



# NONGOMA LOCAL MUNICIPALITY

## REFURBISHMENT OF NONGOMA MAIN LIBRARY

**CIDB CATEGORY: 3GB OR HIGHER**

### CONTRACT DOCUMENT

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

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Address \_\_\_\_\_

Tender Sum \_\_\_\_\_

**PREPARED FOR:**

The Municipal Manager  
Nongoma Local Municipality  
Lot 103 Main Street  
Nongoma  
KZN  
3950

Contact Person: Mr. Q. ZULU  
Tel: 035 831 7500  
Fax: 035 831 3152

**PREPARED BY**

BI Infrastructure Consultants (Pty) LTD  
42A Montgomery Drive  
Athlone, Pietermaritzburg  
3370

Contact Person: Mr. H. Zwane  
Tel: 03 345 4125



**EXPANDED PUBLIC WORKS PROGRAMME**

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## BID PROCEDURES

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**INVITATION TO TENDER**  
**NONGOMA LOCAL MUNICIPALITY**



<b>Bidders are hereby invited to tender their proposal for the below mentioned projects:</b>				
<b>Tender No:</b>	<b>Description:</b>	<b>Closing Date and Time:</b>	<b>CIBD Grading:</b>	<b>Minimum Qualifying Score:</b>
9/1 – T14/2025/26	Refurbishment of Nongoma Main Library Roof	25 February 2026, Wednesday, 12:00 PM	3GB or Higher	70%

**There will be no** tender briefing. Bidders will be taken to site for viewing only on request.

Bid documents can be downloaded freely at the bidder's own cost as from 20 February 2026, Friday in the e-tender portal website [www.etenders.gov.za](http://www.etenders.gov.za).

All technical enquires about the bid shall be directed to Nongoma Local Municipality's PMU Unit, Mr. Q. Zulu on 035 831 7500 or [qedaz@nongoma.gov.za](mailto:qedaz@nongoma.gov.za).

Tenders must be enclosed in a sealed envelope, addressed to the Municipal Manager of Nongoma Local Municipality and clearly marked: **Tender Number and the description**. Tender document must be deposited into the Tender Box situated at the reception of Nongoma Local Municipality's main offices (Lot 103; Main Street; Nongoma; 3950) on or before 12h00 PM, 25 February 2026, Wednesday. No late or faxed or emailed tenders will be considered.

The evaluation and adjudication of tenders will be done in line with the Nongoma Local Municipality's approved Supply Chain Policy, bid document will be evaluated using Responsiveness criteria, Functionality and 80/20 PPPFA with its 2022 regulations. Only tenderers meet minimum qualifying score of 70% on functionality as detailed in the tender document shall qualify for further evaluation.

**Claims for specific Goals for 20 points allocations**

**To claim 20 points for specific goals, the company must have the**

<b>GOALS</b>	<b>POINTS</b>	<b>VERIFICATION METHOD</b>
<b>Historical Disadvantaged Black Person</b>		
100% Black Person Owned	5	CSD
Equal or greater than 51% Black Person Owned	2.5	
<b>RDP</b>		
Enterprise located in Nongoma Municipality	10	CSD & Proof of business operating address similar to the one address on
Enterprise located in Zululand District	5	
Enterprise located in the KZN Province	3	CSD
Enterprise located in South Africa	2	
<b>Historical Disadvantaged Women</b>		
100% Black Women Owned	5	CSD
Equal or greater than 51% Black Women Owned	2.5	

Tenders shall be valid for a period of 120 days. The Nongoma Local Municipality does not bind itself to accept the lowest or any tender.

**NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE**

(As defined in Regulation 1 of the local government: Municipal Supply Chain Management Regulations)

**Mr. MB. Mnguni**  
**Acting Municipal Manager**

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)</b>					
BID NUMBER:	9/1-T14/2025/26	CLOSING DATE:	26 FEB 2026	CLOSING TIME:	12h00 PM
DESCRIPTION	REFURBISHMENT OF NONGOMA MAIN LIBRARY ROOF				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>					

BID RESPONSE DOCUMENTS SHALL BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS

Lot 103, Main Street, Nongoma and be deposited in the municipality's **bid box** located at the Municipality's main office no later than Tuesday, 26 February 2026. Incomplete, emailed, faxed and late proposal documents will not be considered.

<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[ALL REQUIRED VERIFICATION DOCUMENTS AS LISTED IN THE TENDER ADVERT MUST BE SUBMITTED IN ORDER TO QUALIFY FOR SPECIFIC GOAL POINTS]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3 ]	
TOTAL NUMBER OF ITEMS OFFERED	.....	TOTAL BID PRICE	R.....		
SIGNATURE OF BIDDER	.....	DATE	.....		
CAPACITY UNDER WHICH THIS BID IS SIGNED	.....				
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>			<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>		
DEPARTMENT	Supply Chain Management		CONTACT PERSON	Mr. Qeda Zulu	
CONTACT PERSON	Mr. M. Zondi		TELEPHONE NUMBER	035 831 7500	
TELEPHONE NUMBER	035 831 7500		FACSIMILE NUMBER	035 831 3152	
FACSIMILE NUMBER	035 831 3152		E-MAIL ADDRESS	qedaz@nongoma.gov.za	
E-MAIL ADDRESS	<a href="mailto:scmmanager@nongoma.gov.za">scmmanager@nongoma.gov.za</a>				

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	<b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR ONLINE</b>
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b>	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.  
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER : .....

CAPACITY UNDER WHICH THIS BID IS SIGNED : .....

DATE : .....

**T1.2. BID DATA****1. GENERAL**

The Conditions of Bid in the Standard Conditions of Bid as contained in Annex F of SANS 294 – *Construction Procurement Processes, Methods and Procedures* which contain references to the Bid Data for details that apply specifically to this Bid.

The Bid Data shall be read with the Standard Conditions of Bid in order to expand on the Bidder's obligations and the Employer's undertakings in administering the Bid process in respect of the project under consideration.

The Bid Data hereafter shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Bid.

Each item of Bid Data given below is cross-referenced to the relevant clause in the standard Conditions of Bid.

**2. BID DATA APPLICABLE TO THIS BID**

**F.1.1** The Employer for this Bid is: **Nongoma Municipality**

**F.1.2 Bid Documents**

(a) **The Bid Document** consists of the following:

**BID****T1 : Bidding Procedures**

T1.1 : Bid Notice and Invitation to Bid

T1.2 : Bid Data

**T2 : Returnable Documents**

T2.1 : List of Returnable Documents

T2.2 : Returnable schedules and forms

**CONTRACT****Part 1: Agreements and Contract Data**

C1.1 : Form of Offer and Acceptance

C1.2 : Contract Data

**Part 2: Pricing Data**

C2.1 : Pricing Instructions

C2.2 : Bill of Quantities

**Part 3: Scope of Work**

C3 : Scope of Work

**Part 4: Site Information**

C4 : Site information

(b) **Drawings**, as an Annexure A.

The Bid Document and the drawings shall be obtained from the Employer or his authorized representative at the physical addresses stated in the Bid Notice, upon payment of the deposit stated in the Bid Notice.

**F.1.4 The Employer's Agent is:**

Name : Bi Infrastructure Consultants (Pty) Ltd  
Address : 42A Montgomery Drive, Athlone, Pietermaritzburg, 3201  
Telephone : (033) 345 4125 Fax: (033) 345 3883  
E-mail Address : fortune@biiconsultants.co.za

**F.1.5 The Employer's right to accept or reject any Bid offer**

The Employer is not obliged to accept the lowest or any Bid offer.

**F.2.1 Eligibility (Responsiveness of Bids)**

A Bidder will not be eligible to submit a Bid if:

- (a) the Contractor submitting the Bid is under restrictions or has principals who are under restriction to participate in the Employer's procurement due to corrupt or fraudulent practices;
- (b) the Bidder does not have the legal capacity to enter into the contract;
- (c) the Contractor submitting the Bid is insolvent, in receivership, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of the foregoing;
- (d) The Bidder does not comply with the legal requirements stated in the Employer's procurement policy.
- (e) The Bidder cannot demonstrate that he possesses the necessary professional and technical qualifications and competent, financial resources, equipment and other physical facilities, managerial capability, personnel, experience and reputation to perform the contract
- (f) The Bidder cannot provide proof that he is in good standing with respect to duties, taxes, levies and contributions required in terms of legislation applicable to the work in the contract.
- (g) The Bidder has fully completed the Declaration of Interest, MBD4 (Returnables)
- (h) The Bidder did not make an arithmetic error in the bill of quantities of more than +10% or -10% of his Bid value

Only those Bidders who are registered with the Construction Industry Development Board (CIDB) in a contractor-grading equal to **3 GB** or higher as defined in the Regulations (09 June 2004 and 22 July 2005), in terms of the CIDB Act No 38 of 2000, are eligible to submit Bids for this contract.

Only those tenderers who have in their employ management and supervisory staff satisfying the requirements of the scope of work for labour-intensive competencies for supervisory and management staff are eligible to submit tenders.

Joint ventures are eligible to submit Bids provided that:

1. Every member of the joint venture is registered with the CIDB;
2. the lead partner has a contractor grading designation in the GB class of construction work; and
3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum Bided for a **3 GB** class of construction work.

### F.2.7 Site visit and clarification meeting

The arrangements for the compulsory site inspection visit and clarification meeting are as follows:

Location : Starting at Nongoma Municipal Offices, Lot 103 Main Street, Nongoma

Date : **As Per Bid Invitation**

Starting time : **As Per Bid Invitation**

Enquiries and confirmation of attendance at least one full working day in advance regarding the meeting and site inspection may be directed to:

#### Nongoma Municipality

Name : Mr Q Zulu  
Telephone No : (035) 831 7500  
Fax No. : (035) 831 3152  
E-Mail address : qedaz@nongoma.gov.za

#### Consultant

Name : Mr F Dube  
Telephone No. : (033) 345 4125  
Fax No. : (033) 345 3883  
E-Mail address : fortune@biiconsultants.co.za

### F.2.10 Pricing the Bid offer

#### (a) Value Added Tax

The Valued Added Tax (VAT) rate shall be 15% or as otherwise provided for by legislation.

- (b) The successful Bidder shall be required to produce a VAT invoice that shall only be prepared once measurements and valuations for work done in terms of the contract offer have been agreed with the Employers agent and a certificate of payment issued.
- (c) Payment of VAT to non-VAT vendors shall be processed from the month in which the Bidders liability with the South African Revenue Services is effective.

**F.2.11** A Bid offer shall not be considered if alterations have been made to the forms of Bid data or contract data (unless such alterations have been duly authenticated by the Bidder) or if any particulars required therein have not been completed in all respects.

### F.2.12 Alternative Bids

If a Bidder wishes to submit an alternative Bid offer, the only criteria permitted for such an alternative Bid offer are:

#### (a) Individual items

Individual items offered as alternatives to items in the Bill of Quantities will only be considered if listed and priced in Form I: *Amendments, Qualifications and Alternatives* in Part 2 of the Contract Document, accompanied by a detailed statement as necessary.

#### (b) Alternative designs

Where a Bidder desires to submit alternative Bid involving modifications to the design or method of construction that would alter the character of the Bid, the following procedure must be observed:

- (i) The alternative offer must be accompanied by supporting information, drawings, calculations and a priced alternative Bill of Quantities to enable its technical acceptability, construction time and price to be fully assessed. Such information, drawings and Bill of Quantities must be sufficient for proper evaluation of the Bided alternative, otherwise the offer will not be considered;

- (ii) Any alternative Bid involving modifications to design will be assessed on its merits and may be accepted. An accepted alternative design will become the design for the purpose of the contract.
- (iii) If an alternative design with its priced Bill of Quantities has been accepted, the sum thus Bided for the alternative will not be subject to re-measurement and will be the final amount payable to the Contractor, except only for variations arising from:
- Changes in design parameters ordered by the Engineer;
  - Changes not arising from any failure or fault of the Contractor, but from modifications requested by the Engineer
- (iv) A decision whether or not to adopt a technically acceptable modified design will be governed by the amount of the overall saving and the advantages to the Employer which the modified design can be reliably expected to achieve. Matters to be considered in arriving at the overall saving will include the effect of any deferment in starting date arising from extra time needed for the preparation of an amended contract for signature.
- (v) The Bidder will be liable for all costs necessary for the Engineer to check the alternative design offered.

### **F2.13 Submitting a Bid Offer**

**F.2.13.3** Bid offers shall be submitted as an original only.

Under no circumstances whatsoever may the Bid forms be retyped or redrafted.

Photocopies of the original Bid documentation may be used, but an original signature must appear on such photocopies.

**F.2.3.5** A two-envelope procedure will not be followed.

### **F.2.15 Closing Time**

The closing time for submission of Bid Offers is: **As Per Bid Invitation** Telephonic, telegraphic, telex, electronic or e-mailed Bids will not be accepted.

### **F.2.16 Bid validity**

The Bid Offer validity period is 90 days from the closing time for submission of Bids.

**F.2.18** The tenderer shall, when requested by the Employer to do so, submit the names of all management and supervisory staff that will be employed to supervise the labour-intensive portion of the works together with satisfactory evidence that such staff members satisfy the eligibility criteria.

### **F.2.19 Access**

Access shall be provided for inspections and testing by personnel acting on behalf of the Employer.

### **F.2.22 Return of Bid Documents**

Not applicable.

### **F.2.23 Certificates**

The following certificates must be provided with the Bid:

- Valid Tax Clearance Compliance Status Pin Certificate;
- Company / CC / Trust / Partnership registration certificates;
- Certified copies of ID Certificate (s) of all directors, members and/or shareholders
- VAT Registration Certificate from South African Revenue Services (SARS);
- Workmen's Compensation Registration Certificate (or proof of payment of contributions in terms of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993);
- Central Supplier's Database Registration Report
- Joint Venture Agreement and Power of Attorney in case of Joint Ventures;
- Contractors CIBD Registration Certificate

- Form of intent by a bank or insurance company to provide a performance guarantee;
- Contractor's Health and Safety Plan.
- BBBEE Verification certificate/Sworn Affidavit
- Proof that payment for municipal services is up to date

### **F.3.2 Issue of Addenda**

Change '7 days' in this clause to '2 days'

### **F.3.4 Opening of Bid Submissions**

The time and location for opening of the Bid offers are:

Time : **As Per Bid Invitation**

Date : **As Per Bid Invitation**

Location / Venue : Nongoma Municipality Offices, Lot 103 Main Street, Nongoma

**F.3.5** The two-envelope system will **not** apply to this Bid.

### **F.3.11 Evaluation of Bid Offers**

**F.3.11.1** The Nongoma Local Municipality has adopted a policy in supporting the legislation applicable to procurement of tenders and management of Construction Contracts. To archive the RDP principles, an environment conducive to emerging and SMME's Contractors has to be created. Therefore, the procurement policy adopted by Nongoma Local Municipality will be implemented in this contract to give effect to Section 217 (2) of the Constitution and as published in Government Gazette No. 16085, dated 23 November 1994.

**F.3.11.2** The procedure for evaluation of responsive Tender Offers will be Method 4: Financial Offer, Quality and Preferences.

#### **F.3.11.3 Method 4: Quality, Financial Offer and Preferences**

Evaluation will be done using a two-stage process in terms of National Treasury Circular No. 53. The procedure to be used for the allocation of points of responsive bids will be Method 4 with the 80/20 Preference Specific Goals. Bids shall be scored for quality on stage one only to pre-qualify bids and only those bids that meet the specified minimum 70% total score for quality shall be considered further on stage two where they will then be evaluated on the basis of the 80/20 Preference Specific Goals.

**F.3.11.2 Evaluation of Tender Offers**

The procedure for evaluation of responsive tenders will be **Method 2: Financial Offer and Preferences Specific Goals** in full compliance with the Preferential Procurement Regulations, 2022 included under Part T2.

Tenders will be evaluated on a two (2) stage basis as follows: -

**Stage 1: Functionality**

Tenderers' experience/ability to undertake works of similar nature will be evaluated in terms of a Functionality Score Card as presented below. Only Tenderers scoring a minimum of 70 points as scored against the scorecard below shall be considered for further evaluation under Stage 2.

CATEGORY	PREFERENCE	MAXIMUM POINTS CLAIMABLE	
<b>Proof of Experience</b>	The bidder must submit the signed positive completion certificate with appointment letter reflecting construction of buildings with traceable contact details and name of client. Points will be allocated follows:	<b>40</b>	
	• Completion certificate with appointment letter with value of R3 million and above		10 each
	• Completion certificate with appointment letter with value R1 million to less than R3 million.		6 each
	• Completion certificate with appointment letter with value R500 000 to less than R1 million		3 each
<b>Key personnel CVs</b>	The bidder must attach the CVs with certified copies of qualification (not older than 3 months) for the site agent and foreman.	<b>20</b>	
	<b>Site Agent (10 points)</b>		10
	• Diploma/higher qualification in Civil/Building Engineering with experience of 5 years and above.		10 Points
	• Diploma/higher qualification in Civil/Building Engineering with experience of 3 years to less than 5 years.		05 Points
	• Diploma/higher qualification in Civil/Building Engineering with experience of 1 year to less than 3 years.		01 Points
	• Non-submission of Qualifications		00 Points
	<b>Foreman (10 points)</b>		10
	• CV with experience of 10 years and above in roads projects		10 points
	• CV with experience of 5 years to less than 10 years in roads projects		05 points
	• CV with experience of 1 year to less than 5 years in road projects		01 points
<b>Location of Office</b>	Locality Point (Proof of office location)	<b>15</b>	
	Nongoma		15 points
	Zululand		10 points
	KwaZulu Natal		05 points
<b>Construction Methodology</b>	Construction Methodology	<b>25</b>	
	Excellent		25
	Good		15
	Satisfactory		10
<b>(DOCUMENTARY PROOF MUST BE ATTACHED) TOTAL</b>		<b>100</b>	

The minimum number of evaluation points for quality shall be **70** of the total evaluation points. At this stage Bids scoring points less than 70 points will not be considered further in the evaluation process.

**Disqualifying factors**

1. Failure to submit any of the returnable documents
2. Unfinished Project within the specified contract period.

**Stage 2: Risk Assessment**

**A risk assessment will be done by the municipality.**

**Stage 3: Scoring Financial Offer:** Preference points system.

The score for quality will be calculated based on the assessment of the submitted returnable and as per the score card below. The score for quality is to be calculated using the following formula:

$$Wq = W2 \times So / Ms$$

where:

W2 is the percentage score given to quality and equals 100

So is the score for quality allocated to the submission under consideration Ms is the maximum possible score for quality in respect to the submission, which equals 70.

**F.3.13 Acceptance of Bid Offer**

F.3.13.1 Bid Offers will only be accepted on condition that:

- (a) the Bidder has submitted with his Bid a valid Tax Clearance Certificate issued by the South African Revenue Services
- (b) the Bidder is registered with the Construction Industry Development Board in an appropriate contractor grading designation;
- (c) the Bidder is not in arrears for more than 3 months with municipal rates and taxes and municipal service charges;
- (d) the Bidder or any of its directors is not listed on the Register of Bid Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and
- (e) the Bidder has not:
  - (i) abused the Employer's Supply Chain Management System; or
  - (ii) failed to perform on any previous contract and has been given a written notice to this effect.
- (f) the Bidder or a competent authorized representative of the Contractor who submitted the Bid has attended the compulsory clarification meeting and/or site inspection, as specified;
- (g) the Bid offer is signed by a person authorized to sign on behalf of the Bidder;
- (h) a Bidder who submitted a Bid as a Joint Venture has included an acceptable Joint Venture Agreement with his Bid.

**F.3.18 Copies of contract**

The number of paper copies of the signed contract to be provided by the Employer is: **One**.

**F.3.18a Contract Administration and Supervision**

The contract shall be administered and supervised using the General Conditions of Contract 2015 (GCC 2015)

## Annexure F: Standard Conditions of Bid

*(As contained in Annexure F of the CIDB Standard for Uniformity in Construction Procurement)*

### F.1 General

#### F.1.1 Actions

The employer and each Bidder submitting a Bid offer shall comply with these conditions of Bid. In their dealings with each other, they shall discharge their duties and obligations as set out in F.2 and F.3, timeously and with integrity, and behave equitably, honestly and transparently.

#### F.1.2 Bid Documents

The documents issued by the employer for the purpose of a Bid offer are listed in the Bid data.

#### F.1.3 Interpretation

**F.1.3.1** The Bid data and additional requirements contained in the Bid schedules that are included in the returnable documents are deemed to be part of these conditions of Bid.

**F.1.3.2** These conditions of Bid, the Bid data and Bid schedules which are only required for Bid evaluation purposes, shall not form part of any contract arising from the invitation to Bid.

**F.1.3.3** For the purposes of these conditions for the calling for expressions of interest, the following definitions apply:

- a) **comparative offer** means the Bidder's financial offer after the factors of non-firm prices, all unconditional discounts and any other Bided parameters that will affect the value of the financial offer have been taken into consideration
- b) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the Bid process; and
- c) **fraudulent practice** means the misrepresentation of the facts in order to influence the Bid process or the award of a contract arising from a Bid offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels
- d) **quality (functionality)** means the totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs

#### F.1.4 Communication and employer's agent

Each communication between the employer and a Bidder shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a Bidder. The name and contact details of the employer's agent are stated in the Bid data.

#### F.1.5 The employer's right to accept or reject any Bid offer

**F.1.5.1** The employer may accept or reject any variation, deviation, Bid offer, or alternative Bid offer, and may cancel the Bid process and reject all Bid offers at any time before the formation of a contract. The employer shall not accept or incur any liability to a Bidder for such cancellation and rejection, but will give written reasons for such action upon written request to do so.

**F.1.5.2** The employer may not subsequent to the cancellation or abandonment of a Bid process or the rejection of all responsive Bid offers re-issue a Bid covering substantially the same scope of work within a period of six months unless only one Bid was received and such Bid was returned unopened to the Bidder.

## **F.2 Bidder's obligations**

### **F.2.1 Eligibility**

Submit a Bid offer only if the Bidder complies with the criteria stated in the Bid data and the Bidder, or any of his principals, is not under any restriction to do business with employer.

### **F.2.2 Cost of Bidding**

Accept that the employer will not compensate the Bidder for any costs incurred in the preparation and submission of a Bid offer, including the costs of any testing necessary to demonstrate that aspects of the offer satisfy requirements.

### **F.2.3 Check documents**

Check the Bid documents on receipt for completeness and notify the employer of any discrepancy or omission.

### **F.2.4 Confidentiality and copyright of documents**

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

### **F.2.5 Reference documents**

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

### **F.2.6 Acknowledge addenda**

Acknowledge receipt of addenda to the Bid documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the Bid data, in order to take the addenda into account.

### **F.2.7 Clarification meeting**

Attend, where required, a clarification meeting at which Bidders may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the Bid data.

### **F.2.8 Seek clarification**

Request clarification of the Bid documents, if necessary, by notifying the employer at least three working days before the closing time stated in the Bid data.

### **F.2.9 Insurance**

Be aware that the extent of insurance to be provided by the employer (if any) may not be for the full cover required in terms of the conditions of contract identified in the contract data. The Bidder is advised to seek qualified advice regarding insurance.

### **F.2.10 Pricing the Bid offer**

**F.2.10.1** Include in the rates, prices, and the Bided total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful Bidder, such duties, taxes and levies being those applicable 14 days before the closing time stated in the Bid data.

**F.2.10.2** Show VAT payable by the employer separately as an addition to the Bided total of the prices.

**F.2.10.3** Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.

**F.2.10.4** State the rates and prices in Rand unless instructed otherwise in the Bid data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

### **F.2.11 Alterations to documents**

Not make any alterations or additions to the Bid documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the Bidder. All signatories to the Bid offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited.

### **F.2.12 Alternative Bid offers**

**F.2.12.1** Submit alternative Bid offers only if a main Bid offer, strictly in accordance with all the requirements of the Bid documents, is also submitted. The alternative Bid offer is to be submitted with the main Bid offer together with a schedule that compares the requirements of the Bid documents with the alternative requirements the Bidder proposes.

**F.2.12.2** Accept that an alternative Bid offer may be based only on the criteria stated in the Bid data or criteria otherwise acceptable to the employer.

### **F.2.13 Submitting a Bid offer**

**F.2.13.1** Submit a Bid offer to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the Bid data.

**F.2.13.2** Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing in black ink.

**F.2.13.3** Submit the parts of the Bid offer communicated on paper as an original plus the number of copies stated in the Bid data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

**F.2.13.4** Sign the original and all copies of the Bid offer where required in terms of the Bid data. The employer will hold all authorized signatories liable on behalf of the Bidder. Signatories for Bidders proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the Bid offer.

**F.2.13.5** Seal the original and each copy of the Bid offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the Bid data, as well as the Bidder's name and contact address.

**F.2.13.6** Where a two-envelope system is required in terms of the Bid data, place and seal the returnable documents listed in the Bid data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the Bid data, as well as the Bidder's name and contact address.

**F.2.13.7** Seal the original Bid offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the Bid data.

**F.2.13.8** Accept that the employer shall not assume any responsibility for the misplacement or premature opening of the Bid offer if the outer package is not sealed and marked as stated.

**F.2.14** Information and data to be completed in all respects

Accept that Bid offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

### **F.2.15 Closing time**

**F.2.15.1** Ensure that the employer receives the Bid offer at the address specified in the Bid data not later than the closing time stated in the Bid data. Proof of posting shall not be accepted as proof of delivery. The employer shall not accept Bid offers submitted by telegraph, telex, facsimile or e-mail, unless stated otherwise in the Bid data.

**F.2.15.2** Accept that, if the employer extends the closing time stated in the Bid data for any reason, the requirements of these conditions of Bid apply equally to the extended deadline.

### **F.2.16 Bid offer validity**

**F.2.16.1** Hold the Bid offer(s) valid for acceptance by the employer at any time during the validity period stated in the Bid data after the closing time stated in the Bid data.

**F.2.16.2** If requested by the employer, consider extending the validity period stated in the Bid data for an agreed additional period.

### **F.2.17 Clarification of Bid offer after submission**

Provide clarification of a Bid offer in response to a request to do so from the employer during the evaluation of Bid offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the total of the prices or substance of the Bid offer is sought, offered, or permitted. The total of the prices stated by the Bidder shall be binding upon the Bidder.

**Note:** Sub-clause F.2.17 does not preclude the negotiation of the final terms of the contract with a preferred Bidder following a competitive selection process, should the Employer elect to do so.

**F.2.18 Provide other material**

**F.2.18.1** Provide, on request by the employer, any other material that has a bearing on the Bid offer, the Bidder's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the Bidder not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the Bid offer as non-responsive.

**F.2.18.2** Dispose of samples of materials provided for evaluation by the employer, where required.

**F.2.19 Inspections, tests and analysis**

Provide access during working hours to premises for inspections, tests and analysis as provided for in the Bid data.

**F.2.20 Submit securities, bonds, policies, etc.**

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

**F.2.21 Check final draft**

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

**F.2.22 Return of other Bid documents**

If so instructed by the employer, return all retained Bid documents within 28 days after the expiry of the validity period stated in the Bid data.

**F.2.23 Certificates**

Include in the Bid submission or provide the employer with any certificates as stated in the Bid data.

**F.3 The employer's undertakings****F.3.1 Respond to clarification**

Respond to a request for clarification received up to five working days prior to the Bid closing time stated in the Bid Data and notify all Bidders who drew procurement documents.

**F.3.2 Issue Addenda**

If necessary, issue addenda that may amend or amplify the Bid documents to each Bidder during the period from the date of the Bid Notice until seven days before the Bid closing time stated in the Bid Data. If, as a result a Bidder applies for an extension to the closing time stated in the Bid Data, the Employer may grant such extension and, will then notify it to all Bidders who drew documents.

**F.3.3 Return late Bid offers**

Return Bid offers received after the closing time stated in the Bid Data, unopened, (unless it is necessary to open a Bid submission to obtain a forwarding address), to the Bidder concerned.

**F.3.4 Opening of Bid submissions**

**F.3.4.1** Unless the two-envelope system is to be followed, open valid Bid submissions in the presence of Bidders' agents who choose to attend at the time and place stated in the Bid data. Bid submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

**F.3.4.2** Announce at the opening held immediately after the opening of Bid submissions, at a venue indicated in the Bid data, the name of each Bidder whose Bid offer is opened, the total of his prices, preferences claimed and time for completion, if any, for the main Bid offer only.

**F.3.4.3** Make available the record outlined in F.3.4.2 to all interested persons upon request.

### **F.3.5 One-envelope system**

**F.3.5.1** Where stated in the Bid data that a one-envelope system is to be followed, open only the technical proposal of valid Bids in the presence of Bidders' agents who choose to attend at the time and place stated in the Bid data and announce the name of each Bidder whose technical proposal is opened.

**F.3.5.2** Evaluate the quality of the technical proposals offered by Bidders, then advise Bidders who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of Bidders, who score in the quality evaluation above the minimum number of points for quality stated in the Bid data, and announce the score obtained for the technical proposals and the total price and any preferences claimed. Return unopened financial proposals to Bidders whose technical proposals failed to achieve the minimum number of points for quality.

### **F.3.6 Non-disclosure**

Not disclose to Bidders, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of Bid offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful Bidder.

### **F.3.7 Grounds for rejection and disqualification**

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

### **F.3.8 Test for responsiveness**

Determine, on opening and before detailed evaluation, whether each Bid offer properly received:

- a) meets the requirements of these Conditions of Bid,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the Bid documents.
- d) the Bidder did not make an arithmetic error in the bill of quantities of more than +10% or -10% of his Bid value

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

- detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- change the Employer's or the Bidder's risks and responsibilities under the contract, or
- affect the competitive position of other Bidders presenting responsive Bids, if it were to be rectified

Reject a non-responsive Bid offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

### **F.3.9 Arithmetical errors**

Check responsive Bid offers for arithmetical errors, correcting them in the following manner:

- **If a Bidder makes an arithmetic error of more than  $\pm 15\%$  in the bill of quantities,**
- Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
- If a bill of quantities (or schedule of rates) applies and there is an error in the line-item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line-item total as quoted shall govern, and the unit rate will be corrected.
- Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the Bidder's addition of prices, the total of the prices shall govern and the Bidder will be asked to revise selected item prices (and their rates if a bill of quantities applies) to achieve the Bided total of the prices.

Consider the rejection of a Bid offer if the Bidder does not correct or accept the correction of his arithmetical errors in the manner described above.

### F.3.10 Clarification of a Bid offer

Obtain clarification from a Bidder on any matter that could give rise to ambiguity in a contract arising from the Bid offer.

### F.3.11 Evaluation of Bid offers

#### F3.11.1 General

Appoint an evaluation panel of not less than three persons. Reduce each responsive Bid offer to a comparative offer and evaluate it using the Bid evaluation method that is indicated in the Bid Data and described below:

Method 1: Financial offer	<ol style="list-style-type: none"> <li>1) Rank Bid offers from the most favourable to the least favourable comparative offer.</li> <li>2) Recommend highest ranked Bidder for the award of the contract, unless there are compelling and justifiable reasons not to do so.</li> </ol>
Method 2: Financial offer and preferences	<ol style="list-style-type: none"> <li>1) Score Bid evaluation points for financial offer.</li> <li>2) Confirm that Bidders are eligible for the preferences claimed and if so, score Bid evaluation points for preferencing.</li> <li>3) Calculate total Bid evaluation points.</li> <li>4) Rank Bid offers from the highest number of Bid evaluation points to the lowest.</li> <li>5) Recommend Bidder with the highest number of Bid evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.</li> </ol>
Method 3: Financial offer and quality	<ol style="list-style-type: none"> <li>1) Score quality, rejecting all Bid offers that fail to score the minimum number of points for quality stated in the Bid data.</li> <li>2) Score Bid evaluation points for financial offer.</li> <li>3) Calculate total Bid evaluation points.</li> <li>4) Rank Bid offers from the highest number of Bid evaluation points to the lowest.</li> <li>5) Recommend Bidder with the highest number of Bid evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.</li> </ol>
Method 4: Financial offer, quality and preferences	<ol style="list-style-type: none"> <li>1) Score quality, rejecting all Bid offers that fail to score the minimum number of points for quality stated in the Bid data.</li> <li>2) Score Bid evaluation points for financial offer.</li> <li>3) Confirm that Bidders are eligible for the preferences claimed, and if so, score Bid evaluation points for preferencing.</li> <li>4) Calculate total Bid evaluation points.</li> <li>5) Rank Bid offers from the highest number of Bid evaluation points to the lowest.</li> <li>6) Recommend Bidder with the highest number of Bid evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.</li> </ol>

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

#### F.3.11.2 Scoring Financial Offers

Score the financial offers of remaining responsive Bid offers using the following formula:

$$N_{FO} = W_1 \times [1 - (P - P_m) / P_m]$$

where:

$N_{FO}$  = the number of Bid evaluation points awarded for the financial offer.

$W_1$  = the maximum possible number of Bid evaluation points awarded for the financial offer as stated in the Bid Data i.e. 80.

$P_m$  = the comparative offer of the most favourable Bid offer.

$P$  = the comparative offer of Bid offer under consideration.

#### F.3.11.3 Scoring quality (functionality)

Score quality in each of the categories stated in the Bid Data and calculate total score for quality.

**F.3.12 Insurance provided by the employer**

If requested by the proposed successful Bidder, submit for the Bidder's information the policies and / or certificates of insurance which the conditions of contract identified in the contract data, require the employer to provide.

**F.3.13 Acceptance of Bid offer**

**F.3.13.1** Accept Bid offer only if the Bidder satisfies the legal requirements stated in the Bid Data.

**F.3.13.2** Notify the successful Bidder of the employer's acceptance of his Bid offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the Bid data, or agreed additional period. Providing the form of offer and acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the employer and the successful Bidder as described in the form of offer and acceptance.

**F.3.14 Notice to unsuccessful Bidders**

After the successful Bidder has acknowledged the employer's notice of acceptance, notify other Bidders that their Bid offers have not been accepted.

**F.3.15. Prepare contract documents**

If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the Bid documents to take account of:

- a) addenda issued during the Bid period,
- b) inclusion of some of the returnable documents,
- c) other revisions agreed between the employer and the successful Bidder, and
- d) the schedule of deviations attached to the form of offer and acceptance, if any.

**F.3.16 Issue final contract**

Prepare and issue the final draft of contract documents to the successful Bidder for acceptance as soon as possible after the date of the employer's signing of the form of offer and acceptance (including the schedule of deviations, if any). Only those documents that the conditions of Bid require the Bidder to submit, after acceptance by the employer, shall be included.

**F.3.17 Complete adjudicator's contract**

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

**F.3.18 Provide copies of the contracts**

Provide to the successful Bidder the number of copies stated in the Bid Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

**NONGOMA MUNICIPALITY**  
**CONTRACT NO. 9/1 – T14/2025/26**

**REFURBISHMENT OF NONGOMA MAIN LIBRARY**

**T2.1 List of Returnable Documents**

The Bidder must complete the following returnable documents:

Bidder will be disqualified if these documents are not submitted and fully completed

- MBD1
- Certificate of Attendance at Site Meeting
- Contractor's Certificate of Registration with CIDB
- Tax Clearance Compliance Status Pin Certificate - MBD 2
- Declaration of Interest - MBD 4
- Preferencing Claim Form, MBD 6.1
- Central Supplier's Database Registration Report
- Certificate of Independent Bid Determination- MBD 9
- Declaration of Bidder's Past Supply Chain Management Practices – MBD 8
- Form of Offer and Acceptance
- Bribery Affidavit

**1. Returnable Schedules and other Documents Required for Tender Evaluation Purposes**

Schedule 1: Certificate of Attendance at a Bid Site Meeting

Schedule 2: Record of Addenda to Bid Documents

Schedule 3: Certificate of Authority for Joint Ventures / Close Corporation/ Partnership/ Company/ Sole Proprietor  
(Certified copies of Identity Documents in the case of Sole Proprietor)

Schedule 4: Declaration of Interest, MBD 4

Schedule 5: Schedule of the Bidder's Experience

Schedule 6: Schedule of Key Personnel

Schedule 7: Format of Curriculum Vitae

Schedule 8: Proposed Amendments, Qualifications and Alternatives

Schedule 9: Schedule of Subcontractors

Schedule 10: Schedule of Plant and Equipment

Schedule 11: Tax Clearance Certificate, MBD 2

Schedule 13: Preferencing Claim Form, MBD 6.1

Schedule 14: BBBEE Certificate (Certified Copy)/Sworn Affidavit

Schedule 15: CIDB grading certificate and number on spaces provided

Failure to submit the above information (compulsory documents) the tender will be disqualified

## **2. Returnable Schedules and Other Documents that will be Incorporated into the Contract**

Schedule 16: Declaration of Bidder's Past Supply Chain Management Practices

Schedule 17: Certificate of Independent Bid Determination, MBD 9

Schedule 18: Execution Programme and Construction Methodology

Schedule 19: Contractors' Health and Safety Declaration

Schedule 20: Contractor's Safety Plan

Schedule 21: Proof of Office Location

Schedule 22: Copy of Cashed Cheque for the Company

Schedule 23: VAT Registration Certificate

Schedule 24: Proof of Purchase of Tender Documents

Schedule 25: Central Supplier's Database Registration Report

## **5. The offer portion of the C1.1 Offer and Acceptance**

### **6. C1.2 Contract Data (Part 2)**

### **7 C2.2 Bills of quantities**

**SCHEDULE 1.**

**CERTIFICATE OF ATTENDANCE AT A BID SITE MEETING (N/A)**

This is to certify that (*Bidder*) .....

of (*address*).....

..... was represented by the person(s) named below at the compulsory meeting held for all Bidders at **Nongoma Municipality** offices, Main Street, Creighton, for the contract number **9/1 – T14/2025/26** on ..... **starting at 10H00.**

I / We acknowledge that the purpose of the meeting was to acquaint myself / ourselves with the site of the works and / or matters incidental to doing the work specified in the Bid documents in order for me / us to take account of everything necessary when compiling our rates and prices included in the Bid.

**Particulars of person**

**(s) attending the meeting:**

Name: ..... Signature: .....

Capacity: .....

Name: ..... Signature: .....

Capacity: .....

**Attendance of the above person(s) at the meeting is confirmed by the Employer's representative, namely:**

Name: ..... Signature: .....

Capacity: ..... Date and Time: .....

**SCHEDULE 2.****RECORD OF ADDENDUM TO BID DOCUMENTS**

I / We confirm that the following communications received from the Employer or his representative before the date of submission of this Bid offer, amending the Bid documents, have been taken into account in this Bid offer.

ADD.	DATE	TITLE OR DETAILS
1		
2		
3		
4		
5		

SIGNATURE: .....  
 (of person authorised to sign on behalf of the Bidder)

DATE: .....

**SCHEDULE 3.**

**CERTIFICATE OF AUTHORITY OF AN ENTITY**

Indicate the status of the Bidder by ticking the appropriate box hereunder. The Bidder must complete the certificate set out below for the relevant category.

(I) Company	(II) Close Corporation	(III) Partnership	(IV) Joint Venture	(V) Sole Proprietor

**(I) CERTIFICATE FOR COMPANY**

I ....., chairperson of the Board of Directors of ....., hereby confirm that by resolution of the Board (copy attached) taken on ..... 20.....,

Mr/Ms ....., acting in the capacity of ....., was authorised to sign all documents in connection with this Bid and any contract resulting from it on behalf of the company.

**Signature of Chairman:** .....

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

**(II) CERTIFICATE FOR CLOSE CORPORATION**

We, the undersigned, being the key members in the business trading as.....  
 ..... hereby authorise Mr/Ms .....  
 acting in the capacity of ....., to sign all documents  
 in connection with the Bid for Contract No ..... and any contract resulting from  
 it on our behalf.

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

NAME	ADDRESS	SIGNATURE	DATE

**Note:** *This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.*

**(III). CERTIFICATE FOR PARTNERSHIP**

We, the undersigned, being the key partners in the business trading as,

.....hereby authorise Mr/Ms.....

acting in the capacity of ..... , to sign all documents in connection

with the Bid for Contract No ..... and any contract resulting from it on our behalf.

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

NAME	ADDRESS	SIGNATURE	DATE

**Note:** *This certificate is to be completed and signed by all of the key partners upon who rests the direction of the affairs of the Partnership as a whole.*

**(IV) CERTIFICATE FOR JOINT VENTURE**

We, the undersigned, are submitting this Bid offer in Joint Venture and hereby authorize Mr/Ms  
 ..... , authorized signatory of the company, .....  
 .....acting in the capacity of lead partner, to sign all documents in connection with the  
 Bid offer for Contract No .....and any contract resulting from it on our behalf.

This authorization is evidenced by the attached power of attorney signed by legally authorized signatories of all the partners to the Joint Venture.

**Signature of Signatory:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

NAME OF FIRM	ADDRESS	AUTHORISING SIGNATURE, NAME AND CAPACITY
Lead partner		

**Note:** *This certificate is to be completed and signed by all of the key partners upon who rests the direction of the affairs of the Partnership as a whole. Attach on this page a Joint Venture agreement and a percentage split of works and scope of works to be split.*

**V) CERTIFICATE FOR SOLE PROPRIETOR**

I....., hereby confirm that I am the sole owner of the  
business trading as: .....

**Signature of Sole owner:** .....

**As Witnesses:**

1..... Name in Block Letters.....

2..... Name in Block Letters.....

**Date:** .....

## **SCHEDULE 4.**

### **REGISTRATION CERTIFICATE OF AN ENTITY**

***Important note to Bidder: Certified Copies of Registration Certificates for Companies and IDs for Directors/Share Holders, Close Corporations and Partnerships, ID documents for Sole Proprietors, must be inserted here.***

**SCHEDULE 5.**

**MBD 4**

**DECLARATION OF INTEREST**

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
  - 3.1 Full Name of bidder or his or her representative.....
  - 3.2 Identity Number: .....
  - 3.3 Position occupied in the Company (director, trustee, hareholder<sup>2</sup>).....
  - 3.4 Company Registration Number: .....
  - 3.5 Tax Reference Number.....
  - 3.6 VAT Registration Number.....
  - 3.7 The names of all directors / trustees / shareholders’ members, their individual identity Numbers and state employee numbers must be indicated in paragraph 4 below.
  - 3.8 Are you presently in the service of the state? **YES / NO**
  - 3.8.1 If yes, furnish particulars.....

<sup>1</sup>MSCM Regulations: “in the service of the state” means to be –

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

<sup>2</sup> Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

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

3.9.1 If yes, furnish particulars.....  
.....

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

3.10.1 If yes, furnish particulars.  
.....  
.....

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

3.11.1 If yes, furnish particulars  
.....  
.....

3.12 Are any of the company’s directors, trustees, managers, Principles shareholders or stakeholders in service of the state? ..... **YES / NO**

3.12.1 If yes, furnish particulars.  
.....  
.....

3.13 Are any spouse, child or parent of the company’s director’s trustees, managers, principle shareholders or stakeholders in service of the state? ..... **YES / NO**

3.13.1 If yes, furnish particulars.  
.....  
.....

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

3.14.1 If yes, furnish particulars:  
.....  
.....

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

Full Name	Identity Number	State Employee Number

.....  
**Signature**

.....  
**Date**

.....  
**Capacity**

.....  
**Name of Bidder**

## SCHEDULE 6.

### SCHEDULE OF THE BIDDER’S EXPERIENCE

The Bidder shall enter in the spaces provided below a list of relevant Access Roads projects. This information is deemed to be material to the award of the contract and is taken into account in the calculation of the adjudication points. Failure to provide this information your document will be excluded. Attach on this page reference letters from previous employers, the letters should be in the institutions’ letter heads and completion certificates.

Employer: Contact Person and Telephone Number	Consulting Engineer: Contact Person and Telephone Number	Nature of Work	Value of Work (inclusive of VAT)	Date Completed or Expected to be Completed

SIGNATURE: .....  
 (of person authorised to sign on behalf of the Bidder)

DATE: .....

## SCHEDULE 7.

### KEY PERSONNEL

In terms of the Project Specification and the Conditions of Bid, unskilled workers may only be brought in from outside the local community if such personnel are not available locally.

The Bidder shall list below the personnel which he intends to utilize on the Works, including key personnel which may have to be brought in from outside if not available locally.

Category of Employee	Number of Persons					
	Key Personnel, Part of the Contractor's Organisation		Key Personnel to be imported if not available locally		Unskilled Personnel to be recruited from local community	
	HDI	NON-HDI	HDI	NON-HDI	HDI	NON-HDI
<b>Site Agent, Project Managers</b>						
<b>Foremen, Quality Control and Safety Personnel</b>						
<b>Technicians, Surveyors, etc.</b>						
<b>Artisans and other Skilled workers</b>						
<b>Plant Operators</b>						
<b>Unskilled Workers</b>						
<b>Others:</b>						
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....
.....	.....	.....	.....	.....	.....	.....

SIGNATURE: .....  
*(of person authorised to sign on behalf of the Bidder)*

DATE: .....

**SCHEDULE 7. (a)**

**CURRICULUM VITAE OF KEY PERSONNEL**

<b>SITE AGENT</b> ( <i>Qualifications Certificates are to be attached behind this page</i> )	
Name:	Date of birth:
Profession:	Citizenship:
Qualifications:	
Professional registration number:	
Name of employer (firm):	
Current position:	Years with firm:
Employment Record:	
Experience record relevant to required services:	

**Certification:**

I, the undersigned, certify that, to the best of my knowledge and belief, this data correctly describes me, my qualifications, and my experience.

Date: .....

Signature:.....

The Bidder must countersign indicating agreement with the contents of this form.

Date: .....

Signature of Bidder: .....



## SCHEDULE 8.

### I. AMENDMENTS, QUALIFICATIONS AND ALTERNATIVES

*(This is not an invitation for amendments, deviations or alternatives but should the Bidder desire to make any departures from the provisions of this contract he shall set out his proposals clearly hereunder. The Employer will not consider any amendment, alternative offers or discounts unless forms (a), (b) and (c) have been completed to the satisfaction of the Employer).*

I / We herewith propose the amendments, alternatives and discounts as set out in the tables below:

(a) **AMENDMENTS**

PAGE, CLAUSE OR ITEM NO	PROPOSED AMENDMENT

- [Notes:** (1) Amendments to the General and Special Conditions of Contract are not acceptable;
- (2) The Bidder must give full details of all the financial implications of the amendments and qualifications in a covering letter attached to his Bid.]

(b) **ALTERNATIVES**

PROPOSED ALTERNATIVE	DESCRIPTION OF ALTERNATIVE

- [Notes:** (1) Individual alternative items that do not justify an alternative Bid, and an alternative offer for time for completion should be listed here.
- (2) In the case of a major alternative to any part of the work, a separate Bill of Quantities, programme, etc., and a detailed statement setting out the salient features of the proposed alternatives must accompany the Bid.
- (3) Alternative Bids involving technical modifications to the design of the works and methods of construction shall be treated separately from the main Bid offer.]

**(c) DISCOUNTS**

ITEM ON WHICH DISCOUNT IS OFFERED	DESCRIPTION OF DISCOUNT OFFERED

**[Note:** The Bidder must give full details of the discounts offered in a covering letter attached to his Bid, failing which, the offer will be prejudiced]

SIGNATURE: .....  
(of person authorised to sign on behalf of the Bidder)

DATE: .....

**SCHEDULE 9.**

**SCHEDULE OF PROPOSED SUB-CONTRACTORS**

We notify you that it is our intention to employ the following Subcontractors for work in this contract.

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

We confirm that all subcontractors who are contracted to construct a house or building, are registered as home builders with the National Home Builders Registration Council in accordance with the Housing Consumers Protection Measures Act, 1998 (Act 95 of 1998, as amended by Act 27 of 1999).

	Name and address of proposed Subcontractor	Nature and extent of work	Previous experience with Subcontractor.
1.			
2.			
3.			
4.			
5.			

Signed .....

Date .....

Name .....

Position .....

Bidder .....

**SCHEDULE 10.**

**SCHEDULE OF PLANT AND EQUIPMENT**

The following are lists of major items of relevant equipment that I/we presently own or lease and will have available for this contract or will acquire or hire for this contract if my/our Bid is accepted.

(a) Details of major equipment that is owned by and immediately available for this contract.

Quantity	Description, size, capacity, etc.

Attach additional pages if more space is required and proof of ownership

(b) Details of major equipment that will be hired, or acquired for this contract if my/our Bid is acceptable. Hired plant will score half the points for in-house plant.

Quantity	Description, size, capacity, etc.

Attach additional pages if more space is required and proof of arrangement for hiring plant or equipment.

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

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

*Bidder* \_\_\_\_\_

## **SCHEDULE 11.**

### **TAX CLEARANCE COMPLIANCE STATUS PIN CERTIFICATE**

#### **MBD 2**

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

- 1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
- 2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
- 3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
- 4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
- 5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).
- 6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).

***[Tax Clearance Compliance Status Pin Certificate obtained from SARS to be inserted here]***

## SCHEDULE 12.

### MBD 6.1

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

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

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

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

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

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

- (a) Price; and
- (b) Specific Goals.

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

The maximum points for this tender are allocated as follows:

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

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

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is

adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

$$80/20 \quad \text{or} \quad 90/10$$

$$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{min}$  = Price of lowest acceptable tender

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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

$$80/20 \quad \text{or} \quad 90/10$$

$$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right) \quad \text{or} \quad P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{max}$  = Price of highest acceptable tender

**4. POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

**(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.**

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
<b>Historical Disadvantaged Black Person</b> 100% Black Person Owned Equal or greater than 51% Black Person Owned	05	
<b>RDP</b> Enterprise located in Nongoma Municipality Enterprise located in Zululand District Enterprise located in the KZN Province Enterprise located in South Africa	10	
<b>Historical Disadvantaged Women</b> 100% Black Women Owned Equal or greater than 51% Black Women Owned	05	
<b>TOTAL</b>	<b>20</b>	

**DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company

- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

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

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

**DATE:** .....

**ADDRESS:** .....

.....

.....

.....

.....

## **SCHEDULE 13.**

### **BBBEE CERTIFICATE/SWORN AFFIDAVIT**

The Tenderer should insert here a BBBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA). Joint Ventures to insert here a consolidated BBBEE Certificate.

## **SCHEDULE 14.**

### **CIDB REGISTRATION CERTIFICATE OF AN ENTITY**

**Important note to Bidder: Bidders to attach here a certified copy of CIDB grading certificate and complete the number on the spaced provided.**

1. CIDB Registration No.....
2. CIDB Grading           .....

## SCHEDULE 15.

**MBD 8**

### **DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

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

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

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

**CERTIFICATION**

**I, THE UNDERSIGNED (FULL NAME) .....**  
**CERTIFY THAT THE INFORMATION FURNISHED ON THIS**  
**DECLARATION FORM TRUE AND CORRECT.**

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

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

## **SCHEDULE 16.**

**MBD 9**

### **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

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

**<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.**

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

**MBD 9****CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

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

**MBD 9**

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<sup>3</sup> **Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.**

**MBD 9**

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder





## SCHEDULE 18

### CONTRACTOR'S HEALTH AND SAFETY DECLARATION

In terms of Clause 4(4) of the OHS Act 1993 Construction Regulations 2003 (referred to as "the Regulations" hereafter), a Contractor may only be appointed to perform construction work if the Employer is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the Occupational Health and Safety Act No 85 of 1993 and the OHS Act 1993 Construction Regulations 2003.

To that effect a person duly authorised by the Bidder must complete and sign the declaration hereafter in detail.

**Declaration by Bidder**

1. I the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act No 85 of 1993 (as amended by the Occupational Health and Safety Amendment Act No 181 of 1993), and the OHS Act 1993 Construction Regulations 2003.
2. I hereby declare that my company has the competence and the necessary resources to safely carry out the construction work under this contract in compliance with the Construction Regulations and the Employer's Health and Safety Specifications.
3. I propose to achieve compliance with the Regulations by one of the following:
  - (a) From my own competent resources as detailed in 4(a) hereafter: ..... **\*Yes / No**
  - (b) From my own resources still to be appointed or trained until competency is achieved, as detailed in 4(b) hereafter: ..... **\*Yes / No**
  - (c) From outside sources by appointment of competent specialist subcontractors as detailed in 4(c) hereafter: ..... **\*Yes / No**

(\* = delete whatever is not applicable)

4. Details of resources I propose:

*(Note: Competent resources shall include safety personnel such as a construction supervisor and construction safety officer as defined in Regulation 6, and competent persons as defined in Regulations 7, 8, 10, 11, 12, 14, 15, 18, 21(1), 22, 26 and 27, as applicable to this contract)*

- (a) Details of the competent and qualified key persons from my company's own resources, who will form part of the contract team:

NAMES OF COMPETENT PERSONS	POSITIONS TO BE FILLED BY COMPETENT PERSONS

- (a) Details of training of persons from my company's own resources (or to be hired) who still have to be trained to achieve the necessary competency:
  - (i) By whom will training be provide.....
  - (ii) When will training be undertaken? .....
  - (iii) List the positions to be filled by persons to be trained or hired:  
.....  
.....

- (c) Details of competent resources to be appointed as subcontractors if competent persons cannot be supplied from own company:  
Name of proposed subcontractor.....  
Qualifications or details of competency of the subcontractor: .....

- 5. I hereby undertake, if my Bid is accepted, to provide, before commencement of the works under the contract, a suitable and sufficiently documented Health and Safety Plan in accordance with Regulation 5(1) of the Construction Regulations, which plan shall be subject to approval by the Employer.
- 6. I confirm that copies of my company's approved Health and Safety Plan, the Employer's Safety Specifications as well as the OHSA 1993 Construction Regulations 2003 will be provided on site and will at all times be available for inspection by the Contractor's personnel, the Employer's personnel, the Engineer, visitors, and officials and inspectors of the Department of Labour.
- 7. I hereby confirm that adequate provision has been made in my Bided rates and prices in the schedule of quantities to cover the cost of all resources, actions, training and all health and safety measures envisaged in the OHSA 1993 Construction Regulations 2003, and that I will be liable for any penalties that may be applied by the Employer in terms of the said Regulations (Regulation 30) for failure on the Contractor's part to comply with the provisions of the Act and the Regulations.
- 8. I agree that my failure to complete and execute this declaration to the satisfaction of the Employer will mean that I am unable to comply with the requirements of the OHSA 1993 Construction Regulations 2003, and accept that my Bid will be prejudiced and may be rejected at the discretion of the Employer.

SIGNATURE: .....  
(of person authorised to sign on behalf of the Bidder)

DATE: .....

## **SCHEDULE 19.**

### **CONTRACTOR'S SAFETY PLAN**

***[The Bidder shall attach to this page the Contractor's Health and Safety Plan as required in terms of Regulation 5 of the Occupational Health and Safety Act 1993 Construction Regulations 2003 and referred to in T2.1.]***

## **SCHEDULE 20.**

### **PROOF OF OFFICE LOCATION**

**The Tenderer's Municipality Statements or Lease Agreement or Tribunal Letter as proof of location of office to be inserted here not older than 3 months.**

**SCHEDULE 21.**

**VAT REGISTRATION CERTIFICATE**

**The Tenderer's VAT Registration Certificate to be inserted here.**

## **SCHEDULE 22.**

### **PROOF OF BANKING DETAILS**

The Tenderer's shall insert here a copy of cashed cheque for the company or letter from the bank here.

## **SCHEDULE 23.**

### **PROOF OF PURCHASE OF TENDER DOCUMENTS (N/A)**

The Tenderer's shall insert here proof of purchase of the tender documents in the form of an official receipt or other acceptable form of proof.

## **SCHEDULE 24.**

### **CENTRAL SUPPLIER'S DATABASE REGISTRATION REPORT**

**The Tenderer's Central Supplier's Database Registration Report to be inserted here**

# The Contract

## Part C1: Agreement and Contract Data

- C1.1 Form of Offer and Acceptance
- C1.2 Contract Data
  - C1.2.1 Conditions of Contract
  - C1.2.2: Part A: Contract Data Provided by The Employer
  - C1.2.2: Part B: Contract Data Provided by The Contractor
- C1.3 Form of Guarantee
- C1.4 Agreement with Adjudicator
- C1.5 Agreement in Terms of the Occupation Health and Safety

## Part C2: Pricing data

- C2.1 Pricing Instructions
- C2.2 Activity Schedule or Bills of Quantities

## Part C3: Scope of Work

- C3.1 Scope of Work

## Part C4: Site information

- C4 Site Information

## **THE CONTRACT**

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

#### **C1.1 Form of Offer and Acceptance**

**NONGOMA MUNICIPALITY  
CONTRACT NUMBER 9/1 – T14/2025/26**

**REFURBISHMENT OF NONGOMA MAIN LIBRARY**

**C1.1 Form of Offer and Acceptance**

**Offer** (To be filled by tenderer)

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

Contract Number: **9/1 – T14/2025/26**, **Project Description: REFURBISHMENT OF NONGOMA MAIN LIBRARY**

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

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

.....  
..... Rand (in words);

R ..... (in figures)

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature ..... Date .....

Name .....

Capacity .....

**for the tenderer**

(Name and address of organization) .....

Name and signature of witness .....

**Form of Offer and Acceptance (continued)**

**Acceptance** (To be filled by Employer)

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer’s offer. In consideration thereof, the employer shall pay the contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer’s offer shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1: Agreements and contract data, (which includes this agreement)
- Part C2: Pricing data
- Part C3: Scope of work.
- Part C4: Site information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender 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 agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer’s agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

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

Signature ..... Date .....

Name .....

Capacity .....

**for the Employer**      **Nongoma Municipality**  
                                 **Lot 103 Main Street, Nongoma**

Name and signature of witness ..... Date .....

.....



## **THE CONTRACT**

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

#### **C1.2 Contract Data**

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

### **C1.2 CONTRACT DATA**

#### **C1.2.1 Conditions of Contract**

## PART C1: AGREEMENT AND CONTRACT DATA

### C1.2 CONTRACT DATA

#### C1.2.1 CONDITIONS OF CONTRACT

##### GENERAL CONDITIONS OF CONTRACT

This Contract will be based on the “General Conditions of Contract for Construction Works – Third Edition 2015”, issued by the South African Institution of Civil Engineering. (Short title: “**General Conditions of Contract for Construction Work 2015**”) and can be obtained from:

##### **SAICE**

SAICE House  
Block 19  
Thornhill Office Park  
Becker Street  
MIDRAND  
1685  
Gauteng Province  
Tel: (011) 805-5947  
Fax: (011) 805-5971.

It is agreed that the only variations from the General Conditions of Contract 2010 are those set out hereafter under “Special Conditions of Contract”.

##### SPECIAL CONDITIONS OF CONTRACT

#### 1. GENERAL

These Special Conditions of Contract (SCC) form an integral part of the Contract. The Special Conditions shall amplify, modify or supersede, as the case may be, the **General Conditions of Contract 2015** to the extent specified below, and shall take precedence and shall govern.

The clauses of the Special Conditions hereafter are numbered “SCC” followed in each case by the number of the applicable clause or sub clause in the **General Conditions of Conditions 2015**, and the applicable heading, or (where a new special condition that has no relation to the existing clauses is introduced) by a number that follows after the last clause number in the General Conditions, and an appropriate heading.

#### 2. AMENDMENTS TO THE GENERAL CONDITIONS OF CONTRACT

No amendments.

**APPENDIX A:TRANSFER OF RIGHTS**

**TRANSFER OF RIGHTS AND INDEMNITY (To be completed during construction by successful Tenderer only)**

**Claim for materials on site, Payment Certificate No.** ..... **Date:** .....

**Contract No:** ..... For (contract title) .....

I, the undersigned (name of signatory) ..... in my capacity as  
 ..... of (name of Contractor) .....

duly authorised hereto on behalf of the Contractor hereby transfer, cede and assign all the Contractor’s rights, title and interest in and to the materials and goods, for which evidence of bona fide ownership is attached hereto, unto and in favour of (name of Employer) .....

..... Insofar as the Contractor retains actual control of the materials and goods, the right of ownership thereof passes to the Employer by *constitutum possessorium*.

I herewith indemnify the Employer against any claim to and in respect of said materials by reason of the Contractor’s sequestration or liquidation or of any defect in the Contractor’s title to the materials and agree that no payment for materials on site will be made by the Employer until such time as I have submitted documentary proof of bona fide ownership of the said materials and goods.

This transfer shall become effective upon conclusion of the Contractor receiving payment from the Employer or from any other person on behalf of the Employer for the materials and goods as Materials on Site, payment of retention money thereon excluded.

I further confirm that I am fully responsible for all materials and goods listed under this Transfer of Rights and that they have been insured adequately against all risks and will remain insured until they are built into or used in the permanent works and taken over by the Employer.

**This certificate of Transfer of Rights applies only to the materials and goods as listed in the following table.**

Description of Item	Unit	Quantity	Rate	Amount	Supplier
Total Value of Materials and goods					

**Signed by:** ..... **Date:** .....  
 for and on behalf of the Contractor.

**Witnessed by:** ..... **Date:** .....

**NOTE:** This form, together with the documentary proof of ownership or proof of payment by the Contractor to the supplier, shall accompany the Contractor’s claim for payment for materials on site in terms of **Clause 6.10.1.5** of the **General Conditions of Contract 2015**.

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

### **C1.2: CONTRACT DATA**

#### **C1.2.2 PART A: Data Provided by the Employer**

#### **C1.2.2 PART B: Data Provided by the Contractor**

## C1.2.2 CONTRACT DATA (Applicable to this Contract)

### PART A: DATA PROVIDED BY THE EMPLOYER

The following contract specific data are applicable to this contract.

REFERENCE	CONTRACT SPECIFIC DATA BY THE EMPLOYER
Clause 1.1.14: Clause 1.2.2:	<p><b>Name of Employer: Nongoma Municipality</b>  <b>Address of Employer:</b></p> <p><u>Physical:</u>  Nongoma Municipal Offices  Lot 103, Main Street  Nongoma  3950</p> <p>Telephone No: Telephone No: (035) 831 7500      Fax No: (035) 831 3152  E-Mail: <a href="mailto:qedaz@nongoma.gov.za">qedaz@nongoma.gov.za</a></p>
Clause 1.1.15: Clause 1.2.2:	<p><b>Name of Engineer: BI Infrastructure Consultants (Pty) Ltd</b></p> <p><b>Address of Engineer:</b></p> <p><u>Physical:</u>  42A Montgomery Drive  Athlone  Pietermaritzburg, 3201</p> <p>Telephone No: (033) 345 4125      Fax No: (033) 345 3883  E-Mail: <a href="mailto:fortune@biiconsultants.co.za">fortune@biiconsultants.co.za</a></p>
Clause 1.6 & 38.1:	<p>Special non-working days are public holidays, Saturdays and Sundays; and the following statutory public holidays as declared by National or Regional Government:</p> <p>New Year's Day, Human Rights Day, Good Friday, Family Day, Freedom Day, Workers day, Youth Day, National Women's Day, Heritage Day, Day of Reconciliation, Christmas Day and the Day of Goodwill including the construction industry year end break.</p>
Clause 1.6:	<p>The year-end break commences on the first working day after 15 December and ends on the first working day after 5 January of the next year and in this contract, it starts on <b>16<sup>th</sup> December 2026</b> and ends on <b>6<sup>th</sup> January 2027</b>.</p>
Clause 2.3:	<p>The Engineer is required to obtain the specific approval of the Employer for the following: The Engineer requires the <b>Municipal</b> approval in order to authorise any expenditure in excess of the tender Sum plus 15% Contingencies.</p>
Clause 7.1:	<p>The Guarantee shall be delivered within 14 days after the Employer has informed the Contractor <i>in writing</i> that his tender has been accepted. The Form of Acceptance will however not be signed by the Employer before the receipt of a guarantee acceptable to the Employer. Deed of Guarantee is applicable to this contract.</p>

<b>REFERENCE</b>	<b>CONTRACT SPECIFIC DATA BY THE EMPLOYER</b>
Clause 6.2.1:	The time to deliver the Deed of Guarantee is within 14 Days of the Commencement Date.
Clause 6.2.1:	The Liability of the Guarantee shall be 10%.
Clause 5.3.1:	The contractor shall commence executing the work within 14 days of the Commencement date.
Clause 5.6.1:	The Contractor shall deliver his programme of work within 14 days of the Commencement date.
*	
Clause 8.6.1.1.2:	The value of materials supplied by the Employer to be included in the insurance sum is <b><u>R0. 00.</u></b>
Clause 8.6.1.1.3:	The amount to cover professional fees for repairing damage and loss to be included in the insurance sum is <b><u>R 100 000.00</u></b>
Clause 8.6.1.2:	Special risk insurance issued by SASRIA is required.
Clause 8.6.1.3:	The limit of indemnity for liability insurance is <b><u>R 5 000 000.00</u></b> for any single liability claim.
Clause 6.5.1.2.3:	The percentage allowance to cover overhead charges is <b>15%</b> .
Clause 5.6.1:	The Works shall be completed within <b><u>amount stated on the cover page</u></b> including special non-working days and the year-end break.
Clause 5.13.1:	The penalty for failing to complete the works is <b>R1500</b> per <b><u>Calendar Day</u></b> .
Clause 6.8.1:	The rates and/or prices stated in the Pricing Data shall be final and binding throughout the period of the Contract.

<b>REFERENCE</b>	<b>CONTRACT SPECIFIC DATA BY THE EMPLOYER</b>
Clause 6.8.3:	Price adjustments for variations in the costs of special materials are not allowed.
Clause 6.10.1.5:	The percentage advance on materials not yet built into the Permanent Works is: <b>80%</b> .
Clause 6.10.3:	The percentage retention on the amounts due to the Contractor is 10 % excluding contract price adjustment, contingencies and VAT.
Clause 6.10.6.1:	A Retention money guarantee is permitted limited to 50%.
Clause 7.8.1:	The Defects Liability Period is applicable to this contract and is 12 months measured from the date of the Certificate of Completion.
Clause 10.2:	Dispute Resolution shall be by Amicable settlement / Adjudication / Arbitration.
Clause 10.3:	<ol style="list-style-type: none"><li>1. The Adjudicator shall be reimbursed at the hourly rate of R650.00 in respect of all time spent upon or in connection with the adjudication including time spent travelling.</li><li>2. The Adjudicator shall be reimbursed in respect of all disbursements properly made including, but not restricted to.<ol style="list-style-type: none"><li>(a) Printing, reproduction and purchase of documents, drawings, maps, records and photographs.</li><li>(b) Telegrams, telex, faxes and telephone calls.</li><li>(c) Postage and similar delivery charges.</li><li>(d) Travelling, hotel expenses and other similar disbursements.</li><li>(e) Room charges.</li><li>(f) Charges for legal advise or technical advice obtained in accordance with the Procedure.</li></ol></li><li>3. The Adjudicator shall be paid an appointment fee of R 7 500.00. This fee shall become payable in equal amounts by each Party within 14 days of the appointment of the Adjudicator, subject to an Invoice being provided. This fee will be deducted from the final statement of any sums which shall become payable under item 1 and / or item 2 of the Contract Data. If the final statement is less than the appointment fee the balance shall be refunded to the Parties</li><li>4. The Adjudicator is currently registered for Value Added Tax (VAT).</li><li>5. Where the Adjudicator is registered for VAT it shall be charged additionally in accordance with the rates current at the date of invoice.</li><li>6. All payments other than the appointment fee (item 3) shall become due 7 days after receipt of invoice thereafter interest shall be payable at 5% per annum above the Reserve Bank base rate for every day the amount remains outstanding.</li></ol>

**C1.2.2: CONTRACT DATA (Applicable to this contract)**

**PART B: DATA PROVIDED BY THE CONTRACTOR**

The following contract specific data are applicable to this contract.

<b>REFERENCE</b>	<b>CONTRACT SPECIFIC DATA BY THE CONTRACTOR</b>
Clause 1.8:	<b>Name of Contractor:</b> .....
Clause 1.2.2:	<b>Address of the Contractor:</b>
	<u>Physical:</u> .....
	<u>Postal:</u> .....
	.....
	.....
	.....
	.....
	E-Mail: .....
	Telephone No: ..... Fax No: .....

Clause 6.8.3: The variation in cost of all special materials is to be provided in the Table SM 1 for special materials.

The rates and prices for the special materials shall be furnished by the Tenderer, which rates and prices shall not include VAT but shall include all other obligatory taxes and levies. The quoted price is the ruling price on the 1<sup>st</sup> of Month prior to close of tender.

**TABLE: SM1**

Special Materials	Unit*	Rate or Price for the base month
Interlocking paving bricks	.....	.....
Concrete	.....	.....
Steel Reinforcing	.....	.....

\* Indicate whether the material shall be delivered in bulk or in containers. When called upon to do so, the Contractor shall substantiate the above rates or prices with acceptable documentary evidence.

Signed on behalf of Tenderer: .....

**REFERENCE**

**CONTRACT SPECIFIC DATA BY THE CONTRACTOR**

Clause 4.4.3:

**Selection of Sub-Contractors**

The Tenderer shall list below the Subcontractors and Suppliers whom he intends to appoint in respect of the various specialist items of work to be done or goods supplied on this contract. Alternatives may be mentioned.

The Tenderer shall state whether he intends to carry out any specialised work or supply of goods himself.

Acceptance of this tender shall not be construed as approval of all or any of the listed specialist Subcontractors or Suppliers. Should any of or all of the specialist Subcontractors or Suppliers not be approved subsequent to the acceptance of the tender, it shall in no way invalidate this tender, and the tendered unit rates for the various items of work shall remain final and binding, even in the event of a Subcontractor or Supplier not listed below being approved by the Employer.

**SCHEDULE OF SPECIALIST SUB-CONTRACTORS AND SUPPLIERS**

Specialised Item	Name and Details of Specialist Sub-Contractors

Signed on behalf of Tenderer: .....

## **THE CONTRACT**

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

#### **C1.3 Form of Guarantee**

**PRO FORMA**

**C1.3 Form of Guarantee**

Contract No. 9/1 – T14/2025/26

WHEREAS **The Nongoma Municipality** (hereinafter referred to as the Employer”) entered into, a Contract with:

.....

(Hereinafter called “the Contactor”) on the ..... day of ..... 20.....

for the **REFURBISHMENT OF NONGOMA MAIN LIBRARY**

AND WHEREAS it is provided by such Contract that the Contractor shall provide the Employer with security by way of a guarantee for the due and faithful fulfilment of such Contract by the Contractor;

AND WHEREAS ..... has/have at the request of the Contractor, agreed to give such guarantee;

NOW THEREFORE WE ..... do hereby guarantee and bind ourselves jointly and severally as Guarantor and Co-Principal Debtors to the Employer under renunciation of the benefits of division and exclusion for the due and faithful performance by the Contractor of all the terms and conditions of the said Contract, subject to the following conditions:

1. The Employer shall, without reference and / or notice to us, have complete liberty of action to act in any manner authorized and/or contemplated by the terms of the said Contract, and/or to agree to any modifications, variations, alterations, directions or extensions of the completion date of the works under the said Contract, and that its rights under this guarantee shall in no way be prejudiced nor our liability hereunder be affected by reason of any steps which the Employer may take under such Contract, or of any modification, variation, alterations of the completion date which the Employer may make, give, concede or agree to under the said Contract.
2. This guarantee shall be limited to the payment of a sum of money.
3. The Employer shall be entitled, without reference to us, to release any guarantee held by it, and to give time to or compound or make any other arrangement with the Contractor.
4. This guarantee shall remain in full force and effect until the issue of the Certificate of Completion in terms of the Contract, unless we are advised in writing by the Employer before the issue of the said Certificate of his intention to institute claims, and the particulars thereof, in which event this guarantee shall remain in full force and effect until all such claims have been paid or liquidated.
5. Our total liability hereunder shall not exceed the Guaranteed Sum of .....  
.....Rand (in words); R .....  
..... (in figures) .....
6. The Guarantor reserves the right to withdraw from this guarantee by depositing the Guaranteed Sum with the beneficiary, whereupon our liability hereunder shall cease.

7. We hereby choose our address for the serving of all notices for all purposes arising here from as

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

IN WITNESS WHERE OF this guarantee has been executed by us at .....  
on this ..... day of ..... 20 .....

Signature .....

Duly authorized to sign on behalf of .....

Address .....  
.....  
.....

As witnesses:

1 .....

2 .....

## **THE CONTRACT**

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

#### **C1.4 Agreement with Adjudicator**

**C1.3 AGREEMENT WITH ADJUDICATOR**

This agreement is made on the.....day of ..... 20.....between: The Employer  
*(name of company / organisation)* .....  
of *(address)*.....  
.....and the Contractor  
*(name of company / organisation)* .....  
of *(address)*.....  
..... (hereinafter  
called **the Parties**)

**and**

*(name)*.....  
of *(address)* .....  
.....  
(hereinafter called **the Adjudicator**)

Disputes or differences may arise/have arisen\* between the Parties under a Contract dated.....  
and known as Contract No.....  
*(Contract title)*.....

and these disputes or differences shall be/have been\* referred to adjudication in accordance with the  
CIDB Adjudication Procedure, (hereinafter called "**the Procedure**") and the Adjudicator may be or has  
been requested to act.  
*(\* Delete as necessary)*

**IT IS NOW AGREED** as follows:

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

**SIGNED by:**

(Signature): .....

(Signature): .....

(Signature): .....

**Name:** .....

**Name:** .....

**Name:** .....

who warrants that he/ she is duly authorised to sign for and on behalf of the **First Party** in the presence of

who warrants that he/ she is duly authorised to sign for and on behalf of the **Second Party** in the presence of

the **Adjudicator** in the presence of

**Witness:**

(Signature).....

**Witness:**

(Signature).....

**Witness:**

(Signature).....

**Name:** .....

**Name:** .....

**Name:**.....

Address: .....

Address: .....

Address: .....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Date: .....

Date: .....

Date: .....

## **THE CONTRACT**

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

#### **C1.5 Agreement in Terms of Occupation Health and Safety**

**C1.5: AGREEMENT IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT No 85 OF 1993**

THIS AGREEMENT is made between **Nongoma Municipality** represented by the Municipal Manager:

(hereinafter called the EMPLOYER of the one part, herein represented by:

.....  
.....

in his capacity as:

AND:

.....

(hereinafter called the CONTRACTOR) of the other part, herein represented by

.....  
.....

in his capacity as:

duly authorised to sign on behalf of the Contractor.

**WHEREAS** the CONTRACTOR is the Mandatory of the EMPLOYER in consequence of an agreement between the CONTRACTOR and the EMPLOYER in respect of

CONTRACT No.: **REFURBISHMENT OF NONGOMA MAIN LIBRARY**

**AND WHEREAS** the EMPLOYER and the CONTRACTOR have agreed to enter into an agreement in terms of the provisions of Section 37(2) of the Occupational Health and Safety Act No 85 of 1993, as amended by OHS Act Amendment Act No 181/1993 (hereinafter referred to as the ACT);

**NOW THEREFORE** the parties agree as follows:

1. The CONTRACTOR undertakes to acquaint the appropriate officials and employees of the CONTRACTOR with all relevant provisions of the ACT and the regulations promulgated in terms thereof.
2. The CONTRACTOR undertakes to fully comply with all relevant duties, obligations and prohibitions imposed in terms of the ACT and Regulations: Provided that should the EMPLOYER have prescribed certain arrangements and procedures that same shall be observed and adhered to by the CONTRACTOR, his officials and employees. The CONTRACTOR shall bear the onus of acquainting himself/herself/itself with such arrangements and procedures.
3. The CONTRACTOR hereby accepts sole liability for such due compliance with the relevant duties, obligations, prohibitions, arrangements and procedures, if any, imposed by the ACT and Regulations, and the CONTRACTOR expressly absolves the EMPLOYER and the Employer's CONSULTING ENGINEERS from being obliged to comply with any of the aforesaid duties, obligations, prohibitions, arrangements and procedures in respect of the work included in the contract.

- 4. The CONTRACTOR agrees that any duly authorised officials of the EMPLOYER shall be entitled, although not obliged, to take such steps as may be necessary to ensure that the CONTRACTOR has complied with his undertakings as more fully set out in paragraphs 1 and 2 above, which steps may include, but shall not be limited to, the right to inspect any appropriate site or premises occupied by the CONTRACTOR, or to take such steps it may deem necessary to remedy the default of the CONTRACTOR at the cost of the CONTRACTOR.
  
- 5. The CONTRACTOR shall be obliged to report forthwith to the EMPLOYER any investigation, complaint or criminal charge which may arise as a consequence of the provisions of the ACT and Regulations, pursuant to work performed in terms of this agreement, and shall, on written demand, provide full details in writing of such investigation, complaint or criminal charge.

Thus signed at ..... for and on behalf of the **CONTRACTOR**

on this the ..... day of ..... 20.....

SIGNATURE: .....

NAME AND SURNAME: .....

CAPACITY: .....

WITNESSES: 1. ....

2. ....

Thus signed at ..... for and on behalf of the **EMPLOYER** on this

the ..... day of ..... 20.....

SIGNATURE: .....

NAME AND SURNAME: .....

CAPACITY: .....

WITNESSES: 1. ....

2. ....

# THE CONTRACT

## PART C2: PRICING DATA

### C2.1 Pricing Instructions

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C2.2 Bill of Quantities	91

**NONGOMA MUNICIPALITY****CONTRACT NUMBER XXXX****REFURBISHMENT OF NONGOMA MAIN LIBRARY****C2.1 Pricing Instructions**

1. Measurement and payment shall be in accordance with the relevant provisions of the COLTO Standard Specification for Road and Bridge Works for State Authorities (1998 edition) as amended in the Scope of Works.
2. The units of measurement described in these Bills of Quantities are metric units. Abbreviations used in the Bills of Quantities are as follows:

%	=	percent
h	=	hour
ha	=	hectare
kg	=	kilogram
kl	=	kilolitre
km	=	kilometre
km-pass	=	kilometre-pass
kPa	=	kilopascal
kW	=	kilowatt
l	=	litre
m	=	metre
mm	=	millimetre
m <sup>2</sup>	=	square metre
m <sup>2</sup> -pass	=	square metre-pass
m <sup>3</sup>	=	cubic metre
m <sup>3</sup> -km	=	cubic metre-kilometre
MN	=	meganewton
MN.m	=	meganewton-metre
MPa	=	megapascal
No.	=	number
Prov sum	=	Provisional sum
PC sum	=	Prime Cost sum
R/only	=	Rate only
sum	=	lump sum
t	=	ton (1000 kg)
W/day	=	Work day

3. For the purpose of these Bills of Quantities, 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 COLTO Standard Specification for Road and Bridge Works for State Authorities (1998 edition).
Quantity:	The number of units of work for each item.
Rate:	The agreed payment per unit of measurement.
Amount:	The product of the quantity and the agreed rate for an item.
Lump sum:	An agreed amount for an item, the extent of which is described in the Bills of Quantities but the quantity of work of which is not measured in any units.

4. Unless otherwise stated, items are measured net in accordance with the drawings, and no allowance is made for waste.

5. It will be assumed that prices included in the bills of quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to [www.stanza.org.za](http://www.stanza.org.za) or [www.iso.org](http://www.iso.org) for information on standards).
6. The prices and rates in these Bills of Quantities are fully inclusive prices for the work described under the items. Such prices and rates cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit. These prices will be used as a basis for assessment of payment for additional work that may have to be carried out.
7. Where the Scope of Work requires detailed drawings and designs or other information to be provided, all costs associated therewith are deemed to have been provided for and included in the unit rates and sum amount tendered such items
8. An item against which no price is entered will be considered to be covered by the other prices or rates in the Bills of Quantities. A single lump sum will apply should a number of items be grouped together for pricing purposes.
9. The quantities set out in these Bills of Quantities are approximate and do not necessarily represent the actual amount of work to be done. The quantities of work accepted and certified for payment will be used for determining payments due and not the quantities given in these Bills of Quantities.
10. Reasonable compensation will be received where no pay item appears in the Bills of Quantities in respect of work required in terms of the Contract and which is not covered in any other pay item.
11. The short descriptions of the items of payment given in these Bills of Quantities are only for the purposes of identifying the items. More details regarding the extent of the work entailed under each item appear in the Scope of Work.
12. The item numbers appearing in the Bills of Quantities refer to the corresponding item numbers in the COLTO Standard Specification for Road and Bridge Works for State Authorities (1998 edition).
13. Those parts of the contract to be constructed using labour-intensive methods have been marked in the Bills of Quantities with the letters "LI" in a separate column filled in against every item so designated. The works, or parts of the works so designated are to be constructed using labour-intensive methods only. The use of plant to provide such works, other than plant specifically provided for in the scope of work, is a variation to the contract. The items marked with the letters LI are not necessarily an exhaustive list of all the activities which must be done by hand, and this clause does not over-ride any of the requirements in the generic labour intensive specification in the Scope of Works.
14. Payment for items which are designated to be constructed labour-intensively (either in this schedule or in the Scope of Works) will not be made unless they are constructed using labour-intensive methods. Any unauthorised use of plant to carry out work which was to be done labour-intensively will not be condoned and any works so constructed will not be certified for payment.

**EPWP REQUIREMENTS**

1. Those parts of the contract to be constructed using labour-intensive methods **have been marked in schedule of quantities with the letters LI in a separate column** filled in against every item so designated. The works, or parts of the works so designated are to be constructed using labour-intensive methods. The use of plant to provide such works, other than plant specifically provided for in the scope of work, is a variation to the contract. The items marked with the letters LI are not necessarily an exhaustive list of activities which must be done by hand, and this clause does not over-ride any of the requirements in the generic labour intensive specification in the Scope of Works.
2. Payment for items which are designated to be constructed labour-intensively (either in this schedule or in the Scope of Works) will not be made unless they are constructed using labour-intensive methods. Any unauthorised use of plant to carry out work which was to be done labour-intensively will not be condoned and any works so constructed will not be certified for payment.

## C2.2 Bill of Quantities

<b>Section</b>	<b>Description</b>	<b>Page No.</b>
1	PRELIMINARY & GENERAL	92
2	REPAIRS AND RENOVATIONS	94
	SUMMARY	

Item	Payment Ref.	Description	Unit	Qty	Rate	Amount
	<b>SANS 1200 A 1200A</b>	<b>SECTION 1 PRELIMINARY AND GENERAL</b>				
<b>1,1</b>	<b>8,3</b>	<b>FIXED-CHARGE ITEMS</b>				
1.1.1	8.3.1	Contractual requirements	Sum	1		
	<b>8.3.2</b>	<b>Establish Facilities on the Site:</b>				
		a) Facilities for Engineer (SABS 1200 AB)				
1.1.2	PSAB	Nameboard 1.2m x 2.4m	Sum	1		
		b) Facilities for Contractor				
1.1.3		Offices and storage sheds	Sum	1		
1.1.4		Tools and equipment	Sum	1		
1.1.5		Water supplies, electric power and communications	Sum	1		
1.1.6	8.3.4	Remove Contractor's Site establishment on completion and clean all offices and surrounding	Sum	1		
1.1.7	PA	All work to ensure compliance with the provisions of the OSH Act 85 of 1993 and Regulations R1010 as published in Government Gazette on 18 July 2003. This item shall include all costs to provide a safety plan including the mentoring thereof, auditing thereof and reporting to the Engineer on a regular basis	Sum	1		
<b>CARRIED FORWARD</b>						

<b>BROUGHT FORWARD</b>					
1,2	8,4	<b>TIME-RELATED ITEMS</b>			
1.2.1	8.4.1	Contractual requirements	Week	8	
	8.4.2	Operate and maintain facilities on the site			
	8.4.2.1	a) Facilities for Engineer for durationnn of construction (SABS 1200AB)			
1.1.2	PSAB	Nameboard 1.2m x 2.4m	Week	8	
		b) Facilities for Contractor			
1.1.2		Offices and storage sheds	Week	8	
1.2.3		Tools and equipment	Week	8	
1.2.4		Water supplies, electric power and communications	Week	8	
1,3	8,5	<b>SUMS STATED PROVISIONALLY BY ENGINEER</b>			
1,4	8,7	Day work			
1.4.1		Labour	P Sum	1	25 000
1.4.2		Percentage adjustment to item 1.4.1 for labour	%	25 000	
1.4.3		Materials	Sum	1	50 000
1.4.4		Percentage for overhead costs	%	50 000	
1,5		<b>COMMUNITY LIAISON OFFICE (CLO)</b>			
1.5.1		Renumeration allowance for a CLO	Weeks	8	1375
1.5.2		Allowance for Internship (Student/Trainee)	Months	2	6000
1.5.3		Percentage for overhead costs	%	23 000	
		Movement of services	P Sum	1	25000
1.5.4		Percentage for overhead costs	%	25 000	
<b>TOTAL FOR SECTION 1 CARRIED FORWARD TO SUMMARY</b>					

Item	Payment Ref.	Description	Unit	Qty	Rate	Amount
		<b>SECTION 2 RENOVATIONS TO OFFICES</b>				
1		<b>ALTERATIONS</b>				
1,1		Carefully take off and remove existing wooden windows, doors of various sizes and remove from site and place in designated area	No	53		
1,2		Remove Wooden Plumbing duct door and make good walls	No	1		
1,3		Remove existing roof sheets and remove from site and place in designated area	m <sup>2</sup>	260		
1,4		Remove existing barge boards and fascia boards	m	200		
1,5		Remove existing ceiling and dispose of at designated areas	m <sup>2</sup>	260		
1,6		Remove existing kitchen cupboards	m <sup>2</sup>	3,70		
1,7		Remove and reinstate existing furniture from the Library room to a designated area	No	50		
1,8		Remove existing air conditioners	No	10		
1,9		Removal of the roof truss	m <sup>2</sup>	18		
1.10		Removal of brandering	m <sup>2</sup>	260		
1.10		Removal of sisalation	m <sup>2</sup>	260		
2,0		<b>FLOOR COVERING</b>				
2,1		Carpet cleaning by a specialist	m <sup>2</sup>	425		
		<b>CARRIED FORWARD</b>				

<b>BROUGHT FORWARD</b>						
3,0		<b>CEILING</b>				
3.2.1	a)	Ceilings 6mm "Everite Nutec" fibre-cement flush boards with H-type pressed steel jointing strips including 38x38mm sawn softwood bandering at 450mm centres in both directions including painting	m <sup>2</sup>	260		
3.2.2	b)	Extra-over for 600x600mm trap door including sawn and wrot framing fitted flush with ceiling	No	2		
3.2.3	c)	50x19mm angle rounded cornice plugged and including 19mm quadrant bead planted on	m	126		
		<u>Factorylite Insulation (Sisalation)</u> Insulation laid taut over purlins and including bandering to be kept aligned with 2mm straining wires at 300mm centres	m <sup>2</sup>	260		
4,0		<b>IRONMONGERY</b>				
4,1		Supply and fix "Secura Safe' type or similar approved Store Room door 1905 x 890mm complete with 1 x 7 Lever lock	No	1		
4,2		150x100x115mm colour coated aluminium OGEE profile seamless gutter with reinforced edges fixed and including brackets to fascia				
4.2.1		150mm industrial aluminium gutter	m	200		
4.2.2		Supply and install 100mm x75mm Rectangular aluminium downpipe including all the mountings	m	65		
4.2.3		Supply and Installation of aluminium windows and doors	Psum	1	300 000,00	300 000,00
4.2.4		Percentage for overhead costs	%	300 000		
<b>CARRIED FORWARD</b>						

<b>BROUGHT FORWARD</b>					
5,0		<b>PLASTER &amp; PAINTING</b>			
		<b>Plaster</b>			
5,1		Plaster: 15mm thick 1:5 cement plaster finished with steel trowel:	m <sup>2</sup>	100	
		<b>Paint</b>			
		On Walls			
5,2		Prepare all surfaces both internal and external walls by removing dirt, grit, grease, mildew and all loose, peeling, blistering and chalking materials, and fill cracks and crevices with suitable filler, prime and apply 2 coats of "dulux acrylic paint" or similar approved	m <sup>2</sup>	2100	
		On window frames			
5,3		Prepare surfaces by removing dirt, grease and spalling and apply one coat undercoat and 2 x coats 'Plascon Velvaglio Enamel' or similar approved (Colour by Project Manager) on: to owner choice,	m <sup>2</sup>	20	Rate only
6		<b>CARPENTRY</b>			
6,1		Plate nailed prefabricated roof trusses, including hoisting up and fixing approximately 3.2m above floor level. The sum should include bracings, runners nails, clips, purlins also including roof ties and maintaining trusses in position, fixed to specialist detail, including provision TR1 and TR2 certificates Verandah	Sum	1	
7		<b>WATER SUPPLY</b>			
7,1		Borehole plumbing reticulation and repairs of taps	P.Sum	1	25 000,00
7,2		Allow for the testing, recording and commissioning of the installation	P.Sum	1	5 000,00
7,3		Overheads, charges and profit for items 7.1 to 7.2 above	%	30 000	
<b>CARRIED FORWARD</b>					

<b>BROUGHT FORWARD</b>						
9	<b>SANITARYWARE AND KITCHEN WARE</b>					
9,1	1800mm 'Franke Curveline CVN 622' or similar approved insert sink (drop in).	No	1			
9,2	Cobra' or similar approved kitchen sink mixer.	No	1			
	Hot and cold water copper pipe plumbing complete to kitchen area.	Item	1			
	<b>Soil and vent drainage, including all fittings, junctions, couplings and sundry works.</b>					
9,3	Kitchen soil and vent plumbing complete	Item	1			
9.3a	Supply and install Kitchen Cupboards	P.Sum	2	15 000,00	30 000,00	
	<b>SANITARYWARE</b>					
9,4	Vaal White "vitreous china" low level water closet pan complete with turned P-trap	No	6			
9,7	Vaal Sanitaryware Hibiscus vitreous china close coupled suite colour white '6L Cistern' (:772654), comprising 90 outlet open rim pan (Code: 772600) with matching 9 litre front single flush cistern (Code :710533) including lid and fitments and jazz Thermoset seat.	No	6			
9,8	Franke 0,9mm Grade 304 18/10 stainless steel WB004 range of wash hand basins (code: 359354), size 2024 x 430 x 140mm deep with four pressed bowls size 406 x 300 x 140mm deep, 25mm splashback and 40mm waste outlet, 25mm stainless steel square gallows brackets (code: 300361) bolted to wall with 4 x 6mm anchor bolts.	No.	6		Rate only	
9,9	kitchennette double bowl sink 'Franke Projectline Model PLN 621 or similar approved Grade 304 18/10 polished stainless steel double end bowl inset sink (Code :821048), overall size 1160*460mm wide with two 340*370*152 mm deep bowls , fitted onto cupboard (elsewhere specified ) including 38mm waste fitting and PVC traps (traps elsewhere specified). s and fixed against wall.	No	1		Rate only	
<b>CARRIED FORWARD</b>						

<b>BROUGHT FORWARD</b>					
9,1	Soap Dispenser Stainless Steel coloured Soap Dispenser ' Franke Strators STRX 618 or similar approved 1.2/1.5 mm thick Grade 304 18/10 satin stainless steel soap dispensers (code :359705), size 304 x 100 x134mm deep with a replaceable and refillable 1 litre container , cylinder lockwith standard Franke key , plugged and screwed to the wall with stainless steel screws.	No	2		
9,12	Toilet Roll Holder Franke Strators STRX 672 E or similar approved 1.2 /1.5mm thick Grade 304 18/10 satin stainless steel recessed toilet roll holders (code :359721), size 304x 156x140.7mm deep for 2 rolls maximum 108 mm diameter with spindle system and cylinder lock with standard Franke key, plugged and screwed to the wall with stainless steel screws.	No	6		
10	<b>ROOFING</b>				
a)	0.5mm thick 'brownbuilt' chromadek IBR roof sheeting and accessories laid at 21 degrees pitch	m <sup>2</sup>	352		
b)	Ridge capping	m	22		
c)	12x225mm 'Everite' medium density plain nutec cement fascias and barge boads including H-profile jointing strips	m	200		
11	<b>ELECTRICAL</b>				
9,1	Replacement, repairs and upgrading electical fittings , lights ,overhead fans and installations	P Sum	1	150 000,00	150 000,00
9,2	Supply and Install Alliance 60000 BTU R22 indoor /outdoor unit as well Galvanised cages and all pipe work and electrical, Sumsung or similar approved	No	5		
<b>TOTAL FOR SECTION 2 CARRIED FORWARD TO SUMMARY</b>					

<b>Section</b>	<b>Description</b>	<b>Amount</b>
1	PRELIMINARY & GENERAL	R
2	REPAIRS AND RENOVATIONS	R
	Sub Total	R
	Add 10% contingencies	R
	<b>Sub Total</b>	R
	Add 15% VAT	R
	<b>TOTAL</b>	R

**SIGNED BY/ON BEHALF OF TENDERER**

**NAME**

**SIGNATURE**

**DATE**


COMPANY STAMP

## PART C3: SCOPE OF WORK

### Part C3: SCOPE OF WORK

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### Status

Should any requirement or provision in the parts of the Scope of Work conflict with any requirement of any Specification(s) forming part of this contract or any drawings, the order of precedence, unless otherwise specified, is:

Drawings  
Scope of Work  
Specifications

## PART C3 SCOPE OF WORKS

### C3.1 STANDARDISED SPECIFICATIONS

The standard specifications on which this contract is based are Standards South Africa's Standardized Specifications for Civil Engineering Construction SABS 1200.

Although not bound in nor issued with this Document, the following Sections of the Standardized Specifications of SABS 1200 shall form part of this Contract:

AA	1986	:	GENERAL
AB	1986	:	ENGINEER'S OFFICE
C	1980	:	SITE CLEARANCE (As amended 1982)
DA	1988	:	EARTHWORKS (Small Works)
DB	1989	:	EARTHWORKS (Pipe trenches)
DK	1984	:	GABIONS AND PITCHING
DM	1981	:	EARTHWORKS (Roads and Subgrade)
GA	1982	:	CONCRETE (Small Works)
HA	1990	:	STRUCTURAL STEELWORKS
HC	1988	:	CORROSION PROTECTION FOR STRUCTURAL STEELWORKS
LE	1982	:	STORMWATER DRAINAGE
M	1996	:	ROADS (General)
MM	1984	:	ANCILLARY ROADWORKS
MH	1996	:	ASHPHALT BASE AND SURFACING
MK	1983	:	KERBING AND CHANNELING
MJ	1984	:	SEGMENTED PAVING
MF	1981	:	BASE
H	1990	:	STRUCTURAL STEELWORK
LB	1983	:	BEDDING
G	1982	:	CONCRETE
D	1988	:	EARTHWORKS

The following SABS specifications are also referred to in this document and the Contractor is advised to obtain them from Standards South Africa (a division of SABS) in Pretoria.

SABS 1921 (2004): Construction and Management Requirements for Works Contracts

Part 1: General Engineering and Construction Works; and

Part 2: Accommodation of Traffic on Public Roads Occupied by the Contractor.

**C3.2 PROJECT SPECIFICATIONS**

The project specification is covered in the following sections:

<b>ITEM</b>	<b>DESCRIPTION</b>
	STATUS
	PROJECT SPECIFICATION PORTION 1: GENERAL
PS-1	Project Description
PS-2	Extent of the Works
PS-3	Description of the Site and Access
PS-4	Nature of Ground and Subsoil Conditions
PS-5	Construction and Management Requirements
PS-6	Construction Programme
PS-7	Site Facilities Available
PS-8	Site Facilities Required
PS-9	Existing Services
PS-10	Requirements for Accommodation of Traffic
PS-11	Occupational Health and Safety
PS-12	Adverse Weather Conditions
PS-13	Site Meetings & Reporting
PS-14	Preferential Procurement
	PROJECT SPECIFICATION PORTION 2
PSA	General
PSD	Earthworks
PSDB	Earthworks (Pipe Trenches)
PSG/PSGA	Concrete (Small Works)
PSLB	Bedding (Pipes)
PSLE	Stormwater Drainage
	PARTICULAR SPECIFICATIONS
PA	Brickwork and Plaster
PB	Carpentry, Joinery and Ironmongery
PC	Painting
PE	The Client's Pre-Construction and Health Plan
PES	Environmental Specification

**STATUS**

The Project Specification, consisting of two parts, forms an integral part of the contract and supplements the Standard Specifications.

Part A contains a general description of the works, the site and the requirements to be met.

Part B contains variations, amendments and additions to the Standardized Specifications and, if applicable, the Particular Specifications.

In the event of any discrepancy between a part or parts of the Standardized or Particular Specifications and the Project Specification, the Project Specification shall take precedence. In the event of a discrepancy between the Specifications, (including the Project Specifications) and the drawings and / or the Bill of Quantities, the discrepancy shall be resolved by the Engineer before the execution of the work under the relevant item

**PROJECT SPECIFICATION****PROJECT SPECIFICATION: PORTION 1****SABS 1200 PS: GENERAL****PS-1 PROJECT DESCRIPTION****PS-1.1 Employer's Objective**

The Refurbishment of Nongoma Main Library will be constructed within the Nongoma Municipality Offices boundaries and will benefit the Nongoma town and its surrounding rural communities

The population of Nongoma 225 278 people, within 24 Wards. The existing Library services the entire community of Nongoma especially the Nongoma Town. Pupils and college students use the facility for study and research purposes. Currently the Library building is in a bad state. Roofing sheets are badly leaking in various areas. Ceilings are falling in some areas due to roof leaks. Internal and outside painting is old and requires repaint. Air-conditioning is not working. The scope of work shall include and not limited to:

1. Replacement of all roof sheeting
2. Replacement of all sciscilalation
3. Deep cleaning of all carpets
4. Replacement of all air-conditioning
5. Re-wiring of certain electrical works
6. Repainting of inside and outside walls
7. Replacement of Kitchen cupboards
8. Replacement of cornices in study room
9. Replacement of all toilet seats
10. Replacement of all gutters and downpipes
11. Replacement of all wooden windows with aluminum windows
12. Fixing of Borehole Plumbing

This project will provide a safe and secure Library structure which will look aesthetically pleasing, provide protection from the weather, ablution facilities since it is in a close proximity of the surrounding communities.

The renovation of the library will provide employment and skills transfer for a sizable amount of local people during the construction period.

**PS-1.2 Overview of the Works**

The overview of the scope of works is as follows:

1. Replacement of all roof sheeting
2. Replacement of all sciscilalation
3. Deep cleaning of all carpets
4. Replacement of all air-conditioning

5. Re-wiring of certain electrical works
6. Repainting of inside and outside walls
7. Replacement of Kitchen cupboards
8. Replacement of cornices in study room
9. Replacement of all toilet seats
10. Replacement of all gutters and downpipes
11. Replacement of all wooden windows with aluminum windows
12. Fixing of Borehole Plumbing

## **PS-2 EXTENT OF THE WORKS**

Under this contract, the successful contractor will be required to undertake the following works:

1. Roofing
2. Sciscilation
3. Cleaning of all carpets
4. Airconditioning
5. Electrical works
6. Painting
7. Installation of Kitchen cupboards
8. Renovation of toilets
9. Gutters and down pipes
10. Installation of aluminum windows
11. Borehole Plumbing

## **PS-3 DESCRIPTION OF THE SITE AND ACCESS**

### **PS-3.1 Access**

The site is in within Nongoma Municipality.  
Coordinates: 27°54'21.92"S; 38°38' 47.08"E

## **PS-4 NATURE OF GROUND AND SUBSOIL INVESTIGATIONS**

Subsoil investigations have not been undertaken on the site. There is no need for any geotechnical investigations

## **PS-5 ENGINEERING AND DESIGN**

### **PS-5.1 Design Services and Activity Matrix**

The following matrix of responsibilities for design of permanent and temporary works will apply:

<b>Activity Work designed by, per design stage</b>	<b>Responsible Party</b>
Concept, feasibility and overall process	Employer
Basic engineering and detail layouts to bid stage	Employer
Final design approved for construction stage	Employer
Temporary works	Contractor
Permanent Works	Contractor
Preparation of as built drawings	Contractor

**PS-5.2 Employer's Design**

The Employer's design will be for all permanent works and will be detailed in drawings, site instructions the technical specifications to be issued with the bid documents and issued during construction.

**PS-5.3 Design Brief**

The contractor will be responsible for design of the following (which are all subject to approval by the Engineer):

- Site layouts for the contractor's camp and office accommodation
- Site layouts for the Engineer Representative's temporary office accommodation
- Construction Methodology
- Formwork
- Scaffolding and all staging work
- All other temporary works
- Concrete Mix designs

The costs of the designs will be deemed to have been included in the scheduled items in the Schedule of Quantities. No other additional payments will be certified to cover these activities.

**PS-5.4 Drawings**

The following drawings will be required to be prepared by the contractor as a minimum:

- Site layouts for the contractor's camp and office accommodation
- Site layouts for the Engineer Representative's temporary office accommodation
- Scaffolding and all staging work

The costs of the designs will be deemed to have been included in the scheduled items in the Schedule of Quantities. No other additional payments will be certified to cover these activities.

The bid drawings are applicable to the contractor is detailed in Part C5 of these documents. These drawings have been used for setting up the Bills of Quantities.

**PS-5.5 Design Procedures**

The contractor will be required to furnish the following designs for approval by the Engineer at the indicated times:

Site layouts of the Contractor's camp and office accommodation – within 14 days from commencement date of the contract and in any case prior to the erection of the contractor's camp and offices

Layouts for the Engineer's representative office – within 14 days from commencement date of the contract and in any case prior to the erection of the Engineer's Representative's temporary office premises.

Formwork design – within 14 days of commencement of work and in any case prior to the construction of permanent reinforced concrete works.

Scaffolding and all staging work – within 14 days of commencement of work and in any case prior to the construction of permanent reinforced concrete works.

Concrete Mix Designs for the all classes of concrete as measured in the Schedule of Quantities prior to the placement of any concrete work

The costs of the designs will be deemed to have been included in the scheduled items in the Schedule of Quantities. No other additional payments will be certified to cover these activities.

**PS-5.6 Interface with other Contractors**

The contractor may be required to provide access to other contractors undertaking work as per the parallel contracts. The costs of this interface will be deemed to have been allowed for in the appropriate items in the Schedule of Quantities. No other additional payments will be certified to cover these activities.

**PS-6 CONSTRUCTION AND MANAGEMENT REQUIREMENTS****PS-6.1 General**

The Contractor is referred to SABS 1921: 2004: Construction and Management Requirements for Works Contracts, Part 1: General Engineering and Construction Works, and Part 2: Accommodation of Traffic on Public Roads. These specifications shall be applicable to the contract under consideration and the Contractor shall comply with all requirements relevant to the project.

Certain aspects however require further attention as described hereafter.

**PS-6.2 Quality Assurance (QA) *(Read with SABS 1921 – 1: 2004 clause 4.4)***

The Contractor will be solely responsible for the production of work that complies with the Specifications to the satisfaction of the Engineer. To this end it will be the full responsibility of the Contractor to institute an appropriate Quality Assurance (QA) system on site. The Engineer will audit the Contractor's quality assurance (QA) system on a regular basis to verify that adequate independent checks and tests are being carried out and to ensure that the Contractor's own control is sufficient to identify any possible quality problems which could cause a delay or failure.

The Contractor shall ensure that efficient supervisory staff, the required transport, instruments, equipment and tools are available to control the quality of his own workmanship in accordance with his QA-system. His attention is drawn to the fact that it is not the duty of the Engineer or the Engineer's representative to act as foreman or surveyor.

**PS-6.3 Management and disposal of water *(Read with SABS 1921-1: 2004 clause 4.6)***

The Contractor shall pay special attention to the management and disposal of water and stormwater on the site. It is essential that all completed works or parts thereof are kept dry and properly drained. Claims for delay and for repair of damage caused to the works as a result of the Contractor's failure to properly manage rain and surface water, will not be considered.

**PS-6.4 Disposal of spoil or surplus material *(Read with SABS 192-1: 2004 clause 4.10)***

The Contractor shall dispose all surplus and unsuitable material in legal spoil areas of his own choice. He shall be responsible for all arrangements necessary to obtain such spoil sites.

**PS-6.5 Testing *(Read with SABS 1921 – 1: 2004 clause 4.11)*****PS-6.5.1 Process control**

The Contractor shall arrange for all tests required for process control to be done by a laboratory acceptable to and approved by the Engineer.

The Contractor may establish his own laboratory on site or he may employ the services of an independent commercial laboratory. Whatever method is used, the Contractor must submit the results of tests carried out on materials and workmanship when submitting work for acceptance by the Engineer. The costs for these tests shall be deemed to be included in the relevant rates and no additional payment will be made for testing as required.

**PS-6.5.2 Acceptance control**

The process control test results submitted by the Contractor for approval of materials and workmanship may be used by the Engineer for acceptance control. However, before accepting any

work, the Engineer may have further control tests carried out by a laboratory of his choice. The cost of such additional tests will be covered by a provisional sum provided in the schedule of quantities, but tests that failed to confirm compliance with the specifications, will be for the account of the Contractor.

**PS-6.6 Survey beacons** (Read with SABS 1921 - 1: 2004 clause 4.15)

The Contractor shall take special precautions to protect all permanent survey beacons or pegs such as bench-marks, stand boundary pegs and trigonometrical beacons, regardless whether such beacons or pegs were placed before or during the execution of the Contract. If any such beacons or pegs have been disturbed by the Contractor or his employees, the Contractor shall have them replaced by a registered land surveyor at his own cost.

**PS-6.7 Existing Services** (Read with SABS 1921 - 1: 2004 clause 4.17)

The Contractor shall make himself acquainted with the position of all existing services before any excavation or other work likely to affect the existing services is commenced.

The Contractor will be held responsible for any damage to known existing services caused by or arising out of his operations and any damage shall be made good at his own expense. Damage to unknown services shall be repaired as soon as possible and liability shall be determined on site when such damage should occur.

**PS-6.8 Management of the environment** (Read with SABS 1921 - 1: 2004 clause 4.19)

The Contractor shall pay special attention to the following:

(a) Natural Vegetation

The Contractor shall confine his operation to as small an area of the site as may be practical for the purpose of constructing the works.

Only those trees and shrubs directly affected by the works and such others as the Engineer may direct in writing shall be cut down and stumped. The natural vegetation, grassing and other plants shall not be disturbed other than in areas where it is essential for the execution of the work or where directed by the Engineer.

(b) Fires

The Contractor shall comply with the statutory and local fire regulations. He shall also take all necessary precautions to prevent any fires. In the event of fire the Contractor shall take active steps to limit and extinguish the fire and shall accept full responsibility for damages and claims resulting from such fires which may have been caused by him or his employees.

**PS-6.9 Overhaul**

No payment will be made for overhaul on this contract unless provision is made thereof in specific items.

**PS-6.10 Security**

The Contractor shall provide security watchmen for the contract as he deems fit at no extra cost for the Employer. The Contractor must ensure that all his employees as well as the employees of his subcontractors are able to identify themselves as members of the construction team.

**PS-7 CONSTRUCTION PROGRAMME**

**PS-7.1 Preliminary programme**

The Contractor shall include with his bid a preliminary programme on the prescribed form to be completed by all Bidders. The programme shall be in the form of a simplified bar chart with sufficient

details to show clearly how the works will be performed within the time for completion as stated in the Contract Data.

The Contractor shall be deemed to have allowed fully in his bided rates and prices as well as in his programme for all possible delays due to normal adverse weather conditions and special non-working days as specified in the Special Conditions of Contract, in the Project Specifications and in the Contract Data.

In determining his construction programme, the contractor should allow for disruptions/ stoppages/requirements and intermittent “hold” of work while awaiting Engineer’s inspections at the following critical stages:

Following setting out of building structure by the Contractor.

Following foundation excavations

In particular, the Contractor must allow for a period of one week for geotechnical investigations by a geotechnical specialist.

No additional payments, other than through scheduled items, will be made for these stoppages/disruptions/constraints.

Should the contractor fail to comply with these programme requirements, the Engineer, after giving 2 days’ notice to the Contractor to comply, may order necessary work to ensure compliance, from another third party. This third party shall be paid from this contract from any monies due to the contractor.

The Employer intends to award this contract for commencement of construction in June 2023.

#### **PS-7.2 Programme in terms of Clause 5.6 of the General Conditions of Contract 2015**

It is essential that the construction programme, which shall conform in all respects to Clause 5.6 of the General Conditions of Contract, be furnished within the time stated in the Contract Data. The preliminary programme to be submitted with the bid shall be used as basis for this programme.

The Employer intends to award construction contracts by March 2020.

#### **PS-8 SITE FACILITIES AVAILABLE**

##### **PS-8.1 Contractor’s camp site and depot** *(Read with SABS 1921 - 1: 2004 clause 4.14)*

The Contractor will be permitted to locate his offices, storage facilities, workshops, latrines, etc, on a site approved by the Engineer, in liaison with the community.

Temporary buildings and fencing are to be neat and presentable and the surrounding areas must at all times be kept in a neat, clean and orderly condition. The Contractor must not cut down or damage any trees nor make any excavation without the written permission of the Engineer and will be required to restore the site to its original condition on completion of the Works.

All buildings and latrines shall be in accordance with the Local Authority and State Health regulations and shall be kept in a clean, sanitary condition to the satisfaction of the Engineer.

##### **PS-8.2 Accommodation of Employees**

No employees except for security guards will be allowed to sleep or be accommodated on the site in urban areas.

No housing is available for the Contractor’s employees and the Contractor shall make his own arrangements to house his employees and to transport them to site.

No informal housing or squatting will be allowed.

The Contractor shall provide the necessary ablution facilities at his camp site and the site of the works for the use of his employees. Chemical toilets only will be allowed where temporary facilities have to be provided.

**PS 8.3 Source of Water Supply**

The Contractor shall make his own arrangements for the supply of water for construction purposes. The source of water shall be subject to the approval of the Engineer.

The Water Services Authority in the area is Zululand District Municipality. Should the contractor's source of water be the Zululand District Municipality, the contractor will be required to ensure that the water account with The Zululand District Municipality is in good standing prior to the issue of completion certificate. The Engineer will withhold any payments until arrears are cleared with The Zululand District Municipality.

**PS 8.4 Source of Power Supply**

The power supply authority is Eskom. The Contractor will be required to make his own arrangements with and pay all the requisite connection and consumption charges to Eskom for whatever temporary power supplies he may require for his use on the site and his bid will be held to include for all such costs and charges.

**PS-9 SITE FACILITIES REQUIRED**

**PS-9.1 Facilities Required for the Engineer**

**PS 9.1.1 Temporary/Permanent Offices**

The Contractor is to provide a temporary office for use by the Engineer. The offices should be able to accommodate one full time Engineer's Representative and his assistant. The Engineer's offices are to be equipped with the following as a minimum:

- Two desks each with lockable drawers
- Two high back swivel chairs
- Two visitor's chairs
- A facility to store/hang drawings

The Contractor should also make arrangements for covered facilities to enable the accommodation of approximately 12– 16 people during progress site meetings, to be held fortnightly or monthly.

**PS 9.1.2 Laboratory Facilities**

The Contractor will not be required to provide a testing laboratory on site for use by the Engineer.

**PS 9.1.3 Sanitary Facilities**

All latrines shall conform to the requirements of the Local Authority and shall be subject to approval by the Engineer. All sanitary fees and charges due under the Local Authority or State Health Regulations or bylaws shall be paid by the Contractor. Throughout the progress of the contract, all latrines shall be maintained by the Contractor in a clean, sanitary condition to the satisfaction of the Engineer.

**PS 9.1.4 Telephone Facilities**

The Contractor will not be required to provide a telephone for use by the Engineer. The contractor will however be required cover cellphone costs for the engineer's site staff for airtime valued at R250/week. Appropriate items have been provided in the Schedule of Quantities to cover these costs.

**PS 9.1.5 Housing Facilities**

The Contractor will not be required to provide housing facilities for the Engineer's staff.

**PS 9.1.6 Parking Facilities**

The Contractor will be required to provide two uncovered parking bays for the Engineer.

**PS 9.1.7 Engineer's Transport**

The Contractor will not be required to provide transport for the Engineer's staff.

**PS 9.1.8 Security**

The Contractor will be responsible for providing adequate security for the Works and for the site establishment. All costs associated with the provision of security staff shall be borne by the Contractor and should be allowed for in the rates bided for items in the Schedule of Quantities. No additional payments will be made for security measures taken during the contract period, other than through the schedule items in the Schedule of Quantities.

**PS 10. EXISTING SERVICES****PS 10.1 Care, Damage and Protection**

Known services will be indicated in the bid and contract documents. The Contractor will be responsible for identifying all services with the relevant Service Providers.

The Contractor shall familiarize himself with all services and expose them at the start of the Contract to verify their position and establish their depths.

No additional payment will be made to the Contractor for identifying and locating services. Therefore, the Contractor will have to include the costs thereof in the scheduled items in the Schedule of Quantities.

Any information regarding existing services is given in good faith and without guarantee.

**PS 10.2 Blasting**

No blasting will be permitted unless the Contractor can satisfy the Engineer that his proposed blasting methods and controls are such that no damage will be caused to the adjoining building structures, pipelines or services. In any event the Engineer will require the Contractor to plan and execute each blast in such a manner as to ensure that no damage will be caused to any structure, pipeline or service. In addition, the Engineer will require vibro-recordings to be taken at no additional cost to the Employer. No blasting is to be carried out in Eskom servitudes or wayleaves unless the Eskom authorities have been advised in writing three weeks prior to blasting. Where blasting is done adjacent to Eskom power lines, the Contractor shall arrange for a representative of Eskom to be present prior to and during any blast.

**PS 10.3 Environmental Aspects**

The Contractor will be required to plan and undertake his work in a manner that minimises its impact on the natural environment. Trees and other vegetation shall, wherever possible, be left undisturbed. Trees that are marked by the Engineer shall not be damaged and in the event of the Contractor doing so, a penalty will be deducted from monies due to the Contractor.

Every effort shall be made by the Contractor to prevent pollution of the adjacent areas and river and to reduce the noise, dust and fumes emanating from his construction activities.

**PS 10.4 Dealing with Water**

Where necessary, the Contractor shall construct temporary drainage channels to divert ground water from his excavation and excess water must be pumped out.

No compensation for any variation of the actual conditions during construction from the data given will be considered. Neither will additional compensation be considered for data omitted or inaccurately given.

The rates bided shall allow for the requirements of this clause and all incidentals.

#### **PS 10.5 Servitudes and Rights of Way**

The Employer will, where necessary, obtain permanent servitudes and rights of way along the road routes indicated on the bid drawings. New servitudes will only be registered after completion of the Works.

#### **PS 10.6 Dealing with Damaged Services**

In the event of any service being damaged or accidentally disconnected for any reason, the Contractor shall immediately contact the relevant authority for instruction and shall report the occurrence of the incident. The damage is to be repaired as soon as possible to the approval of the Engineer and the authority. The Contractor will be held responsible for paying all costs incurred by the authority or himself as a result of each such incident, where relevant.

#### **PS 10.7 Accommodation of Traffic**

The Contractor shall ensure the safe and expeditious passage of traffic at all times and shall provide all necessary temporary road traffic signs, barricades, flagmen, etc to safeguard the travelling public. Any detours or bypasses constructed by the Contractor shall be adequately signposted, as per the South African Road Traffic Signs Manual, and maintained in such a manner as to provide safe and easy passage of traffic.

#### **PS 10.8 Spoil Material**

No indiscriminate spoiling of material will be allowed. All surplus or unsuitable material shall be spoiled, levelled and spread in designated areas as directed by the Engineer. All haul will be regarded as freehaul.

#### **PS 10.9 Finishing and Tidying and Defects Liability Period**

On no account must rubble and spoil materials, other materials, equipment or unfinished operations be allowed to accumulate in such a manner as to unnecessarily impede the activities of other Contractors or Authorities.

Finishing and tidying must not simply be left until the end of the construction period. The Contractor will be entitled, subject to prior agreement with the Engineer and within reasonable limits, to request that work in a particular area and/or work of a particular discipline, be inspected for partial completion. The specified defects liability period in respect of any specific section of the Works shall commence on the date on which the relevant section is accepted by the Engineer as being completed, i.e. fully commissioned, including finishing and tidying.

On completion of the Contract the Contractor shall ensure that all materials used in the construction of the temporary Site office, workshop and storage yard are removed from Site. Waste materials such as construction debris and soil contaminated with oil and fuel are to be disposed of at the solid waste disposal site used approved by the Engineer. Prior to the handover of the Site to the Employer, the Contractor and the Engineer will conduct a post construction audit to determine if any additional measures that are to be taken. The Completion Certificate will only be issued after this stage.

#### **PS 10.10 Employee Accommodation**

(See Sub-clause 3.2.1 of Section A of Part 2 and Sub-clause 1.2.1 of Section A of Part 3 of SABS 0120)

The Contractor shall conform in all respects with the provisions of any Act, Regulations or By-Law of Maphumulo Municipality, which may be applicable to employee accommodation. Save for a security guard on active duty, no employees may be housed on Site or the Contractor's campsite after normal working hours.

**PS 10.11 Employment of Local Labour**

The Employer has determined that 100% of the Contractor's unskilled labour force shall be made up from the local community. A labour sub-committee (of a Project Steering Committee) comprising representatives of the community and other stakeholders will be responsible for the recruitment of all local labour. The Contractor will be required to provide details of the numbers of semi-skilled and unskilled workers he will require, together with their anticipated starting dates. The PSC through its labour sub-committee will then make this labour available to the Contractor.

A minimum of 50% of the local labour shall comprise of women and, where appropriate, disabled labour shall be employed. It is a requirement that bidders acquaint themselves fully with requirements for registration with Unemployment Insurance Fund.

The Employer requires that the successful contractor registers all labour with the Unemployment Insurance Fund. The local labour rate has been determined at R160.00 per day per labourer or R160.00 per task. The task for excavation by hand has been agreed at 2, 4 m<sup>3</sup>/day (e.g. 0, 76 m x 1, 0 m x 3, 15 m).

No electronic transfers will be allowed for the payment of labour.

During project execution, the successful contractor will be required to provide progress reports indicating to what level these requirements have been met.

**PS 10.12 Frequency of Labour Wages Payments**

The contractor will be required to pay labour on a fortnightly basis

**PS 10.13 Training and Capacity Building**

During project execution, it is the desire of the Employer that an identified number of community members receive appropriate level of non-accredited training in either pipelaying activities or construction management activities. Within 14 days of appointment, the successful contractor will be required to provide, together with his method statement, a proposal for consideration by the Project Steering Committee for activities in which the community members can receive training. This proposal will be considered by the Project Steering Committee after which the Contractor will be given an instruction on the training to provide. Training will be provided to local labour that is already in the employ of the contractors as per clause PS 9.8. It must be noted that the Contractor will be required to pay the labour based on their daily rates indicated in PS 9.8.

A minimum of 200 person-days should be provided as non-accredited training. The contractor will be required to provide a training diary and report indicating the following to be updated monthly:

- Details of persons receiving training
- What areas there have been trained in
- Performance of the trainees
- Further training still to be done

Should the contractor fail to provide this training, the Employer reserves the right to seek training from alternative sources. In that case, the cost of the training sought will be deductible from any monies due to the contractor.

**PS-11 REQUIREMENTS FOR ACCOMMODATION OF TRAFFIC**

a)

**PS-11.1 General**

The Contractor will be responsible for the safe and easy passage of public traffic past and on sections of roads of which he has occupation or where work has to be done near traffic.

Accommodation of traffic, where applicable shall comply with SABS 1921-2: 2004: Construction and Management Requirements for Works Contracts, Part 2: Accommodation of Traffic on Public

Roads occupied by the Contractor. The Contractor shall obtain this specification from Standards South Africa if accommodation of traffic will be involved on any part of the construction works.

#### **PS-11.2 Basic Requirements**

The travelling public shall have the right of way on public roads, and the Contractor shall make use of approved methods to control the movement of his equipment and vehicles so as not to constitute a hazard on the road.

The Contractor shall ensure that all road signs, barricades, delineators, flagmen and speed controls are effective, and that courtesy is extended to the public at all times.

Failure to maintain road signs, warning signs or flicker lights, etc, in a good condition shall constitute ample reason for the Engineer to suspend the work until the road signs, etc, have been repaired to his satisfaction.

The Contractor may not commence constructional activities affecting existing roads before adequate provision has been made to accommodate traffic in accordance with the requirements of this document and the South African Road Traffic Signs Manual.

The Contractor shall construct and maintain all temporary drainage works necessary for temporary deviations.

The Contractor shall provide and grant access to persons whose properties fall within or adjoin the area in which he is working.

#### **PS-11.3 Traffic Safety Officer**

Where warranted by traffic conditions on or near the site, the Contractor shall nominate a suitable member of his staff as traffic safety officer to be responsible for the arrangement and maintenance of all the measures for the accommodation of traffic for the duration of the project. Duties of the traffic safety officer shall be as set out in SABS 1921 Part 2 and shall also be in compliance with the Occupational Health and Safety Act No 85 of 1993 and the Construction Regulations 2003.

#### **PS-11.4 Payment**

The Contractor's bided rates for the relevant items in the Bill of Quantities shall include full compensation for all possible additional costs which may arise from this, and no claims for extra payment due to inconvenience as a result of the modus operandi will be considered.

Items that may be considered for payment are specified in SABS 1200 Standardized Specifications and the related project specification.

#### **PS-12 OCCUPATIONAL HEALTH AND SAFETY (*Read with SABS 1921 - 1: 2004 clause 4.14*)**

##### **PS-12.1 General statement**

It is a requirement of this contract that the Contractor shall provide a safe and healthy working environment and to direct all his activities in such a manner that his employees and any other persons, who may be directly affected by his activities, are not exposed to hazards to their health and safety. To this end the Contractor shall assume full responsibility to conform to all the provisions of the Occupational Health and Safety Act No 85 and Amendment Act No 181 of 1993, and the OHS Act 1993 Construction Regulations 2003 issued on 18 November 2003 by the Department of Labour.

For the purpose of this contract the Contractor is required to confirm his status as mandatary and employer in his own right for the execution of the contract by entering into an agreement with the Employer in terms of the Occupational Health and Safety Act by executing the Agreement form C1.2.4 included in Section C1: Agreements and Contract Data.

##### **PS-12.2 Health and Safety Specifications and Plans to be submitted at bid stage**

(a) Employer's Health and Safety Specification

The Employer's Health and Safety Specification will be included in the bid documents as part of the Project Specifications.

(b) Bidder's Health and Safety Plan

The successful Bidder shall, on receipt of notification that he has been awarded the contract, submit without delay his own documented Health and Safety Plan for the execution of the work under the contract. His Health and Safety Plan must at least cover the following:

- (i) a proper risk assessment of the works, risk items, work methods and procedures in terms of Regulations 7 to 28;
- (ii) pro-active identification of potential hazards and unsafe working conditions;
- (iii) provision of a safe working environment and equipment;
- (iv) statements of methods to ensure the health and safety of subcontractors, employees and visitors to the site, including safety training in hazards and risk areas (*Regulation 5*);
- (v) monitoring health and safety on the site of works on a regular basis, and keeping of records and registers as provided for in the Construction Regulations;
- (vi) details of the Construction Supervisor, the Construction Safety Officers and other competent persons he intends to appoint for the construction works in terms of Regulation 6 and other applicable regulations; and
- (vii) details of methods to ensure that his Health and Safety Plan is carried out effectively in accordance with the Construction Regulations 2003.

The Contractor's Health and Safety Plan will be subject to approval by the Employer, or amendment if necessary, before commencement of construction work. The Contractor will not be allowed to commence work, or his work will be suspended if he had already commenced work, before he has obtained the Employer's written approval of his Health and Safety Plan.

Time lost due to delayed commencement or suspension of the work as a result of the Contractor's failure to obtain approval for his safety plan, shall not be used as a reason to claim for extension of time or standing time and related costs

**PS-12.3 Cost of compliance with the OHS Act Construction Regulations**

The rates and prices bided by the Contractor shall be deemed to include all costs for conforming to the requirements of the Act, the Construction Regulations and the Employer's Health and Safety Specification as applicable to this contract. Should the Contractor fail to comply with the provisions of the Construction Regulations, he will be liable for penalties as provided in the Construction Regulations and in the Employer's Health and Safety Specification.

Items that may qualify for remuneration will be specified in the Safety Specifications included or in the Project specifications.

**PS-13 ADVERSE WEATHER CONDITIONS**

In terms of Clause 42.3 of the General Conditions of Contract, extension of time will be considered for **abnormal rainfall**. The numbers of days per month on which work is expected not to be possible as a result of **normal rainfall**, and for which the Contractor shall make provision in his bided rates, prices and programme, are listed in Table PS-12.1 hereafter. Only the number of days lost as a result of adverse weather conditions, exceeding the number of days listed in Table PS-12.1, will qualify for consideration of extension of time.

During the execution of the Works, the Engineer's Representative will certify a day lost due to abnormal rainfall and adverse weather conditions only:

if no work was possible on the relevant working day on any item which is on the critical path according to the latest approved construction programme; or

if less than 30% of the work force and plant on site could work during that specific working day.

Extension of time as a result of abnormal rainfall and adverse weather conditions shall be calculated monthly being equal to the number of working days certified by the Engineer's Representative as lost due to rainfall and adverse weather conditions, less the number of days allowed for as in Table PS-13, which could result in a negative figure for certain months. The total extension of time as a result of abnormal climatic conditions for which the Contractor may apply, shall be the cumulative algebraic sum of the monthly extensions. Should the sum thus obtained be negative, the extension of time shall be taken as nil."

**Table PS-13: Expected N° of Working Days Lost Monthly Due to Normal Rainfall**

MONTH	Expected number of working days lost as result of normal rainfall
JANUARY	*5
FEBRUARY	5
MARCH	4
APRIL	1
MAY	1
JUNE	1
JULY	1
AUGUST	1
SEPTEMBER	2
OCTOBER	3
NOVEMBER	4
DECEMBER	5
<b>TOTAL</b>	<b>33 days</b>

*(The average monthly rainfall figures quoted, are included for information only, and shall not be taken into consideration for calculation of extension of time. The number of working days lost for December and January allows for the builders' holidays from 16 December 2025 to 06 January 2026)*

#### **PS-14 SITE MEETINGS AND REPORTING**

The Contractor will be required to attend site meetings organised by the Engineer. In these meetings he (the Contractor) will be required to provide progress reports and other reports to monitor the outputs of the contractor, as may be required from time to time, to be presented in a format prescribed by the Engineer. The frequency of such meetings will be monthly, as a minimum. However, the frequency can be reviewed, depending on the progress of the contract.

#### **PS-15 PREFERENTIAL PROCUREMENT**

For the purpose of this contract the Contractor shall comply with the preferential procurement statement provided in F.3.11 and T2.2 of the Bid Data.

### **PROJECT SPECIFICATION: PORTION 2 AMENDMENTS TO THE STANDARD AND PARTICULAR SPECIFICATIONS**

#### **INTRODUCTION**

In certain clauses the standard, standardized and particular specifications allow a choice to be specified in the project specifications between alternative materials or methods of construction and for additional requirements to be specified to suit a particular contract. Details of such alternative or additional requirements applicable to this contract are contained in this part of the project specifications. It also contains additional specifications required for this particular contract.

The number of each clause and each payment item in this part of the project specifications consists of the prefix PS followed by a number corresponding to the number of the relevant clause or payment item in the standard specifications. The number of a new clause or payment item, which does not form part of a clause or a payment item in the standard specifications and which is included here, is also prefixed by PS, but followed by a new number which follows on the last clause or item number used in the relevant section of the standard specifications.

**PROJECT SPECIFICATION: PORTION 2****SABS 1200 PSA: GENERAL****PSA-3 MATERIALS****PSA-3.1 Quality**

Where there is a standardization mark programme for any material, all such material supplied shall bear the official standardization mark.

Alternative materials or equipment proposed by the Contractor shall be tested. The test, as well as the materials or equipment, shall be approved by the Engineer prior to any such materials or equipment being built into the works and all costs involved in testing shall be deemed to be included in the rates bided.

**PSA-3.3 Applicable Standards for Cement (*Additional Sub-clause*)**

The standard cement specifications SABS 471, SABS 626, SABS 831 and SABS 1466, referred to in clause 3.3, have been withdrawn and are replaced by the new SABS 50197-1 and -2: Common cements, and SABS 50413-1 and -2: Masonry cement. These specifications will be applicable to this contract, and the descriptions and types of cements specified, will be based on the designations as defined in these specifications.

**PSA-4. PLANT****PSA-4.2 Contractor's Office, Stores and Services**

The Contractor's camp shall be kept neat and clean at all times and all surplus or rejected material shall be removed from the site.

**PSA-5 CONSTRUCTION****PSA 5.1 Survey****PS A 5.1.1 Setting Out of The Works**

Substitute the first sentence in A 5.1.1 with the following:

“Setting out of the works is the sole responsibility of the Contractor and shall be done from survey beacons identified by the Engineer. The Contractor shall, within two (2) weeks after the site has been handed over to him, confirm himself that the survey beacons are correct. Any discrepancy shall immediately be reported in writing to the Engineer. Any costs or subsequent costs arising from discrepancies, which had not been reported to the Engineer within the aforementioned period, shall be the sole responsibility of the Contractor. A grid of final terrace levels over the site of the works will be issued to the Contractor at the commencement of the contract and it is the Contractors responsibility to preserve all setting out pegs based on this information as given for the duration of the contract.”

**PS A 5.4 Protection of Overhead and Underground Services**

Add the following paragraph:

“The Contractor shall as soon as possible after handing over of the site, commence with the detection to existing services, continue with it without interruption, and finalise it at least 7 days before excavation starts at that particular section.”

**PSA-5.8 Ground and access to works**

Add the following:

“On completion of operations the Contractor shall restore the ground surface, wherever it may have been disturbed, to its original condition by filling in all ruts with material similar to the material

within the rut and levelling the ground and, where necessary, planting grass and shrubs as may be required. Any boundary fences which have been removed or damaged by his operations and activities shall be repaired and/or reinstated at the Contractor’s expense”.

**PSA-5.9 Accommodation of Traffic (additional Sub-clause)**

Where construction work has to be carried out on or near public roads, the Contractor shall deal with traffic as specified in SABS 1921-2 (2004): Construction and Management Requirements for Works Contracts, Part 2: Accommodation of Traffic on Public Roads occupied by the Contractor. The Contractor is also referred to Project Specification PS-10.

**PSA-8. MEASUREMENT AND PAYMENT**

**PSA-8.3 Scheduled fixed-charge and value-related items**

PSA-8.3.2 Establishment of Facilities on the Site

PSA-8.3.2.1 Facilities for the Engineer

Add the following additional sub-items:

- (d) Carports (*state number*)                      Unit: Sum

The bided rate shall cover all costs as specified in Sub-clause 8.3.2.3 of SABS 1200 A (and 5.5 of SABS 1200 AB to provide these facilities as specified in Clauses PSAB-3.2, 3.3 and 4.2. if applicable).

PSA-8.3.2.2 Facilities for Contractor

For this contract the facilities for the Contractor will not be measured and paid for separately as itemised in Sub-clause 8.3.2.2. The sub-items (a) to (j) will be consolidated into one item and payment under item PSA-8.3.2.2 shall be deemed to cover all these sub-items.

**PSA-8.4 Scheduled time-related items**

PSA-8.4.2 Operation and maintenance of Facilities on Site

PSA-8.4.2.1 Facilities for Engineer

Add the following additional sub-items:

- (e) Carports ..... Unit: Sum
- (f) Survey instruments ..... Unit: Sum

The rates bided shall cover all costs as specified in Sub-clause 8.4.2.3 of SABS 1200 A and 5.5 of SABS 1200 AB to operate and maintain these facilities as specified in Clauses PSAB-3.2, 3.3 and 4.2.

PSA-8.4.2.2 Facilities for Contractor

Consolidate sub-items (a) to (j) of Clause 8.4.2.2 into one item as in PSA-8.3.2.2. Payment under PSA-8.4.2.2 shall be deemed to cover sub-items (a) to (j).

**PROJECT SPECIFICATION: PORTION 2****SABS 1200 PSD: EARTHWORKS****PSD-1 EARTHWORKS**

*The Contractor is referred to SABS 1921 - 5: Earthworks activities which are to be performed by hand*

**PSD-3 MATERIALS****PSD-3.1 Classification for excavation purposes****PSD-3.1.2 Classes of excavation**

The classes of excavation in clause 3.1.2 shall in general apply to all excavations where use is made of conventional methods and plant and equipment.

Where labour-intensive methods applicable to targeted labour are specified, soft excavations shall be defined as follows:

**“PSD-3.1.2(a) Soft excavation**

Soft excavation for labour-intensive work where excavations are to be carried out by hand methods, shall be excavation in material that can be efficiently removed and loaded with picks, shovels and other hand tools by an average able-bodied person or group of persons. Soft excavation shall include small boulders that can be removed by hand methods.

Soft excavation can be further broken down by introduction of an additional class such as “Soft Excavation Class A”, which is excavation defined as soft, but which can only be excavated with difficulty.

The criteria for classifying Soft Excavation Class A shall be as follows:

Granular material: -dense material with high resistance to penetration by the point of a geological pick; several blows are required for removal of material; 7 to 15 blows of the dynamic cone penetrometer are required to penetrate 100 mm; and

Cohesive materials -stiff to very stiff material requiring 6 to 8 blows of the dynamic cone penetrometer to penetrate 100 mm, where:

"stiff" material can be indented by thumbnail; slight indentation produced by pushing a geological pick point into the soil; cannot be moulded by fingers; and where:

"very stiff" material can be indented by thumbnail with difficulty; slight penetration of point produced by blow of geological pick.

Where soft excavation class A material is encountered, it shall be measured and paid for as an extra over soft excavation.

**PSD-5 CONSTRUCTION****PSD-5.1 Precautions**PSD-5.1.1 SafetyPSD-5.1.1.2 Safeguarding of excavations

- **Add the following subparagraph:**

“(g) The Contractor or his agent or his representative shall **not** require or allow any person to work under unsupported overhanging material or in an excavation which is more than 1,5 m deep, and any excavation which has not been adequately supported or braced if there is a danger of the overhanging material or the sides of the excavation collapsing. The support, shoring or bracing to be designed and constructed by the Contractor, shall be strong and sturdy enough to support the sides of the excavation in question.”

PSD-5.2.2.1 Excavations for general earthworks and for structures

- **Add the following additional subparagraph:**

“(f) The Contractor shall so plan his cut-to-fill operations that all excavated material is used in the manner that is most appropriate.

The Contractor shall conserve all suitable surplus material and he shall not borrow, spoil or waste any material unnecessarily. If excavated material designated for a particular purpose become contaminated, is incorrectly used or becomes unavailable through injudicious planning of excavation operations, the Contractor shall replace the contaminated material and make good any shortfall with material of quality at least equal to that of the said selected material.

Where selection of excavated material is required, the method of excavation shall be so arranged as to avoid double handling. Wherever possible excavated material shall be placed in its final position without being stockpiled. If stockpiling is unavoidable, materials intended for different uses shall be stockpiled separately

**PROJECT SPECIFICATION: PORTION 2****SABS 1200 PSD: EARTHWORKS (PIPE TRENCHES)****PSDB-5 CONSTRUCTION****PSDB- 5.1 Precautions****PSDB-5.1.5 Trench Excavations (*additional Sub-clause*)**

The precautions for excavations as specified in Clause 5.1.1 of Section 1200 D, 1200 DA, and the relevant clauses in PSD and PSDA, shall also apply to all trench excavations.

The Contractor shall take all the steps necessary to ensure that no person is required or allowed to work in a trench or any other unsupported overhanging excavation which more than 1,5 m is deep, and any excavation which has not been adequately supported, shored or braced if there is any danger whatsoever of the sides of the excavation collapsing. The support, shoring or bracing to be designed and constructed by the Contractor, shall be strong and sturdy enough to support the sides of the excavation in question.

**PROJECT SPECIFICATION: PORTION 2****SABS 1200 GA: CONCRETE (SMALL WORKS)****PS GA-3 MATERIALS****PS GA-3.2 Cement****PS GA-3.2.1 Applicable specifications**

The standard cement specifications SABS 471, SABS 626, SABS 831, SABS 1466 and SABS 1491, have been withdrawn and are replaced by SABS 50197-1: Common cements, and SABS 50413-1: Masonry cement. These specifications will be applicable to this contract and the descriptions and types of cements, where specified, will be based on the designations as defined in these specifications.

**PS GA-5.4.1.4 Prescribed mix concrete**

Add the following:

“The structural concrete in this contract shall comply with the following specification.

The minimum 28-day strength shall be as specified in drawings

The maximum water/cement ration shall be 0.42

The minimum cement content shall be 400 kg/m<sup>3</sup>

The cement used must be extended with a minimum of 30% Fly Ash or 50% GGBS

A detailed mix design by an approved concrete testing laboratory before any concrete is poured in the works and provision shall be made by the contractor for the cost of the design in his rates.

**PS GA-8: MEASUREMENT AND PAYMENT****PS GA-8.1 Measurement and rates****PS GA-8.1.2 Reinforcement**

Replace Sub-clause 8.1.2.2 with the following:

PSGA-8.1.2.2 Mild steel and high tensile steel will be measured by mass for the diameters or range of diameters as scheduled.

Welded mesh will be scheduled separately for each type and mass per square metre of mesh.”

Replace Sub-clause 8.1.2.3 with the following:

“PSGA-8.1.2.3 The unit rate for steel bars shall cover the cost of supply, cutting, bending, placing in position, and fixing of the reinforcing and supporting steel scheduled. The rate shall also include the provision of all spacer devices and binding wire, as well as the cost of tests in terms of SABS 920.

The unit rate for welded mesh shall cover the supply, cutting and placing of mesh, as well as the cost of all waste due to laps.”

**PROJECT SPECIFICATION: PORTION 2**

**SABS 1200 LB: BEDDING (PIPES)**

**PS LB 3.3 BEDDING**

Add the following to LB 3.3:

All pipes shall be classified as rigid pipes and shall be laid on a Class C bedding except sub soil drainage, which shall be classified as flexible pipes.

**PS LB 5 CONSTRUCTION**

**PS LB 5.1 General**

**PS LB 5.1.4 Compacting**

Substitute "90 % of mod AASHTO" in LB 5.1.4 with "93 % of mod AASHTO (100 % for sand)".

**PS LB 8 MEASUREMENT AND PAYMENT**

**PS LB 8.2 Scheduled Items**

**PS LB 8.2.2.4 From stockpile (provisional)**

- a) Selected granular material ..... Unit: m<sup>3</sup>
- b) Selected fill material ..... Unit: m<sup>3</sup>

The rate shall cover the cost of obtaining, handling and transport regardless the distance, of the required bedding material from the stockpile, the delivery thereof at positions that are spaced along the trench in such a way as suits the working method of the Contractor, as well as the removal of material displaced by this importation within the free-haul distance.

**PROJECT SPECIFICATION: PORTION 2****SABS 1200 LE: STORMWATER DRAINAGE****PS LE 3 MATERIALS****PS LE 3.1.1 Material for Subsoil Drainage**PS LE 3.1.1.1 Pipes

Pipes for subsoil drainage shall be uPVC pipes complying with the requirements of SABS 791 but shall be perforated or slotted.

The size of perforations in perforated pipes shall in all cases be 8 mm in diameter  $\pm 1,5$  mm and the number of perforations per metre shall be not less than 26 for 110 mm pipes and 52 for 160 mm pipes. Perforations shall be spaced in two rows for 110 mm pipes and in three rows for 160 mm pipes.

Slotted pipes shall have a slot width of 8 mm  $\pm 1,5$  mm. The arrangement of slots shall be subject to the Engineer's approval, but the total slot area shall be not less than that presented for perforations.

Pipes without slots or perforations required for conveying ground water from the subsoil drainage proper to the point of discharge, shall be uPVC pipes as specified above.

PS LE 3.1.1.2 Crushed-stone

Crushed-stone in subsoil drains shall be 19 mm single-sized stone complying with the grading requirements of stone for concrete in SABS 1083.

PS LE 3.1.1.3 Geotextile Blanket

The geotextile blanket around subsoil drains shall comply with the requirements of PS DK 3.1.4 in all respects.

PS LE 3.1.1.4 Sand

Sand obtained from approved commercial sources shall be clean, hard and durable and shall comply with the following grading requirements:

D15: 0,2 mm to 0,4 mm

D85: 1,2 mm to 4,7 mm

**PS LE 5 CONSTRUCTION****PS LE 5.1 Trench Bottom**PS LE 5.1.3 Unsuitable Founding Conditions

Substitute "90 % of MAASHTO maximum density" in LE 5.1.3 with "90 % of MAASHTO maximum density (100 % for sand)".

**PS LE8.2 BEDDING AND LAYING**

PS LE 8.2.14 Supply And Install Subsurface Drains According To Drawings ..... Unit: m

The length shall be measured on the centre line of the completed subsurface drain.

The rate shall cover the cost of supplying, transporting, off-loading and installing all materials as well as for cutting, wasting, overlapping and installing of the materials where applicable.

**PARTICULAR SPECIFICATION****PARTICULAR SPECIFICATION PA: BRICKWORK AND PLASTER****PA1 SCOPE**

**PA1.1** This specification covers the general requirements for buildings and other masonry structures, including plastering.

**PA2 INTERPRETATION****PA2.1 Other relevant Standards/Specification**

This specification should be read together with SABS 1200 AA.

**PA2.2 Applicable Edition of Standards**

Each standard specification referred to in this specification shall be deemed to be the latest edition, applicable on the bid closing date.

**PA2.3 Definitions and Symbols**

For purposes of this specification, the definitions and symbols given in the National Building Regulations and Building Standards Act, 1977 (referred to further on in this specification as "Building Act"), where applicable, shall apply. (Definitions: pages 5 to 14, Symbols: page 23.)

**PA3 MATERIALS****PA3.1 Cement**

Cement shall conform to the requirements of SABS 471.

**PS3.2 Lime**

Lime shall be of approved manufacture, well burnt and of uniform quality conforming with SABS 523.

**PA3.3 Sand**

Sand to be used for mortar and plaster shall comply with the requirements of SABS 1090.

**PA3.4 Clay Bricks**

Clay bricks must conform to SABS 227. A sample of bricks to be used for construction must be given to Engineer for approval before construction bricks are delivered to site.

The contractor will be required to carry out necessary tests and provide certificates for compliance of the bricks with SABS 227. The cost of these tests will be deemed part of the scheduled rates and no additional payment will be made therefor.

Best quality engineering bricks shall be used for all foundation and concealed situations.

**PA3.5 Damp-Proofing**

Material used as a damp-proof course shall conform to the requirements contained either in SABS 248 or in SABS 952. Type FV fibre-felt sheets or Type C polyethylene sheets shall be supplied under the contract.

**PA3.6 Fibre Cement Sheets**

Fibre cement flat sheets, minimum 15 mm thick, shall comply with the requirements of SABS 685.

**PA3.7 Storage**

**PS3.7.1****Cement and Lime**

Cement and lime stored on the site shall be properly protected against moisture to the satisfaction of the engineer.

**PA4 CONSTRUCTION****PA4.1****Brickwork**

Brickwork shall be well and regularly bonded, with no false headers and none but whole bricks except where legitimately required as closers. All bricks must be thoroughly dampened before laying and each brick is to be laid with full joints and pressed into its bed so as to squeeze out superfluous mortar and give a finished joint not exceeding 8 mm thick in the case of the face work or 13 mm thick in the case of plastered walls or work not exposed to view. All joints, both horizontal and vertical, notwithstanding any grade custom to the contrary, are to be filled solid with mortar for their full width and depth, each course being flushed with mortar, worked well down into all vertical joints before the succeeding course is laid. Horizontal joints and vertical joints of face work shall be pointed flush in manholes and catchpits but shall be pointed and finished with a tooled recessed joint elsewhere. Plastered walls shall have the joints raked out to a depth not less than 13 mm and not more than 20 mm, and subsequently refilled with mortar of the same proportions as the original bedding mortar. In no circumstances may joints to be so formed as to expose any perforation in the units.

Wire ties, where required, shall be stainless steel and are to be installed at 5 per square metre.

**PA4.2****Mortar**

The mix proportions for the mortar are given below:

Portland cement	50 kg
Lime	0-40 l
Sand*	200 l max.
* measured loose and damp	

**PA4.3****Plastering**

Plaster shall be of the same proportions as the bedding mortar. Any other plaster mixes will be subject to the approval of the Engineer.

**PA4.4****Damp-proof Courses**

The areas to be covered by damp-proof courses are indicated on the drawings. Damp-proof shall be laid on a surface which shall not contain any sharp objects which may perforate the membrane. The full width of the wall and the whole area under the floor is to be covered by the membrane and shall overlap by not less than 100 mm under the floor, and by not less than 150 mm under the wall. All joints shall be effectively sealed. Where shown on the drawing, the damp-proof course is to be stepped up one course of brickwork in the inner skin. Proper returns are to be made at all doorframes.

**PA4.5****Window Sills**

Windowsills shall be formed as shown on the drawings and as hereafter described:

Damp-proof sheeting shall be provided one brick course below the sill and shall be turned upwards and terminate behind the window frame to provide an efficient weather-tight seal.

All external sills and some internal sills, where shown, shall be formed in quarry tiles and other internal sills where shown are to be of fibre cement sheet minimum thickness 15 mm to SABS 685 with approximately 20 mm projection beyond the finished face of the walls.

External sills shall be laid to a 20° weathered slope while internal sills shall be laid horizontal.

All tiles shall be bedded in 3:1 cement mortar and neatly pointed.

**PA4.6 Lintels with Brickwork Reinforcement**

Lintels over doors, windows and openings, where ordered by the Engineer, shall be reinforced with four layers of BRC brickforce, or approved equal. The latter reinforcement shall extend a minimum of 450 mm beyond any opening. All joints in the six courses of brickwork above the opening shall be fully flushed with cement mortar. Shoring to soffits of lintels shall be left in position for at least 14 days after building the lintel and the brickwork shall be kept damp with wet bags for the whole of this period.

**PA4.7 Wall Vents**

Ventilator openings shall be formed through walls where indicated and shall be provided with double brick terracotta louvred air bricks (fitted with plastic insect screens) both externally and internally (where scheduled) set flush into the work and neatly pointed. Internal wall vents are to be of an approved plaster of paris type where scheduled.

**PA4.8 Building in Frames, etc**

Door and window frames are to be set up, built into position, bedded and pointed in cement mortar, with any necessary cutting to brickwork, fitting and making good, as the brickwork is built up. In the case of doorframes, wrought iron right angled cramps are to be fixed to doorframes and built into brickwork at every eighth course.

Where pipes, frames, brackets or other such parts pass through or have to be set into brickwork, the bricks shall be carefully cut and fitted to maintain regularity of courses and uniformity of joints, the shaped bricks being embedded and pointed to conform with the surrounding brickwork. Where such parts have to be set into position after brickwork is built, holes shall be left wherever possible, in preference to cutting out bricks, and the work shall be subsequently made good in the manner described.

**PA4.9 Floor Finishes****PA4.9.1 Granolithic Floor Screed**

Granolithic shall consist of one-part cement, one part sand and two parts 5 mm stone chips and oxide where required, thoroughly mixed as for concrete and placed in a layer not less than 20 mm thick, levelled or graded and trowelled to a smooth uniform surface. To ensure proper bond, the concrete surface to be covered shall be clean, roughened by chipping, flushed with water and coated with cement grout just before placing of the granolithic layer. Granolithic finish is to be steel floated with V joints in squares of 1, 20 m to 1, 80 m, the joints extending for the full depth of the granolithic. Joints are not required in the granolithic screed where it is to be overlaid by tiles or carpeting.

**PA4.10 Chasing Walls**

Where indicated by the electrical contractor, the construction contractor shall chase brickwork and concrete work to accommodate electrical conduit - such chasing shall precede plastering or rendering and on no account, shall plastering or rendering be commenced until the electrical tubing has been installed. No horizontal or diagonal chases shall be permitted.

Elsewhere, electrical conduit shall either be cast into concrete or shall be run on the surface afterwards as may be directed by the Engineer.

**PA4.11 Weather**

In any period of interruption caused by inclement weather, and at the completion of each day's bricklaying, freshly laid brickwork should be protected.

**PARTICULAR SPECIFICATION: PB****PARTICULAR SPECIFICATION PB: CARPENTRY, JOINERY AND IRONMONGERY WORK****PB1 SCOPE**

- PB1.1** This specification covers the general requirements for carpentry, joinery and ironmongery work for civil engineering projects and the methods by which the finished work is to be measured for the purpose of payment.

**PB2 INTERPRETATION****PB2.1 Other Standards/Specification**

This specification is to be read with SABS 1200 AA.

**PB2.2 Applicable Edition of Standards**

Each standard specification referred to in this specification shall be deemed to be the latest edition, at the closing date of bids for this contract.

**PB3 MATERIALS****PB3.1 Timber**

Roof timber forming a permanent part of the work shall conform to the requirements of the relevant standard specifications SABS 563, SABS 653, SABS 876, SABS 1089 or SABS 1245.

All timber other than that used for temporary works or shuttering shall be treated as specified in SABS 1288 and SABS 05 and allowed to dry thoroughly before being used.

**PB3.2 Fibre Cement Sheets**

Fibre cement flat and corrugated sheets shall comply with the requirements of SABS 685. The flat sheets shall be minimum 15 mm thick.

**PB3.3 Hardware**

Locks, hinges and other hardware shall be provided to doors; all ironmongery and fixings shall be chromium plated on brass except where otherwise specified.

**PB3.3.1 Hinges**

Hardwood doors in hardwood frames are to be provided with brass butt hinges as scheduled with three hinges per leaf.

**PB3.3.2 Door Locks and Furniture**

External door to be fitted with a night latch (to be supplied by the Employer) and a Henderson No 463-bow handle, secured with brass bolts passing through the door with nuts on the inside.

**PB3.3.3 Cabin Hooks**

One 200 mm brass cabin hook complete with eyes to be fitted to each door including for hardwood block plugged to walls or post as scheduled.

**PB4 MEASUREMENT AND PAYMENT**

- PB4.1** The work will be measured and paid for in accordance with the units and rates scheduled.

- PB4.2** The bided rates for doors are to include for the manufacture, fitting hanging and protective painting thereof.

- PB4.3** The bided rates for ironmongery shall include for the supplying and fitting complete with non-corrosive screws and/or bolts.

**PARTICULAR SPECIFICATION: PC****PARTICULAR SPECIFICATION PC: PAINTING****PC1 SCOPE**

**PC1.1** This specification covers the general requirements for painting, including methods of preparation of materials to be painted, cleaning, priming, undercoating and finishing, and also methods by which the finished work will be measured and paid for.

**PC2 INTERPRETATION****PC2.1 Supporting Specification**

This specification must be read together with SABS 1200 AA

**PC2.2 Applicable Edition of Standards**

Each standard specification referred to in this specification shall be deemed to be the latest edition at the bid closing date.

**PC3 MATERIALS****PC3.1 Emulsion Paints for Exterior Use**

Emulsion paints for exterior use shall comply with SABS 634.

**PC3.2 Calcium Plumbate Primer**

Calcium plumbate primer shall comply with SABS 912.

**PC3.3 Undercoats for Paints**

Undercoats for air-drying protective and decorative paints shall comply with SABS 681.

**PC3.4 Structural Steel Paints**

Structural steel paints shall comply with SABS 684.

**PC3.5 Colours of Paints**

Specification for colours of paints shall comply with CKS 279.

## PORTION 2B: VARIATIONS AND ADDITIONS TO THE STANDARD SPECIFICATIONS – STRUCTURES

### PARTICULAR SPECIFICATION

#### PCP: PAINT CORROSION PROTECTION TO STEEL SURFACES

#### PCP 1 SCOPE

This specification covers the requirements for the surface preparation to all structural steel surfaces as well as the application and inspection requirements of a heavy-duty corrosion protection coating system.

This corrosion protection specification gives details of steel surface preparation and the application of the coatings. The approved heavy-duty coating systems applicable to the works are listed in the Project Specifications.

The details specified are minimum guidelines only and the Contractor shall accordingly select an appropriate conforming system and provide full details to the Engineer for approval. All work will be subject to inspection by the Engineer who shall be given 48 hours notice prior to each component of work commencement.

#### PCP 2 SUPPORTING SPECIFICATION

- SABS 064: 1979 The preparation of steel surfaces for coating
- SABS Method 141 Dry film thickness of plants
- SABS Method 159 Cross cut test to determine sound coating system
- SABS Method 769 Cleanliness of blast-cleaned steel surfaces for painting (assessed by freedom from dust and debris)
- SABS Method 770 Cleanliness by blast-cleaned steel surfaces for painting (assessed by freedom from certain soluble salts)
- SABS Method 772 Profile of blast-cleaned steel surfaces for painting (determined by micrometer profile gauge)
- ISO 8501-01
- SIS 05 59 00 Pictorial surface preparation standards for painting steel surfaces
- ASTM 3359, Method A Determination of sound coating system

#### PCP 3 MATERIALS

##### PCP 3.1 Abrasive Media

Sand or black granular slag abrasive blast media may be used on this project. Sodium Bicarbonate or granulated ice may however be used as alternate material.

##### PCP 3.2 Primer Coat

The approved primer coating systems are specified in the coating manufacturer's data.

##### PCP 3.3 Intermediate Coats

The approved intermediate coating systems are as specified in the coating manufacturer's data.

##### PCP 3.4 Top Coat

The approved top coat systems are specified in coating manufacturer's data.

**PCP 4 GENERAL WORKMANSHIP**

The Contractor shall at all times enforce adequate safety measures in terms of the Occupational Health and Safety Act 1993 (Act 85 to 1993).

The Contractor shall furnish all labour, materials, paints and coating components required for adequately preparing surfaces for coating to this Specification.

The Contractor shall furnish experienced supervisors and shall ensure that all materials are prepared and applied as specified and at the required coverage rates.

All work shall be executed by component workmen under the supervision of an experienced coating supervisor.

No cleaning or coating applications shall take place when site conditions are likely to affect these operations adversely.

Only Sub-Contractors approved by the Engineer shall be employed.

The Contractor shall submit his proposed sequence and timing of preparation and coating activities that shall be shown clearly in relation to the overall Construction Programme.

The Contractor shall supply full details of the preparation and coating facilities, resources and number and qualification of personnel to be used in the execution of the Works.

**PCP 5 APPLICATION****PCP 5.1 Personnel**

The Contractor shall submit a weekly list of personnel to the Engineer, specifying the number of foremen, skilled and semi-skilled labourers for cleaning, preparation and coating, the number of inspectors, plant and equipment operators.

**PCP 5.2 Plant and Equipment****PCP 5.2.1 Equipment List**

The Contractor shall keep a record, updated daily, of all plant, equipment, tools, spraying and blasting guns, nozzles, brushes, etc. being used on the Works and shall submit a weekly list to the Engineer.

**PCP 5.2.2 Blast Cleaning Equipment (if used)**

The compressed air supply used for abrasive blast cleaning shall be oil-free, clean and dry. Adequate separators and traps shall be provided, and these shall be kept emptied of water and oil. Accumulations of oil and moisture shall be removed from the air receiver by regular purging.

The equipment shall be tested to ensure an oil-free, dry supply before blast cleaning commences and as directed by the Engineer during blast cleaning operations.

The compressor volume capacity shall be sufficient to maintain the discharge of the approved abrasive at a nozzle pressure of 700 kPa while abrasive blasting. The discharge pressure shall be measured at the nozzle using a hypodermic pressure gauge. Under no circumstances shall the pressure at the nozzle fall below 650 kPa. The nozzle pressure shall be checked at least daily. Nozzles shall be discharged before wear reached 50%.

Where air operated equipment is being used, the operators head-gear shall be ventilated by clean cool air served through a regulator to prevent blasting residues from being inhaled by the operator.

**PCP 5.2.3 Airless Spray Equipment**

The airless spray equipment shall meet the recommendations and instructions set out in the manufacture's data sheets. The minimum pressure of the airless spray equipment shall be as specified in the coating manufacturer's Product Data Sheets.

All application equipment shall be maintained in clean condition and in good working order.

**PCP 5.2.4 Storage**

All painting and cleaning materials shall be delivered to the Work Site in the Supplier's original containers with labels and seals unbroken. All materials shall be kept in a locked, well ventilated materials store. Storage areas shall be kept clean and neat at all times. Inflammables shall be stored off site or in a separate secure fireproof store situated remotely from any building such that any fire cannot spread to adjacent buildings.

**PCP 6 SURFACE PREPARATION****PCP 6.1 Dressing and Repairs to Welds**

All surfaces of welds, whether pre-existing or new, shall be free from slag, slag inclusions, cracks and holes. Weld profiles shall have a smooth contour, free from irregular projections, any undercut and sharp edges. Areas adjacent to welds shall be free from weld splatter that shall be removed by grinding or scraping.

All burrs and sharp edges resulting from flame cutting, drilling or any other activity shall be ground to a smooth radius of not less than 2mm.

**PCP 6.2 Surface Preparation for Painting System****PCP 6.2.1 General**

The method of cleaning and preparing the substrate of steel prior to the application of the heavy-duty coating systems shall be in accordance with the applicable provisions of SABS 064 and inline with the manufacturer specification.

**PCP 6.2.2 Removal of Contaminants by High Pressure Washing**

All surfaces shall be high pressure cleaned at a minimum pressure of 350 bar using oscillating head equipment to remove all loose and unsound coatings.

**PCP 6.2.3 Mechanical Cleaning**

After high pressure cleaning all loose and flaking paint and corroded areas shall be removed by scraping and mechanical wire brushing to provide a substrate surface at least equivalent to St. 2 in accordance with the requirements of ISO 8501-01: 1988. All remaining sound coating shall be abraded to a matt finish.

The photographs in the ISO Standard publication are given as an illustration only. They do not represent the complete preparation degree, which also includes a cleaning operation that is not visible in the photographs.

Special care shall be taken to clean out any pitting that may have occurred to the steel surfaces. Any deep pitting shall be brought to the attention of the Engineer. Weakened damaged and corroded structural steel sections shall be brought to the attention of the Engineer and if required, shall be strengthened by welding in additional steel plates.

After mechanical cleaning all surfaces shall be degreased with Plascon Acquasolv Degreaser to achieve a water break-free surface and a neutral Ph of 7. Thereafter rinse with clean potable water and allow drying. Any localised areas to be cleaned to bare metal will be identified and indicated by the Engineer. These areas will be clearly marked out on site and agreed before proceeding. The Engineer may adjust the areas as work proceeds – depending on the conditions found.

**PCP 7 APPLICATION OF THE CORROSION PROTECTION SYSTEM****PCP 7.1 General****PCP 7.1.1 Environmental Conditions**

Coating systems shall not be applied in high wind and / or dusty conditions. The maximum relative humidity and the minimum temperature of the steel surfaces above dew point during application of the coating systems shall be as stated in the manufacturer's specifications.

Any surfaces to be coated shall be rendered dust and salt free prior to the application of the coating. This shall be accomplished by blowing the surface with clean dry air or by using an industrial vacuum cleaner.

**PCP 7.1.2 General Application Procedures**

Application shall be carried out in accordance with the coating manufacturer's recommendation. No thinning of the components shall be permitted. Should any conflict arise, the conflict shall be resolved by a meeting between the Engineer and the coating manufacturer's representative prior to any application.

No component application shall be applied when the surfaces are less than 3° above dew point, when the relative humidity is greater than 85%, when the air temperature is below 5°C, or when there is a likelihood of a change in weather conditions within 2 hours of application which would result in air temperatures below those specified or in deposition of moisture in the form of rain, mist, condensation, etc. upon the surface. Dew points shall be determined in accordance with Table 2 below.

Table 2: Dew Point Determination  
Dew Points (°C) at Various Relative Humidities

Air temp	30%	40%	50%	60%	70%	80%	90%	100%
-1,0	-	-	-	-	-6,5	-4	-2	-1
4,0	-	-6,5	-4	-2	0,5	1,5	3,5	4,5
10,0	-6,5	-3,5	0,5	2	3,5	5,5	8,5	10
15,5	0	2	4	8	10	11,5	14	15,5
21,0	3	6,5	10	13	15	18	19,5	21
26,5	7	12	15,5	19	21	23,5	25	26,5
32,0	13	16,5	20,5	24	25,5	28,5	30,5	32
38,0	18	22	25,5	29	31	33,5	36	38

**Note:**

It is essential to ensure that no condensation occurs on steel surfaces between coats during application of the primer or tape system.

Air at a given temperature can only contain a certain (maximum) amount of water vapour.

The dew points is the temperature of a given air-water vapour mixture at which condensation commences, since at the temperature its maximum water content (Saturation) is reached.

In practice, a safety margin must be kept, whereby the substrate temperature is at least 3°C above dew point.

Cleaned and prepared surfaces shall be primed within four hours of cleaning or other such time limits as may be specified, and prior to sun-set of that day and also before visible rusting occurs. A minimum of 5cm around the edges of cleaned areas shall be left uncoated unless adjoining a coated surface.

For Top Coat, the colour identification shall be as given.

**PCP 7.2 Test to establish whether painted surfaces are in a sound condition**

Painted surfaces shall be considered sound if the paint is firmly adherent to the substrate and is free from flaking, checking or cracking. Coating that can be lifted with a blunt putty knife shall be removed before re-coating. Should any doubt exist, adhesive shall be tested by the one of the following two methods:

This coating systems (DFT < 150um)

Cross cut test as per SABS Method 159. The value obtained by this test shall not be lower than 6 units.

Thick coating system (DFT > 150 um)

The rating obtained by ASTM 3359, Method A shall not be lower than 3A.

Chalking to existing sound coating systems shall be removed by detergent washing and surface abrasion to the required profile by an approved method.

**PCP 7.3 Preparation to localised areas touch-up coating**

Where localised corrosion exists in areas of otherwise sound paint, the corroded area shall be thoroughly cleaned St. 2 as specified above. The surrounding sound plant shall be thoroughly abraded by the cleaning operation and the edges feathered into the bare steel area.

Surface preparation shall comprise detergent wash to remove oily contaminants, water wash to remove detergent, then abrasion of the existing sound coating system, to achieve a uniform matt surface of the required profile. Finally, all dust and debris shall be removed by wiping with a damp clean cloth, or by vacuum cleaning or blowing with clean, dry oily-free compressed air.

**PCP 7.4 Coating Application**

**PCP 7.4.1 Primer Application**

The primer coat shall be applied onto all areas by brush or roller. The spreading rate and the DFT shall be in strict compliance with that specified by the manufacturer. The film thickness is to be checked with the calibrated film thickness gauges and measured in accordance with SABS Method 141. Where the DFT does not meet this Specification, additional material shall be applied. In order to achieve and regulate the specified thickness, the Contractor shall carry out frequent wet film thickness checks.

Surfaces not accessible to brushed shall be painted by other suitable approved means to achieve a uniform paint film of adequate thickness.

Brushes used in brush application shall be of a style and quality that will permit proper application of the paint coat. Round or oval brushes are generally considered most suitable for rivets, bolts, irregular surfaces and rough or pitted steel.

Wide flat brushes are suitable for large flat areas, but they shall not have a width of over 120mm. No extension handles shall be permitted on paint brushes.

The brushing shall be done such that a smooth coat, as nearly uniform thickness as possible, is obtained. There shall be no deep or detrimental brush marks. Primer shall be thoroughly worked into all crevices and corners.

Runs or sags shall be brushed out.

In brushing any of the solvent-type coatings, care shall be taken to ensure that no lifting of former coats occurs.

**PCP 7.4.2**     Stripe Coat

The specified product shall be used to stripe coat all leading edges, welds nuts, and bolts. The product may be brush or roller applied coat to the DFT specified. This coat shall be allowed to cure as specified by the manufacturer.

**PCP 7.4.3**     Mastic Filing and Sealing of Gaps between Members and Fasteners

Before further coating all gaps between members (e.g. back to back angles) shall be filled with an approved sealant to seal the gaps and limit future oxidation.

**PCP 7.4.4**     Intermediate Coats

Intermediate coat/s shall be applied to surfaces that are clean and free from dust, oil, moisture and perspiration. All operatives handling cleaned, or partially painted surfaces shall wear clean gloves to avoid contamination of the surface and to ensure good adhesion.

DFT shall be strictly as specified by the manufacturer.

Each coating shall be allowed to dry thoroughly for at least the specified time prior to application of the succeeding coat.

Overcoating times shall not be less than the minimum nor greater than the maximum specified in the manufacturer's Product Data Sheets, relevant to the ambient temperature.

**PCP 7.4.5**     Final Coating (Top Coats)**PCP 7.4.5.1**    Stripe Coats

The specified product shall be used to stripe coat all leading edges, welds nuts, and bolts. The product may be brush or roller applied coat to the DFT specified. This coat shall be allowed to cure as specified by the manufacturer.

**PCP 7.4.5.2**    Top Coat

The final coat of the specified product shall be brush or roller applied to the DFT specified. Note that more than one coat may be required to achieve the DFT required.

**PCP 8**           **REPAIR OF DEFECTS****PCP 8.1**        **General**

As coating proceeds, all damage to previous coats shall be repairs before the application of any further coat.

**PCP 8.2**        **Inadequate Coating Thickness**

Areas with inadequate coating thickness shall be thoroughly cleaned and, if necessary, abraded, and additional coats applied until they meet with this Specification. These additional coats shall blend in with the final coating on adjoining areas.

**PCP 8.3**        **Contaminated Surfaces**

Surfaces that become contaminated shall be cleaned of all contamination immediately prior to the application of any following coat. Any residual contaminants shall be removed by dry compressed air or wiped by hand with clean dry rags.

**PCP 9**           **CLEAN-UP**

After painting and inspection have been completed, all plant, scaffolding, equipment, surplus materials, and waste resulting from execution of the Works shall be collected and disposed of outside the working area. Over-runs, droppings, and smears shall be removed.

**PCP 10 INSPECTION****PCP 10.1 General**

The Engineer shall have the right to inspect at all times any tools, instruments, materials, scaffolding, or equipment used or to be used in the performance of the coating application. The Contractor shall make all parts of the Work accessible for these inspections.

The Engineer shall appoint a Coating Inspector who shall act for the Engineer and who will observe all application procedures while work is in progress and who will approve the surface preparation prior to the application of any coating and approve the condition of each coat prior to the application of the following coat.

**PCP 10.2 Rejected Work and Equipment**

The Engineer shall have the right to condemn any tools, instruments, materials, scaffolding, equipment or work that does not comply with the Specification. Condemned areas of coating shall be marked with a compatible paint of contrasting colour.

Any condemned coating applications, defective preparatory work or any work not conforming to this Specification shall be rectified by the Contractor at no additional cost to the Project. Any condemned tools, instruments, materials, or equipment shall be removed from site and replaced or rectified at no additional cost to the Project.

**PCP 10.3 Approval**

The Contractor shall notify the Engineer 48 hours in advance of work or part of the work commencing. Prior to final acceptance of part or the complete work, an inspection shall be made. The Contractor and the Engineer shall be present, and the Contractor shall complete an inspection report, which shall be signed by both parties.

**PCP 11 REPORTING, QA FORMS AND PROGRESS REPORTS**

Together with equipment and manpower schedules, the Contractor shall submit daily inspection reports giving details on weather conditions, air humidity, temperature, particular application complete with its QA forms (e.g. blast cleaning, each coat layer, colour, wet and dry film thickness, anomalies etc). Progress of work compared with the Construction Programme shall be submitted on a weekly basis.

**PCP 12 MEASUREMENT AND PAYMENT****PCP 12.1 Scheduled Items**

- (a) Steel Surface Preparation by high pressure washing for removal of loose paint corrosion products and contaminants ..... Unit: m<sup>2</sup>

The rate shall cover the cost of all plant, equipment, material, water, labour and all detergents and incidentals required to remove soluble salts or other contamination, inspection, testing and testing documentation to obtain the degree of cleanliness and surface profile as specified as well as the removal of all waste and debris.

- (b) Steel Surface Preparation to St 2 for application of Primer .....Unit: m<sup>2</sup>

The rate shall cover the cost of all plant, equipment, material, water, labour and all incidentals required for the cleaning to specification of the entire structural steel area including washing to remove soluble salts or other contamination, inspection, testing and testing documentation to obtain the degree of cleanliness and surface profile as specified as well as the removal of all waste and debris.

- (c) Grinding and Removal of Sharp Edges ..... Unit: m

The rate shall cover the cost of all plant, equipment, materials, labour and all incidentals required for grinding and forming a 2mm radius to all sharp edges corners, cut ends, holes and to all touch up areas as specified.

(d) Application of Galvanised Surfaces Primer Complete

The rate shall cover the cost of all plant, equipment, materials, labour and all incidentals required for the mixing and application of the galvanised surfaces primer system to specification.

(e) Application of Priming System Complete ..... Unit: m<sup>2</sup>

The rate shall cover the cost of all plant, equipment, materials, labour and all incidentals required for the mixing and application of the primer system to specification.

(f) Application of Intermediate and Topcoat System Complete..... Unit: m<sup>2</sup>

The rate shall cover the cost of plant, equipment, materials, labour and all incidentals required for the mixing and application of the primer system to specification.

**PARTICULAR SPECIFICATION PSCRC - CONTINUOUSLY REINFORCED CONCRETE****PSCRC 1 MATERIALS**

The construction carried out under this option is in accordance with the specification:

SABS 1200 G: 1200GA with the following amendments.

**PSCRC 2 CEMENT**

“Subject to the provision of Clause 3.2.2, the cement shall comply with the relevant requirements of the specifications: SABS ENV 197-1 common cements”.

Where reference is made to cements throughout, “type” is to be replaced with “strength class”.

Quality Portland cement SABS ENV 197 CEM 1 42, 5 (Black bag) shall be used throughout for concrete pavement construction.

**PSCRC 3 FORMWORK**

Timber or steel forms may be used as side forms and for temporary construction joints.

**PSCRC 4 REINFORCEMENT**

Reinforcement shall be continuous throughout the whole length of the lane, and as detailed on the drawing or in the relevant bending schedules.

**PSCRC 5 CONSTRUCTION JOINTS**

No construction joints will be permitted. The Contractor is to programme the works such that the progress of concrete placing is continuous. The only joints that will be allowed, and to be as directed by the Engineer’s representative, will be “end of shift” joints and those due to unavoidable plant breakdowns.

Should the Contractor opt to use a ready mix product the Engineer will reserve the right to have standby on site mixers or the authority to call on suppliers, other than those contracted, to supplement the supply and, using all the elements of the design mix, as accepted.

**PSCRC 6 EARTHWORKS**

The initial excavation is to be carried out by mechanised equipment, to a suitable formation. Labour methods will then be implemented in shaping and compacting to the specified requirements.

**PSCRC 7 LAYER WORKS (SUBBASE)**

A layer of sub-base material (G5) natural gravel/crushed stone, spread, compacted and trimmed using labour methods, will form the bed on which the concrete is to be laid. Compaction shall be throughout to at least 95% MOD AASHTO maximum density.

**PSCRC 8 SURFACE FINISH**

A wood float finish followed by a medium broom surface texturing operation is required.

PSCRC 9 **MEASUREMENT AND PAYMENT**

All the basic principles shall be as applicable to concrete placing.

Excavation

Shaping/trimming/compaction..... Unit: m<sup>2</sup>

Formworks

Forms ..... Unit: m

Concrete

Mix 30/19 MPA ..... Unit: m<sup>3</sup>

..... Unit: m<sup>2</sup>

Reinforcement

Deformed rebar ..... Unit: ton

Mesh ..... Unit: m<sup>2</sup>

Finish

Surface finish complete ..... Unit: m<sup>2</sup>

**PSD EARTHWORKS****PSD 3 MATERIALS****PSD 3.1 CLASSIFICATION FOR EXCAVATION PURPOSES**

Delete SABS 1200: D Sub-clause 3.1 and replace with the following:

**PSD 3.1.1 Method of Classifying**

The Contractor may use any method he chooses to excavate any class of material but his chosen method of excavation shall not determine the classification of the excavation. The Engineer or his Representative will decide on the classification of materials. In the first instance classification will be based on inspection of the material to be excavated and on the criteria given in PSD 3.1.2(a) and (b).

**PSD 3.1.2 Classes of Excavation**

All materials encountered in any excavation for any purpose including restricted excavation will be classified as follows:

**(a) Hard rock excavation**

Hard rock excavation shall be excavation in material (including undecomposed boulders exceeding 0.17 cubic metres in individual volume) that cannot be efficiently removed without blasting, wedging and splitting, or hydraulic hammers.

This classification includes materials such as:

- solid unfractured rock occurring in bulk
- solid ledges thicker than 200mm
- igneous rock intrusions
- cemented sedimentary rocks.

**(b) Soft Excavation**

Any material which can be removed by bulldozers or backhoes shall be classified as soft excavation.

Soft excavation shall be material not falling into the category of hard rock excavation.

**PSD 5.2.1.2 Conservation of Topsoil**

Add the following to Sub-clause 5.2.1.2:

*“Topsoil shall not be stockpiled higher than 2,0m. Care shall be exercised to prevent the compaction of topsoil in any way especially by vehicles travelling over such material.”*

PSD 6 **CONSTRUCTION**PSD 6.1 **Disposal** (Clause 5.2.2.3)

Surplus and/or unsuitable material may be spoiled at approved places on the Sports Complex Site and finished as directed by the Engineer. Building rubble shall be disposed of on a site found by the Contractor, beyond the boundaries of the Site or designated tip site.

PSD 6.4 **Overhaul** (Clause 5.2.5.2)

Overhaul shall not be paid for separately on this Contract and all haul will be regarded as freehaul.

PSD 7 **MEASUREMENT AND PAYMENT**PSD 7.1 **Overhaul** (Clause 8.3.6)

Delete this clause, as well as all reference to a limited freehaul distance in all other items.

PSDB **EARTHWORKS (PIPE TRENCHES)**PSDB 3 **MATERIALS**PSDB 3.1 **CLASSES OF EXCAVATION**

Delete the contents of Clause 3.1 and replace with the following:  
“The classification shall be as described in PSD 3.1”.

PSDB 5 **CONSTRUCTION**PSDB 5.4 **EXCAVATION**

**Add:** The pipe/duct shall be laid, and the trench backfilled to the acceptable requirements, including density testing.

PSDB 5.6.3 **Disposal of Soft Excavation Material**

Delete the contents of Sub-clause 5.6.3 and replace with the following:

“Excess material arising from the excavations will be disposed of at a designated tip site. The rate for spoiling of excess material shall include for the loading and carting of material, and the off-loading at the tip site. The Contractor shall be responsible for all charges levied at the tip site. The current charges applicable may be obtained from the Municipality’s Cleansing Division.

Where topsoil is encountered this will be set aside on site and re-used later.”

PSDB 5.6.6 **Completion of Backfilling**

**Add:** “If in the opinion of the Engineer’s Representative the Contractor is lagging in the backfilling of trenches, he will be entitled to order that no further excavation takes place until the backfilling operation has caught up.”

PSDB 5.9.8 **Safety**  
(New Clause)

The responsibility for public safety lies with the organisation carrying out the excavation and backfill operations.

PSDB 8 **MEASUREMENT AND PAYMENT**PSDB 8.3.2 **Excavation**

Delete the contents of payment Sub-clause 8.3.2(b) (1). For the purpose of measurement and payment, material other than hard rock, will not be separately classified.

PSDB 8.3.3.1 **Deficiency in Backfill Material**

Add the following to sub-clause 8.3.3.1(c):

The rate shall also include for compaction of base course quality backfill as per PSDB 3.5

PSG **CONCRETE (Structural)**PSG-3 **MATERIAL**PSG-3.2 **Cement**PSG-3.2.1 **Applicable Specifications**

Replace entire paragraph with:

“Subject to provisions of 3.2.2, cement shall comply with the relevant requirements of the following specifications.

SABS ENV 197-1 Common Cements”

After 3.2.2 add new paragraph

“Site Blending

The use of exbids on site shall be in conjunction with Portland cement (CEM I) as defined in SABS ENV 197-1. The exbid shall comply with the applicable specification, listed as follows:

SABS 1491-1 Ground granulated blast furnace slag (GGBS)

SABS 1491-2 Fly Ash (FA)

SABS 1491-3 Condensed silica fume (CSF)

Note: It is recommended that the use of cement exbids be done in consultation with producers of the exbid, cement manufacturers and/or appropriate publications of recognised institutions.”

**PSG-3.2.3**     Storage of cement

Add the following to this clause:

Cement silos shall be painted white to reduce temperature rise in the cement.

**PSG-3.3**     **Water**

Add the following to this clause:

Tanks for mixing water shall be painted white and shall be shaded on all sides from direct radiation from the sun by means of light-coloured plastic sheets at least 500 microns thick or light-coloured sails supported by a proper structure. Sufficient ventilation and sufficient room between the tanks and the sheets or sails shall be provided to prevent a hot-house effect that would raise the water temperature. When concrete is mixed the temperature of the mixing water shall be kept below 20°C and if necessary, crushed ice shall be added to the water tanks or liquid nitrogen shall be injected into the water tanks to achieve this.

**PSG-3.4**     **Aggregates****PSG-3.4.1**     Applicable specifications

Replace this clause with the following:

The aggregates shall comply with the requirements of SABS 1083. The maximum water absorption of the coarse aggregate shall not exceed 1 % and the flakiness index shall not exceed 25 %. The maximum water demand of the fine aggregate shall be 190 /m<sup>3</sup>.

Aggregates to be used in this Contract shall be tested in accordance with subsection C-15 of SABS 1083 to determine whether they are potentially alkali-reactive. If they are alkali-reactive they shall either be replaced with aggregates that are non-reactive or the requirements of PSG-3.2.2.1 in respect of alkali-reactiveness shall apply.

The content of chloride ion in the aggregates shall be determined and shall be within the limits specified in SABS 1083. Test results in this regard shall be submitted to the Engineer.

At bid stage the Contractor shall assure himself by means of tests and test mixes by an accredited laboratory that the fine and coarse aggregates that he intends to use comply with the specification. The bided rates shall therefore be deemed to allow for the importation of aggregates, if necessary, that do comply with the Specification.

The Contractor shall be responsible for locating the sources of all aggregates.

**PSG-3.4.3**     Storage of aggregates

Aggregate stockpiles shall be shaded on all sides from direct radiation from the sun by means of light-coloured plastic sheets at least 500 microns thick or light-coloured sails supported by a proper structure. Sufficient ventilation and sufficient room between the stockpiles and the sheets or sails shall be provided to prevent a hot-house effect that would raise the temperature of the aggregates. When the following conditions exist, only the coarse aggregate shall be sprayed with water to assist cooling:

- when the ambient temperature exceeds 30° C;
- when the ambient temperature exceeds 25° C and the relative humidity is low and/or high winds or berg wind conditions exist.

The Contractor shall ensure that drainage of the coarse aggregate stockpile is adequate.

PSG-3.5 **Admixtures**

PSG-3.5.1 Approval of Admixtures Required

The Contractor shall, by way of the information required in Sub-clause 3.5.1, prove to the satisfaction of the Engineer that proposed admixtures are beneficial and not detrimental to the durability of the concrete.

PSG-3.5.2 Air-entraining Agents

Air-entraining agents shall not be used.

PSG-4 **PLANT**

PSG-4.5 **Formwork**

PSG-4.5.3 Ties

Formwork ties in structures shall be of the 12 mm Extended Coil Tie or similar. The Contractor shall allow in his rates for the specified formwork ties and ensure that his formwork is compatible with these ties. No ferrous metal shall remain closer to the surface of the concrete than the cover specified for the reinforcement.

After removal of the plastic spacing cones from the concrete, the openings in the concrete shall be roughened with a mechanical wire brush. Thereafter the openings shall be painted with cement mortar slurry and filled with a shrinkage-free grout such as "M Bed Standard" by Samson or a similar approved. The grout filling shall be applied in such a way as to protect the ties against corrosion.

PSG-5 **CONSTRUCTION**

PSG-5.1 **Reinforcement**

PSG-5.1.3 Cover

In Sub Clause 5.1.3(a) amend the words "... or stirrup" to read: "bar, secondary reinforcement, tie stirrup, tying-wire knots or wire ends." Add to Sub Clause 5.1.3: "Tying wire shall not encroach on the specified minimum cover by more than a single strand thickness."

The minimum concrete cover to reinforcement shall be as follows:

- top reinforcement in concrete slabs      40 mm
- reinforcement in beams, columns      40 mm
- all other reinforcement, bases etc.      50 mm

The cover blocks shall be manufactured from concrete of grade, durability, density and impermeability at least equal to that specified for the respective elements except that 13 mm stone instead of 19 mm stone shall be used. The size of the cover blocks

shall be 60 mm x 60 mm, with a thickness equal to the specified cover. Wires shall be cast into the blocks to enable them to be fixed to the reinforcement. **The wires shall be fully galvanised Class A as per SABS 675 - 1993.**

The wires shall be carefully held in position while the concrete is setting to ensure that all the wires are inserted to a uniform and consistent depth of 50% of the thickness of the cover block for all the cover blocks. The concrete shall be thoroughly compacted and the blocks shall be protected against early drying and shrinkage due to sun and wind, by being kept continually wet while still in the mould. After the blocks have been removed from the mould they shall be kept in water continuously for a minimum of 14 days before being used.

A proper mix design for concrete in cover blocks shall be submitted to the Engineer for approval.

PSG-5.1.4 Splicing

Splice lengths for structures shall not be less than 55 diameters. Where applicable, splices shall be staggered so that they are evenly spread throughout the structure.

PSG-5.2 **Formwork**

PSG-5.2.1 Classification of finishes

Add the following additional Sub-clauses to Sub-clause (c):

(i) Special off-shutter finish

Special off-shutter formwork shall produce a finish that will comply with the requirements of degree of accuracy I according to SABS 1200 G clause 6.2. For this contract the special off-shutter finish is applicable to all visible concrete.

Formwork panels shall be made of steel panels. Small approved laminated wooden board inserts to steel framed panels may only be used in confined places and the use thereof will be subject to approval by the Engineer. **Wooden formwork may, however, not be used at the bottom of walls. (See PSG-5.2.6).** The panels shall be free from rust, ridges, fins, bulges, imperfections, irregularities, chips and holes. The concrete surface shall be smooth and free from irregularities, bulges, ridges, imperfections, air bubbles, honeycomb or surface discolourations. Grout checks shall be used at all construction joints and chamfers at all corners.

Joints between panels shall be sealed tightly to prevent local honeycombing or leaching of concrete. Joints between panels shall form straight horizontal and vertical lines which shall be spaced evenly on the formed concrete surface and shall be even and smooth and require minimal or no finishing. The layout of all formwork panels and construction joints shall be discussed with the Engineer before application and shall be approved in writing prior to erection of formwork.

(ii) Visible corners

All visible corners shall have a 25 mm x 25 mm chamfer.

**PSG-5.2.5**     Removal of formwork

Add the following to Sub-clause 5.2.5.2:

Formwork for concrete shall remain in place after placing of the concrete as indicated in Table 2 for Portland cement.

**PSG-5.2.6**     Formwork at the bottom of wall (new clause)

Special attention shall be given to the formwork at the bottom of sections of walls. The formwork on both sides in lower sections of walls shall allow for reinforcement at two levels to protrude through the formwork where required. Due to the presence of hooks on the reinforcement and, the arrangement of the reinforcement, it is recommended that this formwork consist of separate horizontal strips with matching semi-circular holes formed on the edges to allow reinforcement to protrude and that these panels be bolted together. Utmost care should be taken to prevent any grout loss at any of the joints or where reinforcement protrudes through the formwork.

The above-mentioned formwork shall be measured separately.

**PSG-5.5**        **Concrete****PSG-5.5.1**     Quality**PSG-5.5.1.3**   Workability

The workability range (slump) for all concrete shall be between 50 and 75 mm.

**PSG-5.5.1.5**   Durability

The maximum ratio of water to cementitious material shall be 0,455.

**PSG-5.5.1.7**   Strength concrete

- (a) Due to the design approach and assumptions adopted for this contract, it is of the utmost importance that good strength concrete with consistent quality and composition is used throughout. All possible measures to limit shrinkage shall be applied.
- (b) In addition to the requirement that the Contractor design the mixes to the specified strengths, the cementitious material content shall be within the limits of 300 kg/m<sup>3</sup> to 380 kg/m<sup>3</sup> for 30 MPa/19 mm concrete and 360 kg/m<sup>3</sup> to 440 kg/m<sup>3</sup> for 40 MPa/19 mm concrete.
- (c) All concrete shall be based on designed mixes. Trial mixes shall be made by an approved laboratory with suitable experience in the design of concrete mixes and mix designs and cube results submitted to the Engineer.

**PSG-5.5.3**     Mixing**PSG-5.5.3.2**   Ready-mixed concrete

The use of ready-mixed concrete for this contract will be permitted.

**PSG-5.5.5**     Placing**PSG-5.5.5.1**   Add the following to Sub-clause 5.5.5.1:

The Contractor shall give the Engineer at least 24 hours' notice of his intention to cast concrete.

PSG-5.5.5.5 Add the following to Sub-clause 5.5.5.5:

Concrete in structures shall not be allowed to fall freely through a height of more than 2, 4 m.

PSG-5.5.5.10 Additional Sub-clause after Sub-clause 5.5.5.9

The use of kickers in walls and columns will be allowed.

PSG-5.5.7 Construction Joints

PSG-5.5.7.1 Add the following to Sub-clause 5.5.7.1:

Before construction work commences, the Contractor shall indicate his proposal for positioning and sequence of proposed construction joints on the drawings and submit these to the Engineer for his comment and approval.

PSG-5.5.7.4 Positions of construction joints in floor and roof slabs (new clause)

When construction joints in the roof slab have to be formed, these joints shall form straight lines parallel to columns lines and shall be located at positions one quarter of the span of the slab over column lines. Panels of the roof slab shall be cast sequentially and not in a chequer-board manner.

When construction joints in the floor slab have to be formed, these joints shall form straight lines parallel to column lines and shall be located one quarter of the column spacing away from the column lines. Panels of the floor slab shall be cast sequentially and not in a chequer-board manner.

PSG-5.5.8 Curing and protection

Replace this clause with the following:

(a) Floor and roof slab and wall footing

Above-mentioned structural elements shall be covered with a layer of clean river sand, 20 mm to 25 mm thick, which shall be kept moist.

If the concrete is exposed to thermal shocks like high temperatures and/or dry, warm winds before the sand can be applied, the concrete shall be protected with approved plastic sheets that comply with the requirements as specified below until the concrete surface can be covered with sand or;

(b) Column footings

Above-mentioned structural elements shall be protected with approved plastic sheets that comply with the requirements as specified below immediately after the prescribed surface finishing has been completed. When the concrete has gained sufficient strength to prevent damage to the surface thereof, the plastic sheets shall be removed on a regular basis to allow the application of more water to the concrete to ensure that it is kept moist continuously. Plastic sheets shall be reinstalled after each wetting of the concrete.

(c) Columns

Columns shall be thoroughly sprayed with water immediately after the removal of formwork. Immediately after this the concrete shall be covered with approved plastic sheets. These shall be removed on a regular basis to allow the application of more water to the concrete to ensure that it is kept moist continuously. Plastic sheets shall be reinstalled after each wetting of the concrete.

(d) Walls

Both sides of walls shall be kept moist. Curing shall commence the day after concrete has been cast and shall continue for at least 10 days.

(e) Determination of intervals and duration of application of water

The duration of water application and the intervals at which it should take place will be determined on site by the Engineer and shall be such to prevent the concrete from drying out. The duration and intervals shall be adjusted to allow for adverse conditions such as high temperatures and/or dry, windy conditions.

(f) Plastic sheets

Plastic sheets used for curing shall be waterproof and may not be torn or be otherwise discontinuous. It shall be white or light-coloured. Black or other dark coloured plastic sheets will not be allowed under any circumstances. Sheets shall be held down or fixed securely to the elements being cured and joints in sheets shall be taped to prevent loss of moisture from the concrete. Care shall be exercised to prevent staining of exposed concrete.

(g) Duration of curing

The curing period shall be at least 10 days.

(h) General

Notwithstanding the preceding specifications, the Contractor shall also ensure that the concrete shall not be exposed to thermal shocks during the first 28 days after casting and he shall take the necessary, additional precautionary measures to shield the concrete with plastic sheets or hessian during extreme warm, cold, dry or windy weather conditions. Hessian shall be wetted should the conditions necessitate this. Curing shall be done in such a manner as not to cause staining, contamination or marring of the surface of the concrete.

The Contractor shall take the necessary precautions to prevent water used for curing from penetrating the soil underneath or adjacent construction.

PSG-5.5.9 Adverse weather conditions (see 2.3(a))

PSG-5.5.9.2 Replace the first sentence with the following:

The temperature of the concrete when deposited shall not be allowed to exceed 25° C.

PSG-5.5.10 Concrete Surfaces

PSG-5.5.10.2 Add the following to Sub-clause 5.5.10.2:

(a) Wood-floated Finish

When a wood-floated finish is specified, the surface shall first be treated as specified in Sub-clause 5.5.10.1, and after the concrete has hardened sufficiently, it shall be floated to a uniform surface free from trowel marks with a wood float. The levelled surface shall be wood-floated either by hand or by machine only, to remove trowel marks.

(b) Steel-floated Finish

When a steel-floated finish is specified, the surface shall be treated as specified for a wood-floated finish above, except that when the bleed water has disappeared and the concrete has hardened sufficiently to prevent the migration of concrete foam to the surface, the levelled surface shall be floated with a steel trowel on which a firm uniform pressure shall be applied to provide a dense, smooth, uniform surface free from trowel marks.

(c) Power-floated Finish

When a power-floated finish is specified, the surface shall be treated as specified for a wood-floated finish above, except that the levelled concrete surface shall be power-floated to provide a dense, smooth, uniform surface of high quality free from trowel marks.

PSG-5.5.14 Defects

PSG-5.5.14.1 Add the following to Sub-clause 5.5.14.1:

The method of repair of defects in the concrete shall be by approved epoxy primer, epoxy and filler applied strictly in accordance with the manufacturer's specification or such other methods as may be acceptable to the Engineer. Cementitious mortar may not be used for such remedial works. All repair materials shall be equivalent to concrete in respect of thermal properties and structural elasticity. Such repairs will only be allowed after the defects were inspected by the Engineer and his written approval has been obtained.

PSG-6 **TOLERANCES**

PSG-6.2 **Permissible deviations**

PSG-6.2.3 Specified PDS

Replace the permissible deviation for cover to reinforcement (item (a)3)) with -0 +5 mm irrespective of the Degree of Accuracy.

**PSG-7 TESTS****PSG-7.2 Testing****PSG-7.2.1 General**

Add the following:

The Contractor shall allow for all the costs for quality or process control testing in his rates.

**PSG-8 MEASUREMENT AND PAYMENT****PSG-8.1 Measurement and rates****PSG-8.1.2 Reinforcement**

Delete Sub-clauses 8.1.2.2 and 8.1.2.3 and substitute the following:

Mild steel and high tensile steel will be measured separately. Welded mesh will be scheduled separately for each type and mass per square metre of mesh.

The rate for steel reinforcement shall cover the cost of supply, cutting, bending, placing in position, and fixing of the reinforcing and supporting steel scheduled, and the provision of all spacer devices and binding wire, as well as the cost of tests in terms of SABS 920. The rate for welded mesh shall cover the supply, cutting and placing of mesh, as well as the cost of all waste due to laps.

**PSG-8.1.3 Concrete**

Add the following:

Payment for concrete in structures will be made as follows:

Full payment will be made for concrete when it has been placed and accepted by the Engineer as described in Sub-clause 8.1.3.3 and other relevant clauses.

**PSG-8.4.9 Curing (New clause and payment item)**

Add the following item:

Curing of concrete (structure to be stated) Unit: Sum

The stated sum shall include all costs to cure the concrete as specified in Clause 5.5.8 and PSG-5.5.8 in the structures stated. The curing of concrete in other structures not stated will be deemed to be included in the rates bided for concrete under item 8.4.3. Payment will be made in accordance with PSG-8.1.3(b).

**PSG-8.11 Miscellaneous Items (New clause and payment item)**

These items will be measured per metre, per square metre, or per number or as a sum as scheduled.

- The rate or sum shall cover the cost of the complete supply and installation of the scheduled item in accordance with the specifications and as described in the schedule of quantities and as detailed on the drawings including casting into concrete where applicable.

**PSGA CONCRETE (SMALL WORKS)****PSGA- 5 CONSTRUCTION****PSGA-5.4 Concrete****PSGA-5.4.1.5 Strength of Concrete**

Add the following:

*“The Contractor shall, when requesting approval of a mix design, submit the constituent proportions of the proposed mix together with the results of compressive strength tests carried out. Reliable test records made from the same materials and mix proportions will, without prejudicing the requirements of this Sub-clause, be accepted as a basis for approving a mix design”.*

**PSGA-5.4.2 Batching**

Notwithstanding the requirements of this Sub-clause, the method of batching shall be subject to approval. If volume batching is allowed only full standard 50kg bags of cement may be used to make up a batch.

**PSGA-5.4.3 Mixing**

Add the following:

“All site mix concrete shall be mixed in a rotary type mixer and the minimum size of mixer that may be used shall have the capacity to mix a batch comprising one standard 50kg bag of cement”. (SABS ENV 197 CEM 1 42.5 Black bag.)

**PSGA-5.4.6 Compaction**

Replace “or (if approved).....forking” in the first sentence of Sub-clause 5.4.6.3 with “using approved vibrators”.

**PSGA-5.4.7 Curing and Protection**

Notwithstanding the requirements of this Sub-clause, all cast insitu concrete shall be cured in accordance with the requirements of Sub-clause using a white pigmented natural resin based liquid curing compound complying with ASTM C 309-74, except where the surface to be cured is to receive further concrete, in which case curing shall be carried out in accordance with one of the methods described in Sub-clause (a) and (b).

**PSGA-7 TESTS****PSGA-7.1.2 Frequency and Sampling**

Notwithstanding the requirements of this Sub-clause the Contractor shall take note that he is responsible for taking an adequate number of test to ensure that the concrete being used complies with the Specification. The Engineer’s Representative will only carry out such check testing, as he requires.

**PSGS PRESTRESSED CONCRETE****PSGS-3 MATERIALS****PSGS-3.3 Tendons**

Replace this clause with the following:

Tendons shall consist of high tensile wire, strand or alloy steel bars. Wire and strand shall comply with the applicable requirements of BS 5896. Bars shall be of cold-worked high tensile steel and shall comply with the requirements of BS 4486 for hot-rolled and processed bars.

The characteristic strength of steel shall be at least 1880 MPa and tendons shall be of the low-relaxation type with a relaxation not exceeding 2, 5 %.

In addition, steel to be bonded to the concrete as pre-tensioning reinforcement shall not be galvanized and shall be deformed either by indenting or crimping.

The Contractor shall obtain from the manufacturer in respect of each consignment of steel for tendons, a certificate stating the quality and the mechanical properties, and shall provide the Engineer with a copy.

**PSGS-5 CONSTRUCTION****PSGS-5.4 Tendons****PSGS-5.4.4 Positioning of tendons and sheaths**

Add the following additional Sub-clause.

PSGS-5.4.4.7 During the fixing of sheaths for bonded tendons and before concrete is cast, flexible PVC pipes with an outside diameter slightly smaller than the inside diameter of the sheaths shall be installed into the sheaths. These pipes shall protrude for at least one metre outside the buttresses. These pipes must be able to slide freely inside the sheaths.

The pipes shall be moved back and forth through the sheaths while they are being concreted in to prevent that possible ingress of grout block the sheaths. This operation shall be repeated at regular intervals until the concrete has set to prevent those pipes from getting stuck in the sheaths.

**PSGS-5.4.5 Tensioning procedure****PSGS-5.4.5.1 General**

Add the following additional Sub-clauses:

(n) Bonded tendons shall be stressed from both sides simultaneously.

- (o) The tensile stress arising from temporary vertical moments due to the circumferential stressing of the wall may not exceed 1 MPa. If calculations show that the tensile stress will exceed 1 MPa, stressing shall be done in two or more stages during which the stress in the tendons over the full height of the wall are being gradually increased.

**PSGS-5.4.6 Detailed pre-stressing drawings and calculations (New Clause)**

The construction drawings provide sufficient information regarding the required post-tensioning forces to enable the Contractor to design the post-tensioning system, but they are not intended as working drawings for the placing and fixing of tendons.

- (a) After the Contract has been awarded and before construction commences, the Contractor shall:
  - (i) prepare working drawings which shall include all details of the pre-stressing work, equipment and operations, as well as details of recesses required for anchorages, and details concerning bursting reinforcement around anchorages, stools, hangers and spacers to support pre-stressing tendons
  - (ii) submit details of jacking forces and calculations of pre-stressing losses, elongations and bursting reinforcement around anchorages. Design shall be based on BS 8110: Part 1: 1985 British Standard: Structural use of concrete Part 1, Code of Practice for design and construction and BS 8007: 1987, British Standard Code of Practice for design of concrete structures for retaining aqueous liquids
  - (iii) obtain the Engineer's written approval of the working drawings by submitting two sets of drawings and one set of calculations to the Engineer
- (b) Drawings shall be prepared on a CAD-system which is compatible with AUTOCAD12 and shall be done on an A1 format with title blocks identical to those of the engineering drawings.
- (c) At the completion of the Contract the Contractor shall submit the as-built working drawings on floppy disks to the Engineer together with one set of working drawings on approved plastic sheets with a thickness of not less than 0,08 mm.
- (d) The Contractor shall allow for the above-mentioned requirements in his rates.

**PSGS-5.8 Protection of anchorages (New Clause)**

After all stressing and grouting of sheaths (in the case of bonded tendons) has been completed, the anchorages shall be encased in grout. The concrete in the pre-stressing recesses shall be chipped with a bush hammer to remove the laitance and fine aggregate to a depth of at least 5mm and to expose the coarse aggregates.

The anchorages and protruding tendons shall be degreased and painted with an approved bituminous paint to prevent corrosion and ingress of water. The prepared concrete surface shall be primed with an approved primer and filled with an approved shrinkage-free grout. The grout must have the same colour as the surrounding concrete and shall be cured properly to prevent cracking thereof.

PSGS-8      **MEASUREMENT AND PAYMENT**PSGS-8.2.7      **Alternatives to Sub-clauses 8.2.3.2 and 8.2.3.3**

PSGS-8.2.7.1 (a)      Renumber clause 8.2.7.1. Supply and install sheathing and tendons as PSGS-8.2.7.1(a).

(b)      Extra over item PSGS-8.2.7.1(a) for provision of temporary flexible PVC pipes in sheaths as described in PSGS-5.4.4.7 ..... Unit: Sum

**PSH                      STRUCTURAL STEELWORK****PSH 3                      MATERIALS**PSH 3.1                      Structural Steel

All structural steel for this Contract shall be Grade 300W except for cold formed sections.

PSH 3.6                      Bolts, Nuts and Washers

All bolts shall be Grade 4.8 with hexagonal head complete with hexagonal nut and flat washer.

PSH 3.7                      Mild Steel Rivets

No rivets shall be used for this contract.

## PSH 5                      CONSTRUCTION

PSH 5.1                      Drawings and Shop DetailsPSH 5.5.1                      Design Drawings

The Engineer will include on the design drawings the size, number and grade of all bolt connectors as well as thickness of end plates or details of connections as appropriate.

PSH 5.5.2                      Contractor provides shop details

Delete the contents of this Clause and replace with the following:

PSH 5.1.2.1\*      The Contractor is responsible for providing prepared shop details. The Engineer will submit to the Contractor design drawings as per Clause 5.1.1 above timeously in accordance with the Contractor's submitted programme. No design or stress diagrams will be submitted to the Contractor.

PSH 5.1.2.2\*      Immediately on receipt of such design drawings, the Contractor shall satisfy himself that the drawings contain all the information for the preparation of his own shop details. Any necessary supporting calculations, together with any other necessary drawings, shall be submitted to the Engineer in duplicate for approval at least one week before commencement of fabrication. The Contractor's drawings shall be complete in every respect (including welding details, which shall be fully described) and shall be checked by the Contractor prior to submission. One copy of each drawing will be retained by the Engineer and the other copy will

be returned to the Contractor with the Engineer's comments and/or written approval as the case may be.

PSH 5.1.2.3\* Before the commencement of fabrication the Contractor shall obtain from the Engineer approval of the shop details in writing. The approval given by the Engineer relates to structural adequacy and does not absolve the Contractor from his responsibility for dimensional accuracy.

PSH 5.1.2.4\* With reference to the shop details and drawings to be prepared by the Contractor and to be submitted to the Engineer, the Contractor shall take the following fully into account:

- a) Purlins and girts shall only be spliced at frame centre line positions.
- b) The proposed method and sequence of erection of members, including the proposed method of propping and/or bracing during erection, shall be submitted to the Engineer together with the shop details and drawings.
- c) The stability of the entire structure during erection remains the responsibility of the Contractor.

PSH 5.1.3 Engineer Provides shop details

Delete this Clause.

PSH 5.2 FABRICATION

PSH 5.2.6 Structural Hollow Sections

No flattening of ends is permitted.

PSH 5.3 ASSEMBLY

PSH 5.3.7 Rivetting

Delete this Clause.

PSH 5.3.9 Protective Treatment

All steelwork shall be protected as specified in SABS 1200 HC and the Project Specification PSHC - Corrosion Protection of Structural Steel.

PSH 5.6 Grouting of Supports

PSH 5.6.1 Grouting is the responsibility of the Contractor under this Contract.

PSH 7 TESTING

PSH 7.3 Inspection and Testing of Welds

The inspection of welds will be visual but where required the Engineer may call for certain welds to be tested using non-descriptive ultra sonic techniques. Where much tests prove welding to be inadequate, the costs of such tests will be borne by the Contractor.

PSH 7.3.1\* The cost of tests, ordered by the Engineer on certain welds which prove to be adequate, shall be borne by the Employer.

PSH 8.3 SCHEDULED ITEMS

PSH 8.3.3 Erection on Site

Erection on Site of Structural Steel Items shall also include the fixing of bolts, machining and tying in to existing building work.

**MODEL PREAMBLES FOR TRADES****SCOPE**

This section of Part 2 shall be applicable to the work measured under Volume 4: Building Schedule of Quantities.

**A: INTRODUCTION**

1. Delete Clause (b) and change Sub-clause (c) to (b).
2. Add the following new Sub-clause (c):

"(c) Replace the work "Architect" wherever it appears in these Model preambles for Trades with "Engineer".

**B: ALTERATIONS**

Add the following to Clause B.4 of the Model Preambles for Trades:

"The Contractor shall make his own arrangements for a legal site for the disposal of material obtained from cleaning and grubbing as well as debris and rubble. The burning of combustible material on Site is expressly prohibited. All costs related to the disposal of such material shall be deemed to be included in the rates for clearing and grubbing or other quoted rates.

For this Contract clearing shall also include the removal of building rubble, household rubbish, etc., that has been dumped on the Site as instructed by the Engineer."

Clauses specified under PSC - Site Clearance is also applicable to the Model Preambles of Trades.

**C: EARTHWORKS**

1. **Generally** (Clause C.2.1)
  - 1.1 Replace "10 MPa concrete" of this clause with "15 MPa/37mm concrete".
2. **Excavations** (Clause C.2.4)
  - 2.1 Add the following to this clause:

"The Contractor shall make his own arrangements for an approved legal site for the disposal of surplus material (refer to Clause PS 10 in this regard).
3. **Filling, etc.** (Clause C.2.8)
  - 3.1 Add the works "not greater than 100mm" after the works "large stones" in the first paragraph of this clause.
  - 3.2 Add the works "or topsoil" after the words "Filling" in the second paragraph and change the figure "300" to "150" on the first.
4. **Testing** (Additional Clause C.4)

Refer to the contents of Clause PSD 3.1 which is also applicable to this section of the Model Preambles of Trades.

**D: CONCRETE, FORMWORK AND REINFORCEMENT****SABS 1200 G: CONCRETE (STRUCTURAL)**

Incorporate the following changes to SABS 1200 G and the Model Preambles for Trades.

**1. MATERIALS****1.1 Cement** (Clause 3.2)

Add the following to this Clause:

"Only ordinary Portland Cement shall be used on this Contract."

**1.2 Approval of Admixtures Required** (Clause 3.5.1)

The use of admixtures to be approved.

**1.3 Air-Entraining Agents** (Clause 3.5.2)

The use of Air-Entraining Agents will not be permitted.

**1.4 Formwork** (Clause 5.2)**1.4.1 Spacers** (Additional Clause)

Spacers that are required to provide the necessary concrete cover to the reinforcement shall be manufactured from either mortar, patented plastic, or any other non-corrosive material. The spacers shall be of sufficient strength to perform their duty and shall be fitted with fasteners to keep them in the required position during the casting of the concrete. If manufactured from mortar, their strength shall comply with the minimum strength specified for the concrete. The spacers shall be reconcilable with the specified quality of finish.

## 2. CONSTRUCTION

### 2.1 Concrete (Clause 5.5)

#### 2.1.1 Strength Concrete (Clause 5.5.1.7)

All concrete produced shall comply with the requirements set out in the table below:

#### **REQUIREMENTS FOR CONCRETE**

1	2	3
Class	Minimum Strength at 28 Days MPa	Nominal Size of Stone mm
20/19	20	19
25/19	25	19
30/19	30	19
40/19	40	19
50/19	50	19

#### 2.1.2 Samples and Mix Design (Additional Clause)

Not less than two weeks before the start of any concrete work on the Site, the Contractor shall submit to the Engineer, for his information and subject to his approval, a statement of mix proportions. This statement shall provide the following information:

For each class of concrete:

- Mix proportions and types;
- Type and amount of additives;
- Slump;
- Target strength;

For all concrete:

Method to be adopted for adjusting the amount of water added, to compensate for variation in moisture content of the aggregates.

The statement shall be accompanied by evidence in the form of either a statement from an approved laboratory of the results of test, or an authoritative report of previous use experience, establishing that concrete made with the materials in the proportions proposed will have the properties specified.

#### 2.1.3 Ready-mixed concrete (Clause 5.5.3.2)

Delete the contents of this Clause and replace with the following:

"Ready-mixed concrete may be used on Site if the standard of the plant is acceptable to the Engineer. Test results from the manufacturer will not be acceptable and samples shall be taken and tested on Site."

#### 2.1.4 Curing and protection (Clause 5.5.8)

Add the following to this Clause:

"The method to be used for the curing and protection of the concrete shall be approved by the Engineer in advance.

Green concrete shall be protected against heavy rain, flowing water or water pressures for a period of at least 48 hours after it has been cast."

#### 2.1.5 **Concrete Surfaces** (Clause 5.5.10)

All exposed surfaces, not receiving off-shutter finishing, as well as surfaces that will receive a topping, shall receive a rammed down finish.

Where specified the following standards will be applicable for finishes:

- Wood float finish - Degree of accuracy II. After the unshuttered surface has been levelled, the concrete shall be allowed to attain its initial setting and the surface shall also be free of water. The surface shall then be trowelled with a wooden float and no trowel marks shall be visible.
- Steel trowel finish - Degree of accuracy II. Where this finish has been indicated on the Drawings, the surface shall be treated as for wooden float finish, provided that the operation shall start as soon as the concrete is hard enough to prevent the forming of cement scum on the surface. The surface shall be trowelled with a steel trowel under even pressure to give a smooth, even surface with no trowel marks.

#### 2.1.6 **Concrete in Wet Ground** (Clause 5.5.12)

Delete this clause in its entirety and replace with the following:

"The Contractor shall be responsible for keeping all excavations free from water and shall notify the Engineer for his information timeously of his proposed dewatering method."

#### 2.1.7 **Records** (Clause 5.5.15)

The following shall be added as Clause (d):

"d) The Contractor shall implement and operate an approved quality control programme to ensure that work to be inspected by the Engineer is checked and rectified prior to the Engineer's visit."

### 3. **TESTS**

#### 3.1 **Facilities and Frequency of Sampling**

##### 3.1.1 **Frequency of Sampling** (Clause 7.1.2)

Clause 7.1.2.1 is amended to include the following:

A test result shall be taken as the average of three sample cube strengths and the validity thereafter measured in accordance with SABS method statement 863.

**N: CARPENTRY AND JOINERY****1. ROOF COVERINGS, ETC. (Clause N.10)****1.1 Detailed sheeting drawings (Additional clause N.10.4)**

The Fibre Cement sheeting for both the roof sheeting and the side cladding shall be Big Six profile sheeting with matching flashings and accessories.

The Contractor shall prepare detailed sheeting drawings and the aim must be to minimise the number of different lengths of sheets used to facilitate ease of erection. Sheets shall be cut to size in accordance with the sheeting drawings at the factory prior to delivery to site.

**1.2 Tolerances (Additional clause N.10.5)**

The tolerance for misalignment of side joints, end joints, edges of fascias, ridging, etc., shall be 10 mm in all three planes for this Contract.

**R: STRUCTURAL STEELWORK**

Incorporate the following changes to SABS 1200 H as well as to the Model Preambles of Trades.

**1. CONSTRUCTION****1.1 Drawings and shop details (Clause 5.1)****1.1.1 Design Drawings (Clause 5.1.1)**

The Engineer will include on the design drawings the size, number and grade of all bolt connectors as well as thickness of end plates or details of connections as appropriate.

**1.1.2 Contractor Provides Shop Details (Clause 5.1.2)**

Delete the contents of this Clause and replace with the following:-

"The Contractor is responsible for providing prepared shop details. The Engineer will submit to the Contractor design drawings as per Clause 5.1.1 in SABS 1200 H timeously in accordance with the Contractor's submitted programme. No design or stress diagrams will be submitted to the Contractor.

Immediately on receipt of such design drawings, the Contractor shall satisfy himself that the drawings contain all the information for the preparation of his own shop details. Any necessary supporting calculations, together with any other necessary drawings, shall be submitted to the Engineer in duplicate for approval at least one week before commencement of fabrication. The Contractor's drawings shall be complete in every respect (including welding details, which shall be fully described) and shall be checked by the Contractor prior to submission. One copy of each drawing will be retained by the Engineer and the other copy will be returned to the Contractor with the Engineer's comments and/or written approval as the case may be.

Before the commencement of fabrication the Contractor shall obtain from the Engineer approval of the shop details in writing. The approval given by the Engineer relates to structural adequacy and does not absolve the Contractor from his responsibility for dimensional accuracy.

With reference to the shop details and drawings to be prepared by the Contractor and to be submitted to the Engineer, the Contractor shall take the following fully into account:

- a) Purlins and girts shall only be spliced at frame centreline positions.
- b) The proposed method and sequence of erection of members, including the proposed method of propping and/or bracing during erection, shall be submitted to the Engineer together with the shop details and drawings.
- c) The stability of the entire structure during erection remains the responsibility of the Contractor."

## 1.2 **Fabrication** (Clause 5.2)

### Structural Hollow Sections (Clause 5.2.6)

No flattening of ends is permitted.

## 1.3 **Assembly** (Clause 5.3)

### 1.3.1 Welding (Clause 5.3.4)

- a) All welds shall conform to the requirements of SABS 0167-1984 and SABS 044.
- b) All welds shall further be carried out as shown on the Drawings with respect to size, type and length of weld. Gusset plates shall be introduced where necessary to achieve the specified length of weld and strength of joint.

### 1.3.2 Friction-grip Fastening (Clause 5.3.6)

The contact surfaces at H.S.F.G. bolt splices shall be free from rust, oil, grease, scale and paint at the time the splice is made.

### 1.3.3 Riveting (Clause 5.3.7)

Delete this Clause.

### 1.3.4 Protective treatment (Clause 5.3.9)

All steelwork shall be protected as specified on the Drawings.

## 2. **TOLERANCES** (Clause 6)

Setting out points at member centroids shall conform to those shown on the Engineer's Drawings and no eccentricities other than those shown on the Drawings will be allowed.

## 3. **TESTING**

### 3.1 **Inspection and Testing of Welds** (Clause 7.3)

The inspection of welds will be visual but where required the Engineer may call for certain welds to be tested using non-descriptive ultrasonic techniques. Where tests prove welding to be inadequate, the costs of such tests will be borne by the Contractor.

The cost of tests, ordered by the Engineer on welds and proved to be adequate, shall be borne by the Employer.

4. **GALVANISING**

All steelwork members are to be hot-dip galvanised in accordance with SABS 0763.

**PARTICULAR SPECIFICATION: PE****PARTICULAR SPECIFICATION PE: THE CLIENT'S PRE-CONSTRUCTION AND HEALTH PLAN****PE1 INTRODUCTION****PE1.1 Purpose and Scope**

This document describes the procedure upon which the COMPANY shall comply with the requirements set out in the client's Health and Safety Specification.

This document defines the Management System that is implemented by the COMPANY for the management of Health and Safety on the project, which includes ensuring subcontractor compliance with the same standards.

The aim of this document is to present the safety aspects that will be controlled and managed on the project.

**PE1.2 Reference Documents**

- Occupational Health and Safety Act, (Act No. 85 of 1993)
- Compensation for Occupational Injury and Diseases Act.
- Client Health and Safety Specification.
- Construction Regulations 2003.
- The Construction Kit. (CD)

**PE1.3 Definitions**

The following definitions will apply to the Safety Management Plan, acronyms given hereunder shall apply:

**Construction / Building Work** (as defined by the Occupational Health and Safety Act: Construction Regulations 2003):

Means any work in connection with –

- a) The erection, maintenance, alteration, renovation, repair, demolition or dismantling of or an addition to a building or any similar structure;
- b) The installation, erection, dismantling or maintenance of a fixed plant where such work includes the risk of a person falling;
- c) The construction, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system or any similar civil engineering structure; or
- d) The moving of earth, clearing of land or making of an excavation or work on any similar type of work.

**Hazard Identification and Risk Assessment and Risk Control (HRA):**

Means a documented plan, which identifies hazards, assesses the risks and detailing the control measures and safe working procedures, which are to be used to mitigate and control the occurrence of hazards and risks during construction or operation phases.

**Site**

Means the area in the possession of the Contractor for the construction of the works. Where there is no demarcated boundary it will include all adjacent areas, which are reasonably required for the activities for the Contractor, and approved for such use by the Engineer and/or client.

**The Act**

Means, unless the context indicates otherwise, the Occupational Health and Safety Act,

1993 (ACT NO. 85 of 1993) and Regulations promulgated there under. **(OHSA)**

**Hazard**

Means a source of or exposure to danger (source which may cause injury or damage to persons, or property)

**Risk**

Means the probability or likelihood that a hazard can result in injury or damage.

**Contractor's Responsible Person / s**

Means any person appointed in writing by the Contractor to supervise construction or building work. The appointment shall be as required by the OHSA which shall stipulate health and safety responsibilities, area of responsibility and the proposed duration of the project.

**Hazardous Chemical Substance (HCS)**

Means any toxic, harmful, corrosive, irritant or asphyxiant substance, or a mixture or substances for which an occupational exposure limit is prescribed, or an occupational exposure limit is not prescribed, but which creates a hazard to health.

**Construction Plant (TEM)**

Encompasses all types of plant including but not limiting to, cranes, piling frames, boring machines, excavators, dewatering equipment and road vehicles with or without lifting equipment.

**Contractor**

Means "subcontractor".

**Health and Safety Program**

Encompasses the The COMPANY safety planning spreadsheet.

**Health and Safety Plan (HSP)**

The content of this document which will be made available on site for inspection by an inspector, Technical Officer, Agent, subcontractor, employee, registered employee organisation, health and safety representative, or member of the health and safety committee.

**Health and Safety File**

Describes the safety file holding all records on health and safety for the project, which shall be available at all, times for evaluation, and copy of which will be forwarded to the client upon completion of the project.

**PE1.4 Responsibilities****Notification of Intention to Commence Construction Work**

- The Provincial Director of the Department of Labour shall be notified by the appointed safety consultant to the COMPANY, immediately upon receipt of the Letter of Acceptance of project commencement in accordance with the following requirements:
- The demolition of a structure exceeding a height of 3 meters; or

- The use of explosives to perform construction work; or
- The dismantling of fixed plant at a height greater than 3 meters; or
- The work exceeds 30 days or will involve more than 300 person days of construction work; and
- Includes excavation work deeper than 1 meter; or
- Includes working at a height greater than 3 meters above ground or a landing.

A copy of the notification letter to the Provincial Director shall be forwarded to client for their records and shall be made available to an Inspector, Project Engineer or employee.

•  
Assignment of Contractor's Responsible Persons to Supervise Health and Safety on Site

The Contracts Manager and Site Agent shall ensure copies of all the appointment letters of the responsible persons appointed on site will be made available to the client and that all legal appointments shall be conducted in accordance with the requirements set out in the **OHS**A and Client specifications.

The above shall also be imposed upon all subcontractors.

Safety Officer Appointment

A part-time Health and Safety consultant shall be appointed upon commencement of the project.

The safety officers shall be tasked with monthly inspections of the site, the results of which shall be forwarded to the client or his appointed representative.

Risk Assessment Competent Person

The Project Manager shall appoint a competent person in writing at commencement of the project to control the risk assessment process on site. A copy of the risk assessment appointment is attached with duties and responsibilities defined.  
**(Annexure E)**

Competency for Contractor's Responsible Persons

The Project Manager acknowledges that all management personnel (responsible for health and safety) shall undergo a half-day Health and Safety Management Course, which is to be arranged and conducted by the appointed safety consultant prior to commencement of activities on site.

Health and Safety Representatives

At least one (1) Health and Safety Representative shall be nominated, elected and trained to carry out his / her functions in his / her area of responsibility. This will include areas where less than fifty (50) employees are engaged in activity. Employees elected shall be designated in writing for a specific area and period of time.

The designated persons shall conduct monthly inspections within their area of responsibility, the records shall be kept for auditing and that deviations recorded are reported to the responsible supervisor within the designated persons area so that appropriate action can be taken.

The designated person/s shall be permitted to participate in the Health and Safety Committee Meetings.

### PE1.5 Objectives and targets

- Compliance with the COMPANY Health and Safety Policy.
- Everyone is responsible for organising accident prevention at his or her own level on site.
- Safety training is important.
- Prevention.
- Working safely ensures your job.
- The COMPANY management commits itself to the objectives and targets.
- Disabling Injury Frequency Rate (DIFR) of 2.0 or less.
- 90% compliance on monthly Health and Safety Audits.
- Compliance with the legal requirements set out in the Occupational Health and Safety Act, Act 85 of 1993, (OHSA) and Regulations.
- Compliance with the Client's Safety Specification for Construction.

### PE1.6 Planning and Procedure

The procedures to be used for the project are to be in accordance with the Safety Manual in use in the COMPANY under the guidance of the appointed safety consultant.

The sub-headings covered under the Safety Manual are as follows:

- Administration
- Appointments
- Safety Committees
- Registers, checklists and permits
- Incident Management
- Emergency Planning
- Contractors
- Risk Assessments
- Audits
- Hazardous substance control
- Training
- Mining Requirements
- Roads Requirements
- Planning

### PE1.6 Implementation of the Occupational Health and Safety Specification

The COMPANY is committed to implementing client specific safety specification on the project and is committed see that this forms an integral part of the project. It is our intention to make this specification part of other Contractors and Suppliers operating procedures.

### PE1.7 Application of the Health and Safety Specification

#### **Compensation of Occupational Injuries and Diseases Act, Act No. 130 of 1993 (COIDA)**

The letter of good standing will be available on site for reference purposes as proof of good standing.

The COMPANY shall ensure all Contractors also comply with the above requirements defined in the COIDA.

#### **Occupational Health and Safety Policy**

The COMPANY Health and Safety Policy is attached for reference purposes.  
**(Annexure A)**

#### **Hazard Identification Risk Assessment**

The Contract Manager shall ensure the Site Agent shall prior to the commencement of any construction work perform Hazard Identification, and the assessed risks shall form part of the health and safety plan applied on site.

A copy of the HRA shall be made available for viewing to the client.

The Site Agent shall ensure that all HRA's conducted will be conveyed to all personnel and contractors through the site training program and that these training sessions will be presented by the competent person regarding the hazard and related work procedures before any work commences.

The HRA Team that will be established will comprise members as follows:

- Health and Safety Representative(s),
- Health and Safety Committee Member(s)
- Management Representative / Site Agent

Attached in the form of **Annexure C and D**, the Hazardous Task Identification and (HTI) and format of the Risk Assessment (RA) is included.

Method statements form part of the Risk Process and will be conducted in accordance with the Risk Process described above.

Based on the activities carried out on all projects Hazard Investigation and Risk Assessments (HRA's) will be done. Examples of which are:

- Site Establishment
- Demolition works
- Excavation
- Concrete works
- Lifting operations
- Hand held tools
- Motorised Equipment

### **Health and Safety Committee**

The Project shall convene a health and safety committee meeting monthly. All members required to be in attendance shall be notified of such meeting by means of a formal agenda.

The Site Agent shall ensure an attendance register and minutes are kept for auditing purposes, and that a copy of the minutes be circulated to all members in attendance well before convening the next meeting and within 7 days, a copy of the minutes will be forwarded to the project engineer.

Members of the committee shall include the following and are not limited to:

Safety Consultant. (When available)  
Contractor's site representative. (Supervisory level)  
Contractor's site representatives. (Operating level)  
Project Engineer nominated representative. (Co-opted status)

### **Health and Safety Training**

Training of personnel is a legal requirement and a necessity and is acknowledged as such. The Training Planning Matrix shall be provided upon request.

### **Induction Training**

Induction training shall be attended with the Client as well as The COMPANY Induction program requirements and records of attendance kept to prove the same.

The COMPANY Induction format is attached for reference purposes. **(Annexure E)**

### **Awareness Training**

Weekly awareness training shall be conducted using The COMPANY Toolbox Talk documents, which shall be conducted by the site supervisors. **(Annexure F)**

### **Competency**

Training identified through the Risk Assessment Process and conducted through this process shall be kept on file as proof of competency and training. (This may include operators)

### **First Aid and Health & Safety Representative Training**

All safety representatives elected and designated, including first aiders, shall be trained should they not already be in possession of a valid certificate of training proving competence.

### **General Record Keeping**

The Site Agent shall ensure that all the Health and Safety records, required by both the Occupational Health and Safety Act, 85 of 1993 and Regulations are kept for reference purposes and auditing.

Further to the requirements set out above, the Site Agent will also maintain records that may be defined through the risk assessment process, for auditing purposes.

In accordance with the requirements set out in the Construction Regulations 2003 and the requirement set out in Client Specification the Site Agent shall ensure that a copy of all Health and Safety records generated during the course of construction, be handed over to the Project Engineer upon completion of construction.

### **Statistics**

The Site Agent shall ensure injury and incident records (Near Hits, First Aid, Medical cases, Disabling Lost Time Incidents), training etc. referred to above are kept on site. All documents shall be made available to the client for inspection including the Department of Labour's Inspectors as required by the Occupational Health and Safety Act, 85 of 1993.

The statistics formula as listed below shall be adhered to.

DIFR (Disabling Injury Frequency Rate)	$\frac{\text{DI's} \times 1\,000\,000}{\text{Man-hours}}$
DISR (Disabling Injury Severity Rate)	$\frac{\text{Days Lost} \times 1\,000}{\text{Man-hours}}$

### **General Inspection, Monitoring and Reporting**

The COMPANY shall comply with the requirements set out by the client. We have attached a safety management plan upon which the dates of inspections and training and awareness will be entered, conducted and monitored.

The COMPANY shall keep all records of inspections and investigations undertaken during the contract for the specified legal period as defined in the OHS Act and Regulations.

### **Internal Audits**

Internal audits shall be conducted a minimum once per month by the project engineer, as well as the appointed safety consultant.

The Results shall be tabled and discussed at the Health and Safety Committee meetings.

The Audits to be conducted by the appointed safety consultant shall be conducted on the audit schedule attached as per **Annexure G**.

Records of the audits shall be forwarded to the Project Engineer and shall be filed on site for reference purposes.

#### Incentives

No incentive scheme is being identified unless required by the client.

#### Penalties

Non-compliance with the client safety specifications can result in work stoppages and possible expulsion from site until the problem has been remedied including costs.

#### Emergency Procedures

The Site Agent shall make available to the Project Engineer a detailed Emergency Plan to tie into the evacuation plan already in place on the client's premises.

#### First Aid Box and Contents

The Site Agent shall ensure that all working areas area adequately provided with first aid attendants whether there are fifty (50) employees or less engaged on the contract. The First Aid attendant shall be trained in accordance with the requirements set out in the OHSWA with recognised and accredited service providers as defined above.

Proof of training attended (certificate) shall be attached to the written acceptance of appointment. It will be the first aid attendant's responsibility to ensure the contents of the first aid boxes are monitored and inspections recorded on the contents of the first aid box register.

The first aid box shall be adequately stocked by The COMPANY at all times and will be accessible to all.

#### Accident and Incident Reporting and Investigation

Should accident investigation need to be conducted, the Project Manager shall appoint a competent person in writing to conduct the said investigation. The procedure to be followed will be in accordance with the OHSWA requirement on the Annexure 1 – Recording and Investigation of Incident form.

The Site Agent shall ensure that the results of all investigations are communicated to the employees engaged through incident recall and prescribed meetings. The Site Agent shall ensure that the investigations are kept for record purposes in accordance with the prescribed requirements set out in the OHSWA and the company specific procedures.

Should there be an incident, the Project Engineer shall be notified within 48-hours if required by the client, of the occurrence. It is acknowledged that the client reserves the right to participate in all investigations into accidents or incidents.

#### Hazards and Potentially Hazardous Situations

The Site Agent shall ensure that all other contractors or contractors are warned of hazardous or potentially hazardous situations, which may prevent them from effectively performing their duties, which includes the placement of adequate warning signs.

### **Personal Protective Equipment and Clothing**

The COMPANY shall comply with OHSA requirements to provide PPE.

The Site Agent shall through the Risk Assessment process identify the specific PPE needs per activity and then issue the PPE accordingly. (Reference to the OHSA General Safety Regulation 2 – Employer to provide Personal Protective Equipment)

Should PPE be lost or stolen, then the employee will be issued with a new set of PPE.

Should PPE be worn out or damaged, the user shall return the worn or damaged PPE and will be issued with a replacement set. Training in the use of this shall be provided.

Overalls and hardhats shall be identifiable. (Principal Contractor different from the contractors)

PPE shall be provided to visitors as well.

### **Safety Signage**

The Site Agent in conjunction with the appointed safety consultant shall assess the Health and Safety Signage requirement in conjunction with the Risk Assessments conducted and will place the signage at strategic positions on the site works.

The COMPANY shall also maintain the signage to ensure its effectiveness at all times and under all conditions. Signage, which cannot be repaired, shall be replaced.

### **Permits**

The COMPANY shall ensure that access to site works is restricted to construction personnel.

- All attempts will be made to restrict spectator access.
- Access to the site shall be by the Project Engineers (Clients) authorisation on the prescribed form. (Permits and ID cards shall be issued by the client)
- Special permits for hot work and isolation permits shall be applied for to the Project Engineer prior to commencing with the activity.

### **Contractors and Suppliers**

The Site Agent shall enter into an Agreement with Mandatary in terms of Section 37(2) of the Occupational Health and Safety Act, 85 of 1993, with all contractors appointed by The COMPANY is entered into.

The Contracts Manager will ensure the contractors are issued with the Client Safety Specification where reasonably practicable including any the COMPANY contractor pack for the project, should they not be contained in the Client Safety Specification.

The COMPANY shall assist and ensure the contractors engaged comply with all of these requirements and adhere to the requirements set out in the OHSA. Contractors will be stopped from working in the event of unsafe conditions and activities being observed.

All contractors shall be covered by the COMPANY Safety Plan and will be issued the same.

### **Health and Safety in Practice Excavations**

The Site Agent shall ensure that all activities involving excavations, shoring, dewatering or drainage, a safe working procedure is submitted to the project engineer for approval prior to work commencing. Excavation work exceeding the specified depth as stipulated in the OHSA regulations, shall comply with the following requirements:

The excavations are inspected before the shift starts, after heavy rain (inclement weather) and after any major condition which may effect the excavations stability and the findings are to be recorded and kept;

- b) All excavations regardless of the depth shall be adequately barricaded to prevent persons falling into the excavation;
- c) The safe working procedure shall be communicated to all employees who may be effected by the work; and
- d) The safe working procedures shall be enforced and maintained by the appointed excavation supervisor at all times.
- e) For high-risk activities, all personnel working in the excavation shall be attached by means of a lifeline.
- f) Material excavated shall be removed from the point of excavation.
- g) Ensure stability of adjoining structures.

### **Demolition**

No demolition work is being envisaged on this project.

### **Explosives and Blasting**

No blasting activities are envisaged on this project.

### **Stacking of Materials and Housekeeping**

The Site Agent shall ensure that all stacking will be supervised by a person competent to supervise over the activities, and that clearly defined and allocated storage areas are provided for and identified, and that materials being stored within this area are stacked in accordance with sound stacking principles of sort-by-sort, access to be maintained, level surface, and the height will not exceed three times the base width.

Housekeeping shall be maintained in accordance with the client requirements at all times.

### **Hazardous Chemical Substances**

The Site Agent shall ensure the necessary training and information regarding the use and storage of HCS is provided, and that the use and storage of HCS is carried out as prescribed by the HCS Regulations.

Furthermore, the Site Agent shall ensure that all chemicals brought to site have a Material Safety Data Sheet (MSDS) and the users are made aware of the Occupational hazards and precautions that need to be taken when using the chemical.

The First Aider shall be made aware of the MSDS and how to treat HCS incidents appropriately. Access to all HCS records shall be afforded to the project engineer at all times.

### **Fuel / Diesel**

Bulk storage areas shall be demarcated, secured and sign posted with the relevant warning pictograms.

Bulk storage areas shall be bunded.

Re-fuelling shall be conducted in designated re-fuelling areas only.

Spill-kits shall be available at all times in these designated areas.

The surface of the bunded areas and walls shall be of impermeable material.

The bunded area shall be sloped towards a collection pit.

### **Asbestos**

No asbestos is to be used on this Project.

## Plant and Machinery

### Construction Plant

All plant shall comply with the OHS Act requirements in relation to operation and maintenance thereof.

- Service and maintenance of the vehicles shall be of a high standard at all times.
- All plant shall subject to design be fitted with back-up alarms and audible indicating devices.
- The COMPANY shall ensure that all construction plants moving parts are adequately protected.
- Pre-start inspections shall be conducted on all motorised equipment daily, deviations of such inspections shall be recorded.
- Construction plant identified for use shall be operated by a trained and authorised operator.
- All construction plant shall be operated under the direct supervision of a person competent to identify potential hazards in the work he is conducting.
- Work involving the use of construction plant shall be conducted in accordance with an approved Risk Assessment.
- The Site Agent shall ensure all operators are equipped with the necessary PPE namely; safety shoes, overall, safety glasses, and gloves.
- Plant shall be fitted with an extinguisher where practicable.
- Washing shall be conducted in the designated washing areas.

The COMPANY shall ensure the all equipment moving to and from site is adequately secured, and that all contractors abide by this requirement.

### Transport of Personnel

- Safe vehicular transport shall be provided for personnel working on the project to the workplace, which shall include proper seating, side restraints and cover.
- No personnel shall be permitted to travel on any plant or equipment on the site works.
- Road safety principles shall be adhered to on and off site.

### Vessels under Pressure (VuP) or Gas Bottles

The COMPANY shall ensure they comply at all times with the requirements of Vessels under Pressure Regulations, with specific reference to the following:

- Ensuring all Equipment owned and hired-in Vessels under pressure, comply with the 36-month pressure vessel inspection, and a certificate of testing is available on site.
- Ensuring that all personnel who shall use this equipment are competent and trained.
- Ensuring the users of this equipment are issued with the required PPE.
- Ensuring the area is adequately identified as a noise area and warnings are posted.
- Ensuring daily pre-start inspections are carried out on all the equipment and the findings recorded.
- Ensuring the correct fire prevention and fighting equipment is available at all times.
- Noise levels where possible shall be kept within reasonable operating norms.

### Fire Equipment

The Site Agent shall ensure the following all fire equipment to be used on site comply with the following:

- Extinguishers shall be placed in positions to ensure fast and easy access is maintained at all times.
- Placement of all extinguishers shall be depicted with the required pictograms.

- Extinguishers shall be serviced once annually, and after discharge or visible signs of depressurisation.
- The Site Agent shall ensure all employees are adequately trained in the safe use of the extinguishers.
- The Site Agent shall ensure a person is appointed to inspect the extinguishers on a monthly basis and the results of which are to be entered into a register designed for that purpose.

### **Hired Plant and Machinery**

The Site Agent shall ensure the following criteria is adhered to when considering hired plant and machinery:

- Only approved hire companies shall supply equipment to the site.
- Hired plant shall be checked for safety compliance prior to being accepted for use on site.
- Should hired equipment be accompanied by an operator, The COMPANY shall ensure that the operators' competency be verified and the operator undergo an induction training session.
- The Site Agent shall ensure the operators of hired plant attend weekly toolbox talks in conjunction with The COMPANY site personnel.
- The Site Agent shall ensure that all operators are equipped with the required PPE before commencing work on site.

### **Scaffolding / Working at heights / Fall Protection**

Work involving scaffolding and work at heights shall comply with the requirements set out in the Construction regulations 2003 pertaining to these activities with reference to the SABS 085 code of practice.

Fall protection planning shall be done in conjunction with the risk assessment process.

All scaffold shall be erected under the control of a person trained and appointed to conduct such scaffold erection.

### **False work / Formwork for Structures**

Work involving scaffolding and work at heights shall comply with the requirements set out in the Construction regulations 2003 pertaining to these activities with reference to the SABS 085 code of practice.

### **Lifting Machinery and Tackle**

The Site Agent shall ensure that the use of Lifting Machinery and Tackle is done in accordance with the requirements of the Regulations, which include but is not limited to the following:

- Lifting machinery and tackle to be used on site shall be marked with the Maximum Mass Load (MML), which is the safe limit in which the equipment may be used.
- Inspections on Lifting Machines and Lifting Tackle shall be inspected once per month on the register provided and the findings recorded.
- Daily pre-start checks shall also be conducted on all Lifting Machinery and Tackle.
- Records shall be kept of all lifting machinery and tackle inspections and Load Tests.
- Load tests shall be conducted a minimum of once per annum, and a certificate of compliance shall be kept on record.
- A valid logbook shall be maintained for all lifting machinery, which will comply with a minimum six-monthly service and maintenance.
- Lifting machinery shall be operated under supervision at all times with a trained banksman who shall inspect all tackle before each lift.
- All lifting equipment operators shall be trained once every two years and a copy of such training shall be attached to the appointment, which is to be made on site.
- The Operators shall be tested for medical fitness.

### **Ladders and Ladder Work**

The following requirements shall be complied with regarding Ladders and Ladder work:

- Ladders shall be clearly numbered, and inspected on the register provided.
- A competent person shall be identified and appointed as the ladder inspector.
- Where aluminium ladders cannot be used, then wooden ladders shall be straight grained, unpainted to allow for proper inspection of the grain for cracking.
- Ladders shall be secured at the top and chocked at the base to prevent slipping.
- Where chocking of the base is not possible, then the user shall ensure that the ladder is held in position by another employee when ascending the ladder.
- Ladders shall be inspected a minimum once per month by the person appointed as the ladder inspector.
- Proper storage shall be provided for all ladders when not in use.

### **General Machinery**

In accordance with General Machinery Regulation 2(1), The COMPANY shall:

- Ensure a competent person be appointed as defined in the above clause from the Occupational Health and Safety Act, 85 of 1993 and Regulations, to service and maintain all machinery in use on site.
- The COMPANY shall appoint additional competent persons to assist the competent person mentioned above in accordance with General Machinery Regulation 2(7) (a), as and when required.
- The COMPANY shall ensure that records are maintained of all services conducted.

### **Lighting and Power**

The Site Agent shall ensure lighting circuits and power circuits are fitted with suitable earth leakage systems in accordance with the client, which will include the following activities:

- Earth leakage system will be tested monthly.
- Malfunctions shall be repaired immediately or replaced.
- Lighting shall be so positioned as not to interfere with construction activities.

### **Portable Electrical Tools / Explosive Power Tools**

The Site Agent shall ensure the following procedure is adhered to regarding Portable Electrical Tools and Explosive Powered tools:

- Minimum compliance with legislation.
- Only competent persons shall be permitted to conduct routine and monthly inspections on the equipment.
- Persons competent to inspect the equipment shall be appointed in writing.
- Persons who are trained to operate such equipment shall be appointed and shall be the only authorised person to operate the equipment.
- The Site Agent shall ensure operation of the equipment is in accordance with the approved Risk Assessment and Safe Working Procedure set out.
- All users shall undergo regular awareness training to ensure compliance.
- The Site Agent shall ensure the required PPE and clothing is provided and maintained.

### **Public Health and Safety**

In the interests of public safety, The COMPANY shall ensure that all persons who may be affected by the work being conducted on site are informed and kept aware of the dangers, which may arise from the work being conducted on site.

This awareness shall be in the form of posters and inductions for visitors to site and warning signs.

**Night Work**

Night work shall only be conducted upon approval of the project engineer, with the same safety standard being applied for these activities as with day work activities.

**Facilities for Safe Keeping / eating areas**

The COMPANY shall ensure that adequate facility is provided for the personnel on site. The area shall be provide the following:

- Sufficient seating;
- Seating under cover;
- Protected change room;
- Toilets.
- Hand wash facility.
- Potable water.

No food preparation shall be conducted on site and designated eating areas will be made to allow adequate seating.

Waste bins shall be strategically placed and cleared regularly.





**ANNEXURE D (Safety Induction)**

SAFETY INDUCTION	
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**ANNEXURE E (Toolbox talks)**

TOOLBOX TALKS			
TALK NO:	16	DATE:	
TALK TOPIC:	LIFTING MATERIALS BY HAND	SITE:	
TALK PRESENTED BY:			





**PARTICULAR SPECIFICATION: PES**

**PARTICULAR SPECIFICATION PES: ENVIRONMENTAL SPECIFICATION**

**PS EMP ENVIRONMENTAL MANAGEMENT PLAN**

The Environmental Management Plan and specifications are included under this section and must be adhered to in all respects.

# Part C4: Site Information

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### C4.1. Locality Plan



## C4.2. Tender Drawings

The full set of tender drawings, A3 size is attached hereto.