



DESCRIPTION OF THE SERVICES: FOR THE PROVISION OF SPECIALIST CONSULTING SERVICES FOR THE FUEL IMPORT TERMINAL PROJECT FOR THE CONCEPT AND PREFEASIBILITY PHASE FOR TRANSNET PIPELINES

PART C2: PRICING DATA

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C2.1 Pricing Instructions: Option G

C2.1.1 Pricing Instructions

1.1 The pricing instructions and the assessment for progress payments

Clause 11 in NEC3 Professional Services Contract (PSC), June 2005 (with amendments June 2006 and April 2013) Option G states:

Identified 11

and defined terms

- 11.2 (17) The Price for Services Provided to Date is, for each Task, the total of
- the Time Charge for work which has been completed on time based items on the Task Schedule and
 - a proportion of the lump sum price for each other item on the Task Schedule which is the proportion of work completed on that item.

(20) The Prices are

- the Time Charge for items described as time based on the Task Schedule and
- the lump sum price in the Task Schedule for each other item.

(21) A Task is work within the *services* which the *Employer* may instruct the *Consultant* to carry out within a stated period of time.

(22) Task Completion is when the *Consultant* has done all the work which the Task Order requires him to do by the Task Completion Date, and corrected Defects which would have prevented the *Employer* or Others from using the *services* and Others from doing their work.

(23) Task Completion Date is the date for completion stated in the Task Order unless later changed in accordance with this contract.

(24) A Task Order is the *Employer's* instruction to carry out a Task.

(25) The Task Schedule is the *task schedule* unless later changed in accordance with this contract.

- 1) The *Consultant* shall be paid under Option G (Term Service) for services performed.
- 2) The *staff rates* are the prices charged for staff and shall include for all the costs to the *Consultant*, including basic salary, any additional payments or benefits and social costs, overhead charges incurred as part of normal business operations, including the cost of management, as well as payments to administrative, clerical and secretarial staff used to support professional and technical staff in general and not on a specific project only.



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- 3) The total annual cost of employment of a person is the total amount borne by the *Consultant* in respect of the employment of such a person per year, calculated at the amounts applicable to such a person at the time when the services are rendered, including basic salary, or a nominal market related salary, fringe benefits not reflected in the basic salary, including normal annual bonus, employer's contribution to medical aid, group life insurance premiums borne by the *Consultant*, the *Consultant's* contribution to a pension or provident fund and all other benefits or allowances payable in terms of a letter of appointment, including any transportation allowance or company vehicle benefits, telephone and / or computer allowances, etc.; and amounts payable in terms of an Act.
- 4) The hourly rates for salaried professional or technical staff shall not exceed that payable to professionally qualified person responsible for carrying out the service.
- 5) The hourly rates for salaried staff include all protective clothing and all standard equipment.
- 6) The *staff rate* for casual labour shall include the provision of all protective clothing.
- 7) Payment to a director or member not providing strategic guidance in planning and executing a project or performing quality management checks shall be paid under another relevant category.
- 8) The *staff rates* derived from the Pricing Schedule exclude value added tax.

1.2 Measurement and Payment

1.2.1 The Task Schedule provides the basis of all valuations of the Price for Services Provided to Date and general progress monitoring.



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C2.2 Task Schedules

The Employer's task schedule is listed below:

TASK NO.	SCOPE REFERENCE	DESCRIPTION	LUMP SUM PRICE OF EACH TASK
TASK ORDER 1: THE STUDY PLAN, MANAGEMENT AND MONITORING			
1.	8.1	The Study Plan, Management and Monitoring	
TASK ORDER 2: THE CONCEPT PHASE			
2.	8.2.1	The Study Plan	
	8.2.2	Project Study Templates Compilation	
	8.2.3	Concept Options identification	
	8.2.4	Concept Options Pre-screening	
	8.2.5	Concept Options Definition	
	8.2.6	Concept Options Finalization and Approval	
	8.2.7	Permit application	
	8.2.8	Completion of Project Charter	
TASK ORDER 3: THE PREFEASIBILITY PHASE			
3.	8.3.1	Pre-feasibility Study plan Update	
	8.3.2	Multi Criteria Assessment (MCA) of shortlisted options	
	8.3.3	Preferred option finalization and approval	
	8.3.4	Prefeasibility Gate Review Documentation Preparation	
	8.3.5	Prefeasibility Phase Gate Review	
	8.3.6	Final project technical specifications	
	8.3.7	Prepare Technical Tender Documentation for an EPC Contractor	
	8.3.8	External Partner Selection	
	8.3.9	Business case compilation	
	8.3.10	Study Close out	
TOTAL PRICE (EXCLUDING VAT) CARRIED TO FORM OFFER AND ACCEPTANCE			R

NB: Total cost to include CSDG Obligations as per standard for developing skills for infrastructure page 11 para-3.1.2.2 of Annexure B CIDB Act 2000 Standard for Developing Skills through Infrastructure Contracts – as attached hereto.

C2.3 Staff Rates and Expenses

This section can be used when the staff rates and expenses are considerable in number and more conveniently located here than in the Contract Data. Entries in the Contract Data should refer to this section of Part 2.

All *staff rates* and *expenses* included in the pricing schedule shall exclude VAT.

ECSA CATEGORIES

Category A

In respect of a private consulting practice in engineering, it shall mean a top practitioner with over 20 years of experience whose expertise and relevant experience is nationally or internationally recognized and who provides advice at a level of specialization where such advice is recognized as that of an expert.

Category B

In respect of a private consulting practice in engineering, shall mean a person with over 10 years of experience who acts as partner, a sole proprietor, a director, or a member who, jointly or severally with other partners, co-directors or co-members, bears the risks of the business, or a person that takes responsibility for the projects and related liabilities of such practice and where his/her level of expertise and relevant experience is commensurate with the position, performs work of a conceptual nature in engineering design and development, provides strategic guidance in planning and executing a project and/or carries responsibility for quality management pertaining to a project.

Category C

In respect of a private consulting practice in engineering, shall mean all salaried professional staff with adequate expertise (in the range of 3 to 15 years) and relevant experience performing work of an engineering nature and who carry the direct technical responsibility for one or more specific activities related to a project. A person referred to in Category B may also fall into this category if such person performs work of an engineering nature at this level.

Category D

In respect to a private consulting practice in engineering, shall mean all other salaried technical staff with adequate expertise and relevant experience performing work of an engineering nature with direction and control provided by any person contemplated in categories A, B or C.

C2.3.1 Staff Rates and Expenses



- 1) The tendering *Consultants* are advised to consult page 30 of the NEC3 Professional Services Contract (April 2013) Guidance notes and Flow Charts before entering *staff rates* can be established in one of the three ways, which are:
 - Rates for named staff,
 - Rates for categories of staff or,
 - Rates related to salaries paid to staff.
- 2) The *staff rates* for salaried technical staff shall not exceed that payable for professionally qualified staff responsible for carrying out the relevant service. The *staff rates* shall include all necessary protective clothing, standard equipment, medicals and instructions required to provide the services. All meeting costs shall be calculated based on *staff rates* related to the *Consultant's* staff who attended such meetings. Only the expenses defined, and part of the pricing data may be claimed by the *Consultant* associated with providing the services must be included within the *staff rates*.
- 3) A subsistence allowance is an amount intended to cover incidental costs incurred by reason of living away from home, such as the cost of meals, liquid refreshments, phone calls, internet access, laundry and job-related out of pocket expenses that are not paid for in terms of the contract.
- 4) A subsistence allowance may only be claimed in respect of each night that a staff member is away from home.
- 5) Travel expenses may only be claimed in respect of the cost of transportation of the *Consultant's* staff from their usual place of business to the jobsite and return from the jobsite to *Consultant's* usual place of business.
- 6) All air travel shall be in economy class on a scheduled low-cost airline.
- 7) Accommodation means a:
 - a) bed and breakfast;
 - b) guest house;
 - c) self-catering; or
 - d) hotel having a star rating of 1, 2 or 3 (Charged at proven costs strictly on limits as set out in National Treasury Instructions as amended from time to time).

Note: A lodge, country house or 4 star or higher star rated hotel is not accommodation. Any stay in such a facility cannot be claimed as an expense.

- 8) Breakfast not included in accommodation is not an expense as it falls under the subsistence allowance.
- 9) A hired car means a motor vehicle having an engine capacity of not more than 1600cc.

Note: A hired car having an engine capacity greater than 1600cc is not a hired car and cannot be claimed as an expense.



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The staff rates are:

Item no	Specialist Description	Rate/Hour
1	Project Manager	
2	Project Administrator	
3	Commercial /Project Finance Specialist	
4	Legal Specialist	
5	Development Manager	
6	Planner	
7	Health and Safety Manager	
8	Environmental Specialist (EIA)	
9	Risk Manager	
10	Quantity Surveyor	
11	Civil Engineer	
12	Electrical Engineer	
13	MC &I Engineer	
14	Structural Engineer	
15	Mechanical Engineer	
16	Process Engineer	
17	Cathodic Engineer	
18	Hydraulic Engineer	
19	Piping Engineer	
20	Designer/Draughts Man	
21	Document Controller	
22	ICT Specialist	
23	Cost Engineer	

The expenses are as follows:

Category	Basis of expense, excluding VAT	Applicable parameter
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TENDER NUMBER: TPL/2024/08/0003/73198/RFP



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1	Subsistence allowance	Amount per day	R /day
2	Factor applied to costs for the excavation of test pits, boreholes, drilling, testing and sampling and making good.	Factor times cost	Factor =
3	Factor applied to transportation costs (hired car not exceeding Group B and Economy Class Airfares) and accommodation costs (Protea Group or Town Lodge Group or 3-star equivalent)	Factor times cost	Factor =
4	Private car or MPV		
4.1	Engine capacity less than or equal to 1600 cc	Cost per km in Rands	R /km
4.2	Engine capacity greater than 1600 cc		R /km
5	Pick up vans and bakkies		
5.1	Engine capacity less than or equal to 1600 cc	Cost per km in Rands	R /km
5.2	Engine capacity greater than 1600 cc		R /km