and/or its H&S Agent on its behalf will be conducting Periodic Audits at times agreed with the Principal Contractor Audit to comply with Construction Regulation 5(1)(o) to ensure that the principal Contractor has implemented, is adhering to and is maintaining the agreed and approved OH&S Plan.



a) 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.

### **11.1.2 Health & Safety incident/accident reporting & investigations**

- a. The Principal Contractor shall report all incidents where an employee is injured on duty to the extent that he/she:
- i. Dies
  - ii. becomes unconscious
  - iii. loses a limb or part of a limb
  - iv. 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:

- i. a major incident occurred
  - ii. the health or safety of any person was endangered
  - iii. where a dangerous substance was spilled
  - iv. the uncontrolled release of any substance under pressure took place
  - v. machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects
  - vi. 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.
- b. 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.
- c. The Principal Contractor is required to provide the Client and/or its Agent on its behalf with a monthly "SHE Risk Management Report".



- d. 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. 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)
- e. The results of the investigation to be entered into the Accident/Incident Register listed above. (General Administrative Regulation 9)
- f. The Principal Contractor is responsible for the investigation of all non-injury incident 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.
- g. The Principal Contractor is responsible for the investigation of all 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.
- h. 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.
  - Determine the underlying H&S deficiencies and other contributory factors
  - Identification of corrective/preventative actions and continual improvement
  - Communicating the outcome/results and documenting the events of the investigation.
- i) Reporting of Near-Misses
  - Department of Public Works and Infrastructure views the reporting of near misses as a critical component in creating a positive health and safety awareness culture on site.
  - Department of Public Works and Infrastructure
  - retains the right to enforce the reporting of near misses within 24 hours of occurrence.

## 12 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.

## **12.1 Site Rules and other Restrictions**

### *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.

### *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, the Principal Contractor must appoint a competent person who must develop contingency plans for any emergency that may arise on site as indicated by the risk assessments.

### **12.1.1 Appointment of Health & Safety Representatives**

#### A. 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 Representatives for every 50 employees or part thereof. (Section 17 of the Act and General Administrative Regulation 6. & 7.)

H&S Representatives must be appointed 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.

### **12.1.2 Duties and Functions of the H&S Representatives**

The contractor shall appoint in writing one health and safety representative for every 50 employees working on the site, whenever there are more than 20 employees on the site, to:

- conduct at least a weekly inspection of their respective areas of responsibility using a checklist developed by a Principal Contractor.
- review the effectiveness of health and safety measures;
- identify potential hazards and potential major incidents;
- in collaboration with his employer, examine the causes of incidents;
- investigate complaints by any employee of the contractor relating to that employee's health or safety on the site;
- make representations to the contractor on matters arising from a), b), c) or d) or on general matters affecting the health or safety of the employees at the workplace;
- inspect the site with a view to, the health and safety of employees, at regular intervals;
- participate in consultations with inspectors at the workplace and accompany inspectors on inspections of the workplace; and
- participate in any internal health or safety audit.

The report must be consolidated and submitted to the Health & Safety Committee. H&S Representatives must form part of the incident/accident investigating team.

The contractor shall provide the health and safety representatives with the necessary assistance, facilities and training to carry out the functions established above.

### **12.1.3 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, an agreed Agenda for the first meeting. Thereafter the H&S Committee shall determine its own procedures.

#### **12.1.4 Training & Awareness**

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.

##### **a. Training & Induction**

All employees performing work or task on site that potentially impact on H&S must be competent & have the necessary appropriate education, training & experience.

All the training must be closely aligned with the risk profile of the project; procedures must be put in place to ensure that all workers are aware of the consequences of their work activities & benefits of improved H&S performance.

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

##### **b. 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.

##### **c. Other Training**

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

##### **d. Copy of the Act**

The contractor shall ensure that a copy of the Act and relevant regulations is available on site for inspection by any person engaged in any activity on the site.

### **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:

- a. Clearing & grubbing the area/site
- b. Site establishment
- c. Dealing with existing structures
- d. Location of existing services
- e. Boundary & Access control/Public liability exposures
- f. Protection against heat exhaustion, dehydration, wet & cold conditions
- g. Dealing with HIV & aids other related diseases
- h. Dealing with the Covid 19 Pandemic
- i. Use of portable electrical & explosive tools
- j. Any Excavation work
- k. Any welding work
- l. Loading & offloading of trucks
- m. Driving & operations of Construction vehicles & mobile plant
- n. Temporal works and
- o. Construction work as defined in the construction regulation 2014

#### **13.1 TRANSPORTATION OF WORKERS**

Vehicles used to transport workers must comply with legal requirements. Regulation 247 (National Road Traffic Act, 1996) stipulates very clearly that the part of the vehicle carried by the workers must be enclosed with material strong enough to prevent a person from falling off the vehicle, to a height of at least 350 millimetres above the surface on which the passengers sit; or at least 900 millimetres above the surface on which the people stand. Ideally, no person being transported should be standing on the body of the vehicle, but there is not any specific ban on this.

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Contractors must always ensure that:

- Safe speeds are maintained when transporting employees.
- Passengers are seated or stand securely before driving. Note that the driver is also responsible here. No worker's body should technically lean over a vehicle.
- No equipment, materials, or tools are transported with workers.
- The vehicle must be roadworthy and have a valid license, which means that all lights must work etc.
- Vehicles must be fitted with a canopy
- Vehicles must be fitted with safety belts
- No seating on the sides or tail gate of the bakkie/ truck is permitted
- No overloading is permitted
- The driver must be in possession of a valid driver's license (PDP) on a public road as contained in the National Road Traffic Act of 1996. On private roads it is not necessary, but it is a DPWI recommendation to have this license in place as an additional form of competency requirements.

The greatest responsibility rests with the management to make sure the vehicle and driver are competent and safe. Furthermore, the correct policies and processes should be discussed with those being transported to make everyone aware of the safety rules and possible hazards, i.e., training and information must be given beforehand.





**14. OUTLINED DATA, REFERENCES AND INFORMATION ON CERTAIN AND/OR SPECIFIC OBLIGATORY REQUIREMENTS TO ENSURE COMPLIANCE**  
Administrative & Legal Requirements

OHS Act Section/ Regulation	Subject	Requirements
Construction. Regulation 4	Notice of carrying out Construction work	<ul style="list-style-type: none"> <li>Department of Labour notified</li> <li>Copy of Notice available on Site</li> </ul>
General Admin. Regulation 4	Copy of OH&S Act (Act 85 of 1993)	<ul style="list-style-type: none"> <li>Updated copy of Act &amp; Regulations on site.</li> <li>Readily available for perusal by employees.</li> </ul>
COIDA Act Section 80	Registration with Compensation Insurer.	<ul style="list-style-type: none"> <li>Written proof of registration/Letter of good standing available on Site</li> </ul>
Construction. Regulation 5(1)	H&S Specification & Programme	<ul style="list-style-type: none"> <li>H&amp;S Spec received from Client and/or its Agent on its behalf</li> <li>OH&amp;S programme developed &amp; Updated regularly</li> </ul>
OHSA Section 8(2)(d) Construction. Regulation 7	Hazard Identification & Risk Assessment	<ul style="list-style-type: none"> <li>Hazard Identification carried out/Recorded</li> <li>Risk Assessment and – Plan drawn up/Updated</li> <li>RA Plan available on Site</li> <li>Employees/Sub-Contractors informed/trained</li> </ul>
Section 16(2)	Assigned duties (Managers)	<ul style="list-style-type: none"> <li>Responsibility of complying with the OH&amp;S Act assigned to other person/s by CEO.</li> </ul>
Construction. Regulation 8(7)	Designation of Person Responsible on Site	<ul style="list-style-type: none"> <li>Competent person appointed in writing as Construction Supervisor with job description</li> </ul>
Construction. Regulation	Designation of Assistant for above	<ul style="list-style-type: none"> <li>Competent person appointed in writing as</li> </ul>



<p>8(8) Section 17 &amp; 18 General Administrative Regulations 6 &amp; 7</p>	<p><b>Designation of Health &amp; Safety Representatives</b></p>	<ul style="list-style-type: none"> <li>• Assistant Construction Supervisor with job description</li> <li>• More than 20 employees - one H&amp;S Representative, one additional H&amp;S Rep. for each 50 employees or part thereof.</li> <li>• Designation in writing, period and area of responsibility specified in terms of GAR 6 &amp; 7</li> <li>• Meaningful H&amp;S Rep. reports.</li> <li>• Reports actioned by Management.</li> </ul>
<p>OHS Act Section 19 &amp; 20 General Administrative Regulations 5</p>	<p><b>Health &amp; Safety Committee/s</b></p>	<ul style="list-style-type: none"> <li>• H&amp;S Committee/s established.</li> <li>• All H&amp;S Reps shall be members of H&amp;S Committees</li> <li>• Additional members are appointed in writing.</li> <li>• Meetings held monthly, Minutes kept.</li> <li>• Actioned by Management.</li> </ul>
<p>OHS Act Section 37(1) &amp; (2)</p>	<p><b>Agreement with Mandatories/ (Sub-)Contractors</b></p>	<ul style="list-style-type: none"> <li>• Written agreement with (Sub-)Contractors</li> <li>• List of SubContractors displayed.</li> <li>• Proof of Registration with Compensation Insurer/Letter of Good Standing</li> <li>• Construction Supervisor designated</li> <li>• Written arrangements re.</li> <li>• H&amp;S Reps &amp; H&amp;S Committee</li> <li>• Written arrangements re. First Aid</li> </ul>
<p>Section 24 &amp; General Admin. Regulation 8 COID Act Sect.38, 39 &amp; 41</p>	<p><b>Reporting of Incidents (Dept. of Labour)</b></p>	<ul style="list-style-type: none"> <li>• Incident Reporting Procedure displayed.</li> <li>• All incidents in terms of Sect. 24 reported to the Provincial Director, Department of Labour, within 3 days. (Annexure 1)(WCL 1 or 2) and to the Client and/or its Agent on its behalf</li> <li>• Cases of Occupational Disease Reported</li> <li>• Copies of Reports available on Site</li> <li>• Record of First Aid injuries kept</li> </ul>



General Admin. Regulation 9	Investigation and Recording of Incidents	<ul style="list-style-type: none"> <li>All injuries which resulted in the person receiving medical treatment other than first aid, recorded and investigated by investigator designated in writing.</li> <li>Copies of Reports (Annexure 1) available on Site</li> <li>Tabled at H&amp;S Committee meeting</li> <li>Action taken by Site Management.</li> </ul>
Construction. Regulation 10	Fall Prevention & Protection	<ul style="list-style-type: none"> <li>Competent person appointed to draw up the Fall Protection Plan</li> <li>Proof of appointees competence available on Site</li> <li>Risk Assessment carried out for work at heights</li> <li>Fall Protection Plan drawn up/updated</li> <li>Available on Site</li> </ul>
Construction Regulation 23 Driven Machinery Regulations 18 & 19(Repealed by GNR. 1010 of 2003)	Cranes & Lifting Machines Equipment	<ul style="list-style-type: none"> <li>Competent person appointed in writing to inspect Cranes, Lifting Machines &amp; Equipment</li> <li>Written Proof of Competence of above appointee available on Site.</li> <li>Cranes &amp; Lifting tackle identified/numbered</li> <li>Register kept for Lifting Tackle</li> <li>Log Book kept for each individual Crane</li> <li>Inspection: - All cranes - <b>daily by operator</b> <ul style="list-style-type: none"> <li>- Tower Crane/s - <b>after erection/6monthly</b></li> <li>- Other cranes - <b>annually by comp. person</b></li> </ul> </li> <li>Lifting tackle(slings/ropes/chain slings etc.) - daily or before every new application</li> </ul>
General Safety Regulation 8(1)(a)	Designation of Stacking & Storage Supervisor.	<ul style="list-style-type: none"> <li>Competent Person/s with specific knowledge and experience designated to supervise all Stacking &amp; Storage</li> <li>Written Proof of Competence of above appointee available on Site</li> </ul>



Construction. Regulation Environmental Regulation 9	<b>Designation of a Person to          Co-ordinate Emergency Planning          And Fire Protection</b>	<ul style="list-style-type: none"> <li>• Person/s with specific knowledge and experience designated to co-ordinate emergency contingency planning and execution and fire prevention measures</li> <li>• Emergency Evacuation Plan developed:</li> <li>• Drilled/Practiced</li> <li>• Plan &amp; Records of Drills/Practices available on Site</li> <li>• Fire Risk Assessment carried out</li> </ul>
General Safety Regulation 3	<b>First Aid</b>	<ul style="list-style-type: none"> <li>• All Fire Extinguishing Equipment identified and on <b>register</b>.</li> <li>• Inspected weekly. Inspection Register kept</li> <li>• Serviced annually</li> </ul>
General Safety Regulation 2	<b>Personal Safety Equipment (PSE)</b>	<ul style="list-style-type: none"> <li>• Every workplace provided with sufficient number of First Aid boxes. (Required where 5 persons or more are employed)</li> <li>• First Aid freely available</li> <li>• Equipment as per the list in the OH&amp;S Act.</li> <li>• One qualified First Aider appointed for every 50 employees. (Required where more than 10 persons are employed)</li> <li>• List of First Aid Officials and Certificates</li> <li>• Name of person/s in charge of First Aid box/es displayed.</li> <li>• Location of First Aid box/es clearly indicated.</li> <li>• Signs instructing employees to report all Injuries/illness including first aid injuries</li> <li>• PSE Risk Assessment carried out</li> <li>• Items of PSE prescribed/use enforced</li> <li>• Records of Issue kept</li> <li>• Undertaking by Employee to use/wear PSE</li> <li>• PSE remain property of Employer, not to be removed from premises GSR 2(4)</li> </ul>





General Safety Regulation 9	<b>Inspection &amp; Use of Welding/Flame Cutting Equipment</b>	<ul style="list-style-type: none"> <li>• Competent Person/s with specific knowledge and experience designated to inspect Electric Arc, Gas Welding and Flame Cutting Equipment</li> <li>• Written Proof of Competence of above appointee available on Site</li> <li>• All new vessels checked for leaks, leaking vessels NOT taken into stock but returned to supplier immediately</li> <li>• Equipment identified/numbered and entered into a register</li> <li>• Equipment inspected weekly. Inspection Register kept</li> <li>• Separate, purpose made storage available for full and empty vessels</li> </ul>
General Safety Regulation 13A	<b>Inspection of Ladders</b>	<ul style="list-style-type: none"> <li>• Competent person appointed in writing to inspect Ladders</li> <li>• Ladders inspected at arrival on site and weekly thereafter. Inspections register kept</li> <li>• Application of the types of ladders (wooden, aluminium etc.) regulated by training and inspections and noted in register</li> </ul>
General Safety regulation 13B	<b>Ramps</b>	<ul style="list-style-type: none"> <li>• Competent person appointed in writing to supervise the erection &amp; inspection of Ramps. Inspection register kept.</li> <li>• Daily inspected and noted in register</li> </ul>



## 15. THE PRINCIPAL CONTRACTOR'S GENERAL DUTIES

### i. General

- 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.
- 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.
- 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.

### ii. Personal protective equipment and clothing

The contractor shall ensure that:

- all workers are issued with the necessary personal protective clothing;
- all workers are identifiable at all times by having the company for which they work for printed on the back or front of their overalls; and
- clear procedures are in place for the replacement of lost, stolen, worn or damage personal protective clothing.

### iii. Competent persons



The contractor shall appoint in writing competent persons to supervise or inspect, as relevant, any of the following:

- formwork and support work operations;
- excavation work;
- demolition work;
- scaffolding work operations;
- suspended platform work operations;
- material hoists;
- bulk mixing plants;
- temporary electrical installations;
- the stacking and storage of articles on the site; and
- fire equipment.

The contractor shall appoint in writing competent persons to:

- induct employees in health and safety; and
- prepare and update as necessary a fall protection plan and to provide the construction manager with a copy of the latest version of such plan.

## **16. 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 07 August 2014, stipulated in Section 7.

## **17. THE PRINCIPAL CONTRACTOR'S SPECIFIC RESPONSIBILITIES WITH REGARD TO HAZARDOUS ACTIVITIES**

The following examples of 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:

- Fall protection
- Structures
- Excavation work
- Demolition work
- Scaffolding

- Construction vehicles & mobile plant.
- Water environments
- Housekeeping on construction sites
- 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.

## **18. GENERAL NOTES TO THE PRINCIPAL CONTRACTOR**

### **i. Legal Framework**

Part of legal obligations

The more important Acts and relevant subordinate/secondary legislation as well as other (inter alia Local Government) legislation that also apply to the State as well as to State owned buildings and premises: -

- a) The latest issue of SABS 0142: "Code of Practice for the Wiring of Premises"
- b) The Local Government Ordinance 1939 (Ordinance 17 of 1939) as amended and the municipal by-laws and any special requirements of the local supply authority
- c) The Fire Brigade Services Act 1987, Act 99 of 1987 as amended
- d) The National Building Regulations and Building Standards Act 1977 (Act 103 of 1977) as amended and relevant proclaimed Regulations (SABS 0400)
- e) The Post Office Act 1958 (Act 44 of 1958) as amended
- f) The Electricity Act 1984, Act 41 of 1984
- g) The Regulations of Local Gas Board(s), including Publications of the SABS



Standards and Codes of Practice, with specific reference to GNR 17468 dated 4th October 1997

- h) Legislation pertaining to water usage and the environment
- i) Legislation governing the use of equipment, which may emit radiation (e.g. X-Rays etc.)
- j) Common Law

ii. General requirements

The contractor shall:

- A. create and maintain as reasonably practicable a safe and healthy work environment,
- B. execute the work in a manner that complies with all the requirements of the Act and all its associated regulations, and in so doing, minimize the risk of incidents occurring;
- C. conspicuously display any site specific number assigned to the construction site in terms of the Construction Regulations 2014 at the main entrance to the site; and
- D. respond to the notices issued by the employer's health and safety agent as follows:
  - 1. Improvement Notice: improve health and safety performance over time so that repeat notices are not issued;
  - 2. Contravention Notice: rectify contravention as soon as possible;
  - Prohibition Notice: terminate affected activities with immediate effect and only recommence activities when it is safe to do so.

*Note: Financial penalties can be applied should Contravention Notices be issued. This should be dealt under the sub heading "NON-CONFORMANCES" in the same document.*

## 19. HOUSEKEEPING

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.

In promotion of environmental control all waste, rubble, scrap etc, will be disposed of at a  
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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.*

**a) Facilities**

The site establishment plan shall make provision for:

**b) Dining room facilities**

The contractor shall make provision for adequate dining room facilities for his employees on site, taking into consideration the spacing requirements in terms of COVID 19 regulations.

**c) Change rooms**

The contractor shall make provision for adequate change rooms for his employees on site.

**d) Ablution facilities**

The contractor shall make provision for adequate ablution facilities for his employees on site. These facilities shall be maintained by the contractor.

**e) Smoking Areas**

Designated smoking areas shall be established by Department of Public Works and Infrastructure.

**f) Drinking Water Facilities**

The provision of drinking water facilities shall be negotiated between the Contractor and Department of Public Works and Infrastructure.

**g) Equipment Compliance Certificates**

Before equipment is brought on site valid certificates of compliance issued by a competent person shall be presented. The equipment includes but shall not be limited to:

h) **lifting equipment and lifting tackle** ii. power driven machinery iii. electrical equipment  
iv. testing and monitoring equipment

**i) Barricading**

All barricading shall be of the rigid type unless the use of non-rigid barricading has been



approved in writing by the Department of Public Works and Infrastructure Project Manager. The contractors' barricading standard shall be included in the Health and Safety Plan. Where more than one contractor is working on a site, the fixed barricading shall be clearly marked with the company's name, site contact person as well as the contact number/s.

**j) Erection of Structures for Logistic Support**

Prior to site establishment Department of Public Works and Infrastructure shall approve the contractor's site plan.

Department of Public Works and Infrastructure shall approve all structures erected for logistical support by the contractor. These structures include fences, workshops, tool sheds, offices, ablution facilities, etc.

**k) Salvage Yard Management**

Depending on the site specific arrangements and procedures, Department of Public Works and Infrastructure may provide the salvage yard and the resources to manage it.

The salvage yard management shall conform to safety, health and environmental requirements. The contractors are required to move the equipment from the place of work to the salvage yard.

**l) Fall Arrest and Prevention Equipment**

Approved fall prevention equipment shall be used at heights of less than 2.0 metres.

Above heights of 2.0 metres fall prevention equipment shall include fall arrest Equipment. Users of fall arrest equipment shall, amongst other things be trained in what an appropriate load bearing point is for connecting fall prevention equipment.

Any deviation from this requirement shall be negotiated and agreed with Department of Public Works and Infrastructure in writing.

**m) Hazardous Chemical Substances Waste Removal**

Department of Public Works and Infrastructure shall provide a facility to collect all hazardous chemical waste material.

The contractor shall provide adequately marked and sealable containers to transport the hazardous chemical waste from the source to the approved Department of Public Works and Infrastructure disposal point.

**n) Personal Protective Equipment (PPE)**

Personal protective equipment issued shall be specific to the risks associated with the work to



be performed and specific to conditions on site and shall comply with South African National Standards (SANS) or similar.

## **20. LOCKOUT SYSTEMS**

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.

## **21. IMPORTANT LISTS AND RECORDS TO BE KEPT**

The following are lists of several records that are to be kept in terms of the Construction Regulations. The lists are:

- a. List of appointments
- b. List of record keeping responsibilities
- c. Inspection checklist
- d. List of Hazardous Chemical Substances
- e. List of Sub-contractors

### **A. Contractor Risk Assessment Process**

The risk assessment process shall include:

1. an evaluation of the method of the work to be conducted
2. the method statement on the procedure to be followed in performing the task shall be developed
3. the risk assessment will also include activities like:
  - Transportation of passengers and goods to and from site
  - Site establishment
  - Physical and mental capabilities of employees
  - Others as may be specified.
4. the hazards as listed in the paragraph – Site Specific Health and Safety



Hazards

5. a review plan for risk assessments shall provide for:
- the quarterly review of all applicable risk assessments
  - the review of an assessment if there is reason to believe that the previous assessment is no longer valid, or there has been a change in a process, work methods, equipment or procedures and working conditions
  - Risk assessment/s to be reviewed if the outcome of incident investigations and audits etc. requires such action.

A pre - task risk assessment shall be conducted in writing on every task and be facilitated by the team leader. All risk assessments and pre-task risk assessments shall be filed and be available on site.

B. Risk Profile

All contractors shall submit a risk profile of the work to be conducted with their Health and Safety Plan.

C. Risk Based Inspection Program

The inspection programme shall be risk based. The inspection plan shall form part of the Health and Safety Plan.

**22. MEASUREMENT AND PAYMENT**

The payment items for Occupational Health & Safety are contained in the Bill of Quantities. The same rules are applicable in respect of the pricing of these items as for every other payment item. Attention is drawn to the Pricing Instructions in this document.

**23. NON-CONFORMANCES**

Should, at any time, the works, or part of the works, be stopped due to unsafe acts or non-compliance with the Clients or PCs H&S Plan; neither the PC nor any other Contractor shall have a claim for extension of time or any other compensation.

<b>Minor: Penalty: R50/count</b>	<b>Medium: Penalty: R500/count and a non-conformance</b>	<b>Severe Penalty: R5000/count, a non-conformance and/or activity stoppage</b>
Non-use of PPE supplied	Toilets not supplied or regularly serviced; lack of drinking water	Contractors working without Health and Safety Plan approval



Non completion of registers for plant and equipment on site	Contractors not audited	Workers transported in contravention of the OHS plan or legal requirements
Lack of H&S signage at work areas	Working without training or the appropriate, approved H&S method statements	Invalid Letters of Good Standing
Tools and equipment identified in poor condition during inspections	Legal non-conformances identified during the previous audit and not addressed within the agreed time frame	Non-compliance with traffic accommodation requirements: layout or physical conditions
	No monthly OHS report at site meeting to report on	Any serious breach of legal requirements
	No certificates of fitness for workers as required	Non-compliance with COVID 19 requirements
	Working without approved method statements	

#### Failure to Comply with Provisions

Failure or refusal on the part of the PC or their Contractors to take the necessary steps to ensure the safety of workers and the general public in accordance with these specifications or as required by statutory authorities or ordered by the engineer, shall be sufficient cause for the engineer to apply penalties as follows:

- A penalty as shown in the Table above shall be deducted for each and every occurrence of non-compliance with any of the requirements of the H&S Specification. In addition, a time-related penalty of R500,00 per day over and above the fixed penalty may be deducted for non-compliance to rectify any non-conformance within the allowable time after a site instruction to this effect has been given by the Client's representative. The site instruction shall state the agreed time, which shall be the time in hours for reinstatement of the defects. Should the Contractor fail to adhere to this instruction, the time-related penalty shall be applied from the time the instruction was given.
- The payment items for Occupational Health & Safety are contained in the Bill of Quantities. The same rules are applicable in respect of the pricing of these items as for every other payment item. Attention is drawn to the Pricing Instructions in this document.



## 24. INSPECTIONS, FORMAL ENQUIRES AND INCIDENTS

1. The contractor shall inform the relevant safety representative:
  - o beforehand of inspections, investigations or formal inquiries of which he has been notified by an inspector; and
  - o as soon as reasonably practicable of the occurrence of an incident on the site.
2. The contractor shall record all incidents and notify the employer's health and safety agent of any incident, except in the case of a traffic accident on a public road, as soon as possible after it has occurred and report such incidence to an inspector of the department of labour and notify the Provincial Director of the Department of Labour of such incident within 7 days on the prescribed form.
3. The contractor shall investigate all incidents and issue the employer's health and safety agent with copies of such investigations.
4. The contractor shall in the event of an incident in which a person dies, or is injured to such an extent that he is likely to die, or suffered the loss of a limb or part of a limb:
  - a. notify the Provincial Director of the Department of Labour of such incident by telephone, facsimile or similar means of communication;
  - b. ensure that no person disturbs the site at which the incident occurred or remove any article or substance involved in the incident therefrom, without the consent of an inspector, unless an action is necessary to prevent a further incident, to remove the injured or dead, or to rescue persons from danger;
  - c. and provide the Provincial Director of the Department of Labour with a report which includes the measures that the contractor or his subcontractor intend to implement to ensure a safe site as reasonably practicable.
5. The contractor shall notify the Provincial Director of the Department of Labour of the death of any person which results from injuries sustained in an incident.

## 25. EMERGENCY PROCEDURES

The contractor shall submit for acceptance to the employer's health and safety agent an emergency procedure which include but are not limited to fire, spills, accidents to employees, exposure to hazardous substances, which:

- identifies the key personnel who are to be notified of any emergency;
- sets out details including contact particulars of available emergency services;



and

- the actions or steps which are to be taken during an emergency.

The contractor shall within 24 hours of an emergency taking place notify the employer's health and safety agent in writing of the emergency and briefly outline what happened and how it was dealt with.

## 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.**

**SECTION 37(2) AGREEMENTS  
CONCLUDED BETWEEN  
DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE  
(Hereinafter referred to as Department of Public Works and Infrastructure)**

**AND**

.....  
**(Name of contractor/supplier/Agent/)**

I, ..... [ (name) representing ..... [Insert name of contractor/supplier], do hereby acknowledge that ..... [insert name of contractor/supplier] is

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an employer in his/her own right, with duties as prescribed in the Occupational Health and Safety Act No. 85 of 1993 (“the Act”), as amended, and agree to ensure that all work will be performed and/or machinery or plant used in accordance with the provisions of the Act.

I undertake that ..... *[insert name of contractor/supplier]* shall strictly adhere to, and ensure that his/her employees adhere to, the provisions of the Occupational Health and Safety Act, 1993 (Act 85 of 1993).

I have been provided with SHE specifications for project/service .....*[insert brief details of project/service, for example, name, contract/project number]*.....and will comply with the requirements set out in these.

I accept and agree that the SHE specifications constitute arrangements and procedures between .....*[Insert name of contractor/supplier/Agent Safety Manager/Safety Officer]* and Department of Public Works and Infrastructure, which will ensure compliance by .....*[Insert name of contractor/supplier]* with the provisions of the Act, as contemplated in section 37(2) of the Act.

This agreement constitutes the sole agreement between the parties, and no variation, modification, or waiver of any of the provisions of this agreement or consent to any departure from these shall, in any manner, be of any force or effect, unless confirmed in writing and signed by both parties, and such variation, modification, waiver, or consent shall be effective only in the specific instance and for the specific purpose and to the extent for which it was made or given.

This agreement is signed on behalf of the parties, each signatory to this warranting that he/she has the requisite authority to do so.

Signed this .....day of .....20.....at.....  
 (Place)

(Full name).....(Signature).....on behalf



of **(Supplier/contractor/Agent) Contractor Responsible Manager** (responsible for signing the Department of Public Works and Infrastructure' contract on behalf of the contractor)

Witnesses

1. ....
2. ....

Signed this .....day of .....20.....at..... (Place)

(Full name).....(Signature).....on Behalf of

**Department of Public Works and Infrastructure. (Contracts and/or Project Manager or Department of Public Works and Infrastructure representative)**

Witnesses

1. ....
2. ....

**PROJECT:**.....  
(Full name and site address of project & proper description of project)

**SCMU NO:**.....

**SUPERVISION BY THE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE:**

**Mr /Ms/Me**                   **- CONSTRUCTION PROJECT MANAGER**  
(add full details of the project manager)

.....  
.....

**Mr /Ms/Me**                   **- CONSTRUCTION MANAGER**  
(add full details)

.....  
.....

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**Mr /Ms/Me                    PRINCIPAL AGENT:  
 (full particulars of agent)**

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**SUPERVISION BY THE PRINCIPAL CONTRACTOR:**

**PRINCIPAL CONTRACTOR: (full particulars of principle contractor / contractor)**

**Mr /Ms/Me                    - CONSTRUCTION HEALTH & SAFETY OFFICER  
 (add full details and contact of this officer)**

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 .....

**Mr /Ms/Me                    - CONSTRUCTION HEALTH & SAFETY MANAGER  
 (add full details of this officer)**

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 .....

**Mr /Ms/Me                    - CONSTRUCTION HEALTH & SAFETY AGENT  
 (add full details of this officer)**

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**Mr /Ms/Me                    -CONSTRUCTION MANAGER  
 (add full details of the head of the project)**

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 .....



## **ADDENDUM**

### **COVID-19 HEALTH & SAFETY SPECIFICATION**

#### **ADDENDUM INDEX**

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- Annexure A National Disaster Management Act 57 of 2002: COVID-19 Regulation

#### **Part 1:**

##### **1.1 INTRODUCTION TO ADDENDUM CORONA VIRUS OUTBREAK**

On March 11, 2020, the World Health Organization (WHO) declared that an outbreak of the viral disease COVID-19 – First identified in December 2019 in Wuhan, China – had reached the level of a global pandemic. Citing concerns with “the alarming levels of spread and severity,” the WHO called for governments to take urgent and aggressive action to stop the spread of the virus.

The regulations seek to ensure that we, as a country, implement appropriate measures to contain the outbreak of COVID-19. These measures have far-reaching implications for employers.

On March 15, 2020, the Minister of Co-Operative Governance and Traditional Affairs, designated under Section 3 of the Disaster Management Act, 2002 (act No.57 of 2002), published in Government Gazette No. 43096 the Regulations, setting out the necessary steps to prevent an escalation of the disaster or to alleviate, contain and minimise the effects of the disaster. Furthermore, the Department of Employment and Labour has appealed to employers to use the prescriptions of the Occupational Health and Safety (OHS) Act of 1993 in governing workplaces in relation to Coronavirus Disease 2019 COVID–19.

The Department wishes to appeal to employers who have not prepared for pandemic events

to prepare themselves and their workers as far in advance as possible of potentially worsening outbreak conditions. The Department advises employers to “go back to basics” by conducting hazard identification and risk assessment to determine the level of risk exposure and communicate to all workers.

As of 09 March 2020, the Department of Labour and Employment identified that Corona Virus infections had spread to eight new countries – increasing to 102 countries affected worldwide. International human rights law guarantees everyone the right to the highest attainable standard of health and obligates governments to take steps to prevent threats to public health and to provide medical care to those who need it. Human rights law also recognizes the context of serious public health threats and public emergencies.

## KEY REFERENCES

- Occupational Health and Safety Act No. 85 of 2003 and Regulations (as amended)
- Compensation for Injury and Occupational Diseases Act No. 100 of 1993 (as amended)
- National Disaster Management Act No 57 of 2002 and COVID-19 Regulations
- Department of Employment and Labour: Covid-19 Guideline
- World Health Organisation (WHO)
- National Institute for Communicable Diseases (NICD) (South Africa)
- Centre for Disease Control and Prevention (CDC)

## 1.2 PURPOSE OF THE COVID-19 OCCUPATIONAL HEALTH & SAFETY SPECIFICATION

At this time, it is necessary for Contractors to implement a policy and protocol to manage COVID-19 in the workplace and on site. Employers need to remain agile and flexible as this issue continues to develop. Contractors who are proactive and forward- thinking in terms of their plans for business continuity will ensure that they contain, as far as possible, any negative impact on their businesses, and spread of the virus to their employees.

The COVID-19 is an addendum to the Health & Safety Specification issued as a guideline to the Contractor, to understand the virus, to implement his policies, plans and procedures, as precautionary and vital measures on his project, and in his workplace, to ensure that the



Corona Virus is not contaminated and / or spread amongst his, not limited to, workplace and employees.

For this purpose, this Covid-19 Health & Safety Specification, but not limited to, requires the contractor to use it to plan, identify, compile and implement a Covid-19 plan.

No advice, approval of any document required by the PSHSS, such as hazard identification and risk assessments, or any other form of communication from the Client shall be construed as acceptance by the Client of any obligation that absolves the Principal Contractor from achieving the required level of performance and compliance with legal requirements. Furthermore, there is no acceptance of liability by the Client, which may result from the Principal Contractor failing to comply with this Covid-19 PSHSS, i.e. the Principal Contractor remains responsible for achieving the required performance and Health levels.

The PSHSS highlights the aspects to be considered, over and above the minimum requirements of current guidelines and regulations set-out by legislature, governance and organizations as listed in key references above.

Requirements may be changed should new risks or issues are identified, or proposed. The implementation of the proposed contingency plan shall remain at review continuously, since it is an outbreak of a virus still under scientific scrutiny, and each case (of infection, symptoms or outbreak) is dealt with individually and or independently.

Any new legislation or standards that are promulgated or accepted during the contract is automatically applied to your contract and or project.

### **1.3 RIGHTS, ROLES & RESPONSIBILITIES including OCCUPATIONAL HEALTH & SAFETY**

The Contractor is expected to incorporate a Care/Support Team for Covid-19 to maintain his Covid-19 plan implementation. Whilst the 16.1 remains responsible at all times, the President of South Africa, has mandated every citizen to maintain diligence and cautious precautionary measures to “flatten the curve” of the outbreak. On these projects, it is expected that the 16.1, 16.2, safety officer, first aider, construction work supervisor, emergency coordinator, SHE representatives and construction managers etc. would make up this team and they should be included in the compilation of the Covid-19 plan, and the Health & Safety Organogram extended to include the Covid- 19 Reaction/Support Team.

Every worker / Team member is identified at the front line of any outbreak response and as such are exposed to hazards that put them at risk of infection with an outbreak pathogen (in

this case COVID-19). Hazards include pathogen exposure, long working hours, psychological distress, fatigue, occupational burnout, stigma, and physical and psychological violence.

This document highlights the rights and responsibilities of all workers, including specific measures needed to protect occupational safety and health. The mandate of these role-players is crucial, and the initial Health & Safety Specification, Contractors Plan should be taken into consideration when putting this team together, and identifying role-playing, planning and procedures etc.

The information relative to the scope of the project, the works etc. are to be considered when further instituting roles & responsibilities. There shall be no contradictory appointments to the appointments already in place, and no infringement of anyone's willingness or right to not participate, unless otherwise it is a "normal" requirement of the Employer to place such employee under such title/s. No work may commence without written approval of the H&S COVID-19 plan by the client and/or SHE Agent.

## **Part 2:**

### **HEALTH & SAFETY PLAN & IMPLEMENTATION REQUIREMENTS**

#### **2.1 BRIEF**

The following requirements, but not limited to, are required to be considered, inclusive, part-planning and identification in the Contractors Covid-19 Health & Safety plan. **The Contractor is expected to add an addendum to his Health & Safety Plan, considering and outlying the following factors, and submit for approval.** Whilst this is a "new" virus and outbreak, it is expected that research is done (where necessary) and normal health management protocols are applied.

#### **The Guideline from the Department of Employment & Labour refers:**

*"For employers who have already planned for influenza outbreaks involving many staff members, planning for COVID-19 may involve updating plans to address the specific exposure risks, sources of exposure, routes of transmission, and other unique characteristics of respiratory infections (i.e., compared to influenza virus outbreaks)."*

#### **2.2 COVID-19 POLICY**

A Covid-19 Company / Site Policy is required including the objectives per the Health & Safety



Act.

**Refer:** Section 7 of the Health & Safety Act

### **2.3 REPORTING TO WORK/ ENGAGEMENT IN THE COVID-19 PANDEMIC**

The outbreak focuses on a need for Employers / Contractors to implement certain controls for/when employees report to work and engage with works, or each other. Particular measures should be put into place and or considered where possible:

#### **These measures should include / consider:**

- Engineering Controls / Alternatives
- Administrative Controls / Alternatives
- Safe Work Procedures
- Quantity of Employee Controls per activity or engagement
- PPE
- Risk Level identification

#### **Some of the controls would include alternatives or consider:**

- Screening employees for risk or symptoms
- Educating employees & offering Awareness or informative training (on the corona virus)
- Isolating employees
- Isolating employees from hazardous risk areas
- Ensuring good and proper hygiene controls
- Ensuring good and proper ventilation and access to sufficient ventilation equipment
- Allowing administration to be done off-site (where technical and practically just)
- Planning and scheduling activities in such a way to minimise teams amalgamating (bricklaying vs general labour) in particular area etc i.e. minimising the number of workers on site at any given time e.g. Rotation or work shifts.

### **2.4 ROLE PLAYERS TO COVID-19 POLICY & PLAN OF CONTRACTOR**

#### **With reference to item 1.3:**

The Contractor should establish a care/support team which can handle the process of cross contamination and infection on-site. The team should also be available / referred for answering SCMU5-25/26-0002 NMM

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workers' concerns and communicating accurate media updates etc. With employees, site visitors and others coming to site from unknown origins, it is imperative that the Covid-19 plan is drafted with the identification of the care/support individuals to form this team, as these individuals will be required to avail themselves, as per the procedure put into place.

The role-players would be (expected) to attend to all who report to site on arrival, make decisions to allow such individuals to proceed onto site, make decisions on those who are deemed a potential risk, identify and make decisions on those who are high risk, call upon, intervene and drive the procedure to those who are at risk or potentially- infected towards healthcare, testing and prognosis.

The role-players will also be expected to deal with issues of resources, and maintaining of resources, eg. Using a glove, then re-using a glove is not permitted. Using a glove then taking it off with a bare hand is also not correct. All these controls need monitoring by role-players.

**The organogram must be re-defined and submitted, and include appointment letters for such.**

## **2.5 RISK ASSESSMENT & RISK ASSESSMENT REVIEWS**

In all Health & Safety Protocols – Risk Analysis is key. Compiling the Covid-19 plan requires that Employers and workers should use this planning guidance to help identify risk levels in workplace settings and to determine any appropriate control measures to implement.

Planning for COVID-19 involves updating plans to address the specific exposure risks, sources of exposure, routes of transmission, and other unique characteristics of respiratory infections (i.e., compared to influenza virus outbreaks).

**Covid-19 measures require that a revised risk assessment is compiled and inclusive of:**

- Hazard
- Risk
- Risk to Health
- Risk to Safety
- Precautionary / Prevention Measures
- PPE listed inclusive referred in Precautionary Measures
- Risk Rating / Residual Risk

***The contractor is to identify and pre-determine the risks or potential risk exposure to THIS project and thereafter deep the hazards and risks. In other words, the risk assessment should be more site-specific than global-specific.***



***The Department of Employment and Labour Guidelines also refers:***

“The Department advises employers to “go back to basics” by conducting hazard identification and risk assessment to determine the level of risk exposure and communicate to all workers”.

Remember: In determining your Hazards, Risks & Control Measures – you need to achieve:

Reduce and omit infection of the Corona Virus by:

- Not spreading the Virus
- Not cross-contaminating
- Proper, Real and **Stringent** Hygiene Practices
- Proper, sufficient and correct supply, use and disposal of PPE
- Good Health Practices at home
- Sufficient, Clean and Adequate water and sanitary

Hazards include pathogen exposure, long working hours, psychological distress, fatigue, occupational burnout, stigma, and physical and psychological violence.

## **2.5 HEALTH MANAGEMENT & MEDICALS**

**Health Management** is crucial for the Covid-19 Disease Maintenance and Management.

Contractors must assume overall responsibility to ensure that all necessary preventive and protective measures are taken to minimize Occupational Health and Safety risks. Contractors are to include in their Systems, at least the following, in their **Health**.

### **Management Protocol in their Covid-19 Health & Safety Plan addendum:**

- Screening Process
- Isolation and Management Process (in the event of suspected or infected cases)
- Provide information, instruction and training on Occupational Hygiene & Management;
- Refresher Training on infection and contamination prevention and control (IPC); and
- Use, Putting on, Taking off and disposal of correct and identified personal protective equipment (PPE);
- provide adequate IPC and PPE supplies (masks, gloves, goggles, gowns, hand sanitizer, soap and water, cleaning supplies) in sufficient quantity to healthcare or other staff caring for suspected or confirmed
- Communicate health risks
- Identify a procedure for maintaining health and hygiene practices



- Monitoring & Reviewing of Health Status' of all employees daily Health Management includes the workplace and not only the workforce. There are certain areas that shall need disinfectant or to be hygienically maintained. Eg. High-trafficked areas, areas where food and gatherings take place (lunch facilities) etc.

International human rights law guarantees everyone the right to the highest attainable standard of health and obligates governments to take steps to prevent threats to public health and to provide medical care to those who need it.

### **MEDICAL SURVEILLANCE PROGRAMME**

Whilst the Construction Regulations 7(g) refers to The Contractor ensuring that all employees are fit to the specific work they perform, the Covid-19 outbreak, is identified as a threat to all on-site, and would deem any person who is infected or potentially infected, with the Corona Virus incompetent. Therefore, after a global outbreak, and a National Lockdown, it is required that ALL EMPLOYEES including management would have to have a Medical Certificate of Fitness to resume or commence works on site.

The **Medical Surveillance programme** for **Covid-19** is hereby set as follows:

1. If there is an Occupational Medical Examination (Annexure 3) for the employee dated within 2020, and the employee had **NO-FLU LIKE symptoms, DID NOT visit the clinic, doctor or hospital at all since Lockdown, and still does not have any symptoms (upon screening)**, then a General Practitioner (GP) Certificate of Fitness will be accepted.
2. If there is NO Occupational Medical Examination (Annexure 3) for the employee, then an Annexure 3 Occupational Medical Practitioner (OMP), Annexure 3 Certificate of Fitness is required.
3. If there is an Occupational Medical Examination (Annexure 3) for the employee dated within 2020, and the employee **had flu like symptoms, visited the clinic, doctor or hospital just before, during and currently after lockdown**, then an Annexure 3 is renewed Annexure 3 is required from the OMP\*.

\*It may be that the OMP also requires a letter from the GP – It is not guaranteed.

### **2.6 PERSONAL PROTECTIVE EQUIPMENT [PPE]**

**Personal Protective Equipment (PPE) – while engineering and administrative controls are considered more effective in minimizing exposure to SARS-CoV-2, PPE is also be**



**needed to prevent exposures, contamination and cross-contamination.**

**The PPE identification and Resource requirements** should be identified and proven in the Hazard Identification and Risk Assessment (HIRA) per clause 2.5. Although the HIRA may not conclude all the PPE, the Contractor is also to determine the same from all the requirements herein listed in the Covid-19 Health & Safety Specification.

Examples of PPE include: gloves, goggles, face shields, face masks, gowns, aprons, coats, overalls, hair and shoe covers and respiratory protection, Hand Soap, Hand Sanitizer, No-touch Disposal / Waste Bins for Contaminated Waste only etc. Employers should check the NICD website regularly for updates about recommended PPE, and should also include **Health & Safety Signage and display notices**, where required.

A register including the PPE for Covid-19 (not on the usual PPE Register) should be submitted with the Covid-19 Health & Safety Plan addendum.

## **2.8 FIRST AID / HEALTHCARE / EMERGENCY CONTINGENCY PLANNING**

A First Aider is deemed competent in identifying symptoms or reactions that the Corona Virus would portray, whilst each individual case, is different. The First Aider is therefore expected to be included in the Support/Reaction Team as noted in 1.3 and

2.4. The First Aider / Support Team should therefore be diligent and even-more cautious to prevent and ensure no cross contamination, and no infection on-site even when applying First aid for another cause.

Whether acting as a First Aider, or a member of the Support Team, all Emergency Contingency planning should consider at least:

- Follow established Occupational Health and Safety procedures, avoid exposing others to health and safety risks and ensure participation in Employer-provided Occupational Health & Safety training.
- Stringent Hygiene Practice
- Use provided protocols to assess and treat patients.
- Treat patients with respect, compassion and dignity.
- Maintain patient confidentiality.
- Swiftly follow established public health reporting procedures of suspect and confirmed cases.



- Identify Call Centre and External Emergency Services for Covid-19
- Provide or reinforce accurate infection prevention and control and public health information, including to concerned people who have neither symptoms nor risk (i.e. other employees)
- Use and Disposal of personal protective equipment properly.
- Self-monitor for signs of illness and self-isolate or report illness to managers, if it occurs.
- advise management if they are experiencing signs of undue stress or mental health challenges that require support interventions; and
- Report to Construction Manager or appointed person any situation which they have reasonable justification to believe presents an imminent and serious danger to life or health.

**The Following, but not limited to, will be required, and expected to be Displayed, and with Key Personnel:**

- An isolation area / space / facility on-site including the Disinfecting Management of this Facility ON-SITE;
- External Emergency Contacts List of Facilities identified for Covid-19 Management;
- Call Centre Contacts Lists Information for the Covid-19 Hotline, DOH, WHO, NICD, DOL, etc;
- Emergency Plan to deal with Covid-19 screening, infection, contamination including the process of all employees when one is found to be infected (its deemed an emergency).
- Inclusion of PPE Resource Plan in the Covid-19 Emergency Plan

## **2.9 TRAINING & AWARENESS**

Training and Awareness of the Covid-19 Addendum to your approved Health & Safety Plan is crucial, and part of the Implementation of the Contractors System. Employees need to be informed and education with accurate information. Knowledge is Power.

The Contractor is to outline Safe Work Procedures pertaining to the compiled system to manage and alleviate the Covid-19 disease.

- What is Covid-19 and Disease Information
- Role Players
- Hazards and Risks to Covid-19



- Hygiene Management & Practice
- Infection Prevention and Control (IPC) measures
- Safe Working Systems
- Emergency Protocols
- PPE Use and Disposal
- Employee Benefits or Non-Benefits (Remuneration, UIF Claims, Compensation Claims etc)
- Zero-Tolerance Policies towards workplace violence and harassment, etc
- The Contractors manual or safe work procedure sheets inclusive, but not limited to, the above should be attached to the Covid-19 plan.

## **2.10 REPORTING, RECORDING AND DOCUMENT SYSTEM OF COVID-19 PLAN**

- The Contractor is required to record all systems implemented, controlled and handled.
- The Contractor shall record all screening processes, hygiene maintenance, medical reports, suspected and infected cases.
- The Contractor shall amend, where applicable, and add, where applicable, suitably designed registers for the additional systems, protocols and resources needed to be recorded.
- The contractor shall include Covid-19 matters in his monthly report including statistics.

## **2.11 SUB-CONTRACTOR / SUPPLIER MANAGEMENT**

The contractor is to review his/her Sub-Contractor Management plan, and sub-contractor plans. The Contractor shall ensure that his Sub-contractors and suppliers have sufficient systems on their own part to address items within this Health & Safety Covid-19 Specification, and to ensure that they do not contaminate or infect employees or facilities at this project.

The Health & Safety Officer, who is deemed to be part of the Support Team, should ensure that all necessary protocols are followed, and that the Principal Contractor and Sub-Contractor's and or Suppliers do not contradict his/her own protocols and plans to control, manage and handle Covid-19.

The Contractor is to produce evidence of the same.

## **2.12 OCCUPATIONAL DISEASES (REPORTING & RECORDING)**

Whilst Covid-19 is not an Occupational Disease, it can be contracted at the workplace. The President has identified that the Compensation Fund will make available funding to  
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accommodate claims of Covid-19 infection. The Contractor must identify his Procedure to identify Contaction / Contamination on-site (on duty), and his/her claims procedure.

The Contractor shall include the Contact Details of the Eastern Cape Rapid Response person at Department of Labour, which is:

Department of Labour

**Eastern Cape Rapid Response**

Philiswa Madikazi 043 – 701 3342

### **2.13 PROVISIONAL COSTINGS & BUDGETS: COVID-19 OUTBREAK**

The Contractor is expected to compile his Provisional Costings and Budgets expected to derive from this Health & Safety Specification and his plan, with the Health & Safety Covid-19 plan. Contractors are required to do the same. All items provisionally expected to be required should be in this. This provisional budget and / or costing requirement relates to Construction Regulation 5(1)(g), and is not a guarantee to Contingency Claims, a Variation Order that may be deemed due to Covid-19, or Time Extension Claims.

Such Claims or variations must be dealt with the Principal Agent accordingly.

### **2.14 SAFE SITE SHUTDOWN / SUPPORT SYSTEMS**

Once Lockdown is suspended, and perhaps an outbreak on site, or another Lockdown is required, or at any given interval whereby Covid-19 has demanded a close or interval,

- the Contractor shall ensure proper Safe Site Shutdown procedure and practice.
- The Contractor is to ensure that proper systems of shutdown, lock-out and security of all is carried out, and that proper support systems are communicated and offered, where applicable and possible, to all employees, teams and surrounding communities or facilities. Support Call Centre, Support Counselling centres and so forth are to be sourced, and the information of such to be communicated.
- The contractor shall provide his procedure for such in his addendum of the Health & Safety plan.
- No PPE disposed must be left on-site should Shutdown take place. All hazardous waste must be removed and disposed as per the procedure identified; this should also be in the Risk Assessment.

## **Part 3**



## **OCCUPATIONAL HEALTH & SAFETY PLAN ADDENDUM SUBMISSION AND PENALTIES**

### **3.1 REQUIREMENTS of PLAN SUBMISSION**

The Contractor shall identify and include, but not limited to, items herein stipulated and submit to the Client and or the Health & Safety Agent, with his Health & Safety Addendum to his safety plan, for approval. Upon cease of the National Lockdown, the Contractor may not return to site, until the Covid-19 Health & Safety Plan addendum, with items, is approved by the SHE Agent and or the Client.

### **3.2 PENALTIES TO NON-COMPLIANCE**

Reference to penalties referred in the National Disaster Management Act, its regulations, and the Occupational Health & Safety Act, and its regulations (including Construction Regulations) shall apply, and it is a criminal offence to cede to Non-compliance herein.

In Addition to legislative penalties, the client may impose further penalties, including time penalties, for the noncompliance, delay to compliance and negligence of any Contractor and or his suppliers deemed to be in Non-Compliance, accordingly.



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**PART C 2.2: BILLS OF QUANTITIES**  
**(REFER TO ANNEXURE B)**

**SCMU5-25/26-0002NMM**

**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002NMM**

**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO 1</b></p> <p><b>BILL NO.1 : GENERAL PRELIMINARIES</b></p> <p><b>MEANING OF TERMS "TENDER / TENDERER"</b></p> <p>Any reference to the words "Tender" or "Tenderer" herein and/or in any other documentation shall be construed to have the same meaning as the words "Bid" or "Bidder"</p> <p>PRELIMINARIES</p> <p>The JBCC Preliminaries Code JBCC 6.2. The tenderer is deemed to have referred to these documents for the full intent and meaning of each clause. These clauses are referred to by number and heading only. Where standard clauses or options are not applicable to the contract such modifications or corrections as are necessary are given under each relevant clause.</p> <p>PRICING OF PRELIMINARIES</p> <p>Should Option A, as set out in clause B10.3.1 hereinafter be used for the adjustment of preliminaries then each item priced is to be allocated to one or more of the three categories Fixed, Value Related or Time Related and the respective amounts entered in the spaces provided under each item. Items not priced in these Preliminaries shall be deemed to be included elsewhere in these Bills of Quantities.</p> <p>SECTION A: JBCC PRINCIPAL BUILDING AGREEMENT</p> <p>DEFINITIONS</p> <p><b>A1 DEFINITIONS AND INTERPRETATION</b></p> <p>Clause 1.0</p> <p>Clause 1.1 Definition of "Commencement Date" is added:</p> <p>"COMMENCEMENT DATE" means the date that the agreement, made in terms of the Form of Offer and Acceptance, comes into effect</p> <p>Clause 1.1 Definition of "Construction Guarantee" is amended by replacing it with the following:</p> <p>"CONSTRUCTION GUARANTEE" means a guarantee at call obtained by the contractor from an institution approved by the employer in terms of the employer's construction guarantee form as selected in the schedule</p> <p>Clause 1.1 Definition of "Construction Period" is amended by replacing it with the following:</p> <p>"CONSTRUCTION PERIOD" means the period commencing on the commencement date and ending on the date of practical completion</p> <p>Clause 1.1 Definition of "Corrupt Practice" is added:</p> <p>"CORRUPT PRACTICE" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution</p> <p>Clause 1.1 Definition of "Fraudulent Practise" is added:</p> <p>"FRAUDULENT PRACTICE" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any tenderer and includes collusive practice among tenderers (prior to or after the tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition.</p> <p>Clause 1.1 Definition of "Interest" is amended by replacing it with the following:</p> <p>"INTEREST" means the interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be the rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999).</p> <p>Clause 1.1 Definition of "Principal Agent" is amended by replacing it with the following:</p> <p>"PRINCIPAL AGENT" means the person or entity appointed by the employer and named in the schedule. In the event of a principal agent not being appointed, then all duties and obligations of a principal agent as detailed in the agreement shall be fulfilled by a representative of the employer as named in the schedule</p>				

**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCM05-25/26-0002NMM**

**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>A7 COMPLIANCE WITH REGULATIONS</b></p> <p>Clause 7.0</p> <p>Note: The provisions herein include inter alia, compliance with all the requirements set out in the Construction Regulations, 2024 issued under the Occupational Health and Safety Act, 1993 (Act No 85 of 1993), and in particular with Regulation 7(1) <b>requiring the compilation of a health and safety plan</b>, as well as Regulation 8(1) <b>requiring the appointment of a fulltime competent construction manager</b> - refer to B4.0 Management of Works</p> <p>Fixed: _____ Value related: _____ Time related: _____</p> <p><b>A10 WORKS INSURANCES</b></p> <p>Clause 10.0</p> <p>Clause 10.0 is amended by the addition of the following clauses:</p> <p>10.5 Damage to the Works</p> <p>(a) Without in any way limiting the contractor's obligations in terms of the contract, the contractor shall bear the full risk of damage to and/or destruction of the works by whatever cause during construction of the works and hereby indemnifies and holds harmless the employer against any such damage. The contractor shall take such precautions and security measures and other steps for the protection and security of the works as the contractor may deem necessary.</p> <p>(b) The contractor shall at all times proceed immediately to remove or dispose of any debris arising from damage to or destruction of the works and to rebuild, restore, replace and/or repair the works</p> <p>10.6 Injury to Persons or loss of or damage to Properties</p> <p>(a) The contractor shall be liable for and hereby indemnifies the employer against any liability, loss, claim or proceeding whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever arising out of or in the course of or caused by the execution of the works unless due to any act or neglect of any person for whose actions the employer is legally liable</p> <p>(b) The contractor shall be liable for and hereby indemnifies the employer against any liability, loss, claim or proceeding consequent upon loss of or damage to any moveable or immovable or personal property or property contiguous to the site, whether belonging to or under the control of the employer or any other body or person, arising out of or in the course of or by reason of the execution of the works unless due to any act or neglect of any person for whose actions the employer is legally liable</p> <p>(c) The contractor shall, upon receiving a contract instruction from the principal agent, cause the same to be made good in a perfect and workmanlike manner at his own cost and in default thereof the employer shall be entitled to cause it to be made good and to recover the cost thereof from the contractor or to deduct the same from amounts due to the contractor</p> <p>(d) The contractor shall be responsible for the protection and safety of such portions of the premises placed under his control by the employer for the purpose of executing the works until the issue of the certificate of practical completion</p> <p>(e) Where the execution of the works involves the risk of removal of or interference with support to adjoining properties including land or structures or any structures to be altered or added to, the contractor shall obtain adequate insurance and will remain adequately insured or insured to the specific limit stated in the contract against the death of or injury to persons or damage to such property consequent on such removal or interference with the support until such portion of the works has been completed</p> <p>(f) The contractor shall at all times proceed immediately at his own cost to remove or dispose of any debris and to rebuild, restore, replace and/or repair such property and to execute the works</p> <p>10.7.1 Damage to the works</p> <p>The contractor shall, from the commencement date of the works until the date of the certificate of practical completion bear the full risk of and hereby indemnifies and holds harmless the employer against any damage to and/or destruction of the works consequent upon a catastrophic ground movement as mentioned above. The contractor shall take such precautions and security measures and other steps for the protection of the works as he may deem necessary</p> <p>When so instructed to do so by the principal agent, the contractor shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the works and to rebuild, restore, replace and/or repair the works, at the contractor's own costs</p> <p>10.7.2 Injury to persons or loss of or damage to property</p> <p>The contractor shall be liable for and hereby indemnifies and holds harmless the employer against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above</p> <p>The contractor shall be liable for and hereby indemnifies the employer against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable or immovable or personal property or property contiguous to the site, whether belonging to or under the control of the employer or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of the contract.</p> <p align="right"><b>Carried to collection</b></p>	Item			

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	<p>10.7.3 It is the responsibility of the contractor to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.7.1 and 10.7.2. Without limiting the contractor's obligations in terms of the contract, the contractor shall, within twenty-one (21) calendar days of the commencement date but before commencement of the works, submit to the employer proof of such insurance policy, if requested to do so</p> <p>10.7.4 The employer shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the contractor's default of his obligations as set out in 10.7.1; 10.7.2 and 10.7.3. Such losses or damages may be recovered from the contractor or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the employer and the contractor and for this purpose all these contracts shall be considered one indivisible whole</p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b>A11 LIABILITY INSURANCES</b></p> <p>Clause 11.0</p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b><u>B4.0 MANAGEMENT OF CONTRACT</u></b></p> <p><b>B4.1 Management of the works</b></p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b><u>B6.0 TEMPORARY WORKS AND PLANT</u></b></p> <p><b>B6.4 Plant, equipment, sheds and offices</b></p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b>B6.5 Main notice board</b></p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b><u>B7.0 TEMPORARY SERVICES</u></b></p> <p><b>B7.3 Electricity</b></p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b><u>B11. GENERAL</u></b></p> <p><b>B11.3 Security of the works</b></p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	<p><b>B11.7 Works cleaning and clearing</b></p> <p>Fixed: _____ Value related: _____ Time related: _____</p>	Item			
	Carried to collection				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>12.1 PRE TENDER INFORMATION</b></p> <p><b>12.1.1 Provisional Bills of Quantities</b>                      [2.2] The quantities are provisional: YES</p> <p><b>12.1.2 Availability of construction documentation</b>                      [2.3] Construction drawings: Partially complete</p> <p><b>12.1.4 Defined works area</b>                      [3.1] Details: Uitenhage, Eastern Cape</p> <p><b>12.1.9 Services</b>                      [3.7] Details:</p> <p>Should the contractor encounter any existing services such as underground cables, pipes or sewer during the execution of the works he shall notify the principal agent immediately and suspend all affected work in the immediate vicinity until instruction to proceed has been given by the principal agent.</p> <p><b>12.1.10 Protection of trees</b>                      [3.9] Specific requirements:</p> <p>All trees on the site outside of the position of the proposed structure must be protected.</p> <p><b>12.1.12 Enclosure of the works</b>                      [6.2] Specific requirements</p> <p>The contractor shall enclose the works as required by the Occupational Health and Safety Act.</p> <p><b>12.1.22 Protection of works</b>                      [11.1] Specific requirements:</p> <p>The contractor shall protect the works for the duration of the contract.</p> <p><b>12.1.23 Disturbance</b>                      [11.5] Specific requirements:</p> <p>The contractor shall keep the site, structures, etc well watered during operations to prevent dust and shall provide and erect and remove on completion of the works all necessary temporary dust screens all to the satisfaction of the principal agent</p> <p><b>SCHEDULE OF SUPPLEMENTARY INFORMATION</b></p> <p>NOTE:</p> <p>The information listed below is in respect of certain clauses in the Preliminaries, requiring the supplementary information</p> <p>Amount of insurance against injury to person or property in respect of any single occurrence R 5 million</p> <p>Amount of insurance against removal of support to adjoining properties in respect of any single occurrence                      Not specifically prescribed</p> <p>Contract Price Adjustment Provisions (CPAP): Not applicable</p> <p>Contract period: 6 Months</p> <p>The date for site handover: TBA</p> <p>Amount of penalty per day on which the completion of the works may be in arrears:</p> <p><b>5.75c per R100 of contract value per calendar day (Excluding VAT)</b></p> <p>Specification of Materials and Methods to be used: PW 371, Fourth Revision, October 1993</p> <p>Edition of Standard System of measuring building work: Seventh Edition including the latest amendments</p>				



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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 1</b></p> <p><b>ALTERATIONS (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 102 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>The JBCC Preliminaries Code JBCC 6.2 The tenderer is deemed to have referred to these documents for the full intent and meaning of each clause. These clauses are referred to by number and heading only. Where standard clauses or options are not applicable to the contract such modifications or corrections as are necessary are given under each relevant clause.</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Demolitions and Works on Site</b></p> <p>All demolitions and works on site must be carried out carefully and in the safest possible manner and the Contractor is to make a thorough examination and take all necessary precautions before proceeding with the work. The utmost care is to be observed to avoid any structural or other damage in the remaining portions of the existing building Special care is to be exercised not to interfere with any electrical installation, and notice is to be given to the Representative/Agent when any disconnections, removal of wires, etc. necessary and the Contractor is to afford every facility to the workmen carrying out his work The Contractor shall not remove or interfere with any furniture, fittings or similar articles unless specially mentioned in the following items and shall give adequate notice to the Representative/Agent of the removal of any articles from parts of the building are to be altered becomes necessary so that the Employer may have same removed before the Contractor commences work in such parts The Contractor will be held solely responsible for any damage to persons and property and for the safety of the structures and must make good at his expense any damage that may occur.</p> <p><b>Old materials to become property of the contractor</b></p> <p>Old materials from alterations except where described to be re-used or handed over, become the property of the contractor</p> <p><b>Old materials to be carted away</b></p> <p>Old materials from alterations except where described as re-used or handed over, as well as all rubbish, etc. must be regularly carted from the site and not be allowed to accumulate on or around the site.</p> <p><b>Old materials to be re-used</b></p> <p>None of the old materials are to be used for new work except where specifically described as being set aside for re-use.</p> <p><b>Handing over of materials</b></p> <p>Where certain materials or articles from demolitions or alterations are described as to be handed over by the contractor to the Department's Representative or Representative/Agent such materials or articles shall be properly stored by the contractor until handing over thereof. The contractor must obtain an official receipt listing the materials or articles and dates of handover. If the contractor fails to submit the receipt when requested to do so it shall be deemed that the materials or articles are still in his possession and he will be held liable to the Department for the full replacement value thereof which amount will be deducted from any monies due to the contractor.</p> <p><b>General</b></p> <p>The contractor shall carry out the whole works with as little mess and noise as possible and with a minimum of disturbance to the occupants of the building. The contractor shall provide proper protection and provide, erect and remove when directed, any temporary tarpaulins that may be necessary during the progress of the works, all to the satisfaction of the Project Manager</p> <p>Water supply pipes and other piping that may be encountered and found necessary to disconnect or cut, shall be effectually stopped off or grubbed up and removed, and any new connections that may be necessary shall be made with proper fittings, to the satisfaction of the principal agent</p> <p>Doors, fanlights, fittings, frames, linings, etc. which are to be re-used shall be thoroughly overhauled before refixing including taking off, easing and rehangng, cramping up, re-wedging as required and making good cramps, dowels, etc, and easing, oiling, adjusting and repairing ironmongery as necessary, replacing any glass damaged in removal or subsequently and stopping up all nail and screw holes with tinted plastic wood to match timber, unless otherwise described. Re-painting or re-varnishing is given separately</p> <p>Prices for taking out of doors, windows, etc. shall include for removal of all beads, architraves, ironmongery, etc.</p> <p>Prices for taking out and removing doors and frames shall include for removing door stops, cabin hooks, etc. and making good floor and wall finishes to match existing</p>				

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	With regard to building up of openings in existing walls, cement screeds and pavings, granolithic, tops of walls, etc, shall be levelled and prepared for raising of brickwork  Making good of finishes shall include making good of the brick and concrete surfaces onto which the new finishes are applied, where necessary  The contractor will be required to take all dimensions affecting the existing buildings on the site and he will be held solely responsible for the accuracy of all such dimensions where used in the manufacture of new items (doors, windows, fittings, etc.)				
	<b>REMOVAL OF EXISTING WORK</b>				
	<b>Take from store and re-fit timber door (timber door removed by vandalism ) and make good as necessary:</b>				
1	Timber door size 900 x 2100mm high <b>Taking off and removing skirtings:</b>	No	1		
2	Timber skirtings from brickwork <b>Taking up and removing timber floor coverings, carpeting, etc:</b>	m	55		
3	Timber floor covering including preparing screed for new timber, vinyl sheeting or tile etc. (new floor finish elsewhere) <b>Taking out and removing ironmongery:</b>	m <sup>2</sup>	137		
4	Stainless steel toilet roll holder <b>Taking out and removing various types of signage and billboards and later refixing in similar position (making good wall finishes elsewhere):</b>	No	1		
5	Signage and billboard, including support framing brackets <b>Taking out and removing glass and mirrors:</b>	No	2		
6	Glass from timber windows including cleaning out rebates and preparing for new glass <b>Take off and carefully remove sign board and hand over to Departmental Representative:</b>	m <sup>2</sup>	6		
7	Writing board size 1 800 x 1 140mm <b>Taking out and removing piping, sanitary fittings, etc. including disconnecting piping from fittings and making good floor and wall finishes elsewhere:</b>	No	2		
8	Ceramic wash hand basin including removal of taps, etc. <b>MAKING GOOD OF FINISHES, ETC</b> <b>Making good existing timber ceilings including brandering:</b>	No	1		
9	Ceilings in patches <b>SERVICING OF WINDOWS, DOORS, PLUMBING, ETC.</b> <b>Attend to, service and repair as necessary all sanitary fittings, taps including replacing any defective or missing parts:</b>	m <sup>2</sup>	5		
10	Windows	No	18		
11	Wash hand basins including taps <b>Clean out rebates of existing steel windows and prepare to receive new putty:</b>	No	4		
12	Replace putty <b>Attend to, service, re-align and repair as necessary all timber sash windows including replacing any defective or missing parts:</b>	m	5		
13	Window size 530 x 1 440mm high overall <b>Attend to, service and repair as necessary all timber doors including replacing any defective or missing parts:</b>	No	14		
14	Door size 900 x 2 210mm high overall including hinges and ensure that door is properly aligned to open and close correctly	No	1		
15	Double door size 1 800 x 2 210mm high overall including hinges and ensure that door is properly aligned to open and close correctly <b>CLEAN DOWN SURFACES</b> <b>Clean IBR roof sheetings, aluminium gutters and downpipes by means of high pressure water jet including pitches not exceeding 25 degrees, valleys, hips, gable ends etc:</b>	No	1		
	Carried to collection				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
16	Roof to general building areas as directed by the Project Manager	m <sup>2</sup>	650		
	<b>STRUCTURAL REPAIRS</b>				
	Clean and prepare substrate and apply 'Sikadur - 52' or similar approved crack injection system, all in accordance with manufacturer's instructions:				
17	Repair cracks in brick walls	m	20		
	<b>MUSEUM ARTIFACTS</b>				
	Move and re-place museum artifacts and temporary store in 2x containers over the 6 month duration of the project. To be arranged with the museum and be moved under their supervision				
18	Temporary move and re-place museum artifacts	Item	1		
	Carried to collection				



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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>SECTION NO. 2</b>				
	<b>BILL NO. 2</b>				
	<b>CONCRETE, FORMWORK AND REINFORCEMENT (PROVISIONAL) (CPAP WORK GROUP 110 UNLESS OTHERWISE STATED)</b>				
	<b>PREAMBLES</b>				
	For preambles refer to "Model Preambles for Trades"				
	<b>SUPPLEMENTARY PREAMBLES</b>				
	<b>Cost of tests</b>				
	The costs of making, storing and testing of concrete test cubes as required under clause 7 "Tests" of SABS 1200 G shall include the cost of providing cube moulds necessary for the purpose, for testing costs and for submitting reports on the tests to the architect. The testing shall be undertaken by an independent firm or institution nominated by the contractor to the approval of the architect.				
	<b>Formwork</b>				
	Description of formwork shall be deemed to include use and waste only (except where described as "left in" or "permanent"), for fitting together in the required forms, wedging, plumbing and fixing to true angles and surfaces as necessary to ensure easy release during stripping and for reconditioning as necessary before re-use				
	The vertical strutting shall be carried down to such construction as is sufficiently strong to afford the required support without damage and shall remain in position until the newly constructed work is able to support itself				
	Formworks to soffits of solid etc. shall be deemed to be slabs not exceeding 250mm thick unless otherwise described				
	Formwork to sides of bases, pile caps, ground beams, etc. will only be measured where it is prescribed by the engineer for design reasons. Formwork necessitated by irregularity or collapse of excavated faces will not be measured and the cost thereof shall be deemed to be included in the allowance for taking the risk of collapse of the sides of the excavations, provision for which is made in "Earthworks"				
	<b>UNREINFORCED CONCRETE</b>				
	<b>25MPa/19mm concrete:</b>				
1	Steps, etc.	m <sup>3</sup>	5		
	<b>UNREINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES</b>				
	<b>25MPa/19mm concrete:</b>				
2	Strip footings	m <sup>3</sup>	5		
	<b>REINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES</b>				
	<b>25MPa/19mm concrete:</b>				
3	Surface beds on waterproofing	m <sup>3</sup>	5		
4	Concrete apron	m <sup>3</sup>	15		
	<b>TEST BLOCKS</b>				
5	Making and testing 150 x 150 x 150mm concrete strength test cube	No	3		
	<b>CONCRETE SUNDRIES</b>				
	<b>Finishing top surfaces of concrete smooth with a wood float:</b>				
6	Surface beds, slabs, etc. to falls and currents	m <sup>2</sup>	15		
7	Concrete apron to falls	m <sup>2</sup>	30		
	<b>Finishing top surfaces of existing concrete smooth with a power float (exposed aggregate finish) with an approved hardener and epoxy added and cured all as per manufacturer's instructions:</b>				
8	Existing walkways.	m <sup>2</sup>	150		
	<b>ROUGH FORMWORK (DEGREE OF ACCURACY II)</b>				
	<b>Rough formwork to sides:</b>				
9	Strip footing	m <sup>2</sup>	25		
10	Steps	m <sup>2</sup>	20		
	Carried to collection				







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	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 4</b></p> <p><b>MASONRY (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 118 UNLESS OTHERWISE STATED)</b></p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>BRICKWORK</b></p> <p><b>Sizes in descriptions</b></p> <p>Where sizes in descriptions are given in brick units, "one brick" shall represent the length and "half brick" the width of a brick</p> <p><b>Hollow walls etc.</b></p> <p>Descriptions of hollow walls shall be deemed to include leaving every fifth perpend of the bottom course of the external skin open as a weep hole</p> <p>Walls in two skins described as "bagged and sealed" shall be deemed to include having the outer face of the inner skin bagged with 1:6 cement and sand mixture and sealed with two coats "Brixéal" bitumen emulsion waterproofing coating</p> <p><b>Face bricks</b></p> <p>Bricks shall be ordered timeously to obtain uniformity in size and colour</p> <p><b>Pointing</b></p> <p>Descriptions of recessed pointing to fair face brickwork and face brickwork shall be deemed to include square recessed, hollow recessed, weathered pointing, etc</p> <p><b>BLOCKWORK</b></p> <p><b>Concrete masonry units</b></p> <p>Blocks are to be either solid or hollow modular dense concrete masonry units having a compressive strength of 7MPa</p> <p><b>Wall ties for blockwork</b></p> <p>Wall ties shall be polypropylene "Permaties" complying with BS 76377. Ties for hollow walls shall be of sufficient length to allow not less than 75mm of each end to be built into the blockwork. Ties are to be spaced at intervals of not more than 1m in the horizontal direction and not more than 400mm staggered in the vertical direction except at openings, vertical joints or ends of walls where they are to be placed vertically above each other</p> <p><b>Blockwork</b></p> <p>Blockwork shall comply with SABS 0145 "Concrete Masonry Construction"</p> <p>Surfaces to be plastered shall have joints raked out to a depth of at least 10mm to provide a key. Cavities of hollow walls shall be kept free of mortar droppings or other undesirable matter. Every second perpend of the bottom course of the external skin of hollow walls shall be left open as a weep hole</p> <p><b>Standard complementary blocks</b></p> <p>Descriptions of blockwork shall be deemed to include standard complementary blocks such as corner, three-quarter, half and quarter blocks required in the construction of corners, reveals, jambs, ends, etc to solid and hollow walls and for bonding as necessary</p> <p><b>SAMPLES</b></p> <p>Samples of all masonry building units, except those for walls described as "load bearing", shall consist of a minimum of 6 units. Samples of building units to be used in walls described as "load bearing" shall consist of 30 units from every 30 000 units delivered to site</p> <p><b>FOUNDATIONS</b></p> <p><b>Brickwork of NFX bricks (14 MPa nominal compressive strength) in class II mortar:</b></p> <p>1 Half brick walls m<sup>2</sup> 10</p> <p>2 One brick walls m<sup>2</sup> 10</p> <p><b>SUPERSTRUCTURE</b></p> <p><b>Brickwork of NFP bricks in class II mortar:</b></p> <p>3 Half brick walls m<sup>2</sup> 10</p> <p align="right">Carried to collection</p>				

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4	One brick walls	m <sup>2</sup>	10		
	<b>BRICKWORK SUNDRIES</b>				
	<b>Brickwork reinforcement:</b>				
5	75mm Wide reinforcement built in horizontally	m	30		
6	150mm Wide reinforcement built in horizontally	m	20		
	<b>FACE BRICKWORK</b>				
7	Extra over brickwork for face brickwork	m <sup>2</sup>	10		
	<b>Brick-on-edge header course copings, sills, etc. of face bricks pointed with recessed joints on all exposed faces:</b>				
8	150mm Wide coping set sloping and slightly projecting	m	5		
	Carried to collection				



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	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 5</b></p> <p><b>WATERPROOFING (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 120 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Installation by Approved Waterproofing Contractor</b></p> <p>Waterproofing to roofs, basements, parking decks, etc. Must be installed by Manufacturer approved contractors.</p> <p><b>Preparation of Substrates &amp; Surfaces</b></p> <p>Substrates and surfaces must be smooth, clean, free of contaminants and dry Substrates and surfaces must be prepared in accordance with manufacturer's instructions The contractor is to allow for the cost of substrate preparation in the rates for Waterproofing items</p> <p><b>Waterproofing</b></p> <p>Waterproofing of roofs, basements, etc. shall be laid under a ten year guarantee. Waterproofing to roofs shall be laid to even falls to outlets etc with necessary ridges, hips and valleys. Descriptions of sheet or membrane waterproofing shall be deemed to include additional labour to turn-ups and turn-downs</p> <p>The method of application to be discussed with and approved by the Project Manager before implementation</p> <p><b>DAMP-PROOFING OF WALLS AND FLOORS</b></p> <p><b>One layer of 250 micron waterproof sheeting sealed at laps Pressure Sensitive Tape:</b></p>				
1	Under surface beds	m <sup>2</sup>	25		
	<p><b>PROTECTIVE ROOFING PAINT</b></p> <p><b>Two coats "Silvakote" or similar approved bituminous aluminium paint:</b></p>				
2	On waterproofing to roofs	m <sup>2</sup>	10		
	<p><b>SEALING STRIPS, JOINT SEALANTS, ETC.</b></p> <p><b>Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc:</b></p>				
3	6 x 10mm In saw cut joints in floors	m	5		
	<p><b>Sika-pro 2HP polyurethane sealant including backing cord, bond breaker, primer, etc:</b></p>				
4	10 x 10mm In expansion joints in floors including raking out joint filler as necessary	m	5		
	<p><b>Silicone sealing compound including backing cord, bond breaker, primer, etc:</b></p>				
5	Sealing around vanity slabs, kitchen sinks, etc.	m	40		
6	Sealing around aluminium windows	m	40		
	Carried to summary				

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MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002NMM**

**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 6</b></p> <p><b>ROOF COVERINGS (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 124 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p>The supplementary preambles reflected elsewhere in these Bills of Quantities apply equally to this trade</p> <p>All work dealing with fibre/asbestos cement is to be executed in strict accordance with the safety instruction as per the Occupational Health and Safety Act including OHASA Construction Regulations 2003: Government Notice No. R1010 Cleaning Asbestos</p> <p>All cutting or drilling of fibre cement products to be done in an isolated area</p> <p>Existing sheets and rainwater goods, eaves and verges must be comprehensively protected against damage. No walking directly on the roof sheets will be allowed and rates for all work are to include for protective timber board gangways or similar approved</p> <p>Roof tiling to be fitted in accordance with SABS 062 and to comply with local regulations and the manufacturers recommendations, applicable to the locality and roof pitch, with all perimeter tiles mechanically fixed</p> <p>Roof tiling to be manufactured in accordance with SABS 542 code of practice, of approved colour, including matching fittings and accessories</p> <p><b>Demolitions and work on site:</b></p> <p>All demolitions and works on site must be carried out carefully and in the safest possible manner and the Contractor is to make a thorough examination and take all necessary precautions before proceeding with the work. The utmost care is to be observed to avoid any structural or other damage in the remaining portions of the existing building.</p> <p>The Contractor must visit the site and the buildings and acquaint himself fully with conditions and scope of alterations, demolitions and redecorations. Descriptions herein are brief and are to serve as a means of identifying work only. The full extent of work is to be assessed by the contractor on site.</p> <p>Special care is to be exercised not to interfere with any electrical installation, and notice is to be given to the Representative/Agent when any disconnections, removal of wire, etc., are necessary and the Contractor is to afford every facility to the workmen carrying out his work.</p> <p>The Contractor shall not remove or interfere with any furniture, fittings or similar articles unless specially mentioned in the following items and shall give adequate notice to the Representative/Agent if the removal of any such articles from parts of the buildings are to be altered becomes necessary so that the Employer may have same removed before the Contractor commences work in such parts.</p> <p><b>Fibre Cement:</b></p> <p>The Contractor will be held solely responsible for any damage to persons and property and for the safety of the structures and must make good at his own expense any damage that may occur.</p> <p>Erect a safety net to stop spillage from falling onto the ground when cleaning the roof sheets.</p> <p>All residue from cleaning the roofs to be collected in drums/skids and be disposed of as builders rubble.</p> <p>Fix an impact resistant transparent hood over high pressure spray.</p> <p>All cutting or drilling of fibre cement products to be done in an isolated area.</p> <p><b>Damage and repairs to services:</b></p> <p>Should the Contractor damage any services which are to remain in operation or any services which have not yet been disconnected prior to removal, then the Contractor will be held solely responsible for such damage and any further resultant damage.</p> <p>The Contractor shall immediately notify the Representative/Agent and the Authorities concerned and shall at his own cost make all necessary arrangements for disconnection and repairs with the relevant Authorities and shall pay all fees and charges levied.</p> <p><b>Disposal of material:</b></p>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p>All existing materials specified to be "removed", "demolished and removed", "hacked up or off and removed", or "taken down or off and removed" or "broken down and removed", etc., become the property of the Contractor. These materials and all debris, rubbish and earth must be carted away by the Contractor and the site must be left clean and unencumbered. The Contractor must make his own arrangements for dumping and shall pay all fees and charges levied.</p> <p>If any of the bricks or other materials specified to be "removed" are sound and considered suitable for any portion of the new work they must be thoroughly cleaned off and stacked on site for inspection by the Representative/Agent. The approval of the Representative/Agent must be obtained before any such materials are re-used in the new work.</p> <p>All existing materials specified to be "taken down and set aside for re-use" or "taken down and set aside" shall remain the property of the Employer and must be cleaned off, cleared of all nails, etc., and neatly stacked and stored on site by the Contractor where directed and carefully handled during taking down, storage and re-fixing. The Contractor will be held responsible for the safety of these materials and must take all necessary precautions for their protection and any damage or loss that may occur must be made good by the Contractor at his own expense.</p> <p><b>Metal roof sheeting</b></p> <p>Contractor to provide a 20 year guarantee for both the material and the paintwork of the sheeting. Please note that the sheeting supplier / installer through the contractor should timeously (before installation) inform the Principal Agent of any aspect of the installation or the environment in which the sheeting is used or the application that could have a negative affect the warranties (e.g. bending the sheets, the fixings, etc.)</p> <p><b>Straight cutting</b></p> <p>Descriptions of all roof coverings are deemed to include for all straight cutting</p> <p><b>PROFILED METAL SHEETING AND ACCESSORIES</b></p> <p><b>Safintra 0,50mm thick Safflok 700 Colorplus® AZ150 interlocking roof sheeting fixed to steel internal purlins at 1900mm centres and ridge/eaves purlins at 1700mm centres using Safflok 700 clips which are fastened to steel purlins with Fixtite® or Safintra approved wafer head self-tapping fastener, all in accordance to manufacturer's recommendation. (To match Existing colour)</b></p>				
1	Roof covering in patches	m <sup>2</sup>	3		
2	Valley gutter	m	2		
	<p><b>SHEET METAL FLASHINGS, LININGS, COPINGS, ETC.</b></p> <p><b>0,6mm Softal aluminium sheet colour to match roof sheeting:</b></p>				
3	Flashings to match existing	m <sup>2</sup>	1		
4	Counter flashing	m <sup>2</sup>	1		
5	Linings to valleys with riveted and soldered joints	m <sup>2</sup>	1		
	<p><b>FIBRE-CEMENT ACCESSORIES</b></p> <p><b>Nutec' fascia boards, medium density plain fibre cement fascia fixed with fittings and fixing accessories, fixed in accordance with the manufacturers instructions:</b></p>				
6	12 x 250mm Wide fascia and barge boards fixed to truss ends	m	5		
	<p><b>4mm Thick "Nutec" cement flat sheets as eaves roof over hang lining secured to roof timbers:</b></p>				
7	Eaves soffit lining fixed to 38 x 38mm brandering with and including cover strips	m <sup>2</sup>	5		
	<p><b>Timber Broekly lace heritage Fascia boards</b></p>				
8	Broekly lace fascia board to match existing	m	20		
	Carried to collection				



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**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b><u>SECTION NO. 2</u></b></p> <p><b><u>BILL NO. 7</u></b></p> <p><b><u>CARPENTRY AND JOINERY (PROVISIONAL)</u></b></p> <p><b><u>(CPAP WORK GROUP 126 UNLESS OTHERWISE STATED)</u></b></p> <p><b><u>PREAMBLES</u></b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b><u>SUPPLEMENTARY PREAMBLES</u></b></p> <p><b><u>PREFABRICATED ROOF TRUSSES, ETC.</u></b></p> <p>Items described as nailed shall be deemed to be fixed with hardened steel nails or shot pins to brickwork or concrete.</p> <p>All exposed timber to be treated with preservative to combat fungus as perscribed by the Forestry Act 1968 (Act 72 of 1968).</p> <p><b>Particle board:</b></p> <p>Particle board shall comply with the following specifications: a) SABS 1300 Particle board: exterior and flooring type b) SABS 1301 Particle board: interior type.</p> <p><b>Joinery</b></p> <p>Descriptions of frames shall be deemed to include frames, transomes, mullions, rails, etc. Unless otherwise specified all exposed timber to be planed and sanded smooth and to be in selected hardwood meranti, internal timber ceilings can be SA Pine.</p> <p><b>Fixing:</b></p> <p>Items described as nailed shall be deemed to be fixed with hardened steel nails or shot pins to brickwork or concrete.</p> <p>Descriptions of hardwood joinery shall be deemed to include pelleting of bolt holes. All sections of timber to be built into brickwork or concrete to be wrapped in Gunplas and the cost is deemed to be included in the relevant item.</p> <p><b>Sealants, etc.</b></p> <p>Tenders should include silicone sealant between skirting and finished surfaces of walls and floors in their price</p> <p><b><u>FLOORS, ETC.</u></b></p> <p><b>Sawn softwood:</b></p>				
1	38 x 114mm Bearers in lengths exceeding 2.4m and not exceeding 3.6m	m	20		
	<b>Wood flooring:</b>				
2	25 x 150mm Redwood Hardwood Timber floor boarding Tongued and grooved boarding laid in patches to match existing	m <sup>2</sup>	160		
	<b><u>SKIRTINGS</u></b>				
	<b>Wrought meranti:</b>				
3	19 x 70mm High skirting	m	5		
4	19mm Quadrant fixed to skirtings	m	5		
5	19 x 150mm Skirting fixed to wall including 19mm quadrant bead planted on to match existing	m	5		
	Carried forward to summary				

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**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 8</b></p> <p><b>CEILINGS, PARTITIONS AND ACCESS FLOORING (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 129 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Descriptions:</b></p> <p>Items described as nailed shall be deemed to be fixed with hardened steel nails or pins or shot pinned to brickwork or concrete</p> <p>Items described as plugged shall be deemed to include screwing to fibre, plastic or metal plugs at not exceeding 600mm centres, and where described as bolted the bolts have been given.</p> <p>Boards must be stacked on a level surface in a dry place on a timber platform. Boards must be carried on edge. Skimmed ceilings must be plastered the same day that the 'Rhinoboard' has been erected.</p> <p><b>Proprietary suspended ceilings:</b></p> <p>Electrical light fittings, diffusers, panels, etc. generally are "lay in" units of the same dimensions as the suspension grid described and allowance must be made accordingly for their support inclusive of any flexibility inseting out that may be required (ceiling panels have not been deducted and pricing is to take cognisance thereof)</p> <p><b>NAILED UP AND SCREW UP CEILINGS</b></p> <p><b>6.4mm "Rhino" or similar approved gypsum plasterboard with 50mm cover strips of mesh scrim nailed over joints and the whole finished with 6mm minimum cretestone gypsum skim plaster trowelled to smooth polished surface:</b></p>				
1	Ceilings fixed to and including 38 x 38mm sawn softwood branderling at 400mm centres fixed to timber trusses	m <sup>2</sup>	4		
2	Horizontal bulkheads suspended not exceeding 1m below soffits	m <sup>2</sup>	2		
	<b>"Rhino" or similar approved gypsum plasterboard cornices:</b>				
3	70mm Coved cornices	m	4		
	<b>Cornices plugged to wall:</b>				
4	Shadowline cornice fixed to plasterboard and wall complete	m	4		
	Carried forward to summary				

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**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	<p><u>SECTION NO. 2</u></p> <p><u>BILL NO. 9</u></p> <p><u>FLOOR COVERINGS, WALL LININGS, ETC. (PROVISIONAL)</u></p> <p><u>(CPAP WORK GROUP 152 UNLESS OTHERWISE STATED)</u></p> <p><u>PREAMBLES</u></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><u>SUPPLEMENTARY PREAMBLES</u></p> <p>The following floor covering are to be supplied and applied in strict accordance with the manufacturer's specification.</p> <p>Belgotex Nexus Berberpoint 920 carpet tiles to be laid with plainbac in accordance with manufacturer's specifications. Levels of different floor finishes with screeds to be feathered where required. All existing screeds to be treated, cracks and undulations filled and repaired where necessary to achieve a smooth and level finish to receive new vinyl and carpet floor finishes.</p> <p><u>FLOOR COVERINGS</u></p> <p><b>Flowcoat SF41 epoxy floor coating system with adjustable anti-slip properties in Khalahari Flowcrete colour palletete to be installed as per manufacturer's instructions.</b></p> <p>On floors</p>	m <sup>2</sup>	50		
	Carried to summary				

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**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>SECTION NO. 2</b>				
	<b>BILL NO. 10</b>				
	<b>IRONMONGERY (PROVISIONAL)</b>				
	<b>(CPAP WORK GROUP 132 UNLESS OTHERWISE STATED)</b>				
	<b>PREAMBLES</b>				
	For preambles refer to "Model Preambles for Trades"				
	<b>SUPPLEMENTARY PREAMBLES</b>				
	<b>Finishes to ironmongery, etc:</b>				
	Where applicable finishes to ironmongery are indicated by suffixes in accordance with the following list: BS Satin bronze lacquered : CH Chromium plated : SC Satin chromium plated : SE Silver enamelled : GE Grey enamelled : AS Anodised silver : AB Anodised bronze : AG Anodised gold : ABL Anodised black : PB Polished brass : PL Polished and lacquered : PT Epoxy coated.				
	All locks are Master key operational.				
	All ironmongery is deemed to include fitment of screws that best match the finish of the item specified.				
	All ironmongery are to be fitted as per manufacturer's instruction				
	<b>SUPPLY AND FIX THE FOLLOWING IRONMONGERY</b>				
	<b>HINGES, FLOOR SPRING HINGES, BOLTS, PANIC BOLTS, ETC.</b>				
	<b>'Union' or similar approved locks:</b>				
	The manufacturer's code has been given in brackets.				
1	3 Lever upright door lock (code 2277-78SS)	No	1		
2	3 Lever claw bolt sliding door lock (code 2457-78SS)	No	1		
	<b>'Union' or similar approved hinges:</b>				
3	100mm Brass hinge	No	1		
4	100 x 75mm Stainless steel ball bearing butt hinges (code 8352-100SS)	No	2		
	<b>DOOR CLOSER</b>				
	<b>'Union' or similar approved:</b>				
5	Regular arm delayed action door closure. Pull side fixing EN2 750-850, EN3 850-950, and EN4 950-1100. Door closure to be installed on pull side	No	1		
	<b>HANDLES, FLUSH PULLS, ETC.</b>				
	<b>'Union' or similar approved:</b>				
6	Protea furniture lever handle on 165 x 50 x 8mm cast backplate (code CB12-13SC)	Pairs	1		
7	Protea furniture lever handle on 165 x 50 x 8mm cast plate (code CB612-24SC)	Pairs	1		
8	325 x 25 mm Straight tubular pull handle flange fixing code DPH301 B	Pairs	1		
9	200 x 22 mm Straight tubular pull handle code DPH209 BTB Including Fixing sets	Pairs	1		
	<b>'Hillaldam Straightaway' or similar approved:</b>				
10	Sliding gear set for double barn door with track fixed to brickwork including brackets, hangers, rollers, guides, stoppers, etc.	No	2		
	<b>PUSH PLATES AND KICKING PLATES, ETC.</b>				
	<b>Union' or similar approved 2mm thick aluminium push plates, kick plates, etc:</b>				
11	152 x 152mm Aluminium modular plate (code ALS066-06AS)	No	1		
12	200 x 800mm High natural anodised aluminium kick plate (code AL5089-200W)	No	1		
	<b>BATHROOM FITTINGS</b>				
	<b>'Franke' or similar approved:</b>				
13	Stainless steel soap dispenser 1,250 ml soap capacity lockable Grade 304 Stainless casing (0,8 mm thick) with satin finish with manual top-up of soap reservoir. Brass pump mechanism can also dispense lotions and shampoos	No	1		
14	Brushed Stainless steel toilet roll holders with sight inspection hole. Holding 3 toilet rolls and lockable - samples to be presented to architect for approval	No	1		
	<b>Carried to collection</b>				





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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 11</b></p> <p><b>METALWORK (PROVISTONAL)</b></p> <p><b>(CPAP WORK GROUP NO. 136 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Descriptions</b></p> <p>Descriptions of bolts shall be deemed to include nuts and washers</p> <p>Descriptions of expansion anchors and bolts and chemical anchors and bolts shall be deemed to include nuts, washers and mortices in brickwork or concrete</p> <p>Metalwork described as "holed for bolt(s)" shall be deemed to exclude the bolts unless otherwise described</p> <p><b>Aluminium doors, windows, etc.</b></p> <p>Doors and windows shall comply with AAAMSA design criteria</p> <p>Glazing shall comply with SAGGA regulations. Glass thickness shall comply with SAGGA regulations irrespective of thicknesses shown on the schedules/drawings</p> <p>Doors and windows shall be supplied with protective tape and plastic and shall be removed only once surrounding trades have been completed</p> <p>The following certificates shall be provided prior to commencement of site work: 1) A copy of the relevant AAAMSA Performance Test Certificate from the manufacturer/contractor supplying the architectural aluminium product 2) A Certificate of Conformance confirming that anodising or powder coating has been processed in accordance with SANS 999 and SANS 1796 respectively 3) A powder guarantee of not less than 15 years issued by the powder manufacturer. The specific conditions contained in this guarantee shall form part of the powder coating process 4) A Certificate of Conformance confirming that glazing has been installed in accordance with SANS 0137, ensuring that safety glazing materials have been installed in the mandatory areas and that each individual pane of safety glazing materials has been permanently marked 5) A warranty from the manufacturer of the laminated safety glass and/or hermetically sealed glazing units guaranteeing the products against delamination and colour degradation for a period of not less than five years</p> <p>The contractor is to provide the departmental representative detailed drawings of the installation process prior to the installation of the aluminium windows.</p> <p><b>STEEL HANDRAILS</b></p> <p><b>GALVANISED STEEL HANDRAILS</b></p> <p><b>Welded handrails to walls:</b></p> <p>1 34.1mm External diameter x 2.5mm thick continuous pipe rails including fixing brackets at 1m centres m 25</p> <p>2 Extra over for rounded closed end No 4</p> <p>3 Extra over for L-intersection No 4</p> <p>4 8mm Expansion bolt No 30</p> <p>5 8mm Expansion anchor with loose bolt No 6</p> <p>6 8mm Chemical anchor with loose bolt No 6</p> <p><b>GALVANISED STEEL BALUSTRADES</b></p> <p><b>Welded balustrades to walkways:</b></p> <p>7 Horizontal balustrades 1,000mm high of 34.1mm diameter continuous pipe top and bottom rails and 42.9mm diameter stanchions at average 1,500mm centres bolted to concrete m 20</p> <p>8 8mm Expansion bolt No 12</p> <p><b>GALVANISED STEEL GATES, SCREENS, ETC.</b></p> <p><b>Galvanised mild steel security gates:</b></p>				
	Carried to collection				

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**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
9	<p>Single gate approximate size 900 x 2 200mm high overall with fixed top panel size 900 x 200mm high, comprising of 60 x 40 x 2mm hollow section frame, middle rail and vertical bars at 100mm centres and fitted with a pair of suitable hinges bolted to wall with and including 100mm expansion bolts.</p> <p><b>STEEL BURGLAR BARS</b></p> <p><b>10 x 10mm Square vertical burglar bars at 150mm centres including chemical anchors, etc fixed to window openings</b></p>	No	1		
10	Burglar bar for various windows	m	4		
Carried to summary					



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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 12</b></p> <p><b>PLASTERING (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 142 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Preparation of surfaces</b></p> <p>Surfaces shall be dry and clean, free of dust, sand, grit and flaking particles, laitance and loose matter, contaminants such as oil, grease, etc. Surfaces shall have a moisture content not exceeding 4%. All free standing water to be removed prior to application of primers or compounds. Absorbent surfaces to be thoroughly pre-soaked in fresh water. Oil, grease, animal fats, etc. to be removed with suitable 'Ivory Chemicals' product to be applied in strict accordance with the manufacturer's instructions. Once clean, surfaces to be profiled mechanically (scabbling, blasting, scarifying, chipping or grinding) or by means of acid etching, one part 'Ivory Concrete Etchant' thinned with two parts water applied at the rate of 2m<sup>2</sup>/1 litre in strict accordance with the manufacturer's instructions.</p> <p>Generally substrate surfaces to have good wood float, steel trowel or power floated finish conforming in evenness and level to required tolerance with minimum compressive strength of 20MPa or above 25 N/mm<sup>2</sup> compressive strength. Screeded surfaces to be minimum 30mm thick.</p> <p>Expansion joints in Granolithic screed finish to be approved polysulphide sealant, laid at 5m<sup>2</sup> apart in strict accordance with manufacturer's specifications.</p> <p><b>SCREEDS</b></p> <p><b>Screed on concrete:</b></p>				
1	<p>25mm Thick on floors and landings</p> <p><b>SELF-LEVELLING SCREED</b></p> <p><b>Prime sub-floor and apply "Ardex K15" or similar approved self-levelling compound and finish smooth, all in accordance with manufacturer's instructions:</b></p>	m <sup>2</sup>	5		
2	<p>3mm Thick on existing screeds</p> <p><b>INTERNAL PLASTER</b></p> <p><b>Cement plaster on brickwork:</b></p>	m <sup>2</sup>	8		
3	<p>On walls</p> <p><b>EXTERNAL PLASTER</b></p> <p><b>Cement plaster on brickwork:</b></p>	m <sup>2</sup>	5		
4	<p>On walls</p> <p><b>CORNER PROTECTORS, DIVIDING STRIPS, ETC.</b></p> <p><b>Recess, dividing strips, etc:</b></p>	m <sup>2</sup>	5		
5	<p>3 x 25mm Flat section brass dividing strips between different floor finishes</p>	m	4		
	Carried forward to summary				



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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b><u>SECTION NO. 2</u></b></p> <p><b><u>BILL NO. 14</u></b></p> <p><b><u>PLUMBING AND DRAINAGE (PROVISIONAL)</u></b></p> <p><b><u>(CPAP WORK GROUP 148 UNLESS OTHERWISE STATED)</u></b></p> <p><b><u>PREAMBLES</u></b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b><u>SUPPLEMENTARY PREAMBLES</u></b></p> <p><b>'Polycop' polypropylene pipes:</b></p> <p>Polypropylene pipes 54mm diameter and under shall be seamless copper coloured class 16 pipes jointed with 'Fast-fuse' heat welded thermoplastic or brass compression fittings as designed for use with copper pipes as stated</p> <p>Pipes shall be firmly fixed to walls, etc. with coloured nylon snap-in pipe clips with provision for accommodating thermal movement and jointed and fixed strictly in accordance with the manufacturer's instructions</p> <p>All pipe diameters are nominal external</p> <p><b>uPVC pipes and fittings:</b></p> <p>Sewer and drainage pipes and fittings shall be jointed and sealed with butyl rubber rings</p> <p>Soil, waste and vent pipes and fittings shall be solvent weld jointed</p> <p><b>uPVC pressure pipes and fittings:</b></p> <p>Pipes for water supply shall be of the class stated</p> <p>Pipes of 40mm diameter and smaller shall be plain ended with solvent welded uPVC loose sockets and fittings</p> <p>Pipes of 50mm diameter and greater shall have sockets and spigots with push-in type integral rubber ring joints. Bends shall be uPVC and all other fittings shall be cast iron, all with similar push-in type joints</p> <p><b>Copper pipes:</b></p> <p>Pipes shall be hard drawn and half-hard pipes of the class stated. Class 0 (thin walled hard drawn) pipes shall not be bent. Class 1 (thin walled half-hard), Class 2 (half-hard) and Class 3 (heavy walled half-hard) pipes shall only be bent with benders with inner and outer formers. Fittings to copper waste, vent and anti-syphon pipes, capillary solder fittings and compression fittings shall be 'Cobra Watertech' type. Capillary solder fittings shall comply with ISO 2016. Only compression fittings shall be used in walls or in ground</p> <p><b>Fixing of pipes:</b></p> <p>Unless specifically otherwise stated, descriptions of pipes shall be deemed to include for fixing to walls, etc. casting in, building in or suspending not exceeding 1m below suspension level</p> <p><b>Lead pipes and traps:</b></p> <p>All soldered joints shall be wiped and brass unions shall be used for jointing lead to steel</p> <p><b>Reducing fittings:</b></p> <p>Where fittings have reducing ends or branches they are described as 'reducing'. In the case of pipes with diameters not exceeding 60mm only the largest end or branch size is given. Should the Contractor wish to use other fittings and bushes or reducers he may do so on the understanding that no claim in this regard will be entertained. In the case of pipes with diameters exceeding 60mm all sizes are given and no claim for extra bushes, reducers, etc. will be entertained</p> <p><b>Exposed concrete surfaces</b></p> <p>Exposed surfaces of concrete stormwater channels, cover slabs, inspection eye marker slabs, gully tops, cleaning eye tops, catchpits, inspection chambers, etc. shall be finished smooth with plaster</p> <p><b>Excavations:</b></p> <p>No claim for rock excavation will be entertained unless the Contractor has timeously notified the quantity surveyor thereof prior to backfilling</p> <p>'Soft rock' and 'hard rock' shall be as defined in 'Earthworks'</p> <p><b>Laying, backfilling, bedding, etc. of pipes:</b></p> <p>Pipes shall be laid and bedded and trenches shall be carefully backfilled in accordance with manufacturers' instructions</p>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p>Where no manufacturers' instructions exist pipes shall be laid in accordance with clauses 5.1 and 5.2 of each of the following: SABS 1200 L : Medium pressure pipelines LD : Sewers LE : Stormwater drainage Pipe trenches, etc. shall be backfilled in accordance with clause 3, 5.5, 5.6, 5.7 and 7 of SAB.</p> <p><b>Flush pans:</b></p> <p>Flush pans shall have straight or side outlets and 'P' or 'S' traps as necessary</p> <p><b>Stainless steel basins, sinks, wash troughs, urinals, etc:</b></p> <p>Units shall have standard aprons on all exposed edges and tiling keys against walls where applicable</p> <p><b>Waste unions:</b></p> <p>Descriptions of waste unions shall be deemed to include rubber or vulcanite plugs and chains fixed to fittings</p> <p>Pipes to be taped shall be coated with the appropriate primer and the tape shall be applied with minimum 15mm lap per spiral unless otherwise described</p> <p>Couplings and fittings to pipes shall be taped in strict accordance with the manufacturer's instructions including all mastic, tape, 'Layflat' sheeting, securing of same, etc.</p> <p>Prices for wrapping of pipes shall include for all work as described to couplings in the length</p> <p>Dependent on soil or environmental conditions laps may require to be increased to a maximum of 55% (which results in a double layer)</p> <p><b>Sealing of edges</b></p> <p>Outer edges of sinks, basins, urinals, etc. are to be sealed against adjacent surfaces with approved silicone</p> <p><b>As-built drawings</b></p> <p>Where required, the contractor shall prepare an updated set of as-built drawings. At completion of the contract the contractor shall hand these drawings to the principal agent for reproducing onto the originals for handing over to the employer (provision for allowance of as-built drawings elsewhere)</p> <p><b><u>STORMWATER DRAINAGE</u></b></p> <p><b>Connection to existing services:</b></p>				
1	<p>Locate, excavate for and cut into side of existing stormwater grid inlet chamber and connect new 300mm concrete pipe and make good all disturbed surfaces, including backfilling, compacting, adjusting concrete benching, etc.</p> <p><b><u>SOIL DRAINAGE</u></b></p> <p><b>uPVC:</b></p>	No	1		
2	110mm Pipes laid in and including trench not exceeding 1m deep	m	1		
3	110mm Pipes vertically or ramped to cleaning eyes, etc.	m	1		
4	160mm Pipes laid in and including trenches not exceeding 1m deep	m	1		
5	160mm Pipes laid in and including trenches exceeding 1m and not exceeding 2m deep	m	1		
	<b>Extra over uPVC pipes for fittings:</b>				
6	110mm End cap	No	1		
7	160 x 110mm Straight reducer	No	1		
8	110mm Rodding eye	No	1		
9	110mm Diameter 45° long radius bend	No	1		
10	110mm Junction	No	1		
11	160mm Junction	No	1		
12	110 x 40mm Reducing junction	No	1		
13	110 x 50mm Reducing junction	No	1		
14	160 x 50mm Reducing junction	No	1		
15	160 x 110mm Reducing junction	No	1		
	<b>Inspection chambers, (covers elsewhere measured):</b>				
	<b>Carried to collection</b>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
16	Inspection chamber size 910 x 1 060mm and not exceeding 1 000mm deep, including additional excavation, concrete base and top, all necessary formwork, brickwork, plastering and concrete benching, etc. (cover and frame elsewhere measured) <b>Gratings, covers, etc:</b>	No	1		
17	450 x 600mm Heavy duty double seal cast iron cover and frame (type 8A) <b>Sundries:</b>	No	1		
18	Testing drainage pipe system  <b>RAINWATER DISPOSAL</b> <b>Rainwater Gutters and Downpipes:</b> <b>Safintra 0,80mm thick Saflok 700 Colorplus® AZ150 125 x125mm gutter, colour to match roof sheeting. Complete with clips, closures, end caps, etc. Fitted as per manufacturer specification.</b>	No	1		
19	125 x 125mm 'Safintra 0,80mm thick Saflok 700 Colorplus® AZ150' including brackets fixed to fascias	m	1		
20	Extra over gutter for stopped end	No	1		
21	Safintra 0,80mm thick Saflok 700 Colorplus® AZ150 85 x 85mm box downpipe	m	1		
22	Extra over for bend	No	1		
23	Extra over for shoe  <b>TANKS, ETC.</b> <b>Jo-Jo or similar approved:</b>	No	1		
24	2500 litres tank (grey in Colour) complete with lid and standard outlet fitted with and including 30mm pipe, including setting in position on concrete stand (stand elsewhere measured) and tying with three double strands of 4mm diameter galvanised wire with ends secured into the stand	No	2		
25	1000 litres slimline tank (grey in colour) complete with lid and standard outlet fitted with and including 30mm pipe, including setting in position on concrete stand (stand elsewhere measured) and tying with three double strands of 4mm diameter galvanised wire with ends secured into the stand  <b>SANITARY FITTINGS</b> Rates for sanitary fittings to include for silicone and sealing to walls, cupboards and floors as applicable	No	6		
26	450 X 350mm "Mid Weaver" rectangular surface mounted basin with one tap hole (code 706601) to come complete with all sanitary fittings (including waste) and pipes bolted onto wall by 2 x 10mm bolt basin clicker slotted waste to be installed. Similar products will be approved to Architect's discretion.	No	3		
27	450 x 335 x 180mm rectangular Vaal lab sink with centre end waste outlet and no integrated overflow complete with all fittings and fixed to wall with brackets	No	2		
28	Vitreous china wall hung "Sweetpea" urinal with top inlet (code 705126) and back inlet (Code 705422) including 38mm c.p. domical grating, a spreader (with a 20mm diameter thread) and two hanger brackets. Similar approved products will be considered at Architect's discretion.  <b>TRAPS, ETC.</b> <b>uPVC:</b>	No	3		
29	40mm Deep seal "P" trap	No	1		
30	50 x 50 x 300mm Sink combination for double bowl sink <b>"Cobra Watertech" or similar approved:</b>	No	1		
31	32mm Chrome plated deep seal bottle trap with outlet for 40mm PVC (code 345/40)  <b>TAPS, VALVES, ETC.</b> <b>Brass:</b>	No	3		
32	15mm Stopcock	No	1		
33	22mm Stopcock	No	1		
34	28mm Stopcock	No	1		
35	15mm "Ball-o-stop" valve	No	1		
	<b>Carried to collection</b>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
36	22mm "Ball-o-stop" valve	No	1		
37	28mm "Ball-o-stop" valve	No	1		
38	20mm Vacuum breaker	No	1		
39	22mm x 400 kPa Pressure reducing valve	No	1		
40	22mm Pressure relief valve <b>"Cobra Watertech" or similar approved tap, etc:</b>	No	1		
41	Plumline Corvus Basin Mixer 1TH CP 15mm <b>"Cobra Watertech" or similar approved valve, etc:</b>	No	3		
42	15mm Chrome plated angle regulating valve with 350mm long flexible service connection (product code 832/350F)  <b>SANITARY PLUMBING</b> <b>uPVC pipes:</b>	No	5		
43	40mm Pipe fixed to or chased into brickwork	m	1		
44	50mm Pipe fixed to or chased into brickwork	m	1		
45	110mm Pipe fixed to wall or soffit	m	1		
46	110mm Pipes laid in and including trenches not exceeding 1m deep <b>Extra over uPVC pipes for fittings:</b>	m	1		
47	40mm Bend	No	1		
48	50mm Bend	No	1		
49	110mm Bend	No	1		
50	40mm Access bend	No	1		
51	50mm Access bend	No	1		
52	110mm Access bend	No	1		
53	40mm Junction	No	1		
54	50mm Junction	No	1		
55	110mm Junction	No	1		
56	50mm Reducing junction	No	1		
57	110mm Reducing junction	No	1		
58	110mm Rodding eye	No	1		
59	110mm End cap	No	1		
60	110mm Pan connector <b>Gulleys:</b>	No	1		
61	110mm uPVC gully trap not exceeding 750mm deep, including vertical piping, gully head and grating, all encased in concrete and concrete hopper size 450 x 450mm, rounded kerb, etc. <b>Sundries:</b>	No	1		
62	Testing waste pipe system	No	1		
	<b>WATER SUPPLIES</b> <b>'Pestan' or similar approved PPR Pipes:</b>				
63	16mm Pipe chased in brickwork	m	1		
64	20mm Pipe chased in brickwork	m	1		
65	26mm Pipe chased in brickwork	m	1		
66	26mm Pipe cast in slabs	m	1		
67	32mm Pipe <b>Extra over 'Pestan' pipes for fittings:</b>	m	1		
68	Fittings not exceeding 30mm diameter	No	1		
	<b>Carried to collection</b>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
69	32mm Tee	No	1		
70	32mm Female adaptor	No	1		
71	20mm Logic valve	No	1		
72	32mm Logic valve	No	1		
	<b>Class 2 copper pipes in repairs to existing installation:</b>				
73	15mm Pipe	m	1		
74	22mm Pipe	m	1		
75	28mm Pipe	m	1		
76	35mm Pipe	m	1		
77	15mm Pipe chased into brick walls	m	1		
78	22mm Pipe chased into brick walls	m	1		
79	28mm Pipe chased into brick walls	m	1		
	<b>FIRE APPLIANCES</b>				
	<b>Rates to include installation, trenching laying and jointing inclusive of consumables (Tape, clamps, sealant, etc.)</b>				
80	HDPE Pipe (40mm) PN16	no	40		
81	Galvanized pipe (GI) (25mm)	m	25		
82	Galvanized pipe (GI) (32mm)	m	10		
83	Galvanized elbows (32mm)	no	4		
84	Galvanized elbow (25mm)	no	6		
85	"Pyrene Everyway" hose reel complete with 30m rubber hose, chromium plated stopcock, shut-off nozzle and wall bracket including cupboard 890 x 890 x 300mm Hose reel box / cupboard	no	3		
86	Hand held 4.5kg DCP fire extinguisher	no	3		
87	Fire extinguisher cabinet (single)	no	3		
	<b>Sundries:</b>				
88	Testing and commissioning	No	1		
	<b>WATER AND FIRE SUPPLIES</b>				
	<b>Class 2 copper pipes in repairs to existing, including short lengths, cutting and jointing, etc:</b>				
89	15mm Pipes	m	1		
90	22mm Pipes	m	1		
	<b>Extra over Class 2 copper pipes for brass compression fittings:</b>				
91	Fittings not exceeding 30mm diameter	No	10		
	<b>ELECTRIC WATER HEATERS</b>				
	<b>Instant boiling water heater</b>				
92	Franke Zip Hydorboil 5L white dispenser or similar approved complete with vacuum breaker, straight connector, etc.	No	2		
	<b>BUDGETARY ALLOWANCE</b>				
93	Provide the amount of R20 000.00 (Twenty thousand rand) for booster pumps, piping, fittings complete from rainwater tanks and connect to water supply	Item	1		20 000,00
	<b>TESTING</b>				
	<b>Testing:</b>				
94	Test water pipe system, make good any defects and retest until found perfect (per location)	Item	1		
	<b>Carried to summary</b>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>Plumbing and Drainage</b>  <b>COLLECTION</b>  Total brought forward from page No.	Page no. 32 33 34 35 36			
	Carried forward to summary				



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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 2</b></p> <p><b>BILL NO. 16</b></p> <p><b>PAINTWORK (PROVISIONAL)</b></p> <p><b>(CPAP WORK GROUP 152 UNLESS OTHERWISE STATED)</b></p> <p><b>PREAMBLES</b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Colours</b></p> <p>Unless otherwise described all paintwork shall be deemed to have a colour value in excess of 7 on the Munsell system in accordance with SANS 1091</p> <p><b>Previously painted brick walls:</b></p> <p>Where hairline cracks are evident, fill in cracks with suitable filler. After the filler has been applied and dried, sand over lightly to smooth before painting. Where applicable, open up deeper cracks in a 'V' formation, remove residue, seal and fill cracks.</p> <p>Where applicable, open up deeper cracks in a 'V' formation, remove residue, seal and fill cracks.</p> <p><b>Previously painted surfaces:</b></p> <p><b>Previously painted plastered surfaces:</b></p> <p>Surfaces shall be thoroughly washed down to remove dirt and other contaminants and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler, sanded smooth and the surface coated with an approved primer</p> <p><b>Previously painted plaster board:</b></p> <p>Wash down ceilings and other plaster board surfaces with sugar soap and rinse well before painting</p> <p><b>Previously painted metal surfaces:</b></p> <p>Surfaces shall be thoroughly rubbed and cleaned down to remove dirt and other contaminants and sanded lightly to provide a key for subsequent coats. Blistered or peeling paint shall be completely removed down to bare metal and any rust encountered shall be removed. Surfaces shall be coated with an approved primer</p> <p><b>Previously painted wood surfaces:</b></p> <p>Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with a suitable filler and sanded smooth</p> <p><b>PAINTWORK, ETC. TO PREVIOUSLY PAINTED SURFACES</b></p> <p><b>SABS Approved paint applied in accordance with manufacturer's instructions:</b></p> <p><b>ON FLOATED PLASTER</b></p> <p><b>Prepare and repair as specified, brush to remove all loose contaminants, rinse and apply suitable bonding liquid one coat approved alkali resistant primer to bare substrate areas and two coats "Dulux Wash 'n Wear Silk" Acrylic Paint on existing water-based painted surfaces:</b></p>				
1	On interior walls	m <sup>2</sup>	400		
2	On external walls	m <sup>2</sup>	300		
	<p><b>ON PLASTER BOARD</b></p> <p><b>Prepare surfaces and remove all loose material, apply two coats alkali resistant paint:</b></p>				
3	On ceilings	m <sup>2</sup>	100		
4	On cornices	m <sup>2</sup>	30		
	<p><b>ON FIBRE-CEMENT, ETC.</b></p> <p><b>Prepare surfaces and remove all loose material, apply one coat plaster primer and two coats polyurethane enamel paint:</b></p>				
5	On fascias and barge boards	m <sup>2</sup>	20		
6	On eaves soffits	m <sup>2</sup>	30		
	Carried to collection				





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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>SECTION NO. 2</b>				
	<b>BILL NO. 17</b>				
	<b>EXTERNAL WORK (PROVISIONAL)</b>				
	<b>(CPAP WORK GROUP 154 UNLESS OTHERWISE STATED)</b>				
	<b>PREAMBLES</b>				
	For preambles refer to "Model Preambles for Trades"				
	<b>Site clearance:</b>				
1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs and trees not exceeding 200mm girth, bush, etc. <b>Excavation not exceeding 2m deep:</b>	m <sup>2</sup>	255		
2	Over site between buildings, retaining walls, etc to reduce levels and depositing excavated material in prescribed stock piles on site <b>Extra over bulk excavation in earth for excavation in:</b>	m <sup>3</sup>	255		
3	Soft rock	m <sup>3</sup>	145		
4	Hard rock <b>Extra over all excavations for carting away:</b>	m <sup>3</sup>	5		
5	Surplus material from stock piles on site to a dumping site to be located by the contractor <b>Road-bed preparation and compaction of material compacted to 90% MOD. AASHTO max density for:</b>	m <sup>3</sup>	10		
6	Parking areas	m <sup>2</sup>	215		
7	Walkways <b>Keeping excavations free of water:</b>	m <sup>2</sup>	40		
8	Keeping excavations free of all water other than subterranean water <b>FILLING</b>	Item	1		
9	Over site of G7 material in accordance with SABS 1200 DM compacted to 93% Mod AASHTO density				
10	150mm to driveway	m <sup>3</sup>	30		
11	150mm to walkways	m <sup>3</sup>	12		
12	Over site of G5 material in accordance with SABS 1200 DM compacted to 97% Mod AASHTO density				
13	150mm to driveway	m <sup>3</sup>	30		
14	150mm to walkways <b>SAND BEDDING</b>	m <sup>3</sup>	12		
	<b>Earth filling supplied by the contractor under pavings etc:</b>				
15	Supply and place 25 mm thick sand bedding with clean river sand <b>Compaction of surfaces:</b>	m <sup>3</sup>	8		
16	Compaction of ground surface under parking areas etc. by wetting and compacting with vibratory roller <b>Prescribed density tests on filling:</b>	m <sup>2</sup>	510		
17	In-situ dry density (sand replacement) test in accordance with method A10 (a) of TMH 1 <b>KERBING</b>	No	3		
	<b>Precast concrete kerbing combined and including 250 x 75mm 15 MPa concrete haunching at back of each joint including excavation, backfilling, etc.</b>				
	Figure 14 and Figure 7 kerb				
18	Parking kerb	m	60		
19	Walkway kerb <b>PAVING</b>	m	15		
	<b>Carried to collection</b>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>80mm 30MPa Approved concrete block pavers with butt joints on 25mm thick river sand bed with sand and cement mixture swept into joints, hosed down, including preparation of ground or filling:</b>				
20	Paving to parking area in herringbone pattern	m <sup>2</sup>	215		
	<b>60mm 25MPa Approved concrete block pavers with butt joints on 25mm thick river sand bed with sand and cement mixture swept into joints, hosed down, including preparation of ground or filling:</b>				
21	Paving to walkways	m <sup>3</sup>	40		
	<b>ANCILLARY ROADWORKS</b>				
	<b>Permanent Road signs:</b>				
	<b>Non-reflectORIZED paint applied at nominal rate of 0,42 l /m2/Proprietary brand road marking material including setting out and premarking:</b>				
22	White lines 100mm wide	m	60		
	<b>STORMWATER DRAINAGE</b>				
	<b>Supply, lay, bed (bedding Class C),cut end units and joint concrete pipes Class 100D with interlocking joints:</b>				
23	300 mm diameter	m	150		
	<b>MANHOLES AND CATCHPITS</b>				
	<b>Construct kerb 900 x 900mm catchpits complete, for pipes up to 300mm diameter, for depths:</b>				
	Over and up to				
24	0,5 m 1,0 m	No.	2		
25	1,0 m 1,5 m	No.	2		
	<b>Cut existing concrete surface bed to insert, extend and cast in PVC downpipes</b>				
26	110 mm diameter	m	20		
	<b>Excavation not exceeding 2m deep:</b>				
27	Over site between buildings, retaining walls, etc to reduce levels and depositing excavated material in prescribed stock piles on site	m <sup>3</sup>	15		
	<b>TRENCH EXCAVATION ACROSS THE ROAD</b>				
	<b>Excavate in all materials for trenches, backfill, compact and dispose of surplus material for sewers up to 160mm diameter</b>				
28	0,0 m 1,0 m	m <sup>3</sup>	20		
29	1,0 m 2,0 m	m <sup>3</sup>	20		
	<b>Particular items:</b>				
	<b>Shore trench where directed by the Engineer, for depths:</b>				
	Over and Up to				
30	1,5 m 2,0 m	m	10		
	<b>BEDDING</b>				
	<b>Supply only of bedding for flexible pipes by importation from commercial sources:</b>				
31	Selected granular material	m <sup>3</sup>	3		
32	Selected fill material	m <sup>3</sup>	10		
33	Reinstating the asphalt	Item			
	<b>ROAD REHABILITATION</b>				
	<b>Replace existing road surface with new surface:</b>				
34	Remove existing bitumen surfacing to depth of 30mm and cart away to a dumping site to be located by the contractor	m <sup>3</sup>	3		
35	Rip, shape and compact existing road base material to 98% Mod. AASHTO density	m <sup>3</sup>	2		
36	Prime base course with "Colprime E" or similar approved emulsion primer at 0,7 litre/m2	m <sup>2</sup>	20		
37	Construct new 30mm thick continuously graded asphalt surface using 60/70 penetration grade bitumen	m <sup>2</sup>	20		
	<b>Carried to collection</b>				

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ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>SEWER</b>				
	Supply, lay, joint, bed, (bedding for flexible pipes) and test uPVC (Class 34, heavy duty, solid wall) pipes				
38	160 mm diameter	m	30		
	<b>Extra over Item for specials:</b>				
	<b>Pipe Junctions</b>				
39	160mm to 110mm diameter	No.	2		
	<b>End caps:</b>				
40	110mm diameter	No.	3		
	<b>Cast iron rodding eye with 300 mm x 300 mm x 100 mm 25 Mpa concrete surround:</b>				
41	110 mm diameter	No.	3		
	<b>MANHOLES</b>				
	Construct manhole to drawings in the complete, with heavy duty PCC roof slab and heavy duty PCC cover, complete for depths:				
	Over and Up to				
42	1,0 m 2,0 m	No.	2		
43	2,0 m 3,0 m	No.	1		
	<b>Covers</b>				
	<b>Extra over Item C7.4.1 for heavy duty PCC roof slab and Cast Iron type 2A (SABS 558) cover and frame for manholes within roadways to drawing</b>	No.	2		
	Watertightness testing of manholes				
44	Infiltration test (Provisional)	No.	2		
45	Exfiltration test (Provisional)	No.	2		
	<b>LANDSCAPING</b>				
	<b>Ground preparation</b>				
46	Cultivation and preparation of identified areas <b>Well sifted topsoil supplied by the contractor, including spreading and levelling</b>	m <sup>2</sup>	500		
47	In plant beds, ground cover areas and holes for trees, shrubs, etc <b>Compost, lime and fertilizer</b>	m <sup>3</sup>	50		
49	Compost in plant beds, holes for trees, shrubs, etc <b>Grassing, ground covers, etc</b>	m <sup>3</sup>	10		
50	Kikuyu sods approximately 500 x 500 x 50mm thick	m <sup>2</sup>	200		
51	Carpobrotus edulis in ground cover area (6/m <sup>2</sup> )	m <sup>2</sup>	200		
	<b>Mulch</b>				
52	25mm Thick mulch layer in plant beds between plants <b>Trees, Shrubs, bulbs and plants</b>	m <sup>2</sup>	50		
53	1.8m High Harpephyllum Caffrum tree (wild plum), suitably staked and backfilled with good topsoil and fertiliser mix	No	2		
54	Aloe Ferox Succulent Plant suitably staked and backfilled with good topsoil and fertiliser mix	No	6		
55	Crassula Alba Succulent Plant suitably staked and backfilled with good topsoil and fertiliser mix	No	20		
56	Aloe Arborenesence Succulent Plant suitably staked and backfilled with good topsoil and fertiliser mix	No	30		
	<b>Gravel covering</b>				
57	40mm Thick gravel layer formed of 19mm diameter stone in plant beds	m <sup>2</sup>	100		
58	Weed Guard (100g/m <sup>2</sup> ) protective barrier laid below gravel layer stone in plant beds	m <sup>2</sup>	100		
	<b>Carried to collection</b>				

**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002NMM  
ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
59	Rough cut boulders ranging from 300mm 500mm stacked to form mound with specified plants between	No.	30		
	<b>Maintenance</b>				
60	Allow for maintaining landscaping for a period of 3 months including watering, weeding, cutting, replacing dead plants, etc	Item	1		
	Carried to collection				





**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002MMM  
ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>SECTION NO. 3</b></p> <p><b>BILL NO. 1</b></p> <p><b>ELECTRICAL INSTALLATION</b></p> <p><b>MODEL PREAMBLES</b></p> <p>The Tenderer is advised to refer to "SPECIFICATION OF MATERIALS &amp; METHODS TO BE USED (VR-PBL 182E) (First Edition 1989) "before pricing this Bill.</p> <p><b>SUPPLEMENTARY PREAMBLES</b></p> <p><b>Specifications, drawings, etc:</b></p> <p>Tenderers are referred to the specification accompanying these bills of quantities for the electrical work, for the full descriptions of the following items which are to be read and priced in conjunction with the said specification</p> <p><b>Distribution boards, etc:</b></p> <p>Rates for distribution boards etc are to include for busbars, jumpers, neutral bars, internal wiring and connections, circuit identification markers, control gear labels, circuit legend cards and working drawings</p> <p><b>Switches, socket outlets, etc:</b></p> <p>Rates for switches, socket outlets, etc are to include for screwing to outlet boxes, connecting up and cover plates</p> <p><b>Light fittings:</b></p> <p>Rates for light fittings are to include for hanging, fixing and connecting and for lamp holders and fluorescent tubes and lamps of the type and wattage described</p> <p><b>General Requirements:</b></p> <p>The Supplementary Preambles reflected elsewhere in these Bills of Quantities shall apply equally to this Trade.</p> <p>All material, standards and workmanship on this service shall comply in all respects to the departments standards and the General Technical Specification for Electrical Installations for the Provincial Administration for Electrical Installations for the Provincial Administration Western Cape.</p> <p>Maintain the electrical installation in full working order including repair or replacement of faulty equipment settings, quarterly inspections for non-complying performance of the electrical installation.</p> <p><b>Liaison with Local Authority</b></p> <p>Liaise with the Local Authority with regard to compliance with the National Building Regulations, Local By-laws and any other Statutory Regulations.</p> <p><b>Concurrent with Building Work:</b></p> <p>The electrical work in this service shall be carried out concurrently with the building work. The electrical contractor shall liaise closely with the building contractor</p> <p><b>Handing over existing materials:</b></p> <p>Where certain materials or articles are described as to be handed over by the contractor to the Department's Representative or Representative/Agent such materials or articles shall be properly stored by the contractor until handing over thereof. The contractor must obtain an official receipt listing the materials or articles and dates of handover. If the contractor fails to submit the receipt when requested to do so it shall be deemed that the materials or articles are still in his possession and he will be held liable to the Department for the full replacement value thereof which amount will be deducted from any monies due to the contractor.</p> <p><b>INCOMING CABLES AND DISTRIBUTION BOARDS</b></p> <p><b>Incoming cable</b></p>				
1	16mmsq 4core PVC copper cable	m	15		
2	10mmsq BCEW	m	15		
3	16mmsq Termination Kit	m	2		
4	10mmsq 4core PVC copper cable	m	50		
5	6mmsq BCEW	m	50		
6	10mmsq Termination Kit	m	2		
7	110mm PVC Sleeve with easy bend to the DB - Power	m	10		
8	50mm PVC Sleeve with easy bend to the DB - Telkom	m	10		
	<b>Carried to collection</b>				

**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002NMM  
ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
9	DISTRIBUTION BOARD - 3CR12 corrosion resistant body, epoxy coated to colour, face plate, lockable doors on hinges, flush mounted, test and commission and provide COC - Main DB. N.B: Shop Drawings to be submitted for approval prior manufacturing.	No	1		
10	KIOSK - 6way Fibreglass Double Door meter kiosk, mounted on a concrete plinth, test, commission and provide COC	No	1		
	<b><u>SMALL POWER INSTALLATION</u></b>				
	<b>Switch socket outlet (SSO)</b>				
11	16A switched single socket outlet together with steel cover plate and install flush on the wall complete with wall box and steel lid.	no	15		
12	20A single pole isolators for hand dryers	No	5		
13	20A 3 phase pole Isolator HVAC	No	5		
14	5L, 1500W hydroboil water heater	No	2		
	<b><u>POWER SKIRTING</u></b>				
15	2 x Compartment Steel Power Skirting (1 x Power, 1 x Data, 1 xTelkom) to complete installation	m	20		
	Elbows, bends, trimmings, end caps, corner fixings	No	3		
16	16 A switched socket outlet together with steel cover plate and install on the power skirting	no	10		
17	16 A switched socket outlet (red plug with a shaved top pin) together with steel cover plate and install on the power skirting	no	10		
18	Telephone outlet - mounted flush against the wall	no	10		
19	Data outlet - power skirting mounted	no	10		
20	25mm Diameter conduit	m	10		
	<b><u>TRUNKING AND CONDUIT</u></b>				
21	50mm PVC conduit and install and chased in on the wall complete with all accessories to complete installation	m	20		
22	20mm PVC conduit and install and chased in on the wall for switch socket outlets complete with all accessories	m	50		
23	20mm PVC conduit and install and chased in on the wall for hand dryers complete with all accessories	m	50		
24	20mm PVC conduit and install and chased in on the wall for extraction fans and HVAC complete with all accessories	m	15		
25	25mm PVC Conduit for data installation mounted on ceiling space	m	50		
26	20mm bosal conduit and install and chased in on the wall for switch socket outlets, outside lights and aircon control units complete with all accessories	m	60		
27	100 x 100 x 50 galvanised draw box	no	5		
28	100 x 50 x 50 Box, Galvanised for aircon control unit	no	8		
29	Data DB - 450mm x 450mm	no	1		
30	P9000 galvanised trunking for supply cable and wiring	m	30		
	<b><u>WIRING</u></b>				
31	2.5mmsq PVC + 2.5mmsq PVC earth cable and connect to the switch sockets complete with all accessories (Red, Black and Green/Yellow)	m	100		
32	1.5mmsq PVC + 1.5mmsq PVC earth cable and connect to the aircons complete with all accessories (Red, Black and Green/Yellow)	m	100		
	<b><u>SUPPLY CABLES TO AC UNITS (AC)</u></b>				
33	4mmsq 4core copper cable	m	50		
34	2,5mmsq BCEW	m	50		
35	4mmsq Termination Kit	No	6		
	<b><u>LUMINAIRES</u></b>				
36	Universal linear 1.5m 3000/4000/6000 K, 6300LM Surface mounted white powder coated metal base, opal diffuser 58W	no	5		
37	Subra - 2 LED bulkhead, dome shape, aluminium trim ring white and base, high impact opal diffuser, 1038LM, 4000K, 12.7W	no	2		
	<b>Carried to collection</b>				





**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002NMM  
ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b><u>SECTION NO. 4</u></b></p> <p><b><u>MECHANICAL INSTALLATION</u></b></p> <p><b><u>(CPAP WORK GROUP 170 UNLESS OTHERWISE STATED)</u></b></p> <p><b><u>PREAMBLES</u></b></p> <p>For preambles refer to "Model Preambles for Trades"</p> <p><b><u>SUPPLEMENTARY PREAMBLES</u></b></p> <p><b>Old materials to become property of the contractor:</b></p> <p>Old materials except where described to be re-used or handed over, become the property of the contractor. The contractor is to keep a record of all old materials removed which has to be verified by the Hospital Security prior to removal from site.</p> <p><b>Working Conditions:</b></p> <p>The contractor is hereby made aware that the proposed work is to be executed in confined spaces. The contractor is to allow for all costs in this regard in the tender price.</p> <p><b>Removal of Existing Chilled Water Pipes:</b></p> <p>The contractor is to ensure that when existing chilled water pipes are removed that water spillage should as far as possible be minimised. However, should any water spillage occur then it should immediately be dried up with a suitable submersible pump in order to prevent water damage to the floors below. Should water damage occur to the floors below, then the contractor shall be liable for the cost of making good the water damage below.</p> <p><b>Specifications, drawings, etc:</b></p> <p>Tenderers are referred to the specification accompanying these bills of quantities for the mechanical work, for the full descriptions of the following items which are to be read and priced in conjunction with the said specification</p> <p><b>PPR pipes and fittings:</b></p> <p>Pipes shall be 'SABS' approved PPR pipes and shall be jointed by means of thermal fusion welding and shall be fixed strictly in accordance with the manufacturer's instructions.</p> <p><b>Ductwork:</b></p> <p>Where transformations or reducers occur the larger size ductwork has been measured through the fitting. Descriptions of ductwork shall be deemed to include stiffeners, jointing materials, sealants, couplers in the running length and access/inspection panels in accordance with the specification</p> <p><b>Dampers:</b></p> <p>Descriptions of smoke and fire dampers shall be deemed to include fusible links, sleeves, frames, supports and access openings in ducts. Only approved dampers to be installed (SANS)</p> <p><b>Air Diffusion:</b></p> <p>Descriptions of air terminals, grilles, louvres and the like shall be deemed to include necks, frames, supports and flexible connections</p> <p><b>Fans:</b></p> <p>Descriptions of fan assemblies shall be deemed to include supports from the structure, flexible or other connections to ductwork, vibration isolation mountings and airtight inspection doors</p> <p><b>Sound attenuators:</b></p> <p>Descriptions of sound attenuators shall be deemed to include flanged or flexible connections to ductwork and supports from the structure</p> <p><b>Fan coil units, fan air terminals and fan heaters:</b></p> <p>Descriptions of fan coil units, fan air terminals and fan heaters shall be deemed to include connection points for water, air and electrical, air grilles, dust trays, condensate trays and vibration isolation mountings. Flexible ducting, flexible hose and connecting cables for connecting these units to each other or to water piping and electrical supply are separately measured</p> <p><b>Major equipment:</b></p> <p>Descriptions of major equipment such as chillers, air handling units and the like shall be deemed to include connections to water, air and electrical supply and/or discharge points, supports, bearers, vibration isolation mountings, filters, insulation, inspection ladders and gangways, access doors and panels, painting, etc as specified</p>				

**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCM U5-25/26-0002NMM**

**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<p><b>Piping:</b></p> <p>All pipe diameters are nominal internal unless otherwise stated where fittings have reducing ends or branches they are described as "reducing". In the case of pipes with diameters not exceeding 60mm only the largest end or branch size is given. Should the contractor wish to use other fittings and bushes or reducers he may do so on the understanding that no claim in this regard will be entertained. In the case of pipes with diameters exceeding 60mm all sizes are given and no claim for extra bushes, reducers, etc will be entertained</p> <p><b>Fixing of pipes:</b></p> <p>Unless specifically otherwise stated, descriptions of pipes shall be deemed to include fixing to walls etc, casting in, building in or suspending not exceeding 1m below suspension level Brackets to be spaced as specified.</p> <p><b>Valves:</b></p> <p>Descriptions of valves shall be deemed to include flanged or screwed connections to piping, reducers, supports, etc</p> <p><b>Insulation:</b></p> <p>Descriptions of insulation shall be deemed to include priming the piping with zinc chromate primer before the insulation is applied, painting the insulation when completed and applying vapour barrier where specified</p> <p><b>ALTERATIONS</b></p>				
1	Check, repair and materials replace list for servicing of mid-wall split type air-conditioners.	No	11		
2	Check, repair and materials replace list for servicing of cassette type air-conditioners.	No	2		
3	Check, repair and materials replace list for servicing of extraction fans.	No	4		
4	Supply and deliver R 410 A refrigerant	Kg	20		
5	Replace refrigerant piping; Pressure test with nitrogen; Pull vacuum and Recharge system with refrigerant.	Per 5 metre refrigerant pipe length	13		
6	Remove existing damaged material, re-install blue drain pipe, armaflex, line-set duct; including sleeve through the wall for refrigerant piping; insulate opening with expansion foam; replace electrical cable between outdoor and indoor units	No	13		
	<b>BUDGETARY ALLOWANCE</b>				
7	Provide the amount of R20 000.00 (Twenty Thousand Rands) for material costs for unforeseen items	Item			20 000,00
8	Profit/ Mark-up percentage on the above	%		% R	
9	Labour rate (inclusive) for technician and assistant to do additional work not included in this schedule of prices and when requested by DPWI	Hrs	15		
	<b>PRELIMINARIES AND GENERAL</b>				
10	P & G costs( site establishment, Health and Safety file,and certificates and manuals)	Item	1		
	<b>Carried to final summary</b>				



**REQUEST TO PROCURE FOR COMPLETION PROJECT IN UITENHAGE OLD RAILWAY  
MUSEUM: (NELSON MANDELA BAY METRO DISTRICT) SCMU5-25/26-0002NMM**

**ANNEXURE B**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	<b>SECTION 6</b>				
	<b>PROVISIONAL AMOUNTS</b>				
	<b>BILL NO. 8</b>				
	<b>BUDGETARY ALLOWANCES</b>				
1	Provide the amount of R48 000.00 (Forty eight thousand rand) for the appointment of Community Liason Officer to be co-ordinated by contractor	item			48 000,00
2	Provide the amount of R8 00.00 (Eight thousand rand) for the appointment of the project steering committee to be co-ordinated by contractor	item			8 000,00
	<b>PROVISIONAL SUMS</b>				
3	<b>LIGHTNING PROTECTION</b>				
4	Provide an amount of R100 000 (One hundred thousand rand) for lightning protection.	item			100 000,00
5	Profit	item			
6	Attendance	item			
	<b>ACCESS CONTROL &amp; CCTV AND ALARM SYSTEM</b>				
7	Provide an amount of R60 000 (Sixty thousand rand) for access control, CCTV and alarm system.	item			60 000,00
8	Profit	item			
9	Attendance	item			
	<b>ELECTRIC GATE MOTOR</b>				
10	Provide an amount of R20 000 (Twenty thousand rand) for the gate motor	item			20 000,00
11	Profit	item			
12	Attendance	item			
	<b>MUSEUM MAIN SIGNAGE BOARD</b>				
13	Provide an amount of R20 000 (Twenty thousand rand) for signage.	item			20 000,00
14	Profit	item			
15	Attendance	item			
	<b>GAS INSTALLATION</b>				
16	Provide an amount of R50 0000 (Fifty thousand rand) for complete Gas installation	item			50 000,00
17	Profit	item			
18	Attendance	item			
	Carried to final summary				





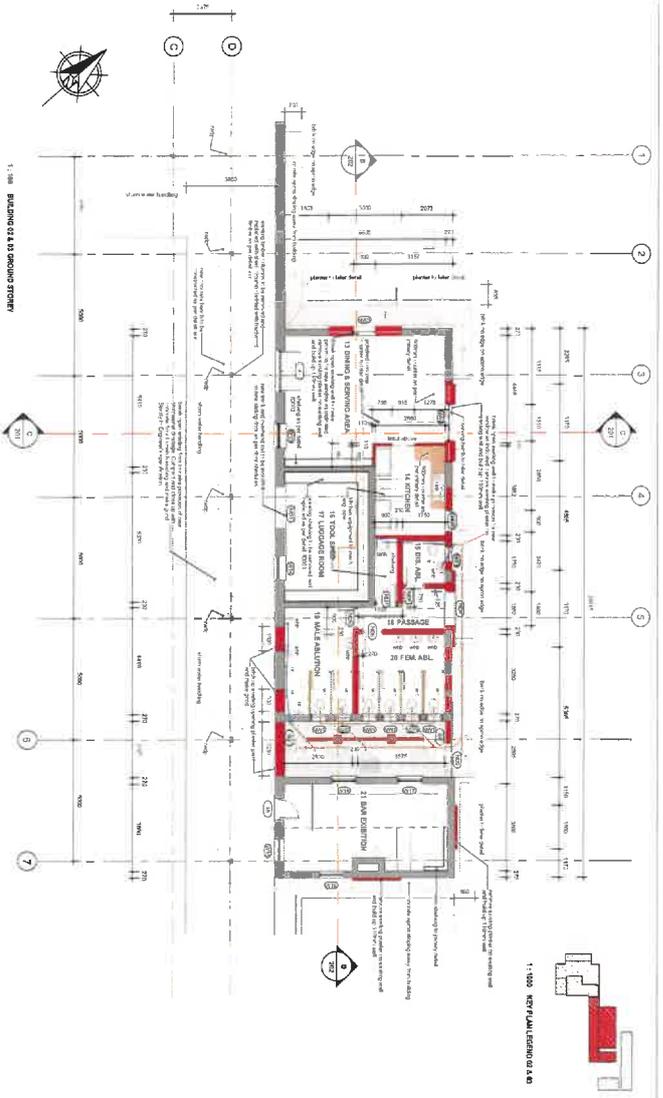
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PUBLIC WORKS & INFRASTRUCTURE



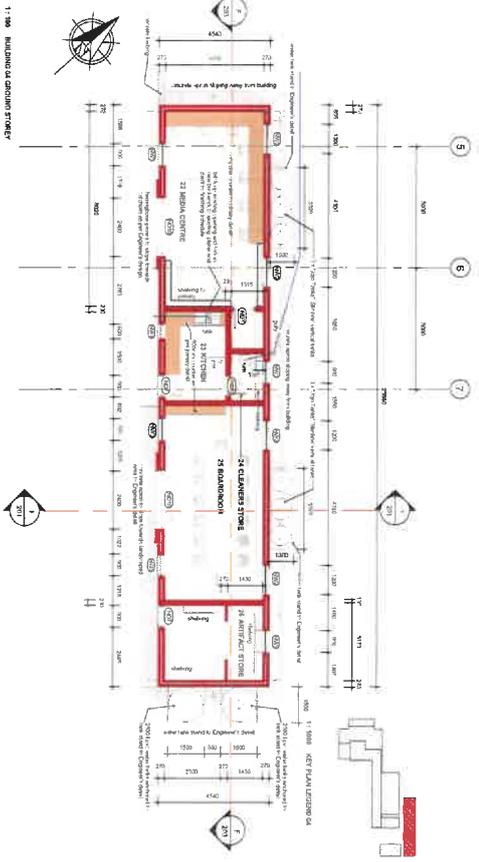
**DRAWINGS**  
**(REFER TO ANNEXURE C)**

**SCMU5-25/26-0002NMM**

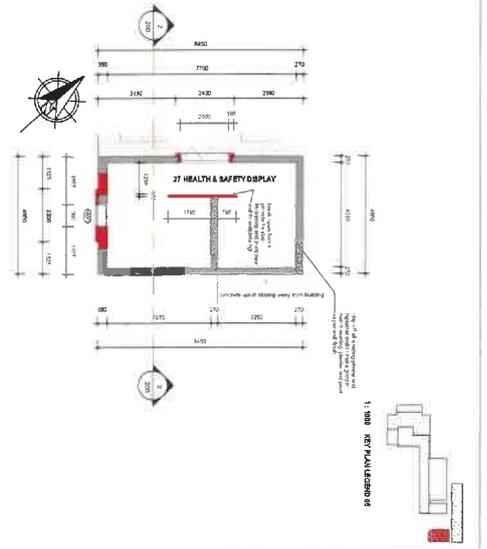




1: 500 BUILDING 02 & 03 SHOWING STOREY



1: 500 BUILDING 02 & 03 GROUND STOREY



1: 500 BUILDING 02 GROUND STOREY

Notes:  
 1. This plan shall be used in conjunction with the other drawings in the set.  
 2. All dimensions are in millimeters unless otherwise stated.  
 3. The contractor shall be responsible for the accuracy of the dimensions shown on this plan.  
 4. The contractor shall be responsible for the accuracy of the dimensions shown on this plan.  
 5. The contractor shall be responsible for the accuracy of the dimensions shown on this plan.

DESIGNED BY:	L/S
CHECKED BY:	SK
DATE:	07/08/2020

Contract Administration by  
**EASTERN CAPE**  
 Public Works and Infrastructure  
 Department of Public Works and Infrastructure  
 Republic of South Africa



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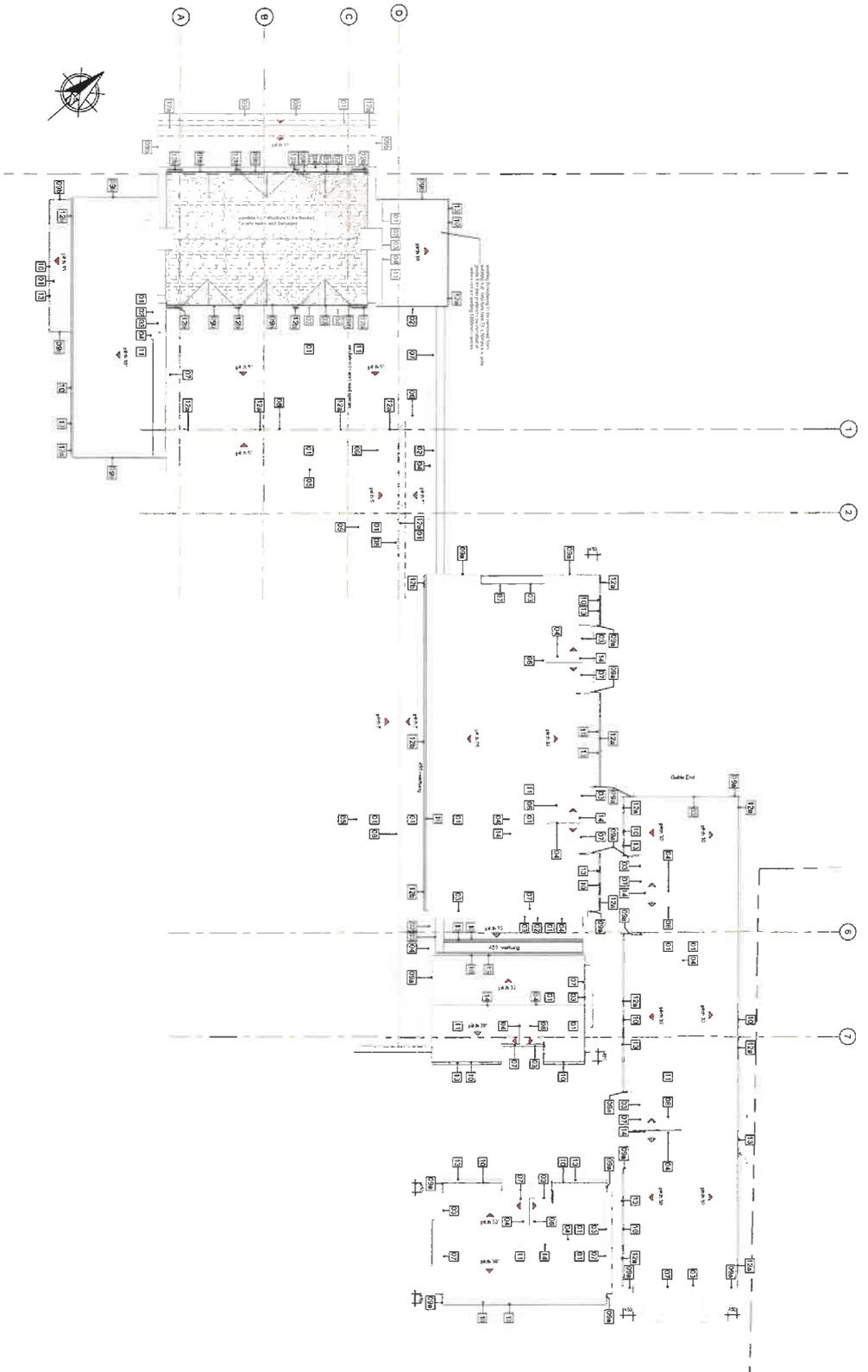
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1: 100 - Roof Structure A1



- 01 Openings in the roof structure shall be provided with a steel truss structure supported by the existing roof structure. The truss structure shall be designed to carry the full roof load and shall be supported by the existing roof structure. The truss structure shall be supported by the existing roof structure. The truss structure shall be supported by the existing roof structure.
- 02 The roof structure shall be supported by the existing roof structure. The roof structure shall be supported by the existing roof structure. The roof structure shall be supported by the existing roof structure. The roof structure shall be supported by the existing roof structure.
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APPROVED FOR CONSTRUCTION

Prepared for:  
**EASTERN CAPE**  
 National Water Research Institute  
 Department of Water, Sanitation, and Forestry

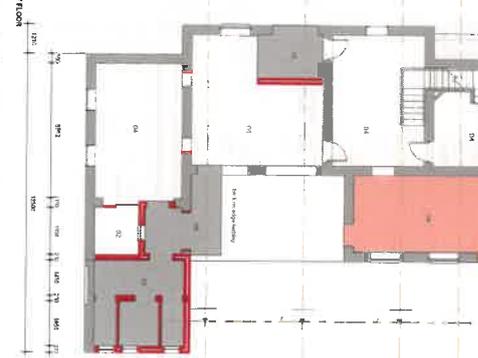
Prepared for:  
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DATE: 07/08/2020  
 DRAWN BY: L.S.  
 CHECKED BY: S.H.  
 BUILT BY: S.H.

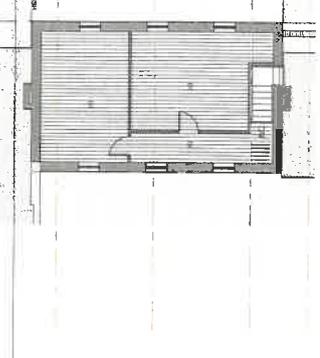
1: 100 - Roof Structure A1



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1:100 FLOOR PLAN



1:100 FLOOR PLAN

<p><b>01 CABINET STAIN</b></p> <p>Apply cabinet stain to wooden cabinet hardware in accordance with the manufacturer's instructions. The stain should be applied to the wood surfaces of the cabinets and drawers. The stain should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The stain should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>	<p><b>02 CLEANING</b></p> <p>Remove all dirt, dust, and debris from the surfaces to be cleaned. Use a soft cloth or sponge to apply the cleaning solution. The cleaning solution should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The cleaning solution should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>	<p><b>03 PAINT</b></p> <p>Apply paint to the surfaces to be painted. The paint should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The paint should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>	<p><b>04 FINISH</b></p> <p>Apply finish to the surfaces to be finished. The finish should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The finish should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>
<p><b>05 PAINT</b></p> <p>Apply paint to the surfaces to be painted. The paint should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The paint should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>	<p><b>06 FINISH</b></p> <p>Apply finish to the surfaces to be finished. The finish should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The finish should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>	<p><b>07 PAINT</b></p> <p>Apply paint to the surfaces to be painted. The paint should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The paint should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>	<p><b>08 FINISH</b></p> <p>Apply finish to the surfaces to be finished. The finish should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied. The finish should be applied in a thin, even coat and allowed to dry for 24 hours before the next coat is applied.</p>

**APPROVED BY:**



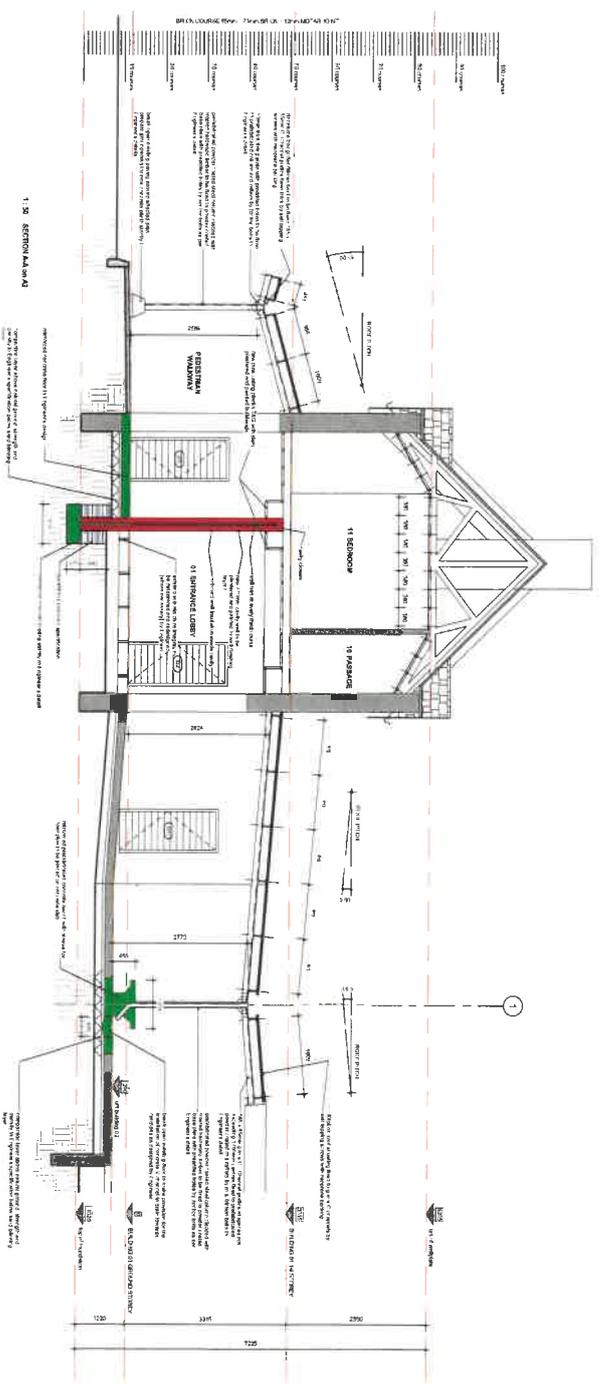
**APPROVED BY:**



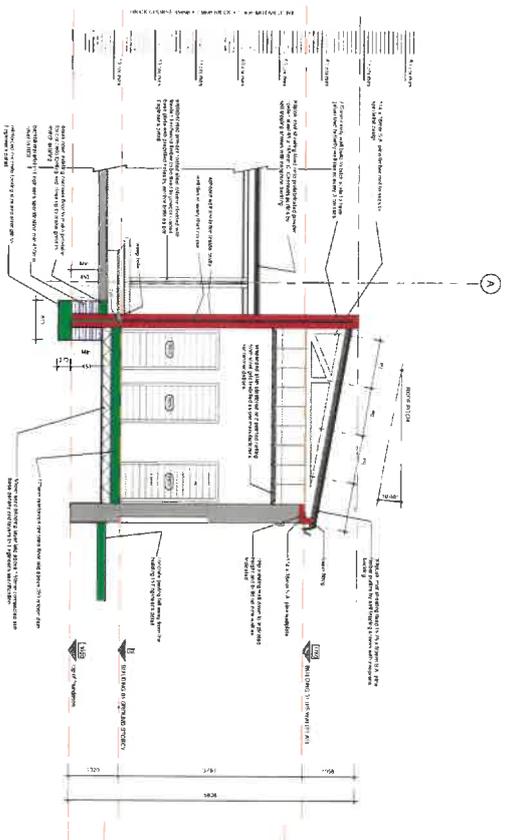
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**SCALE:** 1:100

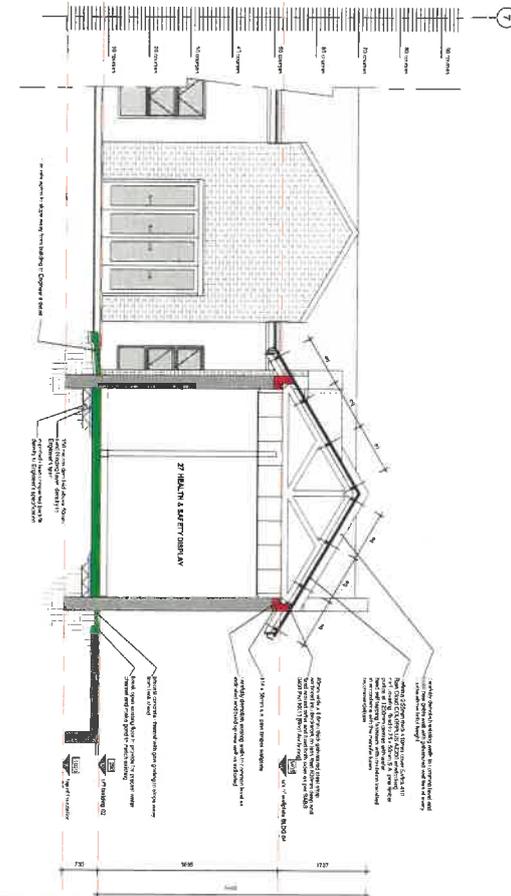
**PROJECT:** BUILDING 81 - EASTERN CAPE UNIVERSITY



1-26 SECTION A-A (W.A.)



1-28 SECTION B-B (W.A.)



1-29 SECTION C-C (W.A.)

NOTES:  
 1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.  
 2. REFER TO THE GENERAL NOTES FOR MATERIAL SPECIFICATIONS AND FINISHES.  
 3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY.  
 4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SERVICES AND STRUCTURES.  
 5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

1-26 SECTION A-A (W.A.)

1-28 SECTION B-B (W.A.)

1-29 SECTION C-C (W.A.)



Approved by  
**EASTERN CAPE**  
 Education Services  
 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

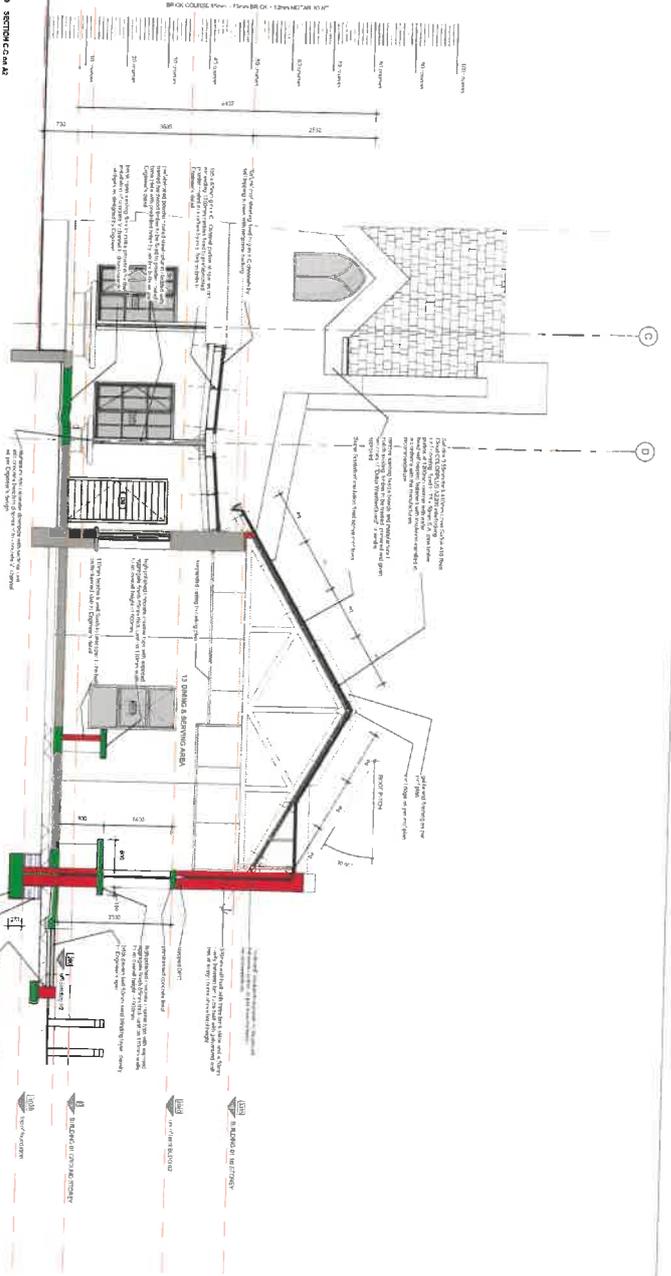


Approved by  
**EASTERN CAPE**  
 Education Services  
 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

Approved by  
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 Education Services  
 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100

DESIGNED BY	L.D.
CHECKED BY	F.K.
DATE	07/05/2020
SCALE	AS SHOWN

NOTE: This set of drawings is for the proposed construction of the building. It is not to be used for any other purpose. The contractor is responsible for ensuring that the building is constructed in accordance with the drawings and specifications. The contractor is also responsible for obtaining all necessary permits and approvals from the relevant authorities.



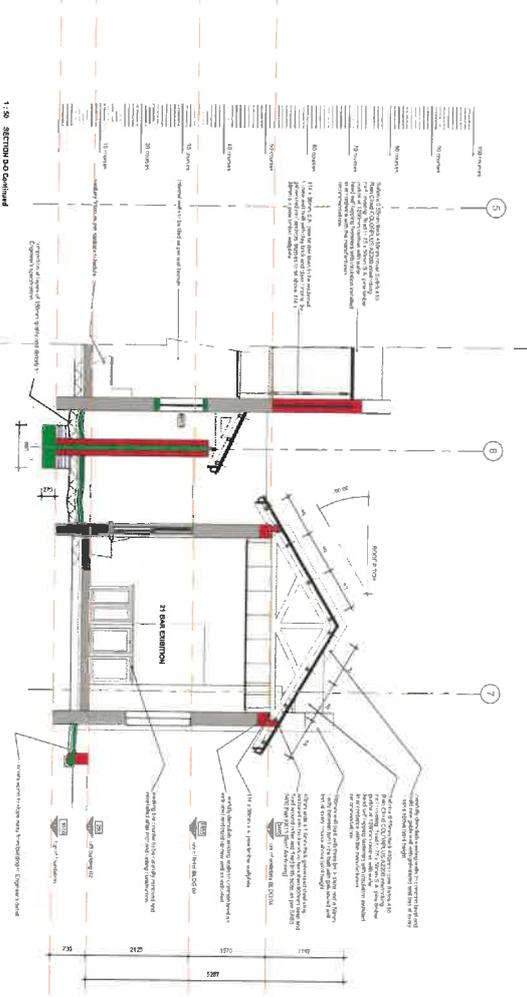
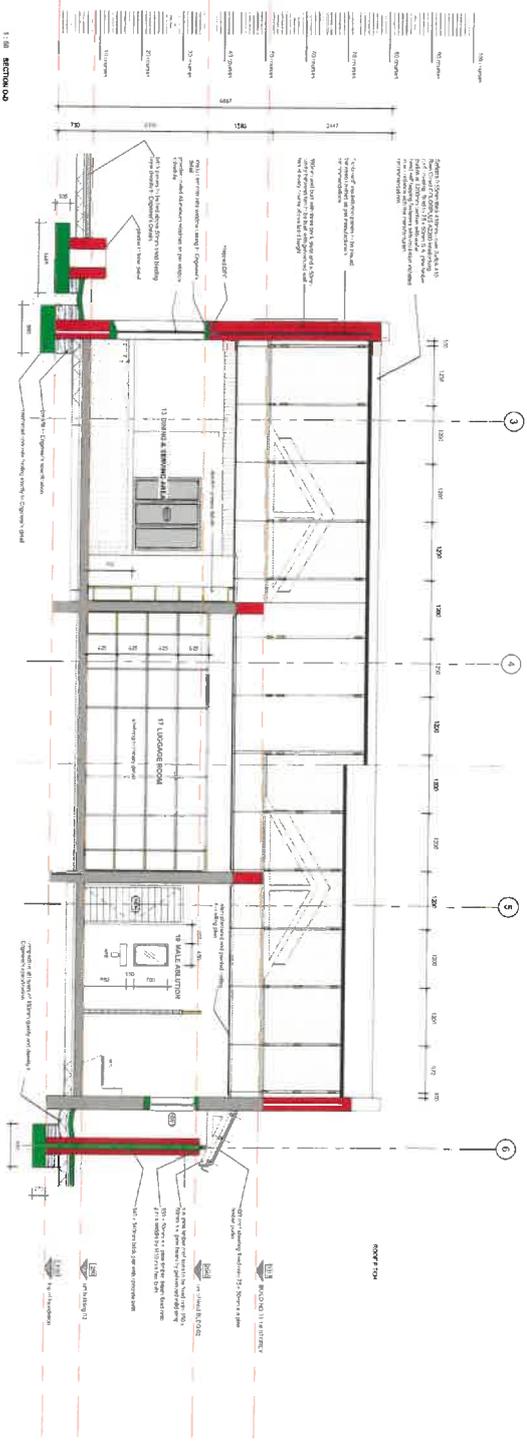
1:20 SECTION C-A2



1:20 SECTION C-A1

<p>Province of the <b>EASTERN CAPE</b> Republic of South Africa</p>		<p>Drawn: [Name] Checked: [Name] Reviewed: [Name]</p>	
<p>Project Name: [Name] Project Number: [Number]</p>		<p>Date: [Date] Scale: [Scale]</p>	
<p>Client: [Name] Address: [Address]</p>		<p>Contract Number: [Number] Revision: [Number]</p>	
<p>Author: [Name] Date: [Date]</p>		<p>Checked: [Name] Date: [Date]</p>	
<p>Reviewed: [Name] Date: [Date]</p>		<p>Approved: [Name] Date: [Date]</p>	

Drawn to scale from 1:1000. Check of design and construction of building is the responsibility of the client. The architect is not responsible for the design and construction of any structure not shown on the drawings. The architect is not responsible for the design and construction of any structure not shown on the drawings.



Approved by  
**EASTERN CAPE**  
 Department of Planning and Infrastructure  
 1111/11/2023



Drawn & Supervised by  
**EASTERN CAPE**  
 Department of Planning and Infrastructure  
 1111/11/2023

APPROVED AND FORWARDED TO THE DIRECTOR GENERAL  
 OF PLANNING AND INFRASTRUCTURE

DRAWN BY: L.S.  
 CHECKED BY: A.M.  
 DATE: 07/03/2023

202









