



a world class African city



City of Johannesburg

Johannesburg Water SOC Ltd

Turbine Hall
65 Ntengi Piliso Street
Newtown
Johannesburg

Johannesburg Water
PO Box 61542
Marshalltown
2107

Tel +27(0) 11 688 1400
Fax +27(0) 11 688 1528

www.johannesburgwater.co.za

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS
OF JOHANNESBURG WATER**

DESCRIPTION: Cable Installation at Robertville

RFQ NUMBER: RFQJW52SC26

ADVERT DATE: 15 May 2026

CLOSING DATE: 22 May 2026

CLOSING TIME: 16:00PM

RFQ VALIDITY PERIOD: 60 Days

**TOTAL QUOTATION VALUE MUST BE INCLUSIVE OF ALL APPLICABLE TAXES. NB:
FAILURE TO INCLUDE ALL APPLICABLE TAXES ON QUOTATION WILL LEAD TO
DISQUALIFICATION.**

**SUBMISSION OF QUOTATIONS: SUBMISSIONS MUST BE MADE ON THE E-TENDER PORTAL
(<https://www.etenders.gov.za>)**

BRIEFING SESSION - VENUE: NOT APPLICABLE

**DATE:
TIME:**

**CONTACT PERSON
SUPPLY CHAIN MANAGEMENT**

Name: Silas Choou
Tel: 011 688 1815
Email: silas.choou@jwater.co.za

**CONTACT PERSON
END USER DEPARTMENT**

Name: Johan Maree
Tel: 082 458 0831
Email: johan.maree@jwater.co.za

Name of Bidder:

Total Amount excl. VAT:

VAT Amount:

Total Amount Incl. VAT:

Directors:

Ms Dineo Majavu (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director),
Mr Kgaugelo Mahlaba (Chief Financial Officer and Executive Director), Mr Siphon Mthembu, Ms Zandile Meeleso, Mr Pholoso Matjele,
Mr Molate Mashifane, Ms Pamela Mabece, Mr Collen Sambo, Mr Makoko Makgonye, Ms Thabiso Kutumela, Mr Kefiloe Mokoena

Ms Kethabile Mabe (Company Secretary),
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THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT OF 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 22, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM. 80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR SPECIFIC GOALS AS PER PPPFA 2022

ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)

- 1. QUOTATIONS MUST BE ON COMPANY LETTERHEADS**
- 2. QUOTATIONS RECEIVED AFTER CLOSING DATE AND TIME WILL NOT BE ACCEPTED.**
- 3. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED**
- 4. TOTAL QUOTATION VALUE TO INCLUDE ALL APPLICABLE TAXES.**
- 5. SUBMIT A COPY OF A VALID BBBEE CERTIFICATE OR SWORN AFFIDAVIT.**
- 6. ENSURE THAT ALL ATTACHED MBD'S ARE DULY COMPLETED AND SIGNED**
- 7. SUBMIT A COPY OF VALID LEASE AGREEMENT OR MUNICIPAL ACCOUNT STATEMENT NOT OLDER THAN 3 MONTHS AND NOT IN AREAS FOR MORE THAN 90 DAYS**
- 8. ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY**

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Guide: How to submit a response on the E-tender Portal

- Submit on E tender portal, following the below:
 1. (<https://www.etenders.gov.za/>)
 2. Search/Click Browse Opportunities by organ of state (Johannesburg Water)/search by RFQ reference number.
 3. Click the **+ sign** to expand the tender/ RFQ information.
 4. start the e submission process.
 5. Supplier login
 6. Use your CSD Credentials to Login. Contact CSD on (csd@treasury.gov.za) in case you forgot your login credentials. "My profile should show if you have logged in successfully".
 7. select supplier.
 8. check the submission checklist and attached the compulsory documents.
 9. confirm and proceed.

If the application is not going through on the E-tender portal Contact:

eTenders Contact Centre

+27(0)12 406 9222 / 012 406-9229 / 012 312-5000

etenders@treasury.gov.za <https://etenders.treasury.gov>

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Specification:

	VENDORS ARE INVITED TO QUOTE ON :			
A	REMOVAL OF OLD CABLE - TRENCHING AND RE-INSTALEMENT			35M
B	SUPPLY, DELIVER AND INSTALL 95mm² X 4 CORE SWA CABLE (COPPER)			40M
C	SUPPLY & DELIVER 70MM² X 4 CORE RUBBER FLEXIBLE CABLE			10M
D	70MM X 12 UN-INSULATED CABLE CRIMPING LUGS (TINNED COPPER)			20
E	50MM X 12 UN-INSULATED CABLE CRIMPING LUGS (TINNED COPPER)			20
F	50MM X 4 CORE SWA CABLE (COPPER) - SUPPLY AND DELIVER			50M
G	SUPPLY, DELIVER, INSTALL & COMMISSION SHEET METAL ENCOSURE WITH 400A MCCB INSIDE PUMP STATION (REFER TO E1 & E2)			
G1	MCCB - ADJUSTABLE ELECTRONIC RELEASE (160 - 400A), 70KA, 3 POLE, INCL. ROTARY HANDLE			1
G2	SHEET METAL ENCOSURE, WALL MOUNT, IP65, ORANGE, BOTTOM ENTRY PLATE, 850(H) x 600(W) x 330(D), BACKING PLATE.			1
H	TERMINATION OF CABLE AND CONNECTION TO MCCB & CITY POWER MSS			1
I	SUPPLY TEST CERTIFICATE FOR MCCB - REQUIRED			1
J	COC FOR ALL ELECTRICAL WORK DONE - REQUIRED			1
K	SUBMIT AT LEAST ONE REFERENCE OF SIMILAR			

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	WORK SUCCESSFULLY COMPLETED			
L	MINIMUM CIDB GRADE 1 (PROVIDE PROOF OF REGISTRATION)			
M	LIAISON WITH CITY POWER FOR ISOLATION AND RE-INSTATING OF POWER			
N	SAFETY FILE (INLINE WITH THE SHE SPEC)			

Grading required - 1EB (Electrical Engineering Works – Building)

15/05/2026



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MANDATORY REQUIREMENTS:

- 1.1 Full Completion of the Bill of Quantities (BOQ)/ Specification (where applicable)**
- 1.2 Attendance of compulsory site briefing (where applicable)**
- 1.3 Attachment of datasheet, reference letter, proof of certification, proof of accreditation, functionality requirements (where applicable)**
- 1.4 No RFQ will be considered from persons in the service of the state**
- 1.5 No Bidder who is blacklisted by National Treasury or any National Authority due to non-performance will be considered**
- 1.6 All Quotes should be on PDF (MS WORD, MS EXCEL, PICTURES ARE NOT ALLOWED) and On Company Letterhead**
- 1.7 Submission of a Joint Venture Agreement, where applicable, which has been properly signed by all parties**



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POPIA PRIVACY STATEMENT

Johannesburg Water SOC Limited

In terms of the Protection of Personal Information Act 213 (Act 4 of 2013), also called the POPI Act or POPIA, Johannesburg Water SOC Limited, undertakes all reasonable measures to protect personal information and to keep it private and confidential.

1. Privacy Notice applies to:

Suppliers, vendors, contractors, service providers, etc whether appointed or prospective.

2. Definitions of personal information

According to the Act "personal information" means information relating to an identifiable living, natural person, and where it is applicable, an identifiable, existing juristic person. All addresses including residential, postal and email addresses.

3. About the Public Entity

Johannesburg Water (SOC) Limited, registration number 2000/029271/30

3.1 The information we collect

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

3.2 How Johannesburg Water use your information

We will use your personal information only for the purposes for which it was collected and agreed with you. For example: to gather contact information, to confirm and verify your identity, for the evaluation and adjudication of bids and quotations for tenders, request for quotations, and other personal information for the procurement of goods and services by the Entity.

3.3 Disclosure of information

We may disclose your personal information to our Shareholder, the City of Johannesburg, and other Government agencies such as National Treasury, and the Auditor-General of South Africa. We have agreements in place to ensure that they comply with the privacy requirements as required by the Protection of Personal Information Act.

Directors:

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We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law.
- Where we believe it is necessary to protect our rights.

3.4 Information Security

We are legally obliged to provide adequate protection for the personal information we hold and to stop unauthorised access and use of personal information. We will, on an ongoing basis, continue to review our security controls and related processes to ensure that your personal information remains secure.

When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for is kept secure. We will ensure that anyone with whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to.

3.5 Your rights: Access to Information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at informationofficer@jwater.co.za, and specify what information you require.

3.6 Correction of your personal information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your identification document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate and up to date.

3.7 How to contact us

If you have any queries about this document; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us at the numbers listed on our website or send an email to informationofficer@jwater.co.za.

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**DATA SUBJECT CONSENT WITHDRAWAL FORM
IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT, NO. 4 OF
2013 (POPIA)**

CONSENT

Ia natural person “herein referred to as the “Data Subject” with identification number hereby withdraw my consent to process my personal information by Johannesburg Water SOC Ltd (Responsible Party). Therefore, Johannesburg Water SOC Ltd. no longer has my consent to process my personal information for the intended purpose

.....
.....
.....

which was previously granted using the DATA SUBJECT CONSENT FORM.

The withdrawal of consent does not affect the lawfulness of the processing activities up to the date on this form.

Details of Data Subject

Name and surname:

Identification number:

Date of Birth:

Residential address:

.....

.....

Contact number(s):

E-mail address:

Relationship to Responsible Party:

Signed at _____ on this _____ day of _____ 20 ____

Signature of Data Subject

Information Officer/Deputy
Johannesburg Water SOC Ltd.



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ADMINISTRATIVE REQUIREMENTS

PLEASE SUPPLY THE FOLLOWING DOCUMENTS TO ENABLE US TO EVALUATE YOUR SUBMISSION:

Returnable Documents	Description	Yes/No
1	Original Valid Tax Clearance Certificate /valid SARS PIN	COMPULSORY
2	A, certified /original/valid, BBEE certificate /affidavit (Please note that the Sworn Affidavit must be compliant as per B- BBEE Practice Guide 01 of 2018 , NON-COMPLIANT AFFIDAVIT WILL BE SCORED ZERO)	COMPULSORY
3	Municipal rates and taxes (Must not be older than 90 days in arrears in line with regulation 38.	COMPULSORY
4	Signed Declaration of Interest form (MBD 4)	COMPULSORY
5	Declaration of Bidders past supply chain management practices (MBD 8)	COMPULSORY
6	Certificate of Independent Proposal Determination (MBD 9)	COMPULSORY
7	Proof of CSD registration /MAAA Supplier Number	COMPULSORY
8	Preference points claim form in terms of the preferential procurement regulations 2022 (MBD 6.1)	COMPULSORY
9	Company registration documents with ID copies of directors / shareholders.	COMPULSORY

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MBD 3.1

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING,
A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY
POINT**

Name of Bidder.....	Bid Number.....
Closing Time	Closing Date.....

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY (QTY)	DESCRIPTION	UNIT PRICE (P)	TOTAL PRICE (QTY*P)
SUB-TOTAL				R
VAT AT 15%				R
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				R

I (full name) _____, in my capacity as _____, the duly authorized representative of _____ (company name) hereby declares that the offer is in

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accordance with the attached specification, notes to suppliers & accepts all conditions/ clauses contained in the said documents.

Signature of duly authorized representative

Date:

- Required by:

- At:

.....

- Brand and Model

- Country of Origin

- Does the offer comply with the specification(s)? *YES/NO

- If not to specification, indicate deviation(s)

- Period required for delivery

*Delivery: Firm/Not firm

- Delivery basis

Note: All delivery costs must be included in the bid price for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

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MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 3.1 Full Name of bidder or his or her representative:
- 3.2 Identity Number:.....
- 3.3 Position occupied in the Company (director, trustee, hareholder²):
- 3.4 Company RegistrationNumber:
- 3.5 Tax Reference Number:
- 3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state... **YES / NO**

3.8.1 If yes, furnish particulars.....

.....

¹MSCM Regulations: "in the service of the state" means to be –

(a) a member of –

- (i) any municipal council.
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces.

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- (b) a member of the board of directors of any municipal entity.
(c) an official of any municipality or municipal entity.
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or provincial legislature.

2 Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months?..... YES / NO

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?..... YES / NO

3.10.1 If yes, furnish particulars.....

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?..... YES / NO

3.11.1 If yes, furnish particulars.....

.....

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3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.....

.....

3.13 Are any spouse, child or parent of the company's directors' trustees, managers, principle shareholders or stakeholders in service of the state YES/ NO

3.13.1 If yes, furnish particulars.....

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract YES / NO

3.14.1 If yes, furnish particulars:

.....

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4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....

Signature

.....

Date

.....

Capacity

.....

Name of Bidder

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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 invitations to tender:

- 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

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/highest 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.

Directors:

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Ms Kethabile Mabe (Company Secretary),
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1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS:	20
Total points for Price and SPECIFIC GOALS	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;
- (c) **“Rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

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(e) "The Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

- Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 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

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will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

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.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

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)	Proof of documents as per spec
SMME (An EME or QSE) 51% or more black owned by Black People	80		<ul style="list-style-type: none"> Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Qualifying Small Enterprise or Affidavit sworn under oath.

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- (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 box containing fields for SIGNATURE(S) OF TENDERER(S), SURNAME AND NAME, DATE, and ADDRESS with dotted lines for input.

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MBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system.
 - b. been convicted for fraud or corruption during the past five years.
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Directors:

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4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		

Directors:

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Table with 4 rows and 4 columns. Row 1: Question 4.4 about municipal rates and taxes, with Yes/No checkboxes. Row 2: Sub-question 4.4.1 for particulars. Row 3: Question 4.5 about contract termination, with Yes/No checkboxes. Row 4: Sub-question 4.7.1 for particulars.

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Directors:
Ms Dineo Majavu (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director),
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MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

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MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate.
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder.
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation.
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

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6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices.
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices.
 - (d) the intention or decision to submit or not to submit, a bid.
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 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.

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10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Directors:

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Document title :	Minimum SHE Requirements for Construction Related RFQ projects		
Revision	00	Author:	OHS: Projects
Effective Date	January 2017	Pages:	01

1. SCOPE OF WORK

Installation of underground electrical cables and MCCB at Hamberg: Electro Mech.

2. PURPOSE

The aim of the SHE specification is to ensure that any contractor which is appointed by Johannesburg Water to conduct any work complies with the SHE requirements of the SHE specification and any other legislative requirement applicable to the contract scope.

3. APPLICABILITY

This document is applicable to all contractors and suppliers conducting contractual activities for and on behalf of Johannesburg Water.

4. APPOINTMENTS

The contractor and its appointed sub-contractor must make the relevant legislative and non-statutory appointments, which must be maintained valid for the entire contract duration.

All appointees shall be suitably trained and found to be competent for the responsibilities there are assigned for.

Copies of all relevant appointments and the relevant competence certificates must be kept in the relevant SHE file.

Appoint:

1. Hand tool Inspector
2. Risk Assessor
3. HCA Coordinator
4. Portable electrical tool Inspector
5. Risk Assessor
6. First Aider
7. Emergency Coordinator
8. Incident Investigator
9. Ladder Inspector
10. Construction Supervisor
11. Electrical Contractor
12. Excavation Supervisor



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5. INSURANCE

The contractor and all its appointed sub-contractor(s) shall be registered with an appropriate compensation commissioner and have a valid letter of good standing from commissioner. The contractor is responsible for ensuring the Letter of Good Standing is valid for the entire duration of the project/contract. A copy of the letter of Good Standing must be kept in the SHE file.

6. COSTING FOR SHE REQUIREMENTS

The contractor is responsible for ensuring that SHE costing is taken into consideration for the entire project/contract as this will ensure they comply with the SHE legislative requirements

7. INDUCTION

An initial induction shall be done with key personnel to familiarize them with the requirements on site and for compiling the SHE file.

Once labourers are appointed JW will conduct an induction on SHE requirements, and the contractor is also required to conduct their company specific induction

8. SUBMISSION OF SAFETY FILE

- Once appointed the contractor can submit their safety file for approval.
- Approval will be granted when the critical items have been sufficiently addressed.

9. RISK ASSESSMENT

- Every Contractor who has been appointed contractually to conduct work for Johannesburg water shall do compile a baseline risk assessment prior to starting with work, subject to the approval of the Client.
- Thereafter the task based risk assessments will be done daily with every task being done.

10. SAFE WORKING PROCEDURES / METHOD STATEMENTS

The following method statements / safe working procedures must be compiled:

- Incident investigation, emergency plan, waste management plan, PPE procedure, hand tool procedure, hazardous chemical substance procedure.
- Method statement for the entire works



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11. HAZARDOUS CHEMICAL AGENTS (HCS) – Cement/ paint/ sealant

- In addition to the requirements in the HCS Regulations, the principal contractor must provide proof in the Health and Safety Plan that:
 - Material Safety Data Sheets (MSDS's) of the relevant materials / hazardous chemical substances are available prior to use by the contractor. Mention should be made how the principal contractor is going to act according to special/unique requirements made in the relevant MSDS's. All MSDS's will be available for inspection by the agent at all times.
 - How the relevant HCS's are being/going to be controlled by referring to:
 - Limiting the amount of HCS
 - Limiting the number of employees
 - Limiting the period of exposure
 - Substituting the HCS
 - Using engineering controls
 - Using appropriate written work procedures
 - The correct PPE is being used.
 - Training with regards to these regulations was given.
- The H&S plan should make reference to the disposal of hazardous waste on classified sites and the location thereof (where applicable).
- The First Aider must be made aware of the MSDS and how to treat HCS incidents appropriately.

12. HAND TOOLS

Hand tools include anything from axes to wrenches. The greatest hazards posed by hand tools result from misuse and improper maintenance.

Some examples include the following:

- If a chisel is used as a screwdriver, the tip of the chisel may break and fly off, hitting the user or other employees.
- If a wooden handle on a tool, such as a hammer or an axe, is loose, splintered, or cracked, the head of the tool may fly off and strike the user or other employees.
- If impact tools such as chisels, wedges, or drift pins have mushroomed heads, the heads might shatter on impact, sending sharp fragments flying toward the user or other employees. The employer is responsible for the safe condition of tools and equipment used by employees. Employers shall not issue or permit the use of unsafe hand tools. Employees should be trained in the proper use and handling of tools and equipment.



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- Wrenches must not be used when jaws are sprung to the point that slippage occurs. Impact tools such as drift pins, wedges, and chisels must be kept free of mushroomed heads. The wooden handles of tools must not be splintered.
- Iron or steel hand tools may produce sparks that can be an ignition source around flammable substance. Where this hazard exists, spark-resistant tools made of non-ferrous materials should be used where flammable gases, highly volatile liquids, and other explosive substances are stored or used.

13. PORTABLE ELECTRICAL TOOLS

Power tools must be fitted with guards and safety switches; they are extremely hazardous when used improperly. The types of power tools are determined by their power source: electric, pneumatic, liquid fuel, hydraulic, and po wider-actuated.

To prevent hazards associated with the use of power tools, workers should observe the following general precautions:

- Never carry a tool by the cord or hose.
- Never yank the cord or the hose to disconnect it from the receptacle.
- Keep cords and hoses away from heat, oil, and sharp edges.
- Disconnect tools when not using them, before servicing and cleaning them, and when changing accessories such as blades, bits, and cutters.
- Keep all people not involved with the work at a safe distance from the work area.
- Secure work with clamps or a vise, freeing both hands to operate the tool.
- Avoid accidental starting. Do not hold fingers on the switch button while carrying a plugged-in tool.
- Maintain tools with care; keep them sharp and clean for best performance.
- Follow instructions in the user's manual for lubricating and changing accessories.
- Be sure to keep good footing and maintain good balance when operating power tools.
- Wear proper apparel for the task. Loose clothing, ties, or jewelry can become caught in moving parts.
- Remove all damaged portable electric tools from use and tag them: "Do Not Use."



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14. EXCAVATIONS

- Where excavations will exceed 1.5 m in depth the contractor will be required to submit a method statement to Johannesburg Water SOC Ltd for approval before commencing with the excavation and Johannesburg Water SOC Ltd will issue a permit to proceed once the risk assessment and method statement is approved.
- Excavations must be limited to 100m per day or equated to the amount of work to be done for the day.
- All open excavations shall be closed within 3 days of excavation. No excavation will remain open beyond 3 days or during holidays.
- Excavation work must be carried out under the supervision of a competent person, who has been appointed in writing, with at least two years' experience in excavation work. Before excavation work begins the stability of the ground must be evaluated.
- Whilst excavation work is being performed, the contractor must take suitable and sufficient steps to prevent any person from being buried or trapped by a fall or dislodgement of material.
- No person may be required or permitted to work in an excavation that has not been adequately shored or braced.
- Where the excavation is in stable material and where the sides of the excavation are sloped back to at least the angle of repose of the excavated material, shoring or bracing may be left out but only after written permission has been obtained from the appointed competent person.
- Shoring and bracing must be designed and constructed to safely support the sides of the excavation.
- Where uncertainty exists regarding the stability of the soil the opinion of a competent professional engineer or professional technologist must be obtained whose opinion will be decisive. The opinion must be in writing and signed by the engineer or technologist as well as the appointed competent person.
- No load or material may be placed near the edge of an excavation unless suitable shoring has been installed to be able to carry the additional load.
- Neighbouring/adjoining buildings, structures or roads that may be affected or endangered by the excavation must be suitably protected.
- Every excavation must be provided with means of access that must be within 6 metres of any worker within the excavation.
- The location and nature of any existing services such as water, electricity, gas etc. must be established before any excavation is commenced with and any service that may be affected by the excavation must be protected and made safe for workers in the excavation.



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- The appointed competent person must inspect every excavation, including the shoring and bracing or any other method to prevent collapse, as follows:
 - Daily before work commences
 - After every blasting operation
 - After an unexpected collapse of the excavation
 - After substantial damage to any supports
 - After rain
- The results of any inspections must be recorded in a register kept on site and in the safety file.
- Every excavation accessible to the public or that is adjacent to a public road or thoroughfare or that threatens the safety of persons, must be adequately barricaded or fenced to at least one meter high and as close to the excavation as practicable, regardless of the depth of the excavation.
- Every excavation must be provided with warning lights or visible boundary indicators after dark or when visibility is poor.
- Upon entering an excavation the requirements of General Safety Regulation 5, work in confined spaces, must be observed:
- Any confined space may only be entered after the air quality has been tested to ensure that it is safe to breathe and does not contain any flammable or noxious air mixture.
- The confined space must be purged and ventilated of any hazardous or flammable gas, vapour, dust or fumes.
- The safe atmosphere must be maintained and, where necessary.
- Employees are to be provided with breathing apparatus and must wear a safety harness with a rope with the free end of the rope being continuously attended to by a person outside the confined space.
- Furthermore, an additional person, trained in resuscitation, to be in full-time attendance immediately outside the confined space.
- Additional serviceable breathing and rescue apparatus is kept immediately outside the confined space for rescue purposes.
- All pipes, ducts etc. that may leak into the confined space to be blanked off sufficiently to prevent any leakage or seepage.
- The employer must ensure that all employees have left the confined space after the completion of work.
- Where flammable gas is present in a confined space no work may be performed in close proximity to the flammable atmosphere.



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- Excavations and other openings must be provided with sufficient barriers to prevent construction vehicles and mobile plant from falling into them.
- Excavations left open for extended periods of time (exceeding 48 hours) must be approved the relevant Engineer / Construction Supervisor.

15. ELECTRICAL WORK/ ELECTRICAL INSTALLATION

15.1 Electrical Contractor

- No person may do electrical installation work as an electrical Contractor unless that person has been registered as an electrical contractor in terms of these Regulations.
- Any person who does electrical installation work as an electrical contractor shall register annually in he form of Annexure 3 with the chief inspector or a person appointed by the chief inspector.

16. CERTIFICATE OF COMPLIANCE

User or lessor of an electrical installation, as the case may be, shall have a valid certificate of compliance for that installation in the form of Annexure 1 of electrical installation regulation, which shall be accompanied by a test report in the format approved by the chief inspector, in respect of every such electrical installation.

17. CONSTRUCTION WORK NEAR HIGH VOLTAGE POWER LINES

- The contractor shall appoint a competent person who will be responsible for electrical safety, who will conduct a risk assessment taking all prevailing site conditions into account. All personnel working under a high voltage (HV) alternating current (AC) affected area should undergo basic training in safety precaution measures to be undertaken when working therein. Caution! Should there be a storm during any work under or near high voltage AC power systems all work should cease and personnel hasten to a safe distance from the power systems.
- All temporary grounding connections on pipeline spools should be left in place until immediately prior to backfilling. Temporary grounding connections should be made of copper ground rods, bare pipe casing, or other appropriate grounds. Cables used for bonding to the grounding facilities should be of good mechanical strength and have electrical conductivity equal or high than that of the grounding conductor. The structure to cable to grounding facility connection should be made with clamps that apply pressure and also have conductivity equal or greater than that of the grounding conductor.
- Vehicles and other construction equipment are subject to electrical safety regulations where operated in the vicinity of AC power lines and therefore should be grounded as well. Other metallic



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structures such as temporary shed, trailer, fences or other structures that are subject to AC influence should be grounded.

18. WORKING AT HEIGHTS (The use of a ladder)

- A competent person must compile a fall protection plan for all tasks which will be done at elevated position.
- The requirements as per the Construction regulations for working at heights shall be complied with by the contractor at all times.
- The fall protection plan shall be specific to the work that will be conducted at elevated position and proper provision must be made for rescue of employees at heights.
- Fall protection plan must include fall risk assessment detailing proper controls to be implemented.
- All employees who their duties entail working at heights must be declared medically fit by an Occupational Health Practitioner for working at heights.
- Employees who will be working at heights must be trained by a competent service provider for working at heights and must be trained on use of fall prevention/arrest devices to be used at heights.
- Employees working at height must be trained on the latest approved fall protection plan before work commences at height.

19. MEDICAL SCREENING REQUIREMENTS

- The contractor shall ensure that a medical surveillance programme is implemented for all employees.
- The medical examination shall be conducted in line with the employee job profile/job description.
- A valid medical fitness certificate must be submitted together with the SHE File for approval for all employees who will be doing work for Johannesburg Water.
- Any employee(s) who are declared conditionally fit must be provided with employment which does not aggravate their medical condition as to endanger themselves or other employees.
- The following tests shall be done:
 - Audiograms.
 - A cardio-respiratory examination
 - Lung function tests.
 - Eye/ sight tests.
 - A general physical examination.
 - A review of previous medical history.
 - Blood pressure tests



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- Glucose tests
- Vaccinations (Hepatitis A & Typhoid)

20. TOOLBOX TALKS

- The contractor shall ensure they conduct toolbox talks with their employees on a weekly basis and records of these must be kept in the SHE file.
- The objective of toolbox talks should be to communicate relevant site information to assist in improvement of occupational health and safety performance.
- Employees must acknowledge the receipt of toolbox talks and this record must also be kept in the SHE file.

21. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Contractor must issue their employees SABS approved PPE. A copy of the PPE issue register signed by the employee issued with the PPE must be kept in the SHE file.
- Contractor Supervisor are required to conduct continuous inspections of the PPE issued to their employees to ensure that they are still in good condition to be used by the employee or they still comply with manufacture requirements.
- The contractor is responsible for ensuring that employees are trained on the safe use of the PPE issued to them, how to maintain it and the limitations of the PPE.
- NO SHORTS OR DRESSES WILL BE ALLOWED ON SITE

22. WORKPLACE SIGNAGE

- Appropriate symbolic signage must be displayed where it is required by legislation.
- Appropriate warning, mandatory and information signs must be placed where required.
- All signs must comply to SANS/SABS requirements.
- Contractors shall use mandatory and prescribed symbolic safety signs at their lay down and site areas.

23. INCIDENT REPORTING AND INVESTIGATION

- All incidents shall be reported to the Client before the end of the shift or within 24hrs of occurrence.
- Section 24 incidents shall be reported to DOL using the prescribed format.
- The contractor shall develop an incident management procedure and communicate with all employees.

24. NOTIFICATION OF CONSTRUCTION WORK

- The contractor shall notify the DOL in the prescribed format of the intended work prior to work.



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25. COMPLIANCE MONITORING

- Weekly inspections and monthly audits will be conducted on site.

26. PROJECT COMPLETION

- Upon completion of the project the SHE file shall be returned to the Client for retention and close out.



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Project details						
Project Scope: Installation of underground electrical cables and MCCB						
Depot / Site / Department: Hamberg: Electro Mech						
Estimated duration: TBC						
Documents required						
Letter of Good Standing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
SHE plan	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Risk Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Safe working Procedures	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Notification of Construction work	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Inspection registers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Items required before starting						
Medicals	Yes	<input checked="" type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Vaccinations	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
PPE (boots, hard hats, overall)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Induction	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Approval from OHS	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
APPOINTMENTS AND COMPETENCIES						
<u>Construction Supervisor</u>						
Appointment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates) <i>Electrician</i>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
<u>Safety Officer</u>						
Appointment	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates)	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
NB* Other appointments will be based on the number of employees on site as required by law.						



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RETURNABLE ANNEXURE A: ACKNOWLEDGEMENT OF SHE SPECIFICATION & ANNEXURES

CONTRACTOR:	
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I, the undersigned, hereby acknowledge that I have obtained copies of the following listed documentation and confirm that I fully understand the contents thereof and the consequences of non-compliance. The Contractor furthermore reiterates its commitment to compliance of the requirements contained within the following provided documentation:

- Johannesburg Water SOC Ltd, Safety, Health & Environmental (SHE) Specification, Annexure 1: Baseline risk assessment conducted for or on behalf of Johannesburg Water SOC Ltd;

Signed at on this Day of 20.....

CONTRACT MANAGER			
NAME	DESIGNATION	DATE	SIGNATURE
CONTRACT SUPERVISOR			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (1)			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (2)			
NAME	DESIGNATION	DATE	SIGNATURE



HEALTH, SAFETY & ENVIRONMENTAL (SHE) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	Hamberg: Electro - Mechanical
PROJECT DESCR:	Installation of underground electrical cables and MCCB

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Submission of Safety file	<ul style="list-style-type: none"> ✓ Unapproved safety file/ working without safety file 	<ul style="list-style-type: none"> ✓ Unsafe work conducted in the clients premises ✓ Non adherence to the clients safety requirements 	<ul style="list-style-type: none"> ✓ Fatalities, injuries, damage to property 	High	<ul style="list-style-type: none"> ✓ Compile safety file and submit it to the OHS department for approval ✓ Employees need to be inducted ✓ Employees work and safety file will be audited and monitored while they are on site
Site establishment	<ul style="list-style-type: none"> ✓ Loading and offloading of material 	<ul style="list-style-type: none"> ✓ Unsafe loading/ offloading practices 	<ul style="list-style-type: none"> ✓ Damage to property ✓ Back sprains 	Moderate	<ul style="list-style-type: none"> ✓ Practice good lifting techniques ✓ Handle material with care.
	<ul style="list-style-type: none"> ✓ Material handling 	<ul style="list-style-type: none"> ✓ Falling material and equipments 	<ul style="list-style-type: none"> ✓ Personal injury 	Moderate	<ul style="list-style-type: none"> ✓ Handling material with care ✓ Do not handle more material than you are capable of carrying
	<ul style="list-style-type: none"> ✓ Use of hand tools to erect the structure/ container 	<ul style="list-style-type: none"> ✓ Unsafe use of hand tools 	<ul style="list-style-type: none"> ✓ Personal injuries 	Low	<ul style="list-style-type: none"> ✓ Compile safe use of hand tool procedure ✓ Train employees on the correct use of hand tools ✓ Appoint a hand tool inspector ✓ Inspect all hand tools before use ✓ Report damaged hand tools ✓ Remove damaged hand tools from the site to prevent unauthorised use

					<ul style="list-style-type: none"> ✓ Wear hand gloves
	<ul style="list-style-type: none"> ✓ Removing debris on camp site 	<ul style="list-style-type: none"> ✓ Inhalation of dust 	<ul style="list-style-type: none"> ✓ Respiratory irritation 	Low	<ul style="list-style-type: none"> ✓ Suppress dust with water ✓ Wear dust masks
Traveling to site/ transporting material to site	<ul style="list-style-type: none"> ✓ Travelling to site 	<ul style="list-style-type: none"> ✓ Unroadworthy vehicle ✓ Speeding ✓ Not adhering to road signs ✓ Incompetent drivers 	<ul style="list-style-type: none"> ✓ Accidents ✓ Damage to property ✓ Injuries 	High	<ul style="list-style-type: none"> ✓ Ensure that all drivers are competent ✓ Service and maintain all vehicles on a regular interval ✓ Inspect vehicle before every trip ✓ All drivers to adhere to road rules and signages ✓ Be courteous to other road users
Site security	<ul style="list-style-type: none"> ✓ Unsafe camping site 	<ul style="list-style-type: none"> ✓ Inadequate security / no security 	<ul style="list-style-type: none"> ✓ Injuries, theft / criminal activities 	Moderate	<ul style="list-style-type: none"> ✓ Appoint PSIRA accredited security guard
Training	<ul style="list-style-type: none"> ✓ Incompetent employees 	<ul style="list-style-type: none"> ✓ No training/ inadequate training 	<ul style="list-style-type: none"> ✓ Injuries ✓ Substandard work 	Moderate	<ul style="list-style-type: none"> ✓ Induct employees before they commence work ✓ Train employees on the risks associated with their work ✓ Appoint employees qualified as registered Electrical Engineer with ECSA (Pr Eng) / Registered Electrical Technologist with ECSA (Pr Tech Eng) - submit proof.
Excavation, working on underground services	<ul style="list-style-type: none"> ✓ Underground services 	<ul style="list-style-type: none"> ✓ Using incorrect method to excavate. ✓ Employees not adhering to safety measures, excavation procedures and 	<ul style="list-style-type: none"> ✓ Electric shock ✓ Electrocutation ✓ Electrical fires ✓ Electrical arcing ✓ Electric burns 	High	<ul style="list-style-type: none"> ✓ Employees trained and deemed competent to isolate low voltage underground circuits and fuses retained by competent person. ✓ Only authorized persons accompanied by second person to ensure mains have

		<p>requirements of the wayleave.</p> <ul style="list-style-type: none"> ✓ Working without authorisation. ✓ Hiring incompetent employees. ✓ Inadequate isolation/ lockout. 			<p>been isolated, tested and earthed before work commences.</p> <ul style="list-style-type: none"> ✓ All employees to adhere to the excavation procedure, safety rules and wayleaves requirements. ✓ Distribution Layout (DL) and underground services maps to be issued and employees to avoid damaging underground utilities. ✓ Hand excavation using round shovels when trenching in close proximity to live electricity cables. ✓ Cable depth adhered to when laying new cables. ✓ Cable plastic marker tape used 300mm above cables when backfilling ✓ Transition joints used when jointing to avoid heating of lead sheathed cable. ✓ Employees issued with the appropriate PPE when working on underground services - safety footwear, gloves, rubber gloves/ gauntlets for Electricians, arc flash suit for authorized persons. ✓ Road signs to direct traffic away from excavation in order to reduce traffic. ✓ Excavations should be closed as soon as possible.
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Install sheet metal enclosure & MCCB	<ul style="list-style-type: none"> ✓ The use of portable electrical tools ✓ Drilling & welding 	<ul style="list-style-type: none"> ✓ Dust generation ✓ Exposure to electricity 	<ul style="list-style-type: none"> ✓ Electric shock ✓ Electrocution ✓ Electrical fires ✓ Electrical arcing ✓ Electric burns 	High	<ul style="list-style-type: none"> ✓ Appoint competent portable electrical tool inspector. ✓ Inspect portable electrical tools. ✓ Cocoon the drill and welding area. ✓ Always use clamps or a vice to hold materials. Never hold the workpiece by hand. ✓ Keep the workspace free of clutter, tripping hazards, and combustible materials. ✓ Match the drill bit type to the material and adjust rotating speed accordingly. ✓ Do not wear loose sleeves or dangling jewelry & tie back long hair. ✓ Provide employees with face shields, aprons, overalls, earplugs and steel toe safety shoes.
	<ul style="list-style-type: none"> ✓ The use of hand tools 	<ul style="list-style-type: none"> ✓ Unsafe use of tools ✓ Using damaged tools 	<ul style="list-style-type: none"> ✓ Injuries 	High	<ul style="list-style-type: none"> ✓ Appoint hand tool inspector ✓ Inspect tool before use ✓ Report unsafe/ damaged tools ✓ Use the correct tool for each task ✓ Wear hand gloves
	<ul style="list-style-type: none"> ✓ Working on confined space 	<ul style="list-style-type: none"> ✓ Working without proper PPE ✓ Working without proper work on heights equipment 	<ul style="list-style-type: none"> ✓ Person slip trip & falling ✓ Falling of work items from heights those 	Moderate	<ul style="list-style-type: none"> ✓ All person working on confined space must be medically fit to work ✓ All person working must receive training on working at confined apace.

			beneath being injured		<ul style="list-style-type: none"> ✓ All tools & equipment must be inspected by the user before each use and monthly by a competent person, all findings noted on an inspection register ✓ All defective equipment must be removed from service and work area
Commissioning of electrical systems	✓ Live electricity	<ul style="list-style-type: none"> ✓ No lock out ✓ Improper lock out 	<ul style="list-style-type: none"> ✓ Burns ✓ Electrocuted ✓ Electric fire 	Extreme	<ul style="list-style-type: none"> ✓ Appoint a competent electrician to do the work ✓ Adhere to the lock out procedure ✓ Ensure everyone is aware that this work is being performed
	✓ Incompetent workers	<ul style="list-style-type: none"> ✓ Employee not following set SOPs ✓ Inconsiderate to safety requirements. 	<ul style="list-style-type: none"> ✓ Fire ✓ Explosions ✓ Injuries ✓ Burns 	High	<ul style="list-style-type: none"> ✓ All workers undertaking electrical workers shall all be competent. ✓ Competency certificates shall be made available on site. ✓ Fulltime supervision at all times by competent person.
	<ul style="list-style-type: none"> ✓ Live electricity ✓ Inadequate testing ✓ Inadequate lock out/ isolation 	<ul style="list-style-type: none"> ✓ Exposure to electricity 	<ul style="list-style-type: none"> ✓ Fire ✓ Burns ✓ Damage to property ✓ Electrocution ✓ Fatality 	Moderate	<ul style="list-style-type: none"> ✓ Competent supervisor shall be fulltime on site. ✓ Appoint a competent person to do the work ✓ Inform relevant people (disciplines) when you test the plant. ✓ Isolation of live apparatus
Backfill	✓ Dust generation	✓ Flying and compaction.	<ul style="list-style-type: none"> ✓ Flying debris getting into eyes of workers Loss of sight – Backfill and 	Moderate	<ul style="list-style-type: none"> ✓ Workers must be issued eye protection E.g., eye goggles. ✓ Re-enforcement on the use of eye protection during site toolbox talks

			Compaction works create flying debris which may pose a significant eye hazard			
Cleaning of work area	✓ Carrying task in the transformer room.	<ul style="list-style-type: none"> ✓ Electric shock/ electrocution ✓ Trip & fall 	✓ Serious Injuries	Moderate	<ul style="list-style-type: none"> ✓ Isolation of the area ✓ Lock-out procedure to implemented. ✓ Fulltime supervision. ✓ Task base Risk assessment to be done before all activity start and communicated to all the workers. ✓ Pre-work start risk assessment with all team members. 	
	✓ Use of tools (Hand tools/ Portable Electrical tools).	<ul style="list-style-type: none"> ✓ Exposure to flying particles. ✓ Defected tools ✓ Lack of competence. 	<ul style="list-style-type: none"> ✓ Eye injury- Flying particle ✓ Amputations & lacerations- contact with blade. ✓ Electric shock 		Moderate	<ul style="list-style-type: none"> ✓ Discuss safe working procedures. ✓ Use of competent personnel ✓ Use of suitable PPE for the activity. ✓ All tools must be suitable for the activity and in good condition.
	✓ Use of portable electrical tools.	<ul style="list-style-type: none"> ✓ Not following the procedure ✓ Eye penetration ✓ Cuts ✓ Over exposure. 	<ul style="list-style-type: none"> ✓ Injuries ✓ Property damage ✓ Damaged hearing ✓ Raynaud's syndrome 			Moderate

Housekeeping	✓ Poor housekeeping	✓ Slip, trip and fall	✓ Injuries	Low	<ul style="list-style-type: none"> ✓ Keep the work area clean. ✓ Do not leave tools unattended ✓ Conduct housekeeping inspections each day. ✓ Dispose all the waste generated in the correct waste skips on site/ or disposed then at the approved landfill site.
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RISK ASSESSMENT MATRIX

Likelihood	Consequences				
	Insignificant (minor problem easily handled by normal day to day processes)	Minor (Some disruption possible e.g. Damage equal to R150k)	Moderate (significant time / resources required. E.g., damage equal to R500k)	Major (Operations severely damaged. E.g., damages equal to R1m)	Catastrophic (business survival is at risk. Damage equal to R5m – 10m)
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High