



AIRPORTS COMPANY
SOUTH AFRICA

AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED

CAPE TOWN INTERNATIONAL AIRPORT

TITLE OF PROJECT: NEW REALIGNED RUNWAY– JOINT MONITORING TEAM (JMT)

PROJECT No: 0378

NEC 3: PROFESSIONAL SERVICES CONTRACT (PSC)

Between AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED

Applicable at Cape Town International Airport

(Registration Number: 1993/004149/30)

and _____

(Registration Number: (_____))

JOINT MONITORING TEAM (JMT) FOR PROVISION OF PROFESSIONAL PROJECT MANAGEMENT, CIVIL ENGINEERING, ELECTRICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT, AND ENVIRONMENTAL MANAGEMENT SERVICES FOR THE NEW REALIGNED RUNWAY AT CAPE TOWN INTERNATIONAL AIRPORT FOR A PERIOD OF 60 MONTHS

AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED

CAPE TOWN INTERNATIONAL AIRPORT

PROJECT No: 0378

JOINT MONITORING TEAM (JMT) FOR PROVISION OF PROFESSIONAL PROJECT MANAGEMENT, CIVIL ENGINEERING, ELECTRICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR THE NEW REALIGNED RUNWAY AT CAPE TOWN INTERNATIONAL AIRPORT FOR A PERIOD OF 60 MONTHS

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PART C1: AGREEMENTS & CONTRACT DATA

C1: Agreements and Contract Data

**C1.1: Form of Offer and Acceptance
Agreements & Contract Data**

Part C1

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C1.1.1 Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of: **Joint Monitoring Team (JMT) For the Provision of Professional Project Management, Civil Engineering, Electrical Engineering, Quantity Surveying And Construction Health And Safety Agent For The New Realigned Runway At Cape Town International Airport for a Period of 60 Months.**

The tenderer, identified in the Offer signature block, has examined the documents listed in the Tender Data and addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance the tenderer offers to perform all of the obligations and liabilities of the **Consultant** under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the Contract Data.

DISCIPLINE TENDERED: _____

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VAT IS:

(in words)
.....Rands;

(in figures) R.....

THE OFFERED PRICES ARE AS STATED IN THE PRICING SCHEDULE

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the **Consultant** in the conditions of contract identified in the Contract Data.

Signature(s)

Name(s)

Capacity

**For the
Bidder:**

Airports Company South Africa SOC Limited

Cape Town International Airport

Private Bag X 9002

Cape Town

7525

*(Insert name and address of
organisation)*

Name &
signature of
witness

Date

C1.1.2 Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the tenderer's Offer. In consideration thereof, the Employer shall pay the **Consultant** the amount due in accordance with the conditions of contract identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the Employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Part C1	Agreements and Contract Data, (which includes this Form of Offer and Acceptance)
Part C2	Pricing Data
Part C3	Scope of Work: Works Information
Part C4	Site Information
Part C5	Annexures

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 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 of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the tenderer (now **Consultant**) within five (5) working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

DISCIPLINE TENDERED: _____

Signature(s)

Name(s)

Capacity

**for the
Employer**

Airports Company South Africa SOC Limited

Cape Town International Airport

Private Bag X 9002

Cape Town

7525

*(Insert name and address of
organisation)*

Name &
signature of
witness

Date

C1.1.3 Schedule of Deviations

1 Subject

 Details

2 Subject

 Details

3 Subject

 Details

By the duly authorised representatives signing this agreement, the Employer and the Tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the Tender Data and addenda thereto as listed in the returnable schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender 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.

For the Employer

For the Bidder

Signature (s)

.....

Name (s)

.....

Capacity

.....

Name and Address **Airports Company South Africa**
SOC Limited

Cape Town International Airport
Private Bag X 9002
Cape Town
7525

Name & Signature
of witness

*(Insert name and address of
organisation)*

(Insert name and address of organisation)

.....

Date

.....

Part C1.2a Contract Data

The Conditions of contract are selected from the NEC3 Professional Services Contract, April 2013.

Each item of data given below is cross-referenced to the NEC3 Professional Services Contract which requires it.

Part one – Data provided by the Employer

Clause	Statement	Data
1	General	
	The <i>conditions of contract</i> are the core clauses and the clauses for Main Option	
	Main Option	E: Time-based Contract
	Dispute resolution Option	W1: Dispute resolution procedure
	Secondary Options (incorporating amendments)	X7: Delay damages X9: Transfer of rights X10: Employer's Agent X11: Termination by the Employer X13: Performance bond X18: Limitation of liability Z: Additional conditions of contract
		of the NEC3 Engineering and Construction Contract, April 2013

The *project stages* are:

Project progress phases		Key deliverable at end of stage as described in the Scope and accepted by the Employer
No	Description	
1	Activity 1: Review, gap analysis and subsequent adjustment (of previous Stage 1 to 3 Design reports)	The Scope of Services is formulated to provide an integrated technical support and in support of the Client's management of the NEC ECC construction contract undertaken by others under Design and Build (D&B). Refer to the Scope of Works -Part C3.
2	Activity 2: Procurement documentation only (for Design and Build Contractor)	
3	Activity 3: Review of Stage 1 (by Contractor)	
4	Activity 4: Review of Stage 2 (by Contractor)	
5	Activity 5: Review of Stage 3 (by Contractor)	
6	Activity 6: Review of partial Stage 4, i.e., Construction Documentation (by Contractor)	
7	Activity 7: Contract administration (Full Stage 5)	
8	Activity 8: Close-out and handover (Full Stage 6)	

10.1 The *Employer* is (Name)

Airports Company South Africa SOC Limited,
Cape Town International Airport

Address	Airports Company South Africa SOC Limited Cape Town International Airport Private Bag X 9002 Cape Town 7525
Telephone:	+27 21 937 1200
Fax:	+27 21 936 2937
Email:	TBC

11.2(9)	The services are	For the Joint Monitoring Team (JMT) For the Provision of Professional Project Management, Civil Engineering, Electrical Engineering, Quantity Surveying And Construction Health And Safety Agent For The New Realigned Runway At Cape Town International Airport for a Period of 60 Months
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11.2(10)	The following matters will be included in the Risk Register	<ul style="list-style-type: none"> • Availability of as-built drawings/ information • Access to site • Site constraints and constructability • Statutory requirements and approvals • Financial and Procurement
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11.2(11)	The <i>Scope</i> is in	the document called Part C3: Scope of Work
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12.2	The <i>law of the contract</i> is	the law of the Republic of South Africa subject to the jurisdiction of the Courts of South Africa.
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13.1	The <i>language of this contract</i> is	English
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13.3	The <i>period of reply</i> is	Seven (7) days
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13.6	The <i>period of retention</i> is	10 years following Completion or earlier termination of a contract
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2 The Parties' main responsibilities

25.2	The <i>Employer</i> provides access to the following persons, places and things	
	Access to	Access date
1	Any Information available	Upon contract award
2		
3	Time	
30.1	The <i>starting date</i> is	TBC
30.2	The <i>completion date</i> is	A period of 60 months from the starting date
31.1	The <i>Consultant</i> submits a first (preliminary) programme by	Two (2) weeks of contract award
32.2	The <i>Consultant</i> submits revised programmes at intervals no longer than	Four (4) weeks
4	Quality	
40.2	The quality policy statement and quality plan are provided within 4 weeks of the Contract Date.	
41.2	The <i>defects date</i> is	52 weeks after Completion of the whole of the <i>services</i>
43.2	The <i>defects correction period</i> is	Two (2) weeks
5	Payment	
50.1	The <i>assessment interval</i> is	Every four (4) weeks, on the 25 th day of each successive month
51.1	The period within which payment is made is	Four to six 4 weeks after the receipt of a compliant tax invoice
51.2	The <i>currency of this contract</i> is the	South African Rand (ZAR)
51.5	The <i>interest rate</i> is	The prime lending rate of the Nedbank Bank as determined from time to time
6	Compensation events	
	No data required for this section of the <i>conditions of contract</i> .	

7	Rights to material	No data required for this section of the <i>conditions of contract</i>
8	Indemnity, insurance and liability	
81.1	The <i>Consultant</i> provides the insurance stated in	The Insurance Clauses which are attached at the end of the Contract Data. The insurances are in the joint names of the party/parties in the case of a JV and provide cover for events which are at the <i>Consultant</i> risk from the starting date until the Defects Certificate or a termination certificate has been issued.
	The minimum limit of indemnity for insurance in respect of death of or bodily injury to employees of the <i>Consultant</i> arising out of and in the course of their employment in connection with this contract for any one event is:	As prescribed by the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993
9	Termination	Refer to Secondary Clause X11
10	Data for Main Options	
G	Term Contract	As defined by activities to complete each ECSA stage successfully.
21.4	Total <i>Time Charge</i>	The <i>Consultant</i> prepares forecasts of the total Time Charge and expenses for the whole of the <i>services</i> and submits them to the <i>Employer</i> at intervals no longer than (4) weeks.
11	Data for Option W1	
W1.1	The <i>Adjudicator</i> is	The person appointed jointly by the parties from the list of adjudicators contained below
W1.2	The <i>Adjudicator nominating body</i> is	The current Chairman of Johannesburg Advocate's Bar Council
W1.4	The <i>tribunal</i> is	Arbitration

W1.4	If the <i>tribunal</i> is arbitration, the arbitration procedure is	The <i>arbitration procedure</i> is set out in The Rules for the Conduct of Arbitrations 2013 Edition, 7th Edition, published by The Association of Arbitrators, (Southern Africa)
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W1.4	The place where arbitration is to be held is	Cape Town, South Africa.
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W1.4	The person or organisation who will choose an arbitrator	The <i>Arbitrator</i> is the person selected by the Parties as and when a dispute arises in terms of the relevant Z Clause, from the Panel of Arbitrators provided under the relevant Z clause if the arbitration procedure does not state who selects an arbitrator. The Arbitrator nominating body is the Chairman of the Johannesburg Advocates Bar Council.
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12 Data for Secondary Option Clauses

X7 Delay Damages

X7.1	Delay damages for late completion of each section of the services are	Amount per week is 1% up to a maximum of 10% total value of the Professional fees
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X10 The *Employer's Agent*

X10.1	The <i>Employer's Agent</i> is	Name: TBC Address: TBC The authority of the <i>Employer's Agent</i> is to act on behalf of the <i>Employer</i> with the authority set out in the Contract Data
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X11 Termination by *Employer*

X11.1	The Employer may	Terminate the <i>Consultant's</i> obligation to Provide the services for a reason not stated in this contract by notifying the <i>Consultant</i>
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X18 Limitation of Liability

X18.1	The <i>Consultant's</i> liability to the <i>Employer</i> for indirect or consequential loss is limited to	The Contractor's liability to the Employer for indirect or consequential loss is limited to the maximum amount recoverable under the Contractor's applicable insurance policies in force at the time the claim arises, including but not limited to (a) Professional Indemnity insurance; and (b) Aviation Liability insurance. The Contractor remains responsible for any amounts exceeding recoverable limits, which may be covered by performance bonds, excess liability insurance, or other agreed mechanisms. This limitation does not apply to liabilities arising from gross negligence, wilful misconduct, death or personal injury, or any liability that cannot be lawfully excluded.
X18.2	For any one event, the <i>Consultant's</i> liability to the <i>Employer</i> for loss of or damage to the <i>Employer's</i> property is limited to	The total of the Prices
X18.3	The <i>Consultant's</i> total liability to the <i>Employer</i> for defects due to his design which are not listed on the Defects Certificate is limited to	The total of the Prices

X18.4 The *Consultant's* total liability to the *Employer* for all matters arising under or in connection with this contract, other than excluded matters, is limited to

The *Consultant's* total direct liability to the *Employer* for all matters arising under or in connection with this contract, other than the excluded matters, is limited to the total of the Prices that applies in the contract, or delict and otherwise to the extent allowed under the law of the contract.

The excluded matters are amounts payable by the *Consultant* as stated in this contract for

- Loss of or damage to the *Employer's* property,
- Delay damages,
- Defects liability,
- Insurance liability to the extent of the *Consultant's* risks
- loss of or damage to property (other than the *works*, Plant and Materials),
- death of or injury to a person;
- damage to third party property; and
- infringement of an intellectual property right

X18.5 The *end of liability* date is 52 weeks after Completion of the whole of the *services*

Z ADDITIONAL CONDITIONS OF CONTRACT

Z1 Estimation of fees

It is specifically recorded that the fees charged by the consultant for services rendered in connection with and/or under this Contract shall be in terms of: the Terms of Reference issued together with the tender.

Z2 **Tax invoices**

The *Consultant's* invoice.

Delete the first sentence of core clause 50.2 and replace with:

Invoices submitted by the *Consultant* to the *Employer* include

- the details stated in the Scope to show how the amount due has been assessed, and
- the details required by the *Employer* for a valid tax invoice.

Delete the first sentence of core clause 51.1 and replace with:

Each payment is made by the *Employer* within four (4) weeks of receiving the *Consultant's* invoice showing the details which this contract requires or, if a different period is stated in the Contract Data, within the period stated.

Z3 **Communications and Notices**

Z3.1 Add to the end of the first sentence in core Clause 13.1:

All notices, notifications, requests, demands or other communications shall be deemed to have reached the other Party –

- if delivered by hand, on the date of delivery.
- if posted by ordinary mail or registered post, on the 5th (fifth) calendar day following the date of such posting.
- if transmitted by facsimile or any other electronic medium acceptable to both Parties, on the first Business Day following the date of transmission / publication / delivery, excluding SMS's and Social media platforms.

Z4 **Appointment of the Adjudicator**

An *Adjudicator* is appointed when a dispute arises, from the Panel of Adjudicators below. The referring party nominates an Adjudicator, which nomination is either accepted or rejected by the other party. In the instance of a rejection of the nominated *Adjudicator*, the referring Party refers the appointment deadlock to the Chairman of the Johannesburg Bar Council, who appoints an *Adjudicator* listed in the Panel of Adjudicators below or otherwise agreed between all parties.

The Parties appoint the *Adjudicator* under the NEC3 Adjudicator's Contract, April 2013

Panel of Adjudicators

Name	Location	Contact details (phone & e mail)
Adv. Ghandi Badela	Gauteng	+27 11 282 3700 ghandi@badela.co.za
Mr. Errol Tate Pr. Eng.	Durban	+27 11 262 4001 Errol.tate@mweb.co.za
Adv. Saleem Ebrahim	Gauteng	+27 11 535 1800 salimebrahim@mweb.co.za
Mr. Sebe Msutwana Pr. Eng.	Gauteng	+27 11 442 8555 sebe@civilprojects.co.za
Mr. Sam Amod	Gauteng	sam@samamod.com
Adv. Sias Ryneke SC	Gauteng	083 653 2281 ryneke@duma.nokwe.co.za
Mr. Emeka Ogbugo (Quantity Surveyor)	Pretoria	+27 12 349 2027 emeka@gosiame.co.za

Z4.1 Appointment of the Arbitrator

An *Arbitrator* is appointed when a dispute arises from the Panel of Arbitrators below. The referring party nominates an Arbitrator, which nomination is either accepted or rejected by the other party. In the instance of a rejection of the nominated *Arbitrator*, the referring Party refers the appointment deadlock to the Chairman of the Johannesburg Bar Council, who appoints an *Arbitrator* listed in the Panel of *Arbitrators* below or otherwise agreed between all parties.

Panel of Arbitrators

Name	Location	Contact details (phone & e mail)
Adv. Ghandi Badela	Gauteng	+27 11 282 3700 ghandi@badela.co.za
Mr. Errol Tate Pr. Eng.	Durban	+27 11 262 4001 Errol.tate@mweb.co.za
Adv. Saleem Ebrahim	Gauteng	+27 11 535 1800 salimebrahim@mweb.co.za
Mr. Sebe Msutwana Pr. Eng.	Gauteng	+27 11 442 8555 sebe@civilprojects.co.za
Mr. Sam Amod	Gauteng	sam@samamod.com
Adv. Sias Ryneke SC	Gauteng	083 653 2281 ryneke@duma.nokwe.co.za
Mr. Emeka Ogbugo (Quantity Surveyor)	Pretoria	+27 12 349 2027 emeka@gosiame.co.za

Z5

Interpretation of the law

Add to core clause 12.3: Any extension, concession, waiver or relaxation of any action stated in this contract by the Parties, the *Project Manager*, the *Supervisor*, or the *Adjudicator* does not constitute a waiver of rights and does not give rise to an estoppel unless the Parties agree otherwise and confirm such agreement in writing.

Z6

Providing the Works: Delete core clause 20.1 and replace with the following:

The *Consultant* will supervise the works in accordance with the Works Information and warrants that the results of the Works done in accordance with the drawings and specifications, when complete, shall be fit for their intended purpose.

Z7 Extending the defects date: add the following as a new core clause 46:

Z7.1 If the *Employer* cannot use the *works* due to a Defect, which arises after Completion and before the *defects date*, the *defects date* is delayed by a period equal to that during which the *Employer*, due to a Defect, is unable to use the *works*.

Z7.2 If part of the *works* is replaced due to a Defect arising after Completion and before the *defects date*, the *defects date* for the part of the *works* which is replaced is delayed by a period equal to that between Completion and the date by when the part has been replaced.

Z7.3 The *Project Manager* notifies the *Consultant* of the change to a *defect date* when the delay occurs. The period between Completion and an extended *defects date* does not exceed twice the period between Completion and the *defects date* stated in the Contract Data.

Z8 Termination

Z8.1 **Add the following to core clause 91.1, at the second main bullet, fifth sub-bullet point, after the words “assets or”:** “business rescue proceedings are initiated, or steps are taken to initiate business rescue proceedings”.

Z9 Cession, delegation and assignment

Z9.1 The *Consultant* shall not cede, delegate or assign any of its rights or obligations to any person without the written consent of the *Employer*, which consent shall not be unreasonably withheld.

Z9.2 The *Employer* may, on written notice to the *Consultant*, cede and delegate its rights and obligations under this contract to any person or entity.

Z10 Ethics

Z10.1 The *Consultant* undertakes:

Z10.1.1 not to give or cause any offer, payment, consideration, or benefit of any kind, which constitutes or could be construed as an illegal or corrupt practice, either directly or indirectly, as an inducement or reward for the award or in execution of this contract;

Z10.1.2 to comply with all laws, regulations or policies relating to the prevention and combating of bribery, corruption and money laundering to which it or the *Employer* is subject, including but not limited to the Prevention and Combating of Corrupt Activities Act, 12 of 2004.

Z10.1.3 The *Consultant's* breach of this clause constitutes grounds for terminating the *Consultant's* obligation to Provide the Works or taking any other action as appropriate against the *Consultant* (including civil or criminal action). However, lawful inducements and rewards shall not constitute grounds for termination.

Z10.1.4 If the *Consultant* is found guilty by a competent court, administrative or regulatory body of participating in illegal or corrupt practices, including but not limited to the making of offers (directly or indirectly), payments, gifts, gratuity, commission or benefits of any kind, which are in any way whatsoever in connection with the contract with the *Employer*, the *Employer* shall be entitled to terminate the contract in accordance with the procedures stated in core clause 92.2. The amount due on termination is A1.

Z11. **Confidentiality**

Z11.1. All information obtained in terms of this contract or arising from the implementation of this contract shall be treated as confidential by the *Consultant* and shall not be used or divulged or published to any person not being a party to this contract, without the prior written consent of the *Project Manager* or the *Employer*, which consent shall not be unreasonably withheld.

Z11.2 If the *Consultant* is uncertain about whether any such information is confidential, it is to be regarded as such until otherwise notified by the *Project Manager*.

Z11.3 This undertaking shall not apply to –

Z11.3.1 Information disclosed to the employees of the *Consultant* for the purposes of the implementation of this agreement. The *Consultant* undertakes to procure that its employees are aware of the confidential nature of the information so disclosed and that they comply with the provisions of this clause;

Z11.3.2 Information which the *Consultant* is required by law to disclose, provided that the *Consultant* notifies the *Employer* prior to disclosure so as to enable the *Employer* to take the appropriate action to protect such information. The *Consultant* may disclose such information only to the extent required by law and shall use reasonable efforts to obtain assurances that confidential treatment will be afforded to the information so disclosed; and

Z11.3.3 Information which at the time of disclosure or thereafter, without default on the part of the *Consultant*, enters the public domain or to information which was already in the possession of the *Consultant* at the time of disclosure (evidenced by written records in existence at that time).

Z11.4 The taking of images (whether photographs, video footage or otherwise) of the *works* or any portion thereof, in the course of Providing the Works and after Completion, requires the prior written consent of the *Project Manager*. All rights in and to all such images vests exclusively in the *Employer*.

Z11.5 The *Consultant* ensures that all his Sub-Consultants abide by the undertakings in this clause.

Z12. **Employer's Step-in rights**

Z12.1 If the *Consultant* defaults by failing to comply with his obligations and fails to remedy such default within 2 weeks of the notification of the default by the *Project Manager*, the *Employer*, without prejudice to his other rights, powers and remedies under the contract, may remedy the default either himself or procure a third party (including any sub-Consultant or supplier of the *Consultant*) to do so on his behalf. The reasonable costs of such remedial works shall be borne by the *Consultant*.

Z12.2 The *Consultant* co-operates with the *Employer* and facilitates and permits the use of all required information, materials and other matter (including but not limited to documents and all other drawings, CAD materials, data, software, models, plans, designs, programs, diagrams, evaluations, materials, specifications, schedules, reports, calculations, manuals or other documents or recorded information (electronic or otherwise) which have been or are at any time prepared by or on behalf of the *Consultant* under the contract or otherwise for and/or in connection with the *works*) and generally does all things required by the *Project Manager* to achieve this end.

Z13 **Intellectual Property**

Z13.1 Intellectual Property ("IP") rights means all rights in and to any patent, design, copyright, trade mark, trade name, trade secret or other intellectual or industrial property right relating to the Works.

Z13.2 IP rights remain vested in the originator and shall not be used for any reason whatsoever other than carrying out the *works*.

Z13.3 The *Consultant* gives the *Employer* an irrevocable, transferrable, non-exclusive, royalty free licence to use and copy all IP related to the *works* for the purposes of constructing, repairing, demolishing, operating and maintaining the works.

Z13.4 The *Consultant* shall indemnify and hold the *Employer* harmless against and from any claim alleging an infringement of IP rights ("**the claim**"), which arises out of or in relation to:

Z13.4.1 the *Consultant's* design, manufacture, construction or execution of the Works;

Z13.4.2 the use of the *Consultant's* Equipment, or

Z13.4.3	the proper use of the Works.
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Z13.5	The <i>Employer</i> shall, at the request and cost of the <i>Consultant</i> , assist in contesting the claim and the <i>Consultant</i> may (at its cost) conduct negotiations for the settlement of the claim, and any litigation or arbitration which may arise from it.
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Z14	Dispute resolution: The following amendments are made to Option W1:
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Z14.1	Under clause W1.3, in the fourth row of the first column of the adjudication table, the following words are added after the words “any other matter”: “excluding disputes relating to termination of the contract”.
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Z14.2	The following clauses are added at the end of clause W1.3:
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Z14.2.1	“The Adjudicator shall decide the dispute solely on the written submissions of the parties. No oral submissions shall be heard during adjudication.”
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Z14.2.2	“Disputes relating to or arising from termination of the Contract shall not be determined by an adjudicator. Any such dispute shall be referred directly to arbitration.”
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Z15	The Consultant shall be expected to annually present a compliant BEE Certificate. Failure to adhere to these requirements shall be considered a material breach of the conditions of this Contract, the sanction for which may be a cancellation of this Contract
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Z16	Liens and Encumbrances
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Z16.1	The <i>Consultant</i> keeps the Equipment used to Provide the Services free of all liens and other encumbrances at all times. The Consultant, vis-a-vis the Employer, waives all and any liens which he may from time to time have, or become entitled to over such Equipment and any part thereof and procures that his Sub-Consultants similarly, vis-a-vis the Employer, waive all liens they may have or become entitled to over such Equipment from time to time
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Z17	Performance Bond
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Z17.1	Amend the first sentence of clause X13.1 to read as follows: The Consultant gives the Employer an unconditional, on-demand performance bond, provided by a bank or insurer which the Project Manager and the Employer have accepted, for the amount stated in the Contract Data and in the form set out in Part C1.5 of this Contract Data.
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Z17.2	Add the following new clause as Option X13.2: The <i>Consultant ensures</i> that the performance bond is valid and enforceable until the end of the <i>contract period</i> . If the terms of the performance bond specify its
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expiry date and the end of the *contract period* does not coincide with such expiry date, four weeks prior to the said expiry date, the *Consultant* extends the validity of the performance bond until the end of the *contract period*. If the *Consultant* fails to so extend the validity of the performance bond, the *Employer* may claim the full amount of the performance bond and retain the proceeds as cash security

Z18 **Other responsibilities: add the following at the end of core clause 27:**

Z18.1 *The Consultant shall have satisfied himself, prior to the Contract Date, as to the completeness, sufficiency and accuracy of all information and drawings provided to him as at the Contract Date.*

Z18.2 *The Consultant shall be responsible for the correct setting out of the Works in accordance with the original points, lines and levels stated in the Works Information or notified by the Project Manager, Supervisor or the Employer. Any errors in the positioning of the Works shall be rectified by the Consultant at the Consultant's own costs.*

Z19 **Dual Appointments/Exclusivity Agreements**

The Parties agree that any individual, firm, or entity that is a member of the Joint Monitoring Team (JMT), or is directly involved in the monitoring, evaluation, or oversight of the New Realigned Runway at Cape Town International Airport under this Agreement, shall be prohibited from:

- Participating in any capacity in the procurement, bidding, or execution of the related Design-Build Contract for the same project;
- Providing consulting, design, construction, or advisory services under the Design-Build Contract;
- Forming partnerships, joint ventures, or subcontracting arrangements with any bidder or contractor involved in the Design-Build Contract.

This restriction is intended to prevent any actual or perceived conflict of interest and to ensure the integrity, impartiality, and transparency of the procurement and implementation processes.

Any breach of this clause shall be considered a material violation of this Agreement and may result in termination from current engagements, as well as other remedies available under applicable law.

Part C1.2b Contract Data

The Conditions of contract are selected from the NEC3 Professional Services Contract, April 2013.

Each item of data given below is cross-referenced to the NEC3 Professional Services Contract (PSC) which requires it.

Part two – Data provided by the Consultant

Clause	Statement	Data
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10.1 The *Consultant* is (Name):

Address:

Tel No.:

Fax No.:

Email:

22.1 The *Consultant's key persons* are:

Name:

Job:

Responsibilities:

Qualifications:

Experience:

Name:

Job:

Responsibilities:

Qualifications:

Experience:

Name:

Job:

Responsibilities:

Qualifications:

Experience:

Name:

Job:

Responsibilities:

Qualifications:

Experience:

11.2(3) The *completion date* for the whole of the *services* is as required by ACSA

11.2(10) The following matters (if any) will be included in the Risk Register

Availability of as-built data

Delays in receiving the required approvals

11.2(13) The *staff rates* are as stated in the Pricing Data

25.2 The *Employer* provides access to the following persons, places and things

	access to	access date
1	All As-built Information & existing services	Upon award of the project(s)
2	Relevant Engineering, Operational and Maintenance Personnel of ACSA	Upon award of the project(s)
3	Access to site	Upon award of the project(s)

31.1 The programme identified in the Contract Data is contained in the Returnable Documents

E Time-based Contract

21.4 The Consultant prepares forecasts of the total Time Charge and expenses at intervals no longer than 5 weeks.

C1.3: Occupational Health and Safety Agreement

OCCUPATIONAL HEALTH AND SAFETY AGREEMENT

AGREEMENT IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH & SAFETY ACT (ACT 85 OF 1993) & CONSTRUCTION REGULATION 5.1(k)

OBJECTIVES

To assist Airport Company South Africa (ACSA) in order to comply with the requirements of:

1. The Occupational Health & Safety (Act 85 of 1993) and its regulations and
2. The Compensation for Occupational Injuries & Diseases Act (Act 130 of 1993) also known as the (COID Act).

To this end an Agreement must be concluded before any consultant/ subcontracted work may commence

The parties to this Agreement are:

Name of Organisation: AIRPORTS COMPANY SOUTH AFRICA CAPE TOWN INTERNATIONAL AIRPORT
Physical Address and Postal Address: Airport Company South Africa Cape Town International Airport Private Bag X 9002 Cape Town 7525

Hereinafter referred to as “Client”

Name of organisation:
Physical Address

Hereinafter referred to as “the Mandatary/ Principal Contractor”

MANDATORY’S MAIN SCOPE OF WORK

GENERAL INFORMATION FORMING PART OF THIS AGREEMENT

1. The Occupational Health & Safety Act comprises of SECTION 1-50 and all unrepealed REGULATIONS promulgated in terms of the former Machinery and Occupational Safety Act No.6 of 1983 as amended as well as other REGULATIONS which may be promulgated in terms of the Act and other relevant Acts pertaining to the job in hand.
2. “Mandatary” is defined as including as agent, a principal contractor or a contractor for work, but WITHOUT DEROGATING FROM HIS/HER STATUS IN HIS/HER RIGHT AS AN EMPLOYER or user of the plant
3. Section 37 of the Occupational Health & Safety Act potentially punishes Employers (PRINCIPAL CONTRACTOR) for unlawful acts or omissions of Mandataries (CONTRACTORS) save where a Written Agreement between the parties has been concluded containing arrangements and procedures to ensure compliance with the said Act BY THE MANDATARY.
4. All documents attached or refer to in the above Agreement form an integral part of the Agreement.

5. To perform in terms of this agreement Mandatories must be familiar and conversant with the relevant provisions of the Occupational Health & Safety Act 85 of 1993 (OHS Act) and applicable Regulations.
6. Mandatories who utilise the services of their own Mandatories (contractors) must conclude a similar Written Agreement with them.
7. Be advised that this Agreement places the onus on the Mandatary to contact the CLIENT in the event of inability to perform as per this Agreement.
8. This Agreement shall be binding for all work the Mandatary undertakes for the client.
9. All documentation according to the Safety checklist including a copy of the written Construction Manager appointment in terms of construction regulation 8, must be submitted 7 days before work commences.

THE UNDERTAKING

The Mandatary undertakes to comply with:

INSURANCE

1. The Mandatary warrants that all their employees and/or their contractor's employees if any are covered in terms of the COID Act, which shall remain in force whilst any such employees are present on the Client's premises. A letter is required prior commencing any work on site confirming that the principal contractor or contractor is in good standing with the Compensation Fund or Licensed Insurer.
2. The Mandatary warrants that they are in possession of the following insurance cover, which cover shall remain in force whilst they and /or their employees are present on the Client's premises, or which shall remain in force for that duration of their contractual relationship with the Client, whichever period is the longest.
 - a. Public Liability Insurance Cover as required by the Subcontract Agreement.
 - b. Any other Insurance cover that will adequately makes provision for any possible losses and/or claims arising from their and /or their Subcontractors and/or their respective employee's acts and/or omissions on the Client's premises.

COMPLIANCE WITH THE OCCUPATIONAL HEALTH & SAFETY

ACT 85 OF 1993

The Mandatary undertakes to ensure that they and/or their subcontractors if any and/or their respective employees will at all times comply with the following conditions:

1. All work performed by the Mandatary on the Client's premises must be performed under the close supervision of the Mandatary's employees who are to be trained to understand the hazards associated with any work that the Mandatary performs on the Client's premises.
2. The Mandatary shall be assigned the responsibility in terms of Section 16(1) of the OHSAct 85 of 1993, if the Mandatary assigns any duty in terms of Section 16(2), a copy of such written assignment shall immediately be forwarded to the Client.
3. The Mandatary shall ensure that he/she familiarise himself/herself with the requirements of the OHSAct 85 of 1993 and that s/he and his/her employees and any of his subcontractors comply with the requirements.
4. The Mandatary shall ensure that a baseline risk assessment is performed by a competent person before commencement of any work in the Client's premises. A baseline risk assessment document will include identification of hazards and risk, analysis and evaluation of the risks and hazards identified, a documented plan and safe work procedures to mitigate, reduce or control the risks identified, and a monitoring and review plan of the risks and hazards.
5. The Mandatary shall appoint competent persons who shall be trained on any Occupational Health & Safety aspect pertaining to them or to the work that is to be performed.
6. The Mandatary shall ensure that discipline regarding Occupational Health & Safety shall be strictly enforced.
7. Any personal protective equipment required shall be issued by the Mandatary to his/her employees and shall be worn at all times.
8. Written safe working practices/procedures and precautionary measures shall be made available and enforced and all employees shall be made conversant with the contents of these practises.
9. No unsafe equipment/machinery and/or articles shall be used by the Mandatary or contractor on the Client's premises.
10. All incidents/accidents referred to in OHSAct shall be reported by the Mandatary to the Provincial Director: Department of Labour as well as to the Client.
11. No user shall be made by the Mandatary and/or their employees and or their subcontractors of any of the Client's machinery/article/substance/plant/personal protective

equipment without prior written approval.

12. The Mandatary shall ensure that work for which the issuing of permit is required shall not be performed prior to the obtaining of a duly completed approved permit.
13. The Mandatary shall ensure that no alcohol or any other intoxicating substance shall be allowed on the Client's premises. Anyone suspected to be under the influence of alcohol or any other intoxicating substance shall not be allowed on the premises. Anyone found on the premises suspected to be under the influence of alcohol or any other intoxicating substance shall be escorted off the said premises immediately.
14. Full participation by the Mandatary shall be given to the employees of the Client if and when they inquire into Occupational Health & Safety.

FURTHER UNDERTAKING

1. Only a duly authorised representative appointed in terms of Section 16.2 of the OHS Act is eligible to sign this agreement on behalf of the Mandatary. The signing power of this representative must be designated in writing by the Chief Executive Officer of the Mandatary. A copy of this letter must be made available to the Client.
2. The Mandatary confirms that he has been informed that he must report to the Client's management, in writing anything he/she deems to be unhealthy and /or unsafe. He has versed his employees in this regard.
3. The Mandatary warrants that he/she shall not endanger the health & safety of the Client's employees and other persons in any way whilst performing work on the Client's premises.
4. The Mandatary understands that no work may commence on the Client's premises until this procedure is duly completed, signed and received by the Client.
5. Non-compliance with any of the above clauses may lead to an immediate cancellation of the contract.

ACCEPTANCE BY MANDATARY

In terms of section 37(2) of the Occupational Health & Safety Act 85 of 1993 and section 5.1(k) of the Construction Regulations 2014,

Ia duly authorised 16.2 Appointee acting for and on behalf of(company name) undertake to ensure that the requirements and the provision of the OHS Act 85 of 1993 and its regulations are complied with.

Mandatory – WCA/ Federated Employers Mutual No.....

Expiry date

SIGNATURE ON BEHALF OF MANDATARY

(Warrant his authority to sign)

DATE

SIGNATURE ON BEHALF OF THE CLIENT

AIRPORT COMPANY SOUTH AFRICA

DATE

C1.4: ACSA Insurance Clauses

The successful bidder must secure the below insurance covers:

- a) Professional Indemnity insurance for an indemnity limit not less than R10 million (ten million rands)
- b) Aviation liability insurance for an indemnity limit not less than R300 000 (three hundred thousand rands), for each and every claim

C1.5 Pro forma Performance Bond – Demand Guarantee (for use with Option X13)

(to be reproduced exactly as shown below on the letterhead of the Bank providing the Bond)

[Insert Employer's name and registered address]

Bank reference No.

Date:

Dear Sirs,

Performance Bond – Demand Guarantee for [insert name of Consultant] required in terms of contract [insert Consultant's contract reference number or title]

1. In this Guarantee the following words and expressions shall have the following meanings:-

1.1	"Bank" means	[Insert name of Bank], [●] Branch, Registration No. [●]
1.2	"Bank's Address" means	[Insert physical address of Bank]
1.3	"Contract" means	the written agreement relating to the Services, entered into between the Employer and the Consultant, on or about the [●] day of [●] 200[●] (Contract Reference No. [●]) as amended, varied, restated, novated or substituted from time to time;
1.4	"Consultant" means	[●] a company registered in accordance with the laws of [●] under Registration No [●].
1.5	"Employer" means	[●] a company registered in accordance with the laws of the Republic of South Africa under Registration Number [●]
1.6	"Expiry Date" means	the earlier of <ul style="list-style-type: none"> • the date that the Bank receives a notice from the Employer stating that all amounts due from the Consultant as certified in terms of the contract have been received by the Employer and that the Consultant has fulfilled all his obligations under the Contract, or • the date that the Bank issues a replacement Bond for such lesser or higher amount as may be required by the Employer.
1.7	"Guaranteed Sum" means	the sum of R[●], ([●] Rand)
1.8	"Services" means	[●]

2. At the instance of the Consultant, we the undersigned _____ and _____, in our respective capacities as _____ and _____ of the Bank, and duly authorized thereto, confirm that we hold the Guaranteed Sum at the disposal of the Employer as security for the proper performance by the Consultant of all of its obligations in terms of and arising from the Contract and hereby undertake to pay to the Employer, on written demand from the Employer received prior to the Expiry Date, any sum or sums not exceeding in total the Guaranteed Sum.
3. A demand for payment under this guarantee shall be made in writing at the Bank's address and shall:
- be signed on behalf of the Employer by a director of the Employer;
 - state the amount claimed ("the Demand Amount");
 - state that the Demand Amount is payable to the Employer in the circumstances contemplated in the Contract.
4. Notwithstanding the reference herein to the Contract the liability of the Bank in terms hereof is as principal and not as surety and the Bank's obligation/s to make payment:
- is and shall be absolute provided demand is made in terms of this bond in all circumstances; and
 - is not, and shall not be construed to be, accessory or collateral on any basis whatsoever.
5. The Bank's obligations in terms of this Guarantee:
- shall be restricted to the payment of money only and shall be limited to the maximum of the Guaranteed Sum; and

- shall not be discharged and compliance with any demand for payment received by the Bank in terms hereof shall not be delayed, by the fact that a dispute may exist between the Employer and the Consultant.
6. The Employer shall be entitled to arrange its affairs with the Consultant in any manner which it sees fit, without advising us and without affecting our liability under this Guarantee. This includes, without limitation, any extensions, indulgences, release or compromise granted to the Consultant or any variation under or to the Contract.
 7. Should the Employer cede its rights against the Consultant to a third party where such cession is permitted under the Contract, then the Employer shall be entitled to cede to such third party the rights of the Employer under this Guarantee on written notification to the Bank of such cession.
 8. This Guarantee:
 - shall expire on the Expiry Date until which time it is irrevocable;
 - is, save as provided for in 7 above, personal to the Employer and is neither negotiable nor transferable;
 - shall be returned to the Bank upon the earlier of payment of the full Guaranteed Sum or expiry hereof;
 - shall be regarded as a liquid document for the purpose of obtaining a court order; and
 - shall be governed by and construed in accordance with the law of the Republic of South Africa and shall be subject to the jurisdiction of the Courts of the Republic of South Africa.
 - will be invalid and unenforceable if any claim which arises or demand for payment is received after the Expiry Date.
 9. The Bank chooses domicilium citandi et executandi for all purposes in connection with this Guarantee at the Bank's Address.

Signed at on this day of 20__

For and on behalf of the Bank

Bank Signatories(s)	
Name(s) (printed)	
Witness(s)	
Bank's seal or stamp	

PART C2: PRICING DATA

AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED

CAPE TOWN INTERNATIONAL AIRPORT

PROJECT No: 0378

JOINT MONITORING TEAM (JMT) FOR THE PROVISION OF PROFESSIONAL PROJECT MANAGEMENT, CIVIL ENGINEERING, ELECTRICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR THE NEW REALIGNED RUNWAY AT CAPE TOWN INTERNATIONAL AIRPORT

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C2: Pricing Data

C2.1 Pricing Instructions

C2.1.1 The Conditions of Contract, the Scope and any other documents mentioned or referred to are to be read in conjunction with the Pricing Schedule. Since short descriptions of the payment items in the Pricing Schedule are only given to identify the items and to provide specific details.

C2.1.2 For the purposes of this Pricing Schedule, the following words shall have the meanings hereby assigned to them.

Unit: The unit of measurement for each item of work as defined in the Scope of Works.

Quantity: The number of units of work for each item as provided by the Employer or as tendered by the Service Provider.

Rate: The payment per unit of work for which a rate has been provided by the Employer or for which the Service Provider tenders to do the work.

Amount: The product of the quantity and the rate tendered for an item.

Lump Sum: An amount tendered for an item, the extent of which is described in the Pricing Schedule, the Scope of Work or elsewhere, but of which the quantity of work is not measured in units.

Provisional Sum: An amount allowed for in the Pricing Schedule, for which the quantity of work is not known.

Prime Cost: Is a specific type of Provisional Sum where payment is made on the production of invoices showing the cost price of the implementation or installation of the service required. Services rendered in this manner carry a cost for which a rate or a lump sum is offered at tender stage to cover all the tenderer's handling, supervision and liability costs in providing the item or services.

C2.1.3 Rates and lump sums shall include full compensation for overheads, profits, expenses/ liabilities, incidentals, bonuses, all general risks, obligations, tax (other than VAT), etc., and for the completed items of work as specified in the Scope of Works and Contract Data and for all the risks, obligations and responsibilities specified in the General Conditions of Contract, Particular or Special Conditions of Contract

C2.1.4 The fee for services rendered will be the standard fees and stages as per the (whichever is applicable):

ECSA Guideline Scope of Services and Tariff of Fees for Persons Registered in terms of the Engineering Profession Act, 2000, (Act No. 46 of 2000) as amended in Government Gazette No. 52691, 16 March 2025.

Guidelines for Professional fees in terms of Project and Construction Management Professions Act, 2000, Act 48 as amended by Government Gazette 42697 of 13 September 2019.

Guidelines for Professional fees in terms of Quantity Surveying Profession Professions Act, 2000, Act 49 as amended by Government Gazette 39134 of 28 August 2015.

Guidelines for Professional fees in terms of Professional Construction Health and safety Agent. Professions Act, 2000, Act 48 as amended by Government Gazette 42697 of 13 September 2019.

Guidelines for Professional fees in terms of Section 34 (2) of the Architectural Profession Act, 2000, Act 44 as amended by Government Gazette 45554 of 26 November 2021.

C2.1.5 The Consultant shall not be entitled to any claim in instances where quantities are partially or in total removed from the contract, unless agreed prior with Employer.

C2.1.6 Variations in the Scope and extent of the Services shall be allowed to meet the Employer's requirements and shall be measured and priced at the rates entered in the Price Schedule, where appropriate and shall form an addition to or deduction from the total of the Accepted Contract Price. Any items or variations for which rates have not been included in the Price Schedule shall be agreed and priced as non-scheduled items following the guidelines of the registration body as listed in C2.1.4.

C2.1.7 No mark up on any disbursement costs will be paid and the listed payments below shall not be paid under disbursements, namely:

- Travelling (expect for on-site travelling for the full-time site team) and accommodation.
- Typing of correspondence, payment certificates, variation orders, progress reports/ financial reports.
- All mediums of communications.
- Provisions of computer hardware and software.
- Printing and special printing requirements.

Above expenses by the tenderer are deemed to be inclusive in their professional fees as they form part of the scope of works.

C2.1.8 Incidental disbursement costs (travel, accommodation, car hire, per diem, etc.) are included in the fee and/or rates. (The key persons attend an average of four meetings, site inspections, etc. with the Employer and/or Others in Gauteng or Site per month for the duration of the contract).

C2.1.9 All quantities are provisional and shall be expended as directed by the Employer's Agent and any balance remaining shall be deducted from the amount of the contract sum. The contract sum should not change.

C2.1.10 No alterations to the original text shall be allowed. If any alterations are made, it shall be ignored, and the original wording will be adhered to. Unless both parties agree to alter the wording and both parties sign against the change.

C2.1.11 No advance payments will be made. All team members should complete their respective scope of works before any of the team members are paid.

C2.1.12 Definition of Quantity Surveyor's categorisation.

Category 1: For this purpose, is services of a specialist nature performed by a quantity surveyor who has more than 10 years' experience as a PrQS as well as specialist knowledge and expertise in the aviation and road construction industries. Experience commences from the date of being awarded professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession.

Category 2: For this purpose, is services performed by a quantity surveyor who has more than 5 years and not exceeding 10 years' experience as a PrQS. Experience commences from the date of being awarded professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession.

Category 3: For this purpose, is services performed by a quantity surveyor who has experience not exceeding 5 years as a PrQS. Experience commences from the date of being awarded

professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession.

Category 4: For this purpose, is services performed by a quantity surveyor who is a candidate PrQS.

C2.1.13 Definition and requirements for Social Facilitation personnel:

Social Facilitator:

The Social Facilitator will play a vital role in strengthening community engagement and development. A National Qualifications Framework (NQF) Level 5 qualification is required in the field related to education, social work, community development, or training. The Social Facilitator should have completed at least three projects within infrastructure, education or social upliftment projects.

Public Relations Officer:

The Public Relations Officer will play a crucial role in managing communication between the project team and external stakeholders, including the public, government entities, media, and affected communities. A bachelor's degree in one of the following fields is required, public relations, communication science, political science, international relations. The Public Relations Officer must have rendered public relations services on infrastructure project(s) for at least 3 years.

Transformation Agent:

The Transformation Agent will play a strategic role in driving social, economic, and organisational transformation, particularly in alignment with Broad-Based Black Economic Empowerment (B-BBEE), Preferential Procurement Policy Framework Act and inclusive development policies. The Transformation Agent is required to have a bachelor's degree or National Diploma (NQF Level 6 or higher) in one of the following fields human resource management, business administration, public administration, law, development studies or social sciences. The Transformation Agent should have at least 5 years of experience in skills development.

Project Administrator:

The Project Administrator will play a pivotal role in ensuring that community engagement and stakeholder coordination are effectively managed throughout the project lifecycle. Their responsibilities are closely aligned with the Integrated Social Facilitation Framework (ISFF) developed by the Department of Public Works and Infrastructure (DPWI). The resource is required to have a National Diploma or bachelor's degree in one of the following fields public administration, business administration, social sciences or project management. The Project Administrator is required to have at least 3 years of experience in project planning, coordination, or administration.

- C2.1.14 The Land Surveying Team shall submit a comprehensive pricing proposal that includes all costs associated with the execution of their responsibilities described in part C3. This must encompass, but is not limited to, professional fees, equipment usage, travel and accommodation (if applicable), data processing, reporting, administrative overheads, and any statutory compliance costs. No additional claims will be entertained beyond the agreed rate. The pricing must reflect a complete turnkey service for the duration of the engagement, ensuring full delivery of scope without exclusions or provisional sums.
- C2.1.15 The service provider is to issue a cost/claim plan (i.e., forecasts) to be utilized throughout the project activities. **For Activity 1 to 6**, the allowable hours in the plan should **not exceed 35%** of the allowable hours in the Pricing schedule. This plan should be approved by the Project Manager and used to administer the contract.
- C2.1.16 An organogram should be submitted showing the personnel assigned to work on the project with their relevant qualification and experience. Payments under the various Category of personnel are made based on the allowed Category of person per the fee guideline and contract for that type of work.
- C2.1.17 Only complete the pricing schedule for which a bid is being submitted. Delete the pricing schedules that are not applicable.

C2.2 Pricing Schedule

Remuneration for Professional Services

The Tenderer is expected to provide a team of Representatives who are suitably qualified and competent to carry out the duties as outlined in the Scope of work, Part C3.

C2.3 Summary of Pricing Schedule

Note: Only complete the pricing schedule for which a bid is being submitted. Delete the pricing schedules that are not applicable.

Civil & Structural Engineering

C2.2 Pricing Schedule - Civil and Structural Engineers

Services by Disciplines as per the Activity Schedule

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.1A	Civil Engineer (Pavements) -Personnel				
	a) Category A	Hour	2000		
	b) Category B	Hour	4000		
	c) Category C	Hour	6000		
	d) Category D	Hour	2000		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.1B	Civil Engineer (Geometry) -Personnel				
	a) Category A	Hour	1500		
	b) Category B	Hour	3500		
	c) Category C	Hour	3500		
	d) Category D	Hour	1500		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.1C	Civil Engineer (Structural & Water) -Personnel				
	a) Category A	Hour	1000		
	b) Category B	Hour	2500		
	c) Category C	Hour	2500		
	d) Category D	Hour	1000		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.1D	Architects -Personnel				

	a) Principal	Hour	500		
	b) Salaried Staff (2a)	Hour	2000		
	c) Salaried Staff (2b)	Hour	2000		
	d) Salaried Staff (2c)	Hour	1500		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.1E	Land Surveying				
	a) Professional Land Surveyor	Hour	4000		
	b) Survey Technician	Hour	5500		
	c) Data Processor / CAD Operator	Hour	2000		
	d) GIS Specialist	Hour	2000		
	e) Field Assistant	Hour	11000		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.1F	CIDB Contract Skills Development Goals (CSDG)				
	a) CSDG (As per CIDB skills standards for Professional Services Contracts - see Annexure B)	Sum	1		

2.2.2 Administration & Monitoring of works

2.2.2	Construction Monitoring				
	a) Resident Engineer - Pavements	Month	42		
	b) Resident Engineer - Structures	Month	42		
	c) Assistant Resident Engineer - Pavements	Month	42		
	d) Assistant Resident Engineer - Structures	Month	42		
	e) Disbursements i.r.t. 3.2.6 personnel	Prov. Sum (PS)	1	R 1 500 000	R 1 500 000
	Subtotal				

2.2.3 Miscellaneous

2.2.3	Miscellaneous				
	a) Airport Permits and Parking	Prov. Sum (PS)	1	R300 000	R300 000
	b) Disbursement	Prov. Sum (PS)	1	R500 000	R500 000
	c) Security Escorts	Prov. Sum (PS)	1	R400 000	R400 000
	d) Handling expenses & profit in respect of item 2.2.3 c)	Percentage	400000		
	Subtotal				

2.2.1	Main Services (2.2.1A + 2.2.1B + 2.2.1C + 2.2.1D + 2.2.1E + 2.2.1f Activity 1 to 8)	
2.2.2	Administration & Monitoring of works	
2.2.3	Miscellaneous	
	Subtotal (2.2.1 + 2.2.2 + 2.2.3)	
	Contingencies (20%)	
	Subtotal (excl. VAT)	
	Vat (15%)	
	Total Amount/ Tender Sum (Carried to Form of Offer C1.1.1)	

Project Management

C2.2

Pricing Schedule - Project Management

Services by Disciplines as per the Activity Schedule

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.4A	Construction Project Manager -Personnel				
	a) Construction Project Manager	Hour	6000		
	b) Contracts Manager	Hour	5000		
	c) Project Director	Hour	9750		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.4B	CIDB Contract Skills Development Goals (CSDG)				
	a) CSDG (As per CIDB skills standards for Professional Services Contracts - see Annexure B)	Sum	1		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.4C	Aviation Advisory Specialists				
	a) Aviation Specialist Advisor & ORAT Advisor	Prov. Sum (PS)	1	R2 500 000.00	R2 500 000.00
	b) Handling expenses & profit in respect of item 2.2.4C a)	Percentage	2500000		
	Subtotal				

2.2.5 Miscellaneous

2.2.5	Miscellaneous				
	a) Airport Permits and Parking	Prov. Sum (PS)	1	R300 000.00	R300 000.00
	b) Disbursement	Prov. Sum (PS)	1	R500 000.00	R500 000.00
	c) Security Escorts	Prov. Sum (PS)	1	R400 000.00	R400 000.00
	d) Handling expenses & profit in respect of item 2.2.5 c)	Percentage	400000		
	Subtotal				

C2.3

Summary of Pricing Schedule

2.2.4.	Main Services (2.2.4A + 2.2.4B + 2.2.4C to execute Activity 1 to 8)	
2.2.5	Miscellaneous	
Subtotal (2.2.4+2.2.5)		
Contingencies (20% of subtotal)		
Subtotal (excl. VAT)		
Vat (15%)		
Total Amount/ Tender Sum (Carried to Form of Offer C1.1.1)		

Electrical & Electronic Engineering

C2.2 Pricing Schedule - Electrical and Electronic Engineers

Services by Disciplines as per the Activity Schedule

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.6A	Electrical Engineer (MV & LV) -Personnel				
	a) Category A	Hour	1500		
	b) Category B	Hour	2500		
	c) Category C	Hour	3000		
	d) Category D	Hour	2000		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.6B	Electronic Engineer -Personnel				
	a) Category A	Hour	1500		
	b) Category B	Hour	2500		
	c) Category C	Hour	3000		
	d) Category D	Hour	2000		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.6C	Mechanical Engineer -Personnel				
	a) Category A	Hour	1750		
	b) Category B	Hour	2750		
	c) Category C	Hour	3500		
	d) Category D	Hour	2500		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.6D	Telecommunications or ICT Network Engineer -Personnel				
	a) Category A	Hour	1500		
	b) Category B	Hour	2500		
	c) Category C	Hour	3000		

	d) Category D	Hour	2000		
Subtotal					

2.2.7 Miscellaneous

2.2.7	Miscellaneous				
	a) Airport Permits and Parking	Prov. Sum (PS)	1	R300 000	R300 000
	b) Disbursement	Prov. Sum (PS)	1	R500 000	R500 000
	c) Security Escorts	Prov. Sum (PS)	1	R400 000	R400 000
	d) Handling expenses & profit in respect of item 2.2.7 c)	Percentage	400000		
Subtotal					

2.2.8 Administration & Monitoring of works

2.2.8	Construction Monitoring				
	a) Resident Engineer - Electrical	Month	42		
	b) Resident Engineer - Electronic	Month	42		
	c) Resident Engineer - Mechanical	Month	42		
	d) Assistant Resident Engineer - Electrical	Month	42		
	e) Assistant Resident Engineer - Electronic	Month	42		
	f) Assistant Resident Engineer - Mechanical	Month	42		
	g) Disbursements i.r.t. 3.2.6 personnel	Prov. Sum (PS)	1	R 1 500 000	R 1 500 000
Subtotal					

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.9	CIDB Contract Skills Development Goals (CSDG)				
	a) CSDG (As per CIDB skills standards for Professional Services Contracts - see Annexure B)	Sum	1		

C2.3 Summary of Pricing Schedule

2.2.6	Main Services (2.2.6A + 2.2.6B + 2.2.6C + 2.2.6D + 2.2.9 to execute activities 1-8)	
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2.2.7	Miscellaneous	
2.2.8	Administration & Monitoring of works	
	Subtotal (2.2.6 + 2.2.7 + 2.2.8)	
	Contingencies (20% of subtotal)	
	Subtotal (excl. VAT)	
	Vat (15%)	
	Total Amount/ Tender Sum (Carried to Form of Offer C1.1.1)	

Quantity Surveying

C2.2 Pricing Schedule - Quantity Surveyors

Services by Disciplines as per the Activity Schedule

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.10A	Quantity Surveyors -Personnel				
	a) Category 1	Hour	1800		
	b) Category 2	Hour	4000		

	c) Category 3	Hour	4500		
	d) Category 4	Hour	6500		
Subtotal					

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.10B	Social Facilitation -Personnel				
	a) Social Facilitator	Hour	3000		
	b) Public Relations Officer	Hour	7000		
	c) Transformation Agent	Hour	2500		
	d) Project Administrator	Hour	9000		
Subtotal					

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.10C	CIDB Contract Skills Development Goals (CSDG)				
	a) CSDG (As per CIDB skills standards for Professional Services Contracts - see Annexure B)	Sum	1		

2.2.11 Miscellaneous

2.2.11	Miscellaneous				
	a) Airport Permits and Parking	Prov. Sum (PS)	1	R300 000	R300 000
	b) Disbursement	Prov. Sum (PS)	1	R500 000	R500 000
	c) Security Escorts	Prov. Sum (PS)	1	R700 000	R400 000
	d) Handling expenses & profit in respect of item 2.2.11 c)	Percentage	700000		
Subtotal					

C2.3**Summary of Pricing Schedule**

2.2.10	Main Services (2.2.10A + 2.2.10B +2.2.10C to execute activities 1-8)	
2.2.11	Miscellaneous	
	Subtotal (2.2.10 + 2.2.11)	

	Contingencies (20% of subtotal)	
	Subtotal (excl. VAT)	
	Vat (15%)	
	Total Amount/ Tender Sum (Carried to Form of Offer C1.1.1)	

Health & Safety and Environmental

C2.2 Pricing Schedule - Environmental and Health & Safety

Services by Disciplines as per the Activity Schedule

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.12A	Health & Safety -Personnel				
	a) Professional Construction Health & Safety Agent	Hour	3500		
	Subtotal				

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.12B	Environmental Management -Personnel				

	a) Environmental Assessment Practitioner (EAP)	Hour	3500		
	b) Specialist studies and services	Prov. Sum (PS)	1	R30,000,000	R30,000,000
	c) Handling expenses & profit in respect of item 2.2.12B b)	Percentage	30000000		
Subtotal					

ITEM	Description	Unit	Quantity	Rate	Amount
2.2.12C	CIDB Contract Skills Development Goals (CSDG)				
	a) CSDG (As per CIDB skills standards for Professional Services Contracts - see annexure B)	Sum	1		

2.2.13 Miscellaneous

2.2.13	Miscellaneous				
	a) Airport Permits and Parking	Prov. Sum (PS)	1	R300,000	R300,000
	b) Disbursement	Prov. Sum (PS)	1	R300,000	R300,000
	c) Security Escorts	Prov. Sum (PS)	1	R400,000	R400,000
	d) Handling expenses & profit in respect of item 2.2.13 c)	Percentage	400000		
Subtotal					

C2.3

Summary of Pricing Schedule

2.2.12	Main Services (2.2.12A + 2.2.12B + 2.2.12C to execute activities 1-8)	
2.2.13	Miscellaneous	
	Subtotal (2.2.12 + 2.2.13)	
	Contingencies (20% of subtotal)	
	Subtotal (excl. VAT)	

	Vat (15%)	
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	Total Amount/ Tender Sum (Carried to Form of Offer C1.1.1)	
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PART C3: SCOPE OF WORKS

AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED

CAPE TOWN INTERNATIONAL AIRPORT

PROJECT No: 0378

JOINT MONITORING TEAM (JMT) FOR THE PROVISION OF PROFESSIONAL PROJECT MANAGEMENT, CIVIL ENGINEERING, ELECTRICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR THE NEW REALIGNED RUNWAY AT CAPE TOWN INTERNATIONAL AIRPORT

Contents:	No of pages
C3.1 Description of Services	[3-7]
C3.2 Specification and Description of the Services	[7-13]
C3.3 Constraint on how the Consultant provides the services	[13-30]

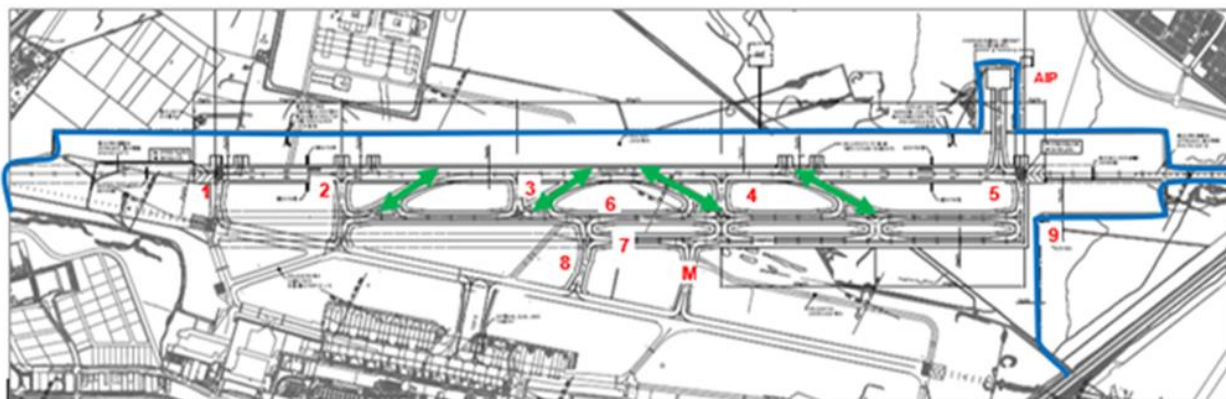
C3 Scope of Works

C3.1 Description of the services

C3.1.1 Executive overview

The project is located at Cape Town International Airport. The scope of works is to construct a new re-aligned runway at Cape Town International Airport with its associated taxiways and navigational aids to primarily facilitate safe touchdown and safe guidance of aircraft to and from an appropriate taxiway and apron in all weather conditions all year round.

The updated Master Plan for CTIA requires that a new runway be constructed east of the existing main runway. The northern end of the new runway is located 220 meters to the east of the northern end of the current runway 01-19 and is rotated approximately 11,5 degrees in the anti-clockwise direction in relation to runway 01-19. The runway designation is therefore 18-36. In this configuration, the original runway 01-19 is no longer used for regular movements (landings and take-offs) but will remain as a taxiway. Runway 16-34 will be discarded for further use.



The Works include the design, engineering, manufacture, supply, construction, installation, quality assurance, finishing, testing, commissioning and complete in working order of the following (in summary):

- The scope of works for airside **civil and building works** is summarized as follows:
- New RWY 18-36 and associated taxiways
- Two new Rapid Exit Taxiways (RETs) on RWY 18-36
- New inner parallel taxiway (TWY 6) and partly outer taxiway (TWY 7)
- Connecting the new taxiways to the existing RWY 01-19
- Connecting RWY 01-19 to the Alpha Taxilane at Apron B31
- Satellite fire station
- Drainage and stormwater systems
- Mole protection
- Perimeter road and service roads and parking to airside facilities
- Emergency service roads
- Construction/Maintaining connecting taxiway to the SAPS Airwing apron

Scope of Works

- Permanent fencing and emergency gates, and temporary construction fencing (NKP standard)
- Related civil and building works for services, visual aids, communications and NAVAIDS and meteorological equipment
- Temporary location for mobile DVOR to serve RWY 01-19
- Final location of DVOR and RX sites
- Demolition works
- Rehabilitation of the site

The scope of works for airside **electrical works** is the design, supply, delivery, installation, testing, commissioning and upholding during the defect's notification period of the following equipment and materials:

- The HV network from the Power & Lighting Substation to the 2 new substations 18 and Substation 36
- LV network to the different aviation support systems including power cables and cable accessories
- Alterations to the existing Standby Generator controller system or replacement of the entire control system
- Earthing of equipment
- Disconnection, decommission and removal of redundant electrical equipment and cables
- Power monitoring equipment (Communication equipment only)
- Testing and commissioning of the new electrical equipment
- Training Airports Company South Africa staff in the operation and maintenance of the new electrical equipment
- Relocation of existing services

The scope of works for **navigational aids (NAVAIDS), communication and meteorological (Meteo) systems works** is defined as follows:

- New Airfield Ground Lighting (AGL) on RWY 18-36
- Upgrading where appropriate existing AGL on interfacing TWY's
- Navigational Aids: ILS systems CAT III B
- Relocation measures for RX and DVOR
- New Meteorological Equipment
- Communication and control network for above systems
- Updating ATC tower desks for AGL, NAVAIDS and Meteo information
- Distribution of Power - Main, standby and UPS power for above systems

The airside **Mechanical systems** shall include design, supply and construction of:

- Pressurisation systems
- HVAC systems

Scope of Works

- Fire protection system which consist of Fire detection, Gas suppression, cable coating, fire protection signage and fire extinguishers
- The control systems and linkage with the Airport BMS (Building Management System) and Power and Lighting complex's SCADA system
- The infrastructure affected by these works include new Substation 18R and 36L, Glidepath rooms and DVOR rooms.

The scope of works for the **IT works** include the following:

- Tetra Radio Network
- CCTV
- Perimeter intrusion detection system (PIDS)
- Telephone from substations
- Fiber network for transmission of data from Nav aids to Maintenance complex and ATNS
- Fibre network for transmission of data from CCTV and PIDS to the ACSA Control Room
- Capacity and information Backup

C3.1.2 Objectives

The scope of works is to construct a new re-aligned runway at Cape Town International Airport with its associated taxiways and navigational aids to primarily facilitate safe touchdown and safe guidance of aircraft to and from an appropriate taxiway and apron in all weather conditions all year round.

The updated Master Plan for CTIA requires that a new runway be constructed east of the existing main runway. The northern end of the new runway is located 220 meters to the east of the northern end of the current runway 01-19 and is rotated approximately 11,5 degrees in the anti-clockwise direction in relation to runway 01-19. The runway designation is therefore 18-36. In this configuration, the original runway 01-19 is no longer used for regular movements (landings and take-offs) but will remain as a taxiway. Runway 16-34 will be discarded for further use.

For the purposes of this project the Joint Monitoring Team (JMT) is defined as:

The Joint Monitoring Team (JMT) is a multi-disciplinary oversight body established to supervise and support the implementation of airport infrastructure projects, such as runway construction. Comprising representatives from the client, airport authority, contractors, engineering consultants, environmental specialists, aviation regulators, and other key stakeholders, the JMT is responsible for monitoring project progress, ensuring compliance with engineering standards and environmental management regulations, facilitating stakeholder coordination, identifying risks, and promoting transparency and accountability. Its scope may include but not limited to, technical inspections, ensuring implementation of the quality management plan, implementation of environmental management plans, safety audits, operational readiness evaluations, and stakeholder reporting, tailored to the specific requirements of the aviation project.

Scope of Works

The Joint Monitoring Team (JMT) is required for the New Realigned Runway project at CTIA. The project will be carried out using a Design and Build procurement contract; accordingly, a JMT is required to monitor the Design and Build contractor amongst the other activities mentioned above. The Scope of Services is formulated to provide an integrated technical support and in support of the Client's management of the NEC ECC construction contract undertaken by others.

The project entails the construction of a new realigned runway at CTIA. The Joint Monitoring Team is required to carry out general project administration, supervision and oversight on the project. The JMT will be required to monitor the confirmation of the scope done by the design and build contractor. Construction monitoring level 3 for the rehabilitation project at Cape Town International Airport as per the Guidelines for scope of services and Tariff of Fees Guideline in respect of services rendered by persons registered in terms of the South African Council for the Engineering Profession Act (46/2000) is required.

The implementation of this project by the JMT will follow the project Activities as shown below:

- **Activity 1: Review of existing Inception, Preliminary Design and Detailed Design Reports. Conducting a gap analysis and resolution as directed by the Project Manager.**
- **Activity 2: Procurement Documentation of the Design and Build Contractor.**
- **Activity 3: Review of the Inception Report (Stage 1) by Contractor.**
- **Activity 4: Review of the Preliminary Design Report (Stage 2) by Contractor.**
- **Activity 5: Review of the Detailed Design Report (Stage 3) by Contractor.**
- **Activity 6: Review of the Construction Documentation and drawings (Partial Stage 4) by Contractor.**
- **Activity 7: Contract Administration (Full Stage 5)**
- **Activity 8: Close out and Handover (Full Stage 6)**

The JMT team will serve a review and oversight role throughout these project Activities, except for Activity 7 and 8 where full services will need to be implemented by the JMT team with liability still staying with the D&B Contractor.

For each of the work packages, namely, Civil and Structural Engineering, Electrical Engineering, Project Management, Quantity Surveying, Construction Health & Safety and Environmental Management, the professional service team is to elect a Package Manager. The Package Manager is expected to take full ownership of their assigned work package, ensuring its delivery within the agreed scope, schedule, and budget. They must coordinate all activities related to planning, execution, and quality assurance, while proactively managing risks and resolving issues. Effective communication with stakeholders, timely reporting, and strict adherence to contractual and regulatory requirements are essential. The Package Manager must also ensure that all deliverables meet the required standards and contribute to the overall success of the project. This role may be assigned to any member of the package project team based on capability and availability, and no additional remuneration will be provided for performing these duties.

Scope of Works

The services of the Design and Build (D&B) Contractor are to perform/ implement the works through the following project stages:

- **Stage 1: Inception**
- **Stage 2: Preliminary Design**
- **Stage 3: Detailed Design**
- **Stage 4: Construction Documentation and Procurement of Subcontractors**
- **Stage 5: Construction**
- **Stage 6: Close out**

C3.1.2 Interpretation and terminology

Abbreviation Meaning

ECSA	Engineering Council of South Africa
SACPCMP	South African Council for Project and Construction Management Professions
SACQSP	South African Council for the Quantity Surveying Profession
SACAP	South African Council for the Architectural Profession
Pr Eng	Professional Engineer
Pr Tech Eng	Professional Engineering Technologist
Pr CHSA	Professional Construction Health and Safety Agent
Pr QS	Professional Quantity Surveyor
Pr CPM	Professional Construction Project Manager
Pr Arch	Professional Architect

C3.2 Specification and description of the services

The Summary of Scope of Services for the JMT are as follows:

- Technical review and gap analysis of the previously completed designs.
- Preparation of the Design and Build Contractor procurement documentations.
- Assist the Employer throughout the tender and adjudication processes.
- Technical review of designs and design reports submitted by the Design and Build Contractor on behalf of the Employer (including endorsement of designs for Employer acceptance). This covers the works under the conventional Stage 1 to Stage 4.
- The JMT shall provide project administration, supervision and oversight on the project implemented through a design and build contract required to complete the project.
- Manage, administer and monitor the construction contracts and processes, including preparation and coordination of procedures and documentation to facilitate completion of the works.
- Witness the commissioning and testing, ensuring that the project is completed to the relevant quality requirements.

Scope of Works

- Fulfil and complete the project close-out, including necessary documentation to facilitate effective completion, handover and operation of the project.

The disciplines required are:

- **Project Manager**
- **Civil (Pavements), Water and Structural Engineers** *[to provide the Architects]*
- **Electrical and Electronic Engineers** *[to provide the Mechanical Engineers]*
- **Quantity Surveyor**
- **Construction Health and Safety Agent** *[to provide an Environmental Assessment Practitioner and other specialists]*

C.3.2.1 Project Management

The project management activities shall include, but not limited to the following;

- Review the project execution plan with the employer.
- Monitor the project deliverables and ensure critical milestones are met from project inception, concept and viability to close-out.
- Monitor the project scope and minimise scope creep.
- Monitor project risks and maintain updated risk register.
- Monitor project schedule and budget and ensure project is delivered on time and within allocated budget.
- Liaise with relevant stakeholders to ensure minimal disruptions to airport operations during project execution.
- Review the contractor quality plan and ensure project quality requirements are met.
- Prepare and submit relevant project status reports for review by the employer and others.
- Maintain and keep track of all project documentation, drawings, reports and any other permits obtained during the execution.

C.3.2.2 Civil and Structural Engineering

The activities shall include, but not limited to the following;

- Supervise the development of the civil and structural engineering designs, technical specifications and drawings for the project.
- Supervise the works and provide professional advice.
- Approve and sign-off the as-built drawings.
- Support the Project Manager in monitoring project risks and project reporting.

Scope of Works

- Construction Monitoring during construction (Level 3).

Architectural

The Architectural activities shall include but not limited to the following.

- Supervise the development of the Architectural designs, technical specifications and drawings for the project.
- Supervise the works and provide professional advice.
- Support the Project Manager in monitoring project risks and project reporting.
- Approve and sign-off the as-built drawings

Land Surveying

The land surveying activities shall include, but not limited to the following:

- The Land Surveying Team will be responsible for providing accurate geospatial data and verification services to support the execution, monitoring and evaluation of the project.
- Duties include validating site boundaries, confirming elevations and coordinates, and ensuring compliance with approved layouts and design specifications.
- The team will work collaboratively with other JMT members to identify discrepancies, support reporting, and contribute to quality assurance.

Survey Technician

Mandatory Requirements

1. *Qualifications:* A National Diploma in Surveying or an equivalent qualification recognized by SAGC.
2. *Registration:* Survey Technicians must work under the personal supervision of a registered Professional Land Surveyor
3. *Experience:* At least 3 years in land surveying.

Data Processor / CAD Operator

Mandatory Requirements

1. *Qualifications:* A National Diploma or Certificate in Surveying, Geomatics, Civil Engineering, or CAD Design.
2. *Experience:* At least 3 years experience in land survey data processing and CAD drafting.

Scope of Works

GIS Specialist

Mandatory Requirements

1. *Qualifications:* A Bachelor's degree in one of the following fields:

Geography

Environmental Science

Geomatics

Cartography

Geographic Information Systems (GIS)

2. *Experience:* At least 3 years experience in GIS-related projects

Field Assistant

Mandatory Requirements

1. *Technical Skill:* Ability to assist with survey equipment setup, data collection, and site logistics.

Familiarity with GNSS, total stations, and digital levels.

2. *Experience:* Prior experience in construction, engineering, or surveying fieldwork.

C.3.2.3 Electrical, Electronic, ICT and Mechanical Engineering

The activities shall include, but not limited to the following;

- Supervise the development of the electrical, electronic and mechanical engineering designs, technical specifications and drawings for the project.
- Supervise the works and provide professional advice.
- Approve and sign-off the as-built drawings.
- Support the Project Manager in monitoring project risks and project reporting.
- Construction Monitoring during construction.
- Fiber for PIDS, AGL, ILS, AWOS, ATNS
- Copper cable
- Tetra radio
- Servers, switches and all infrastructure required for full completion of the project.

C.3.2.4 Quantity Surveying

The quantity surveying activities shall include, but not limited to the following;

- Review and evaluate design concepts and advise on the viability in conjunction with the other professional consultants.
- Review design drawings for compliance with the approved budget of construction cost and/or financial viability.
- Review the Development the bill of provisional quantities or schedule of rates documented in accordance with the Standard System of Measuring Engineering Work published by the

Scope of Works

Association of South African Quantity Surveyors or in accordance with any other similar comprehensive system of measuring engineering work.

- Incorporate the participation of targeted enterprises into a contract, the setting of participation targets for the contract, the measurement of key participation indicators to be used in the evaluation of tenders and the audit of compliance with the tendered participation target during the execution of the contract, all in accordance with the provisions of the client's targeted procurement documentation.
- Monitor the contractor's financial control system
- Review and ensure Client acceptance of final account(s) including remeasurement(s) as required for the works on a progressive basis.
- Review the preparation of valuations for payment certificates to be issued by the project manager.
- Support the Project Manager in monitoring project risks and project reporting.

C.3.2.5 Construction Health and Safety Agent

The construction health and safety agent's activities shall include, but not limited to the following;

- Acts as a representative for the employer in managing health and safety on a construction site.
- Identify the construction health and safety risk profile.
- Provide necessary construction health and safety information to other professional consultants
- Review and evaluate design concepts and advise on construction health and safety in conjunction with other professional consultants.
- Advise on cost estimates/budgets for construction health and safety.
- Monitor the implementation of necessary construction health and safety plans, including periodic audits for works.
- Ensure the identification of the hazards and risks relevant to the construction through site inspections.
- Support the Project Manager in monitoring project risks and project reporting.

Measurement and Payment (for C3.2.1 to C3.2.5)

Allowable hours for each key personnel with the rest of the support staff have been provided in the pricing schedule and the Consultant are to provide an hourly rate per category/ classification of the personnel per discipline in accordance with the regulatory body's fee guidelines. No adjustments in the rates will not be allowed. **Insert an hourly rate and it should be noted that these hours are to be split into the eight (8) project activities.**

C3.2.6 Construction Monitoring [*Civil, Structural, Electrical, Electronic, Mechanical Engineers*]

Level 3:

The construction monitoring staff must:

Scope of Works

- (i) maintain a fulltime presence on site to constantly review samples of materials and work procedures (and/or construction materials) for conformity to contract documentation, provide design/ technical clarifications and review completed work prior to covering up, or on completion, as appropriate
- (ii) assist with the preparation of as-built records and drawings to the extent required in the agreement with the client
- (iii) where the consulting engineer is the sole consultant or principal agent, carry out such administration of the project as is necessary on behalf of the client
- (iv) be available to provide the contractor with technical interpretation of the plans and specifications.

Measurement and Payment

Item	Unit
2.2.2, 2.2.8 Construction Monitoring	
x _i) Resident Engineer – sub-discipline	month
x _{ii}) Assistant Resident Engineer - sub-discipline	month
x _{iii}) Disbursements i.r.t 2.2.2, 2.2.8 personnel	Prov. Sum (PS)

Payment under item 2.2.2, 2.2.8) (x_i for personnel) shall be a monthly rate. The amount tendered shall include for all administrative costs and handling fees for all site staff required.

Payment under item: Disbursements shall be made through approval of the Employer with no handling fees as this is expected to be covered already. Payment under the disbursement shall be made through approval of the Employer and approval is to the discretion of the Employer. This item covers costs related to the administration of the contract (Activity 7 and 8) for the site supervision staff.

C3.2.7 Miscellaneous

Miscellaneous covers disbursement, airport permits and parking for the key personnel.

Measurement and Payment

Item	Unit
2.2.3, 2.2.5, 2.2.7, 2.2.11, 2.2.13 Miscellaneous	
a) Airport Permits and Parking	Prov. Sum (PS)
b) Disbursements	Prov. Sum (PS)

Payment under item 2.2.3, 2.2.5, 2.2.7, 2.2.11, 2.2.13 shall be made through the approval of the Employer with no handling fees and this will be used to cover disbursements, airport permits and parking that may be required during the various project activities.

Scope of Works

C3.2.8 Other Requirements

- The facility are within the airside which will be a live operational environment and disruptions to operations must be kept at minimum.
- Continuous operation of the airport is required when performing construction work.
- Waiting periods between construction activities must be minimised to limit delays and cost overruns, due to time related costs.
- Proper planning will be required to keep cost down and to ensure minimal disruptions to airport operations.
- Performing certain construction activities may be difficult to perform during the day and may have to be carried-out afterhours or over the weekends.
- Proper isolation and safe-working procedures of the airports must be implemented.
- For the Construction of the main runway a fence will be constructed to split the construction site to the airside. Some works on the main runway will be constructed during the day but certain aspects will have to be at night, during airport off periods.

C3.3 Constraints on how the Consultant provides the services

C3.3.1 Management Meetings

Attendance is required for regular meetings, including (but not limited to) progress, design, cost review, risk review, project board and project management meetings which will be scheduled during the life of the projects appointed for.

All reports relevant to the projects, including but not limited to the design reports, monthly progress reports, ad-hoc reports and close out report will be submitted on set project calendar dates or as and when required by the Employer.

It is envisaged that during the Project Implantation the following meetings and attendance (but not limited to) will be required:

- Management Meetings: During the initial stages of this project (Planning, Studies, Investigations and Assessments; Inception; Concept and Viability and Design Development) the service provider may be expected to attend fortnightly Project Board management meetings and progress meetings with the Employer.
- Project Board Meetings
- Design Development Meetings
- The service provider shall be required to attend design development and technical review meetings with the design team and designated representatives of the Employer. These meetings will be structured to gain final approval of the Employer for all design aspects of this work.
- Site/Technical Meetings
- During the Contract Administration and Inspection stage of this project, the service provider shall attend all site meetings with the Employer and contractor present.

Scope of Works

- Ad-hoc Meetings: The service provide will be expected to attend ad hoc meetings from time to time, with the Employer, Stakeholder Groups, and other relevant Stakeholders to address specific issues as and when the need arises.
- General: The service provider shall be represented at all meetings by the lead-built environment professional or a senior member of staff (with the approval of the ACSA PM).

Such meetings may be held fortnightly or at other intervals as required by the Employer. The Service Provider records these meetings and issues detailed minutes within 1 week. The Service Provider also have to attend informal weekly meetings on Site as required by the Employer and/or the Contractor which all the key persons must avail themselves. On average about four (4) meetings are foreseen per month.

C3.3.2 Consultants Key persons

The minimum registration and requirements for the service provider personnel shall be as indicated on the table below.

Minimum Requirements of key persons

Key persons/ Position (Category B – Personnel)	Minimum Registration	Minimum Relevant Experience
Project Manager	Pr CPM ⁵	Refer to RFP document for requirements
Contracts Manager	Pr CPM ⁵ / (Pr Eng/ Pr Tech Eng ¹)/ Pr QS ²	
Engineers (Pavements, Geometry)	Pr Eng ¹	
Quantity Surveyor	Pr QS ²	
Engineers (Structures, Water, Mechanical)	Pr Eng	
Engineers (Electrical, Electronic)	Pr Eng ¹	
Construction Health and Safety Agent (CHSA)	Pr CHSA ³	
Resident Engineer ⁴	Pr Eng/ Pr Tech Eng ¹	3 or more projects above R200m (construction value) in the relevant to (sub)discipline
Architects	Pr Arch ⁶	3 or more completed design projects whose construction value was at least R50m. Excluding RDP housing and school. projects

Scope of Works

Environmental Assessment Practitioner (EAP)	Refer to the requirements below.	
Professional Land Surveyor	Registered Professional Land Surveyor with South African Geomatics Council (SAGC)	At least 10 years post registration experience in land surveying.
Assistant Resident Engineer	Candidate Engineer/ Engineering Technologist ¹ (with 3 or more years of experience)	
Project Director	Pr CPM/ Pr Eng	<ol style="list-style-type: none"> 1. Completed two or more multidisciplinary projects where the project value was ≥R500m. 2. No less than 15 years post registration experience.

- 1 Registered with the Engineering Council of South Africa (ECSA) as either a Professional Engineer (Pr Eng) or a Professional Engineering Technologist (Pr Tech Eng).
- 2 Registered with the South African Council for the Quantity Surveying Profession (SACQSP) as a Professional Quantity Surveyor (Pr QS).
- 3 Registered with the South African Council for Project and Construction Management Professions (SACPCMP) as a Professional Construction Health and Safety Agent (Pr CHSA).
- 4 The Resident Engineer meeting the requirements as per the table above will have to be proposed during Stage 4, prior to concluding the stage.
- 5 Registered with the South African Council for Project and Construction Management Professions (SACPCMP) as a Professional Construction Project Manager (Pr CPM).
- 6 Registered with the South African Council for the Architectural Profession (SACAP) as a Professional Architect (Pr. Arch).

The Service Provider must promptly inform the Employer in writing of any revision or alteration or replacement of key personnel, subject to core clause 22.1 of this contract. Should it become necessary to replace any of the key personnel listed during this contract, they may only be replaced by individuals with **similar or better qualifications and meet the experience requirements**, who satisfies the minimum requirements and then only with the written approval of the Employer.

The Employer may, having stated his reasons, instruct the Service Provider to remove any person engaged by the Consultant or any Subcontractor (whether or not an employee). The Consultant then arranges that, after one day, that person has no further connection with the work included in this contract. The Service Provider takes all necessary precautions to prevent any unlawful, riotous or disorderly conduct or behaviour by or among his and his Subcontractors employees, agents or invitees or any other person for whom the Service Provider is responsible whether under this contract or in law.

The Service Provider shall be required to provide a team on site to monitor and administer the Works in accordance with the requirements of the Works Contract, Employer's standard requirements and industry good practice. Provision has been made in the Pricing Schedule for the envisaged staffing requirement.

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The establishment of such staff, however, shall be subject to the approval of the Employer. For the envisaged scope of the Works, the supervisory team will consist of at least the following:

- i. Resident Engineer
- ii. Assistant Resident Engineer
- iii. Project Liaison Officer

C3.3.2.1 Definition of Quantity Surveyor's categorisation.

Category 1: For this purpose, is services of a specialist nature performed by a quantity surveyor who has more than 10 years' experience as a PrQS as well as specialist knowledge and expertise in the aviation and road construction industries. Experience commences from the date of being awarded professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession.

Category 2: For this purpose, is services performed by a quantity surveyor who has more than 5 years and not exceeding 10 years' experience as a PrQS. Experience commences from the date of being awarded professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession.

Category 3: For this purpose, is services performed by a quantity surveyor who has experience not exceeding 5 years as a PrQS. Experience commences from the date of being awarded professional quantity surveyor (PrQS) registration status by the South African Council for the Quantity Surveying Profession.

Category 4: For this purpose, is services performed by a quantity surveyor who is a candidate PrQS.

C3.3.2.2 Requirements for Social Facilitation personnel:

Social Facilitator

The Social Facilitator will play a vital role in strengthening community engagement and development. A National Qualifications Framework (NQF) Level 5 qualification is required in the field related to education, social work, community development, or training. The Social Facilitator should have completed at least three projects within infrastructure, education or social upliftment projects.

Public Relations Officer

The Public Relations Officer will play a crucial role in managing communication between the project team and external stakeholders, including the public, government entities, media, and affected communities. A bachelor's degree in one of the following fields is required, public relations, communication science, political science, international relations. The Public Relations Officer must have rendered public relations services on infrastructure project(s) for at least 3 years.

Scope of Works

Transformation Agent

The Transformation Agent will play a strategic role in driving social, economic, and organisational transformation, particularly in alignment with Broad-Based Black Economic Empowerment (B-BBEE), Preferential Procurement Policy Framework Act and inclusive development policies. The Transformation Agent is required to have a bachelor's degree or National Diploma (NQF Level 6 or higher) in one of the following fields human resource management, business administration, public administration, law, development studies or social sciences. The Transformation Agent should have at least 5 years of experience in skills development.

Project Administrator

The Project Administrator will play a pivotal role in ensuring that community engagement and stakeholder coordination are effectively managed throughout the project lifecycle. Their responsibilities are closely aligned with the Integrated Social Facilitation Framework (ISFF) developed by the Department of Public Works and Infrastructure (DPWI). The resource is required to have a National Diploma or bachelor's degree in one of the following fields public administration, business administration, social sciences or project management. The Project Administrator is required to have at least 3 years of experience in project planning, coordination, or administration.

C3.3.2.3 Environmental Assessment Practitioner (EAP)

Role: The practitioner will perform the role of environmental advisory which will entail but not limited to, applying for, manage and secure approval for any additional environmental permitting / licensing requirements (e.g. Water Use Licenses), offset agreements etc., drafting tender specifications for environmental projects, work with the appointed project managers and professional technical team and identify and inform of any environmental concerns / risks / uncertainties that could impact the proposed project cost and time frames.

Mandatory Requirements

1. *Qualifications:* BSc degree (Environmental Science, Environmental Management, or equivalent).
2. *Registration:* Full SACNASP registration with Environmental Assessment Practitioner (EAP) registration with Environmental Assessment Practitioners Association of South Africa (EAPASA)
3. *Experience:* At least 3 years in EIA, environmental permitting, legislation, water use licensing, managing environmental specialist studies.

Health & Safety and Environmental Schedule 2.2.12B, item B, specialist studies and services provisional sum include provision of the following services but not limited to (C.3.3.2.4 – 3.3.2.16):

*The services are to be provided as and when instructed by the Employer.

C3.3.2.4 Environmental Control Officer (ECO)

Scope of Works

Role: The ECO will monitor environmental compliance on-site, report deviations and corrective actions, liaise with contractors and authorities amongst other related activities.

Mandatory Requirements

1. *Qualifications:* Degree in environmental management or related field.
2. *Registration:* ECO training and full SACNASP registration as a Professional Natural Scientist.
3. *Experience:* At least 3 years in site compliance monitoring.

C3.3.2.5 Heritage Practitioner / Archaeologist

Role: The practitioner will conduct heritage impact assessments, liaise with heritage councils and prepare mitigation and management plans amongst other related activities.

Mandatory Requirements

1. *Qualifications:* Degree in archaeology, heritage studies, or related field.
2. *Experience:* Minimum 5 years in heritage impact assessments.

C3.3.2.6 Botanist

Role: The practitioner will conduct flora surveys, identify protected and endangered species, recommend conservation strategies amongst other related activities.

Mandatory Requirements

1. *Qualifications:* Degree in botany, plant sciences, or ecology.
2. *Registration:* Full SACNASP registration in a related field.
3. *Experience:* Minimum 3 years in vegetation surveys and biodiversity assessments.

C3.3.2.7 Terrestrial Ecologist

Role: The practitioner will assess terrestrial ecosystems, evaluate habitat integrity and biodiversity, and develop ecological management plans, amongst other related activities.

Mandatory Requirements

1. *Qualifications:* Degree in ecology, environmental science, or biology.
2. *Registration:* Full SACNASP registration in a related field.
3. *Experience:* Minimum 5 years in ecological assessments.

C3.3.2.8 Geohydrologist

Role: The practitioner will conduct groundwater impact assessments, model aquifer behaviour and recommend mitigation for contamination risks, amongst other related activities.

Mandatory Requirements

1. *Qualifications:* Degree in geohydrology, hydrogeology, or geology.
2. *Registration:* Full SACNASP registration in a related field.

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3. *Experience*: Minimum 5 years in groundwater studies.

C3.3.2.9 Air Quality Specialist

Role: The practitioner will conduct baseline air quality studies, model emissions and dispersion, and propose mitigation measures, amongst other related activities.

Mandatory Requirements

1. *Qualifications*: Degree in environmental science, chemistry, or engineering.
2. *Experience*: Minimum 5 years in air quality monitoring and modelling.

C3.3.2.10 Airport Noise Specialist

Role: The practitioner will assess noise impacts from airport operations, model noise contours and recommend noise abatement strategies, amongst other related activities.

Mandatory Requirements

1. *Qualifications*: Degree in acoustics, environmental engineering, or physics.
2. *Experience*: Minimum 5 years in noise assessments, preferably in aviation noise assessments.

C3.3.2.11 Town Planner

Role: The practitioner will assess land use compatibility, advise on zoning and development frameworks and engage with municipal planning authorities, amongst other related activities.

Mandatory Requirements

1. *Qualifications*: Degree in town/urban planning.
2. *Registration*: Registered with SACPLAN as a Professional Planner (Pr. Pln).
3. *Experience*: Minimum 5 years in land use and spatial planning.

C3.3.2.12 Environmental Community Liaison Specialist

Role: The practitioner will facilitate community engagement, document stakeholder concerns and support grievance redress mechanisms, amongst other related activities.

Mandatory Requirements

1. *Qualifications*: Degree or diploma in social sciences, communication, or development studies
2. *Experience*: Minimum 5 years in stakeholder engagement.

C3.3.2.13 Aerospace Environmental Engineer

Role: The practitioner will assess environmental impacts of aerospace operations, develop sustainable aviation strategies, liaise with aviation authorities, modelling the impact of switching off one aircraft engine, using APUs on the apron and taxiing efficiency to reduce air emissions, amongst other related activities.

Mandatory Requirements

Scope of Works

1. *Qualifications*: Degree in aerospace engineering with environmental specialization.
2. *Experience*: Minimum 5 years in aviation-related environmental assessments.

C3.3.2.14 Senior Airport Planner

Mandatory Requirements

1. *Qualifications*: Bachelor's Degree (NQF Level 8) in one of the following fields is essential:
 - Town and Regional Planning
 - Transport Planning
 - Architecture
 - Civil Engineering
 - Industrial Engineering
 - Quantity Surveying
2. *Experience*: 15 years or more operational experience in airport infrastructure planning, aviation regulations and environmental planning, project management and stakeholder coordination.
3. *Registration*: Registered the relevant statutory body.

C3.3.2.15 Airport Planner

Mandatory Requirements

1. *Qualifications*: Bachelor's Degree (NQF Level 8) in one of the following fields is essential:
 - Town and Regional Planning
 - Transport Planning
 - Architecture
 - Civil Engineering
 - Industrial Engineering
 - Quantity Surveying
2. *Experience*: 5 years or more operational experience in airport infrastructure planning, aviation regulations and environmental planning, project management and stakeholder coordination.
3. *Registration*: Registered the relevant statutory body.

C3.3.2.16 Junior Airport Planner

Mandatory Requirements

1. *Qualifications*: Bachelor's Degree (NQF Level 8) in one of the following fields is essential:
 - Town and Regional Planning
 - Transport Planning

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- Architecture
- Civil Engineering
- Industrial Engineering
- Quantity Surveying

2. *Experience:* 0-5 years operational experience in airport infrastructure planning, aviation regulations and environmental planning, project management and stakeholder coordination.

C3.3.3 Documentation control and retention of documents

The Consultant takes due account of any comments made by the Employer and/or Others on the Consultants drawings or other documents. Unless otherwise expressly provided for in this contract, however, none of the Employer and/or Others is bound to comment on the Consultants drawings or other documents.

None of the Employer and/or Others is bound to check the Consultants drawings or other documents for any errors, omissions, ambiguities or discrepancies or compliance with the requirements of this contract. The Employer's and/or Others acceptance, receipt of, or review of, or comment on the Consultants drawings or other documents or other matter does not relieve the Consultant from responsibility for the Consultants errors or omissions.

All drawings bear accepted contract references using a project title block which is accepted by the Employer. Detailed revision blocks and drawing numbers are suffixed accordingly. All drawings, particularly layout drawings, submitted for acceptance are to a scale acceptable to the Employer. All drawings are made to scale and fully detailed and dimensioned. All dimensions marked on the drawings are to be considered correct, although measurements by scale may differ therefrom. The material from which each part is to be made shall be indicated.

The drawings include tolerances for manufacture and installation. The tolerances are suitable and of sufficient accuracy to provide safe and trouble-free construction and operation over the life of the component.

All copies of drawings submitted to the Employer are provided in the form of 4 prints on white paper with black lines. The drawing size is A3 unless the use of another size is unavoidable. All native electronic format documents are also provided.

All drawings are dimensioned in metric units unless the use of another unit is required and/or recommended, e.g. imperial sizes for flange holes, studs, etc. Where applicable, drawings show a graphic scale key plan and north arrow. Dates on drawings are reflected in the following format: dd/mmm/ccyy. Revisions are designated RO, RI, R2, R3, etc., commencing with the first issue. All revisions are clearly described in the revision column bearing the revision number.

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All drawings additionally comply with the latest revision of the ACSA Cad Specification and Good Practice Guideline. The retention of project documentation will have to follow the requirements as per the regulatory registration bodies in conjunction with the information stated in the agreement and contract data.

C3.3.4 Invoicing and payment

The Consultant team submits (fee) claims to the Employer's Representative by the 21st of the month with supporting documentation (detailed time sheets that show the time spent on activities in the programme, detailed site diaries, inspection records, etc.) to substantiate the claim. The Employer's Representative issues a payment certificate for the amount which they have assessed by the 25th.

The Consultant (QS/PM) thereafter submits the invoice with payment certificate attached to "Invoices Acsa" <Invoices.Acsa@airports.co.za> by the 30th of the month or last day. Invoices received after the 30th will be processed for the following month, i.e. 45 — 60 day payment.

The Consultant ensures that the following are shown the claim and invoice:

- Employer's purchase order number.
- the contract and PO numbers and title; and
- the total amount claimed excluding VAT, the VAT and the invoiced amount including VAT.

Before the invoices are submitted to Finance for processing, a pro forma invoice with supporting information must be submitted to the Employer's representative (Client Project Manager) for review in order to avoid any delays of invoices.

C3.3.5 Programme

The programme is submitted in Microsoft Project. The level of detail required is sufficient to enable detailed resource planning, unless otherwise accepted or directed by the Employer. The programme includes 100% of the work defined by the Contract and captures all deliverables - internal, external, and interim - in terms of the work to be completed, including project management and the work of Others.

The Consultant allows for public holidays and weekends (as non-working days) in his programme and allows 4 weeks of float for each 12-month period. The programme will take cognisance of the legal requirements relating to working hours. The Consultant allows 1-week buffers strategically to facilitate project contingency to mitigate delays in project completion and/or delays to Others and/or delays to the Consultant.

Activities are scaled in week units except for operational disruptions or similar detailed programmes for which activities are specified in days. Activities for which multiple shift working is intended are clearly defined. Method and resources statements are submitted for critical items to demonstrate that the period

Scope of Works

allocated fits the overall programme and that the Consultants resources are consistent with the time allowed.

The other information to be shown on the programme (in addition to the requirements of core clause 31, as applicable), is:

- Dates for issue and acceptance of drawings.
- Dates for submission of all documents to internal and external stakeholders.

The Service Provider **shall provide feedback** on submitted stage reports **within 2 weeks** to ensure that the works are completed for the various stages/phases of the total project within the milestone dates, as per the Employer's programme of milestones:

C3.3.6 Quality Control and Assurance

The Consultant must manage the project in accordance with strict ISO 9001 quality system ensuring quality in design, administration, reports and site administration. Consultants must be ISO 9001 compliant or have an equivalent in house quality management system to assure that Services comply with the Scope.

Within the period stated in the Contact Data, the Consultant submits his complete quality control and assurance system (with all quality control and assurance procedures and manuals) for review and acceptance by the Employer. The manual includes pro-forma checklists for all requirements of the Consultants quality control and assurance program and those called for in the Scope.

Acceptance by the Employer of the Consultants quality assurance programme, quality plans and/or inspection and/or test plans, or of those- of his Subcontractors will not relieve the Consultant of his obligation to provide services which meet the requirements of the Contract.

C3.3.7 Compliance with Laws

The Consultant keeps himself fully informed of and complies with all laws which apply to the Works and/or Services and/or to Providing the Works and/or Services (including laws which apply to persons employed to Provide the Services and/or Works). "Laws" includes all national and provincial legislation, statutes ordinances and other laws and regulations and by-laws, orders and decrees of government or other legally constituted public authority and the common law.

C3.3.8 Compliance with Codes, Manuals & Standards

The Services comply with the codes and standards stated in the Scope. To the extent not stated, the Services comply with internationally recognised codes and standards which are accepted by the Employer.

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In case of conflict between national, international codes, standards or guidelines and/or the requirements specified in this Scope, and unless otherwise instructed by the Employer, the more onerous one takes precedence; provided always that the Services comply as a minimum and in any event, with applicable law and mandatory South African national codes, standards and guidelines. Some of the standards, manuals and guideline documents to be used in the project are as follows (latest revision to be used as applicable):

- ICAO, International Civil Aviation Organisation standards (i.e., Annexure 14 etc.).
- COTO Standard Specification for Road and Bridge Works for South African Authorities, 2020
- New Engineering Contract, 2013.
- South African Civil Aviation Technical Standards.
- SANS Standards.
- IEC 61823 and 61822.
- IATA Development Manual.
- NEMA
- Current industry best practice.

C3.3.9 Health and Safety

The Service Provider shall execute the duties of the Employer, as his appointed agent at all times, as contemplated in the Construction Regulations (2014) to the Occupational Health and Safety Act (Act No. 85 of 1993). The Consultant shall arrange, formally and in writing, for the Works Contractor to provide documentary evidence of compliance with all the requirements of the said Act. The Service Provider shall also carry out regular site audits to ensure compliance thereto. Should the Service Provider not have “in-house” capacity to undertake such duties, an external recognized specialist shall be appointed. This individual needs to be registered with the SACPCMP as a Professional Construction Health and Safety Agent as per C3.3.2.

The following is a list of Baseline Risk Assessment and project specific health and safety specifications prepared by the Client in terms of Construction Regulation 5(1)(a) and 5(1)(f).

- i. Baseline Risk Assessment for Design Phase
 - Excavation – locating existing underground services, digging test pits
 - Manual handling – setting up surveying equipment
 - Ergonomic risks
 - High & Low voltage power lines – overhead & underground
 - Uneven ground surfaces
 - Personal safety & security risks
 - Traffic Control (Ensure Correct Signage at Correct Distances)
 - Working from ladders
 - Exposure to noise
 - Working in close proximity to traffic
 - Working with hot materials
 - Radio Active equipment
 - Hazardous Chemical Substances
 - Flammable Materials
 - Driving to and from site
 - Biological risks e.g. bees, snakes, spiders, etc.
 - Hazardous Biological Agents
 - Environmental risks

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- Bad weather conditions,
 - o rain,
 - o lightning,
 - o wind,
- poor visibility
- heat exposure – dehydration
- cold environment

ii. Baseline Risk Assessment for Supervision Phase

- Clearing and grubbing of the area/site
- Site establishment including:
 - Office(s)
 - Secure/safe storage for materials, plant and equipment
 - Ablutions
 - Sheltered eating area
 - Maintenance workshop
 - Vehicle access to the site
 - Temporary fuel storage, where applicable
 - Laboratory establishment, where applicable (Client responsibility)
- Dealing with existing structures – possibility of asbestos
- Location of existing services, e.g. gas, telecommunications, electrical supply and similar
- Installation and maintenance of temporary construction electrical supply, lighting and equipment
- Adjacent land uses/surrounding property exposures
- Boundary and access control/public liability exposures (NB: The Employer is also responsible for the OH&S of non-employees affected by his/her work activities)
- Health risks arising from neighbouring as well as own activities and from the environment, e.g. threats by dogs, bees, snakes, lightning, etc.
- Exposure to a water environment
- Exposure to noise
- Exposure to vibration
- Protection against dehydration and heat exhaustion
- Protection from wet and cold conditions
- Hazardous Biological Agents that could lead to epidemics and pandemics
- Dealing with HIV/Aids and other diseases such as silicosis or asbestosis, where applicable
- Use of portable electrical equipment including:
 - Angle grinder
 - Electrical drilling machine
 - Circular saw
 - Generator
- Excavations including:
 - Ground/soil conditions
 - Trenching
 - Shoring
 - Drainage of trenches
- Welding including:
 - Arc welding
 - Gas welding
 - Flame cutting
 - Use of LP gas torches and appliances
- Loading and off-loading of trucks
- Aggregate/sand and other materials delivery
- Manual and mechanical handling
- Lifting and lowering operations
- Driving and operation of construction vehicles and mobile plant including:
 - Trenching machine
 - Excavator
 - Bomag roller
 - Plate compactor
 - Front end loader

Scope of Works

- Mobile cranes and the ancillary lifting tackle
- Grader
- Parking of vehicles and mobile plant
- Towing of vehicles and mobile plant
- Use and storage of flammable liquids and other hazardous substances, e.g. petrol, diesel, cement, asphalt, bituminous materials and similar
- Layering and bedding
- Installation of pipes in trenches
- Pressure testing of pipelines
- Backfilling of trenches
- Protection against flooding
- Gabion work
- Protection from overhead power lines (High and low)
- Work adjacent or in proximity of traffic
- Working in confined spaces – tunnelling
- Formwork and support work (temporary works) including scaffolding
- Bulk mixing plant, where applicable
- Environmental impacts such as pollution of water, air or soil

The Service Provider shall at all stages/ activities of the design development identify elements of the design that are inherently dangerous or hazardous during the construction phase and design in such a manner as to mitigate or eliminate the risk where possible. At the culmination of each development phase all identified dangers/hazards shall be listed and brought to the attention of the Employer and agreed hazards shall be emphasised and given prominence by way of notification on the drawings and separately listed in the respective phase-end reports. They shall appear in the drawings and the tender document for issue to a contractor by means of the baseline risk assessment as outlined above and envisaged in Construction Regulations 5(1)(a); (b) and (c).

During the construction phase the supervising Service Provider must ensure that the Employer's duties are continuously fulfilled, meaning that the Service Provider has to include amongst its permanent monitoring staff at least one appropriately trained member. In addition, the Service Provider must conduct monthly internal audits to ensure the site personnel are adhering to the statutory requirements. This audit must be conducted by a registered Professional Construction Health and Safety Agent. Furthermore, the Service Provider must, in compliance with Section 24 of the Occupational Health and Safety Act (Act 85 of 1993) report immediately to the Employer's Health and Safety Officer and the relevant project manager the details of a Section 24 incident, including confirmation that the construction contractor has similarly reported the same incident directly to the Department of Labour.

The Service Provider shall on award of the contract become the Client's Agent in terms of Construction Regulation 5(5), (6) and (7) of the Occupational Health and Safety Act, (Act 85 of 1993). The duties and responsibilities as the Client's Agent are as prescribed in Construction Regulation 5(7).

C3.3.10 Environmental Management

Please refer to Annexure C for the Environmental Management Specification which is indicative of the scope. The scope stated in Annexure C includes the Environmental Management Plan. The scope

Scope of Works

mentioned will not be executed exclusively by the JMT. Some activities will be under the responsibility of the Design and Build Contractor.

C3.3.11 Order of Services

In those parts of the Services where interference is likely to occur between items being provided under this Contract and items provided by the Employer or by Others, work shall not be commenced until the Employer has given his acceptance.

C3.3.12 Methods of Working

The Consultant may execute the contract in accordance with his own standard work execution plans and procedures to the extent that they do not conflict with the provisions of this contract.

The Consultants methods of work are at all times such that the Employer can be reasonably satisfied that the results will be acceptable and achieved without undue risk.

Notwithstanding any omission from the Scope, the Services are performed and completed with skill and care expected of professionals in their respective disciplines.

C3.3.13 Change Control

The Consultant does not change or substitute a design which is required by this contract or has previously been accepted by the Employer unless the Employer has accepted the change or substitution. The Employer is under no obligation to accept the change or substitution, and no claim will be considered if the change or substitution is not accepted.

C3.3.14 Notice Boards

The Consultant is permitted to display two notice boards advertising this contract on or near the Site or access points to the project area. The notices are of a form and in a position accepted by the Employer and include details of other parties involved (including the Employer) as well as the Contractor. No advertisement shall be displayed without the approval of the Employer.

C3.3.15 Document Submissions

The Consultant submits his drawings, designs and calculations for acceptance prior to the start of procurement, as required by the Employer. All such material becomes the property of the Employer.

All correspondence and submissions are prominently identified as relating to the Services and are submitted under the cover of appropriate letters or transmittal notes in accordance with the correspondence procedures which will be advised by the Employer after the signing of the Contract. All documentation supplied by the Consultant to the Employer and/or Others in hard copy is also supplied in electronic format. Unless otherwise specified this is MicroStation or AutoCAD format for drawings and MS Office for all other documents.

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The Employer has the right at all times to inspect the Consultant or Subcontractors drawings of any portion of the Services.

The Consultant submits his drawings and other documents to the Employer and/or Others for acceptance in sufficient time to permit modifications to be made and for the document to be resubmitted for acceptance to the Employer without delaying the initial deliveries or the completion of the Services.

Drawings and samples that have been accepted are not departed from in any way whatsoever except as may be provided in the Contract.

If the Consultant requires early acceptance of any documents in order to avoid delay in the completion of the Services, he advises the Employer and/or Others to such effect when submitting the documents.

C3.3.16 Time Required for Acceptance of Designs & Calculations by the Employer

Not later than one month after receipt, the Employer returns one copy of the document marked "Accepted", "Accepted as Noted" or "Not Accepted", as may be appropriate.

The notations "Accepted" and "Accepted as Noted" authorize the Consultant to proceed with the procurement of the part of the Services and/or Works covered by such documents subject to the corrections, if any, indicated thereon. Where documents, prints or drawings have been "Not Accepted" the Consultant makes the necessary revisions on the document and submits further copies for acceptance in the same procedure as for the original submission of drawings. Every revision is shown by number, date and subject in the revision block on the drawing.

C3.3.17 Reports on Disputed Work

For work in respect of which the entitlement of the Consultant and/or Contractor is disputed or of an uncertain nature, the Employer may require the Consultant to submit work detail sheets, for the approval of the Employer, as a record of work done. The sheets are "For record purposes only" and do not give rise to or evidence any compensation event.

C3.3.18 Additional Reports

The Employer is entitled to request the Consultant to provide additional reports when in his opinion they are warranted to monitor the progress of the Works.

C3.3.19 Working on the Employers property

Scope of Works

It is the sole discretion of ACSA to adjust the quantity of work and amend, remove or add work as deemed necessary throughout the period of the appointment. The works are therefore not guaranteed, and the appointment is a non-exclusive appointment. The works related to this bid is restricted to airside work only and only individuals with appropriate knowledge and experience should be allowed to conduct the specified works. The reasons are to avoid misconduct, failure, substandard work and associated consequences which could adversely impede on the airside operations and associated safety at the ACSA airports.

Work done on or near an active airport is subject to several special requirements and conditions to ensure the safe operations of the airport at all times. Various limitations and requirements are to be taken cognisance of during the preparation of the tender and construction programme. This work will be on the Airside area of the airport and the normal operations must be able to continue for the duration of the contract.

Please also refer to Volume 5: Special Requirements for working at an Operational Airport.

C3.3.20 Provision of bonds and guarantees

If this is required then refer to C1.2 Contract data and C1.5.

PART C4: SITE INFORMATION

AIRPORTS COMPANY SOUTH AFRICA SOC LIMITED

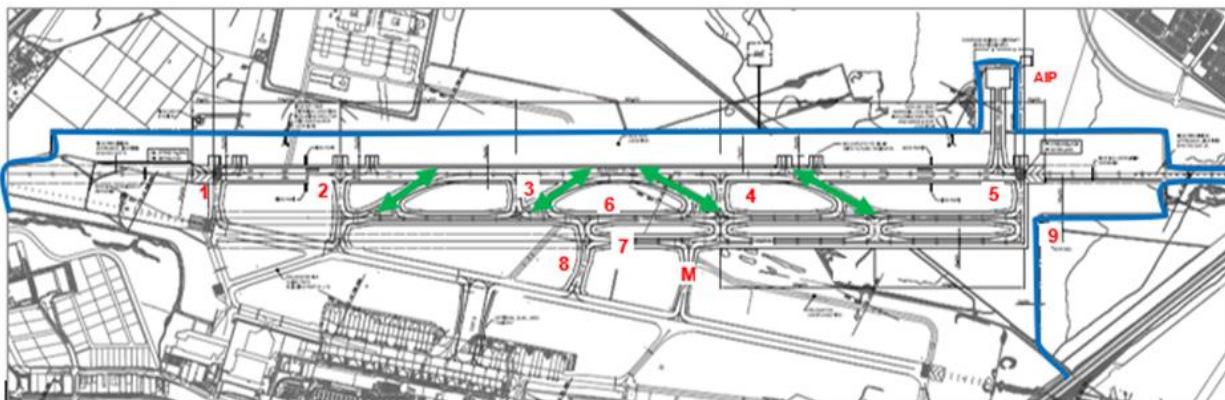
CAPE TOWN INTERNATIONAL AIRPORT**PROJECT No: 0378****JOINT MONITORING TEAM (JMT) FOR THE PROVISION OF PROFESSIONAL PROJECT MANAGEMENT, CIVIL ENGINEERING, ELECTRICAL ENGINEERING, QUANTITY SURVEYING AND CONSTRUCTION HEALTH AND SAFETY AGENT FOR THE NEW REALIGNED RUNWAY AT CAPE TOWN INTERNATIONAL AIRPORT**

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C4: Site Information

C4.1 Location of the Project

The project is located at Cape Town International Airport in the province of the Western Cape in city of Cape Town (i.e. Cape Town Metropolitan Municipality). The New Runway 18/36 with associated Taxiways, showing the current Runway 01/19 being used as a taxiway is shown on the Figure below.



C4.2 Description of the project

The scope of works is to construct a new re-aligned runway at Cape Town International Airport with its associated taxiways and navigational aids to primarily facilitate safe touchdown and safe guidance of aircraft to and from an appropriate taxiway and apron in all weather conditions all year round.

The updated Master Plan for CTIA requires that a new runway be constructed east of the existing main runway. The northern end of the new runway is located 220 meters to the east of the northern end of the current runway 01-19 and is rotated approximately 11,5 degrees in the anti-clockwise direction in relation to runway 01-19. The runway designation is therefore 18-36. In this configuration, the original runway 01-19 is no longer used for regular movements (landings and take-offs) but will remain as a taxiway. Runway 16-34 will be discarded for further use.

C4.3 Furniture

The existing site is a greenfield and any existing facilities will be demolished to make way for the new runway.

C4.4 Special Conditions of Operational Airport

The Consultant is reminded that this is a National Key Point and as such must adhere to all airport's rules and regulations regarding health safety, environment, security, fire and access control. (Volume 5).

C4.4.1 Access

- The Consultant shall liaise with ACSA Security Staff in order to obtain access permits for his staff and vehicle working at the airport.
- Personnel and vehicles entering or leaving the site will be subjected to routine searches.

- The Consultant shall obtain the “gate permit” from the Project Manager before material and equipment are brought and removed from the airside.
- The Consultant shall include in his rates the costs for access permits and no extra payment or claim of any kind will be allowed on account of difficulties of access to site.

C4.4.2 Permits

- The Consultant shall familiarize himself with ACSA’s safety and security requirements relating to permits to prevent any unnecessary work delay.
- This shall include the permit application process.
- The Consultant shall have no claim against ACSA in the event that a permit request is refused.
- The following table is not all inclusive, but is provided for illustration purposes:

Permit	Required by/for	Department
Personal Permit	All persons employed on the airport	ACSA Security no permit is issued to anyone with a criminal record.
Tools Permit	All persons taking tools to airside	ACSA Security
Laptop Permit	All persons taking laptop computers to airside	ACSA Security
Camera Permit	All persons taking camera equipment to airside	ACSA Security
Hot Works Permit	All welding and/metal cutting work on the airside	ACSA Safety
Low/Medium Voltage Permit to Work	For all work on substations, distribution boards and cables	ACSA Electrical Maintenance

- Proof of having attended the General Security Awareness Induction Training course is required for all personal permit applications.
- Fees are levied for these courses. Fees are further levied for all permit renewals and refresher courses where applicable.
- No work shall be done without a written permission in the form of a permit/works order.
- Foreign Nationals shall not be provided with Permanent Unescorted Permits without proof of background checks, from the country of origin, including Returning South Africans.
- The Foreign Nationals will also have to submit a South African Police Clearance Certificate if residing in South Africa for more than 12 months as well.
- It is the responsibility of all prospective employees or affiliates to complete the required background checks.
- Foreign Nationals in South Africa, without Background Checks from their country of origin, will have to contact their Embassies or Consulates to assist.

C4.4.3 Cell phones and two-way radios

- Cell phone permit issuing authority lies with the ACSA Security department.
- The Consultant will not be allowed to use two-way radios at the Airport unless these radios are of the type, model and frequency range as approved by the ACSA IT department.
- Approved radios may be arranged via said department – payment will be for the account of the Consultant.

C4.4.4 Hidden and other services within site

There might be water, sewer pipes and other services, located underground. Also, there are other cables going through the trenches and these must be treated as live cables. There could also be other services conduits such as communication cables located underground.

C4.5 Pricing and Payment

The Service Provider when pricing the fee he intends to receive for the provision of the services should take account of the relevant regulatory body fee scale guidelines.

PART C5: ANNEXURES

Annex A: POPIA**CONFIDENTIALITY AND DATA PROTECTION**

Save as provided in this clause (*Confidentiality and Data Protection*), each Party shall, and shall procure that its Affiliate and their respective officers, directors, employees, agents, auditors and advisors shall, treat as confidential all information relating to the other Party or its Affiliates thereof or relating to their respective businesses that is of a confidential nature and which is obtained by that Party in terms of, or arising from the implementation of this Agreement, which may become known to it by virtue of being a Party, and shall not reveal, disclose or authorise the disclosure of any such information to any third party or use such information for its own purpose or for any purposes other than those related to the implementation of this Agreement.

The obligations of confidentiality in this clause shall not apply in respect of the disclosure or use of such information in the following circumstances:

in respect of any information which is previously known by such Party (other than as a result of any breach or default by any Party or other person of any agreement by which such Confidential Information was obtained by such Party);

in respect of any information which is in the public domain (other than as a result of any breach or default by either Party);

any disclosure to either Party's professional advisors, executive staff, board of directors or similar governing body who (i) such Party believes have a need to know such information, and (ii) are notified of the confidential nature of such information and are bound by a general duty of confidentiality in respect thereof materially similar to that set out herein;

any disclosure required by law or by any court of competent jurisdiction or by any regulatory authority or by the rules or regulations of any stock exchange;

any disclosure made by a Party made in accordance with that Party's pursuit of any legal remedy;

any disclosure by a Party to its shareholders or members pursuant to any reporting obligations that Party may have to its shareholders or members, provided that each such shareholder or member is notified of the confidential nature of such information and is bound by a general duty of confidentiality in respect thereof materially similar to that set out herein;

In the event that a Party is required to disclose confidential information as contemplated in this clause, such Party will:

advise any Party/ies in respect of whom such information relates (the "**Relevant Party/ies**")

in writing prior to disclosure, if possible;

take such steps to limit the disclosure to the minimum extent required to satisfy such requirement and to the extent that it lawfully and reasonably can;

afford the Relevant Party/ies a reasonable opportunity, if possible, to intervene in the proceedings;

comply with the Relevant Party/ies' reasonable requests as to the manner and terms of such disclosure; and

notify the Relevant Party/ies of the recipient of, and the form and extent of, any such disclosure or announcement immediately after it was made.

Either Party may, by notice in writing, be entitled to demand the prompt return of the whole or any part of any confidential information supplied by it to the other Party, and each Party hereby undertakes to comply promptly with any such demand.

In line with the provisions of Protection of Personal Information Act, No 4 of 2013 (POPIA), particularly section 20 and 21, the service provider (referred to as Operator in POPIA) shall observe the following principles when processing personal information on behalf of the Company (referred to as Responsible Party in POPIA):

the Service Provider shall only act on the Company's documented instructions, unless required by law to act without such instructions.

the Service Provider shall ensure that its representatives processing the information are subject to a duty of confidence.

the Service Provider shall take appropriate measures to ensure the security of processing. The Service Provider shall ensure and hereby warrants that they have minimum IT and or physical security safeguard to protect personal information.

the Service Provider shall notify the Company immediately where there are reasonable grounds to believe that the personal information of a data subject has been accessed or acquired by any unauthorised person.

the Service Provider shall only engage a sub-operator with the Company's prior authorisation and under a written contract.

the Service Provider shall take appropriate measures to help the Company respond to requests from data subjects to exercise their rights.

taking into account the nature of processing and the information available, the Service Provider shall assist the Company in meeting its POPIA obligations in relation to the security of

processing, the notification of personal information breaches and data protection impact assessments.

the Service Provider shall delete or return all personal information to the Company (at the Company's choice) at the end of the contract, and the service provider shall also delete existing personal information unless the law requires its storage; and

the Service Provider shall submit to audits and inspections. The Service Provider shall also give the Company whatever information it needs to ensure that the Parties meet their Section 20(1) obligations.

1. SIGNATURES

FOR AIRPORTS COMPANY SOUTH AFRICA

THUS DONE AND SIGNED AT _____ ON THIS _____ DAY OF _____ 2024.

FOR SERVICE PROVIDER

THUS DONE AND SIGNED AT _____ ON THIS _____ DAY OF _____ 2024.

Annexure B – Construction Industry Development Board (CIDB)

CIDB Contract Skills Development Goals (CSDG)
Applying the CIDB Skills Standard in Construction Projects (Professional Services)

Annexure C - Environmental Specification

Annexure D - New Re-Aligned Runway 18-36 And Associated Taxiways General Preliminary Design Report

Annexure E – Indicative Project Organisational Structure