


<b>TENDER DOCUMENT GOODS AND SERVICES</b>		 <div>CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD</div>	
<b>SUPPLY CHAIN MANAGEMENT</b>			
SCM - 542	Approved by Branch Manager: 03/04/2020	Version: 8	Page 1 of 163

<p align="center"><b>TENDER NO: 206G/2022/23</b></p> <p><b>TENDER DESCRIPTION: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS</b></p> <p><b>CONTRACT PERIOD: NOT EXCEEDING 36 MONTHS FROM DATE OF COMMENCEMENT OF CONTRACT</b></p>
--

## VOLUME 1: TENDERING PROCEDURES

**CLOSING DATE:** 13 December 2022

**CLOSING TIME:** 10:00 a.m.

**TENDER BOX  
NUMBER:** 148

**TENDER FEE:** **R200** Non-refundable tender fee payable to City of Cape Town (CCT) for a hard copy of the tender document. This fee is not applicable to website downloads of the tender document.

<b>TENDERER</b>	
<b>NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual</b>	
<b>TRADING AS</b> (if different from above)	

<b>NATURE OF TENDER OFFER</b> (please indicate below)	
<b>Main Offer</b> (see clause 2.2.11.1)	
<b>Alternative Offer</b> (see clause 2.2.11.1)	

<b>TENDER SERIAL NO.:</b>
<b>SIGNATURES OF CITY OFFICIALS AT TENDER OPENING</b>
<b>1</b>
<b>2</b>
<b>3</b>

## TABLE OF CONTENTS

<b>VOLUME 1: THE TENDER.....</b>	<b>4</b>
<b>(1) GENERAL TENDER INFORMATION.....</b>	<b>4</b>
<b>(2) CONDITIONS OF TENDER .....</b>	<b>5</b>
<b>VOLUME 2: RETURNABLE DOCUMENTS.....</b>	<b>24</b>
<b>(3) DETAILS OF TENDERER.....</b>	<b>24</b>
<b>(4) FORM OF OFFER AND ACCEPTANCE.....</b>	<b>26</b>
<b>(5) PRICE SCHEDULE.....</b>	<b>29</b>
<b>(6) SUPPORTING SCHEDULES .....</b>	<b>33</b>
<b>SCHEDULE 1: CERTIFICATE OF AUTHORITY FOR PARTNERSHIPS/ JOINT VENTURES/ CONSORTIUMS</b>	<b>33</b>
<b>SCHEDULE 2: DECLARATION FOR PROCUREMENT ABOVE R10 MILLION</b>	<b>34</b>
<b>SCHEDULE 3: PREFERENCE SCHEDULE</b>	<b>36</b>
<b>SCHEDULE 4: DECLARATION OF INTEREST – STATE EMPLOYEES (MBD 4 AMENDED)</b>	<b>41</b>
<b>SCHEDULE 5: CONFLICT OF INTEREST DECLARATION</b>	<b>44</b>
<b>SCHEDULE 6: DECLARATION OF TENDERER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES (MBD 8)</b>	<b>45</b>
<b>SCHEDULE 7: AUTHORISATION FOR THE DEDUCTION OF OUTSTANDING AMOUNTS OWED TO THE CITY OF CAPE TOWN</b>	<b>47</b>
<b>SCHEDULE 8: CONTRACT PRICE ADJUSTMENT AND/OR RATE OF EXCHANGE VARIATION</b>	<b>48</b>
<b>SCHEDULE 9: CERTIFICATE OF INDEPENDENT TENDER DETERMINATION</b>	<b>61</b>
<b>SCHEDULE 10: LOCAL CONTENT DECLARATION / ANNEXURE C</b>	<b>62</b>
<b>SCHEDULE 11: PRICE BASIS FOR IMPORTED RESOURCES</b>	<b>63</b>
<b>SCHEDULE 12: SCHEDULE OF PRE-QUALIFICATION CRITERIA SUB-CONTRACTORS</b>	<b>64</b>
<b>SCHEDULE 13: LIST OF OTHER DOCUMENTS ATTACHED BY TENDERER</b>	<b>65</b>
<b>SCHEDULE 14: RECORD OF ADDENDA TO TENDER DOCUMENTS</b>	<b>66</b>
<b>SCHEDULE 15: INFORMATION TO BE PROVIDED WITH THE TENDER</b>	<b>67</b>
<b>VOLUME 3: DRAFT CONTRACT.....</b>	<b>95</b>
<b>(7) SPECIAL CONDITIONS OF CONTRACT .....</b>	<b>95</b>
<b>(8) GENERAL CONDITIONS OF CONTRACT .....</b>	<b>104</b>
<b>(9) FORM OF GUARANTEE / PERFORMANCE SECURITY .....</b>	<b>114</b>
<b>(10) FORM OF ADVANCE PAYMENT GUARANTEE.....</b>	<b>117</b>
<b>(10.1) ADVANCE PAYMENT SCHEDULE.....</b>	<b>119</b>
<b>(11) OCCUPATIONAL HEALTH AND SAFETY AGREEMENT .....</b>	<b>120</b>
<b>(12) INSURANCE BROKER’S WARRANTY (PRO FORMA).....</b>	<b>121</b>
<b>(13) SPECIFICATION(S) .....</b>	<b>122</b>
<b>(14.1) MONTHLY PROJECT LABOUR REPORT (EXAMPLE).....</b>	<b>160</b>
<b>(14.2) BBBEE SUB-CONTRACT EXPENDITURE REPORT (PRO FORMA) .....</b>	<b>162</b>
<b>(14.3) PARTNERSHIP/ JOINT VENTURE (JV) / CONSORTIUM/ EXPENDITURE REPORT (PRO FORMA).....</b>	<b>163</b>

## **DRAWINGS**

**THE FOLLOWING STANDARD DRAWINGS ARE ISSUED WITH THIS TENDER DOCUMENT:**

### **STEEL SDBs:**

**DR 3016 SHEET 1 REV 10**  
**DR 3016 SHEET 2 REV 8**  
**DR 3020A SHEET 1 REV 2**  
**DR 3020A SHEET 2 REV 2**  
**DR 3091A SHEET 1 REV 2**  
**DR 3091A SHEET 2 REV 2**  
**DR 3169A SHEET 1 REV 2**  
**DR 3169A SHEET 2 REV 2**  
**DR 3360 Sheet 1**  
**DR 3055 Sheet3 Rev 2**

### **DR 3360 Sheet 2**

**DR 3362 SHEET 1**  
**DR 3362 SHEET 2**  
**DR 3363 SHEET 1**  
**DR 3363 SHEET 2**  
**SK 3844 SHEET 1 REV 7**  
**SK 3844 SHEET 2 REV 10**  
**SK 3844 SHEET 3**  
**SK 5191 SHEET 3**  
**SK 5213**

### **Non-steel SDBs:**

**MK41**  
**MK19 REV 6**  
**MK20 REV 7**  
**MK30 REV 3**

### **SLCKs:**

**DR 3384 SHEET 1**  
**DR 3384 SHEET 2**  
**DR 3384 SHEET 3**

## VOLUME 1: THE TENDER

### (1) GENERAL TENDER INFORMATION

- TENDER ADVERTISED** : 11 November 2022
- CLARIFICATION MEETING** : 10h00 on 23 November 2022  
(Not compulsory, but strongly recommended)
- VENUE FOR CLARIFICATION MEETING** : Skype Meeting – refer below for the link to the Meeting
- CLARIFICATION MEETING SKYPE LINK** : [Join Skype Meeting](https://meet.capetown.gov.za/ntombizodwa.vimbi/88F5FRCM)  
<https://meet.capetown.gov.za/ntombizodwa.vimbi/88F5FRCM>
- Trouble Joining? [Try Skype Web App](#)  
Join by phone
- [+27214447999](#) (Civic) English (United States)  
[+27214003499](#) (Civic) English (United States)
- [Find a local number](#)
- Conference ID: 141072
- [Forgot your dial-in PIN?](#) [Help](#)
- TENDER BOX & ADDRESS** :
- Tender Box as per front cover** at the **Tender & Quotation Boxes Office**, 2<sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town.
  - The Tender Document (which includes the Form of Offer and Acceptance) completed in all respects, plus any additional supporting documents required, must be submitted in a sealed envelope with the name and address of the tenderer, the endorsement **“TENDER NO. 206G/2022/23: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS”**, the tender box No. and the closing date indicated on the envelope. The sealed envelope must be inserted into the appropriate official tender box before closing time.
- If the tender offer is too large to fit into the abovementioned box or the box is full, please enquire at the public counter (Tender Distribution Office) for alternative instructions. It remains the tenderer's responsibility to ensure that the tender is placed in either the original box or as alternatively instructed.
- CCT TENDER REPRESENTATIVE** Name: Ntombizodwa Vimbi  
Tel. No.: (021) 444 3728  
Email: [ntombizodwa.vimbi@capetown.gov.za](mailto:ntombizodwa.vimbi@capetown.gov.za)

**TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS ‘OR EQUIVALENT’**

## (2) CONDITIONS OF TENDER

### 2.1 General

#### 2.1.1 Actions

**2.1.1.1** The City of Cape Town (CCT) and each tenderer submitting a tender offer shall comply with these Conditions of Tender. In their dealings with each other, they shall discharge their duties and obligations as set out in these Conditions of Tender, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations.

**The parties agree that this tender, its evaluation and acceptance and any resulting contract shall also be subject to the Employer's Supply Chain Management Policy ('SCM Policy') that was applicable on the date the bid was advertised, save that if the Employer adopts a new SCM Policy which contemplates that any clause therein would apply to the contract emanating from this tender, such clause shall also be applicable to that contract. Please refer to this document contained on the Employer's website.**

**Abuse of the supply chain management system is not permitted and may result in the tender being rejected, cancellation of the contract, restriction of the supplier, and/or the exercise by the City of any other remedies available to it as described in the SCM Policy.**

**2.1.1.2** The CCT, the tenderer and their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the CCT shall declare any conflict of interest to the CCT at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

**2.1.1.3** The CCT shall not seek, and a tenderer shall not submit a tender, without having a firm intention and capacity to proceed with the contract.

#### 2.1.2 Interpretation

**2.1.2.1** The additional requirements contained in the returnable documents are part of these Conditions of Tender.

**2.1.2.2** These Conditions of Tender and returnable schedules which are required for tender evaluation purposes, shall form part of the contract arising from the invitation to tender.

#### 2.1.3 Communication during tender process

Verbal or any other form of communication, from the CCT, its employees, agents or advisors during site visits/clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the CCT, unless communicated by the CCT in writing to suppliers by its Director: Supply Chain Management or his nominee.

#### 2.1.4 The CCT's right to accept or reject any tender offer

**2.1.4.1** The CCT may accept or reject any tender offer and may cancel the tender process or reject all tender offers at any time before the formation of a contract. The CCT may, prior to the award of the tender, cancel a 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) there is a material irregularity in the tender process; or
- (e) the parties are unable to negotiate market related pricing.

The CCT shall not accept or incur any liability to a tenderer for such cancellation or rejection, but will give written reasons for such action upon receiving a written request to do so.

## **2.1.5 Procurement procedures**

### **2.1.5.1 General**

Unless otherwise stated in the tender conditions, a contract will be concluded with the tenderer who scores the highest number of tender adjudication points.

The CCT intends to appoint two tenderers per Item (the highest ranked tenderer (“the Main Contractor”) and in addition a “Standby Contractor”, where possible offering goods from an alternative manufacturer) for the allocation of work. If insufficient responsive bids are received, the CCT reserves the right to appoint fewer tenderers, or not to appoint any tenderers at all.

Purchase Orders will in the first instance be placed by the CCT with the Main Contractor.

Should the Main Contractor not be able to meet the contractual commitments relating to a particular order or orders, either in terms of delivery performance or of compliance with the requirements of the specification, the Contractor shall advise the CCT within 5 working days of receipt of the order(s). The purchase order(s) will thereafter be cancelled and orders placed with the Standby Contractor.

Should the Main Contractor continually fail to meet the contractual commitments the CCT reserves the right to initiate the Default process, during which the Contractor will be afforded an opportunity to address in consultation with the CCT his contract performance and failure to meet the contractual commitments.

During the course of any such Default process the CCT reserves the right to place orders with the Standby Contractor instead of the Main Contractor and shall retain this right until such time as the Main Contractor has either corrected the non-compliance with the contractual commitments or has provided a proposal to correct the non-compliance with the contractual commitments that is to the satisfaction of the CCT.

In the event that the Main Contractor is formally placed in Default in terms of the specification the contract shall be placed with the Standby Contractor for the balance of the contract period.

The contract period shall be for a period **not exceeding 36 (thirty six) months** from the commencement date of the contract.

### **2.1.5.2 Proposal procedure using the two stage-system**

A two-stage system will not be followed.

### **2.1.5.3 Nomination of Alternative Bidder**

Alternative Bidder means a bidder, identified at the time of awarding a bid, that will be considered for award should the contract be terminated for any reason whatsoever. In the event that a contract is terminated during the execution thereof, the CCT may consider the award of the contract, or non-award, to the alternative bidder in terms of the procedures included its SCM Policy.

## **2.1.6 Objections, complaints, queries and disputes / Appeals in terms of Section 62 of the Systems Act/ Access to court**

### **2.1.6.1 Disputes, objections, complaints and queries**

In terms of Regulations 49 and 50 of the Local Government: Municipal Finance Management Act, 56 of 2003 Municipal Supply Chain Management Regulations (Board Notice 868 of 2005):

- a) Persons aggrieved by decisions or actions taken by the City of Cape Town in the implementation of its supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint or query or dispute against the decision or action.

### **2.1.6.2 Appeals**

- a) In terms of Section 62 of the Local Government: Municipal Systems Act, 32 of 2000 a person whose rights are affected by a decision taken by the City, may appeal against that decision by giving written notice of the appeal and reasons to the City Manager within 21 days of the date of the notification of the decision.
- b) An appeal must contain the following:
  - i. Must be in writing
  - ii. It must set out the reasons for the appeal
  - iii. It must state in which way the Appellant's rights were affected by the decision;
  - iv. It must state the remedy sought; and
  - v. It must be accompanied with a copy of the notification advising the person of the decision
- c) The relevant City appeal authority must consider the appeal and **may confirm, vary or revoke** the decision that has been appealed, but no such revocation of a decision may detract from any rights that may have accrued as a result of the decision.

### **2.1.6.3 Right to approach the courts and rights in terms of Promotion of Administrative Justice Act, 3 of 2000 and Promotion of Access to Information Act, 2 of 2000**

The sub- clauses above do not influence any affected person's rights to approach the High Court at any time or its rights in terms of the Promotion of Administrative Justice Act (PAJA) and Promotion of Access to Information Act (PAIA).

**2.1.6.4** All requests referring to sub clauses 2.1.6.1 and 2.1.6.2 must be submitted in writing to:

**The City Manager** - C/o the Manager: Legal Compliance Unit, Legal Services Department, Corporate Services Directorate

**Via hand delivery at:** 20<sup>th</sup> Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001

**Via post at:** Private Bag X918, Cape Town, 8000

**Via fax at:** 021 400 5963 or 021 400 5830

**Via email at:** [MSA.Appeals@capetown.gov.za](mailto:MSA.Appeals@capetown.gov.za)

**2.1.6.5** All requests referring to clause 2.1.6.3 ns must be submitted in writing to:

**The City Manager** - C/o the Manager: Access to Information Unit, Corporate Services Directorate

**Via hand delivery at:** 20<sup>th</sup> Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001

**Via post at:** Private Bag X918, Cape Town, 8000

**Via fax at:** 086 202 9982

**Via email at:** [Access2info.Act@capetown.gov.za](mailto:Access2info.Act@capetown.gov.za)

### **2.1.7 City of Cape Town Supplier Database Registration**

Tenderers are required to be registered on the CCT Supplier Database as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

Tenderers who wish to register on the City of Cape Town's Supplier Database may collect registration forms from the Supplier Management Unit located within the Supplier Management / Registration Office, 2<sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5). Registration forms and related information are also available on the City of Cape Town's website [www.capetown.gov.za](http://www.capetown.gov.za) (follow the Supply Chain Management link to Supplier registration).

It is each tenderer's responsibility to keep all the information on the CCT Supplier Database updated.

### **2.1.8 National Treasury Web Based Central Supplier Database (CSD) Registration**

Tenderers are required to be registered on the National Treasury Web Based Central Supplier Database (CSD) as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

Tenderers who wish to register on the National Treasury Web Based Central Supplier Database (CSD) may do so via the web address **<https://secure.csd.gov.za>**.

It is each tenderer's responsibility to keep all the information on the National Treasury Web Based Central Supplier Database (CSD) updated.



## 2.2 Tenderer's obligations

### 2.2.1 Eligibility Criteria

**2.2.1.1 Tenderers are obligated to submit a tender offer that complies in all aspects to the conditions as detailed in this tender document. Only those tenders that comply in all aspects with the tender conditions, specifications, pricing instructions and contract conditions will be declared to be responsive.**

#### 2.2.1.1.1 Submit a tender offer

Only those tender submissions from which it can be established that a clear, irrevocable and unambiguous offer has been made to CCT, by whom the offer has been made and what the offer constitutes, will be declared responsive.

#### 2.2.1.1.2 Compliance with requirements of CCT SCM Policy and procedures

Only those tenders that are compliant with the requirements below will be declared responsive:

- a) A completed **Details of Tenderer** to be provided (applicable schedule to be completed);
- b) A completed **Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums** to be provided authorising the tender to be made and the signatory to sign the tender on the partnership /joint venture/consortium's (applicable schedule to be completed);
- c) A copy of the partnership / joint venture / consortium agreement to be provided.
- d) A completed **Declaration of Interest – State Employees** to be provided and which does not indicate any non-compliance with the legal requirements relating to state employees (applicable schedule to be completed);
- e) A completed **Declaration – Conflict of Interest and Declaration of Bidders' past Supply Chain Management Practices** to be provided and which does not indicate any conflict or past practises that renders the tender non-responsive based on the conditions contained thereon (applicable schedules to be completed);
- f) A completed **Certificate of Independent Bid Determination** to be provided and which does not indicate any non-compliance with the requirements of the schedule (applicable schedule to be completed);
- g) The tenderer (including any of its directors or members), has not been restricted in terms of abuse of the Supply Chain Management Policy,
- h) The tenderer's tax matters with SARS are in order, or the tenderer is a foreign supplier that is not required to be registered for tax compliance with SARS;
- i) The tenderer is not an advisor or consultant contracted with the CCT whose prior or current obligations creates any conflict of interest or unfair advantage,
- j) The tenderer is not a person, advisor, corporate entity or a director of such corporate entity, involved with the bid specification committee;
- k) A completed **Authorisation for the Deduction of Outstanding Amounts Owed to the City of Cape Town** to be provided and which does not indicate any details that renders the tender non-responsive based on the conditions contained thereon (applicable schedules to be completed);
- l) The tenderer (including any of its directors or members), has not been found guilty of contravening the Competition Act 89 of 1998, as amended from time to time;
- m) The tenderer (including any of its directors or members), has not been found guilty on any other basis listed in the Supply Chain Management Policy.

#### 2.2.1.1.5 Local production and content

**Not Applicable** (Formal Local Content declaration not required. A Letter of Undertaking declaring that the wires used in the Service Distribution Boxes and Street Lighting Control Kiosks (collectively Kiosks) are locally manufactured is required, as laid out in Schedule 10, Schedule 15(g)(xii) and Clause 4.4.2 of the Specification).

#### 2.2.1.1.6 Pre-qualification criteria for preferential procurement

Not applicable

#### 2.2.1.1.7 Provision of samples

Not applicable

### **2.2.2 Cost of tendering**

The CCT will not be liable for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

### **2.2.3 Check documents**

The documents issued by the CCT for the purpose of a tender offer are listed in the index of this tender document.

Before submission of any tender, the tenderer should check the number of pages, and if any are found to be missing or duplicated, or the figures or writing is indistinct, or if the Price Schedule contains any obvious errors, the tenderer must apply to the CCT at once to have the same rectified.

### **2.2.4 Confidentiality and copyright of documents**

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the CCT only for the purpose of preparing and submitting a tender offer in response to the invitation.

### **2.2.5 Reference documents**

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, Conditions of Contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

### **2.2.6 Acknowledge and comply with notices**

Acknowledge receipt of notices to the tender documents, which the CCT may issue, fully comply with all instructions issued in the notices, and if necessary, apply for an extension of the closing time stated on the front page of the tender document, in order to take the notices into account. Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the CCT can show proof of transmission thereof via electronic mail, facsimile or registered post.

### **2.2.7 Clarification meeting**

Attend, where required, a clarification meeting at which tenderers may familiarise themselves with aspects of the proposed work, services or supply and pose questions. Details of the meeting(s) are stated in the General Tender Information.

Tenderers should be represented at the site visit/clarification meeting by a person who is suitably qualified and experienced to comprehend the implications of the work involved.

### **2.2.8 Seek clarification**

Request clarification of the tender documents, if necessary, by notifying the CCT at least one week before the closing time stated in the General Tender Information, where possible.

### **2.2.9 Pricing the tender offer**

**2.2.9.1** Comply with all pricing instructions as stated on the Price Schedule.

### **2.2.10 Alterations to documents**

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the CCT in writing, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

### **2.2.11 Alternative tender offers**

**2.2.11.1** Unless otherwise stated in the tender conditions submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted.

If a tenderer wishes to submit an alternative tender offer, he shall do so as a separate offer on a complete set of tender documents. The alternative tender offer shall be submitted in a separate sealed envelope clearly marked "Alternative Tender" in order to distinguish it from the main tender offer.

Only the alternative of the highest ranked acceptable main tender offer (that is, submitted by the same tenderer) will be considered, and if appropriate, recommended for award.

Alternative tender offers of any but the highest ranked main tender offer will not be considered.

An alternative of the highest ranked acceptable main tender offer that is priced higher than the main tender offer may be recommended for award, provided that the ranking of the alternative tender offer is higher than the ranking of the next ranked acceptable main tender offer.

The CCT will not be bound to consider alternative tenders and shall have sole discretion in this regard.

In the event that the alternative is accepted, the tenderer warrants that the alternative offer complies in all respects with the CCT's standards and requirements.

**2.2.11.2** Accept that an alternative tender offer may be based only on the criteria stated in the tender conditions or criteria otherwise acceptable to the CCT.

### **2.2.12 Submitting a tender offer**

**2.2.12.1** Submit one tender offer only on the original tender documents as issued by the CCT, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract conditions and described in the specifications. Only those tenders submitted on the tender documents as issued by the CCT together with all Returnable Schedules duly completed and signed will be declared responsive.

**2.2.12.2** Return the entire document to the CCT after completing it in its entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

**2.2.12.3** Submit the parts of the tender offer communicated on paper as an original with an English translation for any part of the tender submission not made in English.

**1 (One) copy(ies) of the following elements of the bid submission must be submitted separately bound in the same envelope where possible:**

<b>Part</b>	<b>Heading</b>
<b>5</b>	<b>Pricing Schedules</b>
<b>6</b>	<b>Supporting Schedules</b>
	<b>All other attachments submitted by bidder</b>

**2.2.12.4** Sign the original tender offer where required in terms of the tender conditions. The tender shall be signed by a person duly authorised to do so. Tenders submitted by joint ventures of two or more firms shall be accompanied by the document of formation of the joint venture or any other document signed by all parties, in which is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorised to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner.

**2.2.12.5** Where a two-envelope system is required in terms of the tender conditions, place and seal the returnable documents listed in the tender conditions in an envelope marked “financial proposal” and place the remaining returnable documents in an envelope marked “technical proposal”. Each envelope shall state on the outside the CCT’s address and identification details stated in the General Tender Information, as well as the tenderer’s name and contact address.

**2.2.12.6** Seal the original tender offer and copy packages together in an outer package that states on the outside only the CCT’s address and identification details as stated in the General Tender Information. If it is not possible to submit the original tender and the required copies (see 2.2.12.3) in a single envelope, then the tenderer must seal the original and each copy of the tender offer as separate packages marking the packages as “ORIGINAL” and “COPY” in addition to the aforementioned tender submission details.

**2.2.12.7** Accept that the CCT shall 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.

**2.2.12.8** Accept that tender offers submitted by facsimile or e-mail will be rejected by the CCT, unless stated otherwise in the tender conditions.

**2.2.12.9** By signing the offer part of the Form of Offer (**Volume 2, Part 4**) the tenderer warrants that all information provided in the tender submission is true and correct.

**2.2.12.10** Tenders must be properly received and deposited in the designated tender box (as detailed on the front page of this tender document) on or before the closing date and before the closing time, in the relevant tender box at the Tender & Quotation Boxes Office situated on the 2nd floor, Concourse Level, Civic Centre, 12 Hertzog Boulevard, Cape Town. If the tender submission is too large to fit in the allocated box, please enquire at the public counter for assistance.

**2.2.12.12** The tenderer must record and reference all information submitted contained in other documents for example cover letters, brochures, catalogues, etc. in the returnable schedule titled **List of Other Documents Attached by Tenderer**.

#### **2.2.13 Information and data to be completed in all respects**

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 CCT as non-responsive.

#### **2.2.14 Closing time**

**2.2.14.1** Ensure that the CCT receives the tender offer at the address specified in the General Tender Information prior to the closing time stated on the front page of the tender document.

**2.2.14.2** Accept that, if the CCT extends the closing time stated on the front page of the tender document for any reason, the requirements of these Conditions of Tender apply equally to the extended deadline.

**2.2.14.3** Accept that, the CCT shall not consider tenders that are received after the closing date and time for such a tender (late tenders).

#### **2.2.15 Tender offer validity and withdrawal of tenders**

**2.2.15.1** Warrants that the tender offer(s) remains valid, irrevocable and open for acceptance by the CCT at any time for a period of 120 days after the closing date stated on the front page of the tender document.

**2.2.15.2** Notwithstanding the period stated above, bids shall remain valid for acceptance for a period of twelve (12) months after the expiry of the original validity period, unless the City is notified in writing of anything to the contrary by the bidder. The validity of bids may be further extended by a period of not more than six months subject to mutual agreement and administrative processes and upon approval by the City Manager.

**2.2.15.3** A tenderer may request in writing, after the closing date, that the tender offer be withdrawn. Such withdrawal will be permitted or refused at the sole discretion of the CCT after consideration of the reasons for the withdrawal, which shall be fully set out by the tenderer in such written request for withdrawal. Should the tender offer be withdrawn in contravention hereof, the tenderer agrees that:

- a) it shall be liable to the CCT for any additional expense incurred or losses suffered by the CCT in having either to accept another tender or, if new tenders have to be invited, the additional expenses incurred or losses suffered by the invitation of new tenders and the subsequent acceptance of any other tender;
- b) the CCT shall also have the right to recover such additional expenses or losses by set-off against monies which may be due or become due to the tenderer under this or any other tender or contract or against any guarantee or deposit that may have been furnished by the tenderer or on its behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenses or losses, the CCT shall be entitled to retain such monies, guarantee or deposit as security for any such expenses or loss.

#### **2.2.16 Clarification of tender offer, or additional information, after submission**

Provide clarification of a tender offer, or additional information, in response to a written request to do so from the CCT during the evaluation of tender offers within the time period stated in such request. No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: This clause does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the CCT elect to do so.

Failure, or refusal, to provide such clarification or additional information within the time for submission stated in the CCT's written request may render the tender non-responsive.

#### **2.2.17 Provide other material**

**2.2.17.1** Provide, on request by the CCT, any other material that has a bearing on the tender offer, the tenderer's commercial position (including joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the CCT for the purpose of the evaluation of the tender. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the CCT's request, the CCT may regard the tender offer as non-responsive.

**2.2.17.2** Provide, on written request by the CCT, where the transaction value inclusive of VAT **exceeds R 10 million**:

- a) audited annual financial statement for the past 3 years, or for the period since establishment if established during the past 3 years, if required by law to prepare annual financial statements for auditing;
- b) a certificate signed by the tenderer certifying that the tenderer has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days;
- c) particulars of any contracts awarded to the tenderer by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract;
- d) a statement indicating whether any portion of the goods or services are expected to be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality or municipal entity is expected to be transferred out of the Republic.

Each party to a Consortium/Joint Venture shall submit separate certificates/statements in the above regard.

**2.2.17.3** Tenderers undertake to fully cooperate with the CCT's external service provider appointed to perform a due diligence review and risk assessment upon receipt of such written instruction from the CCT.

### 2.2.18 Samples, Inspections, tests and analysis

Provide access during working hours to premises for inspections, tests and analysis as provided for in the tender conditions or specifications.

If the **Specification** requires the tenderer to provide samples, these shall be provided strictly in accordance with the instructions set out in the Specification.

If such samples are not submitted as required in the bid documents or within any further time stipulated by the CCT in writing, then the bid concerned may be declared non-responsive.

The samples provided by all successful bidders will be retained by the CCT for the duration of any subsequent contract. Bidders are to note that samples are requested for testing purposes therefore samples submitted to the CCT may not in all instances be returned in the same state of supply and in other instances may not be returned at all. Unsuccessful bidders will be advised by the Project Manager or dedicated CCT Official to collect their samples, save in the aforementioned instances where the samples would not be returned.

### 2.2.19 Certificates

The tenderer must provide the CCT with all certificates as stated below:

#### 2.2.19.1 Broad-Based Black Economic Empowerment Status Level Documentation

In order to qualify for preference points, it is the responsibility of the tenderer to submit documentary proof, either as certificates, sworn affidavits or any other requirement prescribed in terms of the B-BBEE Act, of its B-BBEE status level of contribution in accordance with the applicable Codes of good practise as issued by the Department of Trade and Industry, to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5) or included with the tender submission.

Consortiums/Joint Ventures will qualify for preference points, provided that the **entity** submits the relevant certificate/scorecard in accordance with the applicable codes of good practise. Note that, in the case of unincorporated entities, a verified consolidated B-BBEE scorecard must be submitted in the form of a certificate with the tender.

Tenderers are further referred to the content of the **Preference Schedule** for the full terms and conditions applicable to the awarding of preference points.

The applicable code for this tender is the **Amended Codes of Good Practise (Generic Scorecard)** unless in possession of a valid sector certificate.

The tenderer shall indicate in Section 4 of the **Preference Schedule** the Level of Contribution in respect of the enterprise status or structure of the tendering entity (the supplier).

#### 2.2.19.2 Evidence of tax compliance

Tenderers shall be registered with the South African Revenue Service (SARS) and their tax affairs must be in order and they must be tax compliant subject to the requirements of clause 2.2.1.1.2.h. In this regard, it is the responsibility of the Tenderer to submit evidence in the form of a valid Tax Clearance Certificate issued by SARS to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5), or included with this tender. The tenderer must also provide its Tax Compliance Status PIN number on the **Details of Tenderer** pages of the tender submission.

Each party to a Consortium/Joint Venture shall submit a separate Tax Clearance Certificate.

Before making an award the City must verify the bidder's tax compliance status. Where the recommended bidder is not tax compliant, the bidder should be notified of the non-compliant status and be requested to submit to the City, within 7 working days, written proof from SARS that they have made arrangement to meet their outstanding tax obligations. The proof of tax compliance submitted by the bidder must be verified by the City via CSD or e-Filing. The City should reject a bid submitted by the bidder if such bidder fails to provide proof of tax compliance within the timeframe stated herein.

Only foreign suppliers who have answered “NO” to all the questions contained in the Questionnaire to Bidding Foreign Suppliers section on the **Details of Tenderer** pages of the tender submission, are not required to register for a tax compliance status with SARS.

#### **2.2.20 Compliance with Occupational Health and Safety Act, 85 of 1993**

Tenderers are to note the requirements of the Occupational Health and Safety Act, 85 of 1993. The Tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith.

In this regard the Tenderer shall submit **upon written request to do so by the CCT**, a Health and Safety Plan in sufficient detail to demonstrate the necessary competencies and resources to deliver the goods or services all in accordance with the Act, Regulations and Health and Safety Specification.

#### **2.2.21 Claims arising from submission of tender**

The tenderer warrants that it has:

- a) inspected the Specifications and read and fully understood the Conditions of Contract.
- b) read and fully understood the whole text of the Specifications and Price Schedule and thoroughly acquainted himself with the nature of the goods or services proposed and generally of all matters which may influence the Contract.
- c) visited the site(s) where delivery of the proposed goods will take place, carefully examined existing conditions, the means of access to the site(s), the conditions under which the delivery is to be made, and acquainted himself with any limitations or restrictions that may be imposed by the Municipal or other Authorities in regard to access and transport of materials, plant and equipment to and from the site(s) and made the necessary provisions for any additional costs involved thereby.
- d) requested the CCT to clarify the actual requirements of anything in the Specifications and Price Schedule, the exact meaning or interpretation of which is not clearly intelligible to the Tenderer.
- e) received any notices to the tender documents which have been issued in accordance with the CCT's Supply Chain Management Policy.

The CCT will therefore not be liable for the payment of any extra costs or claims arising from the submission of the tender.

## **2.3 The CCT's undertakings**

### **2.3.1 Respond to requests from the tenderer**

**2.3.1.1** Unless otherwise stated in the Tender Conditions, respond to a request for clarification received up to one week (where possible) before the tender closing time stated on the front page of the tender document.

**2.3.1.2** The CCT's representative for the purpose of this tender is stated on the General Tender Information page.

### **2.3.2 Issue Notices**

If necessary, issue addenda in writing that may amend or amplify the tender documents to each tenderer during the period from the date the tender documents are available until one week before the tender closing time stated in the Tender Data. The Employer reserves its rights to issue addenda less than one week before the tender closing time in exceptional circumstances. If, as a result a tenderer applies for an extension to the closing time stated on the front page of the tender document, the CCT may grant such extension and, shall then notify all tenderers who drew documents.

Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the CCT can show proof of transmission thereof via electronic mail, facsimile or registered post.

### **2.3.3 Opening of tender submissions**

**2.3.3.1** Unless the two-envelope system is to be followed, open tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender conditions.

Tenders will be opened immediately after the closing time for receipt of tenders as stated on the front page of the tender document, or as stated in any Notice extending the closing date and at the closing venue as stated in the General Tender Information.

**2.3.3.2** Announce at the meeting held immediately after the opening of tender submissions, at the closing venue as stated in the General Tender Information, the name of each tenderer whose tender offer is opened and, where possible, the prices and the preferences indicated.

**2.3.3.3** Make available a record of the details announced at the tender opening meeting on the CCT's website (<http://www.capetown.gov.za/en/SupplyChainManagement/Pages/default.aspx>.)

### **2.3.4 Two-envelope system**

**2.3.4.1** Where stated in the tender conditions that a two-envelope system is to be followed, open only the technical proposal of tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender conditions and announce the name of each tenderer whose technical proposal is opened.

**2.3.4.2** Evaluate the quality of the technical proposals offered by tenderers, then advise tenderers who have submitted responsive technical proposals of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who have submitted responsive technical proposals in accordance with the requirements as stated in the tender conditions, and announce the total price and any preferences claimed. Return unopened financial proposals to tenderers whose technical proposals were non responsive.

### **2.3.5 Non-disclosure**

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.



### **2.3.6 Grounds for rejection and disqualification**

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

### **2.3.7 Test for responsiveness**

**2.3.7.1** Appoint a Bid Evaluation Committee and determine after opening whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

**2.3.7.2** A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the CCT's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the goods, services or supply identified in the Specifications,
- b) significantly change the CCT's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of any material deviation or qualification.

The CCT reserves the right to accept a tender offer which does not, in the CCT's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender documents.

### **2.3.8 Arithmetical errors, omissions and discrepancies**

**2.3.8.1** Check the responsive tenders for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the Price Schedule; or
- c) arithmetic errors in:
  - i) line item totals resulting from the product of a unit rate and a quantity in the Price Schedule; or
  - ii) the summation of the prices; or
  - iii) calculation of individual rates.

**2.3.8.2** The CCT must correct the arithmetical errors in the following manner:

- a) Where there is a discrepancy between the amounts in words and amounts in figures, the amount in words shall govern.
- b) If pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as tendered shall govern, and the unit rate shall be corrected.
- c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if Price Schedules apply) to achieve the tendered total of the prices.

Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of the arithmetical error in the manner described above.

**2.3.8.3** In the event of tendered rates or lump sums being declared by the CCT to be unacceptable to it because they are not priced, either excessively low or high, or not in proper balance with other rates or lump sums, the tenderer may be required to produce evidence and advance arguments in support of the tendered rates or lump sums objected to. If, after submission of such evidence and any further evidence requested, the CCT is still not satisfied with the tendered rates or lump sums objected to, it may request the tenderer to amend these rates and lump sums along the lines indicated by it.

The tenderer will then have the option to alter and/or amend the rates and lump sums objected to and such other related amounts as are agreed on by the CCT, but this shall be done without altering the tender offer in accordance with this clause.

Should the tenderer fail to amend his tender in a manner acceptable to and within the time stated by the CCT, the CCT may declare the tender as non-responsive.

### **2.3.9 Clarification of a tender offer**

The CCT may, after the closing date, request additional information or clarification from tenderers, in writing on any matter affecting the evaluation of the tender offer or that could give rise to ambiguity in a contract arising from the tender offer, which written request and related response shall not change or affect their competitive position or the substance of their offer. Such request may only be made in writing by the Director: Supply Chain Management using any means as appropriate.

### **2.3.10 Evaluation of tender offers**

#### **2.3.10.1 General**

**2.3.10.1.1** Reduce each responsive tender offer to a comparative price and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender conditions.

**2.3.10.1.2** Not applicable

**2.3.10.1.3** Where the scoring of functionality forms part of a bid process, each member of the Bid Evaluation Committee must individually score functionality. The individual scores must then be interrogated and calibrated if required where there are significant discrepancies. The individual scores must then be added together and averaged to determine the final score.

#### **2.3.10.2 Decimal places**

Score financial offers, preferences and functionality, as relevant, to two decimal places.

### 2.3.10.3 Scoring of tenders (price and preference)

**2.3.10.3.1** Points for price will be allocated in accordance with the formula set out in this clause based on the price per item / rates as set out in the **Volume 2 - Price Schedule (Part 5)**:

- Items 1 – 23, individual items scored according to tendered price/rate and preference for each item.
- Items 24 and 25 and their relevant sub-items, for recommended spares for steel and non-steel kiosks will be awarded to each Contractor who is awarded a contract for any of items 1 to 23 of the Price Schedule. (However, the City reserves the right to award such items on the basis of tendered price/rate and preference where items offered by different tenderers are technically identical and interchangeable).

**2.3.10.3.2** Points for preference will be allocated in accordance with the provisions of **Preference Schedule** and the table in this clause.

**2.3.10.3.3** The terms and conditions of **Preference Schedule** as it relates to preference shall apply in all respects to the tender evaluation process and any subsequent contract.

**2.3.10.3.4** Applicable formula:

The 90/10 price/preference points system will be applied to the evaluation of responsive tenders over a Rand value of R50'000'000 (all applicable taxes included), whereby the order(s) will be placed with the tenderer(s) scoring the highest total number of adjudication points.

Price shall be scored as follows:

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

Where: Ps is the number of points scored for price;  
Pt is the price of the tender under consideration;  
Pmin is the price of the lowest responsive tender.

Preference points shall be scored as follows:

Points will be awarded to tenderers who are eligible for preferences in respect of the B-BBEE level of contributor attained in terms of **Preference Schedule**.

A maximum of 10 tender adjudication points will be awarded for preference to tenderers with responsive tenders who are eligible for such preference, in accordance with the criteria listed below.

Up to **10** adjudication points ( $N_P$ ) will be awarded for the level of B-BBEE contribution, in accordance with the tables below:

B-BBEE Status Level of Contributor	Number of Points for Preference
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0

*\*A non-compliant contributor is one who does not meet the minimum score for a level 8 contributor.*

or, in respect of Exempted Micro Enterprises (EMEs):

Black Ownership of EME	Deemed Status Level of Contributor	B-BBEE Level of Contributor	Number of Points for Preference
less than 51%	4		5
at least 51% but less than 100%	2		9
100%	1		10

or, in respect of Qualifying Small Enterprises (QSEs):

Black Ownership of QSE	Deemed Status Level of Contributor	B-BBEE Level of Contributor	Number of Points for Preference
at least 51% but less than 100%	2		9
100%	1		10

**The total number of adjudication points ( $N_T$ ) shall be calculated as follows:**

$$N_T = P_S + N_P$$

Where:  $P_S$  is the number of points scored for price;  
 $N_P$  is the number of points scored for preference.

The terms and conditions of the **Preference Schedule** shall apply in all respects to the tender evaluation process and any subsequent contract.

#### **2.3.10.5 Risk Analysis**

Notwithstanding compliance with regard to any requirements of the tender, the CCT will perform a risk analysis in respect of the following:

- a) reasonableness of the financial offer
- b) reasonableness of unit rates and prices
- c) the tenderer's ability to fulfil its obligations in terms of the tender document, that is, that the tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, capacity, experience, reputation, personnel to perform the contract, etc.; the CCT reserves the right to consider a tenderer's existing contracts with the CCT in this regard
- d) any other matter relating to the submitted bid, the tendering entity, matters of compliance, verification of submitted information and documents, etc.

The conclusions drawn from this risk analysis will be used by the CCT in determining the acceptability of the tender offer.

No tenderer will be recommended for an award unless the tenderer has demonstrated to the satisfaction of the CCT that he/she has the resources and skills required.

#### **2.3.11 Negotiations with preferred tenderers**

The CCT may negotiate the final terms of a contract with tenderers identified through a competitive tendering process as preferred tenderers provided that such negotiation:

- a) does not allow any preferred tenderer a second or unfair opportunity;
- b) is not to the detriment of any other tenderer; and
- c) does not lead to a higher price than the tender as submitted.

If negotiations fail to result in acceptable contract terms, the City Manager (or his delegated authority) may terminate the negotiations and cancel the tender, or invite the next ranked tenderer for negotiations. The original preferred tenderer should be informed of the reasons for termination of the negotiations. If the decision is to invite the next highest ranked tenderer for negotiations, the failed earlier negotiations may not be reopened by the CCT.

Minutes of any such negotiations shall be kept for record purposes.

The provisions of this clause will be equally applicable to any invitation to negotiate with any other tenderers.

In terms of the PPPFA Regulations, 2017, tenders must be cancelled in the event that negotiations fail to achieve a market related price with any of the three highest scoring tenderers.

#### **2.3.12 Acceptance of tender offer**

Notwithstanding any other provisions contained in the tender document, the CCT reserves the right to:

**2.3.12.1** Accept a tender offer(s) which does not, in the CCT's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender document.

**2.3.12.2** Accept the whole tender or part of a tender or any item or part of any item or items from multiple manufacturers, or to accept more than one tender (in the event of a number of items being offered), and the CCT is not obliged to accept the lowest or any tender.

**2.3.12.3** Accept the tender offer(s), if in the opinion of the CCT, it does not present any material risk and only if the tenderer(s)::

- a) is not under restrictions, has any principals who are under restrictions, or is not currently a supplier to whom notice has been served for abuse of the supply chain management system, preventing participation in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,c) has the legal capacity to enter into the contract,
- d) is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing,complies with the legal requirements, if any, stated in the tender data, and
- e) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

If an award cannot be made in terms of anything contained herein, the Employer reserves the right to consider the next ranked tenderer(s).

**2.3.12.4** Not to make an award, or revoke an award already made, where the implementation of the contract may result in reputational risk or harm to the City as a result of (inter alia):

- a) reports of poor governance and/or unethical behaviour;
- b) association with known family of notorious individuals;
- c) poor performance issues, known to the City;
- d) negative social media reports; and
- e) adverse assurance (e.g. due diligence) report outcomes.

**2.3.12.5** The CCT reserves the right to nominate an alternative bidder at the time when an award is made and in the event that a contract is terminated during the execution thereof, the CCT may consider the award of the contract, or non-award, to the alternative bidder in terms of the procedures included its SCM Policy.

### **2.3.13 Prepare contract documents**

**2.3.13.1** If necessary, revise documents that shall form part of the contract and that were issued by the CCT as part of the tender documents to take account of:

- a) notices issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the CCT and the successful tenderer.

**2.3.13.2** Complete the schedule of deviations attached to the form of offer and acceptance, if any.

### **2.3.14 Notice to successful and unsuccessful tenderers**

**2.3.14.1** Before accepting the tender of the successful tenderer the CCT shall notify the successful tenderer in writing of the decision of the CCT's Bid Adjudication Committee to award the tender to the successful tenderer. No rights shall accrue to the successful tenderer in terms of this notice

**2.3.14.2** The CCT shall, at the same time as notifying the successful tenderer of the Bid Adjudication Committee's decision to award the tender to the successful tenderer, also give written notice to the other tenderers informing them that they have been unsuccessful.

### **2.3.15 Provide written reasons for actions taken**

Provide upon request written reasons to tenderers for any action that is taken in applying these Conditions of Tender, but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

<b>TENDER DOCUMENT GOODS AND SERVICES</b>		 <div>CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD</div>	
<b>SUPPLY CHAIN MANAGEMENT</b>			
SCM - 542	Approved by Branch Manager: 03/04/2020		
		Version: 8	Page 23 of 163

<p align="center"><b>TENDER NO: 206G/2022/23</b></p> <p><b>TENDER DESCRIPTION: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS ,SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS</b></p> <p><b>CONTRACT PERIOD: NOT EXCEEDING 36 MONTHS FROM DATE OF COMMENCEMENT OF CONTRACT</b></p>
--

## VOLUME 2: RETURNABLE DOCUMENTS

<b>TENDERER</b>	
<b>NAME of</b> Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual	
<b>TRADING AS</b> (if different from above)	

<b>NATURE OF TENDER OFFER</b> (please indicate below)	
<b>Main Offer</b> (see clause 2.2.11.1)	
<b>Alternative Offer</b> (see clause 2.2.11.1)	

## VOLUME 2: RETURNABLE DOCUMENTS

### (3) DETAILS OF TENDERER

#### 1.1 Type of Entity (Please tick one box)

☐ Individual / Sole Proprietor

☐ Close Corporation

☐ Company

☐ Partnership or Joint Venture or Consortium

☐ Trust

☐ Other: .....

#### 1.2 Required Details (Please provide applicable details in full):

<b>Name of Company / Close Corporation or Partnership / Joint Venture / Consortium or Individual /Sole Proprietor</b>	
<b>Trading as</b> (if different from above)	
<b>Company / Close Corporation registration number</b> (if applicable)	
<b>Postal address</b>	Postal Code _____
<b>Physical address</b> (Chosen domicilium citandi et executandi)	Postal Code _____
<b>Contact details of the person duly authorised to represent the tenderer</b>	Name: Mr/Ms _____ (Name & Surname)  Telephone:( ____ ) _____ Fax:( ____ ) _____ Cellular Telephone: _____ E-mail address: _____
<b>Income tax number</b>	
<b>VAT registration number</b>	
<b>SARS Tax Compliance Status PIN</b>	
<b>City of Cape Town Supplier Database Registration Number</b> (See Conditions of Tender)	
<b>National Treasury Central Supplier Database registration number</b> (See Conditions of Tender)	



Is tenderer the accredited representative in South Africa for the Goods / Services / Works offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, enclose proof
Is tenderer a foreign based supplier for the Goods / Services / Works offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, answer the Questionnaire to Bidding Foreign Suppliers (below)
<b>Questionnaire to Bidding Foreign Suppliers</b>	a) Is the tenderer a resident of the Republic of South Africa or an entity registered in South Africa?  <input type="checkbox"/> Yes <input type="checkbox"/> No
	b) Does the tenderer have a permanent establishment in the Republic of South Africa?  <input type="checkbox"/> Yes <input type="checkbox"/> No
	c) Does the tenderer have any source of income in the Republic of South Africa?  <input type="checkbox"/> Yes <input type="checkbox"/> No
	d) Is the tenderer liable in the Republic of South Africa for any form of taxation?  <input type="checkbox"/> Yes <input type="checkbox"/> No

#### (4) FORM OF OFFER AND ACCEPTANCE

### TENDER 206G/2022/23: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS

#### OFFER: (TO BE FILLED IN BY TENDERER):

**Required Details** (Please provide applicable details in full):

<b>Name of Tendering Entity*</b> ("the tenderer")	
<b>Trading as</b> (if different from above)	

**AND WHO IS** represented herein by: (full names of signatory)

duly authorised to act on behalf of the tenderer in his capacity as: (title/ designation)

**HEREBY AGREES THAT** by signing the *Form of Offer and Acceptance*, the tenderer:

1. confirms that it has examined the documents listed in the Index (including Schedules and Annexures) and has accepted all the Conditions of Tender;
2. confirms that it has received and incorporated any and all notices issued to tenderers issued by the CCT;
3. confirms that it has satisfied itself as to the correctness and validity of the tender offer; that the price(s) and rate(s) offered cover all the goods and/or services specified in the tender documents; that the price(s) and rate(s) cover all its obligations and accepts that any mistakes regarding price(s), rate(s) and calculations will be at its own risk;
4. offers to supply all or any of the goods and/or render all or any of the services described in the tender document to the CCT in accordance with the:
  - 4.1 terms and conditions stipulated in this tender document;
  - 4.2 specifications stipulated in this tender document; and
  - 4.3 at the prices as set out in the **Price Schedule**.
5. accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on it in terms of the Contract.

Signature(s)

Print name(s):  
On behalf of the tenderer (duly authorised)

Date

INITIALS OF CITY OFFICIALS		
1	2	3

## FORM OF OFFER AND ACCEPTANCE (continued)

### TENDER 206G/2022/23: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS

#### ACCEPTANCE (TO BE FILLED IN BY THE CITY OF CAPE TOWN)

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 supplier the amount due in accordance with the conditions of contract. 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:

- (7) & (8): Special and General Conditions of Tender
- (5) Price schedule
- 13: Specifications

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 two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documents to be provided in terms of the conditions of contract identified in the special contract conditions. 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 parties have signed the table below and confirms receipt from the employer of one fully completed original copy of this agreement, including the schedule of deviations (if any). The tenderer (now supplier) shall within five working days of the agreement coming into effect notify the employer in writing of any reason why he cannot accept the contents of this agreement as a complete and accurate memorandum thereof, failing which the agreement presented to the contractor shall constitute the binding contract between the parties.

The Parties	Employer	Supplier
Business Name		
Business Registration		
Tax number (VAT)		
Physical Address		
Accepted contract sum including tax		
Accepted contract duration		
Signed – who by signature hereto warrants authority		
Name of signatory		
Signed: Date		
Signed: Location		
Signed: Witness		
Name of Witness		

## FORM OF OFFER AND ACCEPTANCE (continued)

(TO BE FILLED IN BY THE CITY OF CAPE TOWN)

### Schedule of Deviations

#### Notes:

1. The extent of deviations from the tender documents issued by the CCT before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

1 Subject .....

Details .....

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

2 Subject .....

Details .....

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

3 Subject .....

Details .....

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

4 Subject .....

Details .....

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

By the duly authorised representatives signing this agreement, the CCT and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to this tender document and addenda thereto as listed in the returnable schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the CCT 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 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.

## **(5) PRICE SCHEDULE**

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words "or equivalent".

**TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT'**

### **5 Pricing Instructions:**

- 5.1 State the rates and prices in Rand unless instructed otherwise in the tender conditions.
- 5.2 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the General Tender Information.
- 5.3 All prices tendered must include all expenses, disbursements and costs (e.g. transport, accommodation, offloading etc.) that may be required for the execution of the tenderer's obligations in terms of the Contract, and shall cover the cost of all general risks, liabilities and obligations set forth or implied in the Contract as well as overhead charges and profit (in the event that the tender is successful). All prices tendered will be final and binding.
- 5.4 All prices shall be tendered in accordance with the units specified in this schedule.
- 5.5 Items 1 – 23 will be evaluated and awarded as individual items according to tendered price/rate and preference for each on the basis laid out in the Conditions of Tender.
- 5.6 Items 24 and 25 and their sub-items, for recommended spares for steel and non-steel kiosks, will be awarded to each Contractor who is awarded a contract for any of the corresponding items 1 to 23 of the Price Schedule. (However, the City reserves the right to award such items on the basis of tendered price/rate and preference where items offered by different tenderers are technically identical and interchangeable).
- 5.7 Provide fixed rates and prices for the duration of the contract that are not subject to adjustment except as otherwise provided for in clause 17 of the Conditions of Contract and as amplified in the Special Conditions of Contract.
- 5.8 The CCT intends to appoint a Main Contractor and a Standby Contractor (who has offered equipment from an alternative manufacturer, where possible) for each item. Refer to Clause 2.1.5.1 of the Conditions of Tender for full details.

Item No.	Description	SAP Material Number	Unit Price delivered and off-loaded (Excluding VAT) (R)	Specified Delivery Period from date of Purchase Order (Weeks)	Tendered Delivery Period from date of Purchase Order (Weeks)
1	Fuse Pillar Box (Steel), complete with Fuse Pillars and Tinned Copper Busbars	200001864		10	
2	Service Pillar (Steel), complete with Tinned Copper Busbars	200001863		10	
3	Service Pillar (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA		10	
4	Distribution Kiosk (Steel), complete with Tinned Copper Busbars	200001989		10	
5	Meter Kiosk, Single Door (Steel), Credit Meter, complete with Tinned Copper Busbars	200001865		10	
6	Meter Kiosk, Single Door (Steel), Split Meter, complete with Tinned Copper Busbars	200020452		10	
7	Meter Kiosk, Single Door (Steel), Split Meter, complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA		10	
8	Meter Kiosk, Single Door (Steel), 3-Phase Meter, complete with Tinned Copper Busbars	200020414		10	
9	Meter Kiosk, Dual Door (Steel), 6-Way, complete with Tinned Copper Busbars	200020415		10	
10	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs and Tinned Copper Busbars	200002097		10	
11	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA		10	
12	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs and Tinned Copper Busbars	200015113		10	
13	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA		10	
14	Street light control Kiosk, Dual Door (Steel), complete with Tinned Copper Busbars	200025913		10	
15	Street light control Kiosk, Dual Door (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA		10	
16	Distribution Kiosk, 6-Way (Non-Steel)	200015114		10	
17	Distribution Kiosk, 9-Way (Non-Steel)	200005265		10	
18	Distribution Kiosk, 12-Way (Non-Steel)	200008528		10	
19	Meter Kiosk, 4-Way (Non-Steel)	200015115		10	
20	Meter Kiosk, 6-Way (Non-Steel)	200011042		10	
21	Meter Kiosk, 9-Way (Non-Steel)	200013766		10	
22	Meter Kiosk, 12-Way (Non-Steel), 60 A MCB	200013161		10	
23	Meter Kiosk, 12-Way (Non-Steel), 80 A MCB	200015117		10	

tem No.	Description	SAP Material Number	Unit Price delivered and off-loaded (Excluding VAT) (R)	Required Delivery Period from date of Purchase Order (Weeks)	Tendered Delivery Period from date of Purchase Order (Weeks)
<b>24</b>	<b><u>Recommended Spares for Steel SDBs (Kiosks):</u></b>				
24.1	Copper Clad Aluminium Alloy (CCAA) Busbar Spares:				
24.1.1	Fuse Pillar Box Red & Blue Phase CCAA Main Busbar (cut, drilled & tinned), 800A Cu equivalent, 550mm length, in accordance with requirements of DRWG SK3844 Sht 1, each	TBA		10	
24.1.2	Fuse Pillar Box White Phase CCAA Main Busbar (cut, drilled & tinned), 800A Cu equivalent, 600mm length, in accordance with requirements of DRWG SK3844 Sht 1, each	TBA		10	
24.1.3	Fuse Pillar Box CCAA Neutral Busbar (cut, drilled & tinned), 800A Cu equivalent, 520mm length, in accordance with requirements of DRWG SK3844 Sht 2, each	TBA		10	
24.1.4	Meter Kiosk, Dual Door (12-way) CCAA Main and Neutral Busbar (cut, drilled & tinned), 400A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3169A Sh 2, each	TBA		10	
24.1.5	Meter Kiosk, Single Door CCAA Red Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 400mm length, in accordance with requirements of DRWG 3363 Sh 2, each	TBA		10	
24.1.6	Meter Kiosk, Single Door CCAA White Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 350mm length, in accordance with requirements of DRWG 3363 Sh 2, each	TBA		10	
24.1.7	Meter Kiosk, Single Door CCAA Blue Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3363 Sh 2, each	TBA		10	
24.1.8	Meter Kiosk, Single Door CCAA Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 250mm length, in accordance with requirements of DRWG 3363 Sh 2, each	TBA		10	
24.1.9	Meter Kiosk, Dual Door (6-way) CCAA Consumer Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3362 Sh 2, each	TBA		10	
24.1.10	Meter Kiosk, Dual Door (12-way) CCAA Consumer Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 500mm length, in accordance with requirements of DRWG 3169A Sh 2, each	TBA		10	
24.1.11	Fuse Pillar Box CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 300mm length, in accordance with requirements of DRWG SK3844 Sht 2, each	TBA		10	
24.1.12	Meter Kiosk, Single Door CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 320mm length, in accordance with requirements of DRWG 3363 Sh 2, each	TBA		10	

tem No.	Description	SAP Material Number	Unit Price delivered and off-loaded (Excluding VAT) (R)	Required Delivery Period from date of Purchase Order (Weeks)	Tendered Delivery Period from date of Purchase Order (Weeks)
24.1.13	Meter Kiosk, Dual Door (6-way) CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 345mm length, in accordance with requirements of DRWG 3362 Sh 2, each	TBA		10	
24.1.14	Meter Kiosk, Dual Door (12-way) CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 580mm length, in accordance with requirements of DRWG 3169A Sh2, each	TBA		10	
24.2	Three-point locking mechanism, complete (excl swing handle)	200025865		10	
24.3	Stainless steel swing handle	200025866		10	
24.4	Lock protector box, complete	200025867		10	
24.5	Replacement Door, complete, include sacrificial welding flanges – Fuse Pillar box	200025787		10	
24.6	Replacement Door, complete, include sacrificial welding flanges – Service Pillar	200025788		10	
24.7	Replacement Door, complete, include sacrificial welding flanges – Distribution Kiosk / Meter Kiosk (6-way)	200025789		10	
24.8	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Dual Door	200025790		10	
24.9	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Single Door	200025871		10	
<b>25</b>	<b>Recommended Spares for Non-Steel SDBs (Kiosks):</b>				
25.1	Three position locking mechanism, complete	200025872		10	
25.2	Replacement Door, complete – Meter Kiosk, 4-way	200025852		10	
25.3	Replacement Door, complete – Meter / Distribution Kiosk, 6-way	200025853		10	
25.4	Replacement Door, complete – Meter / Distribution Kiosk, 9-way	200025854		10	
25.5	Replacement Door, complete – Meter / Distribution Kiosk, 12-way	200025855		10	

INITIALS OF CITY OFFICIALS		
1	2	3



## (6) SUPPORTING SCHEDULES

### Schedule 1: Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums

**This schedule is to be completed if the tender is submitted by a partnership/joint venture/ consortium.**

1. We, the undersigned, are submitting this tender offer as a partnership/ joint venture/ consortium and hereby authorize Mr/Ms \_\_\_\_\_, of the authorised entity \_\_\_\_\_, acting in the capacity of Lead Partner, to sign all documents in connection with the tender offer and any contract resulting from it on the partnership/joint venture/ consortium's behalf.
2. By signing this schedule the partners to the partnership/joint venture/ consortium:
  - 2.1 warrant that the tender submitted is in accordance with the main business and objectives of the partnership/joint venture/ consortium;
  - 2.2 agree that the CCT shall make all payments in terms of this Contract into the following bank account of the Lead Partner:  
 Account Holder: \_\_\_\_\_  
 Financial Institution: \_\_\_\_\_  
 Branch Code: \_\_\_\_\_  
 Account No.: \_\_\_\_\_
  - 2.3 agree that in the event that there is a change in the partnership/ joint venture/ consortium and/or should a dispute arise between the partnership/joint venture/ consortium partners, that the CCT shall continue to make any/all payments due and payable in terms of the Contract into the aforesaid bank account until such time as the CCT is presented with a Court Order or an original agreement (signed by each and every partner of the partnership/joint venture/ consortium) notifying the CCT of the details of the new bank account into which it is required to make payment.
  - 2.4 agree that they shall be jointly and severally liable to the CCT for the due and proper fulfilment by the successful tenderer/supplier of its obligations in terms of the Contract as well as any damages suffered by the CCT as a result of breach by the successful tenderer/supplier. The partnership/joint venture/ consortium partners hereby renounce the benefits of excussion and division.

SIGNED BY THE PARTNERS OF THE PARTNERSHIP/ JOINT VENTURE/ CONSORTIUM		
NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....

**Note: A copy of the Joint Venture Agreement shall be appended to List of other documents attached by tenderer schedule.**

## Schedule 2: Declaration for Procurement above R10 million

If the value of the transaction is expected to exceed R10 million (VAT included) the tenderer shall complete the following questionnaire, attach the necessary documents and sign this schedule:

1. Are you by law required to prepare annual financial statements for auditing ? (Please mark with X)

YES		NO	
-----	--	----	--

1.1 If YES, submit audited annual financial statements:

- (i) for the past three years, or
- (ii) since the date of establishment of the tenderer (if established during the past three years)

By attaching such audited financial statements to **List of other documents attached by tenderer** schedule.

2. Do you have any outstanding undisputed commitments for municipal services towards the CCT or other municipality in respect of which payment is overdue for more than 30 (thirty) days? (Please mark with X)

YES		NO	
-----	--	----	--

2.1 If NO, this serves to certify that the tenderer has no undisputed commitments for municipal services towards any municipality for more than three (3) (three) months in respect of which payment is overdue for more than 30 (thirty) days.

2.2 If YES, provide particulars:

---



---



---



---

3. Has any contract been awarded to you by an organ of state during the past five (5) years? (Please mark with X)

YES		NO	
-----	--	----	--

3.1 If YES, insert particulars in the table below including particulars of any material non-compliance or dispute concerning the execution of such contract. Alternatively attach the particulars to **List of other documents attached by tenderer** schedule in the same format as the table below:

Organ of State	Contract Description	Contract Period	Non-compliance/dispute (if any)

4. Will any portion of the goods or services be sourced from outside the Republic, and if so, what portion and whether any portion of payment from the CCT is expected to be transferred out of the Republic? (Please mark with X)

YES		NO	
-----	--	----	--

4.1 If YES, furnish particulars below


The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

\_\_\_\_\_  
Signature  
Print name:  
On behalf of the tenderer (duly authorised)

\_\_\_\_\_  
Date

## Schedule 3: Preference Schedule

### 1 Definitions

The following definitions shall apply to this schedule:

**All applicable taxes:** Includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

**Applicable Code:** Shall be either the Amended Codes of Good Practice (published on 11 October 2013) or Sector Specific Codes as indicated in the tender conditions

**B-BBEE:** Broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act.

**B-BBEE status level of contributor:** The B-BBEE status of an entity in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act

**Bid (Tender):** A written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals.

**Black Designated Groups:** The meaning assigned to it in the codes of good practice issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act, 2003, (Act 53 of 2003).

**Black People:** The meaning assigned to it in section 1 of the Broad-Based Black Economic Empowerment Act.

**Broad-Based Black Economic Empowerment Act:** The Broad-Based Black Economic Empowerment Act, Act 53 of 2003.

**Consortium or Joint Venture:** 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.

**Contract** Error! Bookmark not defined. The agreement that results from the acceptance of a bid by an organ of state.

**Co-operative:** A co-operative registered in terms of section 7 of the Co-operatives Act, 2005 (Act no. 14 of 2005).

**Designated Group:** Black designated groups, black people, women, people with disabilities or small enterprises as defined in section 1 of the National Small Enterprises Act, 1996 (act no. 102 of 1996)

**Designated Sector:** A sector, sub-sector or industry or product that has been designated in terms of any relevant regulation of the Preferential Procurement Regulations, 2017.

**Exempted Micro Enterprise (EME):** An exempted micro enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act

**Firm Price:** The price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract.

**Functionality:** The ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.

**Military Veteran:** The meaning assigned to it in section 1 of the Military Veterans Act, 2011 (Act No. 18 of 2011).

**National Treasury:** The meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 18 of 1999).

**Non-firm prices:** All prices other than "firm" prices.

**Person:** Includes a juristic person.

**People with disabilities:** The meaning assigned to it in section 1 of the Employment Equity Act, 1998 (Act No. 55 of 1998).

**Price:** Includes all applicable taxes less unconditional discounts.

**Proof of B-BBEE status level of contributor:** The B-BBEE status level certificate issued by an authorised body or person, a sworn affidavit as prescribed by the B-BBEE Codes of good Practice or any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act.

**Qualifying Small Enterprise (QSE):** A qualifying small enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act.

**Rand Value:** means the total estimated value of a contract in Rand, calculated at the time of bid invitations.

**Rural Area:** A sparsely populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area or an area including a large settlement which depends on migratory labour and remittances and government social grants for survival, and may have a traditional land tenure system.

**Stipulated Minimum Threshold:** The minimum threshold stipulated in terms of any relevant regulation of the Preferential Procurement Regulations, 2017.

**Sub-contract:** The primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract.

**The Act:** The Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000).

**Total Revenue:** Bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007.

**Township:** An urban living area that at any time from the late 19<sup>th</sup> century until 27 April 1994, was reserved for black people, including areas developed for historically disadvantaged individuals post 27 April 1994.

**Treasury:** The meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 18 of 1999).

**Trust:** The arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.

**Trustee:** Any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

**Youth:** The meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008).

## **2 Conditions associated with the granting of preferences**

A supplier that is granted a preference undertakes to:

- 1) accept that the number of preference points allocated will be based on the B-BBEE status level of contributor of the supplier as at the closing date for submission of tender offers;
- 2) not sub-contract more than 25% of the value of the contract to sub-contractors that do not have an equal or higher B-BBEE status level of contributor than the supplier, unless the intended sub-contractors are exempted micro enterprises that have the capability and ability to execute the sub-contract works or unless otherwise declared in terms of Section 5 below;
- 3) accept that a contract may not be awarded if the price offered is not market related;
- 4) accept the sanctions set out in Section 3 below should Condition 2(2) be breached, or should the tenderer have submitted any false information regarding its B-BBEE status level of contributor, local production and content, or any other matter required in terms of this bid that will affect, or has affected the bid evaluation;
- 5) accept that, in order to qualify for preference points, it is the responsibility of the supplier to submit documentary proof of its BBBEE level of contribution in accordance with the Codes of Good Practise, 2013, to the CCT at the Supplier Management Unit located within the Tender Distribution Office, 2<sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5);
- 6) accept that, further to 5) above, Consortiums/Joint Ventures will qualify for preference points, provided that the entity submits the relevant certificate/scorecard in terms of the Preferential Procurement Regulations, 2017. Note that, in the case of unincorporated entities, a verified scorecard in the name of the consortium/Joint Venture must be submitted with the quotation (attached to this schedule);
- 7) accept that if it is found that, in the performance of the contract, the participation of the various partners in a Consortium/ Joint Venture differs substantially from that upon which the consolidated scorecard submitted in terms of 5) above was based, and the impact of which is that the Joint Venture would not have been awarded the contract in terms of the actual B-BBEE level of contribution achieved by the Joint Venture, then a financial penalty shall be applied (in addition to any other remedies that the CCT may have) in accordance with Section 3 below;
- 8) accept that the CCT will verify the B-BBEE level of contributor of the supplier as at the closing date for submission of tender offers, to determine the number of preference points to be awarded to the supplier. In the case of Consortiums/Joint Ventures which tender as unincorporated entities, a verified scorecard

submitted with the tender and valid as at the closing date will be used to determine the number of preference points to be awarded to the supplier;

- 9) accept that, notwithstanding 8) above, a supplier will **not** be awarded points for B-BBEE status level of contributor if he indicates in his tender that he intends sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the points that the supplier qualifies for unless the intended sub-contractors are exempted micro enterprises that have the capability and ability to execute the sub-contract works;
- 10) accept that any subcontracting arrangements after the award of the tender may only be entered into upon the prior approval of the City of Cape Town; and
- 11) immediately inform the City of Cape Town of any change that may affect the tenderer's B-BBEE level of contribution upon which preference points will be or have been allocated.

### **3 Sanctions relating to breaches of preference conditions**

The sanctions for breaching the conditions associated with the granting of preferences are:

- 1) disqualify the supplier from the tender process;
- 2) recover costs, losses or damages the CCT has incurred or suffered as a result of the supplier's or contractor's conduct;
- 3) cancel the contract in whole or in part and claim any damages which the CCT has suffered as a result of having to make less favourable arrangements due to such cancellation;
- 4) restrict the supplier, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from the CCT for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied and inform the National Treasury accordingly;
- 5) forward the matter for criminal prosecution; and/or
- 6) financial penalties payable to the CCT, as set out below.

#### **Financial penalty for breach of Condition 2 in Section 2 above:**

The penalty to be applied for sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the preference points that the supplier qualified for (unless so declared or proven to be beyond the control of the supplier, or the sub-contractors are EMEs that have the capability and ability to execute the sub-contract works) shall be as provided for in the following formula:

$$\text{Penalty} = 0.5 \times E(\%) \times P^*$$

where:

E = The value of work (excluding VAT) executed by sub-contractors that do not qualify for at least the preference points that the supplier qualified for, expressed as a percentage of P\*, less 25%

P\* = Value of the contract

**Financial penalty for breach in terms of condition 6 in Section 2 above:**

The penalty to be applied where, in the performance of the contract, the participation of the various partners in a Consortium/ Joint Venture differs substantially from that upon which the consolidated scorecard submitted in terms of 5) in Section 2 above was based, and the impact of which is that the Joint Venture would not have been awarded that contract in terms of the actual B-BBEE level of contribution achieved by the Joint Venture, shall be as provided for in the following formula:

$$\text{Penalty} = 5/100 \times (B-BBEE^a - B-BBEE^t) \times P^*$$

where:

B-BBEE<sup>a</sup> = The B-BBEE level of contribution that is achieved, determined in accordance with the actual participation of the Joint Venture partners in the performance of the contract

B-BBEE<sup>t</sup> = The B-BBEE level of contribution that was used to determine the number of preference points granted to the Joint Venture at the time of tender evaluation

P\* = Value of the contract

**Financial penalty for breach in terms of condition 10 in Section 2 above:**

The penalty to be applied where the supplier fails to disclose subcontracting arrangement after the award of the tender is up to a maximum of 10% of the value of the contract.

**4 Level of Contribution in respect of enterprise status or structure of the tendering entity (the supplier)**

In the interest of transparency, suppliers are required to complete Table 1: Level of Contribution below.

**Table 1: Level of Contribution**

Type of B-BBEE Contributor	Status (tick box(es) below as applicable)
Exempted Micro Enterprise (EME), 100% black-owned	<input type="checkbox"/>
Exempted Micro Enterprise (EME), at least 51% but less than 100% black-owned	<input type="checkbox"/>
Exempted Micro Enterprise (EME), less than 51% black-owned	<input type="checkbox"/>
Qualifying Small Enterprise (QSE), 100% black-owned	<input type="checkbox"/>
Qualifying Small Enterprise (QSE), at least 51% but less than 100% black-owned	<input type="checkbox"/>
Qualifying Small Enterprise (QSE), less than 51% black-owned	<input type="checkbox"/>
Verified B-BBEE contributor <input type="checkbox"/> B-BBEE Status Level of Contributor <sup>1</sup>	<input type="checkbox"/>
Non-compliant contributor	<input type="checkbox"/>

<sup>1</sup> If it is indicated that the company/firm/entity is a verified B-BBEE contributor, then the verified status level of contributor must be inserted in the box provided (insert a number from 1 to 8 as applicable)

## 5 Declarations

1) With reference to Condition 9 in Section 2 above, the supplier declares that:

**I/we hereby forfeit my preference points because I /we DO intend sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the points that I/we as supplier qualify for or are not exempted micro enterprises that have the capability and ability to execute the sub-contract works**

☐

### Note:

**Suppliers who do not tick this box will be allocated preference points but the sanctions relating to breaches of preference conditions in Section 3 will be applicable if the supplier contravenes the conditions in Section 2.**

2) The undersigned, who warrants that he/she is duly authorised to do so on behalf of the supplier, hereby certifies that the preference claimed based on the B-BBEE status level of contribution indicated in Table 1, qualifies the supplier, subject to condition 9 in Section 2 above, for such preference claimed, and acknowledges that:

- (i) the information furnished is true and correct;
- (ii) the preference claimed is in accordance with the conditions of this schedule;
- (iii) the supplier may be required to furnish documentary proof to the satisfaction of the CCT that the BBEE level of contributor as at the closing date is correct; and
- iv) he/she understands the conditions under which preferences are granted, and confirms that the supplier will satisfy the conditions pertaining to the granting of preferences.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Name (PRINT)**

(For and on behalf of the Supplier (duly authorised))

For official use.		
SIGNATURE OF CITY OFFICIALS AT TENDER OPENING		
1.	2.	3.



## Schedule 4: Declaration of Interest – State Employees (MBD 4 amended)

1. No bid will be accepted from:
  - 1.1 persons in the service of the state<sup>1</sup>, or
  - 1.2 if the person is not a natural person, of which any director, manager or principal shareholder or stakeholder is in the service of the state, or
  - 1.3 from persons, or entities of which any director, manager or principal shareholder or stakeholder, has been in the service of the City of Cape Town during the twelve months after the City employee has left the employ of the City, or
  - 1.4 from an entity who has employed a former City employee who was at a level of T14 or higher at the time of leaving the City's employ and involved in any of the City's bid committees for the bid submitted, if:
    - 1.4.1 the City employee left the City's employment voluntarily, during a period of 12 months after the City employee has left the employ of the City;
    - 1.4.2 the City employee left the City's employment whilst facing disciplinary action by the City, during a period of 24 months after the City employee has left the employ of the City, or any other period prescribed by applicable legislative provisions, after having left the City's employ.
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 tenderer 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 tenderer or his or her representative:.....
  - 3.2 Identity Number:.....
  - 3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>).....
  - 3.4 Company or Close Corporation Registration Number:.....
  - 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 .....
  - 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 tenderer 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.....

- 3.12 Are any of the company's directors, trustees, managers, principle 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 .....
- 3.15 Have you, or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company been in the service of the City of Cape Town in the past twelve months? **YES / NO**
- 3.15.1 If yes, furnish particulars .....
- 3.16 Do you have any employees who was in the service of the City of Cape Town at a level of T14 or higher at the time they left the employ of the City, and who was involved in any of the City's bid committees for this bid? **YES / NO**
- 3.16.1 If yes, furnish particulars .....

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

Full Name	Identity Number	State Employee Number

If the above table does not sufficient to provide the details of all directors / trustees / shareholders, please append full details to the tender submission.

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

\_\_\_\_\_  
Signature

Print name:

\_\_\_\_\_  
Date

On behalf of the tenderer (duly authorised)

**'MSCM 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;**

**(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) an executive member of the accounting authority of any national or provincial public entity; or**

**(f) an employee of Parliament or a provincial legislature.**

**<sup>2</sup> 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.**

## Schedule 5: Conflict of Interest Declaration

1. The tenderer shall declare whether it has any conflict of interest in the transaction for which the tender is submitted. (Please mark with X)

YES		NO	
-----	--	----	--

- 1.1 If yes, the tenderer is required to set out the particulars in the table below:


2. The tenderer shall declare whether it has directly or through a representative or intermediary promised, offered or granted:

2.1 any inducement or reward to the CCT for or in connection with the award of this contract; or

2.2 any reward, gift, favour or hospitality to any official or any other role player involved in the implementation of the supply chain management policy. (Please mark with X)

YES		NO	
-----	--	----	--

If yes, the tenderer is required to set out the particulars in the table below:


***Should the tenderer be aware of any corrupt or fraudulent transactions relating to the procurement process of the City of Cape Town, please contact the following:***

***the City's anti-corruption hotline at 0800 32 31 30 (toll free)***

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

\_\_\_\_\_  
Signature  
Print name:  
On behalf of the tenderer (duly authorised)

\_\_\_\_\_  
Date

## Schedule 6: Declaration of Tenderer's Past Supply Chain Management Practices (MBD 8)

Where the entity tendering is a partnership/joint venture/consortium, each party to the partnership/joint venture/consortium must sign a declaration in terms of the Municipal Finance Management Act, Act 56 of 2003, and attach it to this schedule.

- 1 The tender offer of any tenderer may be rejected if that tenderer or any of its directors/members have:**
- a) abused the municipality's / municipal entity's supply chain management system or committed any fraudulent 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) or Database of Restricted Suppliers.
- 2 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
2.1	<p><b>Is the tenderer or any of its directors/members listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</b></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><b>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b></p>	<p>Yes</p> <p><input type="checkbox"/></p>	<p>No</p> <p><input type="checkbox"/></p>
2.1.1	If so, furnish particulars:		
2.2	<p><b>Is the tenderer or any of its directors/members 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) or Database of Restricted Suppliers?</b></p> <p><b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b></p>	<p>Yes</p> <p><input type="checkbox"/></p>	<p>No</p> <p><input type="checkbox"/></p>
2.2.1	If so, furnish particulars:		

2.3	Was the tenderer or any of its directors/members 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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
2.4	Does the tenderer or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.1	If so, furnish particulars:		
2.5	Was any contract between the tenderer and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.7.1	If so, furnish particulars:		

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, , restriction of the tenderer or the exercise by the employer of any other remedies available to it.

\_\_\_\_\_  
Signature  
Print name:  
On behalf of the tenderer (duly authorised)

\_\_\_\_\_  
Date

## Schedule 7: Authorisation for the Deduction of Outstanding Amounts Owed to the City of Cape Town

To: THE CITY MANAGER, CITY OF CAPE TOWN

From: \_\_\_\_\_  
(Name of tenderer)

### RE: AUTHORISATION FOR THE DEDUCTION OF OUTSTANDING AMOUNTS OWED TO THE CITY OF CAPE TOWN

The tenderer:

- a) hereby acknowledges that according to SCM Regulation 38(1)(d)(i) the City Manager may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the tenderer (or any of its directors/members/partners) to the CCT, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months; and
- b) therefore hereby agrees and authorises the CCT to deduct the full amount outstanding by the Tenderer or any of its directors/members/partners from any payment due to the tenderer; and
- c) confirms the information as set out in the tables below for the purpose of giving effect to b) above;
- d) The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

Physical <b>Business</b> address(es) of the tenderer	Municipal Account number(s)

If there is not enough space for all the names, please attach the information to **List of other documents attached by tenderer** schedule in the same format:

Name of Director / Member / Partner	Identity Number	Physical <b>residential</b> address of Director / Member / Partner	Municipal Account number(s)

\_\_\_\_\_  
Signature  
Print name:  
On behalf of the tenderer (duly authorised)

\_\_\_\_\_  
Date

## Schedule 8: Contract Price Adjustment and/or Rate of Exchange Variation

### 8.1 PRICING INSTRUCTIONS

- 8.1.1 This is a multi-year tender and clear understanding of Contract Price Adjustment provisions must be established to avoid pricing risk during the resulting contract(s).
- 8.1.2 The Contract Price Adjustment mechanisms and/or provisions relating to Rate of Exchange Variation contained in this schedule are compulsory and binding on all tenderers. Failure to complete this schedule or any part thereof may result in the tender offer being declared non-responsive.
- 8.1.3 Tenderers are not permitted to amend, vary, alter or delete this schedule or any part thereof unless otherwise stated in this schedule, failing which the tender offer shall be declared non-responsive.
- 8.1.4 Tenderers are not permitted to offer fixed prices for the contract duration except as provided for in the Price Schedule, and if the tenderer offers fixed prices in contravention of this clause the tender offer shall be declared non-responsive.
- 8.1.5 The prices stipulated on the pricing schedule shall be subject to price adjustment as laid out below.
- 8.1.6 Tenderers are required to complete either Section 8.2.1 (**Manufacturers**) or Section 8.2.2 (**Suppliers**) below to establish the Contract Price Adjustment basis. (Refer to Clause 8.4).
- 8.1.7 Tenderers shall in addition complete Section 8.3 if Rate of Exchange Variations are applicable.

### 8.2 CONTRACT PRICE ADJUSTMENT

#### 8.2.1 Tenderers that are MANUFACTURERS of the Tendered Items:

**Tenderers that are manufacturers of the tendered items are subject to contract price adjustment based on SEIFSA INDICES and/or MATERIALS SUPPLIER'S PRICE LISTS, and shall complete only the following options:**

##### **a) Increase using SEIFSA indices**

Published indices shall be applied monthly to determine a fixed rate for the following month, as detailed in Clause 8.4.1 of Schedule 8.

Material and labour price variation shall be calculated based upon the SEIFSA base material and labour prices / indices and the price proportions indicated by the Tenderer for the Goods tendered, as detailed in Annexure A of Schedule 8, which shall be completed in full.

A minimum of 10% of the tender price shall be fixed and free of variation for the duration of the contract.

The SEIFSA contract price adjustment formula shall apply, unless otherwise detailed (and accepted) in the Covering Letter accompanying the Tender Documentation.

Tenderer to claim SEIFSA based CPA? (Yes /No): \_\_\_\_\_

##### **b) Increase using Material Supplier Price Lists**

The tender price shall be subject to adjustment based on raw material / component Supplier's Price Lists for the materials supplied for the manufacture of the tendered items.

Supplier: \_\_\_\_\_

Date of Price List/Quotation upon which tender is based \_\_\_\_\_

Price List/Quotation Reference Number \_\_\_\_\_

#### **N.B.**

- The above information must be provided for each item supplied to the Tenderer.
- Copies of price lists on which tender prices are based shall be enclosed for all items.
- Tenderers will be entitled to claim only the difference between the cost of the product at the time of tendering and the new cost. Documentation to this effect must be submitted with each claim.



### 8.2.2 Tenderers that ARE NOT Manufacturers of the Tendered Items:

Tenderers that **ARE NOT** manufacturers of the tendered items are subject to contract price adjustment based on the **SUPPLIER'S / MANUFACTURER'S PRICE LISTS** from the supplier or manufacturer of the tendered items, as detailed in Clause 8.4.2 of Schedule 8, and shall complete the following:

Tenderer's Supplier / Manufacturer: \_\_\_\_\_

Date of Price List/Quotation upon which tender is based \_\_\_\_\_

Price List/Quotation Reference Number \_\_\_\_\_

**N.B.**

- The above information must be provided for each item supplied to the Tenderer.
- Copies of price lists on which tender prices are based **shall** be enclosed for all items. The items referenced on the Pricing Schedule must be clearly identified on the Price List.
- Tenderers will be entitled to claim only the difference between the cost of the product at the time of tendering and the new cost. Documentation to this effect must be submitted with each claim.

### 8.3 RATE OF EXCHANGE VARIATIONS

Only tenderers who are the **DIRECT IMPORTER** of the Goods may claim rate of exchange price variations. (Refer to Clause 8.4.3 below).

Exchange Rate on which tender is based: \_\_\_\_\_ 1 = S A Rand \_\_\_\_\_

Name of Bank: \_\_\_\_\_

Date of quoted rate of exchange (Seven Calendar Days before tender closing): \_\_\_\_\_

The end date applicable for variation shall be the date of shipment received (ie. The date of the Bill of Lading / Waybill / Customs Invoice)

Tenderer to indicate applicable documentation (Bill of Lading / Waybill / Customs Invoice):

\_\_\_\_\_

If any other documentation other than those indicated above is applicable, the tenderer is to indicate this clearly and identify the applicable documentation in the space provided above.

**TABLE 8.3: PRICE BASIS FOR IMPORTED RESOURCES**

Item No.	Value in foreign currency	Rate of exchange as at <b>7 days prior</b> to date of tender	Value in Rand, of foreign currency content (columns AxB)	Customs Surcharge		Customs Duty		Amount of South African Content	Total in Rand of columns C+D+E+F (Total Tender Price) (Excl. VAT)
				%	R	%	R		
	(A)	(B)	(C)		(D)		(E)	(F)	(G)
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

Item No.	Value in foreign currency	Rate of exchange as at <b>7 days prior</b> to date of tender	Value in Rand, of foreign currency content (columns AxB)	Customs Surcharge		Customs Duty		Amount of South African Content	Total in Rand of columns C+D+E+F (Total Tender Price) (Excl. VAT)
				%	R	%	R		
	(A)	(B)	(C)		(D)		(E)	(F)	(G)
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24.1.1									
24.1.2									
24.1.3									
24.1.4									
24.1.5									
24.1.6									
24.1.7									
24.1.8									
24.1.9									
24.1.10									
24.1.11									
24.1.12									
24.1.13									
24.1.14									

#### 8.4 **PRICE VARIATION CLAIM**

##### 8.4.1 **SEIFSA Index based Contract Price Variations (Refer to 8.2.1 above)**

- 8.4.1.1 This section **is applicable to Tenderers that ARE the manufacturer of the tendered Goods**.
- 8.4.1.2 Only Contractors that are the manufacturers of the Goods may claim SEIFSA Index based contract price adjustments.
- 8.4.1.3 For items that are subject to ROE, the SEIFSA index based CPA **shall apply only to the South African Content portion**, column (F) of the above table.
- 8.4.1.4 The contract price per item shall be adjusted **monthly** in advance of placement of orders, and the adjusted contract price shall be applicable for purchase orders placed during the following full calendar **month**.
- 8.4.1.5 Fluctuations in the prices of raw materials and labour will be acceptable for the Contract Price Adjustment calculations for the tendered Goods.

- 8.4.1.6 The base month for Contract Price Adjustment calculations shall be the calendar month prior to the month of the closing date for tenders, and SEIFSA indices published in this month shall be used.
- 8.4.1.7 Adjusted contract prices per item shall be calculated based upon the SEIFSA indices published in the calendar month during which the application is submitted for the amended Goods contract prices.
- 8.4.1.8 Material and labour price variation shall be calculated based upon the SEIFSA base material and labour indices and the stipulated price proportions as detailed in Annexure A of Schedule 8.
- 8.4.1.9 A minimum of 10% of the **South African Content portion** of the tender price per item (column (F) of the above table) shall be fixed and free of variation for the duration of the contract.
- 8.4.1.10 The process to be followed by Contractors for claims for contract price adjustment in terms of SEIFSA shall be as follows:
- a) The Contractor shall approach the Employer in writing during the week following the third Friday of each month with an application for the amended unit prices of the Goods to be applicable to the contract during the following month.
  - b) The application shall be based upon the SEIFSA indices published during the calendar month of application (those published on the Monday following the third Friday of the month and detailing the latest available indices) and shall detail the proposed adjusted unit prices for the Goods and include detailed calculations indicating how the adjusted unit prices per item have been established.
  - c) Calculations of the contract price adjustment shall use the original tendered unit rates, the base indices, the indices published in the calendar month of application and the SEIFSA formula and shall contain no other factors or adjustments.
  - d) The Employer will check and approve the proposed unit prices for the following month prior to the last day of the month of application. The Employer will notify the Contractor in writing of approval of the adjusted prices. Any communications regarding approval of the proposed adjusted prices shall be completed before the end of the month of application for the amended unit prices for the Goods.
  - e) The Employer will update the SAP Contract records at the end of the month with the approved amended unit prices for the following month.
  - f) All purchase orders for the contracted Goods issued during a month shall be issued, invoiced and paid at the contract unit prices approved for that month and no further SEIFSA based contract price adjustment claims will be considered, irrespective of the actual month of delivery and whether or not deliveries were subject to any manufacturing or delivery delays.
  - g) The required delivery dates for orders placed by the Employer for the contracted Goods will be determined based upon the date of issue of the purchase order and the contract delivery period. Delays in the delivery of the Goods shall not entitle the Contractor to any amendment of the approved contract price adjustment applicable to that order.
  - h) Failure by the Contractor to submit claims for Contract Price Adjustment within the timeframes detailed above will result in the unit rates for the Goods concerned being determined by the Employer in accordance with the published SEIFSA indices. The Employer however reserves the right in such a case not to amend the unit rates for the Goods if it is not to the Employer's advantage.
  - i) The successful Contractor shall immediately upon notification of the commencement date of contract submit written application for approval of adjusted unit prices for the Goods that shall be applicable during the first calendar month of the contract. This application will be assessed in accordance with the process laid out above in order to determine approved contract prices for the first calendar month of the contract.
  - j) Failure to submit such application within one working week of commencement of contract shall result in the tendered unit prices being applied for orders placed during the first calendar month of the contract.
  - k) Application for Contract Price Adjustment thereafter shall follow the process detailed above.

#### **8.4.2 Supplier / Manufacturer Price List Variations (Refer to 8.2.2 above)**

This section is applicable to **Tenderers that are NOT the manufacturer** of the tendered Goods.

This section is **also applicable to** Tenderers that are importing overseas manufactured component parts for assembly into tendered goods that are locally manufactured.

If the contract is subject to variation based on **SUPPLIER / MANUFACTURER PRICE LISTS**, the following will be applicable:

- 8.4.2.1 Contractors shall make the application for contract price adjustment prior to the date upon which the price adjustment would become effective.
- 8.4.2.2 The effective date of any price adjustment granted will be the first day of the month following the month during which the fully substantiated application for contract price adjustment is submitted and approved or, by agreement between the Contractor and the Employer, a subsequent date on which the price adjustment will become effective.
- 8.4.2.3 In instances where the Contractor's price adjustment claimed is less than entitled, the lesser price will be accepted.
- 8.4.2.4 Purchase orders placed prior to the effective date of any price increase shall be placed at the previously agreed price, not the claimed adjusted price.
- 8.4.2.5 Only the difference in source supplier / manufacturer pricelist (actual cost, not percentage) may be adjusted and under no circumstances may the Contractor increase their profit margin.
- 8.4.2.6 The process to be followed by the Contractor for claims for contract price adjustment shall be as follows:
  - a) The Contractor shall submit all of the documentation indicated below a minimum of two weeks prior to the effective date of the contract price adjustment.
  - b) The Employer will consider the proposed contract price adjustment and based on the documented evidence, the Employer may approve the adjustment.
  - c) A letter authorising the price adjustment will be issued to the Contractor.
  - d) All purchase orders issued subsequent to the effective date of the contract price adjustment will be issued at the approved adjusted contract price.
- 8.4.2.7 The Contractor shall supply the following documentation when applying for a contract price adjustment:
  - a) The price list that the original tender was based upon clearly indicating the items numbered according to the tender pricing schedule.
  - b) The new price list from the same Supplier / Manufacturer as originally tendered and clearly indicating the items numbered according to the tender pricing schedule and the revised price applicable to each item.
  - c) Detailed calculations indicating how the new price has been established.
  - d) A covering letter on the Contractor's letterhead requesting the contract price adjustment.
  - e) All documentation is to be signed by the Supplier / Manufacturer and by the Contractor.
- 8.4.2.8 The successful Contractor shall immediately upon notification of the commencement date of contract submit written application for approval of any adjusted unit prices for the Goods that may have been notified by the Supplier / Manufacturer of the Goods, together with the required supporting documentation. This application will be assessed in accordance with the process laid out above in order to determine approved contract prices at the commencement of the contract.
- 8.4.2.9 Failure to submit such application within one working week of commencement of contract shall result in the tendered unit prices being applied for initial orders placed following commencement of the contract.
- 8.4.2.10 In the event of a Contractor changing their Supplier / Manufacturer during the tenure of the contract, no request for price variations will be considered unless the Contractor has obtained prior approval from the City for the change of Supplier / Manufacturer. Such approval shall include technical approval by the Engineer of the goods supplied by the replacement Supplier / Manufacturer. Technical approval by the

Engineer shall be a prerequisite for any change of Supplier / Manufacturer.

#### **8.4.3 Rate of Exchange Variations (Refer to 8.3 above)**

- 8.4.3.1 The Tenderer shall note The Department: Trade and Industry Local Production and Content requirements included with and forming a part of this specification and shall comply fully therewith.
- 8.4.3.2 If the Contract price is subject to variations in RATES OF EXCHANGE the Tenderer SHALL complete the appropriate section in Schedule 8 (Section 8.3 and Table 8.3), failing which no claim for contract price adjustment on the basis of rate of exchange variations will be considered.
- 8.4.3.3 Only Contractors that are directly importing the tendered Goods or component parts of the tendered Goods may claim rate of exchange variations.
- 8.4.3.4 The price adjustment for variations in the cost of plant and materials imported from outside of South Africa shall be based on the information contained on the schedule titled **"Price Basis for Imported Resources"** (Table 8.3) and as below. The Rand value of Plant and Materials comprising entirely or partly imported content that is inserted on the schedule titled **"Price Basis for Imported Resources"** (column (G)) shall be the rate tendered in the Pricing Schedule, and shall be the value in foreign currency (column (A)) converted to South African Rand (column (C)) by using the closing spot selling rate on the Base Date (seven calendar days before tender closing date) rounded to the second decimal place (column (B)), to which shall be added any Customs Surcharge and Customs Duty applicable at that date (columns (D) and (E)) and any South African manufactured or added content (column (F)). Any mark-up by the Tenderer or other costs not detailed above shall be entirely contained within the South African Content (Column (F)).
- 8.4.3.5 Column A of Table 8.3 shall detail the actual quotation for the imported Goods or components, and shall be substantiated by the original source quotation for such Goods or components. (Source quotation from foreign supplier/manufacturer, see 8.4.2 above). No Contractor mark-up on the foreign currency value of such imported Goods or components is permissible. All Contractor mark-up shall be included in the South African content, Column F of Table 8.3.
- 8.4.3.6 The Supplier shall within seven working days from the date of receipt of the purchase order arrange for cover or recovering forward by way of a contract with a bank which is an authorised foreign exchange dealer, the foreign exchange component of the cost of any imported Plant and Materials inserted by the Tenderer on the scheduled titled **"Price Basis for Imported Resources"** (Table 8.3), and submit such Forward Cover quotation to the City for approval. Following such approval the forward cover shall be contracted within a further two working days and a copy provided to the City.
- 8.4.3.7 The Forward Cover quotation envisaged above shall have a FCC Value Date that is directly based upon the required delivery date for the imported Goods or components necessary in order to meet the Contract Delivery Period. Future FCC Value Dates beyond the Contract Delivery Period shall not be acceptable.
- 8.4.3.8 Based on the evidence provided in Clause 8.4.3.5 above, the value in Rand inserted in column (C) of on the schedule titled **"Price Basis for Imported Resources"** shall be recalculated using the forward cover rate obtained, and any increase or decrease in the Rand value defined in this clause shall be adjusted accordingly, subject to Clause 8.4.3.9 below.
- 8.4.3.9 The adjustments shall be calculated upon the value in foreign currency in the Supplier's **forward cover contract**, provided that, should this value exceed the value in foreign currency inserted in column (A) of on the schedule titled **"Price Basis for Imported Resources"**, then the value in column (A) shall be used.
- 8.4.3.10 Any increase or decrease in the Rand value between the amounts of Customs Surcharge and Customs Duty inserted in on the schedule titled **"Price Basis for Imported Resources"** and those amounts actually paid to the Customs and Excise Authorities, which are due to changes in the percentage rates applicable or to the foreign exchange rate used by the authorities, shall be adjusted accordingly.
- 8.4.3.11 The Tenderer shall state the Customs Duty Tariff Reference applicable to each item and the Supplier shall advise the CCT's Agent of any changes which occur.
- 8.4.3.12 Contractors shall take out Forward Cover covering the foreign exchange component of the cost of any imported portion of the Goods ordered on each purchase order issued by the Employer.

8.4.3.13 The process to be followed by Contractors for claims for Rate of Exchange Variations shall be as follows:

- a) On receipt of a purchase order the Contractor shall arrange for a quotation for Forward Cover from their banking institution.
- b) This Forward Cover quotation shall be submitted to the Employer for approval of the Forward Cover rate within seven working days from date of receipt of the purchase order.
- c) Only once the Forward Cover rate is approved may the Contractor engage in a formalised contract with their banking institution and submit the Forward Cover contract to the Employer. This shall be done within two working days from the City's approval.
- d) The Forward Cover Contract shall refer to the purchase order number, shall be signed by both parties (the Contractor and the Banking Institution) and shall be valid until such time as the goods are delivered to the Employer.

8.4.3.14 On delivery of the goods to the City the Contractor shall submit the following documentation:

- a) The Bill of Lading/Waybill/Customs Invoice (clearly indicating the items as identified on the purchase order).
- b) Calculations detailing the difference in the rate of exchange at the time of entry and the date of tender. These shall be submitted on a covering letter.
- c) The invoice / credit note for the Rate of Exchange adjustment applicable to the specific order.

8.4.3.15 In exceptional circumstances, and subject to the Employer's explicit approval, Rate of Exchange variations on Goods or components that are imported in bulk in advance in fulfilment of the contract requirements or to create buffer stocks, but not specifically in response to specific purchase orders placed by the Employer in accordance with the contract, shall be based upon whichever of the following two methodologies is more advantageous to the Employer:

- a) Methodology 1: A spot quotation for the Forward Cover Contract rate for the imported portion of the Goods, based upon the FCC Value Date for the particular purchase order(s), as outlined in 8.4.3.7 and 8.4.3.13 above.
- b) Methodology 2: The actual Rate of Exchange cost variations incurred in fulfilment of the purchase order(s), fully substantiated by detailed Bills of Lading and Customs Invoice applicable to the particular Goods delivered. The applicable Rate of Exchange shall be the rate as defined on the Customs Invoice for the imported Goods.
- c) Determination of the more advantageous methodology shall be conducted and approved following delivery of the imported Goods or components to the Contractor but prior to delivery of the Goods to the Employer.

8.4.3.16 Approval of the process detailed in 8.4.3.5 above shall be on an order by order basis and application shall be submitted, with required supporting documents, immediately on receipt of the relevant purchase order(s).

#### **8.4.4 Supplier Price List Variations for Contractors Supplying Imported Goods by Another Party (Refer to 8.2 above).**

8.4.4.1 Tenderers that intend to purchase the goods from another supplier who is in turn importing the goods shall obtain Firm Prices from the supplier and shall submit the price list in accordance with the process outlined in Clause 8.4.2 above. The updated pricelist shall be submitted to the City within seven calendar days of the date of the purchase order date. The City reserves the right to request further supporting documents to substantiate the claimed adjustments.

#### **8.4.5 Contract Price Adjustment – General**

8.4.5.1 All requests for variation in the contract price shall be submitted in writing as follows:

- By letter to: Manager: Contract Management Unit, City of Cape Town, P O Box 655, Cape Town, 8000, or
- by email to: [CPA.Request@capetown.gov.za](mailto:CPA.Request@capetown.gov.za)

prior to the date upon which the price adjustment would become effective.

8.4.5.2 When submitting an application for contract price adjustment the Contractor shall provide the applicable month's actual indices for the SEIFSA Table No's and Descriptions detailed in Annexure A of Schedule 8 or the supplier's actual published pricelists applicable to the particular month, and the actual revised rate proposed for each item. A mere notification of an application for contract price adjustment without stating the adjusted price claimed for each item shall, for the purpose of this clause, not be regarded as a valid claim.

8.4.5.3 The Employer reserves the right to request the Contractor to submit auditor's certificates or such other documentary proof as it may require in order to verify a claim for contract price adjustment. Should the supplier fail to submit such auditor's certificates or other documentary proof to the City of Cape Town within a period of 30 (thirty) days from the date of the request, it shall be presumed that the supplier has abandoned his claim.

## Annexure A: Contract Price Adjustment

### BASE MATERIAL AND LABOUR PRICES (APPLICABLE TO MANUFACTURERS ONLY AND TO SOUTH AFRICAN CONTENT ONLY)

Where Tender prices are subject to adjustment the prices quoted shall be subject to price variation based upon the SEIFSA base prices per metric ton or indices for materials and labour detailed below. For the purposes of this tender the **base month** shall be **November 2022**.

	COPPER	3CR12 STEEL	MILD STEEL	POLYETHYLENE	OTHER: _____	LABOUR
SEIFSA Table No:						
SEIFSA ITEM DESCRIPTION:						

ITEM NO.	DESCRIPTION	MATERIAL					LABOUR	FIXED PORTION OF TENDER PRICE (Min 10%) (%)
		The percentage contributions of specific materials to the total price per item are as follows:-					Proportion of Price Attributed to Labour Cost (%)	
		COPPER	3CR12 STEEL	MILD STEEL	POLYETHYLENE	OTHER (AS ABOVE)		
		Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)		
1	Fuse Pillar Box (Steel), complete with Fuse Pillars and Tinned Copper Busbars							
2	Service Pillar (Steel), complete with Tinned Copper Busbars							
3	Service Pillar (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges							
4	Distribution Kiosk (Steel), complete with Tinned Copper Busbars							
5	Meter Kiosk, Single Door (Steel), Credit Meter, complete with Tinned Copper Busbars							
6	Meter Kiosk, Single Door (Steel), Split Meter, complete with Tinned Copper Busbars							
7	Meter Kiosk, Single Door (Steel), Split Meter, complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges							
8	Meter Kiosk, Single Door (Steel), 3-Phase Meter, complete with Tinned Copper Busbars							
9	Meter Kiosk, Dual Door (Steel), 6-Way, complete with Tinned Copper Busbars							
10	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs and Tinned Copper Busbars							



ITEM NO.	DESCRIPTION	MATERIAL					LABOUR Proportion of Price Attributed to Labour Cost (%)	FIXED PORTION OF TENDER PRICE (Min 10%) (%)
		The percentage contributions of specific materials to the total price per item are as follows:-						
		COPPER	3CR12 STEEL	MILD STEEL	POLYETHYLENE	OTHER (AS ABOVE)		
		Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)		
11	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges							
12	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs and Tinned Copper Busbars							
13	Meter Kiosk,Dual Door (Steel), 12-Way, complete with 80 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges							
14	Street light control Kiosk, Dual Door (Steel), complete with Tinned Copper Busbars							
15	Street light control Kiosk, Dual Door (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges							
16	Distribution Kiosk, 6-Way (Non-Steel)							
18	Distribution Kiosk, 12-Way (Non-Steel)							
19	Meter Kiosk, 4-Way (Non-Steel)							
20	Meter Kiosk, 6-Way (Non-Steel)							
21	Meter Kiosk, 9-Way (Non-Steel)							
22	Meter Kiosk, 12-Way (Non-Steel), 60 A MCB							
23	Meter Kiosk, 12-Way (Non-Steel), 80 A MCB							
24	<b><u>Recommended Spares for Steel SDBs (Kiosks):</u></b>							
24.1.1	Fuse Pillar Box Red & Blue Phase CCAA Main Busbar (cut, drilled & tinned), 800A Cu equivalent, 550mm length, in accordance with requirements of DRWG SK3844 Sht 1							
24.1.2	Fuse Pillar Box White Phase CCAA Main Busbar (cut, drilled & tinned), 800A Cu equivalent, 600mm length, in accordance with requirements of DRWG SK3844 Sht 1							

ITEM NO.	DESCRIPTION	MATERIAL					LABOUR	FIXED PORTION OF TENDER PRICE (Min 10%) (%)
		The percentage contributions of specific materials to the total price per item are as follows:-					Proportion of Price Attributed to Labour Cost (%)	
		COPPER	3CR12 STEEL	MILD STEEL	POLYETHYLENE	OTHER (AS ABOVE)		
		Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)		
24.1.3	Fuse Pillar Box CCAA Neutral Busbar (cut, drilled & tinned), 800A Cu equivalent, 520mm length, in accordance with requirements of DRWG SK3844 Sht 2							
24.1.4	Meter Kiosk, Dual Door (12-way) CCAA Main and Neutral Busbar (cut, drilled & tinned), 400A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3169A Sh 2							
24.1.5	Meter Kiosk, Single Door CCAA Red Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 400mm length, in accordance with requirements of DRWG 3363 Sh 2							
24.1.6	Meter Kiosk, Single Door CCAA White Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 350mm length, in accordance with requirements of DRWG 3363 Sh 2							
24.1.7	Meter Kiosk, Single Door CCAA Blue Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3363 Sh 2							
24.1.8	Meter Kiosk, Single Door CCAA Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 250mm length, in accordance with requirements of DRWG 3363 Sh 2							
24.1.9	Meter Kiosk, Dual Door (6-way) CCAA Consumer Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3362 Sh 2							
24.1.10	Meter Kiosk, Dual Door (12-way) CCAA Consumer Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 500mm length, in accordance with requirements of DRWG 3169A Sh 2							

ITEM NO.	DESCRIPTION	MATERIAL					LABOUR Proportion of Price Attributed to Labour Cost (%)	FIXED PORTION OF TENDER PRICE (Min 10%) (%)
		The percentage contributions of specific materials to the total price per item are as follows:-						
		COPPER	3CR12 STEEL	MILD STEEL	POLYETHYLENE	OTHER (AS ABOVE)		
		Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)		
24.1.11	Fuse Pillar Box CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 300mm length, in accordance with requirements of DRWG SK3844 Sht 2							
24.1.12	Meter Kiosk, Single Door CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 320mm length, in accordance with requirements of DRWG 3363 Sh 2							
24.1.13	Meter Kiosk, Dual Door (6-way) CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 345mm length, in accordance with requirements of DRWG 3362 Sh 2							
24.1.14	Meter Kiosk, Dual Door (12-way) CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 580mm length, in accordance with requirements of DRWG 3169A Sh2.							
24.2	Three-point locking mechanism, complete (excl swing handle)							
24.3	Stainless steel swing handle							
24.4	Lock protector box, complete							
24.5	Replacement Door, complete, include sacrificial welding flanges – Fuse Pillar box							
24.6	Replacement Door, complete, include sacrificial welding flanges – Service Pillar							
24.7	Replacement Door, complete, include sacrificial welding flanges – Distribution Kiosk / Meter Kiosk (6-way)							
24.8	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Dual Door							
24.9	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Single Door							

ITEM NO.	DESCRIPTION	MATERIAL					LABOUR  Proportion of Price Attributed to Labour Cost (%)	FIXED PORTION OF TENDER PRICE (Min 10%)  (%)
		The percentage contributions of specific materials to the total price per item are as follows:-						
		COPPER	3CR12 STEEL	MILD STEEL	POLYETHYLENE	OTHER (AS ABOVE)		
		Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)	Proportion of Price (%)		
25	Recommended Spares for Non-Steel SDBs (Kiosks):							
25.1	Three position locking mechanism, complete							
25.2	Replacement Door, complete – Meter Kiosk, 4-way							
25.3	Replacement Door, complete – Meter / Distribution Kiosk, 6-way							
25.4	Replacement Door, complete – Meter / Distribution Kiosk, 9-way							
25.5	Replacement Door, complete – Meter / Distribution Kiosk, 12-way							

**TENDERER TO NOTE: 10% OF THE TENDERED PRICE MUST REMAIN FIXED.**

## Schedule 9: Certificate of Independent Tender Determination

I, the undersigned, in submitting this **TENDER NUMBER 206G/2022/23: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS** in response to the tender invitation made by THE CITY OF CAPE TOWN, do hereby make the following statements, which I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ (Name of tenderer)

That:

1. I have read and I understand the contents of this Certificate;
2. I understand that this tender will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorised by the tenderer to sign this Certificate, and to submit this tender, on behalf of the tenderer;
4. Each person whose signature appears on this tender has been authorised by the tenderer to determine the terms of, and to sign, the tender on behalf of the tenderer;
5. For the purposes of this Certificate and this tender, I understand that the word 'competitor' shall include any individual or organisation other than the tenderer, whether or not affiliated with the tenderer, who:
  - (a) has been requested to submit a tender in response to this tender invitation;
  - (b) could potentially submit a tender in response to this tender invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the tenderer and/or is in the same line of business as the tenderer.
6. The tenderer has arrived at this tender independently from and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>1</sup> will not be construed as collusive price quoting.
7. In particular, without limiting the generality of paragraphs 5 and 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 tender;
  - (e) the submission of a tender which does not meet the specifications and conditions of the tender; or
  - (f) tendering with the intention not to win the contract.
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 tender invitation relates.
9. The terms of this tender have not been and will not be disclosed by the tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders 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, Act 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 10 (ten) years in terms of the Prevention and Combating of Corrupt Activities Act, Act 12 of 2004, or any other applicable legislation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (PRINT)

(For and on behalf of the Tenderer (duly authorised))

<sup>(1</sup> Consortium: 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.)

## **Schedule 10: Local Content Declaration / Annexure C**

**NOT APPLICABLE**

**Tenderers shall submit an undertaking that only locally produced electrical wires will be used on the Service Distribution Boxes and Street Lighting Control Kiosks (collectively Kiosks). The undertaking must be in the form of a letter on the Tenderer's company letter head certifying that the wires used for panel wiring within the SDBs and SLCKs are locally manufactured and will be locally manufactured for the full duration of the contract.**

## **Schedule 11: Price Basis for Imported Resources**

NOT USED

## **Schedule 12: Schedule of Pre-Qualification Criteria Sub-Contractors**

NOT USED



### Schedule 13: List of other documents attached by tenderer

The tenderer has attached to this schedule, the following additional documentation:

	Date of Document	Title of Document or Description (refer to clauses / schedules of this tender document where applicable)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		

Attach additional pages if more space is required.

\_\_\_\_\_  
Signature  
Print name:  
On behalf of the tenderer (duly authorised)

\_\_\_\_\_  
Date

## Schedule 14: Record of Addenda to Tender Documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		

Attach additional pages if more space is required.

**SIGNED ON BEHALF OF TENDERER:** .....

## Schedule 15: Information to be provided with the tender

The following information shall be provided with the Tender:

- (a) **Schedule 15A:** Schedule of Manufacturer Information.
- (b) **Schedule 15B:** Technical Data
- (c) **Schedule 15C:** Schedule of Manufacture's Experience and facilities
- (d) **Schedule 15D:** Details of Manufacturer's/Tenderer's Experience, Quality System and after Sales Facilities in South Africa
- (e) **Schedule 15E:** Departures from the Requirements of the Specification
- (f) **Schedule 15F:** Schedule of Type Tests
- (g) The various returnable documents required for supporting information in the Returnable Schedules, all other specified Returnable as detailed in the "Particulars" section of the Technical Specification, as well as all other returnables requested throughout this tender document. This includes, but is not limited to, the following (all of which should be listed in Schedule 13):
  - i. Brochures and information of Manufacturers to support Schedule 15 A & C
  - ii. Brochures and Data sheets to support Schedule 15 B
  - iii. Tenderer Quality Assurance documentation to support Schedule 15 D
  - iv. OEM ISO 9001 certificates
  - v. OEM Authorisation letters (OEM to Tenderer) or (OEM to Supplier & Supplier to Tenderer)
  - vi. Type Test Certificates to support Schedule 15 F.  
 Kindly provide the Schedules of Type Tests for the equipment offered in soft (electronic) copy (and at adequate resolution), clearly referencing the type test compliance as required in terms of the relevant specifications and then referencing on such document(s) to which item numbers in the tender it is applicable.
  - vii. BBBEE Certificates or Affidavits
  - viii. Tax PIN certificate
  - ix. Quotations from OEM(s) or Supplier(s) to Tenderer  
 Kindly provide a copy(s) of the original pricelist(s) upon which your tender is based (as referenced), noting that these must be signed, dated and on the supplier's letterhead, addressed to your company with the CCT tender number referenced, and clearly detailing a single price that is referenced to each of the respective tender item number(s) as quoted for.
  - x. COIDA letter of Good Standing or proof of Compensation Insurance
  - xi. Proof of Public liability and other insurance required
  - xii. Declaration for Electrical Cable Products Local Content: Tenderers shall submit an undertaking that only locally produced electrical wires will be used on the Service Distribution Boxes and Street Lighting Control Kiosks (collectively Kiosks). Undertaking must be in the form of a letter on the Tenderer's company letter head declaring that the wires used for panel wiring within the SDBs and SLCKs are locally manufactured and will be locally manufactured for the full duration of the contract.
  - xiii. All other returnables required in terms of the Specification

**SIGNED ON BEHALF OF TENDERER:** .....

## Schedule 15A: Schedule of Manufacturer Information

(Information to be supplied with Tender)

Item No.	Description	Manufacturer	Place of Manufacture (Factory Address)	Place of Factory Routine Testing and Inspection	Model No / Designation of Equipment	Full Compliance with Specification and Specified Standards? (Yes/No)
1	Fuse Pillar Box (Steel), complete with Fuse Pillars and Tinned Copper Busbars					
2	Service Pillar (Steel), complete with Tinned Copper Busbars					
3	Service Pillar (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges					
4	Distribution Kiosk (Steel), complete with Tinned Copper Busbars					
5	Meter Kiosk, Single Door (Steel), Credit Meter, complete with Tinned Copper Busbars					
6	Meter Kiosk, Single Door (Steel), Split Meter, complete with Tinned Copper Busbars					
7	Meter Kiosk, Single Door (Steel), Split Meter, complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges					
8	Meter Kiosk, Single Door (Steel), 3-Phase Meter, complete with Tinned Copper Busbars					
9	Meter Kiosk, Dual Door (Steel), 6-Way, complete with Tinned Copper Busbars					
10	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs and Tinned Copper Busbars					
11	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges					
12	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs and Tinned Copper Busbars					
13	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges					
14	Street light control Kiosk, Dual Door (Steel), complete with Tinned Copper Busbars					

Item No.	Description	Manufacturer	Place of Manufacture (Factory Address)	Place of Factory Routine Testing and Inspection	Model No / Designation of Equipment	Full Compliance with Specification and Specified Standards? (Yes/No)
15	Street light control Kiosk, Dual Door (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges					
16	Distribution Kiosk, 6-Way (Non-Steel)					
17	Distribution Kiosk, 9-Way (Non-Steel)					
18	Distribution Kiosk, 12-Way (Non-Steel)					
19	Meter Kiosk, 4-Way (Non-Steel)					
20	Meter Kiosk, 6-Way (Non-Steel)					
21	Meter Kiosk, 9-Way (Non-Steel)					
22	Meter Kiosk, 12-Way (Non-Steel), 60 A MCB					
23	Meter Kiosk, 12-Way (Non-Steel), 80 A MCB					
<b>24</b>	<b><u>Recommended Spares for Steel SDBs (Kiosks):</u></b>					
24.1	Copper Clad Aluminium Alloy (CCAA) Busbar Spares					
24.2	Three-point locking mechanism, complete (excl swing handle)					
24.3	Stainless steel swing handle					
24.4	Lock protector box, complete					
24.5	Replacement Door, complete, include sacrificial welding flanges – Fuse Pillar box					
24.6	Replacement Door, complete, include sacrificial welding flanges – Service Pillar					
24.7	Replacement Door, complete, include sacrificial welding flanges – Distribution Kiosk / Meter Kiosk (6-way)					
24.8	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Dual Door					
24.9	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Single Door					

Item No.	Description	Manufacturer	Place of Manufacture (Factory Address)	Place of Factory Routine Testing and Inspection	Model No / Designation of Equipment	Full Compliance with Specification and Specified Standards? (Yes/No)
<b>25</b>	<b>Recommended Spares for Non-Steel SDBs (Kiosks):</b>					
25.1	Three position locking mechanism, complete					
25.2	Replacement Door, complete – Meter Kiosk, 4-way					
25.3	Replacement Door, complete – Meter / Distribution Kiosk, 6-way					
25.4	Replacement Door, complete – Meter / Distribution Kiosk, 9-way					
25.5	Replacement Door, complete – Meter / Distribution Kiosk, 12-way					

TENDERERS NAME\_\_\_\_\_

SIGNATURE\_\_\_\_\_

## Schedule 15B: Schedule of Technical Data

### A. Technical Data: Steel SDBs

	Description	Specified Requirement	Equipment Offered				
			Item 1	Item 5	Item 6	Item 7	Item 8
			Fuse Pillar Box	Meter Kiosk, Single Door, Credit Meter	Meter Kiosk, Single Door, Split Meter-Cu	Meter Kiosk, Single Door, Split Meter-CCAA	Meter Kiosk, Single Door, 3-Ph Meter
1.1	Drawings	-	SK 3844 Sh 1&2	DR 3016 Sh 1&2	DR 3360 Sh 1&2	DR 3360 Sh 1&2	DR 3363 Sh 1&2
1.2	Manufacturer	-					
1.3	Material: Shell	3CR12 Steel					
	Root	3CR12 Steel					
	Mounting Panel	Blockboard	-				
1.4	Material Thickness: Shell mm	Refer detailed specification					
	Root mm						
	Mounting Panel mm	19 mm	-				
1.5	Kiosk dimensions: Height mm	Refer to detailed specification and drawings					
	Width mm						
	Depth mm						
1.6	Colour	G12 to SANS 1091					
1.7	Kiosk IP Rating	IP 45					
1.8	Provision for ventilation	Vermin proofed ventilation louvres, top and bottom					
1.9	Door Hinges	Internal, concealed hinges, stainless steel pin					
1.10	Kiosk Doors Recessed and Flush Mounted	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
1.11	Three-point padlockable door locking mechs with M12, 10mm Allen Key Bolt and Lock Protector Box	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
1.12	Busbars mounted with Torque Shear Bolts	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description			Specified Requirement	Equipment Offered				
					Item 1	Item 5	Item 6	Item 7	Item 8
					Fuse Pillar Box	Meter Kiosk, Single Door, Credit Meter	Meter Kiosk, Single Door, Split Meter-Cu	Meter Kiosk, Single Door, Split Meter-CCAA	Meter Kiosk, Single Door, 3-Phase Meter
1.13	Busbar Material: Phase		Tinned Copper					-	
			CCAA	-	-	-		-	
	Neutral		Tinned Copper				-		
			CCAA	-	-	-		-	
	Consumer Neutral		N/A	-	-	-	-	-	
	Earth Bar		Tinned Copper				-		
			CCAA	-	-	-		-	
1.14	Busbar Size:	Phase	mm <sup>2</sup>	Refer to detailed specification	Cu:	Cu:	Cu:	CCAA:	Cu:
		Neutral	mm <sup>2</sup>		Cu:	Cu:	Cu:	CCAA:	Cu:
		Consumer Neutral	mm <sup>2</sup>		-	-	-	-	-
		Earth Bar	mm <sup>2</sup>		Cu:	Cu:	Cu:	CCAA:	Cu:
1.15	Neutral to earth bar link :	Material	Refer to detailed specification						
		Size		mm <sup>2</sup>					
1.16	Neutral to Consumer Neutral link:	Material		-	-	-	-	-	
		Size		mm <sup>2</sup>	-	-	-	-	-



## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered				
			Item 1	Item 5	Item 6	Item 7	Item 8
			Fuse Pillar Box	Meter Kiosk, Single Door, Credit Meter	Meter Kiosk, Single Door, Split Meter-Cu	Meter Kiosk, Single Door, Split Meter-CCAA	Meter Kiosk, Single Door, 3-Phase Meter
1.17	MCBs to be provided?	-	No	Yes	Yes	Yes	Yes (Triple Pole)
	MCB Manufacturer	-	-				
	MCB Type & Model	-	-				
	MCB Load Rating: A	Refer to detailed specification	-				
	MCB Short Circuit Breaking Capacity: kA		-				
	MCB Operating Characteristic	Curve 1 / Curve D, Orange Toggle	-				
	MCB Operating Mechanism	Hydraulic-Magnetic	-				
1.18	Measurement and Control Unit (MCU) mounting rail size	35 mm DIN-rail	-	-	-		-
1.19	Switch Fuse Disconnecter Pillar to be provided?		Yes	No	No	No	No
	Make	Refer to detailed specification		-	-		-
	Model			-	-		-
	Voltage Rating V		500	-	-		-
	Current Rating A	400		-	-		-
1.20	Manufacturer SANS / ISO 9001 Certificate No (If certificated)	-					
1.21	Full compliance with CEE 30 Specification and drawings?	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description			Equipment Offered		
				Item 2	Item 3	Item 4
				Service Pillar (Steel)-Cu	Service Pillar (Steel)-CCAA	Distribution Kiosk (Steel)
2.1	Drawings		-	DR 3020A Sh 1 & 2	DR 3020A Sh 1 & 2	DR 3091A Sh 1 & 2
2.2	Manufacturer		-			
2.3	Material:	Shell	3CR12 Steel			
		Root	3CR12 Steel			
		Mounting Panel	3CR12 Steel			
2.4	Material Thickness:	Shell	Refer to detailed specification			
		Root				
		Mounting Panel				
2.5	Kiosk dimensions:	Height	Refer to detailed specification and drawings			
		Width				
		Depth				
2.6	Colour		G12 to SANS 1091			
2.7	Kiosk IP Rating		IP 45			
2.8	Provision for ventilation		Vermin proofed ventilation louvres, top and bottom			
2.9	Door Hinges		Internal, concealed hinges, stainless steel pin			
2.10	Kiosk Doors Recessed and Flush Mounted		Yes	Yes/No	Yes/No	Yes/No
2.11	Three-point padlockable door locking mechs with M12, 10mm Allen Key Bolt and Lock Protector Box		Yes	Yes/No	Yes/No	Yes/No
2.12	Busbars mounted with Torque Shear Bolts		Yes	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered		
			Item 2	Item 3	Item 4
			Service Pillar (Steel)-Cu	Service Pillar (Steel)-CCAA	Distribution Kiosk (Steel)
2.13	Busbar Material: Phase	Tinned Copper		-	
		CCAA	-		-
	Neutral	Tinned Copper		-	
		CCAA	-		-
	Consumer Neutral	Tinned Copper	-	-	
		CCAA	-	-	-
	Earth Bar	Tinned Copper		-	
		CCAA	-		-
2.14	Busbar Size: Phase	mm <sup>2</sup>	Cu:	CCAA:	Cu:
	Neutral	mm <sup>2</sup>	Cu:	CCAA:	Cu:
	Consumer Neutral	mm <sup>2</sup>	-	-	Cu:
	Earth Bar	mm <sup>2</sup>	Cu:	CCAA:	Cu:
2.15	Neutral to earth bar link : Material	Refer to detailed specification			
	Size mm <sup>2</sup>				
2.16	Neutral to Consumer Neutral link: Material	Refer to detailed specification	-	-	
	Size mm <sup>2</sup>		-	-	

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered		
			Item 2	Item 3	Item 4
			Service Pillar (Steel)-Cu	Service Pillar (Steel)-CCAA	Distribution Kiosk (Steel)
2.17	MCBs to be provided?	-	No	No	No
	MCB Manufacturer	-	-	-	-
	MCB Type & Model	-	-	-	-
	MCB Load Rating: A	Refer to detailed specification	-	-	-
	MCB Short Circuit Breaking Capacity: kA		-	-	-
	MCB Operating Characteristic	Curve 1 / Curve D, Orange Toggle	-	-	-
	MCB Operating Mechanism	Hydraulic-Magnetic	-	-	-
2.18	Measurement and Control Unit (MCU) mounting rail size	35 mm DIN-rail	-	-	-
2.19	Manufacturer SANS / ISO 9001 Certificate No (If certificated)	-			
2.20	Full compliance with CEE 30 Specification and drawings?	Yes	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered				
			Item 9	Item 10	Item 11	Items 12	Items 13
			Meter Kiosk, Dual Door, 6-Way	Meter Kiosk, Dual Door, 12-Way, 60 A MCB - Cu	Meter Kiosk, Dual Door, 12-Way, 60 A MCB - CCAA	Meter Kiosk, Dual Door, 12-Way, 80 A MCB - Cu	Meter Kiosk, Dual Door, 12-Way, 80 A MCB - CCAA
3.1	Drawings	-	DR 3362 Sh 1&2	DR 3169A Sh 1&2	DR 3169A Sh 1&2	DR 3169A Sh 1&2	DR 3169A Sh 1&2
3.2	Manufacturer	-					
3.3	Material: Shell	3CR12 Steel					
	Root	3CR12 Steel					
	Mounting Panel	3CR12 Steel					
3.4	Material Thickness: Shell mm	Refer to detailed specification					
	Root mm						
	Mounting Panel mm						
3.5	Kiosk dimensions: Height mm	Refer to detailed specification and drawings					
	Width mm						
	Depth mm						
3.6	Colour	G12 to SANS 1091					
3.7	Kiosk IP Rating	IP 45					
3.8	Provision for ventilation	Vermin proofed ventilation louvres, top and bottom					
3.9	Door Hinges	Internal, concealed hinges, stainless steel pin					
3.10	Kiosk Doors Recessed and Flush Mounted	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
3.11	3-point padlockable door locking mechs with M12, 10mm Allen Key Bolt and Lock Protector Box	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No
3.12	Busbars mounted with Torque Shear Bolts	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered				
			Item 9	Item 10	Item 11	Items 12	Items 13
			Meter Kiosk, Dual Door, 6-Way	Meter Kiosk, Dual Door, 12-Way, 60 A MCB - Cu	Meter Kiosk, Dual Door, 12-Way, 60 A MCB - CCAA	Meter Kiosk, Dual Door, 12-Way, 80 A MCB - Cu	Meter Kiosk, Dual Door, 12-Way, 80 A MCB - CCAA
3.13	Busbar Material: Phase	Tinned Copper			-		-
		CCAA	-	-		-	
	Neutral	Tinned Copper			-		-
		CCAA	-	-		-	
	Consumer Neutral	Tinned Copper			-		-
		CCAA	-	-		-	
	Earth Bar	Tinned Copper			-		-
		CCAA	-	-		-	
3.14	Busbar Size:	Refer to detailed specification					
	Phase mm <sup>2</sup>		Cu:	Cu:	CCAA:	Cu:	CCAA:
	Neutral mm <sup>2</sup>		Cu:	Cu:	CCAA:	Cu:	CCAA:
	Consumer Neutral mm <sup>2</sup>		Cu:	Cu:	CCAA:	Cu:	CCAA:
3.15	Neutral to earth bar link : Material	Refer to detailed specification					
	Size mm <sup>2</sup>						
3.16	Neutral to Consumer Neutral link : Material	Refer to detailed specification					
	Size mm <sup>2</sup>						

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered				
			Item 9	Item 10	Item 11	Items 12	Items 13
			Meter Kiosk, Dual Door, 6-Way	Meter Kiosk, Dual Door, 12-Way, 60 A MCB - Cu	Meter Kiosk, Dual Door, 12-Way, 60 A MCB - CCAA	Meter Kiosk, Dual Door, 12-Way, 80 A MCB - Cu	Meter Kiosk, Dual Door, 12-Way, 80 A MCB - CCAA
3.17	MCBs to be provided?	Yes	Yes	Yes	Yes	Yes	Yes
	MCB Manufacturer	-					
	MCB Type & Model	-					
	MCB Load Rating: A	Refer to detailed specification					
	MCB Short Circuit Breaking Capacity: kA						
	MCB Operating Characteristic	Curve 1 / Curve D, Orange Toggle					
	MCB Operating Mechanism	Hydraulic-Magnetic					
3.18	Measurement and Control Unit (MCU) mounting rail size	35 mm DIN-rail					
3.19	Manufacturer SANS / ISO 9001 Certificate No (If certificated)	-					
3.20	Full compliance with CEE 30 Specification and drawings?	Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description		Specified Requirement	Equipment Offered	
				Item 14	Item 15
				Street Light Control, Dual Door Kiosk - Cu	Street Light Control, Dual Door Kiosk - CCAA
4.1	Drawings		-	DR 3384 Sh1, Sh2 & Sh3	DR 3384 Sh1, Sh2 & Sh3
4.2	Manufacturer		-		
4.3	Material:	Shell	3CR12 Steel		
		Root	3CR12 Steel		
		Mounting Panel	3CR12 Steel		
4.4	Material Thickness:	Shell mm	Refer to detailed specification		
		Root mm			
		Mounting Panel mm			
4.5	Kiosk dimensions:	Height mm	Refer to detailed specification and drawings		
		Width mm			
		Depth mm			
4.6	Colour		G12 to SANS 1091		
4.7	Kiosk IP Rating		IP 45		
4.8	Provision for ventilation		Vermin proofed ventilation louvres, top and bottom		
4.9	Door Hinges		Internal, concealed hinges, stainless steel pin		
4.10	Kiosk Doors Recessed and Flush Mounted		Yes		
4.11	Three-point padlockable door locking mechs with M12, 10mm Allen Key Bolt and Lock Protector Box		Yes		
4.12	Busbars mounted with Torque Shear Bolts		Yes	Yes/No	Yes/No



## Schedule 15B: Schedule of Technical Data (Contd)

### A. Technical Data: Steel SDBs (Continued)

	Description		Specified Requirement	Equipment Offered	
				Item 14	Item 15
				Street Light Control, Dual Door Kiosk - Cu	Street Light Control, Dual Door Kiosk - CCAA
4.13	Busbar Material:	Phase	Tinned Copper		-
			CCAA	-	
		Neutral	Tinned Copper		-
			CCAA	-	
		Earth Bar	Tinned Copper		-
			CCAA	-	
4.14	Busbar Size:	Phase mm <sup>2</sup>	Refer to detailed specification	Cu:	CCAA:
		Neutral mm <sup>2</sup>		Cu:	CCAA:
		Earth Bar mm <sup>2</sup>		Cu:	CCAA:
4.15	Neutral to earth bar link :  Size	Material  mm <sup>2</sup>	Refer to detailed specification		
4.16	Street Lighting Controlgear provided per DR3384 Sht 3?		Yes	Yes/No	Yes/No
4.17	Main Incoming CB Manufacturer		-		
	Main Incoming CB Type & Model		-		
	Main Incoming CB Load Rating	A	60A 3 Phase		
	Main Incoming CB Short Circuit Breaking Capacity	kA	5kA		
4.18	Photocell MCB Manufacturer		-		
	Photocell MCB Type & Model		-		
	Photocell MCB Load Rating	A	5A S/Phase		
	Photocell MCB Short Circuit Breaking Capacity	kA	5kA		

	Description	Specified Requirement	Equipment Offered	
			Item 14	Item 15
			Street Light Control, Dual Door Kiosk - Cu	Street Light Control, Dual Door Kiosk - CCAA
4.19	Contactor Manufacturer	-		
	Contactor Type & Model	-		
	Contactor Load Rating A	60A 3 Phase		
	Contactor Voltage Rating V	400V		
	Contactor Operating Coil Rating V	240V		
	Contactor Utilisation Category	AC-3		
4.20	Load MCBs Manufacturer	-		
	Load MCBs Type & Model	-		
	Load MCBs Load Rating A	30A S/Phase		
	Load MCBs Short Circuit Breaking Capacity kA	5kA		
4.21	Photocell Bypass Switch Manufacturer	-		
	Photocell Bypass Switch Type & Model	-		
	Photocell Bypass Switch Load Rating A	5A S/Phase		
4.22	MCBs and Contactor mounting rails size	35 mm DIN-rail		
4.23	Photocell mounting and transparent window	RHS of Kiosk below Louvre Vents		
4.24	Photocell configuration and type	Cigar photocell in threaded bolt within 3CR12 Sleeve		
4.25	Photocell Make & Model	-		
4.26	Manufacturer SANS / ISO 9001 Certificate No (If certificated)	-		
4.27	Full compliance with CEE 30 Specification and drawings?	Yes	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs

	Description			Specified Requirement	Equipment Offered		
					Item 16	Item 17	Item 18
					Distribution Kiosk, 6-Way	Distribution Kiosk, 9-Way	Distribution Kiosk, 12-Way
1.1	Drawings			-	MK 30	MK 19	MK 20
1.2	Manufacturer			-			
1.3	Material:	Shell		Polyethylene			
		Root		Polyethylene			
		Mounting Panel		19 mm Blockboard			
1.4	Material Thickness:	Shell	mm	-			
		Root	mm	-			
		Mounting Panel	mm	-			
1.5	Polyethylene manufacturing method			Rotational Moulding			
1.6	Polyethylene UV stabilised?			Yes			
1.7	UV Stability:	Test Authority		-			
		Test certificate no.		-			
		Certified lifespan		25 yrs			
1.8	Colour			G12 to SANS 1091			
1.9	Kiosk dimensions:	Height	mm	Refer to detailed specification and drawings			
		Width	mm				
		Depth	mm				
1.10	Door Cutout Size:	Height	mm	Refer to detailed specification			
		Width	mm				
		Depth	mm				
1.11	Mounting Panel Size:	Height	mm	Refer to detailed specification			
		Width	mm				
		Depth	mm				

## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered		
			Item 16	Item 17	Item 18
			Distribution Kiosk, 6-Way	Distribution Kiosk, 9-Way	Distribution Kiosk, 12-Way
1.12	Root cable access: Height mm	Refer to detailed specification			
	Width mm				
	Depth mm				
1.13	Mounting board accessory mounting facilities	Threaded Inserts / Pre-drilled			
	Mounting board internal support frame	3CR12 Steel / polyethylene			
1.14	Kiosk IP Rating	IP 45			
1.15	Provision for ventilation	Vermin proofed ventilation, top and bottom			
1.16	Door Hinges	Internal, concealed hinges, stainless steel pin			
1.17	Three-point padlockable door locking mechanism with Allen Bolt securing device	Yes	Yes/No	Yes/No	Yes/No
1.18	Busbar Size: Phase mm <sup>2</sup>	Refer to detailed specification			
	Neutral mm <sup>2</sup>				
	Consumer Neutral mm <sup>2</sup>				
	Earth Bar mm <sup>2</sup>				
1.19	Busbars mounted with Torque Shear Bolts	Yes	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered		
			Item 16	Item 17	Item 18
			Distribution Kiosk, 6-Way	Distribution Kiosk, 9-Way	Distribution Kiosk, 12-Way
1.20	Busbar Material: Phase	Tinned copper			
	Neutral	Tinned copper			
	Consumer Neutral	Tinned copper			
	Earth Bar	Tinned copper			
1.21	Neutral to earth bar link : Material	Refer detailed specification			
	Size mm <sup>2</sup>				
1.22	Neutral to consumer neutral bar link : Material	Refer detailed specification			
	Size mm <sup>2</sup>				
1.23	MCBs to be provided?	-	No	No	No
	MCB Manufacturer	-	-	-	-
	MCB Type & Model	-	-	-	-
	MCB Load Rating: A	Refer to detailed specification	-	-	-
	MCB Short Circuit Breaking Capacity: kA		-	-	-
	MCB Operating Characteristic	Curve 1 / Curve D, Orange Toggle	-	-	-
	MCB Operating Mechanism	Hydraulic-Magnetic	-	-	-
1.24	Measurement & Control Unit mounting rail size	35 mm DIN-rail	-	-	-
1.25	Detailed Outline, Layout and Single Line drawings provided, as specified?	Yes			
1.26	Manufacturer SANS / ISO 9001 Certificate No (If certificated)	-			
1.27	Full compliance with CEE 30 Specification and drawings?	Yes	Yes/No	Yes/No	Yes/No

## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs (Continued)

	Description			Specified Requirement	Equipment Offered			
					Item 19	Item 20	Item 21	Items 22 & 23
					Meter Kiosk, 4-Way	Meter Kiosk, 6-Way	Meter Kiosk, 9-Way	Meter Kiosk, 12-Way
2.1	Drawings			-	MK 41	MK 30	MK 19	MK 20
2.2	Manufacturer			-				
2.3	Material:	Shell		Polyethylene				
		Root		Polyethylene				
		Mounting Panel		19 mm Blockboard				
2.4	Material Thickness:	Shell	mm	-				
		Root	mm	-				
		Mounting Panel	mm	-				
2.5	Polyethylene manufacturing method			Rotational Moulding				
2.6	Polyethylene UV stabilised?			Yes				
2.7	UV Stability:	Test Authority		-				
		Test certificate no.		-				
		Certified lifespan		25 yrs				
2.8	Colour			G12 to SANS 1091				
2.9	Kiosk dimensions:	Height	mm	Refer to detailed specification and drawings				
		Width	mm					
		Depth	mm					
2.10	Door Cutout Size:	Height	mm	Refer to detailed specification and drawings				
		Width	mm					
		Depth	mm					

## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs (Continued)

	Description			Specified Requirement	Equipment Offered			
					Item 19	Item 20	Item 21	Items 22 & 23
					Meter Kiosk, 4-Way	Meter Kiosk, 6-Way	Meter Kiosk, 9-Way	Meter Kiosk, 12-Way
2.11	Mounting Panel Size:	Height	mm	Refer to detailed specification				
		Width	mm					
		Depth	mm					
2.12	Root cable access:	Height	mm	Refer to detailed specification				
		Width	mm					
		Depth	mm					
2.13	Mounting board accessory mounting facilities			Threaded Inserts / Pre-drilled				
	Mounting board internal support frame			3CR12 Steel / polyethylene				
2.14	Kiosk IP Rating			IP 45				
2.15	Provision for ventilation			Vermin proofed ventilation, top and bottom				
2.16	Door Hinges			Internal, concealed hinges, stainless steel pin				
2.17	Three-point padlockable door locking mechanism with Allen Bolt securing device			Yes	Yes/No	Yes/No	Yes/No	Yes/No
2.18	Busbar Size:	Phase	mm <sup>2</sup>	Refer to detailed specification	-			
		Neutral	mm <sup>2</sup>					
		Consumer Neutral	mm <sup>2</sup>		-			
		Earth Bar	mm <sup>2</sup>					

## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered			
			Item 19	Item 20	Item 21	Items 22 & 23
			Meter Kiosk, 4-Way	Meter Kiosk, 6-Way	Meter Kiosk, 9-Way	Meter Kiosk, 12-Way
2.19	Busbars mounted with Torque Shear Bolts	Yes	Yes/No	Yes/No	Yes/No	Yes/No
2.20	Busbar Material: Phase	Tinned copper	-			
	Neutral	Tinned copper				
	Consumer Neutral	Tinned copper	-			
	Earth Bar	Tinned copper				
2.21	Neutral to earth bar link : Material	Refer detailed specification				
	Size mm <sup>2</sup>					
2.22	Neutral to consumer neutral bar link : Material	Refer detailed specification				
	Size mm <sup>2</sup>					
2.23	MCBs to be provided?	-	No	Yes	Yes	Yes
	MCB Manufacturer	-	-			
	MCB Type & Model	-	-			
	MCB Load Rating: A	Refer to detailed specification	-			
	MCB Short Circuit Breaking Capacity: kA		-			
	MCB Operating Characteristic	Curve 1 / Curve D, Orange Toggle	-			
	MCB Operating Mechanism	Hydraulic-Magnetic	-			



## Schedule 15B: Schedule of Technical Data (Contd)

### B. Technical Data: Non-steel SDBs (Continued)

	Description	Specified Requirement	Equipment Offered			
			Item 19	Item 20	Item 21	Items 22 & 23
			Meter Kiosk, 4-Way	Meter Kiosk, 6-Way	Meter Kiosk, 9-Way	Meter Kiosk, 12-Way
2.24	Terminal Blocks:			-	-	-
	Phase Terminal Block Make & Model	-		-	-	-
	Phase Terminal Block Size mm <sup>2</sup>	Refer detailed specification		-	-	-
	Phase Terminal Block Rating A			-	-	-
	Pilot Wire Terminal Block Make & Model	Refer detailed specification		-	-	-
	Pilot Wire Terminal Block Size mm <sup>2</sup>			-	-	-
2.25	Measurement & Control Unit mounting rail size	35 mm DIN-rail				
2.26	Detailed Outline, Layout and Single Line drawings provided, as specified?	Yes				
2.27	Manufacturer SANS / ISO 9001 Certificate No (If certificated)	-				
2.28	Full compliance with CEE 30 Specification and drawings?	Yes	Yes/No	Yes/No	Yes/No	Yes/No

**Schedule 15C: Details of Quality System and Manufacturing and After Sales Facilities in South Africa**  
**(To be completed by Tenderer)**

	DESCRIPTION	EQUIPMENT OFFERED	
		Steel SDBs	Non-Steel SDBs
1	<b>Manufacturer:</b>		
1.1	Name		
1.2	Factory Address		
1.3	Telephone Number		
1.4	Total years established Years		
1.5	Total years manufacturing units as specified (attach detail) Years		
1.6	Total Technical Staff employed by Manufacturer at above premises		
1.7	Total Administrative Staff employed by Manufacturer		
1.8	Factory total floor area m <sup>2</sup>		
1.9	Current factory monthly capacity for kiosks		
1.10	Planned factory monthly manufacturing capacity for this contract		
1.11	Address of Cape Town repair or workshop facilities ( if different from above)		
1.12	Are all required spare parts available in Republic of South Africa?	YES/NO*	YES/NO*
2	<b>Manufacturer Quality Assurance System:</b>		
2.1	Is QA system approved in terms of SANS 9001?	YES/NO*	YES/NO*
2.2	If yes, state registration certificate No.		
2.3	Manufacturer SANS 9001 certificate attached?	YES/NO*	YES/NO*
2.4	Manufacturer QA Plan and Company Organigram attached?	YES/NO*	YES/NO*
3	<b>Tenderer name</b> (If different from Manufacturer)		
3.1	Tenderer Address		
3.2	Telephone Number		
3.3	Tenderer total years established Years		
3.4	Total Technical Staff employed by Tenderer		
3.5	Total Administrative Staff employed by Tenderer		
3.6	Tenderer premises total floor area m <sup>2</sup>		

## Schedule 15D: Schedule of Manufacturer's Experience (To be completed by Tenderer)

The Tenderer shall insert in the spaces provided below a list of contracts awarded to the **Manufacturer** in the past 10 years for equivalent steel and / or Polyethylene SDBs or SLCKs and those contracts currently being undertaken.

EMPLOYER / CLIENT (NAME, TEL No. AND FAX No.)	QUANTITY (AND TYPE) OF SDB OR SLCK KIOSKS SUPPLIED (EACH)	VALUE OF WORK R(m)	DURATION OF CONTRACT	COMPLETION DATE
<b>COMPLETED CONTRACTS</b>				
<b>CURRENT CONTRACTS</b>				

Append additional pages if required. No of pages appended .....

**Note: Tenderers who are not the Original Equipment Manufacturers (OEMs) of the Goods detailed in the Price Schedule are to fill in the above schedule with regard to the OEM and shall in addition append details of their particular experience as authorised resellers or distributors of the Goods.**

**SIGNED ON BEHALF OF TENDERER:** .....

**Schedule 15E Departures from the Requirements of the Specification  
(To be completed by Tenderer)**

Clause	Departures from the requirements of this Specification with details of alternative proposals

Note: If the above is insufficient the Tenderer shall complete the Schedule by affixing completed numbered copies of Schedule 15E.

**SIGNED ON BEHALF OF TENDERER:** .....

Schedule 15F: Schedule of Type Tests	
--------------------------------------	--

**(To be completed by Tenderer)**

[illegible]

**Submit copies of the cover sheet and the pages of each type test certificate that are necessary to confirm the equipment tested, the tests conducted, the applicable standard and the results. (Non-applicable type test certificates should not be submitted.)**

Append additional sheets as required. Number of sheets, appended by the Tenderer to this Schedule ..... (If nil, enter NIL).

TENDERER NAME \_\_\_\_\_ SIGNED ON BEHALF OF TENDERER \_\_\_\_\_

<b>TENDER DOCUMENT GOODS AND SERVICES</b>		 <b>CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD</b>	
<b>SUPPLY CHAIN MANAGEMENT</b>			
SCM - 542	Approved by Branch Manager: 03/04/2020	Version: 8	Page 94 of 163

<p><b>TENDER NO: 206G/2022/23</b></p> <p><b>TENDER DESCRIPTION: MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS</b></p> <p><b>CONTRACT PERIOD: NOT EXCEEDING 36 MONTHS FROM DATE OF COMMENCEMENT OF CONTRACT</b></p>
---

## VOLUME 3: DRAFT CONTRACT

<b>TENDERER</b>	
<b>NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual</b>	
<b>TRADING AS</b> (if different from above)	

<b>NATURE OF TENDER OFFER</b> (please indicate below)	
<b>Main Offer</b> (see clause 2.2.11.1)	
<b>Alternative Offer</b> (see clause 2.2.11.1)	

## VOLUME 3: DRAFT CONTRACT

### (7) SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract, referring to the National Treasury – Conditions of Contract (revised July 2010), are applicable to this Contract:

#### 1. Definitions

*Delete Clause 1.15 and substitute with the following*

- 1.15 The word 'Goods' is to be replaced everywhere it occurs in the GCC with the phrase 'Goods and / or Services' which means all of the equipment, machinery, materials, services, products, consumables, etc. that the supplier is required to deliver to the purchaser under the contract. This definition shall also be applicable, as the context requires, anywhere where the words "supplies" and "services" occurs in the GCC.

*Delete Clause 1.19 and substitute with the following*

- 1.19 The word 'Order' is to be replaced everywhere it occurs in the GCC with the words 'Purchase Order' which means the official purchase order authorised and released on the purchaser's SAP System

*Delete Clause 1.21 and substitute with the following:*

- 1.21 'Purchaser' means the **City of Cape Town**. The address of the Purchaser is **12 Hertzog Boulevard, Cape Town, 8001**.

*Add the following after Clause 1.25:*

- 1.26 'Supplier' means any provider of goods and / or services with whom the contract is concluded
- 1.27 "Intellectual Property" means any and all intellectual property rights of any nature anywhere in the world whether registered, registerable or otherwise, including patents, trademarks, registered designs and domain names, applications for any of the foregoing, trade or business names, copyright and rights in the nature of copyright, design rights, rights in databases, know-how, trade secrets and any other intellectual property rights which subsist in computer software, computer programs, websites, documents, information, techniques, business methods, drawings, logos, instruction manuals, lists and procedures and particulars of customers, marketing methods and procedures and advertising literature, including the "look and feel" of any websites

#### **3. General Obligations**

*Delete Clause 3.2 in its entirety and replace with the following clauses.*

- 3.2 The parties will be liable to each other arising out of or in connection with any breach of the obligations detailed or implied in this contract, subject to clause 28.
- 3.3 All parties in a joint venture or consortium shall be jointly and severally liable to the purchaser in terms of this contract and shall carry individually the minimum levels of insurance stated in the contract, if any.
- 3.4 The parties shall comply with all laws, regulations and bylaws of local or other authorities having jurisdiction regarding the delivery of the goods and give all notices and pay all charges required by such authorities.
- 3.4.1 The parties agree that this contract shall also be subject to the CCT's Supply Chain Management Policy ('SCM Policy') that was applicable on the date the bid was advertised, **save that if the Employer adopts a new SCM Policy which contemplates that any clause therein would apply to the contract emanating from this tender, such clause shall also be applicable to that contract.** Please refer to this document contained on the CCT's website.
- 3.4.2 Abuse of the supply chain management system is not permitted and may result in cancellation of the

contract, restriction of the supplier, and/or the exercise by the City of any other remedies available to it as described in the SCM Policy.

3.5 The **supplier** shall:

3.5.1 Arrange for the documents listed below to be provided to the Purchaser prior to the issuing of the order:

- a) Proof of Insurance (Refer to Clause 11) or Insurance Broker's Warrantee
- b) Letter of good standing from the Compensation Commissioner, or a licensed compensation insurer (Refer to Clause 11)
- c) Initial delivery programme
- d) Other requirements as detailed in the tender documents

3.5.2 Only when notified of the acceptance of the bid by the issuing of the order, the supplier shall commence with and carry out the delivery of the goods in accordance with the contract, to the satisfaction, of the purchaser

3.5.3 Provide all of the necessary materials, labour, plant and equipment required for the delivery of the goods including any temporary services that may be required

3.5.4 Insure his workmen and employees against death or injury arising out of the delivery of the goods

3.5.5 Be continuously represented during the delivery of the goods by a competent representative duly authorised to execute instructions;

3.5.6 In the event of a loss resulting in a claim against the insurance policies stated in clause 11, pay the first amount (excess) as required by the insurance policy

3.5.7 Comply with all written instructions from the purchaser subject to clause 18

3.5.8 Complete and deliver the goods within the period stated in clause 10, or any extensions thereof in terms of clause 21

3.5.9 Make good at his own expense all incomplete and defective goods during the warranty period

3.5.10 Pay to the purchaser any penalty for delay as due on demand by the purchaser. The supplier hereby consents to such amounts being deducted from any payment to the supplier.

3.5.11 Comply with the provisions of the OHAS Act & all relevant regulations.

3.5.12 Comply with all laws relating to wages and conditions generally governing the employment of labour in the Cape Town area and any applicable Bargaining Council agreements.

3.5.13 Deliver the goods in accordance with the contract and with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards.

3.6 The **purchaser** shall:

3.6.1 Issue orders for the goods required under this Contract. No liability for payment will ensue for any work done if an official purchase order has not been issued to the supplier.

3.6.2 Make payment to the **supplier** for the goods as set out herein.

3.6.3 Take possession of the goods upon delivery by the supplier.

3.6.4 Regularly inspect the goods to establish that it is being delivered in compliance with the contract.

3.6.5 Give any instructions and/or explanations and/or variations to the supplier including any relevant advice to assist the supplier to understand the contract documents.

3.6.6 Grant or refuse any extension of time requested by the supplier to the period stated in clause 10.



3.6.7 Inspect the goods to determine if, in the opinion of the purchaser, it has been delivered in compliance with the contract, alternatively in such a state that it can be properly used for the purpose for which it was intended.

3.6.8 Brief the supplier and issue all documents, information, etc. in accordance with the contract.

**5. Use of contract documents and information; inspection, copyright, confidentiality, etc.**

*Add the following after clause 5.4:*

5.5 Copyright of all documents prepared by the supplier in accordance with the relevant provisions of the copyright Act (Act 98 of 1978) relating to contract shall be vested in the purchaser. Where copyright is vested in the supplier, the purchaser shall be entitled to use the documents or copy them only for the purposes for which they are intended in regard to the contract and need not obtain the supplier's permission to copy for such use. Where copyright is vested in the purchaser, the supplier shall not be liable in any way for the use of any of the information other than as originally intended for the contract and the purchaser hereby indemnifies the supplier against any claim which may be made against him by any party arising from the use of such documentation for other purposes.

The ownership of data and factual information collected by the supplier and paid for by the purchaser shall, after payment, vest with the purchaser

5.6 Publicity and publication

The supplier shall not release public or media statements or publish material related to the services or contract within two (2) years of completion of the services without the written approval of the purchaser, which approval shall not be unreasonably withheld.

5.7 Confidentiality

Both parties shall keep all information obtained by them in the context of the contract confidential and shall not divulge it without the written approval of the other party.

5.8 Intellectual Property

5.8.1 The supplier acknowledges that it shall not acquire any right, title or interest in or to the Intellectual Property of the Employer.

5.8.2 The supplier hereby assigns to the Employer, all Intellectual Property created, developed or otherwise brought into existence by it for the purposes of the contract, unless the Parties expressly agree otherwise in writing.

5.8.3 The supplier shall, and warrants that it shall:

5.8.3.1 not be entitled to use the Employer's Intellectual Property for any purpose other than as contemplated in this contract;

5.8.3.2 not modify, add to, change or alter the Employer's Intellectual Property, or any information or data related thereto, nor may the supplier produce any product as a result of, including and/or arising from any such information, data and Intellectual Property, and in the event that it does produce any such product, the product shall be, and be deemed in law to be, owned by the Employer;

5.8.3.3 not apply for or obtain registration of any domain name, trademark or design which is similar to any Intellectual Property of the Employer;

5.8.3.4 comply with all reasonable directions or instructions given to it by the Employer in relation to the form and manner of use of the Employer Intellectual Property, including without limitation, any brand guidelines which the Employer may provide to the supplier from time to time;

5.8.3.5 procure that its employees, directors, members and contractors comply strictly with the provisions of clauses 5.8.3.1 to 5.8.3.3 above;

unless the Employer expressly agrees thereto in writing after obtaining due internal authority.

- 5.8.4 The supplier represents and warrants to the Employer that, in providing goods, services or both, as the case may be, for the duration of the contract, it will not infringe or make unauthorised use of the Intellectual Property rights of any third party and hereby indemnifies the Employer from any claims, liability, loss, damages, costs, and expenses arising from the infringement or unauthorised use by the supplier of any third party's Intellectual Property rights.
- 5.8.5 In the event that the contract is cancelled, terminated, ended or is declared void, any and all of the Employer's Intellectual Property, and any and all information and data related thereto, shall be immediately handed over to the Employer by the supplier and no copies thereof shall be retained by the supplier unless the Employer expressly and in writing, after obtaining due internal authority, agrees otherwise.

## **7. Performance Security**

*Delete clause 7.1 and replace with the following:*

Not Applicable. Tenderers must disregard **Form of Guarantee / Performance Security** and are not required to complete same.

## **8. Inspections, tests and analyses**

*Delete Clause 8.2 and substitute with the following:*

- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organisation acting on behalf of the purchaser.

## **10. Delivery and documents**

*Delete clauses 10.1 and 10.2 and replace with the following:*

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The time for delivery of the goods shall be the date as stated on the order. Orders for the supply and delivery of goods may be raised up until the expiry of a framework agreement bid, provided that the goods can be delivered within 30 days of expiry of the framework contract. All orders, other than for the supply and delivery of goods, must be completed prior to the expiry of the contract period.
- 10.2 The purchaser shall determine, in its sole discretion, whether the goods have been delivered in compliance with the contract, alternatively in such a state that it can be properly used for the purpose for which it was intended. When the purchaser determines that the goods have been satisfactorily delivered, the purchaser must issue an appropriate certification, or written approval, to that effect. Invoicing may only occur, and must be dated, on or after the date of acceptance of the goods.

## **11. Insurance**

*Add the following after clause 11.1:*

- 11.2 Without limiting the obligations of the supplier in terms of this contract, the supplier shall effect and maintain the following additional insurances:
- a) Public liability insurances, in the name of the supplier, covering the supplier and the purchaser against liability for the death of or injury to any person, or loss of or damage to any property, arising out of or in the course of this Contract, in an amount not less than **R20 million** for any single claim;
  - b) Motor Vehicle Liability Insurance, in respect of all vehicles owned and / or leased by the supplier, comprising (as a minimum) "Balance of Third Party" Risks including Passenger Liability Indemnity;
  - c) Registration / insurance in terms of the Compensation for Occupational Injuries and Disease Act, Act 130 of 1993. This can either take the form of a certified copy of a valid Letter of Good Standing issued by the Compensation Commissioner, or proof of insurance with a licenced compensation insurer, from either the bidder's broker or the insurance company itself (see **Proof of Insurance / Insurance Broker's Warranty** section in document for a pro forma version).

In the event of under insurance or the insurer's repudiation of any claim for whatever reason, the CCT will retain its right of recourse against the supplier.

- 11.3 The supplier shall be obliged to furnish the CCT with proof of such insurance as the CCT may require from time to time for the duration of this Contract. Evidence that the insurances have been effected in terms of this clause, shall be either in the form of an insurance broker's warranty worded precisely as per the pro forma version contained in the **Proof of Insurance / Insurance Broker's Warranty** section of the document or copies of the insurance policies.

## **15. Warranty**

*Add to Clause 15.2:*

- 15.2 This warranty for this contract shall remain valid for **twelve (12) months** after the goods have been delivered.

## **16. Payment**

*Delete Clause 16.1 in its entirety and replace with the following:*

- 16.1 A monthly payment cycle will be the norm. All invoices which are dated on or before the 20th of a particular month will typically be paid between the 23rd and 26th of the following month. The supplier may submit a fully motivated application regarding more frequent payment to the Employer's Director: Expenditure for consideration. Requests for more frequent payments will be considered at the sole discretion of the Employer and is not a right in terms of this contract.

*Delete Clause 16.2 in its entirety and replace with the following:*

- 16.2 The supplier shall furnish the purchaser's Accounts Payable Department with an original tax invoice, clearly showing the amount due in respect of each and every claim for payment.

*Add the following after clause 16.4*

- 16.5 Notwithstanding any amount stated on the order, the supplier shall only be entitled to payment for goods actually delivered in terms of the Project Specification and Drawings, or any variations in accordance with clause 18. Any contingency sum included shall be for the sole use, and at the discretion, of the purchaser.

The CCT is not liable for payment of any invoice that pre-dates the date of delivery of the goods.

- 16.6 The purchaser will only make advanced payments to the supplier in strict compliance with the terms and details as contained on **Proforma Advanced Payment Guarantee** and only once the authenticity of such guarantee has been verified by the City's Treasury Department.

## **17. Prices**

*Add the following after clause 17.1*

- 17.2 The prices for the goods delivered and services performed SHALL BE SUBJECT TO CONTRACT PRICE ADJUSTMENT and the following conditions will be applicable:

Refer to **Volume 2 - Schedule 8: Contract Price Adjustment and/or Rate of Exchange Variation**

## **18. Contract Amendments**

*Delete the heading of clause 18 and replace with the following:*

### **18. Contract Amendments and Variations**

*Add the following to clause 18.1:*

Variations means changes to the goods, extension of the duration or expansion of the value of the contract that the purchaser issues to the supplier as instructions in writing, subject to prior approval by the purchaser's delegated authority. Should the supplier deliver any goods not described in a written instruction from the purchaser, such work will not become due and payable until amended order has been issued by the purchaser.

## **20. Subcontracts**

*Add the following after clause 20.1:*

- 20.2 The supplier shall be liable for the acts, defaults and negligence of any subcontractor, his agents or employees as fully as if they were the acts, defaults or negligence of the supplier.
- 20.3 Any appointment of a subcontractor shall not amount to a contract between the CCT and the subcontractor, or a responsibility or liability on the part of the CCT to the subcontractor and shall not relieve the supplier from any liability or obligation under the contract.

## **21. Delays in the supplier's performance**

*Delete Clause 21.2 in its entirety and replace with the following:*

- 21.2 If at any time during the performance of the contract the supplier or its sub-contractors should encounter conditions beyond their reasonable control which impede the timely delivery of the goods, the supplier shall notify the purchaser in writing, within 7 Days of first having become aware of these conditions, of the facts of the delay, its cause(s) and its probable duration. As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation, and may at his discretion extend the time for delivery.

Where additional time is granted, the purchaser shall also determine whether or not the supplier is entitled to payment for additional costs in respect thereof. The principle to be applied in this regard is that where the purchaser or any of its agents are responsible for the delay, reasonable costs shall be paid. In respect of delays that were beyond the reasonable control of both the supplier and the purchaser, additional time only (no costs) will be granted.

The purchaser shall notify the supplier in writing of his decision(s) in the above regard.

- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of goods from a national department, provincial department, or a local authority.

## **22. Penalties**

*Delete clause 22.1 and replace with the following:*

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum as stated herein for each day of the delay until actual delivery or performance.

In the event that the actual delivery for goods ordered in terms of this tender exceeds the contracted delivery period, a penalty of 0.5% per week of the value of the overdue goods will be imposed. No such penalties shall exceed 10% of the value of the overdue goods concerned.

- 22.2 The purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, financial penalties as contained on the **Preference Schedule** relating to breaches of the conditions upon which preference points were awarded.

## **23. Termination for default**

*Delete the heading of clause 23 and replace with the following:*

### **23. Termination**

*Add the following to the end of clause 23.1:*

if the supplier fails to remedy the breach in terms of such notice

*Add the following after clause 23.7:*

- 23.8 In addition to the grounds for termination due to default by the supplier, the contract may also be terminated:
- 23.8.1 Upon the death of the supplier who was a Sole Proprietor, or a sole member of a Close Corporation, in which case the contract will terminate forthwith.
- 23.8.2 The parties by mutual agreement terminate the contract.
- 23.8.3 If an Order has been issued incorrectly, or to the incorrect recipient, the resulting contract may be terminated by the purchaser by written notice
- 23.8.4 If a material irregularity vitiates the procurement process leading to the conclusion of the contract, rendering the procurement process and the conclusion of the resulting contract unfair, inequitable, non-transparent, uncompetitive or not cost-effective, provided the City Manager follows the processes as described in the purchasers SCM Policy.
- 23.8.5 After providing notice to the supplier, if the implementation of the contract may result in reputational risk or harm to the City as a result of (inter alia):
- 23.8.5.1 reports of poor governance and/or unethical behaviour;
  - 23.8.5.2 association with known family of notorious individuals;
  - 23.8.5.3 poor performance issues, known to the Employer;
  - 23.8.5.4 negative social media reports; or
  - 23.8.5.5 adverse assurance (e.g. due diligence) report outcomes..
- 23.9 If the contract is terminated in terms of clause 23.8, all obligations that were due and enforceable prior to the date of the termination must be performed by the relevant party.

## **26. Termination for insolvency**

*Delete clause 26.1 and replace with the following:*

- 26.1 The purchaser may make either of the following elections to ensure its rights are protected and any negative impact on service delivery is mitigated:
- 26.1.1 accept a supplier proposal (via the liquidator) to render delivery utilising the appropriate contractual mechanisms; or
- 26.1.2 terminate the contract, as the liquidator proposed supplier is deemed unacceptable to the purchaser, at any time by giving written notice to the supplier (via the liquidator).
- 26.2 Termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

## **27. Settlement of Disputes**

*Amend clause 27.1 as follows:*

- 27.1 If any dispute or difference of any kind whatsoever, with the exception of termination in terms of clause 23.1(c), arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve such dispute or difference amicably, by mutual consultation.

*Delete Clause 27.2 in its entirety and replace with the following:*

- 27.2 Should the parties fail to resolve any dispute by way of mutual consultation, either party shall be entitled to refer the matter for mediation before an independent and impartial person appointed by the City Manager in accordance with Regulation 50(1) of the Local Government: Municipal Finance Management Act, 56 of 2003 – Municipal Supply Chain Management Regulations (Notice 868 of 2005). Such referral shall be done by either party giving written notice to the other of its intention to commence with mediation. No mediation may be commenced unless such notice is given to the other party.

Irrespective whether the mediation resolves the dispute, the parties shall bear their own costs concerning the mediation and share the costs of the mediator and related costs equally.

The mediator shall agree the procedures, representation and dates for the mediation process with the parties. The mediator may meet the parties together or individually to enable a settlement.

Where the parties reach settlement of the dispute or any part thereof, the mediator shall record such agreement and on signing thereof by the parties the agreement shall be final and binding.

Save for reference to any portion of any settlement or decision which has been agreed to be final and binding on the parties, no reference shall be made by or on behalf of either party in any subsequent court proceedings, to any outcome of an amicable settlement by mutual consultation, or the fact that any particular evidence was given, or to any submission, statement or admission made in the course of amicable settlement by mutual consultation or mediation.

## **28. Limitation of Liability**

*Delete clause 28.1 (b) and replace with the following:*

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the sums insured in terms of clause 11 in respect of insurable events, or where no such amounts are stated, to an amount equal to twice the contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

*Add the following after clause 28.1:*

- 28.2 Without detracting from, and in addition to, any of the other indemnities in this contract, the supplier shall be solely liable for and hereby indemnifies and holds harmless the purchaser against all claims, charges, damages, costs, actions, liability, demands and/or proceedings and expense in connection with:

- a) personal injury or loss of life to any individual;
- b) loss of or damage to property;

arising from, out of, or in connection with the performance by the supplier in terms of this Contract, save to the extent caused by the gross negligence or wilful misconduct of the purchaser.

- 28.3 The supplier and/or its employees, agents, concessionaires, suppliers, sub-contractors or customers shall not have any claim of any nature against the purchaser for any loss, damage, injury or death which any of them may directly or indirectly suffer, whether or not such loss, damages, injury or death is caused through negligence of the purchaser or its agents or employees.

- 28.4 Notwithstanding anything to the contrary contained in this Contract, under no circumstances whatsoever, including as a result of its negligent (including grossly negligent) acts or omissions or those of its servants, agents or contractors or other persons for whom in law it may be liable, shall any party or its servants (in whose favour this constitutes a *stipulatio alteri*) be liable for any indirect, extrinsic, special, penal, punitive, exemplary or consequential loss or damage of any kind whatsoever, whether or not the loss was actually foreseen or reasonably foreseeable), sustained by the other party, its directors and/or servants, including but not limited to any loss of profits, loss of operation time, corruption or loss of information and/or loss of contracts.

- 28.5 Each party agrees to waive all claims against the other insofar as the aggregate of compensation which might otherwise be payable exceeds the aforesaid maximum amounts payable.

### **31. Notices**

*Delete clauses 31.1 and 31.2 and replace with the following:*

- 31.1 Any notice, request, consent, approvals or other communications made between the Parties pursuant to the Contract shall be in writing and forwarded to the addresses specified in the contract and may be given as set out hereunder and shall be deemed to have been received when:
- a) hand delivered – on the working day of delivery
  - b) sent by registered mail – five (5) working days after mailing
  - c) sent by email or telefax – one (1) working day after transmission

### **32. Taxes and Duties**

*Delete the final sentence of 32.3 and replace with the following:*

In this regard, it is the responsibility of the supplier to submit documentary evidence in the form of a valid Tax Clearance Certificate issued by SARS to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2<sup>nd</sup> Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5).

*Add the following after clause 32.3:*

32.4 The **VAT registration** number of the City of Cape Town is **4500193497**.

### **ADDITIONAL CONDITIONS OF CONTRACT**

*Add the following Clause after Clause 34:*

### **35. Reporting Obligations.**

- 35.1 The supplier shall complete, sign and submit with each delivery note, all the documents as required in the Specifications. Any failure in this regard may result in a delay in t

### **36. Protection of personal information**

- 36.1 The supplier acknowledges that it will be processing personal information as defined in the Protection of Personal Information Act No. 4 of 2013 relating to City customers, on behalf of the City. Accordingly, it undertakes to ensure compliance with the Act in respect of its processing activities. In particular, it undertakes to keep such information confidential and not to disclose it unless required by law or in the course of the proper performance of its duties. Furthermore, it undertakes to maintain security measures as envisaged in Sections 19 and 21 of the Act. The requirements of this apply to all agents and subcontractors acting on behalf of tenderers and must be included in all contracts between tenderers and their agents or subcontractors. he processing of any payments.

## (8) GENERAL CONDITIONS OF CONTRACT

(National Treasury - General Conditions of Contract (revised July 2010))

### TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

### 1. Definitions

1. The following terms shall be interpreted as indicated:

1.1 'Closing time' means the date and hour specified in the bidding documents for the receipt of bids.

1.2 'Contract' means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

1.3 'Contract price' means the price payable to the supplier under the contract for the full and proper performance of his or her contractual obligations.

1.4 '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.

1.5 'Countervailing duties' are imposed in cases in which an enterprise abroad is subsidised by its government and encouraged to market its products internationally.



- 1.6 'Country of origin' means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognised new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 'Day' means calendar day.
- 1.8 'Delivery' means delivery in compliance with the conditions of the contract or order.
- 1.9 'Delivery ex stock' means immediate delivery directly from stock actually on hand.
- 1.10 'Delivery into consignee's store or to his site' means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 'Dumping' occurs when a private enterprise abroad markets its goods on its own initiative in the RSA at lower prices than that of the country of origin, and which action has the potential to harm the local industries in the RSA.
- 1.12 'Force majeure' means an event beyond the control of the supplier, not involving the supplier's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 '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 bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 'GCC' means the General Conditions of Contract.
- 1.15 'Goods' means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 'Imported content' means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 'Local content' means that portion of the bidding price which is not included in the imported content, provided that local manufacture does take place.
- 1.18 'Manufacture' means the production of products in a factory using labour, materials, components and machinery, and includes other, related value-adding activities.
- 1.19 'Order' means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 'Project site', where applicable, means the place indicated in bidding documents.
- 1.21 'Purchaser' means the organisation purchasing the goods.
- 1.22 'Republic' means the Republic of South Africa.
- 1.23 'SCC' means the Special Conditions of Contract.

1.24 'Services' means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance, and other such obligations of the supplier covered under the contract.

1.25 'Written' or 'in writing' means handwritten in ink or any form of electronic or mechanical writing.

## **2. Application**

2.1 These general conditions are applicable to all bids, contracts and orders, including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

## **3. General**

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable, a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za).

## **4. Standards**

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

## **5. Use of contract documents and information; inspection.**

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for the purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1, except for purposes of performing the contract.

5.3 Any document, other than the contract itself, mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

## **6. Patent rights**

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the goods or any part thereof by the purchaser.

## **7. Performance Security**

- 7.1 Within 30 (thirty) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in the SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.2 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser, and shall be in one of the following forms:
  - a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - b) a cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than 30 (thirty) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in the SCC.

## **8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organisation acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention of such is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier, who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of the GCC.

## **9. Packing**

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in the SCC, and in any subsequent instructions ordered by the purchaser.

## **10. Delivery and documents**

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in the SCC.
- 10.2 Documents to be submitted by the supplier are specified in the SCC.

## **11. Insurance**

- 11.1 The goods supplied under the contract shall be fully insured, in a freely convertible currency, against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

## **12. Transportation**

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

## **13. Incidental Services**

- 13.1 The supplier may be required to provide any or all of the following services, including additional services (if any) specified in the SCC:
- (a) performance or supervision of on-site assembly, and/or commissioning of the supplied goods;
  - (b) furnishing of tools required for the assembly and/or maintenance of the supplied goods;
  - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
  - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
  - (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

## **14. Spare parts**

- 14.1 As specified in the SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
  - (b) in the event of termination of production of the spare parts:
    - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
    - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

## **15. Warranty**

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications), or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for 12 (twelve) months after the goods, or any portion thereof, as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for 18 (eighteen) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in the SCC.
- 15.3 The purchaser shall notify the supplier promptly, in writing, of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified in the SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in the SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

## **16. Payment**

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in the SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of any other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than 30 (thirty) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in the SCC.

## **17. Prices**

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices tendered by the supplier in his bid, with the exception of any price adjustments authorized in the SCC or in the purchaser's request for bid validity extension, as the case may be.

## **18. Contract Amendments**

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

## **19. Assignment**

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

## **20. Subcontracts**

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

## **21. Delays in the supplier's performance**

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during the performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his or her discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure, outside of the contract, small quantities of supplies; or to have minor essential services executed if an emergency arises, or the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and, without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services, using the current prime interest rate, calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
  - (b) if the supplier fails to perform any other obligation(s) under the contract; or
  - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than 14 (fourteen) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated 14 (fourteen) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer/Authority will, at the discretion of the Accounting Officer/Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person is or was, in the opinion of the Accounting Officer/Authority, actively associated.

23.6 If a restriction is imposed, the purchaser must, within 5 (five) working days of such imposition, furnish the National Treasury with the following information:

- (i) the name and address of the supplier and/or person restricted by the purchaser;
- (ii) the date of commencement of the restriction;
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, Act 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period of not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction, and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

## **24. Anti-dumping and countervailing duties and rights**

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidised import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall, on demand, be paid forthwith by the contractor to the State, or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he or she delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him or her.

## **25. Force majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if, and to the extent that, his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall notify the purchaser promptly, in writing, of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

## **26. Termination for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

## **27. Settlement of Disputes**

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve such dispute or difference amicably, by mutual consultation.

27.2 If, after 30 (thirty) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due to the supplier.

## **28. Limitation of Liability**

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6:

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

## **29. Governing language**

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

## **30. Applicable Law**

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in the SCC.

## **31. Notices**

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail, and any other notice to him shall be posted by ordinary mail, to the address furnished in his bid or to the address notified later by him in writing; and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.



### **32. Taxes and Duties**

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, licence fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, licence fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

### **33. National Industrial Participation (NIP) Programme**

- 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

### **34 Prohibition of Restrictive practices**

- 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act, Act 89 of 1998, as amended, an agreement between or concerted practice by firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is/are or a contractor(s) was/were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has/have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act, Act 89 of 1998.
- 34.3 If a bidder(s) or contractor(s) has/have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and/or terminate the contract in whole or part, and/or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding 10 (ten) years and/or claim damages from the bidder(s) or contractor(s) concerned.

## (9) FORM OF GUARANTEE / PERFORMANCE SECURITY

### NOT APPLICABLE

#### FORM OF GUARANTEE / PERFORMANCE SECURITY

##### GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means: .....

Physical address of Guarantor: .....

"Supplier" means: .....

"Contract Sum" means: The accepted tender amount (INCLUSIVE OF VAT) of R .....

Amount in words: .....

"Guaranteed Sum" means: The maximum amount of R .....

Amount in words: .....

"Contract" means: The agreement made in terms of the Form of Offer and Acceptance for tender no \_\_\_\_: \_\_\_\_ and such amendments or additions to the contract as may be agreed in writing between the parties.

##### PERFORMANCE GUARANTEE

1. The Guarantor's liability shall be limited to the amount of the Guaranteed Sum.
2. The Guarantor's period of liability shall be from and including the date of issue of this Guarantee/Performance Security up to and including the termination of the Contract or the date of payment in full of the Guaranteed Sum, whichever occurs first.
3. The Guarantor hereby acknowledges that:
  - 3.1 any reference in this Guarantee/Performance to "Contract" is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
  - 3.2 its obligation under this Guarantee/Performance Security is restricted to the payment of money.
4. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the City of Cape Town the sum due and payable upon receipt of the documents identified in 4.1 to 4.2:
  - 4.1 A copy of a first written demand issued by the City of Cape Town to the Supplier stating that payment of a sum which is due and payable has not been made by the Supplier in terms of the Contract and failing such payment within seven (7) calendar days, the City of Cape Town intends to call upon the Guarantor to make payment in terms of 4.2;
  - 4.2 A first written demand issued by the City of Cape Town to the Guarantor at the Guarantor's physical address with a copy to the Supplier stating that a period of seven (7) days has elapsed since the first written demand in terms of 4.1 and the sum has still not been paid.
5. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the City of Cape Town the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the City of Cape Town to the Guarantor at the Guarantor's physical address calling up this Guarantee / Performance Security, such demand stating that:
  - 5.1 the Contract has been terminated due to the Supplier's default and that this Guarantee/Performance Security is called up in terms of 5; or

- 5.2 a provisional or final sequestration or liquidation court order has been granted against the Supplier and that the Guarantee/Performance Guarantee is called up in terms of 5; and
- 5.3 the aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.
6. It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.
7. Where the Guarantor has made payment in terms of 5, the City of Cape Town shall upon the termination date of the Contract, submit an expense account to the Guarantor showing how all monies received in terms of this Guarantee/Performance Security have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Guarantee/Performance Security shall bear interest at the prime overdraft rate of the City of Cape Town's bank compounded monthly and calculated from the date payment was made by the Guarantor to the City of Cape Town until the date of refund.
8. Payment by the Guarantor in terms of 4 or 5 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.
9. The City of Cape Town shall have the absolute right to arrange its affairs with the Supplier in any manner which the City of Cape Town may deem fit and the Guarantor shall not have the right to claim his release from this Guarantee /Performance Security on account of any conduct alleged to be prejudicial to the Guarantor.
10. The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.
11. This Guarantee/Performance Security is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor. The original of this Guarantee / Performance Security shall be returned to the Guarantor after it has expired.
12. This Guarantee/Performance Security, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.
13. Where this Guarantee/Performance Security is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at .....

Date .....

Guarantor's signatory (1) .....

Capacity .....

Guarantor's signatory (2) .....

Capacity .....

Witness signatory (1) .....

Witness signatory (2) .....

## **ANNEXURE**

### **LIST OF APPROVED FINANCIAL INSTITUTIONS**

The following financial institutions are currently (as at 12 October 2021) approved for issue of contract guarantees to the City:

#### **National Banks:**

ABSA Bank Ltd.  
FirstRand Bank Ltd.  
Investec Bank Ltd.  
Nedbank Ltd.  
Standard Bank of SA Ltd.

#### **International Banks (with branches in SA):**

Barclays Bank plc.  
Citibank n.a.  
Credit Agricole Corporate and Investment Bank  
HSBC Bank plc.  
JP Morgan Chase Bank  
Societe Generale  
Standard Chartered Bank

#### **Insurance companies:**

American International Group Inc (AIG)  
Bryte Insurance Company Ltd.  
Coface s.a.  
Compass Insurance Company Ltd.  
Credit Guarantee Insurance Corporation of Africa.  
Limited Guardrisk Insurance Company Ltd.  
Hollard Insurance Company Ltd.  
Infiniti Insurance Limited  
Lombard Insurance Company Ltd.  
New National Assurance Company Ltd.  
PSG Konsult Ltd.  
Regent Insurance Company Ltd.  
Renasa Insurance Company Ltd.  
Santam Limited

## (10) FORM OF ADVANCE PAYMENT GUARANTEE

NOT APPLICABLE

### ADVANCE PAYMENT GUARANTEE

#### GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means: .....

Physical address of guarantor: .....

"Supplier" means: .....

"Contract Sum" means: The accepted tender amount (INCLUSIVE of VAT ) of R .....

Amount in words: .....

"Contract" means: The agreement made in terms of the Form of Offer and Acceptance and such amendments or additions to the Contract as may be agreed in writing between the parties.

"Plant and materials" means: The Plant and materials in respect of which an advance payment prior to manufacture is required, which the City of Cape Town has agreed may be subject to advance payment, such Plant and materials being listed in the Schedule of Plant and materials.

"Schedule of Plant and materials" means: A list of Plant and materials which shows the value thereof to be included in the Guaranteed Advance Payment Sum.

"Guaranteed Advance Payment Sum" means: The maximum amount of R .....

Amount in words: .....

1. The Guarantor's liability shall be limited to the amount of the Guaranteed Advance Payment Sum.
2. The Guarantor's period of liability shall be from and including the date of issue of this Advance Payment Guarantee and up to and including the termination of the Contract or the date of payment in full of the Guaranteed Advance Payment Sum, whichever occurs first.
3. The Guarantor hereby acknowledges that:
  - 3.1 any reference in this Advance Payment Guarantee to the Contract is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
  - 3.2 its obligation under this Advance Payment Guarantee is restricted to the payment of money.
4. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the City of Cape Town the sum advanced to the Supplier upon receipt of the documents identified in 4.1 to 4.2:
  - 4.1 A copy of a first written demand issued by the City of Cape Town to the Supplier stating that payment of a sum advanced by the City of Cape Town has not been repaid by the Supplier in terms of the Contract ("default") and failing such payment within seven (7) calendar days, the City of Cape Town intends to call upon the Guarantor to make payment in terms of 4.2;
  - 4.2 A first written demand issued by the City of Cape Town to the Guarantor at the Guarantor's physical address with a copy to the Supplier stating that a period of seven (7) calendar days has elapsed since the first written demand in terms of 4.1 and the sum advanced has still not been repaid by the Supplier.
5. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the City of Cape Town the Guaranteed Advance Payment Sum or the full outstanding balance not repaid upon receipt of a first written demand from the City of Cape Town to the Guarantor at the Guarantor's physical address calling up this Advance Payment Guarantee, such demand stating that:
  - 5.1 the Contract has been terminated due to the Supplier's default and that this Advance Payment Guarantee is called up in terms of 5; or

- 5.2 a provisional or final sequestration or liquidation court order has been granted against the Supplier and that the Advance Payment Guarantee is called up in terms of 5; and
- 5.3 the aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.
6. It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.
7. Payment by the Guarantor in terms of 4 or 5 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.
9. The City of Cape Town shall have the absolute right to arrange its affairs with the Supplier in any manner which the City of Cape Town may deem fit and the Guarantor shall not have the right to claim his release from this Advance Payment Guarantee on account of any conduct alleged to be prejudicial to the Guarantor.
10. The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.
11. This Advance Payment Guarantee is neither negotiable nor transferable and shall expire in terms of 2, whereafter no claims will be considered by the Guarantor. The original of this Guarantee shall be returned to the Guarantor after it has expired.
12. This Advance Payment Guarantee, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.
13. Where this Guarantee/Performance Security is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at .....

Date .....

Guarantor's signatory (1) .....

Capacity .....

Guarantor's signatory (2) .....

Capacity .....

Witness signatory (1) .....

Witness signatory (2) .....

## (10.1) ADVANCE PAYMENT SCHEDULE

### NOT APPLICABLE

This Advance Payment Schedule is to be read in conjunction with clause 16.6 in the SCC. The purpose of this schedule is to itemise specific plant and materials for which the CCT is prepared to make advance payment to the supplier, subject to the conditions below.

The items of plant and materials which have been identified by the CCT as being suitable for advance payment in terms of the Contract are listed in the table below. Should an item or items be added to the list at tender stage by a tenderer, such item(s) will not be binding on the CCT.

<b>Plant and materials which have been manufactured and are stored by the supplier</b>	<b>Plant and materials yet to be manufactured and for which a deposit with order is required from the supplier by a third party manufacturer/supplier, and which may be stored by the supplier:</b>
DRAFTER TO LIST:	

#### **Conditions:**

- 1) The supplier can only rely on advance payment being permitted by the CCT in respect of the plant and materials listed in the table above. The CCT may, however, permit advance payment for other plant and materials in exceptional circumstances and at its sole discretion, during the course of the Contract, and upon reasonable request from the supplier.
- 2) Advance payment for the purposes of deposits will only be provided up to a limit of [DRAFTER TO SELECT PERCENTAGE: %] of the value of any one item being claimed.
- 3) The supplier shall provide the CCT with documentary evidence of the terms and conditions for which a deposit with order is required by a third party manufacturer/supplier, together with the advance payment guarantee.
- 4) The supplier will also be permitted to obtain advance payment for the balance of the value of the plant and materials in respect of which he has paid a deposit, for an item which after manufacture is stored by the supplier. The supplier shall, in respect of such payment, provide an advance payment guarantee, either for such balance or, if the advance payment guarantee in respect of the deposit is to be returned by the CCT upon request, for the whole value of the item.

## (11) OCCUPATIONAL HEALTH AND SAFETY AGREEMENT

### AGREEMENT MADE AND ENTERED INTO BETWEEN THE CITY OF CAPE TOWN (HEREINAFTER CALLED THE "CCT") AND

..... ,  
(Supplier/Mandatory/Company/CC Name)

### **IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 85 OF 1993 AS AMENDED.**

I, ..... , representing

..... , as an employer  
in its own right, do hereby undertake to ensure, as far as is reasonably practicable, that all work will be performed, and all equipment, machinery or plant used in such a manner as to comply with the provisions of the Occupational Health and Safety Act (OHSA) and the Regulations promulgated thereunder.

I furthermore confirm that I am/we are registered with the Compensation Commissioner and that all registration and assessment monies due to the Compensation Commissioner have been fully paid or that I/We are insured with an approved licensed compensation insurer.

COID ACT Registration Number: .....

OR Compensation Insurer: ..... Policy No.: .....

I undertake to appoint, where required, suitable competent persons, in writing, in terms of the requirements of OHSA and the Regulations and to charge him/them with the duty of ensuring that the provisions of OHSA and Regulations as well as the Council's Special Conditions of Contract, Way Leave, Lock-Out and Work Permit Procedures are adhered to as far as reasonably practicable.

I further undertake to ensure that any subcontractors employed by me will enter into an occupational health and safety agreement separately, and that such subcontractors comply with the conditions set.

I hereby declare that I have read and understand the Occupational Health and Safety Specifications contained in this tender and undertake to comply therewith at all times.

I hereby also undertake to comply with the Occupational Health and Safety Specification and Plan submitted and approved in terms thereof.

Signed at .....on the.....day of.....20....

\_\_\_\_\_  
**Witness**

\_\_\_\_\_  
**Mandatory**

Signed at ..... on the.....day of.....20 ....

\_\_\_\_\_  
Witness

\_\_\_\_\_  
for and on behalf of  
City of Cape Town



## (12) INSURANCE BROKER'S WARRANTY (PRO FORMA)

*Logo*

*Letterhead of supplier's Insurance Broker*

Date \_\_\_\_\_

CITY OF CAPE TOWN  
City Manager  
Civic Centre  
12 Hertzog Boulevard  
Cape Town  
8000

Dear Sir

**TENDER NO.:** 206G/2022/23

**TENDER DESCRIPTION:** MANUFACTURE, TESTING, SUPPLY AND DELIVERY OF PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS

NAME OF SUPPLIER: \_\_\_\_\_

I, the undersigned, do hereby confirm and warrant that all the insurances required in terms of the abovementioned contract have been issued and/or in the case of blanket/umbrella policies, have been endorsed to reflect the interests of the CITY OF CAPE TOWN with regard to the abovementioned contract, and that all the insurances and endorsements, etc., are all in accordance with the requirements of the contract.

I furthermore confirm that all premiums in the above regard have been paid.

Yours faithfully

Signed: \_\_\_\_\_

For: \_\_\_\_\_ (Supplier's Insurance Broker)

## (13) SPECIFICATION(S)

### SPECIFICATION CEE 30

#### FOR

#### PILLAR BOXES, METER KIOSKS, DISTRIBUTION KIOSKS, SERVICE PILLARS AND STREETLIGHT CONTROL KIOSKS

##### 1 SCOPE OF SPECIFICATION

This specification provides for the manufacture, testing, supply, delivery and offloading of outdoor ground mounted fuse pillar boxes, service pillars, distribution kiosks, meter kiosks, collectively referred to as service distribution boxes (SDBs), and street light control kiosks (SLCKs).

##### 2 DEFINITIONS

The following definitions shall apply to this specification:

2.1 **Employer** shall mean the City of Cape Town, represented by the Director: Electricity Generation & Distribution and/or such other official or officials duly authorised thereto by the Director: Electricity Generation & Distribution.

2.2 **Engineer** shall mean the Director: Electricity Generation & Distribution or his duly appointed representative, or a firm of Consulting Engineers or other body appointed to act on behalf of the Director: Electricity Generation & Distribution.

##### 3 NORMATIVE REFERENCES

3.1 The following documents contain provisions that, whether referenced in the text or not, constitute requirements of this specification. At the time of publication, the editions indicated were valid. All standards and specifications are subject to revision, and parties to agreements based on this specification are encouraged to investigate the possibility of applying the most recent editions of the documents listed below.

3.2 Note that the national equivalent of IEC standards are generally the same but may include specific variations to be taken into account. Information on currently valid national and international standards can be obtained from the South African Bureau of Standards.

SANS 121	- Hot-dip galvanized coatings on fabricated iron and steel articles – Specifications and test methods.
SANS 556-1	- Low voltage switchgear Part 1: Circuit breakers.
SANS 1091	- National colour standard.
SANS 1186-1	- Symbolic safety signs – Part 1: Standard signs and general requirements.
SANS 1195	- Busbars.
SANS 1433-1	- Electrical terminals and connectors - Part 1: Terminal blocks having screw and screwless terminals.
SANS 1507-2	- Electric cables with extruded solid dielectric insulation for fixed installations (300/500V to 1900/3300V) – Part 2: Wiring Cables
SANS 1803-1	- Lugs and ferrules for insulated electric cables – Part 1: Copper conductors
SANS 1973-3	- Low-voltage switchgear and controlgear ASSEMBLIES Part 3: Safety of ASSEMBLIES with a rated prospective short-circuit current of up to and including 10 kA.

SANS 9001	- Quality management systems – Requirements.
SANS 10142-1	- The wiring of premises Part 1: Low voltage installations.
SANS 60439-1	- Low-voltage switchgear and controlgear assemblies - Part 1: Type-tested and partially type-tested assemblies.
SANS 60529	- Degrees of protection provided by enclosures (IP Code).
SANS 60947-1	- Low voltage switchgear and control gear – Part 1: General rules.
SANS 60947-2	- Low voltage switchgear and controlgear – Part 2: Circuit breakers.
SANS 60947-3	- Low-voltage switchgear and control gear Part 3: Switches, disconnectors, switch-disconnectors and fuse-combination units
SANS 62262	- Degrees of protection provided by enclosures for electrical equipment against external mechanical impacts (IK code).
IEC 60898-1	- Circuit-breakers for overcurrent protection for households and similar installations – Part 1: Circuit-breakers for a.c. operation.
NRS 056-1	- Service distribution boxes – meter kiosks and distribution boxes – Part 1: Low-voltage non-steel meter kiosks for use in underground networks.
NRS 056-2	- Service distribution boxes – meter kiosks and distribution boxes – Part 2: Specification for ground mounted, low voltage distribution kiosks.
NRS 056-3	- Service distribution boxes – meter kiosks and distribution boxes – Part 3: Specification for low voltage steel meter kiosks for use in underground networks.
NRS 059	- Recommendations to minimise problems associated with the theft of transformer neutral and neutral earthing copper conductors
NRS 110	- Low voltage utility power and control cables with copper clad aluminium alloy (CCAA) conductors for theft prevention.
VC 8036	- Compulsory Specification for Circuit-breakers
SANS 1777	Photo Electric Control units for lighting

3.3 Reference to a particular standard or recommendation in this specification does not relieve the manufacturer of the necessity of the work complying with other relevant standards or recommendations.

3.4 Tenderers offering equipment to standards other than those mentioned above may be considered provided it is clearly indicated in which respects the equipment offered does not comply and the likely consequences of such non-compliance.

## 4 GENERAL

### 4.1 Abbreviations

4.1.1	MCB	- Miniature circuit breaker.
4.1.2	MCCB	- Moulded case circuit breaker.
4.1.3	MCU	- Electricity measurement and control unit.
4.1.4	SDB	- Service distribution box, a collective term for the fuse pillar boxes, service pillars, distribution kiosks and meter kiosks covered by this specification.
4.1.5	PMMA	- Polymethyl methacrylate (acrylic).
4.1.6	SLCK	- Street Light Control Kiosks
4.1.7	CCAA	- Copper clad aluminium alloy

## 4.2 Particulars of the System

- 4.2.1 The boxes and kiosks are required for use on a 230/400 V  $\pm 10\%$ , 50 Hz, 3-phase, 4-wire underground cable system, the neutral of which is solidly earthed.

## 4.3 Service Conditions

- 4.3.1 All equipment supplied shall be suitable for continuous operation under the following conditions:

4.3.1.1	Altitude	:	Sea level
4.3.1.2	Minimum temperature	:	-5 °C
4.3.1.3	Maximum temperature	:	45 °C
4.3.1.4	Average daily mean temperature	:	25 °C

- 4.3.2 The boxes and kiosks will be exposed to salt-laden atmosphere and high winds and the design shall be such as to ensure maximum protection against corrosion.

- 4.3.3 The boxes and kiosks shall be suitable for installation in areas with a mean annual solar radiation and total annual rainfall as specified in NRS 056-1.

## 4.4 Compliance with Regulations

- 4.4.1 All apparatus and materials supplied shall comply with the current requirements of the Republic of South Africa's Occupational Health and Safety Act, Act 85 of 1993 as amended, and the Regulations issued thereunder and any regulations issued in modification or substitution thereof. In addition, they shall comply with any other requirements having the force of law to which the Employer is subject.

- 4.4.2 **Local content:** Department of Trade and Industry (DTI) local content designated sector Electrical Cable Products - Schedule 10 for local content percentage declaration is not applicable for this Tender. Tenderers shall submit an undertaking that only locally produced electrical wires will be used on the SDBs and SLCKs. The undertaking must be in the form of a letter on the Tenderer's company letter head, declaring that the wires used for panel wiring within the SDBs and SLCKs are locally manufactured and will be locally manufactured for the full duration of the contract.

## 4.5 Quality, Design and Execution

- 4.5.1 All apparatus should comply with this Specification. Any departures from the requirements of this Specification shall be fully detailed by the Tenderer and may be accepted at the Engineer's discretion.

- 4.5.2 No departure shall be implemented without the prior approval of the Engineer.

- 4.5.3 The equipment shall comply with the particulars and guarantees detailed in this specification.

- 4.5.4 The Manufacturer's quality assurance system shall be approved in terms of SANS 9001 or an alternative quality assurance system to the approval of the Engineer. A copy of the registration certificate shall be submitted with the tender.

- 4.5.5 All materials used shall be new materials and of the best quality. The material of which each part is made shall be one of those recognised as suitable for the purpose in conservative modern practice and of a class suitable for working under the conditions specified. The variations of temperature and atmospheric conditions arising under working conditions shall not cause distortion, deterioration or the setting up of undue stresses in any part nor affect the strength and suitability of the various parts for the work which they have to perform. No welding, filling or plugging of defective parts will be permitted without the sanction in writing of the Engineer.

- 4.5.6 All such materials shall be non-combustible.

- 4.5.7 The design and execution of the Work shall incorporate every practicable precaution and provision:

- 4.5.7.1 For the safety of those who will operate and maintain the equipment.

- 4.5.7.2 For the satisfactory operation of the equipment under all conditions likely to be met in service.
- 4.5.7.3 To facilitate inspection, maintenance and repairs.
- 4.5.8 Features likely to require excessive maintenance shall be carefully avoided.
- 4.5.9 Tenderers shall offer equipment of the highest possible quality to ensure highly reliable service and only proven designs will be accepted.
- 4.5.10 The manufacturer shall have proven and acceptable experience in the manufacture of equipment of the type offered or equivalent equipment, and shall have a service record demonstrating the reliability and quality of the equipment.

## **5 GENERAL EQUIPMENT REQUIREMENTS**

### **5.1 Design**

- 5.1.1 The SDBs will be used as points of supply to distribute electricity to customers and the SLCKs as street lighting control gear kiosks, and will be installed on the ground on sidewalks of residential townships and commercial areas. The completed units shall be compact and shall present an overall neat and attractive appearance.
- 5.1.2 The SDBs and SLCKs shall comply in all respects with the requirements of the relevant part of NRS 056 except where specifically amended by this specification.
- 5.1.3 The SDBs and SLCKs shall each comprise a root, an outer shell and an internal frame supporting an equipment mounting board and the incoming and outgoing cables.
- 5.1.4 All SDBs and SLCKs shall be fitted with hinged doors as specified. Steel Kiosks with removable lids and sliding covers in accordance with previous designs shall not be acceptable.
- 5.1.5 The component parts of the SDBs and SLCKs shall be manufactured within close tolerances to permit interchangeability of similar parts.
- 5.1.6 All removable roots, internal frames and outer shells shall be interchangeable with Kiosks of the same physical size. The outer shell shall fit snugly against the Kiosk root.
- 5.1.7 The SDBs and SLCKs shall have a high standard of finishing. All sharp edges and joints shall be worked off to a smooth finish.
- 5.1.8 The SDBs and SLCKs shall be rigid and strong and shall not deform when installed under normal service conditions.
- 5.1.9 The SDBs and SLCKs shall be delivered in one piece as an assembled unit.
- 5.1.10 Meter Kiosks shall be pre-wired unless otherwise specified in the specific requirements for each SDB type.
- 5.1.11 Distribution Kiosks, Fuse Pillar Boxes and Service Pillars shall not be pre-wired unless otherwise specified in the specific requirements for each SDB type.
- 5.1.12 In a case of Dual Door Kiosks, the side with busbars shall be considered as the back of the kiosk and the side with MCBs and Meters or street lighting control gear shall be considered as the front of the kiosk.
- 5.1.13 The spacing of internal equipment within the Kiosk shall be such as not to interfere with the removal of the outer shell.
- 5.1.14 Only proven design and construction methods and principles will be acceptable.
- 5.1.15 All external nuts and bolts shall be manufactured from stainless steel. Care shall be taken to ensure that nuts and bolts are not over tightened such that the threads are damaged and the nuts and bolts cannot be loosened and/or retightened.

- 5.1.16 All copper / CCAA busbars shall be tinned. All other copper components shall be tinned where connections in air are made or intended to be made.
- 5.1.17 3CR12 to mild steel welds shall be passivated in an approved manner.
- 5.1.18 All external bare copper shall be painted the same colour as the units.
- 5.2 **Materials**
- 5.2.1 The SBDs and SLCKs shall be constructed from steel or polyethylene, as detailed in the specific requirements for each equipment type.
- 5.2.2 All materials used shall be free from defects and shall be resistant to deterioration by the weather and by prolonged contact with the soil and moisture.
- 5.2.3 All bushings shall be made from insulating material to the approval of the Engineer.
- 5.2.4 **Steel**
- 5.2.4.1 Steel SBDs and SLCKs shall be constructed from 3CR12 stainless steel. Any other grade of stainless steel shall be to the approval of the Engineer.
- 5.2.4.2 SBDs or SLCKs manufactured of mild steel shall not be acceptable.
- 5.2.4.3 All fabrication and welding of 3CR12 component parts shall comply fully with the requirements of NRS 056-3.
- 5.2.4.4 All welding shall be continuous and sheet joints shall be continuously welded on the outside of the boxes to ensure proper sealing.
- 5.2.4.5 The internal frame of steel Kiosks shall be constructed from angle or U-shaped 3CR12 stainless steel of thickness not less than 2,5 mm to support the equipment mounting panel and cable supports.
- 5.2.5 **Non-Steel**
- 5.2.5.1 Non-steel SDBs shall be manufactured from Linear Low Density Polyethylene using the rotational moulding method or other approved method.
- 5.2.5.2 The SDBs shall be rigidly moulded and shall have a high impact resistance and mechanical strength.
- 5.2.5.3 The polyethylene compound used shall be chemically resistant and shall be resistant to deterioration from prolonged contact with soil and/or moisture.
- 5.2.5.4 The polyethylene compound shall be flame retardant in accordance with the requirements of NRS 056-1.
- 5.2.5.5 The SDBs shall be resistant to abrasion and heat and shall be specifically treated with stabilizing additives to provide enhanced ultraviolet (UV) breakdown resistance. The minimum service life expectancy of the SDBs before UV radiation adversely affects the rigidity, mechanical strength and/or composition of the polyethylene compound shall be stated in the tender documents.
- 5.2.5.6 The materials used shall be free from blow holes or any other defects.
- 5.2.5.7 Non-steel SDBs shall have an internal frame constructed from angle or U-shaped 3CR12 stainless steel of thickness not less than 2,5 mm to support the equipment mounting panel and cable supports. Alternative self-supporting polyethylene equipment mounting panels shall be to the approval of the Engineer.

### 5.3 **Painting, Colouring and Protection against Corrosion**

- 5.3.1 All ferrous parts that are not manufactured from 3CR12 shall be hot dip galvanised in accordance with the requirements of SANS 121 or otherwise protected in an approved manner against corrosion. Galvanising shall be carried out only after all welding, drilling and machining has been completed.
- 5.3.2 All rivets, bolts, nuts, washers and set screws shall be of stainless steel or other approved non-ferrous metal.
- 5.3.3 All 3CR12 steel Kiosk shells, roots, frames and other component parts shall be prepared for painting in accordance with NRS 056-3, including grinding and mechanical cleaning of welds and chemical pickling and passivating, and shall be finished in accordance with NRS 056-3 with polyurethane based heat fused epoxy powder coating of at least 30 µm total thickness suitable for exterior use. Suitable steps shall have been taken to ensure a satisfactory bond between the protected surfaces and the paint to prevent peeling.
- 5.3.4 For non-steel SDBs colouring pigment shall be incorporated in the polyethylene powder prior to moulding.
- 5.3.5 The colour shall be an acceptable match to Colour G12 "Admiralty Grey" to SANS 1091.

### 5.4 **Degree of Protection**

- 5.4.1 The degree of protection of the installed kiosk shall be at least IP 45 to SANS 60529.
- 5.4.2 Adequate ventilation holes shall be provided on the SDB housing to encourage natural air flow within the SDB and to prevent condensation. The ventilation holes shall be so positioned as to prevent the ingress of water and shall at the same time be vermin proof.

### 5.5 **Resistance to Impact**

- 5.5.1 The degree of protection against mechanical impacts shall be at least IK 04 to SANS 62262 and, when tested accordingly, the SDB shall suffer no damage that may be detrimental to its continued use.

### 5.6 **Doors and Hinges**

#### 5.6.1 **General**

- 5.6.1.1 The doors shall be watertight and vermin proof, and shall maintain the IP rating of the enclosure or compartment when in the closed position.
- 5.6.1.2 The doors shall be fitted with neoprene gaskets, or equivalent to approval, to ensure a firm and secure seal when in the closed position. Doors shall exert uniform pressure at all points on the gasket when the door is closed.
- 5.6.1.3 The doors shall be designed and constructed in such a way as to minimise the possibility of vandalism through the insertion of implements between the door and the SDB shell to lever the locked door open.
- 5.6.1.4 The doors shall be hinged a minimum of 100° and shall be fitted with means to prevent over swing when opening and a rigid wind stay to secure the door in the open position.
- 5.6.1.5 The doors, when held in the open position using the wind stay, shall be capable of withstanding the wind load generated by a wind speed of 34 m/s.
- 5.6.1.6 An A5 size card holder shall be fitted centrally to the inside of the doors of the SDBs.
- 5.6.1.7 It shall be ensured that doors and their locking mechanisms maintain the required clearances from the safety shrouds and the equipment and fittings inside the kiosk when in the closed position and when the mechanism is being operated. This shall include ensuring that the required clearances are maintained from MCBs and meters installed by the Employer after delivery.

## 5.6.2 Steel Doors

- 5.6.2.1 Doors on steel SDBs and SLCKs shall be manufactured from 3CR12 stainless steel or other approved grade of stainless steel of the same thickness as that specified for the particular kiosk type. Doors manufactured from mild steel shall not be acceptable.
- 5.6.2.2 Doors shall be recessed such that the door is flush with the frame when in the closed position.
- 5.6.2.3 Doors and frames shall be designed and manufactured to tight tolerances to minimise the possibility of the insertion of tools between the door and the frame for the purpose of levering the door open.
- 5.6.2.4 The door frame of each enclosure and compartment shall have a channel along the top and side inner edge, situated behind the closed door, to ensure that water flowing off the top of the Kiosk flows away to the side of the Kiosk shell.
- 5.6.2.5 The doors shall be hung on two or more internal, concealed hinges fitted with stainless steel or brass barrels with stainless steel pins, to the Engineer's approval. Cantilevered hinges for flush mounted doors shall be of sufficient thickness and shall be suitably cross-braced to ensure that they do not flex or distort when subjected to force perpendicular to the barrel / pin of the hinge.
- 5.6.2.6 The doors shall be provided with a welded threaded stud which shall be earthed to the kiosk's steel shell adjacent to the hinge by means of an approved earthing strap.
- 5.6.2.7 The door shall be fitted with a robust Barker Nelson 25 series (or similar) three point locking mechanism. The locking mechanism shall be firmly affixed and secured in such a way that it cannot come loose from the door under mechanical duress or vibration with the door in the closed position.
- 5.6.2.8 The three point locking mechanism shall have two stainless steel round bar locking rods of minimum diameter 10 mm and two pairs of guide brackets for these rods installed on the inside of the doors as shown on the applicable drawings.
- 5.6.2.9 The four guide brackets for the locking rods shall be affixed either side of the central mechanism, two at the top and two at the bottom of the door, with each pair separated from each other by approximately 100 mm. The inner guide bracket of each pair shall have a slotted hole to allow for the necessary pivoting of the rod in the plane parallel to the door.
- 5.6.2.10 The three point locking mechanism handle shall be a stainless steel Perano 101-1109 (or equivalent to the Engineer's approval) padlockable swing handle. The swing handle shall be mounted such that it is in the horizontal position when closed.
- 5.6.2.11 The swing handle shall be suitable for a padlock of shackle diameter 6 mm. Padlocks will be supplied by others.
- 5.6.2.12 In addition, all steel SDB and SLCK doors shall be fitted with a captive stainless steel Allen key bolt type locking system using an M12 bolt with a 10 mm Allen keyed head which shall obstruct the Barker Nelson locking mechanism from operating when in the fully screwed-in position. The Allen screw head shall be flush with the door when screwed in.
- 5.6.2.13 All doors shall be provided with a lock protection facility as detailed in the specific SDB and SLCK drawings annexed hereto and in Drawing SK 5191 Sheet 3. The lock protection facility shall be shall be manufactured from 3CR12 stainless steel or other approved grade of stainless steel of the same thickness as that specified for the particular kiosk type.
- 5.6.2.14 The lock protection facility shall be an integral part of the door and shall be affixed to the door by a continuous weld or by the use of a minimum of 6 x M8 bolts, permanently affixed to the inner flange of the lock protector box and secured on the inner side of the door with locking nuts.
- 5.6.2.15 The lock protection facility shall be designed to prevent the use of bolt cutters, levers or heavy implements to damage the padlock or locking mechanism but shall provide good access to both the padlock and mechanism handle for normal operation.
- 5.6.2.16 The lock protection facility shall have an expanded mesh, or equivalent to approval, at the top designed such that the padlock shall be visible through the mesh. The mesh shall be at least 1,6 mm



thick and the mesh grid less than 10 mm.

5.6.2.17 The lock protection facility shall have a hole suitable for insertion of a 10 mm Allen key to permit unobstructed operation of the Allen key bolt.

5.6.2.18 Alternative tamper-proof locking mechanisms/systems will be subject to approval of the Engineer.

5.6.2.19 All SDBs and SLCKs with CCAA busbars as well as the related spare doors shall be provided with 4x sacrificial flanges welded on the kiosk frame (rectangular block) and 4x sacrificial flanges on the door (L-shaped), in order to provide for the welding of the doors in the closed position as an additional anti-vandalism measure. Flanges shall each be of 40mm length and 10mm minimum thickness, and shall have sufficient width / depth to permit a minimum of five repeats of welding closed and grinding open. Flanges shall be positioned on the top and the bottom horizontal portions of the door and adjacent frame, on the far left and far right sides for each.

### 5.6.3 **Polyethylene Doors**

5.6.3.1 Doors on non-steel SDBs shall be manufactured from polyethylene.

5.6.3.2 The doors shall be hung and hinged with stainless steel pins or equivalent to the approval of the Engineer. All hinges shall be internal, concealed hinges so as to reduce vulnerability to vandalism. Hinge pins shall be suitable restrained so as to remain firmly in position for the lifespan of the kiosk.

5.6.3.3 The doors shall be fitted with a robust locking mechanism which shall secure the closed door firmly in three positions (centre, top and bottom) on the side opposite to the hinges. When closed and locked the locking mechanism shall prevent flexing of the door at the corners or at any position along its edge, and shall ensure compliance with the specified Degree of Protection of the kiosk.

5.6.3.4 The locking mechanism shall be suitable for securing using a padlock of shackle diameter 6 mm, shackle length (closed) 32 mm and shackle outer span (width) 30 mm. The locking mechanism handle and locking facility shall be robust and offer a high degree of resistance to vandalism with hacksaws, levers or other implements.

5.6.3.5 The locking mechanism shall be firmly affixed and secured in such a way that it cannot come loose from the door under mechanical duress or vibration with the door in the closed position, and cannot twist or rotate relative to the door other than as intended by the design.

5.6.3.6 It shall only be possible to insert the padlock when the door is fully closed and the mechanism latched.

5.6.3.7 Padlocks will be provided and installed by the Employer.

5.6.3.8 In addition to the padlock facility the door locking mechanism shall be fitted with a captive M12 stainless steel Allen key bolt with a 10 mm Allen keyed head which shall secure the door in the closed position by preventing operation of the locking mechanism when the Allen key bolt is fully tightened. The Allen key bolt shall only be accessible once the padlock has been removed, unless otherwise approved by the Engineer.

5.6.3.9 The Allen key bolt shall be flush (or recessed) with the door or kiosk body when fully closed, and shall be mounted on a metallic housing that is firmly fitted and keyed to the door or kiosk body such that it cannot under any circumstances loosen or move relative to the door or kiosk body once installed. Measures shall be included to prevent misalignment and cross threading of the Allen key bolt. Mounting bolts / rivets shall be fitted with stainless steel washers on the rear side.

5.6.3.10 Alternative locking mechanisms shall be to the approval of the Engineer.

### 5.7 **SDB Roots**

5.7.1 The SDBs and SLCKs shall be provided with a root integral with the internal frame.

5.7.2 The roots shall be so constructed and dimensioned that the Kiosk shall be held firmly in position by the pressure of the soil bearing on the root. The top of the root shall be designed to protrude at least 100 mm above finished ground level.

5.7.3 The root shall be marked in an approved manner on the front and sides to indicate the ground level

when installed.

- 5.7.4 In the case of SDBs and SLCKs, the root shall be fitted with removable panels to facilitate terminating and clamping of cables without any obstruction. The removable panel shall extend to within 250 mm of the base of the root.
- 5.7.5 Fuse Pillar Boxes and Meter Kiosks Single Door (Steel) shall be fitted with a removable panel at the front of the root only.
- 5.7.6 Service Pillars, Distribution Kiosks, Meter Kiosks Dual Door (Steel) and SLCKs shall be fitted with removable panels at the front and the rear of the Kiosk root.
- 5.7.7 Kiosks with removable panels on the root shall have sufficient cross bracing on the root to withstand soil pressure on the root and prevent displacement of the root's fixed side panels while the removable panels are not in place. Such cross bracing shall as far as possible not impede the installation of cables, and shall be removable where specified for particular SDB types to facilitate cable installation.
- 5.7.8 The removable panels shall be designed to withstand soil pressure when the sidewalks are compacted and shall be so designed and secured in position that they cannot be removed when the Kiosk doors are closed.
- 5.7.9 The roots shall have a base mounting lip of minimum dimensions not less than that indicated on the drawings for each Kiosk type.
- 5.7.10 Where the root of non-steel SDBs cannot comply with the requirement for removable panels, the root shall be to the Engineers approval.

## **5.8 Equipment Mounting Panel**

- 5.8.1 The equipment mounting panels for Service Pillars, Distribution Kiosks (Steel), Meter Kiosks Dual Door (Steel) and SLCKs, shall be steel panels complying with the relevant drawings.
- 5.8.2 The equipment mounting panels for Meter Kiosks Single Door (Steel) and for non-steel SDBs shall be manufactured out of blockboard of 19 mm thickness, consisting of laminated battens and veneered on both sides. The blockboard shall be of the water resistant type, trade name "Supadek" or equivalent to approval, and shall be treated with two coats of an approved wood preservative. The equipment mounting panel shall be flame retardant.
- 5.8.3 For non-steel SDBs the alternative of equipment mounting panels manufactured from polyethylene will be considered, but shall be to the Engineer's approval.
- 5.8.4 All equipment to be mounted on blockboard mounting panels shall be mounted with brass screws. The brass screws shall penetrate the mounting panel by at least 15 mm.
- 5.8.5 All equipment to be mounted on polyethylene mounting panels shall be screwed onto threaded brass inserts installed during the polyethylene panel moulding process.
- 5.8.6 All miniature circuit breakers (MCBs) and moulded case circuit breakers (MCCBs) shall be positioned on the mounting panel in such a way as to comply fully with the circuit breaker manufacturer's requirements regarding minimum electrical clearances and arc venting clearances to adjacent earthed and live components.
- 5.8.7 The mounting panel shall be secured to the SDB or SLCK frame by means of stainless steel bolts, nuts and washers.

## **5.9 Protective Shields and Covers**

- 5.9.1 All busbars, terminals and other live parts shall be shielded against accidental contact by an acrylic (PMMA) shield or shroud of minimum thickness 3 mm, or by other means to the approval of the Engineer. The PMMA shield shall have warning signage as specified. The PMMA shield shall be removable with the SDB or SLCK shell in place and the Kiosk door in the open position.

## 5.10 Busbars

All Kiosks shall be fitted with either Copper or Copper Clad Aluminium Alloy (CCAA) busbars, neutral bars, consumer neutral bars (where specified) and earth bars, as specified for the particular SDB or SLCK kiosk Item.

- 5.10.1 The copper busbars, neutral bars, consumer neutral bars and earth bars shall be tinned high conductivity copper in accordance with SANS 1195.
- 5.10.2 The CCAA busbars, neutral bars, consumer neutral bars and earth bars shall consist of a core of solid electrical grade aluminium alloy, with a mechanically pressure bonded outer layer of high conductivity copper. The bonding process shall create a permanent metallurgical bond between the copper and aluminium alloy.
- 5.10.3 The CCAA busbars shall be compliant with the Material, Electrical and Physical requirements of NRS 110, with the exception of those specifically applicable to only CCAA wiring.
- 5.10.4 CCAA busbars shall be Class 10H conductor in accordance with NRS 110.
- 5.10.5 Electroplated materials shall not be acceptable for CCAA busbars.
- 5.10.6 CCAA busbars shall be tinned, to the same standard as specified for the copper busbars.
- 5.10.7 Copper busbar nominal ratings are as detailed in Table 1 below. CCAA busbars shall be sized to achieve minimum load and fault ratings equivalent to the copper busbar sizes of the corresponding copper busbar equipped SDB and SLCK types.

Specified Copper busbar sizes	Nominal Rated Current
50mm x 10mm	800A
40mm x 6mm	400A
32mm x 6mm	320A
25mm x 6mm	250A

*Table 1: Busbar sizing*

- 5.10.8 Tenderers shall provide detailed technical data sheets and test certification documenting and proving such equivalence.
- 5.10.9 Tenderers shall detail tendered equivalent CCAA busbar dimensions where indicated per Item in Schedule 15B.
- 5.10.10 The phase and neutral busbars shall be mounted horizontally.
- 5.10.11 The busbars shall be permanently colour coded in an approved manner to allow identification of the red, white and blue phases and the neutral bar. Red phase shall be situated at the top.
- 5.10.12 Unless otherwise stated below for the particular Kiosk type, the copper phase and neutral busbars shall have a minimum uniform cross sectional area of 240 mm<sup>2</sup> and shall be rated to carry a continuous current of 400 A. The CCAA busbar items shall have a certified equivalence for the corresponding copper busbar size, as detailed above. The busbar temperature at rated load shall not exceed 70 °C.
- 5.10.13 The busbars, neutral bars and earth bars shall be pre-drilled, prior to tinning, in accordance with the requirements specified for the particular Kiosk type.
- 5.10.14 The busbars, neutral bars and earth bar shall be fitted with stainless steel bolts, nuts, locknuts and washers at all cable connecting points.
- 5.10.15 The neutral bar shall be connected to the earth bar with a 25 mm x 3 mm solid copper earth strap or

70 mm<sup>2</sup> black PVC insulated stranded copper conductor or equivalent sized CCAA earth strap.

- 5.10.16 The consumer neutral bar, where applicable, shall be connected to the neutral bar with a 25 mm x 3 mm solid copper earth strap or 70 mm<sup>2</sup> black PVC insulated stranded copper conductor or equivalent sized CCAA earth strap.
- 5.10.17 The busbars shall be mounted on red, white and blue colour coded stand-off insulators.
- 5.10.18 The neutral bar and, where applicable, the consumer neutral bar shall be insulated from earth by means of black stand-off insulators.
- 5.10.19 The busbar and neutral bar insulators shall be nylon colour coded type M8 stand-off insulators. The insulators shall be rated to withstand a working voltage of 600 V under normal and damp conditions, and shall be rated to withstand a high voltage test of 2 kV for 5 minutes, but shall be of minimum height so as to maximise air clearances between busbars (and cable lugs) and adjacent metalwork and safety shrouds.
- 5.10.20 The busbars and neutral bars shall be permanently fixed to the stand-off insulators and the earth bars to the mounting brackets using stainless steel torque-shear bolts / nuts to prevent removal or theft of these busbars after factory installation.
- 5.10.21 Torque shear nuts or bolts shall have a tightening shearing torque sufficient to secure the busbars firmly and permanently in place but within the maximum torque limit specified by the stand-off insulator manufacturer. In general, tightening shearing torques shall not exceed 40 Nm.
- 5.10.22 The busbars shall be insulated in an approved manner with heat shrink insulation wherever practicable so as to prevent accidental contact.
- 5.11 **Miniature Circuit Breakers**
- 5.11.1 The miniature circuit breakers (MCBs) shall be air-break MCBs complying with VC 8036 and SANS 556-1, and shall bear the SABS Mark.
- 5.11.2 SANS 556-1 is a front end specification for SANS 60947-2 and reference to SANS 556-1 shall automatically include the requirements of SANS 60947-2 unless otherwise specified.
- 5.11.3 Tenderers offering MCBs to standards other than SANS 556-1 may be considered provided it is clearly indicated in which respects the equipment offered does not comply with SANS 556-1 and the likely consequences of such non-compliance. The circuit breakers shall however comply fully with VC 8036.
- 5.11.4 Each pole of the MCBs shall be provided with a non-adjustable hydraulic inverse time overcurrent release and a magnetic instantaneous short circuit release.
- 5.11.5 The operating mechanism shall be trip-free.
- 5.11.6 The maximum and minimum tripping currents (Trip Current and Hold Current) and maximum tripping time of the overcurrent release of the MCBs shall comply with the requirements of SANS 556-1.
- 5.11.7 The characteristics of the MCBs for the Kiosks shall be the Circuit Breaker Industries (CBI) Special Curve 1, or equivalent. IEC 60898-1 operating characteristic Curve D is considered equivalent to CBI Curve 1. MCBs shall have an orange toggle.
- 5.11.8 Tenderers offering MCBs with alternative but equivalent operating characteristics shall provide a full set of operating characteristic curves with the Tender documentation for approval.
- 5.11.9 The MCB operating characteristics shall not be affected by changes in ambient temperature.
- 5.11.10 The rated operational voltage shall be 240 V AC.
- 5.11.11 The rated impulse withstand voltage shall be in accordance with SANS 60947-1 for Overvoltage Category III.
- 5.11.12 The rated current shall be as specified for each Item.

- 5.11.13 The minimum rated ultimate short circuit breaking capacity ( $I_{cu}$ ) of the MCBs shall be 5 kA.
- 5.11.14 The rated service short circuit breaking capacity ( $I_{cs}$ ) of the MCBs shall be a minimum of 50% of the rated ultimate short circuit breaking capacity.
- 5.11.15 The overall dimensions of the single phase MCBs shall not exceed 110 mm (h) x 27 mm (w) x 75 mm (d).
- 5.11.16 The overall dimensions of the three phase MCBs shall not exceed 110 mm (h) x 81 mm (w) x 75 mm (d).
- 5.11.17 The MCBs shall be of robust mechanical construction and of compact design. Operating handles shall be of a robust design and of insulating material.
- 5.11.18 The MCB terminals shall be of robust construction and shall be of the metal block design with the conductor being securely clamped by means of a single terminal screw.
- 5.11.19 The MCBs shall be designed for incoming and outgoing cable termination at the top and bottom of the MCB, respectively, when vertically mounted.
- 5.11.20 The MCB terminal connections shall be shrouded in an approved manner and MCBs shall be fitted with all necessary terminal covers and mounting hardware.
- 5.11.21 The operating mechanisms shall be contained in a case of strong non-flammable insulating material. All working parts shall be completely enclosed. The operating handle shall be readily accessible.
- 5.11.22 The MCBs shall be suitable for rail mounting (35 mm DIN-rail and 57 mm Mini-rail mounting).
- 5.11.23 Where minimum arc venting clearances between the MCB and adjacent earthed metallic components and un-insulated live components are necessary for correct operation, the clearances required shall be complied with fully by the Contractor.
- 5.11.24 The MCBs shall be silent when carrying rated current.
- 5.11.25 Full particulars of the MCBs offered, including curves indicating the current-time operating characteristics of the equipment and diagrams indicating the outside dimensions and rail mounting dimensions of the MCBs, shall be submitted with tenders.
- 5.11.26 The MCBs offered shall have passed such type tests as are laid down in SANS 60947-2.
- 5.12 **Fuse Switch Disconnecter Pillars**
- 5.12.1 The fuse switch disconnector pillars shall be strip-type double break fuse switch disconnector pillars for mounting on busbars and shall be in compliance with SANS 60947-3.
- 5.12.2 The fuse switch disconnector pillars shall be of the general arrangement as depicted in Drawing No. SK 3844 Sheet 3.
- 5.12.3 The fuse switch disconnector pillars shall be of utilisation category AC-22B and shall be rated at 500V and 400A.
- 5.12.4 The fuse switch disconnector pillars shall be of maximum dimensions 760 mm (l) x 100 mm (w) x 200 mm (h) when in the closed position and shall be suitable for a busbar spacing of 185 mm (between bolt centres).
- 5.12.5 The fuse switch disconnector pillars shall be suitable for Type NH-2 LV HRC fuses.
- 5.12.6 All three phases of the 3-pole switching strip fuse switch-disconnector pillars shall be switched simultaneously.
- 5.12.7 The operating handles of the fuse switch disconnector pillars shall be provided with a locking device to prevent unauthorised switching.

- 5.12.8 The material and housing of the fuse switch disconnecter pillars and accessories shall be robust, self-extinguishing and free of halogen and cadmium.
- 5.12.9 The fuse switch disconnecter pillars shall be provided with protective shrouds over all live parts and shall have a degree of protection from the front of IP10 (open) and IP20 (closed) to SANS 60529.
- 5.12.10 The outgoing circuit cable terminals on the fuse switch disconnecter pillars shall be flat terminals arranged in trefoil, and shall be suitable for bolted lugs for LV PVC PVC SWA PVC 4-core cable of up to 300 mm<sup>2</sup> cross-sectional area.
- 5.12.11 Each outgoing circuit cable terminal on the fuse switch disconnecter pillars shall be fitted with stainless steel 12 mm diameter x 40 mm long bolts, nuts and washers.
- 5.12.12 The outgoing circuit cable terminals shall be marked L1, L2, L3 and shall in addition be permanently colour coded (Red, White, Blue) on the fixed terminals in such a way that the terminal and lug contact surfaces are not covered in any way. Colour paper stickers fixed to the outside of the terminal shrouds will not be accepted.
- 5.12.13 Each outgoing circuit cable terminal shall be insulated from other circuits by means of suitable shrouds / barriers covering the terminals.
- 5.12.14 The fuse switch disconnecter pillars shall have been type tested in accordance with the requirements of SANS 60947-3. The type tests shall have been carried out by an internationally recognised independent testing authority.
- 5.12.15 The fuse switch disconnecter pillars shall be of type Jean Müller SL2-3x3, Pronutec BTVC 400A DT, or equivalent.
- 5.12.16 The Tenderer shall provide details in the covering letter accompanying the tender regarding the availability of spare parts for the fuse pillars, the stock of spare parts held locally and the lead times applicable in providing such spare parts.
- 5.13 **Clearances**
- 5.13.1 Electrical clearances and specific creepage distances shall comply with the requirements of SANS 60439-1.
- 5.13.2 LV air clearances between uninsulated live parts (including busbars, cable lugs, bolts and nuts) and between such live parts and earthed metalwork shall be a minimum of 20 mm.
- 5.13.3 Insulation covering LV live parts shall be separated by a clear air gap from bare metal parts, insulation covering live parts at different phase voltages and all other components, and shall not be in contact with such parts and components.
- 5.13.4 Specific attention shall be given to ensuring that clear and safe clearance is maintained between safety shrouds and busbars, and between safety shrouds and MCBs or meter MCUs. Clearances to busbars shall be verified using a 300mm<sup>2</sup> Al cable lug bolted to the highest mounted busbar, and a clear air gap shall separate the lug from the installed safety shroud with the SDB door closed.
- 5.14 **Cable Clamping and Termination**
- 5.14.1 The incoming and outgoing ring main cables to the SDBs and the consumer connection cables will be either solid or stranded, aluminium or copper conductor, PVC insulated, steel wire armoured and PVC sheathed cable.
- 5.14.2 One or more vertical face horizontally mounted 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be affixed at the bottom of the SDB frame and shall extend the full width of the SDB.
- 5.14.3 SDBs with cable access to the front and rear of the mounting panel shall be fitted with forward and rearward facing "Unistrut" cable clamping rails. Cable clamping facilities shall be provided for incoming cables at the back of the mounting panel and for consumer cables at the front of the mounting panel.
- 5.14.4 "Unistrut" positions shall be such that the top of the cable breakout boot is positioned above the

installed ground level position.

- 5.14.5 Galvanised or stainless steel K-clamps or other approved means of clamping cables of varying sizes securely shall be provided. Conduit saddles are not acceptable.

## 5.15 **Wiring**

- 5.15.1 All internal wiring of the SDBs shall comply with the requirements of SANS 10142-1.
- 5.15.2 All internal wiring shall comply fully with the requirements for Local Content specified in terms of the DTI designated sector Electrical Cable Products. Tenderers shall submit an undertaking that only locally produced electrical wires will be used on the Service Distribution Boxes and Street Lighting Control Kiosks (collectively Kiosks). The undertaking must be in the form of a letter on the Tenderer's company letter head declaring that the wires used for panel wiring within the SDBs and SLCKs are locally manufactured and will be locally manufactured for the full duration of the contract.
- 5.15.3 Internal wiring of SDBs shall be 16 mm<sup>2</sup> PVC insulated copper conductors complying with the requirements of SANS 1507-2.
- 5.15.4 All internal wiring shall be colour coded in accordance with the phase colours.
- 5.15.5 All connections shall be completed with tinned copper lugs of the correct size. Lugs shall be crimped to the conductor using a hydraulic crimping tool with the correct size crimping die.
- 5.15.6 No terminations shall be permitted on the busbar insulator mounting bolts.
- 5.15.7 Wiring shall be done from the back of the equipment panel where possible and brought through to the front for connection. All visible wiring shall be neatly harnessed and cleated.
- 5.15.8 Where required, the tails for the meter connections shall be at least 80 mm long.

## 5.16 **Earthing**

- 5.16.1 For all SDBs and SLCKs manufactured from steel, an earth stud with a diameter of 10 mm shall be fixed onto one side of the steel frame on the rear side of the Kiosk. The earth stud shall be of sufficient length to accommodate the individual earthing from the earth bar.
- 5.16.2 All non-current carrying metal parts, cable armouring and equipment, including metal kiosk shells, roots and internal frames shall be bonded to the earth bar. Earth bonds shall have a minimum cross-sectional area of 70 mm<sup>2</sup> copper or equivalent.
- 5.16.3 The earth stud, neutral busbar and earth busbar shall be connected in accordance with the requirements specified for the particular Kiosk type.

## 5.17 **Electrical Ratings**

- 5.17.1 The complete installed system of busbars, frame, mounting panel and other associated equipment in the Kiosks shall be capable of withstanding a fault level of 5 kA for 1 s.

## 5.18 **Danger Signs and Markings**

- 5.18.1 The following information shall appear on the outside of each SDB and SLCK:
- 5.18.1.1 The manufacturer's name or trademark.
- 5.18.1.2 A 150 mm x 150 mm SANS 1186-1 Type WW7 danger sign, including the words "Danger, Gevaar, Ingozi", on the back and front of each SDB or SLCK.
- 5.18.2 In the case of steel SDBs, danger signs shall be fitted by means of stainless steel rivets and positioned as shown on the applicable drawings.
- 5.18.3 In the case of non-steel SDBs, the danger signs shall be in the form of an indelibly marked Vinyl sticker. No rivets or bolts shall be used to fix the danger sign and the danger sign shall not be painted onto the SDB.

- 5.18.4 On Dual Door SDDs and SLCKs, a label indicating "FRONT" shall be permanently affixed on the front door of the kiosk (defined as indicated in Section 5.1 of the Specification).
- 5.18.5 A Manufacturer's Nameplate shall in addition be fitted to the inside of each SDB and shall include the following information in legible and indelible lettering:
  - 5.18.5.1 The manufacturer's name and trademark,
  - 5.18.5.2 The SDB serial number,
  - 5.18.5.3 The City of Cape Town tender number,
  - 5.18.5.4 The SDB date of manufacture.
- 5.18.6 The Manufacturer's Nameplate shall be affixed to the inside of the SDB door or to the inside of the SDB shell in a position clearly visible when the SDB door is opened. Viewing of the Nameplate shall not require the removal of safety barriers or protective shields.
- 5.18.7 The Employer is in the process of implementing the encoding of the nameplate data onto a QR Code sticker which is to be affixed to the kiosk adjacent to the Manufacturer's Nameplate. The Contractor will be engaged following contract award and after the QR Code policy has been finalised with proposals to apply QR Code stickers to each kiosk manufactured. It is envisaged that QR Code stickers will be printed and free issued to the manufacturer on confirmation of serial number details.
- 5.18.8 Type WW7 danger signs and warning notices printed in red lettering shall be provided on the protective shields installed over live parts of the SDB and circuit breakers, as indicated on the applicable drawings.
- 5.18.9 An indelibly printed label indicating "KIOSK CONTAINS COMPOSITE METAL BUSBARS WITH NO COMMERCIAL VALUE" must be permanently affixed to each door on all Kiosks with CCAA busbars.

## 6 REQUIREMENTS SPECIFIC TO FUSE PILLAR BOXES (STEEL)

### 6.1 General

- 6.1.1 The Fuse Pillar Boxes shall be constructed from 3CR12 stainless steel of minimum thickness 2.0 mm.
- 6.1.2 The Fuse Pillar Boxes shall comprise a metal shell fitted with a single front opening door and equipped with an internal metal frame, root, copper busbars, earth bars, fuse switch disconnecter pillars, and all other associated equipment suitable for two 800 A three-phase and neutral incoming circuits and four three-phase fused and neutral outgoing circuits.
- 6.1.3 The Fuse Pillar Boxes shall comply fully with drawings SK 3844 Sheet 1 and Sheet 2.
- 6.1.4 The design of the Fuse Pillar Boxes shall be such as to permit the safe termination of outgoing cables while the busbars are live. All "live" parts shall be adequately protected in an approved manner against accidental contact.

### 6.2 Roots

- 6.2.1 The Fuse Pillar Box shall be fitted with a removable panel at the front of the root which shall be secured in position by suitable approved internal slide type fittings at the base and top extremities. The panel shall not be removable when the door is closed.
- 6.2.2 The Fuse Pillar Box root shall be of minimum depth 700 mm and shall have a ground level marking on the removable cover and sides at 600 mm above its footing.

### 6.3 Busbars, Neutral Bar and Earth Bar

- 6.3.1 The busbars and neutral bar shall have a minimum uniform cross-sectional area of 500 mm<sup>2</sup> and be



suitable for carrying a continuous current of 800 A.

6.3.2 The busbars shall be drilled and mounted in accordance with the layout shown on drawing SK 3844 Sheet 1 and Sheet 2.

6.3.3 The busbars shall be fitted with 12 mm dia x 40 mm stainless steel bolts.

6.3.4 Two flat tinned copper earth bars of dimension 25 mm x 6 mm shall be provided and shall each be fitted with four 12 mm diameter stainless steel bolts, nuts and washers as shown on drawing SK 3844 Sheet 2.

6.3.5 The earth straps connecting the neutral bar and the earth bars shall be bent to follow the contours of the box so as to allow unhindered access for the incoming circuits to be connected to the busbars.

#### 6.4 Incoming Circuits

6.4.1 The incoming circuits shall be arranged on the outer ends of the busbars. The busbars shall be suitable for making off a parallel combination of 300 mm<sup>2</sup> and 185 mm<sup>2</sup> or two 300 mm<sup>2</sup> 4-core cables directly onto the busbars by means of lugged terminations.

#### 6.5 Cable Clamping and Termination

6.5.1 A 40mm x 25mm cable clamping rail, "Unistrut" or equivalent, shall be fitted into the pillar box root and shall be provided with cable clamps to secure a maximum of two incoming 4-core cables ranging in size between 185 mm<sup>2</sup> and 300 mm<sup>2</sup> and four outgoing 4-core cables ranging in size from 70 mm<sup>2</sup> to 300 mm<sup>2</sup>.

6.5.2 The "Unistrut" rail shall be supplied with six cadmium plated 12 mm dia x 30 mm bolts, nuts and washers and shall be fixed at each end and supported in the middle as shown on Drawing No. SK 3844 Sheet 2.

6.5.3 A minimum distance of 530 mm shall be provided between the neutral busbar and the "Unistrut" rail.

#### 6.6 Fuse Switch Disconnecter Pillars

6.6.1 Each Fuse Pillar Box shall be fitted as shown on drawing SK 3844 Sheet 2 with four HRC LV strip-type double break fuse switch disconnecter pillars of the "on-load switching" type.

6.6.2 The fuse switch disconnecter pillars are to be supplied and fitted by the manufacturer and the tendered price to be fully inclusive of these fuse switch disconnecter pillar costs.

6.6.3 The fuse switch disconnecter pillars shall comply fully with the requirements of this specification as detailed in Section 5 of the General Equipment Requirements and the Technical Schedules.

#### 6.7 Fuses

The necessary fuses will be provided and installed by the Employer.

#### 6.8 Cable Lugs

The necessary cable lugs will be provided by the Employer at the time of the cable installation on site.

### 7 REQUIREMENTS SPECIFIC TO SERVICE PILLARS (STEEL)

#### 7.1 General

7.1.1 The Service Pillars shall be manufactured from 3CR12 stainless steel of minimum thickness 2.0 mm.

7.1.2 The Service Pillars shall comprise a metal shell with front and rear doors, an internal metal frame and root, and shall be equipped with copper or CCAA busbars (as specified for the particular Item), neutral bars, earth bars, phase barriers, cable clamps and other associated equipment.

- 7.1.3 The Service Pillars shall comply fully with drawings DR 3020A Sheet 1 and Sheet 2.
- 7.2 **Roots**
- 7.2.1 The removable sliding panels at the front and the rear of the root shall comply with the requirements of drawings DR 3020A Sheet 1 and Sheet 2.
- 7.2.2 The removable panels at the front and rear of the root shall be secured in position by internal slide fittings at the base and top extremities as detailed on drawing DR 3020A Sheet 1 and Sheet 2. The panels shall not be removable when the associated kiosk door is closed.
- 7.2.3 The root shall be provided with a removable bracket beneath each bottom panel to act as a stopper and as extra cross bracing. The bottom bracket shall be positioned not less than 240 mm from the base so as to facilitate terminating and clamping of the cables.
- 7.2.4 The root shall be of minimum depth 700 mm and shall have a ground level marking on the removable cover and sides at 600 mm above its footing.
- 7.3 **Busbars, Neutral Bar and Earth Bar**
- 7.3.1 The copper busbars and neutral bar (where copper is specified for the particular Item) shall be of minimum dimensions 40 mm x 6 mm and shall be drilled and mounted in accordance with the busbar layout as shown on the drawings DR 3020A Sheet 1 and Sheet 2.
- 7.3.2 The busbars and neutral bar shall be provided with 8 mm diameter or 12 mm diameter stainless steel bolts, nuts and washers at all connecting points, as detailed in drawings DR 3020A Sheet 1 and Sheet 2.
- 7.3.3 The stand-off insulators supporting the busbars shall be mounted on brackets welded to the mounting plate.
- 7.3.4 The busbars shall be arranged in an approved manner to accommodate 4-core 300 mm<sup>2</sup> cables.
- 7.3.5 A 25 mm x 6 mm tinned copper earth bar (where copper is specified for the particular Item) shall be provided and shall be drilled to accommodate six 12 mm diameter and five 6 mm diameter bolts as shown on drawing DR 3020A Sheet 2.
- 7.3.6 The CCAA busbars, neutral bar and earth bar (where CCAA is specified for the particular Item) shall be dimensioned and rated to be equivalent in load and short circuit rating to the copper busbars specified above, as required in accordance with Section 5.10 of the Specification. Proof of equivalence shall be provided in accordance with Section 5.10.
- 7.3.7 The CCAA busbars shall be drilled, mounted and equipped with bolts, nuts and washers as specified above for the copper busbars.
- 7.4 **Cable Clamping and Termination**
- 7.4.1 A forward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, equipped with four cable clamps to secure a maximum of four 4-core cables, ranging in size from 35 mm<sup>2</sup> to 300 mm<sup>2</sup>, and a rearward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, fitted with cable clamps suitable for securing up to twelve 4-core 16 mm<sup>2</sup> consumer cables shall be provided as detailed in drawing DR 3020A Sheet 1.
- 8 **REQUIREMENTS SPECIFIC TO DISTRIBUTION KIOSKS (STEEL)**
- 8.1 **General**
- 8.1.1 The Distribution Kiosks (Steel), shall be manufactured from 3CR12 stainless steel of minimum thickness 2.0 mm.
- 8.1.2 The Distribution Kiosks (Steel) shall comprise a metal shell with front and rear doors, an internal metal frame and root, and shall be equipped with copper busbars, neutral bars, earth bars, phase barriers, cable clamps, DIN-rail for miniature circuit breakers, and other associated equipment.

8.1.3 The Distribution Kiosks (Steel), shall comply fully with drawings DR 3091A Sheet 1 and Sheet 2.

## 8.2 **Roots**

8.2.1 The removable sliding panels at the front and the rear of the root shall comply with the requirements of drawings DR 3091A Sheet 1 and Sheet 2.

8.2.2 The removable panels at the front and rear of the root shall be secured in position by internal slide fittings at the base and top extremities as detailed on drawing DR 3091A Sheet 1 and Sheet 2. The panels shall not be removable when the associated kiosk door is closed.

8.2.3 The root shall be provided with a removable bracket beneath each bottom panel to act as a stopper and as extra cross bracing. The bottom bracket shall be positioned not less than 240 mm from the base so as to facilitate terminating and clamping of the cables.

8.2.4 The root shall be of minimum depth 700 mm and shall have a ground level marking on the removable cover and sides at 600 mm above its footing.

## 8.3 **Busbars, Neutral Bar and Earth Bar**

8.3.1 The copper busbars and neutral bar shall be of minimum dimensions 40 mm x 6 mm and shall be drilled and mounted in accordance with the busbar layout as shown on drawings DR 3091A Sheet 1 and Sheet 2.

8.3.2 The busbars and neutral bar shall be provided with 8 mm diameter or 12 mm diameter stainless steel bolts, nuts and washers at all connecting points, as detailed in drawings DR 3091A Sheet 1 and Sheet 2.

8.3.3 The stand-off insulators supporting the busbars shall be mounted on brackets welded to the mounting plate.

8.3.4 The busbars shall be arranged in an approved manner to accommodate 4-core 300 mm<sup>2</sup> cables.

8.3.5 A 25 mm x 6 mm tinned copper earth bar shall be provided, and shall be drilled to accommodate six 12 mm diameter and five 6 mm diameter bolts as shown on drawing DR 3091A Sheet 2. Stainless steel bolts, nuts and washers shall be supplied for all connecting points.

8.3.6 A 25 mm x 6 mm tinned copper consumer's neutral bar, drilled to accommodate 6 mm diameter bolts as shown on drawing DR 3091A Sheet 2, shall be installed below the main neutral bar and on the reverse side of the mounting plate. Stainless steel bolts, nuts and washers shall be supplied for all connecting points.

8.3.7 The consumer's neutral bar shall be connected to the main neutral bar by means of a solid 25 mm x 3 mm tinned copper bar or 70mm<sup>2</sup> black PVC insulated stranded copper conductor, spaced midway along the neutral bar.

8.3.8 The main neutral shall be connected to the earth bar by means of a solid 25 mm x 3 mm tinned copper earth strap or 70mm<sup>2</sup> black PVC insulated stranded copper conductor.

## 8.4 **Cable Clamping and Termination**

8.4.1 A forward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, equipped with four cable clamps to secure a maximum of four 4-core cables, ranging in size from 35 mm<sup>2</sup> to 300 mm<sup>2</sup>, and a rearward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, fitted with cable clamps suitable for securing up to twelve 16 mm<sup>2</sup> single-core concentric neutral or 16 mm<sup>2</sup> 2-core armoured consumer cables shall be provided as detailed in drawing DR 3091A Sheet 1.

## 8.5 **Provision for Miniature Circuit Breakers**

8.5.1 A DIN-rail shall be provided that is suitable for the installation of up to 12 single pole miniature circuit breakers or 4 triple pole miniature circuit breakers. The DIN-rail shall be mounted on a 1,5 mm thick galvanized steel switch mounting plate fixed to the sides of the kiosk as shown on drawing DR 3091A Sheet 2.

8.5.2 The miniature circuit breakers will be provided by others.

## 9 REQUIREMENTS SPECIFIC TO METER KIOSKS, SINGLE DOOR (STEEL)

### 9.1 General

9.1.1 Specific requirements covered by this section shall be applicable to the Meter Kiosks, Single Door (Steel), comprising the following three types:

- 9.1.1.1 Meter Kiosks, Single Door (Steel), Credit Meter
- 9.1.1.2 Meter Kiosks, Single Door (Steel), Split Meter (Copper or CCAA busbars, as specified)
- 9.1.1.3 Meter Kiosks, Single Door (Steel), 3-Phase Meter

9.1.2 The Meter Kiosks, Single Door (Steel), shall be manufactured from 3CR12 stainless steel of minimum thickness 2.0 mm.

9.1.3 The Meter Kiosks, Single Door (Steel) shall comprise a metal shell with a single front opening door, and shall be complete with internal frame and root and equipped with a mounting panel fitted with miniature circuit breakers, copper or CCAA busbars (as specified for the particular Item), neutral bars, earth bars, busbar shield, numbered terminal blocks, cable brackets and other associated fittings to provide for 80 A single-phase or 3-phase cable service connections (as specified), and shall be pre-wired.

9.1.4 The associated kWh credit meters or split meter Measurement and Control Units (MCU) will be supplied and fitted by the Employer.

9.1.5 The Meter Kiosks, Single Door (Steel), Credit Meter, shall comply fully with drawings DR 3016 Sheet 1 and Sheet 2.

9.1.6 The Meter Kiosks, Single Door (Steel), Split Meter, shall comply fully with drawings DR 3360 Sheet 1 and Sheet 2.

9.1.7 The Meter Kiosks, Single Door (Steel), 3-Phase Meter, shall comply fully with drawings DR 3363 Sheet 1 and Sheet 2.

### 9.2 Roots

9.2.1 The removable panel at the front of the root shall be secured in position by internal slide fittings at the base and top extremities as detailed on drawing DR 3016 Sheet 1, DR 3360 Sheet 1 and DR 3363 Sheet 1. The panel shall not be removable when the kiosk door is closed.

9.2.2 The root shall be of minimum depth 650 mm and shall have a ground level marking on the removable cover and sides at 600 mm above its footing.

### 9.3 Equipment Mounting Panel

9.3.1 The equipment mounting panel shall be of dimension not less than 900 mm x 980 mm.

9.3.2 The equipment mounting panel for Meter Kiosks, Single Door (Steel), Credit Meter shall be fitted with busbars, shrouds, terminal blocks terminal blocks for phase and neutral cores and pilot wires, miniature circuit breakers and other equipment and pre-drilled for the fitting and arrangement of the single-phase meters as shown on drawing DR 3016 Sheet 2.

9.3.3 The equipment mounting panel for Meter Kiosks, Single Door (Steel), Split Meter shall be fitted with busbars, shrouds, terminal blocks for phase and neutral cores and pilot wires, DIN-rails, single pole miniature circuit breakers and other equipment as shown on drawing DR 3360 Sheet 2.

9.3.4 The equipment mounting panel for Meter Kiosks, Single Door (Steel), 3-Phase Meter shall be fitted with busbars, shrouds, terminal blocks terminal blocks for phase and neutral cores and pilot wires, DIN-rails, triple pole miniature circuit breakers and other equipment as shown on drawing DR 3363 Sheet 2.

9.3.5 The equipment mounting panel for Meter Kiosks, Single Door (Steel), Credit Meter shall be pre-wired

in full, including credit meter wiring and wiring from the meter position through to the terminal blocks. The arrangement of the tails for connection to the meter terminals shall be from left to right, live, neutral, neutral, load as shown on drawing DR 3016 Sheet 2. The live terminal shall be connected to the relevant MCB.

- 9.3.6 The equipment mounting panel for Meter Kiosks, Single Door (Steel), Split Meter shall be pre-wired in full, including MCU wiring from the MCBs and busbars and wiring from the MCU position through to the terminal blocks. Wiring layouts for single phase split meter MCUs will be provided by the Employer after contract award.
- 9.3.7 The equipment mounting panel for Meter Kiosks, Single Door (Steel), 3-Phase Meter shall be pre-wired in full, including 3-Phase Meter wiring from the MCBs and busbars and wiring from the meter position through to the terminal blocks. Wiring layouts for 3-phase meter MCUs and AMI Meters will be provided by the Employer after contract award.
- 9.3.8 The pre-wiring on Meter Kiosks, Single Door (Steel) shall be routed behind the mounting panel and shall be brought out and terminated on busbars, terminal blocks and MCBs and tails of sufficient length shall be left at connection positions for meters.
- 9.3.9 Terminal blocks shall be provided for phase and neutral cores for each outgoing circuit, with cable sizes as specified below, and for two pilot cores per outgoing circuit. Pilot cores will be 1 mm<sup>2</sup> stranded copper conductor.
- 9.3.10 The Meter Kiosks, Single Door (Steel) door opening shall be of adequate size to allow for easy withdrawal of the equipment mounting panel.

#### **9.4 Busbars, Neutral Bar and Earth Bar**

- 9.4.1 The copper busbars and neutral bar (where copper is specified for the particular Item) shall be of minimum dimensions 25 mm x 6 mm and shall be drilled and mounted in accordance with the busbar layout shown on drawing DR 3016 Sheet 2, DR 3360 Sheet 2 and DR 3363 Sheet 2.
- 9.4.2 The busbars and neutral bar shall be provided with 6 mm dia x 25 mm or 12 mm dia x 40 mm stainless steel bolts, nuts and washers at all connecting points. The neutral busbar provides for two meter connections per connecting point.
- 9.4.3 The copper earth bar (where copper is specified for the particular Item) shall be of minimum dimensions 25 mm x 6 mm and in addition to the 3x 13mm holes for mounting and earth strap connection shall be drilled to accommodate two 12 mm diameter and eight 6 mm diameter stainless steel bolts, nuts and washers as shown on drawing DR 3016 Sheet 2.
- 9.4.4 The busbar assembly shall be fully enclosed by a removable cover fabricated of an approved insulating material of not less than 3 mm thick.
- 9.4.5 The mounting holes of the removable cover shall be slotted so that the cover can be removed without fully removing the fixing screws.
- 9.4.6 The CCAA busbars, neutral bar and earth bar (where CCAA is specified for the particular Item) shall be dimensioned and rated to be equivalent in load and short circuit rating to the copper busbars specified above, as required in accordance with Section 5.10 of the Specification. Proof of equivalence shall be provided in accordance with Section 5.10.
- 9.4.7 The CCAA busbars shall be drilled, mounted and equipped with bolts, nuts and washers as specified above for the copper busbars.

#### **9.5 Incoming Circuits**

- 9.5.1 The incoming circuits will comprise a maximum of three four-core copper or aluminium conductor armoured cables of cross-section up to 300 mm<sup>2</sup> arranged for direct connection onto the busbars by means of lugged terminations.

#### **9.6 Outgoing Circuits**

- 9.6.1 The outgoing circuits will comprise a maximum of ten (Meter Kiosks, Single Door (Steel), Credit

Meter) or twelve (Meter Kiosks, Single Door (Steel), Split Meter) by 16 mm<sup>2</sup> copper conductor single core concentric neutral cables, 16 mm<sup>2</sup> copper conductor two-core, PVC insulated and bedded, steel wire armoured PVC sheathed cables or 25 mm<sup>2</sup> solid aluminium conductor two-core, PVC insulated and bedded, steel wire armoured PVC sheathed cables.

9.6.2 The outgoing circuits for Meter Kiosks, Single Door (Steel), 3-Phase Meter will comprise a maximum of four by 16 mm<sup>2</sup> copper conductor four-core, PVC insulated and bedded, steel wire armoured PVC sheathed cables or 25 mm<sup>2</sup> solid aluminium conductor four-core, PVC insulated and bedded, steel wire armoured PVC sheathed cables.

9.6.3 35 mm<sup>2</sup> straight-through DIN-rail mounted terminal blocks fitted with captive contacts to SANS 1433 shall be provided for terminating the outgoing cables. The blocks shall be numbered as shown on drawings DR 3016 Sheet 2, DR3360 Sheet 2 and DR3363 Sheet 2 and positioned as high as possible to allow easy access when the kiosk is installed in the ground. A sample of the type to be used shall be submitted on request.

9.6.4 With the kiosk fully equipped, including the busbar cover, no "live" parts shall be accessible to the meter reader.

## 9.7 **Cable Clamping and Termination**

9.7.1 The 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be equipped with cable clamps to secure a maximum of three incoming four-core cables ranging in size between 70 mm<sup>2</sup> and 300 mm<sup>2</sup>, as shown on drawing DR 3016 Sheet 1 and DR 3360 Sheet 1.

9.7.2 The "40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be supplied with 4 cadmium plated 12 mm dia x 30 mm long bolts, nuts and washers. The bolt threads shall be treated with copper paste to prevent the nuts from jamming.

9.7.3 Removable cable gland plates as shown on drawing No. DR 3016 Sheet 1, DR3360 Sheet 1 and DR 3363 Sheet 1 shall be fitted 250 mm below the terminal blocks of the outgoing two-core cables. Each plate shall have 5 x 20 mm dia holes drilled to accept cable glands for the outgoing consumer connection circuits, which will be fitted by the Employer. The plates shall be manufactured of 3CR12 type stainless steel or equivalent material of approved thickness.

## 9.8 **Miniature Circuit Breakers**

9.8.1 Meter Kiosks, Single Door (Steel), Credit Meter shall be fitted with 9 x surface mounted 80 A 230 V 50 Hz 5 kA Curve 1 (orange toggle) single pole trip-free miniature circuit breakers to SANS 556-1, complete with shrouds and clips.

9.8.2 Meter Kiosks, Single Door (Steel), Split Meter shall be fitted with 12 x DIN-rail mounted 80 A 230 V 50 Hz 5 kA Curve 1 (orange toggle) single pole trip-free miniature circuit breakers to SANS 556-1.

9.8.3 Meter Kiosks, Single Door (Steel), 3-Phase Meter shall be fitted with 4 x DIN-rail mounted 80 A 230 V 50 Hz 5 kA Curve 1 (orange toggle) triple pole trip-free miniature circuit breakers to SANS 556-1.

9.8.4 Each single pole circuit breaker shall be connected to the main busbar by means of a 16 mm<sup>2</sup> PVC insulated copper conductor cable, and they shall be installed from left to right, red, white, blue as detailed on drawing DR 3016 Sheet 2 and DR 3360 Sheet 2. Connection of the above conductors to the busbar shall be made off by "back-to-back" lugs.

9.8.5 Each triple pole circuit breaker shall be connected to the main busbar by means of 16 mm<sup>2</sup> PVC insulated copper conductor cable, phase coloured from left to right, red, white, blue as detailed on drawing DR3363 Sheet 2. Connection of the above conductors to the busbar shall be made off by "back-to-back" lugs.

9.8.6 The incoming side of the circuit breakers shall be covered in an approved manner so as to prevent accidental contact.

## 9.9 **Electricity Meters**

9.9.1 The Meter Kiosks, Single Door (Steel), Credit Meter shall be pre-wired and pre-drilled to accommodate 9 x Credit Meters as detailed in the general layout and meter mounting template

depicted in drawing DR 3016 Sheet 2.

- 9.9.2 The Meter Kiosks, Single Door (Steel), Split Meter shall be provided with a 35 mm high x 15 mm deep DIN-rail fitted as depicted in drawing DR 3360 Sheet 2, to accommodate 12 x MCUs of maximum dimensions 150 mm (h) x 65 mm (w) x 90 mm (d), excluding the DIN-rail stand-off height.
- 9.9.3 Electricity Meters for the Meter Kiosks, Single Door (Steel), 3-Phase Meter will be surface mounted. Suitable space shall be provided as depicted in drawing DR 3363 Sheet 2, to accommodate 4 x 3-Phase Split Meter MCUs of maximum dimensions 350 mm (h) x 180 mm (w) x 90 mm (d) or 4 x 3-Phase AMI meters of maximum dimensions 320 mm (h) x 180 mm (w) x 110 mm (d).
- 9.9.4 The MCUs or AMI Meters will be supplied and fitted by the Employer.

## 10 REQUIREMENTS SPECIFIC TO METER KIOSKS, DUAL DOOR (STEEL)

### 10.1 General

- 10.1.1 Specific requirements covered by this section shall be applicable to the Meter Kiosks, Dual Door (Steel), comprising the following three types:

- 10.1.1.1 Meter Kiosk, Dual Door (Steel), 6-Way
- 10.1.1.2 Meter Kiosk, Dual Door (Steel), 12-Way, 60 A MCB (Copper or CCAA busbars, as specified)
- 10.1.1.3 Meter Kiosk, Dual Door (Steel), 12-Way, 80 A MCB (Copper or CCAA busbars, as specified)

- 10.1.2 The Meter Kiosks, Dual Door (Steel) shall be manufactured from 3CR12 stainless steel of minimum thickness 2.0 mm.

- 10.1.3 The Meter Kiosks, Dual Door (Steel) shall comprise a metal shell with front and rear doors, an internal metal frame and root, and shall be equipped with copper or CCAA busbars (as specified for the particular Item), neutral bars, earth bars, busbar shield, cable clamps, miniature circuit breakers and other associated equipment, and shall be pre-wired.

- 10.1.4 The Meter Kiosk, Dual Door (Steel), 6-Way shall comply fully with drawings DR 3362 Sheet 1 and Sheet 2.

- 10.1.5 The Meter Kiosk, Dual Door (Steel), 12-Way shall comply fully with drawings DR 3169A Sheet 1 and Sheet 2.

### 10.2 Roots

- 10.2.1 The removable sliding panels at the front and the rear of the root shall comply with the requirements of drawings DR 3362 Sheet 1 and Sheet 2 or DR 3169A Sheet 1 and Sheet 2, as applicable to the Meter Kiosk type.

- 10.2.2 The removable panels at the front and the rear of the root shall be secured in position by internal slide fittings at the base and top extremities as detailed on drawing DR 3362 Sheet 1 and Sheet 2 or DR 3169A Sheet 1 and Sheet 2, as applicable to the Meter Kiosk type. The panels shall not be removable when the kiosk door is closed.

- 10.2.3 The root shall be provided with a removable bracket beneath each bottom panel to act as a stopper and as extra cross bracing. The bottom bracket shall be positioned not less than 240 mm from the base so as to facilitate terminating and clamping of the cables.

- 10.2.4 The root shall be of minimum depth 700 mm and shall have a ground level marking on the removable cover and sides at 600 mm above its footing.

### 10.3 Busbars, Neutral Bar and Earth Bar

- 10.3.1 The copper busbars and neutral bar (where copper is specified for the particular Item) shall be of minimum cross sectional dimensions 40 mm x 6 mm and shall be drilled and mounted in accordance with the busbar layout as shown on the drawings DR 3362 Sheet 1 and Sheet 2 or DR 3169A Sheet 1 and Sheet 2, as applicable to the Meter Kiosk type.

- 10.3.2 The busbars and neutral bar shall be provided with 8 mm diameter or 12 mm diameter stainless steel bolts, nuts and washers at all connecting points, as detailed in drawings DR 3362 Sheet 1 and Sheet 2 or DR 3169A Sheet 1 and Sheet 2.
- 10.3.3 The stand-off insulators supporting the busbars shall be mounted on brackets welded to the mounting plate.
- 10.3.4 The busbars shall be arranged in an approved manner to accommodate lugged and bolted 4-core 300 mm<sup>2</sup> cables.
- 10.3.5 A 25 mm x 6 mm tinned copper earth bar (where copper is specified for the particular Item) shall be provided, and in addition to the holes for mounting and earth strap connection shall be drilled to accommodate six 12 mm diameter and five 6 mm diameter bolts as shown on drawing DR 3362 Sheet 2 or DR 3169A Sheet 2. Stainless steel bolts, nuts and washers shall be supplied for all connecting points.
- 10.3.6 A 25 mm x 6 mm tinned copper consumer's neutral bar (where copper is specified for the particular Item), drilled to accommodate 6 mm diameter bolts as shown on drawing DR 3362 Sheet 2 or DR 3169A Sheet 2, shall be installed on the reverse side of the mounting plate below the level of the main neutral bar. Stainless steel bolts, nuts and washers shall be supplied for all connecting points.
- 10.3.7 The copper consumer neutral bar (where copper is specified for the particular Item) shall be connected to the main neutral bar by means of a solid 25 mm x 3 mm tinned copper bar or 70 mm<sup>2</sup> black PVC insulated stranded copper conductor, spaced midway along the neutral bar.
- 10.3.8 The copper main neutral (where copper is specified for the particular Item) shall be connected to the earth bar by means of a solid 25 mm x 3 mm tinned copper earth strap or 70 mm<sup>2</sup> black PVC insulated stranded copper conductor.
- 10.3.9 The CCAA busbars, neutral bar, consumer neutral bar, earth bar and neutral bar / earth bar links or straps (where CCAA is specified for the particular Item) shall be dimensioned and rated to be equivalent in load and short circuit rating to the copper busbars, links and straps specified above, as required in accordance with Section 5.10 of the Specification. Proof of equivalence shall be provided in accordance with Section 5.10.
- 10.3.10 The CCAA busbars shall be drilled, mounted and equipped with bolts, nuts and washers as specified above for the copper busbars.
- 10.4 **Cable Clamping and Termination**
- A forward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, equipped with four cable clamps to secure a maximum of four 4-core cables, ranging in size from 35 mm<sup>2</sup> to 300 mm<sup>2</sup>, and a rearward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, fitted with cable clamps suitable for securing up to twelve 16 mm<sup>2</sup> single-core concentric neutral or 16 mm<sup>2</sup> 2-core armoured consumer cables shall be provided as detailed in drawing DR 3169A Sheet 1.
- 10.5 **Miniature Circuit Breakers**
- 10.5.1 The Meter Kiosk, Dual Door (Steel), 6-Way shall be fitted with 6 x DIN-rail mounted 80A 230 V 50 Hz 5 kA curve 1 (orange toggle) single pole trip-free miniature circuit breakers to SANS 556-1. The DIN-rail shall be mounted on a 1,5 mm thick galvanized steel switch mounting plate, fixed to the sides of the kiosks as shown on the drawings DR 3362 Sheet 1 and Sheet 2.
- 10.5.2 The Meter Kiosk, Dual Door (Steel), 12-Way shall be fitted with 12 x DIN-rail mounted 230 V 50 Hz 5 kA curve 1 (orange toggle) single pole trip-free miniature circuit breakers to SANS 556-1. The MCBs shall be of either 60 A or 80 A rating, as specified for the particular Item and detailed in the respective purchase order. The DIN-rail shall be mounted on a 1,5 mm thick galvanized steel switch mounting plate, fixed to the sides of the kiosks as shown on the drawings DR 3169A Sheet 1 and Sheet 2.
- 10.5.3 Each circuit breaker shall be connected to the main busbar by means of a 16 mm<sup>2</sup> PVC insulated copper wire and they shall be phase connected and coloured cyclically (red, white, blue) from left to right. Connection of the above conductors to the busbar shall be made off by "back-to-back" lugs.



- 10.5.4 The incoming side of the circuit breakers shall be covered in an approved manner so as to prevent accidental contact.
- 10.6 **Moulded Case Circuit Breakers**
- 10.6.1 The Meter Kiosk, Dual Door (Steel), 12-Way shall be provided with galvanised steel plate brackets pre-drilled for the mounting of a maximum of two 150 A and two 250 A MCCBs of the F15D frame size and mounting dimensions, as detailed on drawing DR 3169A Sheet 1.
- 10.6.2 The MCCBs will be supplied and fitted by the Employer.
- 10.6.3 The cabling from the busbars to the MCCB mounting brackets will be supplied and fitted by the Employer.
- 10.7 **Electricity Meters**
- 10.7.1 The Meter Kiosk, Dual Door (Steel), 6-Way shall be provided with a 35 mm high x 15 mm deep DIN-rail rigidly mounted below the bottom bend of the switch mounting plate, as shown on drawing No. DR 3169A Sheet 1, to accommodate 6 x MCUs.
- 10.7.2 The Meter Kiosk, Dual Door (Steel), 12-Way shall be provided with a 35 mm high x 15 mm deep DIN-rail rigidly mounted below the bottom bend of the switch mounting plate, as shown on drawing No. DR 3169A Sheet 1, to accommodate 12 x MCUs.
- 10.7.3 The MCUs will be of maximum dimensions 150 mm (h) x 65 mm (w) x 90 mm (d), excluding the DIN-rail stand-off height.
- 10.7.4 The MCUs will be supplied and fitted by the Employer.
- 11 **REQUIREMENTS SPECIFIC TO STREET LIGHT CONTROL KIOSKS (STEEL)**
- 11.1 **General**
- 11.1.1 The Street Light Control Kiosks (Steel), shall be manufactured from 3CR12 stainless steel of minimum thickness 2.0 mm.
- 11.1.2 The Street Light Control Kiosks (Steel) shall comprise a metal shell with front and rear doors, an internal metal frame, mounting panel and root, and shall be equipped with copper or CCAA busbars (as specified for the particular Item), neutral bar, earth bar, cable clamping rail, photo cell, DIN-rail mounted main incoming circuit breaker, contactor, control circuit breaker, bypass switch and terminal blocks and DIN-rail mounted outgoing circuit breakers, and shall be prewired.
- 11.1.3 The Street Light Control Kiosks (Steel) shall have the following minimum external dimensions, 1500mm (h) (excl cap), 385 mm (w) and 290mm (d).
- 11.1.4 Street Light Control Kiosks (Steel), shall comply fully with drawings DR 3384 Sh 1, Sh 2 & Sh 3.
- 11.2 **Roots**
- 11.2.1 The root shall be of minimum depth 690 mm and shall have a ground level marking on the removable cover and sides at 600 mm above its footing.
- 11.2.2 The removable sliding panels at the front and the rear of the root shall comply with the requirements of drawing DR 3384 Sh 2.
- 11.2.3 The removable panels at the front and the rear of the root shall be secured in position by internal slide fittings at the base and top extremities as detailed on drawing DR 3384 Sh 1 and Sh 2. The panels shall not be removable when the kiosk door is closed.
- 11.2.4 The root shall be provided with a removable bracket beneath each bottom panel to act as a stopper and as extra cross bracing. The bottom bracket shall be positioned not less than 240 mm from the base so as to facilitate terminating and clamping of the cables.

### **11.3 Busbars Neutral Bar and Earth Bar**

- 11.3.1 The copper busbars (where copper is specified for the particular Item) shall be of minimum cross sectional dimensions 40 mm x 6 mm and shall be drilled and mounted in accordance with the busbar layout as shown on the drawings DR 3384 Sh 2.
- 11.3.2 The copper neutral bar and earth bar (where copper is specified for the particular Item) shall be of minimum cross sectional dimensions 25 mm x 6 mm and shall be drilled and mounted in accordance with the busbar layout as shown on the drawings DR 3384 Sh 2.
- 11.3.3 The busbars and neutral bar shall be supported by means of stand-off insulators mounted on brackets welded to the mounting plate.
- 11.3.4 The copper neutral bar (where copper is specified for the particular Item) shall be connected to the earth bar by means of a solid 25 mm x 3 mm tinned copper earth strap or 70mm<sup>2</sup> black PVC insulated stranded copper conductor.
- 11.3.5 The CCAA busbars, neutral bar, earth bar and neutral bar / earth bar links or straps (where CCAA is specified for the particular Item) shall be dimensioned and rated to be equivalent in load and short circuit rating to the copper busbars, links and straps specified above, as required in accordance with Section 5.10 of the Specification. Proof of equivalence shall be provided in accordance with Section 5.10.
- 11.3.6 The CCAA busbars shall be drilled, mounted and equipped with bolts, nuts and washers as specified above for the copper busbars.

### **11.4 Cable Clamping and Termination**

- 11.4.1 A forward facing 40mm x 25mm cable clamping rail, "Unistrut" or equivalent, equipped with four cable clamps to secure a maximum of three 4-core cables, ranging in size from 25 mm<sup>2</sup> to 120 mm<sup>2</sup>, and a rearward facing 40mm x 25mm cable clamping rail, "Unistrut" or equivalent, fitted with cable clamps suitable for securing up to twelve 16 mm<sup>2</sup> 4-core armoured cables shall be provided as detailed in drawing DR 3384 Sh 1.

### **11.5 Miniature Circuit Breakers**

- 11.5.1 The Street Light Control Kiosks (Steel) shall be fitted with a 60 A, 400V, 5kA three phase main circuit breaker, 5 A, 220V single phase photocell MCB, 6x 30 A, 220 V single phase load MCBs, and an SF118 (or equivalent) auto-manual bypass switch, as detailed in drawing DR 3384 Sh 3.

### **11.6 Contactor**

- 11.6.1 The Street Light Control Kiosks (Steel) shall be fitted with a 60 A, 400V three phase contactor of Utilisation Category AC-3 and equipped with a 240V operating coil, as detailed in drawing DR 3384 Sh 3.

### **11.7 Photocell**

- 11.7.1 The Street Light Control Kiosks (Steel) shall be fitted with a Royce Thompson photocell with NEMA base, or equivalent.
- 11.7.2 The photocell shall be positioned inside the kiosk shell, on the right hand side (when viewed from the front) and under the ventilation louvres.
- 11.7.3 The Street Light Control Kiosks (Steel) shall have a suitably sized circular cut-out in the shell at the photocell position, for the fitting of the photocell.
- 11.7.4 A transparent Lexan sheet or equivalent UV resistant, transparent polycarbonate material of minimum thickness 3 mm shall be provided to allow ambient light to reach the photocell. The transparent cover shall be permanently affixed too the inside of the photocell cut-out in the SLCK shell, and shall be resistant to discolouration, cracking, buckling and any other degrading effects due to ultraviolet radiation.
- 11.7.5 The Street Light Control Kiosks (Steel) shall be fitted with a welded protective steel grid that shall be

suitably sized and positioned over the photocell cut-out position so as to provide the required level of vandalism resistance and maintain the integrity of the SLCK in accordance with the specified IP rating.

## 11.8 Wiring

11.8.1 All internal wiring shall be in compliance with drawing DR 3384 Sh 3.

11.8.2

11.8.3 Wiring shall be a minimum of 16 mm<sup>2</sup> PVC insulated copper conductors complying with the requirements of SANS 1507-2 for load circuits and a minimum of 2.5 mm<sup>2</sup> PVC insulated copper conductors complying with the requirements of SANS 1507-2 for photocell control circuit wiring.

## 12 REQUIREMENTS SPECIFIC TO DISTRIBUTION KIOSKS (NON-STEEL)

### 12.1 General

12.1.1 Specific requirements covered by this section shall be applicable to the Distribution Kiosks (Non-Steel), comprising the following three types:

12.1.1.1 Distribution Kiosk, 6-Way (Non-Steel)

12.1.1.2 Distribution Kiosk, 9-Way (Non-Steel)

12.1.1.3 Distribution Kiosk, 12-Way (Non-Steel)

12.1.2 The Distribution Kiosks (Non-Steel) shall comprise a shell with front and rear doors, an internal frame, mounting panel and root, and shall be equipped with copper phase, neutral, consumer neutral and earth busbars, phase barriers, cable clamps and other associated equipment.

12.1.3 The Distribution Kiosks (Non-Steel) shall comply with the drawings detailed in Table 2.

12.1.4 The Distribution Kiosks (Non-Steel) shall have minimum overall dimensions (excluding lips and overhangs) as detailed in Table 2.

12.1.5 Tenderers shall not tender oversized kiosks in order to achieve economies of scale, and kiosks that significantly exceed the specified minimum dimensions may be excluded from further consideration due to space constraints in typical site installations.

12.1.6 The Distribution Kiosks (Non-Steel) shall have front and rear doors with minimum clear entry dimensions as detailed in Table 2.

Kiosk Type	Drawing No	Door Entry Size (min)		Overall Shell Size (Excl Overhangs) (min)			Root clear opening size (min)	
		Width (mm)	Height (mm)	Width (mm)	Height (mm)	Depth (mm)	Width (mm)	Depth (mm)
4-Way	MK 41	400	580	500	650	300	400	200
6-Way	MK 30	400	600	500	900	450	450	350
9-Way	MK 19	520	600	670	900	450	600	350
12-Way	MK 20	520	810	670	1000	450	600	350

*Table 2: Drawings and Minimum Dimensions for Distribution Kiosk (Non-Steel) & Meter Kiosk (Non-Steel)*

### 12.2 Distribution Kiosks (Non-Steel) Roots

12.2.1 The roots shall be of minimum depth 350 mm.

12.2.2 The Distribution Kiosks (Non-Steel) roots shall have a minimum clear opening for cable access to the "Unistrut" rail and equipment mounting panel as detailed in Table 2.

### 12.3 Busbars, Neutral Bar and Earth Bar

12.3.1 The phase busbars, the neutral busbars and the earth bar shall be dimensioned as detailed in Table 3 and shall each be pre-drilled, prior to tinning of the busbars, for cable connections as detailed in Table 3. (This excludes busbar mounting holes).

Kiosk Type	Main, Neutral & Consumer Neutral Busbars			Earth Bar	
	Cross Section (mm)	Pre-drilling Requirement (excl Mountings) (mm dia)		Cross Section (mm)	Pre-drilling Requirement (mm dia)
		Main Busbars	Neutral Busbars		
4-Way	25 x 6	-	8 x 7; 1 x 11	25 x 6	8 x 7; 1 x 11
6-Way	32 x 6	3 x 7; 2 x 11 (12 req'd, all)	9 x 7; 2 x 11	25 x 6	9 x 7; 2 x 11
9-Way	40 x 6	3 x 7; 3 x 11	9 x 7; 3 x 11	25 x 6	9 x 7; 3 x 11
12-Way	40 x 6	4 x 7; 3 x 11	12 x 7; 3 x 11	25 x 6	12 x 7; 3 x 11

**Table 3: Busbar Requirements for Distribution Kiosk (Non-Steel) and Meter Kiosk (Non-Steel)**

- 12.3.2 6 mm diameter or 10 mm diameter stainless steel bolts, nuts and washers shall be supplied and fitted to the busbars at all connecting points.
- 12.3.3 The phase and neutral busbars shall be horizontal and shall be arranged in an approved manner to accommodate 4-core 300 mm<sup>2</sup> cables. These cables will be lugged and bolted to the busbars.
- 12.3.4 Phase busbars shall be mounted on a stepped busbar holder with a step size and clearances sufficient to ensure that safe electrical clearance is maintained between the cable lugs on incoming distribution cable tails and the busbars of adjacent phases. Safe electrical clearances shall also be provided between the busbars / lugs and other non-current carrying surfaces in the SDB, including the busbar shroud.
- 12.3.5 The consumer's neutral bar shall be installed below the main neutral bar and on the reverse side of the mounting panel. Stainless steel bolts, nuts and washers shall be supplied and fitted to the neutral bar at all connecting points.
- 12.3.6 The consumer's neutral bar shall be connected to the main neutral bar by means of a solid 25 mm x 3 mm tinned copper bar or 70mm<sup>2</sup> black PVC insulated stranded copper conductor, spaced midway along the neutral bar.
- 12.3.7 The main neutral busbar shall be connected to the earth bar by means of a solid 25 mm x 3 mm tinned copper earth strap or 70mm<sup>2</sup> black PVC insulated stranded copper conductor.

## **12.4 Cable Clamping and Termination**

- 12.4.1 A rearward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be provided and shall be equipped with four cable clamps to secure a maximum of four 4-core cables, ranging in size from 35 mm<sup>2</sup> to 300 mm<sup>2</sup>.
- 12.4.2 A forward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be provided and shall be fitted with cable clamps suitable for securing six, nine or twelve (in accordance with the distribution kiosk type) 16 mm<sup>2</sup> Airdac SNE, 16 mm<sup>2</sup> 2-core armoured or 10 mm<sup>2</sup> 4-core armoured consumer cables.

## **13 REQUIREMENTS SPECIFIC TO METER KIOSKS (NON-STEEL)**

### **13.1 General**

- 13.1.1 Specific requirements covered by this section shall be applicable to the Meter Kiosks (Non-Steel), comprising the following five types:

- 13.1.1.1 Meter Kiosk, 4-Way (Non-Steel)
- 13.1.1.2 Meter Kiosk, 6-Way (Non-Steel)
- 13.1.1.3 Meter Kiosk, 9-Way (Non-Steel)
- 13.1.1.4 Meter Kiosk, 12-Way (Non-Steel), 60 A MCB
- 13.1.1.5 Meter Kiosk, 12-Way (Non-Steel), 80 A MCB

- 13.1.2 The Meter Kiosk, 4-Way (Non-Steel) shall comprise a shell with a single front door, a mounting panel and root, and shall be equipped with neutral and earth busbars, MCU DIN-rail, numbered terminal blocks, and other associated equipment.
- 13.1.3 The 6-way, 9-way and 12-way Meter Kiosks (Non-Steel) shall comprise a shell with front and rear doors, an internal frame, mounting panel and root, and shall be equipped with copper phase, neutral, consumer neutral and earth busbars, phase barriers, cable clamps, miniature circuit breakers and other associated equipment, and shall be pre-wired.
- 13.1.4 The Meter Kiosks (Non-Steel) shall comply with the drawings detailed in Table 2.
- 13.1.5 The Meter Kiosks (Non-Steel) shall have minimum overall dimensions (excluding lips and overhangs) as detailed in Table 2.
- 13.1.6 Tenderers shall not tender oversized kiosks in order to achieve economies of scale, and kiosks that significantly exceed the specified minimum dimensions may be excluded from further consideration due to space constraints in typical site installations.
- 13.1.7 The Meter Kiosk, 4-Way (Non-Steel) shall have a single door with minimum clear entry dimensions as detailed in Table 2.
- 13.1.8 The 6-way, 9-way and 12-way Meter Kiosks (Non-Steel) shall have front and rear doors with minimum clear entry dimensions as detailed in Table 2.
- 13.1.9 The Meter Kiosk, 4-Way (Non-Steel) shall have a blockboard equipment mounting panel of minimum dimensions 580 x 400 mm, mounted on bolts permanently fixed to the rear of the kiosk. It shall be possible to remove the mounting panel from the kiosk for the purpose of installing electricity meters.
- 13.2 **Meter Kiosk Roots**
- 13.2.1 The roots shall be of minimum depth 350 mm.
- 13.2.2 The Meter Kiosks (Non-Steel) roots shall have a minimum clear opening for cable access to the "Unistrut" rail and equipment mounting panel as detailed in Table 2.
- 13.3 **Busbars, Neutral Bars and Earth Bar**
- 13.3.1 The phase busbars, the neutral busbars and the earth bar shall be dimensioned as detailed in Table 3 and shall each be pre-drilled, prior to tinning of the busbars, for cable connections as detailed in Table 3. (This excludes busbar mounting holes).
- 13.3.2 6 mm diameter or 10 mm diameter stainless steel bolts, nuts and washers shall be supplied and fitted to the busbars at all connecting points.
- 13.3.3 The phase and neutral busbars for 6-way, 9-way and 12-way Meter Kiosks (Non-Steel) shall be horizontal and shall be arranged in an approved manner to accommodate 4-core 300 mm<sup>2</sup> cables. These cables will be bolted to the busbars by means of lug terminals.
- 13.3.4 Phase busbars shall be mounted on a stepped busbar holder with a step size and clearances sufficient to ensure that safe electrical clearance is maintained between the cable lugs on incoming distribution cable tails and the busbars of adjacent phases. Safe electrical clearances shall also be provided between the busbars / lugs and other non-current carrying surfaces in the SDB, including the busbar shroud.
- 13.3.5 The consumer's neutral bar shall be installed below the main neutral bar and on the reverse side of the mounting panel. Stainless steel bolts, nuts and washers shall be supplied and fitted to the neutral bar at all connecting points.
- 13.3.6 The consumer's neutral bar shall be connected to the main neutral bar by means of a solid 25 mm x 3 mm tinned copper bar or 70 mm<sup>2</sup> black PVC insulated stranded copper conductor, spaced midway along the neutral bar.
- 13.3.7 The neutral and earth bars for Meter Kiosk, 4-Way (Non-Steel) shall be vertical and shall be arranged

to the approval of the Engineer. The Meter Kiosk, 4-Way (Non-Steel) shall not be equipped with phase busbars.

- 13.3.8 The main neutral busbar shall be connected to the earth bar by means of a solid 25 mm x 3 mm tinned copper earth strap or 70mm<sup>2</sup> black PVC insulated stranded copper conductor.

#### 13.4 **Cable Clamping and Termination**

- 13.4.1 A rearward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be provided on 6-way, 9-way and 12-way Meter Kiosks (Non-Steel) and shall be equipped with four cable clamps to secure a maximum of four 4-core cables, ranging in size from 35 mm<sup>2</sup> to 300 mm<sup>2</sup>.

- 13.4.2 A forward facing 40mm x 25mm cable clamping rails, "Unistrut" or equivalent, shall be provided on 4-way, 6-way, 9-way and 12-way Meter Kiosks (Non-Steel) and shall be fitted with cable clamps suitable for securing four, six, nine or twelve (in accordance with the meter kiosk type) 16 mm<sup>2</sup> Airdac SNE, 16 mm<sup>2</sup> 2-core armoured or 10 mm<sup>2</sup> 4-core armoured consumer cables.

#### 13.5 **Miniature Circuit Breakers**

- 13.5.1 The 6-way, 9-way and 12-way Meter Kiosks (Non-Steel) shall have six, nine or twelve (respectively) 230 V 50 Hz 5 kA curve 1 (orange toggle) single pole trip-free miniature circuit breakers to SANS 556-1, which shall be installed on a DIN-rail. The MCBs shall be of either 60 A or 80 A rating, as specified in the particular purchase order.

- 13.5.2 Each circuit breaker shall be connected to the main busbar by means of a 16 mm<sup>2</sup> PVC insulated copper conductor cable and they shall be phase connected and coloured cyclically (red, white, blue) from left to right.

- 13.5.3 The incoming side of the circuit breakers shall be covered in an approved manner so as to prevent accidental contact.

- 13.5.4 The Meter Kiosk, 4-Way (Non-Steel) shall not be equipped with MCBs or an MCB DIN-rail.

#### 13.6 **Moulded Case Circuit Breaker**

- 13.6.1 Provision shall be made on the Meter Kiosk, 12-Way (Non-Steel), for the mounting of a 15 kA MCCB of the F15D frame size and mounting dimensions and of maximum rating 250 A, for protection of an outgoing circuit.

- 13.6.2 The MCCB will be supplied and fitted by the Employer.

- 13.6.3 The cabling from the busbars to the MCCB will be supplied and fitted by the Employer.

#### 13.7 **Terminal Blocks**

- 13.7.1 The Meter Kiosk, 4-Way (Non-Steel) shall be provided with terminal blocks comprising two sets of eight 25 mm<sup>2</sup>, 100 A terminals and four sets of two pilot wire terminals suitable for 1 mm<sup>2</sup> stranded pilot cores. The terminals shall be straight-through DIN-rail mounted terminals fitted with captive contacts and compliant with SANS 1433-1.

- 13.7.2 The pairs of pilot wire terminals shall be positioned either side of each block of eight 25 mm<sup>2</sup> terminals, and the entire terminal strip shall occupy a single horizontal row fixed to the blockboard mounting panel at a minimum of 150 mm above the "Unistrut" cable clamps.

#### 13.8 **Electricity Meters**

- 13.8.1 A 35 mm high x 15 mm deep DIN-rail shall be rigidly mounted to accommodate four, six, nine or twelve electricity MCUs (in accordance with the Meter Kiosk Type).

- 13.8.2 The MCUs will be supplied and fitted by the Employer and will be of maximum dimensions 150 mm (h) x 65 mm (w) x 90 mm (d), excluding the DIN-rail stand-off height.

- 13.8.3 Sufficient clearance shall be provided between the bottom terminal position of the electricity meter MCUs and the consumer cable "Unistrut" rail to allow proper clamping and termination of the

consumer connection cables.

- 13.8.4 The Meter Kiosk, 4-Way (Non-Steel) mounting panel shall in addition be suitably dimensioned and laid out to allow the installation of two 3-phase surface mounted electricity MCUs of dimensions 280 mm (h) x 180 mm (w) x 140 mm (d) in place of the four DIN-rail mounted single phase MCUs. A minimum clearance of 100 mm shall be provided between the 3-phase MCUs position and the cable terminal blocks.

#### 14 **PROTOTYPES OF SDBs**

- 14.1 A prototype of each type of SDB shall be manufactured and made available for approval by the Engineer prior to the commencement of general manufacturing of the SDBs.

#### 15 **SPARES FOR SDBs**

- 15.1 Tenderers shall include in the Price Schedule prices for recommended spares for the steel and the non-steel SDBs.
- 15.2 Tenderers shall price for the specific spares items listed and shall also list and provide prices for any additional recommended spares items that are available as discrete items and that can be made available for replacements due to vandalism or other physical damage to kiosks.
- 15.3 The price quoted for spares shall include the cost of packing, delivery and off-loading of the items at the Employers Stores.
- 15.4 The spares will be ordered by the Employer only as and when required for field replacement of damaged parts or to maintain any stocks of replacement parts that might be deemed necessary.
- 15.5 All spares shall be subject to the same specification, tests and conditions as the equivalent parts supplied within SDBs manufactured and delivered in accordance with the Contract. Spares shall be strictly interchangeable and suitable for use in place of the corresponding parts supplied with manufactured SDBs.
- 15.6 Spares shall be suitably marked and numbered for unambiguous identification and shall be suitably packaged and protected to prevent deterioration during transport and storage.

#### 16 **PARTICULARS**

- 16.1 Tenderers shall submit with their tenders full particulars of the equipment offered and shall complete in full all returnable schedules attached hereto.
- 16.2 The Schedule of Technical Particulars shall be completed in full with particulars of the SDBs and SLCKs offered. Tenderers shall detail actual particulars, parameters or dimensions specific to the equipment offered and shall not simply refer to other standards or specifications.
- 16.3 Sufficient technical data, diagrams, detailed and dimensioned drawings and relevant particulars shall be submitted with the tender to enable the characteristics and merits of the SDBs and SLCKs offered to be ascertained.
- 16.4 Tenderers shall submit a Quality Plan detailing the kiosk manufacture and quality process, and Quality Plans for steel SDBs and SLCKs shall include full particulars detailing their fabrication, welding, corrosion protection and painting processes for the steel SDBs and SLCKs.
- 16.5 Tenderers shall submit their Company Organogram, and in addition a Company Organogram for the Manufacturer if the Tenderer is not the Original Equipment Manufacturer (OEM). Organograms shall detail the structure of the Tenderer's and Manufacturer's companies and the relationships between the different people, departments, and jobs at different levels within each of the company.
- 16.6 Failure to submit detailed drawings and particulars as required or failure to complete the returnable schedules in full will render the Tenderer liable for disqualification.
- 16.7 Tenderers who are not the OEMs of the SDBs and SLCKs offered shall provide a letter from the

OEM verifying that they are an authorised reseller or distributor of those SDBs and SLCKs and providing confirmation by the OEM of full compliance with the Specification, together with all detailed particulars and drawings listed above. Such Tenderers shall include details of their experience as authorised resellers or distributors of similar ground mounted SDBs and SLCKs as an annexure to Schedule 16.

- 16.8 Tenderers shall tender for a single manufacturer only per SDBs or SLCKs item, either the Tenderer or a separate OEM as envisaged above. The Tenderer is required to commit to the single manufacturer per item for the full duration of the contract and is to provide the detailed particulars and drawings as listed above that are specific to that manufacturer.
- 16.9 The manufacturers and the places of manufacture, testing and inspection of SDBs and SLCKs shall be stated in the returnable schedules together with full details of the location and capabilities of their service / repair facility situated closest to Cape Town. Any changes to the places of manufacture, testing and inspection shall only be made with the written agreement of the Engineer and the Contractor shall ensure that the manufacturers and places of manufacture are acceptable to the Engineer.
- 16.10 The manufacturer shall have a proven track record in the manufacture of ground mounted 3CR12 steel and / or polyethylene SDBs and SLCKs, and Tenderers shall provide full and thorough details of the manufacturer's experience and facilities for such manufacture. Tenderers offering SDBs and SLCKs manufactured by manufacturers without appropriate experience and facilities will not be considered.
- 16.11 Information should also be submitted detailing the quantity of similar SDBs and SLCKs manufactured and supplied by the OEM and in service in South Africa, as well as the details of existing users of similar ground mounted SDBs and SLCKs.
- 16.12 All apparatus should comply with this Specification. Any departures from the requirements of this Specification or non-compliance shall be stated clause-by-clause by the Tenderer in the returnable schedules and may be accepted at the Engineer's discretion. Undisclosed non-compliance with requirements of the Specification by the successful Tenderer shall result in the Tenderer being bound to the requirements of the Specification.
- 16.13 No departure from the requirements of this Specification shall be implemented without the prior approval of the Engineer.
- 16.14 The Contractor shall be responsible for any discrepancies, errors or omissions in the particulars and guarantees, whether or not such particulars and guarantees have been approved by the Engineer.
- 16.15 All details given in this Specification and the drawings forming part of it have been carefully compiled but the onus is on the Tenderer to satisfy himself as to the accuracy thereof.
- 16.16 Local Content Declaration (Electrical Cable Products): Tenderers shall submit an undertaking that only locally produced electrical wires will be used on the Service Distribution Boxes and Street Lighting Control Kiosks (collectively Kiosks). Undertaking must be in the form of a letter on the Tenderer's company letter head certifying that the wires used for panel wiring within the SDBs and SLCKs are locally manufactured and will be locally manufactured for the full duration of the contract.

## 17 **DRAWINGS**

- 17.1 The following standard drawings are issued with this tender document:

### **Steel SDBs:**

DR 3016 Sheet 1 Rev 10  
DR 3016 Sheet 2 Rev 8  
DR 3020A Sheet 1 Rev 2  
DR 3020A Sheet 2 Rev 2  
DR 3091A Sheet 1 Rev 2  
DR 3091A Sheet 2 Rev 2  
DR 3169A Sheet 1 Rev 2  
DR 3169A Sheet 2 Rev 2



DR 3360 Sheet 1  
 DR 3360 Sheet 2  
 DR 3362 Sheet 1  
 DR 3362 Sheet 2  
 DR 3363 Sheet 1  
 DR 3363 Sheet 2  
 SK 3844 Sheet 1 Rev 7  
 SK 3844 Sheet 2 Rev 10  
 SK 3844 Sheet 3  
 SK 5191 Sheet 3  
 SK 5213

**Non-steel SDBs:**

MK41  
 MK19 Rev 6  
 MK20 Rev 7  
 MK30 Rev 3

**Street Light Control Kiosks (Steel):**

DR 3384 Sheet 1  
 DR 3384 Sheet 2  
 DR 3384 Sheet 3

- 17.2 Notwithstanding the drawings and detailed particulars required to be submitted with the tenders, the following detailed drawings shall be submitted for approval within two weeks after the award of tender and prior to commencement of manufacturing, for each type of non-steel SDB:
- 17.2.1 Fully dimensioned General Arrangement drawing indicating the size and general details of the SDB shell, root and internal mounting frame.
- 17.2.2 Drawing showing the layout and detail of the busbars and equipment and indicating the distances between equipment and the details of the cable clamping facilities. Each side of the equipment mounting panel shall be detailed separately with sections to show all equipment, dimensions and clearances clearly. Equipment and fittings shall be labelled and make and model detailed.
- 17.2.3 Electrical schematic diagrams, where applicable, detailing all installed equipment and pre-wiring.
- 17.3 Drawings shall be subject to formal approval by the Employer before manufacture of the equipment is commenced. The Contractor shall provide one electronic copy (in DXF and pdf formats) of each approved drawing for the Employers records before commencement of deliveries.

## 18 QUANTITIES

18.1 The Employer will order only those quantities that are actually required from time to time and may not order any quantity at all depending on project and customer demand.

18.2 Tenderers should note that the quantities in the following table are anticipated annual quantities and are provided only for the purpose of indicating approximate usage levels.

Item No.	Description	SAP Material Number	Unit of Measurement	Anticipated Annual Quantities Required
1	Fuse Pillar Box (Steel), complete with Fuse Pillars and Tinned Copper Busbars	200001864	Each	150
2	Service Pillar (Steel), complete with Tinned Copper Busbars	200001863	Each	50
3	Service Pillar (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA	Each	10
4	Distribution Kiosk (Steel), complete with Tinned Copper Busbars	200001989	Each	200
5	Meter Kiosk, Single Door (Steel), Credit Meter, complete with Tinned Copper Busbars	200001865	Each	500
6	Meter Kiosk, Single Door (Steel), Split Meter, complete with Tinned Copper Busbars	200020452	Each	25
7	Meter Kiosk, Single Door (Steel), Split Meter, complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA	Each	10
8	Meter Kiosk, Single Door (Steel), 3-Phase Meter, complete with Tinned Copper Busbars	200020414	Each	25
9	Meter Kiosk, Dual Door (Steel), 6-Way, complete with Tinned Copper Busbars	200020415	Each	25
10	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs and Tinned Copper Busbars	200002097	Each	25
11	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 60 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA	Each	10
12	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs and Tinned Copper Busbars	200015113	Each	1000
13	Meter Kiosk, Dual Door (Steel), 12-Way, complete with 80 A MCBs, Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA	Each	250
14	Street light control Kiosk, Dual Door (Steel), complete with Tinned Copper Busbars	200025913	Each	50
15	Street light control Kiosk, Dual Door (Steel), complete with Copper Clad Aluminium Alloy Busbars & Door Welding Flanges	TBA	Each	20
16	Distribution Kiosk, 6-Way (Non-Steel)	200015114	Each	3
17	Distribution Kiosk, 9-Way (Non-Steel)	200005265	Each	20
18	Distribution Kiosk, 12-Way (Non-Steel)	200008528	Each	5
19	Meter Kiosk, 4-Way (Non-Steel)	200015115	Each	21
20	Meter Kiosk, 6-Way (Non-Steel)	200011042	Each	9
21	Meter Kiosk, 9-Way (Non-Steel)	200013766	Each	4
22	Meter Kiosk, 12-Way (Non-Steel), 60 A MCB	200013161	Each	13
23	Meter Kiosk, 12-Way (Non-Steel), 80 A MCB	200015117	Each	23
<b>24</b>	<b><u>Recommended Spares for Steel SDBs (Kiosks):</u></b>			
24.1	Copper Clad Aluminium Alloy (CCAA) Busbar Spares:			
24.1.1	Fuse Pillar Box Red & Blue Phase CCAA Main Busbar (cut, drilled & tinned), 800A Cu equivalent, 550mm length, in accordance with requirements of DRWG SK3844 Sht 1	TBA	Each	10
24.1.2	Fuse Pillar Box White Phase CCAA Main Busbar (cut, drilled & tinned), 800A Cu equivalent, 600mm length, in accordance with requirements of DRWG SK3844 Sht 1	TBA	Each	10
24.1.3	Fuse Pillar Box CCAA Neutral Busbar (cut, drilled & tinned), 800A Cu equivalent, 520mm length, in accordance with requirements of DRWG SK3844 Sht 2	TBA	Each	10
24.1.4	Meter Kiosk, Dual Door (12-way) CCAA Main and Neutral Busbar (cut, drilled & tinned), 400A Cu equivalent, 300mm length, in accordance	TBA	Each	10

Item No.	Description	SAP Material Number	Unit of Measurement	Anticipated Annual Quantities Required
	with requirements of DRWG 3169A Sh 2			
24.1.5	Meter Kiosk, Single Door CCAA Red Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 400mm length, in accordance with requirements of DRWG 3363 Sh 2	TBA	Each	10
24.1.6	Meter Kiosk, Single Door CCAA White Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 350mm length, in accordance with requirements of DRWG 3363 Sh 2	TBA	Each	10
24.1.7	Meter Kiosk, Single Door CCAA Blue Phase Busbar (cut, drilled & tinned), 250A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3363 Sh 2	TBA	Each	10
24.1.8	Meter Kiosk, Single Door CCAA Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 250mm length, in accordance with requirements of DRWG 3363 Sh 2	TBA	Each	10
24.1.9	Meter Kiosk, Dual Door (6-way) CCAA Consumer Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 300mm length, in accordance with requirements of DRWG 3362 Sh 2	TBA	Each	10
24.1.10	Meter Kiosk, Dual Door (12-way) CCAA Consumer Neutral Busbar (cut, drilled & tinned), 250A Cu equivalent, 500mm length, in accordance with requirements of DRWG 3169A Sh 2	TBA	Each	10
24.1.11	Fuse Pillar Box CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 300mm length, in accordance with requirements of DRWG SK3844 Sht 2	TBA	Each	10
24.1.12	Meter Kiosk, Single Door CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 320mm length, in accordance with requirements of DRWG 3363 Sh 2	TBA	Each	10
24.1.13	Meter Kiosk, Dual Door (6-way) CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 345mm length, in accordance with requirements of DRWG 3362 Sh 2	TBA	Each	10
24.1.14	Meter Kiosk, Dual Door (12-way) CCAA Earth Busbar (cut, drilled & tinned), 150mm <sup>2</sup> Cu equivalent, 580mm length, in accordance with requirements of DRWG 3169A Sh2.	TBA	Each	10
24.2	Three-point locking mechanism, complete (excl swing handle)	200025865	Each	100
24.3	Stainless steel swing handle	200025866	Each	100
24.4	Lock protector box, complete	200025867	Each	100
24.5	Replacement Door, complete, include sacrificial welding flanges – Fuse Pillar box	200025787	Each	100
24.6	Replacement Door, complete, include sacrificial welding flanges – Service Pillar	200025788	Each	10
24.7	Replacement Door, complete, include sacrificial welding flanges – Distribution Kiosk / Meter Kiosk (6-way)	200025789	Each	10
24.8	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Dual Door	200025790	Each	10
24.9	Replacement Door, complete, include sacrificial welding flanges – Meter Kiosk, Single Door	200025871	Each	10
<b>25</b>	<b>Recommended Spares for Non-Steel SDBs (Kiosks):</b>			
25.1	Three position locking mechanism, complete	200025872	Each	10
25.2	Replacement Door, complete – Meter Kiosk, 4-way	200025852	Each	10
25.3	Replacement Door, complete – Meter / Distribution Kiosk, 6-way	200025853	Each	10
25.4	Replacement Door, complete – Meter / Distribution Kiosk, 9-way	200025854	Each	10
25.5	Replacement Door, complete – Meter / Distribution Kiosk, 12-way	200025855	Each	10

Table 4: Anticipated Approximate Annual Quantities required

## 19 **PACKING AND DELIVERY**

- 19.1 The Contractor shall be responsible for the packing, loading, transport and off-loading of the Kiosks from the place of manufacture, whether this is at his own works or those of any supplier, to the Employer's Electricity Stores or to site and shall provide all labour, plant and material necessary for the offloading.
- 19.2 The method of packing shall provide adequate protection for transportation of the Kiosks. The method of packing and precautions to be taken during transport shall be clearly detailed by the Contractor.
- 19.3 Any loose parts shall be boxed in substantial crates or containers to facilitate handling in a safe and secure manner. Each crate or container shall be marked clearly on the outside of the case to show where the mass is bearing and the correct position for the slings. Each crate or container shall also be marked with the notation of the part or parts contained therein, contract number and port of destination, and shall become the property of the Employer after delivery.
- 19.4 Any damage due to defective or insufficient packing or that occurs during loading, transport or off-loading of the SDBs shall be made good by the Contractor at his own expense and within reasonable time when called upon by the Employer to do so.
- 19.5 The Contractor shall inform himself fully as to all relevant transport facilities and requirements and loading gauges and ensure that the equipment as packed for transport complies with the South African highway regulations and/or conforms to the limitations of the transport facilities of Transnet Ltd. The Contractor shall also be responsible for verifying the adequacy of any cranes required for off-loading at the port of entry, at the Employer's Electricity Stores and at Site.
- 19.6 The Contractor shall take reasonable steps to prevent damage to any highways or bridges by his traffic and shall select routes, choose and use vehicles and restrict and distribute loads so that the risk of damage shall be limited as far as is reasonably possible. The Contractor shall immediately report to the Engineer any claims made against him arising out of alleged damage to a highway or bridge.
- 19.7 Access to the Stores is by road only.

## 20 **DELIVERY PERIOD**

- 20.1 The specified delivery period per item is detailed in the Price Schedule.
- 20.2 Tenderers shall detail in the space provided in the Price Schedule the tendered delivery period per item. Tendered delivery periods that exceed the specified delivery period will be to the approval of the Engineer.
- 20.3 The contracted delivery period shall be the specified delivery period or an alternative tendered delivery period that has been considered and formally approved by the Engineer at the time of tender award.
- 20.4 The Contractor shall deliver SDBs ordered from time to time in accordance with this tender within the contracted delivery period unless specifically approved to the contrary by the Engineer.
- 20.5 The Contractor shall on placement of new purchase orders by the Employer prepare a detailed delivery schedule and submit this to the Engineer within 5 working days of the placement of the orders.
- 20.6 In cases where large quantities of SDBs are ordered simultaneously staggered deliveries that extend beyond the contracted delivery period will be considered provided that the delivery schedule has been formally approved by the Engineer.
- 20.7 Contract deliveries that exceed the contracted delivery period and for which the extended delivery period has not been formally approved by the Engineer will be subject to penalties in accordance with the Special Conditions of Contract.

## **21 INSPECTION AND TESTS**

### **21.1 Inspections**

21.1.1 During manufacture and prior to despatch the SDBs will be inspected by the Engineer or his duly appointed representative who will call for such tests as he may consider necessary. To this end, the Engineer or his representative shall, during normal working hours, be given all reasonable access and facilities for the carrying out of his duties and shall have the right of entry into the factory of the manufacturer and the factory of any sub-contractor to the manufacturer, where work in accordance with this specification may be in progress.

21.1.2 Before the despatch of any SDB from the factory of manufacture it shall have been inspected by the Engineer or his duly appointed representative and an Acceptance Certificate shall have been issued. The manufacturer shall notify the Engineer at least one week in advance of the proposed dates for final inspections, and the SDBs shall be fully completed prior to the day of the final inspection.

### **21.2 Type Tests**

21.2.1 Ultraviolet radiation stability test. For polyethylene SDBs a simulated ageing test shall have been conducted to prove the UV stability for a minimum service life of 25 years of the specific polyethylene compound used in the SDBs in accordance with the requirements of NRS 056-1.

21.2.2 Flame retardancy test: For polyethylene SDBs a flame retardancy type test shall have been carried out in accordance with the requirements of NRS 056-1.

21.2.3 The fuse switch disconnecter pillars shall have been successfully type tested in accordance with the requirements of SANS 60947-3.

21.2.4 All type tests shall have been conducted by an accredited and independent test authority and type test certificates shall be provided with the Tender documentation.

### **21.3 Routine Factory Tests**

21.3.1 The SDBs shall be inspected by the Engineer for compliance with this specification and shall be subjected to such tests as the Engineer may deem necessary. Arrangements for the testing of the SDBs will be made by the Engineer with the Contractor.

21.3.2 The Engineer shall have the right to inspect all SDBs during manufacture and/or before dispatch from the factory.

21.3.3 No item shall be released from the factory or delivered to the Municipal Stores without a formal Release Note duly signed by the Engineer.

## **22 CONTRACT AWARD**

### **22.1 Main and Standby Contractors**

22.1.1 For operational reasons the Employer reserves the right to appoint a Main Contractor and an Alternative Contractor (alternative manufacturer) for each item.

22.1.2 Purchase Orders will in the first instance be placed by the Employer with the Main Contractor.

22.1.3 Should the Main Contractor not be able to meet the contractual commitments relating to a particular order or orders, either in terms of delivery performance or of compliance with the requirements of the specification, the Contractor shall advise the Employer within 5 working days of receipt of the order(s). The purchase order(s) will thereafter be cancelled and orders placed with the Alternative Contractor.

22.1.4 Should the Main Contractor continually fail to meet the contractual commitments the Employer reserves the right to initiate the Default process, during which the Contractor will be afforded an opportunity to address in consultation with the Employer his contract performance and failure to meet the contractual commitments.

22.1.5 During the course of any such Default process the Employer reserves the right to place orders with the Alternative Contractor instead of the Main Contractor and shall retain this right until such time as the Main Contractor has either corrected the non-compliance with the contractual commitments or has provided a proposal to correct the non-compliance with the contractual commitments that is to the satisfaction of the Employer.

22.1.6 In the event that the Main Contractor is formally placed in Default in terms of the specification the contract shall be placed with the Alternative Contractor for the balance of the contract period.

## 22.2 **Continuity of Equipment and Suppliers / Manufacturers**

22.2.1 Contract award will be based upon the technical information supplied with the successful Tenderer's or Tenderers' submissions, and no changes in the equipment tendered or in the equipment Suppliers / Manufacturers will be permitted during the validity period of the contract. Changes sought by the Contractor due to exceptional circumstances should be requested formally by the Contractor and will be subject to the prior formal approval of the Engineer.

## 23 **HEALTH AND SAFETY PLAN**

23.1 The successful Tenderer(s) will be responsible for the safe loading, transport, delivery and off-loading of the goods strictly in accordance with the requirements of the Occupational Health and Safety Act and all other relevant legislation. To this end the successful Tenderer(s) shall provide a detailed Health and Safety Plan to the City within two weeks of commencement of contract detailing the specific provisions put in place to ensure compliance in this regard.

## 24 **TRADE NAMES OR PROPRIETARY PRODUCTS**

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words "or equivalent".

**TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT'**

## 25 **EMPLOYMENT OF SECURITY PERSONNEL**

All security staff employed by the supplier on behalf of the CCT or at any CCT property must be registered with Private Security Industry Regulatory Authority (PSiRA). Proof of such registration must be made available to the CCT's agent upon request.

## 26 **FORMS FOR CONTRACT ADMINISTRATION**

The supplier shall complete, sign and submit with each invoice, the following:

- a) Monthly Project Labour Report ( **Annex 3**).
- b) B-BBEE Sub-Contract Expenditure Report ( **Annex 4**).
- c) Joint Venture Expenditure Report ( **Annex 5**).

The Monthly Project Labour Report must include details of all labour (including that of sub-contractors) that are South African citizens earning less than R350.00 per day, as adjusted from time to time (excluding any benefits), who are employed on a temporary or contract basis on this contract in the month in question.

In addition to the Monthly Project Labour Report the Supplier shall simultaneously furnish the CCT's Agent with copies of the employment contracts entered into with such labour, together with certified copies of identification documents, proof of attendance in the form of attendance register or timesheets as well as evidence of payments to such labour in the form of copies of payslips or payroll

runs. If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it and proof of such acknowledgement shall be furnished to the CCT's Agent.

The Monthly Project Labour Reports shall be completed and submitted in accordance with the instructions therein.

The **B-BBEE Sub-Contract Expenditure Report** is required for monitoring the supplier's compliance with the sub-contracting conditions of the **Preference Schedule**.

The Joint Venture Expenditure Report is required for monitoring the joint venture's/consortium/partnership compliance with the percentage contributions of the partners as tendered, where the joint venture/consortium/partnership has been awarded preference points in respect of its consolidated B-BBEE scorecard.

## (14.1) MONTHLY PROJECT LABOUR REPORT (EXAMPLE)

## ANNEX 1

**CITY OF CAPE TOWN**  
**MONTHLY PROJECT LABOUR REPORT**



CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

### Instructions for completing and submitting forms

## General

- 1 The Monthly Project Labour Reports must be completed in full, using typed, proper case  
characters; alternatively, should a computer not be available, handwritten in black ink.  
2 Incomplete / incorrect / illegible forms will not be accepted.  
3 Any conditions relating to targeted labour stipulated in the Contract (in the case of contracted  
out services or works) shall apply to the completion and submission of these forms.  
4 This document is available in Microsoft Excel format upon request from the City's EPWP  
office, tel 021 400 9406, email EPWPLR@capetown.gov.za.

### Project Details

- 5 If a field is not applicable insert the letters: NA
- 6 Only the Project Number supplied by the Corporate EPWP Office must be inserted.  
The Project Number can be obtained from the Coordinator or Project Manager or from the  
e-mail address in point 4 above.
- 7 On completion of the contract or works project the anticipated end date must be updated to  
reflect the actual end date.

### Beneficiary Details and Work Information

- 8 Care must be taken to ensure that beneficiary details correspond accurately with the beneficiary's ID document.

- 9 A new beneficiary is one in respect of which a new employment contract is signed in the  
current month. A certified ID copy must accompany this labour report on submission.
- 10 Was the beneficiary sourced from the City's job seeker database?
- 11 The contract end date as stated in the beneficiary's employment contract.
- 12 Where a beneficiary has not worked in a particular month, the beneficiary's name shall not be  
reflected on this form at all for the month in question.
- 13 Training will be recorded separately from normal working days and together shall not  
exceed the maximum of 23 days per month
- 14 Workers earning more than the maximum daily rate (currently R450 excluding any benefits)  
shall not be reflected on this form at all.

### Submission of Forms

- 15 Signed hardcopy forms must be scanned and submitted to the City's project manager in electronic (.pdf) format, together with the completed form in Microsoft Excel format.
- 16 Scanned copies of all applicable supporting documentation must be submitted along with each monthly project labour report. Copies of employment contracts and ID documents are only required in respect of new beneficiaries.
- 17 If a computer is not available hardcopy forms and supporting documentation will be accepted.

## PROJECT DETAILS

Numbers in cells below e.g (6) refer to the relevant instruction above for completing and submitting forms

[illegible]

ACTUAL START DATE (yyyy/mm/dd)							ANTICIPATED / ACTUAL END DATE (yyyy/mm/dd) (7)					
TOTAL PROJECT EXPENDITURE / VALUE OF WORK DONE TO-DATE (INCLUDING ALL COSTS, BUT EXCLUDING VAT)												
R												



## MONTHLY PROJECT LABOUR REPORT



CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

## BENEFICIARY DETAILS AND WORK INFORMATION

CONTRACT OR WORKS PROJECT NUMBER:				Year    Month		Sheet 1    of		
--------------------------------------	--	--	--	---------------	--	------------------	--	--

No.	(8) First name	(8) Surname	(8) ID number	(9) New Beneficiary (Y/N)	Gender (M/F)	Disabled (Y/N)	(10) Job seeker database (Y/N)	Contract start date (DDMMYY)	(11) Contract end date (DDMMYY)	(12) No. days worked this month (excl. training)	(13) Training days	(14) Rate of pay per day (R – c)
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												

0                      0 R                      -

Declared by Contractor or Vendor to be true and correct:	Name		Signature	
	Date			

Received by Employer's Agent / Representative:	Name		Signature	
	Date			

## (14.2) BBEE SUB-CONTRACT EXPENDITURE REPORT (PRO FORMA)

TENDER NO. AND  
DESCRIPTION: .....

SUPPLIER: .....

### B-BBEE SUB-CONTRACT EXPENDITURE REPORT

Rand Value of the contract (as defined in Schedule 4: Preference Schedule) (P*)	R	B-BBEE Status Level of Prime Supplier	
---	---	---------------------------------------	--

Name of Sub-contractor (list all)	B-BBEE Status Level of supplier <sup>1</sup>	Total value of Sub-contract (excl. VAT) <sup>1</sup>	Value of Sub-contract work to date (excl. VAT) <sup>1</sup>	Value of Sub-contract work to Sub-contractors with a lower B-BBEE Status Level than supplier
Sub-contractor A		R	R	R
Sub-contractor B		R	R	R
Sub-contractor C		R	R	R

<sup>1</sup>Documentary evidence to be provided

Total:

R

Expressed as  
a percentage  
of P\*

%

#### Signatures

Declared by  
supplier to be  
true and  
correct:

.....

Date: .....

Verified by  
CCT Project  
Manager:

.....

Date: .....

## (14.3) PARTNERSHIP/ JOINT VENTURE (JV) / CONSORTIUM/ EXPENDITURE REPORT (PRO FORMA)

TENDER NO. AND  
DESCRIPTION: .....

SUPPLIER: .....

### PARTNERSHIP/ JOINT VENTURE (JV)/ CONSORTIUM EXPENDITURE REPORT

Rand value of the contract (as defined in Schedule 4: Preference Schedule) (P*)	R	B-BBEE Status Level of Partnership/ Joint Venture (JV)/ Consortium	
---	---	--	--

Name of partners to the Partnership/ JV / Consortium (list all)	B-BBEE Status Level of each partner at contract award	Percentage contribution of each partner as per the Partnership/ JV/ Consortium Agreement <sup>1</sup>	Total value of partner's contribution (excl. VAT) <sup>1</sup> B = A% x P*	Value of partner's contribution to date (excl. VAT) <sup>1</sup> C	Value of partner's contribution as a percentage of the work executed to date D = C/P*x100
		A			
Partner A		%	R	R	%
Partner B		%	R	R	%
Partner C		%	R	R	%

<sup>1</sup>Documentary evidence to be provided

#### Signatures

Declared by  
supplier to be  
true and  
correct: .....

Date: .....

Verified by  
CCT Project  
Manager: .....

Date: .....