



ANNEXURE A - HVAC SYSTEMS MAINTENANCE : PRICE LIST

**THE PROVISION OF HVAC SYSTEMS MAINTENANCE SERVICES
FOR KWAZULU NATAL**

AREA: KWAZULU-NATAL

HOME CENTRE : _____

CONTRACT NUMBER : _____

CONTRACTOR : _____

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Item PG	Description <u>SECTION 1 : PRELIMINARIES AND GENERAL</u>	Unit
PG1	<p>P&G's, will be applied as the percentage priced by the Contractor on all works executed.</p> <p>P&G WILL NOT BE APPLICABLE TO ANY SUB CONTRACT / SPECIALIST WORKS QUOTED BY THE CONTRACTOR UNDER SOR30.</p> <p>This P&G will not be applicable for items under Section 4.</p>	Percentage Markup
	<p><u>PART A : PRELIMINARIES</u></p> <p><u>SUPPLEMENTARY DOCUMENTATION</u></p> <p><u>Bills of Quantities</u></p> <p>The pages of the Bills of Quantities are numbered consecutively.</p> <p>The Contractor shall check the numbers of the pages and should any be missing or duplicated, or the reproduction be indistinct, or if any doubt exists as to the full intent and meaning of any description, or these Bills of Quantities contain any obvious errors, the Contractor shall notify the Eskom Property Management (KZN) Official at once who shall promptly give a written directive. No liability whatsoever will be admitted in respect of errors in any tender due to the above mentioned causes.</p>	
	<p><u>Inspection of documents</u></p> <p>There are certain as built drawings available, should the Contractor require to view these drawings, these are available at Eskom's office.</p> <p><u>MANAGEMENT OF CONTRACT</u></p> <p><u>Programme for the Works</u></p> <p>The Contractor shall provide with his methodology a programme after contract award, subject to Eskom providing him with a maintenance plan for each year of the contract.</p> <p>The Contractor shall prepare and be responsible</p>	

for a programme for the Works in sufficient detail as to represent the units of work to enable the Eskom Property Management (KZN) Official to assess the progress of the Works. The Contractor, who shall co-ordinate Sub-Contractor's programmes with his own, shall programme the Works. Where required by the Contractor, the Sub-Contractor shall prepare and update his programme for the Works in sufficient detail to meet the needs of the programme. The Contractor shall implement and modify the programme should any significant deviations take place. The Contractor shall provide copies of the programme and its supporting documents with all updates for the Eskom Property Management (KZN) Official and / or the Sub-Contractor where relevant.

Progress Meetings

The Eskom Property Management (KZN) Official, Contractor's representative and other Agents as required shall hold meetings related to the progress of the Works at regular intervals and at such other times as may be necessary.

Sub-Contractors shall not be present at progress meetings unless specifically requested by the Contractor or Eskom Property Management (KZN) Official. The Service Manager shall record and distribute the Minutes of the Meetings.

The Contractor shall report on his own and all Sub-Contractors' progress and on all matters affecting progress and execution of the Works.

The Contractor shall convene additional regular meetings with his Sub-Contractors and Suppliers in order to monitor their progress and to discuss and co-ordinate all aspects of the Contract.

Technical Meetings

The Contractor shall arrange regular separate meetings to review technical matters with Sub-Contractors prior to the Progress Meetings for consideration as necessary at such Progress Meetings. Minutes of these meetings are to be

distributed to the Professional Team prior to Progress Meetings.

Monthly reports

The Contractor will be required to submit a monthly report to the Service Manager. Example of Items that need to be included in the report will be labour manhours, status of task orders, status of quotations, status of Early Warnings, list of employee names, list of Sub-Contractors etc.

The content and format of report to be agreed by Service Manager.

FINANCIAL ASPECTS

Taxes, etc.

Value added Tax (VAT) shall not be included in the prices and/ or rates of all measured items.

Notwithstanding anything to the contrary contained herein, should the rate of VAT be changed between the tender closing date and the date of issue of the final payment certificate, any additional tax payable by the Contractor resulting from such change in VAT shall be for the account of Eskom and any reduction in tax likewise resulting shall be for the benefit of the Eskom.

GENERAL

Protection of existing and/or partially occupied Works

The Contractor shall provide all reasonable temporary measures to protect/ isolate the existing and/ or sections of the occupied Works and remove such measures on completion. If this is required, the Contractor to provide a quotation for Eskom's acceptance.

Works cleaning and clearing

The Contractor shall regularly clean and clear away all rubbish and excess materials as the Works proceed and leave the Works in a clean and satisfactory state for use and occupation in terms of the agreement.

Eskom Property Management (KZN) Official and Supervisor

Where the Service Information is in a drawing, specification or other document referred to therein, refers to the words Architect or Engineer, these shall be interpreted as:

- a) Eskom Property Management (KZN) Official.

National Building regulations

The Contractor is to ensure he complies with all requirements in terms of National Building regulations when executing work on site.

PART B : SPECIFIC PRELIMINARIES

SUPPLEMENTARY DOCUMENTATION

Unauthorised Persons/ Workmen on Premises

The Contractor shall at all times strictly exclude all unauthorised persons from the Works and the site and shall set up notice boards to that effect.

MANAGEMENT OF CONTRACT

Co-Ordination

The Contractor is to submit a schedule of information required to all parties concerned, giving dates upon which such information and details are required on site

Timeous advance notice is to be given by the Contractor of information or drawings which are required on site.

Standard of Workmanship and Materials

In the absence of detailed specifications for any item or items, National Building Regulations, the latest applicable South African Bureau of Standards Specification, or where such does not exist, then the latest applicable British Standard

Specification shall apply.

Cost of Claims

All costs incurred by the Contractor in the preparation of quotations supplied to the Eskom Property Management (KZN) Official and/ or Quantity Surveyor shall be borne by the Contractor.

Signage

All warning signage must be in English

Environmental requirements

All costs related to the compliance of the Environmental Requirements must be allowed for by the Contractor under the P&G markup

Contractor's Responsibility

The Eskom, the Eskom Property Management (KZN) Official and the other professional consultants shall not be responsible for any act or omission on the part of the Contractor which may result in any patent or latent defects, in materials or workmanship, breach or neglect of any local regulations. The Contractor shall at times be responsible for any such neglect, deviation or wrong act, whether the same discovered before or after the final certificate, or any other Certificate, has been is approved.

Overtime

Should overtime be required to be worked for any reason whatsoever, Eskom must be notified.

Guarantees and Maintenance Manuals

The Contractor shall obtain and hand over to the Eskom Property Management (KZN) Official, all relevant guarantees, warranties, any operating and maintenance instruction manuals, data or instructions required by the Eskom Property Management (KZN) Official or provided by manufacturer's, suppliers or Sub-Contractors.

The Contractor shall ensure that all warranties and guarantees received are fully ceded to Eskom on Final Completion, failing which the release of the last payment due to the Contractor will be withheld until this is received.

Overloading

The Contractor shall take all necessary steps to ensure that no damage occurs due to overloading of any portion of the Works. The Contractor shall submit details of his proposed loading, storage, plant, erection etc., to the Eskom Property Management (KZN) Official for their approval prior to proceeding with such loading, storing, erecting or executing work and shall comply with and pay for the Engineers requirements in connection with the provision of temporary support work etc. Any damage caused by the Works by overloading shall be made good by the Contractor at his sole expense.

Not notwithstanding any approval given by the Eskom Property Management (KZN) Official, the Contractor shall be entirely responsible for damage caused to the Works by overloading which damage shall be made good by the Contractor at his sole expense

Mode of Procedure

Not notwithstanding anything to the contrary contained herein the Eskom Property Management (KZN) Official at all times reserves the right to direct the order in which the various parts of the Contract are to be executed. The Contractor shall give priority to any individual section or portion of the Works that, in the opinion of the Eskom Property (KZN) Official, requires to be expedited.

Method Statement

The Contractor shall produce, when required to do so by the Eskom Property Management (KZN) Official, a Method Statement outlining the methods of construction/service and labour and plant resources that he proposes to use in the execution of the Works. Any approval given or observation made by the Eskom Property Management (KZN) Official shall not relieve the Contractor of his sole responsibility to adopt the methods of construction and to provide the labour and plant resources necessary for the due and proper timeous execution of the Works.

<p><u>SHEQ COMPLIANCE INCLUDING SAFETY OFFICER</u></p> <p>The Contractor shall be accountable for the SHEQ Compliance, for all works for the duration of the contract.</p> <p>The safety officer referred to under this section is for the Contractor to meet the safety compliance and safety management/administration throughout the duration of the contract. SHEQ compliance including safety officer will be covered under the P&G rate.</p> <p>This does not cover safety officers appointed for specific works. When there is a legislative or risk based requirement for the appointment of a dedicated safety officer for specific works this should be quoted for, and submitted to the Service Manager for approval.</p>	
<p><u>SUPERVISION OF WORKS</u></p> <p>The Contractor shall be accountable for the Supervision, for all works for the duration of the contract. Supervision will be covered under the P&G rate.</p> <p>This does not cover a supervisor appointed for specific works. When there is a legislative or risk based requirement for the appointment of a dedicated supervisor for specific works this should be quoted for, and submitted to the Service Manager for approval.</p> <p><u>MANAGEMENT AND CONTRACT ADMINISTRATION</u></p> <p>The Contractor shall be accountable for the management and administration, for all works for the duration of the contract. Management and Administration will be covered for under the P&G rate.</p>	

Item A	Description	Unit
	SECTION 2 : AIR-CONDITIONING	
	PRICING OF RATES	
	<p>All rates inserted in this section of the Bills of Quantities shall cover all costs ie. labour, plant, material, equipment, transport and profit (excluding P&G and scaffolding) that may be considered necessary for the carrying out and observance for the provisions of these works, unless otherwise stated.</p>	
	<p>All rates inserted in the Bills of Quantities shall cover all costs, charges and profit that may be considered necessary for the carrying out and observance for the provisions of the service</p>	
	SERVICING	
	<p>Work to be done from Monday to Friday between 07h30 and 16h00:</p>	
	Minor Services – as and when required	
	DOMESTIC UNIT	
A1	Domestic Unit - Mid Wall	Per service per unit
A2	Domestic Unit - Under Ceiling	Per service per unit
A3	Domestic Unit - Cassette	Per service per unit
A4	Domestic Unit - Window	Per service per unit
	CENTRAL UNIT	
A5	Central Unit - Outdoor VRV One (1) Compressor	Per service per unit
A6	Central Unit - Outdoor VRV Two (2) Compressor	Per service per unit
A7	Central Unit - Outdoor VRV Three (3) Compressor	Per service per unit
A8	Central Unit - Indoor Mid Wall	Per service per unit

A9	Central Unit - Indoor Under Ceiling	Per service per unit
A10	Central Unit - Indoor Cassette	Per service per unit
<u>PACKAGE UNIT</u>		
A11	Package Unit - Air Cooled	Per service per unit
A12	Package Unit - Water Cooled	Per service per unit
<u>HIDE AWAY UNIT</u>		
A13	Hide Away Unit	Per service per unit
<u>COOLING TOWER</u>		
A14	Cooling Tower	Per service per unit
<u>Major Services – as and when required</u>		
<u>DOMESTIC UNIT</u>		
A15	Domestic Unit - Mid Wall	Per service per unit
A16	Domestic Unit - Under Ceiling	Per service per unit
A17	Domestic Unit - Cassette	Per service per unit
A18	Domestic Unit - Window	Per service per unit
<u>CENTRAL UNIT</u>		
A19	Central Unit - Outdoor VRV One (1) Compressor	Per service per unit

A20	Central Unit - Outdoor VRV Two (2) Compressor	Per service per unit
A21	Central Unit - Outdoor VRV Three (3) Compressor	Per service per unit
A22	Central Unit - Indoor Mid Wall	Per service per unit
A23	Central Unit - Indoor Under Ceiling	Per service per unit
A24	Central Unit - Indoor Cassette	Per service per unit
<u>PACKAGE UNIT</u>		
A25	Package Unit - Air Cooled	Per service per unit
A26	Package Unit - Water Cooled	Per service per unit
<u>HIDE AWAY UNIT</u>		
A27	Hide Away Unit	Per service per unit
<u>OPEN CLOSED CHILLER PLANT</u>		
A28	Open Closed Loop Chiller Plant	Per service per unit
<u>COOLING TOWER</u>		
A29	Cooling Tower	Per service per unit
<u>Other Services - as and when required</u>		
<u>COOLING TOWER</u>		
A30	Cooling Tower Water Treatment	Per service per unit
<u>FOR ANY ITEMS NOT COVERED IN THIS BILL , THE CONTRACTOR WILL BE REQUIRED TO REFER TO THE SCHEDULES OF RATES BILL .</u>		

Item SOR	Description	Unit
	<p><u>SECTION 3 : SCHEDULE OF RATES</u></p> <p>These rates will be applicable to the relevant type of works, and will be used to compensate the Contractor, where there are no other Bill rates in the in any other section of the Bill of Quantities.</p> <p>The following are the required skills that the Contractor / his Sub-Contractor will be required to possess to carry out the relevant type works on this contract.</p> <p><u>SKILLED - ARTISAN AIRCON</u></p> <p>Qualifications - Trade test certificate for Air Conditioning and certificate of training from Manufacturers eg.from Daiken/Mitsubishi/Carrier/Samsung/LG</p> <p>Work Experience - experience (min 5 years) in maintenance of Building HVAC systems on Commercial, Industrial and or Residential Buildings</p> <p><u>AIRCON ARTISAN ASSISTANT</u></p> <p>Experience (2-3 years) in Building HVAC and domestic airconditioning in Commercial, Industrial and Residential buildings</p> <p><u>HVAC TECHNICIAN</u></p> <p>Qualifications - National Diploma or N6 Certificate in Mechanical engineering</p> <p>Work Experience - experience (min 5 years) in maintenance of Building HVAC systems on Commercial, Industrial and or Residential Buildings</p> <p><u>HVAC ENGINEER</u></p> <p>Qualifications - BSC , Beng or Btech in Mechanical engineering</p> <p>Work Experience - experience (min 5 years) in maintenance of Building HVAC systems on Commercial, Industrial and or Residential Buildings</p> <p><u>ON-SITE SUPERVISOR</u></p> <p>Qualification - Relevant formal training certificate</p> <p>Experience (4-5 years) on Commercial, Industrial and/or Residential construction and/or maintenance.</p> <p><u>SAFETY OFFICER</u></p>	

	Qualification - SACPCMP registered (excluding candidate CHSO)	
	Experience (2-3 years) on Commercial, Industrial and/or Residential construction and/or maintenance.	
	<u>LABOUR RATES</u>	
	Prior written approval must be received from the Eskom ERE (KZN) Official prior to commencement of any works.	
	Designs, drawings, equipment assessment reports/inspections will be required to be done by specialists on an "as and when required basis". The Contractor will be required to quote for this specialist works when required.	
	Labour rates to be all inclusive of labour, profit, employee benefits, employer benefits. No additional claims per hourly rate will be paid to Contractor after contract award. Labour rates to comply to directives by Department of Labour, relevant sectorial determinations and bargaining councils.	
	<u>Work to be done from Monday to Friday between 07h30 and 16h00:</u>	
SOR1	Skilled - Artisan Aircon	Hr
SOR2	Aircon Artisan Assistant	Hr
SOR3	On-site Supervisor (applicable only if approved by Service Manager)	Hr
SOR4	Safety Officer (SACPCMP registered) (applicable only if approved by Service Manager)	Hr
	<u>Work to be done from after hours and Saturdays</u>	
SOR5	Skilled - Artisan Aircon	Hr
SOR6	Aircon Artisan Assistant	Hr
SOR7	On-site Supervisor (applicable only if approved by Service Manager)	Hr
SOR8	Safety Officer (SACPCMP registered) (applicable only if approved by Service Manager)	Hr
	<u>Work to be done on Sundays and Public Holidays</u>	
SOR9	Skilled - Artisan Aircon	Hr
SOR10	Aircon Artisan Assistant	Hr
SOR11	On-site Supervisor (applicable only if approved by Service Manager)	Hr

SOR12	<p>Safety Officer (SACPCMP registered) (applicable only if approved by Service Manager)</p> <p><u>Material & Equipment</u></p> <p>Note : The Contractor must be able to produce material / equipment back-up (ie. invoices, receipts, quotes, etc) when requested by Eskom. Not applicable to sub-contractor/specialist quotations</p>	Hr
SOR13	<p>Percentage mark up on material & equipment</p> <p><u>Transport</u></p> <p>Payment for transport/traveling (LDV type vehicle 4x2) will be paid from home centre (<i>to be confirmed after contract award</i>), to other sites , calculated using google maps. Not applicable to sub-contractor/specialist quotations</p>	Percentage Markup
SOR14	<p>Transport (including profit and toll Fees)</p> <p><u>Subcontract / Specialist</u></p> <p>The Contractor will be required to provide quotations (including safety compliance requirements) when the need arises for non bill rates, for the approval of Eskom. Eskom has the right to reject quotations and do its own market research, should the Contractors quotations not be acceptable to Eskom. The Contractor will then be required to appoint the selected Specialist /Sub-Contractor based on Eskom's recommendations.</p>	km
SOR15	Percentage mark up on sub-contracted / specialist works	Percentage Markup

Item OW	Description <u>SECTION 4 : OTHER WORKS</u>	Unit
OW1	<p>PRICING OF RATES</p> <p>This Bill is only used should there be no items / rates in all other Bills in this contract.</p> <p>For all works in this section, quotations must be submitted for approval by the Service Manager, or his delegates, prior to work starting.</p> <p>Percentage markup will be applied on sub-contracted / specialist quotation and/or percentage markup will be applied for P&Gs on all works directly executed by the Contractor</p>	Percentage Markup