



TENDER NO:

SCMU10-24/25-0014

**ROAD MARKING SERVICES FOR IN
HOUSE CONSTRUCTION PROJECTS
VOLUME 3**

**TENDER CLOSING:
Thursday, 7th November 2024**

Department of

Transport

32 Cowan Close

Stellenbosch Park Building

King William's Town

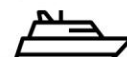
5601

Company Name of Tenderer:

.....

.....

CSD NO



**PROVINCE OF THE EASTERN CAPE
DEPARTMENT OF TRANSPORT**

**TENDER NO.
SCMU10-24/25-0014**

**ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION
PROJECTS**

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PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

**TENDER NO.
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**ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION
PROJECTS**

THE TENDER PART 1 (OF 2) : TENDERING PROCEDURES
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- T1.1 Tender Notice and Invitation to Tender**
- T1.2 Tender Data**

PROVINCE OF THE EASTERN CAPE
DEPARTMENT OF TRANSPORT
TENDER NO.
SCMU10-24/25-0014

ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

T1.1: TENDER NOTICE AND INVITATION TO TENDER

The Department of Transport of the Province of Eastern Cape hereby invites tenders from experienced Roads contractors with a CIDB Contractor grading designation of a valid **4 SK / 4 SK PE** or higher for appointment to a **ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS**, on an ad hoc basis (as and when required). The quantum of work on roads markings in various Districts of the Eastern Cape Province has not been quantified and will be determined once the appointments have been made and specific Work Packages / Work Assignments identified.

The Road marking contract is envisaged for Works or In-House Construction projects that are executed in the following Districts:

- A) Amathole District
- B) Chris Hani District
- C) OR Tambo District

And any project that may be assigned to In-House Construction in the following Districts:

- D) Alfred Nzo District
- E) Joe Gqabi District
- F) Sarah Baartman District

This Bid is rate based and quantities on the BOQ are for evaluation purposes only. The rates must hold for the duration of the contract (**36 months**) and bidders must build escalations into their rates as there will be no escalations over the duration of this contract.

The Department reserves the right not to award any bidder in the Panel more than one Project / Works Package in a District in the Eastern Cape province.

Tender documents will be available as of **11 on Friday, October 2024**. Documents must be downloaded on www.ectransport.gov.za or www.etenderportal.gov.za.

There will be no compulsory briefing session.

A. BID EVALUATION

This bid will be evaluated as follows:

Phase One: Compliance responsiveness to the bid rules, conditions and CIDB Grading

Phase Two: Eligibility Criteria Will be evaluated

For bidders to be considered and move to the next stage, one must meet the following eligibility criteria:

Phase Three: Price Points and Specific goals

B. PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on Price	-	80 points
Specific Goals	-	20 points
Maximum points	-	100 points

C. BID SPECIFICATIONS, CONDITIONS AND RULES

The minimum specifications, Eligibility and other bid conditions and rules are detailed in the bid document.

Note: Tender Validity Period is **90 days**.

D. TENDER SUBMISSIONS:

The completed Volume 3 of the tender document as well as any supporting documentation shall be placed in ONE sealed envelope clearly marked "**TENDER NO: SCMU10-24/25-0014: ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS**" and shall be placed in the Tender Box situated at Department of Transport, **32 Cowan Close, Stellenbosch Park, Schornville, Qonce** not later than **11:00am on 7 November 2024** when tenders shall be opened in public. No late tenders will be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

SCM RELATED ENQUIRIES

Mrs T. Mafani – Cell No.: 072 690 1534 – Email.: thandi.mafani@ectransport.gov.za

TECHNICAL ENQUIRIES

Ms. N. Dyani - Cell No.: 066 381 7957 – Email Address: nelisa.dyani@ectransport.gov.za

NOTE: All materially relevant telephonic discussions will be followed up by an Email to all tenderers

FOR COMPLAINTS, FRAUD, & TENDER ABUSE:

Call: 0800 701 701

PROVINCE OF THE EASTERN CAPE
DEPARTMENT OF TRANSPORT
TENDER NO.
SCMU10-24/25-0014

ROAD MARKING FOR IN HOUSE CONSTRUCTION PROJECTS

T1.2 : TENDER DATA

The tender conditions are the Standard Conditions of Tender as contained in Annexure F of the CIDB Standard for Uniformity in Construction Procurement as per CIDB Board Notice No. 136 of 2015 published in Government Gazette No. 38960 of 10 July 2015 and as amended from time to time. (see www.cidb.org.za)

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Each item of data given below is cross-referenced to the clause marked "F" in the above-mentioned Standard Conditions of Tender.

No	Clause	Wording
1	F.1.1	The Employer is the Department of Transport, Province of the Eastern Cape
2	F.1.2	The tender documents issued by the Employer comprise: <u>THE TENDER</u> PART T1 : TENDERING PROCEDURES T1.1: Tender Notice and Invitation to Tender T1.2: Tender Data PART T2 : RETURNABLE DOCUMENTS T2.1: List of Returnable Documents T2.2: Returnable Schedules <u>THE CONTRACT</u> PART C1: AGREEMENTS AND CONTRACT DATA C1.1: Form of Offer and Acceptance C1.2: Contract Data C1.3: Deed of Guarantee (pro forma) PART C2 : PRICING DATA C2.1: Pricing Instructions C2.2: Bill of Quantities PART C3 : SCOPE OF WORKS C3.1: Description of the Works C3.2: Engineering C3.3: Procurement C3.4: Construction C3.5: Management PART C4 : SITE INFORMATION C4: Site Information

3	F.1.4	The Employer's agent is Mr P. Ngqola Name: Department of Transport Address: In-House Construction 1 Reynold's street Industrial Area Makhanda Tel: 066 381 7987	
4	F.1.5.1	The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before the formation of an Agreement. The employer shall not accept or incur any liability to a tenderer for such cancellation and rejection but will give written reasons for such action upon written request to do so. The Employer further reserves the right not to award Contracts to any Contractor based on a risk assessment of the current workload or past performance of that Contractor.	
5	F.2.1	Add the following to F3.8.1: “(d) Eligibility: Prospective tenderers will only be eligible to submit a tender if, in terms of clause F2.1 in Tender Data T1.2, Prospective tenderers will only be eligible to submit a tender if, in terms of clause F3.8.1 in Tender Data T1.2, the following criteria is met: i) The following tenderers who are registered with the CIDB in grading designation Grade 4 SK or higher are eligible to submit tenders: a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tender for a class of construction work, or b) Joint ventures are eligible to submit tenders provided that: c) Every member of the joint venture is registered with the CIDB and in SK or SK PE class of work d) The combined contractor grading designation calculated in accordance with the Construction Industry Development Board Regulations is equal to or higher than a contractor grading designation Grade 4 SK/SKPE e) A signed Joint Venture Agreement must be attached with the tender Note: For Joint Ventures the office address in the Joint Venture Agreement shall be used for Locality Points. Note that the information required below will be only used to determine compliance and failure to such will be deem the tenderer non-responsive ii) Company Experience <table border="1"><tr><td>A company must have performed three (3) or more Road marking contracts in the last five to Ten years (5) to (10)years, (Provide completion certificates for each contract)</td></tr></table> Details of road marking projects & supporting information (Appointment letters, Completion Certificates etc.) must be entered in Form C in the Returnable Schedules. The Tenderer must attach Completion Certificates / Letter of reference of completed contracts. Failure to attach such evidence shall render the bid non-responsive.	A company must have performed three (3) or more Road marking contracts in the last five to Ten years (5) to (10)years, (Provide completion certificates for each contract)
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		iii) Key personnel a) A supervisor must have 5 years' experience in road marking b) A road marker must have at least 3 years of road marking experience NB: CV's with references to be attached as proof. Note that the information required below will be only used to determine compliance and failure to such will be deem the tenderer non-responsive
6	F.2.7	No compulsory tender clarification meeting will be held.
7	F.2.12	No alternative offers will be considered
8	F.2.13.1	Tenderers may only offer to provide services or supplies identified in the Agreement data to complete the Whole Works. Tenderers are required to submit only Volume 3 of the Tender Documents which must include the Returnable Documents. Only original documents must be hand delivered to the tender box.
9	F.2.13.3	Parts of each tender offer communicated on paper shall be submitted as an original. Tenderers shall <u>not</u> take this Tender Document apart. Additional documentation shall be submitted in a separate, properly bound document.
10	F.2.13.5	The Employer's address for delivery of tender offers and identification details is as per the Notice and Invitation to Tender T1.1.
11	F.2.13 / F.3.5	A two-envelope procedure <u>will not</u> be followed.
12	F.2.15	The closing time for submission of tender offers is as per the Notice and Invitation to Tender T1.1.
13	F.2.15	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers <u>will not</u> be accepted
14	F.2.16	The tender offer validity period is as per Notice and Invitation to Tender T1.1.
15	F.2.19	Access shall be provided for the following inspections, tests, and analysis: Borrow pit testing and any verification of geotechnical data.
16	F 3.4.1 F.3.4.2	The location for opening of the tender offers, immediately after the closing time thereof shall be as per Notice and Invitation to Tender T1.1
17	F 3.8.1	Add the following to F3.8.1: “(d) Eligibility: Prospective tenderers will only be eligible to submit a tender if, in terms of clause F2.1 in Tender Data T1.2, Prospective tenderers will only be eligible to submit a tender if, in terms of clause F3.8.1 in Tender Data T1.2, the following criteria is met: i) The following tenderers who are registered with the CIDB in grading designation valid Grade 4 SK or higher are eligible to submit tenders: a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tender for a class of construction work, or b) Joint ventures are eligible to submit tenders provided that: c) Every member of the joint venture is registered with the CIDB and in SK or SKPE class of work d) The combined contractor grading designation calculated in accordance with the Construction Industry Development Board Regulations is equal to or higher than a contractor grading designation Grade 4 SK/SKPE e) A signed Joint Venture Agreement must be attached with the tender

		Note: For Joint Ventures the office address in the Joint Venture Agreement shall be used for Locality Points. Note that the information required below will be only used to determine compliance and failure to such will deem the tenderer non-responsive ii) Company Experience <table><tr><td colspan="2">A company must have performed three (3) or more Road marking contracts in the last five (5) to (10) years, (Provide completion certificates for each contract)</td></tr><tr><td colspan="2">Details of road marking projects & supporting information (Appointment letters, Completion Certificates etc.) must be entered in Form C in the Returnable Schedules. The Tenderer must attach Completion Certificates / Letter of reference of completed contracts. Failure to attach such evidence shall render the bid non-responsive.</td></tr><tr><td colspan="2">iii) Key personnel</td></tr><tr><td colspan="2">a) A supervisor must have 5 years' experience in road marking</td></tr><tr><td colspan="2">b) A road marker must have at least 3 years of road marking experience</td></tr><tr><td colspan="2">NB: CV's with references to be attached as proof.</td></tr><tr><td colspan="2">Note that the information required below will be only used to determine compliance and failure to such will deem the tenderer non-responsive</td></tr></table>	A company must have performed three (3) or more Road marking contracts in the last five (5) to (10) years, (Provide completion certificates for each contract)		Details of road marking projects & supporting information (Appointment letters, Completion Certificates etc.) must be entered in Form C in the Returnable Schedules . The Tenderer must attach Completion Certificates / Letter of reference of completed contracts. Failure to attach such evidence shall render the bid non-responsive .		iii) Key personnel		a) A supervisor must have 5 years' experience in road marking		b) A road marker must have at least 3 years of road marking experience		NB: CV's with references to be attached as proof.		Note that the information required below will be only used to determine compliance and failure to such will deem the tenderer non-responsive	
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18	F.3.9.1	Add a new bullet: "In the event of there being any rate or rates which are declared to be an unacceptable commercial risk by the Employer, the Tenderer will be requested – (a) to justify any specific rate or rates, i.e. to give a financial breakdown of how such rate or rates were obtained, (b) and subsequently to consider amending and adjusting such rate or rates while retaining the Tender Total derived under sub-clause F.3.9.2 (c) unchanged and fixed. It must be understood that in the event of the tenderer refusing to adjust any rate or rates to the satisfaction of the Employer, such refusal may prejudice acceptance of his Tender."														
19	F.3.11	<table><tr><td colspan="2">The procedure for the evaluation of responsive tenders is Method 2.</td></tr><tr><td></td><td>Maximum number of tender evaluation points</td></tr><tr><td>Price Component</td><td>80</td></tr><tr><td>Preferential Component</td><td>20</td></tr><tr><td>Total evaluation points</td><td>100</td></tr></table>	The procedure for the evaluation of responsive tenders is Method 2 .			Maximum number of tender evaluation points	Price Component	80	Preferential Component	20	Total evaluation points	100				
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Calculation of Points for Price**(Ps)**

The points scored for Price will be calculated using the following formula:

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

Where P_s = points scored for price by tender under consideration

$P_{\min}$ = price of lowest acceptable tender

P_t = price of tender under consideration

Fractions will be rounded off to two places after the decimal comma.

Preferential Component (Max =20 points) N_{EP}**Specific Goals**

80/20

(MAX = 20 points)

Tenders will be evaluated in terms of that specified in the Conditions of Tender as well as the Employer's latest Supply Chain Management Policy.

The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R5 000 000 (all applicable taxes included); and

The value of this bid is estimated **not to exceed** R5 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or

- The 80/20 preference point system will be applicable to this bid

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on price	-	80 points
Maximum points for specific goals	-	20 points
Maximum points	-	100 points

The points for specific goals will be distributed as per the table below.

PREFERENTIAL SPECIFIC GOALS POINTS TABLE		
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)
Historically Disadvantaged Individuals		
Black ownership	4	
Women ownership	4	
Youth	4	
Locality - Within the Eastern Cape	8	

Calculation of Total Points scored**Total Score = P_s + N_{EP}**

Tenders will be awarded on a Rates Only basis. A basket of quantities has been predetermined and assigned to the items in the Bill of Quantities to determine an individual tender sum for evaluation purposes. Once the evaluation is complete and the preferred bidders have been identified, the award will be for rates only. The tender sum calculated from the basket of quantities will be used for evaluation purposes only. The awarded rates will be the rates at which the work will be carried out at the duration of the appointment subject to a negotiation if necessary, as well as Contract price adjustment as per the Contract Data.

NB: The Preferential Points and Specific Goals will not be applicable, as this is a Framework Contract.

20	F.3.13.1	Tender offers will only be acceptable if: a) Tenderers must be registered on the Central Supplier Database (CSD) at National Treasury prior to submitting a tender, otherwise the tender will be rejected (National Treasury SCM Instruction #4A of 2016/2017: Central Supplier Database), and the tenderer's Tax status must be compliant; b) The tender must be in good standing with SARS as verified on the Central Supplier Database. <i>“Bidders must note that in addition to being tax compliant at the time of award of the contract, which will be verified with SARS or the CSD, it is incumbent upon the successful bidder/s to ensure that they are at all times tax compliant over the entire duration of the contract. Failure to ensure tax compliance may prevent the Department/Public Entity from issuing orders when goods/services are required. In such instances, the Department/Public Entity reserves the right to procure outside of the contract. Furthermore, if the Department/Public Entity is prevented from obtaining the relevant goods/services on the contract, such constitutes a breach of contract and will be dealt with accordingly, including the recovery of damages/adverse costs where applicable”.</i> c) the tenderer must be registered with the Construction Industry Development Board (CIDB) in an appropriate Grade 4 SK contractor grading designation or higher (All parties to submit this information in the case of a Joint Venture). d) the tenderer or any of its directors is not listed in the Register of Tender Defaulters or the List of Restricted Suppliers managed by the National Treasury (www.treasury.gov.za) in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; e) the tenderer has not abused the Employer's Supply Chain Management System; f) the tenderer has not failed to perform on any previous Contract with the Employer; g) the tenderer has completed and signed Form B (Certificate of Authority for Signatory) if applicable; h) the Form of Offer is duly completed and signed (Note: Any correction must be signed by the authorised signatory); i) the tenderer has completed and signed the Compulsory Enterprise Questionnaire (Form T2.2R) (for each of the participating firms in the case of a joint venture); j) completed and signed all SBD Forms (SBD1; SBD4; SBD6.1; SBD 7.2) k) all relevant certified information is submitted with the Tender; l) all other Tender Conditions are complied with. m) The tenderers comply with Eligibility criteria as per F3.8.1 in the Tender Data. n) Tenderers are to meet the minimum Eligibility requirements specified in Clause F3.8.1 o) Acceptance of the tender offer will be subject to the provisions of Clause F.1.5.1 and F.2.1. Note: Requirements applicable at time of being considered for award of specific Works assignments: 1) The contractor will be required to submit a valid Letter of Good Standing from the Compensation Commissioner or FEMA within 21 days of receipt of Letter of Award of any <i>ad hoc</i> Work assignments.
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PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

**TENDER NO.
SCMU10-24/25-0014**

ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

THE TENDER PART 2 (OF 2): RETURNABLE DOCUMENTS

T2.1 List of Returnable Documents

T2.2 Returnable Documents

Note to Tenderer:

The information contained on these forms, plus the supporting information, will be used in the first stages of the evaluation of the Tenders.

T2.1 List of Returnable Documents

1. Forms to be completed

FORM	DESCRIPTION
SBD 1	INVITATION TO BID
A	PROOF OF ATTENDANCE FOR THE CUMPULSORY BRIEFING
B.	CERTIFICATE OF AUTHORITY FOR SIGNATORY
C	INDICATION OF PROJECTS TO BE TENDERING ON & PROOF OF LOCALITY OF OFFICE
D.	SCHEDULE OF ROADMARKING WORK CARRIED OUT BY THE TENDERER IN THE PAST 5 YEARS
E.	SCHEDULE OF CONSTRUCTION PLANT
F.	NOTICES TO TENDERERS
G	JOINT VENTURE DISCLOSURE FORM
H	CONTRACTOR'S KEY PERSONNEL AND DETAILED CV'S
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N	RATES FOR SPECIAL MATERIALS
T2.2R	COMPULSORY ENTERPRISE QUESTIONNAIRE
SBD 4	BIDDER'S DISCLOSURE

THESE FORMS MUST BE COMPLETED USING **BLACK INK**

Where the space provided in the bound document is insufficient, separate schedules may be drawn up in accordance with the given formats. These schedules shall then be bound together with a suitable contents page and submitted with the tender documents. All such schedules must be signed, and clearly marked as appendices to these relevant forms.

2. Other documents that will be incorporated into the Contract

- C1.1 Offer and Acceptance
- C1.2 Contract Data
- C2.2 Pricing Schedule

T2.2 RETURNABLE DOCUMENTS

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (DEPARTMENT OF TRANSPORT)					
BID NUMBER:	SCMU10-24/25-0014	CLOSING DATE:	7 November 2024	CLOSING TIME:	11: 00
DESCRIPTION	ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					

DEPARTMENT OF TRANSPORT

32 COWAN CLOSE

STELLENBOSCH PARK

SCHORNVILLE, QONCE

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**

CONTACT PERSON	Thandi Mafani	CONTACT PERSON	Nelisa Dyani
TELEPHONE NUMBER	072 690 1534	TELEPHONE NUMBER	066 381 7957
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	Thandi.mafani@ectransport.gov.za	E-MAIL ADDRESS	Nelisa.Dyani@ectransport.gov.za

SUPPLIER INFORMATION

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
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 BELOW.	

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF THE BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

- 2.2.1 If so, furnish particulars:

.....

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

- 2.3.1 If so, furnish particulars:

.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Nam

² 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.

SBD4:**DECLARATION OF EMPLOYEES OF THE STATE OR OTHER STATE INSTITUTIONS****1.** In terms of section 30 of the Public Service Act;

No employee shall perform or engage himself or herself to perform remunerative work outside his or her employment in the relevant department, except with the written permission of the executive authority of the department.

2.

Are any of the shareholders/ directors of your company employed by the State?	Yes/No
---	--------

3. "State" means –

- (a) 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);
- (b) Any municipality or municipal entity;
- (c) Any provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.
- (f) Any Parastatal (A company or agency owned or controlled wholly or partly by the government).

4. Should you indicate "yes" above, please provide the following details:

No	NAME & SURNAME OF DIRECTOR	STATE INSTITUTION WHERE EMPLOYED	ID NUMBER	EMPLOYEE/ PERSAL NUMBER
1				
2				
3				
4				
5				

5. Please note: The "state" is clearly defined in paragraph 3 above. In the event that "no" is selected and subsequently any false declaration are detected, the non-disclosure of such "state employment" will be deemed as "fraud". Therefore the state may reject the Quotation and in addition may proceed with further action should this declaration prove to be false.

6. DECLARATION

I, (NAME & SURNAME).....ID NUMBER.....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 4 ABOVE IS CORRECT.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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

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 80/20 preference point system.
- b) Either the 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
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = 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 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = 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 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 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 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 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 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.)

PREFERENTIAL SPECIFIC GOALS POINTS TABLE		
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)
Historically Disadvantaged Individuals		
(a) black ownership	4	
Women ownership:-		
(b) women ownership	4	
Youth:		
Youth ownership	4	
Locality:-		
(c) Within the Eastern Cape	8	

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:

.....

.....

.....

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Proof of tax compliance status;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
 - Bidder's Disclosure form;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as.....
accept your bid under reference number **SCMU10-24/25-0014** dated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL

4. I confirm that I am duly authorised to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

DATE:

.

GENERAL CONDITIONS OF CONTRACT

- The latest General Conditions of Contract [GCC] and Contract Law shall be applicable to this Quotation and obtainable by visiting the National Treasury website at www.treasury.gov.za
- Bidders must familiarize themselves with these GCCs

Notes to tenderer:

1. There will **be no** compulsory briefing

THE TENDERER HEREBY DECLARES:

(Name of tenderer),.....

.....

Has attended the compulsory briefing of the tender **“TENDER NO. SCMU10-24/25-0014 TENDER BRIEFING”**,

by (name of tenderer’s representative)

(signature of tenderer’s representative)

and that the information provided by the tenderer’s representative are correct.

SIGNED BY TENDERER:
SIGNATURE

.....
NAME (PRINT)

WITNESS:
SIGNATURE

.....
NAME (PRINT)

SIGNED ON BEHALF OF THE TENDERER:

B: CERTIFICATE OF AUTHORITY FOR SIGNATORY

Signatory for companies shall confirm his/her authority thereto by attaching a duly signed and dated copy on the company letterhead of the relevant resolution of the board of directors to this form.

Failure to submit a duly signed resolution will render the tender non-responsive.

Note: This Form is not applicable if the Signatory to this tender is a Director, a Member, a Sole Proprietor or a Partner.

An example is given below:

"By resolution of the board of directors passed at a meeting held on

Mr/Ms, whose signature appears below, has been duly authorised

to sign all documents in connection with **TENDER NO SCMU10-24/25-0014** and any Contract that may arise therefrom on behalf of

(name of Tenderer in block capitals)

SIGNED ON BEHALF OF THE COMPANY:

IN HIS/HER CAPACITY AS:

DATE:

SIGNATURE OF SIGNATORY:

WITNESSES:

1.

2.

D: SCHEDULE OF ROADS MARKING PROJECTS CARRIED OUT BY THE TENDERER IN THE PAST 5 YEARS

The tenderer must insert in the spaces provided below a complete list of the latest completed roads marking contracts successfully completed by the company in the past 5 years. The bidder must attach Completion Certificates in the case of completed contracts, or a copy of the Letter of Award as well as a signed Recommendation Letter from the Client on the Clients letter head for those projects currently being executed. This information shall be deemed to be material to the adjudication of the Contract. A copy of the Completion Certificate for each completed project must be attached, or a copy of Letter of Award and a reference letter from the Client for those projects currently being executed, **otherwise the bid shall be deemed non-responsive.**

YEAR COMPLETED														
VALUE OF WORK (incl VAT)														
NATURE OF WORK														
PROJECT NAME														
EMPLOYER (NAME & TEL NO)														

NB: Attach Form D(A)

SIGNED ON BEHALF OF THE TENDERER:

a) CONSTRUCTIONAL PLANT TO BE HIRED AS AND WHEN REQUIRED IN TERMS OF FRAMEWORK

An original Letter of Intent is to be attached from a Plant Hire Company based in the District of this tender. The letter is to clearly indicate that the Plant intended for the contract will be available for the full duration of the project. The letter is to be unqualified and signed by a Commissioner of Oaths.

[illegible]

SIGNED ON BEHALF OF THE TENDERER:

F: NOTICES TO TENDERERS

In submitting my/our tender, the tender rates and tender sum given in my/our tender has taken into account the following Notice(s) to Tenderers.

Signed copies of all Notices to Tenderers are to be attached to this page.

Please note that any Notices will be uploaded on the same platforms as where the tender document was downloaded from. It is the onus of the Tenderer to ensure that he has checked for any notices prior to submitting his tender document.

NOTICE NO.	SUBJECT MATTER OF NOTICE

SIGNED ON BEHALF OF THE TENDERER:

G: JOINT VENTURE DISCLOSURE FORM

Tenderers submitting tenders as a joint venture are to attach a signed copy of the Joint Venture Agreement or, if a Joint Venture Agreement has not yet been formalized, then the Tenderer is to attach a Letter of Intent of a Joint Venture Agreement, signed by all parties involved in the Joint Venture Agreement. Should the Joint Venture wish to claim B-BBEE points, then a consolidated B-BBEE Scorecard for the Joint Venture partnership must be attached to completed **Form SBD 6.1**.

The Signatory on behalf of the Joint Venture must be disclosed in **Form B: Certificate of Authority for Signatory** as well as in the Joint Venture Agreement.

SIGNED ON BEHALF OF THE TENDERER:

H: CONTRACTOR'S KEY PERSONNEL & DETAILED CV'S

The Tenderer must state below the key management staff who are employed by the Tenderer or who are contractually committed to the tenderer for this contract and who are intended for use on this appointment. Relevant detailed CV's including certificates for qualifications as well as indicating previous experience must be attached..

POSITION	NAME	ROADS MARKING RELATED EXPERIENCE (YRS)	
POSITION	NAME		

SIGNED ON BEHALF OF THE TENDERER:

I: BANKING AND AUDITOR DETAILS

The Tenderer shall provide details of his banker and auditing accountant.

Bank Details -

Bank Name:

Address:

Account Number:.....

Contact Person:

Tel No.:

Fax No.:

Auditor Details -

Firm Name:

Address:

Account Number:.....

Contact Person:

Tel No.:

Fax No.:

SIGNED ON BEHALF OF THE TENDERER:

J: DECLARATION - FULFILMENT OF THE CONSTRUCTION REGULATIONS - 2014

In terms of regulation 5(1) of the Construction Regulations, 2014 (hereinafter referred to as the Regulations), promulgated on 7 February 2014 in terms of Section 43 of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) the Employer shall not appoint a contractor to perform construction work unless the Contractor can satisfy the Employer that his/her firm has the necessary competencies and resources to carry out the work safely and has allowed adequately in his/her tender for the due fulfillment of all the applicable requirements of the Act and the Regulations.

Definition of a Competent Person:

“Competent person” means any person having the knowledge, training, experience and qualifications specific to the work or task being performed: Provided that where appropriate qualifications and training are registered in terms of the provisions of the South African Qualifications Authority Act, 1995 (Act No. 58 of 1995), these qualifications and training shall be deemed to be the required qualifications and training;

Tenderers shall answer the questions below:

- 1 I confirm that I am fully conversant with the Regulations and that my company has (or will acquire/procure) the necessary competencies and resources to timeously, safely and successfully comply with all of the requirements of the Regulations. (Tick)

YES	☐
NO	☐

Signature : : Name :

- 2 Indicate which approach shall be employed to achieve compliance with the Regulations (Tick)

Own resources, competent in terms of the Regulations (refer to 3 below)	☐
Own resources, still to be hired and/or trained (until competency is achieved)	☐
Specialist subcontract resources (competent) – specify:	☐

- 3 Provide details of proposed key persons, competent in terms of the Regulations, who will form part of the Contract team as specified in the Regulations (CVs to be attached):

.....

.....

.....

.....

- 4 Provide details of proposed training (if any) that will be undergone:

.....

.....

.....

- 5 List potential key risks identified and measures for addressing risks:

See the Preliminary Hazard Identification and Risk Assessment contained in the attached Health and Safety Specifications.

Note: The successful tenderer must submit a project specific Occupational Health and Safety Plan approved by the Client within 14 days of being allocated the works assignment /Work Package.

- 6 I have fully included in my tender rates and prices (in the appropriate payment items provided in the Bill of Quantities) for all resources, actions, training and any other costs required for the due fulfillment of the Regulations for the duration of the construction and defects repair period.

(Tick)

YES	
NO	

SIGNATURE OF PERSON AUTHORISED TO SIGN THIS TENDER:

Signature: Name:

ID No.:

K: PROOF OF REGISTRATION WITH THE CONSTRUCTION INDUSTRY DEVELOPMENT BOARD (CIDB)

Tenderers must attach to this page, a recent printout of proof from the CIDB website verifying their valid CIDB registration.

In the case of Joint Ventures, proof must be provided for **each partner** and the calculated equivalent CIDB grade indicated below for 4 SK class of works.

SIGNED ON BEHALF OF THE TENDERER:

L: CENTRAL SUPPLIER DATABASE (CSD)

Tenderers must attach to this page, proof of registration with the Central Supplier Database of National Treasury. (In the case of Joint Ventures, proof must be attached for **each partner**).

The Tenderer must be registered on the Central Supplier Database at National Treasury prior to submitting a tender otherwise the tender will be rejected (National Treasury SCM Instruction No.4A of 2016/2017 – Central Supplier Database)

I, the undersigned, confirm the following details of the firm/company's registration on the National Treasury Central Supplier Database:

Supplier Name:

Supplier's CSD No.:

SIGNED ON BEHALF OF THE TENDERER:

M: PROOF OF REGISTRATION WITH THE BARGAINING COUNCIL (BCCEI)

Tenderers must attach to this page, proof of registration and good standing with the Bargaining Council.

(reference Government Gazette No.37750: All Civil Engineering Contractors on CIDB grading 3CE or higher must be registered with the Bargaining Council for the Civil Engineering Industry and submit proof of registration and good standing as part of Returnable Schedules).

In the case of Joint Ventures, proof must be provided for each partner.

SIGNED ON BEHALF OF THE TENDERER:

N : RATES FOR SPECIAL MATERIALS

Each material dealt with as a special material in terms of Clause 6.8.3 of the Conditions of Contract (GCC 2015) is stated in the list below.

The rates and prices for the Special Materials shall be furnished by the Tenderer, which rates and prices shall exclude VAT but shall include all other obligatory taxes and levies.

SPECIAL MATERIALS	UNIT *	RATE OR PRICE FOR THE BASE MONTH

When called upon to do so, the Contractor shall substantiate the above rates or prices with acceptable documentary evidence.

SIGNED ON BEHALF OF THE TENDERER:

FORM T2.2R: COMPULSORY ENTERPRISE QUESTIONNAIRE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number

Close corporation number

Tax reference number

Section 6: Record of service with the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| ☐ a member of any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| ☐ a member of any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

*insert separate page if necessary

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed

Date

Name

Position

Enterprise name

* The schedule should be used where tenders are subject to the Local Government: Municipal Finance Management Act.

FORM T2.2R: COMPULSORY ENTERPRISE QUESTIONNAIRE
(for Joint Venture partner if applicable)

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number

Close corporation number

Tax reference number

Section 6: Record of service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| ☐ a member of any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| ☐ a member of any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

*insert separate page if necessary

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed _____

Date _____

Name _____

Position _____

Enterprise name _____

* The schedule should be used where tenders are subject to the Local Government: Municipal Finance Management Act

SBD 4: BIDDER'S DISCLOSURE

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the tenderer is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative:
.....
 - 2.2 Identity Number:.....
 - 2.3 Position occupied in the Company (director, trustee, shareholder², member):
.....
 - 2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
 - 2.5 Tax Reference Number:
.....
 - 2.6 VAT Registration Number:
.....
 - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

* "State" means

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act (Act No 1 of 1999);
- (b) any municipality or municipal entity;
- (c) Provincial Legislature;
- (d) National Assembly or the National Council of Provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

- 2.7 Are you or any person connected with the bidder
presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member

Name of state institution at which you or the person

connected to the bidder is employed:

Position occupied in the state institution:.....

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain **YES / NO**
the appropriate authority to undertake remunerative work outside employment in the
public sector?

2.7.2.1 If yes, did you attach proof of such authority to the bid **YES / NO**
document?

(Note: Failure to submit proof of such authority, where applicable, may result in the
disqualification of the bid.)

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / **YES / NO**
trustees / shareholders / members or their spouses conduct
business with the state in the previous twelve months?

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have **YES / NO**
any relationship (family, friend, other) with a person
employed by the state and who may be involved with
the evaluation and or adjudication of this bid?

2.9.1 If so, furnish particulars.

.....

.....

.....

2.10 Are you, or any person connected with the bidder, **YES/NO**
aware of any relationship (family, friend, other) between any other bidder and any person
employed by the state who may be involved with the evaluation and or adjudication of this
bid?

2.10.1 If so, furnish particulars.

.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:

.....

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

Full Name	Identity No.	Personal Income Tax Reference No.	State Employee No. / Persal No.

DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
 Signature

.....
 Date

.....
 Position

.....
 Name of bidder

DECLARATION OF EMPLOYEES OF THE STATE OR OTHER STATE INSTITUTIONS

This form must be included additional to the SBD.4

7. In terms of section 30 of the Public Service Act;

No employee shall perform or engage himself or herself to perform remunerative work outside his or her employment in the relevant department, except with the written permission of the executive authority of the department.

8. Are any of the shareholders/ directors of your company employed by the State? Yes No

9. "State" means –

- (a) 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);
- (b) Any municipality or municipal entity;
- (c) Any provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.
- (f) Any Parastatal (A company or agency owned or controlled wholly or partly by the government).

10. Should you indicate "yes" above, please provide the following details:

No	NAME & SURNAME OF DIRECTOR	STATE INSTITUTION WHERE EMPLOYED	ID NUMBER	EMPLOYEE/ PERSAL NUMBER
1				
2				
3				
4				
5				

11. Please note: The "state" is clearly defined in paragraph 3 above. In the event that "no" is selected and subsequently any false declaration is detected, the non-disclosure of such "state employment" will be deemed as "fraud". Therefore, the state may reject the bid and in addition may proceed with further action should this declaration prove to be false.

6. DECLARATION

I, (NAME & SURNAME).....ID NUMBER.....
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 4 ABOVE IS CORRECT.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

**TENDER NO.
SCMU10-24/25-0014**

ROAD MARKING FOR IN HOUSE CONSTRUCTION PROJECTS

CONTRACT

PART 1 (OF 4) : AGREEMENTS AND CONTRACT DATA

- C1.1** **Form of Offer and Acceptance**
- C1.2** **Contract Data**
- C1.3** **Form of Security (Pro Forma)**

PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

TENDER NO. SCMU10-24/25-0014

ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

C1.1: FORM OF OFFER AND ACCEPTANCE

1. OFFER

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

SCMU10-24/25-0014

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 tender conditions.

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 Form of Offer and Acceptance document including the Schedule of Deviations (if any) to the Tenderer before the end of the period of validity stated in the tender data or other period as agreed, whereupon the Tenderer becomes the party named as the contractor in terms of the Conditions of Contract identified in the Contract Data.

OFFER SIGNATURE BLOCK

Signature(s)		
Name(s)		
Capacity		
for the Tenderer		
	(Name and address of organization)	

AS WITNESSES

Witness 1

Signature

Date

Name

Witness 2

Signature

Date

Name

2. ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the employer identified below accepts the Tenderer's offer. In consideration thereof, the employer shall pay the contractor the amount due for respective ad hoc work assignments /work packages in accordance with the conditions of contract identified in the contract data. Acceptance of the Tenderer's offer shall form an agreement between the employer and the Tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the Contract are contained in:

Part C1 : Agreements and Contract Data (which includes this Form of Offer and Acceptance)

Part C2 : Pricing data

Part C3 : Scope of Work

Part C4 : Site Information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C4 above as well as the Appendices.

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 Form of Offer and Acceptance 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 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 copy of this Form of Offer and Acceptance including the Schedule of Deviations (if any). Unless the tenderer (now contractor), within five (5) working days of the date of such receipt, notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

<u>ACCEPTANCE SIGNATURE BLOCK</u>		
SCMU10-23/24-0014: ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS		
Signature(s)		
Name(s)		
Capacity		
for the Employer:	Department of Transport Province of the Eastern Cape Private Bag X0023, BHISHO, 5605	
Name of witness		
Signature of witness		Date

SCHEDULE OF DEVIATIONS**ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS****Notes:**

1. The extent of deviations from the tender documents issued by the employer before the tender closing date is limited to those permitted in terms of the tender conditions.
2. Any other matter arising from the process of Offer and Acceptance either as a confirmation, clarification or change to the tender documents, and which it is agreed by the parties becomes an obligation of the contract, shall also be recorded here.
3. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the contract.

A tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, be the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.

1. Subject
Details
2. Subject
Details
3. Subject
Details
4. Subject
Details
5. Subject
Details

By the duly authorized representatives signing this Agreement with schedule of deviations (if any), the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the Offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this Agreement.

PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

TENDER NO. SCMU10-24/25-0014

ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

PART 1 : DATA PROVIDED BY THE EMPLOYER**CONDITIONS OF CONTRACT****C1.2: CONTRACT DATA (PART 1)**

The General Conditions of Contract for Construction Works (Third Edition 2015) [hereinafter referred to as GCC2015], published by the South African Institution of Civil Engineering (SAICE) are applicable to this contract.

CONTRACT SPECIFIC DATA

The following contract specific data, amendments, additions, or omissions are applicable to this Contract.

No.	Clause	Description
1	1.1.1.11	The Contract Sum will be determined for each Works Assignment and will not be as per the Form of Offer.
2	1.1.1.13	The Defects Liability Period is 6 months measured from the date of the Certificate of Completion for each works assignment.
3	1.1.1.14	The total contract duration is for 3 years, with the time for completing each Works assignment
4	1.1.1.15	The Employer is THE DEPARTMENT OF TRANSPORT, EASTERN CAPE
5	1.1.1.16	The Employer's Agent is the relevant District Roads Engineer/ Director – In house construction, or a partner/director/member of any firm appointed during the duration of the Road marking contractor act on behalf of the Department, duly authorised to this position in writing.
6	1.1.1.26	The Pricing Strategy is a Re-measurement Contract
7	1.1.1.35	Add the following Clause 1.1.1.35 "Value of Works" means the value of Works certified by the Employers Agent as having been satisfactorily executed and shall include the value of the work done, the value of the materials and/or goods and Contract Price Adjustments.
8	1.2.1.2	The Employer's address for receipt of communications and notices at Tender Stage is: Facsimile: N/A E-mail: phakamisa.ngqola@ectransport.gov.za Address (Physical): Mr P. Ngqola Department of Transport 1 Reynold's streets Industrial Area, Makhanda

9	1.2.1.2	The Employer's address for receipt of communications and notices at Construction Stage is: Name: Mr. P. Ngqola Telephone: 066 381 7957 Facsimile: E-mail: phakamisa.ngqola@ectransport.gov.za Address (Physical) Department of Transport 1 Reynold's streets Industrial Area, Makhanda Address (Postal) Or any or a partner/director/member of any firm appointed during the duration of the Road marking contract act on behalf of the Department, duly authorised to this position in writing.
10	1.3.6	Add the following as 1.3.6 "The Contractor hereby indemnifies the Employer against any action, claim, damages or legal cost that may be instituted against the Employer on the grounds of an alleged infringement of any copyright or any other intellectual property right in connection with the Works outlined in this Contract."
11	1.3.7	Add the following as 1.3.7 "All information, documents, recommendations, programmes and reports collected or compiled must be regarded as confidential and may not be communicated or made available to any person outside the Employer's service and may not be published either during the currency of this Framework Contract or after termination thereof without the prior written consent of the Employer."
12	2.4.1	Add the following: "In the event of any ambiguity, conflict, or discrepancy between the various contract documents, lists and schedules, the order of precedence (from highest to lowest) shall be as follows: 1. Form of Offer and Acceptance and Schedule of Deviations 2. Contract Data 3. General Conditions of Contract (GCC 2015) 4. Project Specifications 5. Working Drawings 6. Standard Specifications of Roads and Bridgeworks (1998) 7. Departmental guidelines and manuals/prescripts 8. Schedule of Quantities
13	3.2.3	The Employers Agent shall obtain specific approval from the Employer before executing any of his functions or duties according to the following Clauses of the General Condition of Contract: - Nominating the Employers Agent's Representative in terms of Clause 3.2.1 - The issuing of instructions for dealing with fossils and the like in terms of Clause 4.7 - Authorising the Contractor to repair and make good, excepted risks in terms of Clause 7.5.5 - The issuing of variation orders in terms of Clause 6.3.2 - The Suspension of the Works in terms of clause 5.11.2 - The issuing of an instruction to accelerate progress in terms of Clause 5.12.4 - The approval of any extension of time for completion in terms of Clause 5.12.1 - The reduction of a penalty for delay in terms of Clause 5.13.2 - The issuing of penalties in terms of Clause 5.13 - The determination of additional or reduced costs arising from changes in legislation in terms of Clause 6.8.4 - The giving of a ruling on a Contractor's claim in terms of Clause 10.1.5 - The agreeing of the adjustment of the sums for general items in terms of Clause 6.11
14	3.2.4	Delete the last sentence of the Clause
15	3.3.6	Add the following: "The time limit for referring the matter to the Employers Agent by the Contractor shall be

		twenty-one (21) days after the decision in question was given by the Employers Agent's Representative".
16	4.3.1.2	Add the following new sub-clause "The Employer and the Contractor hereby agree, in terms of the provisions of section 37 (2) of the Occupational Health & Safety Act, 1993 (Act 85 of 1993, hereinafter referred to as 'the Act'), that the following arrangements and procedures shall apply between them to ensure compliance by the Contractor with the provisions of the Act, namely: (a) The Contractor undertakes that the appropriate officials and employees of the Contractor will fully acquaint themselves with all relevant provisions of the Act and the Regulations promulgated in terms of the Act; (b) The Contractor undertakes that all relevant duties, obligations and prohibitions imposed in terms of the Act and regulations will be fully complied with; (c) The Contractor hereby accepts sole liability for such due compliance with the relevant duties, obligations and prohibitions imposed by the Act and Regulations, and expressly absolves the Employer from itself being obliged to comply with any of the aforesaid duties, obligations, and prohibitions; with the exception of such duties, obligations and prohibitions expressly assigned to the Employer in terms of the Act and its associated Regulations. (d) The Contractor agrees that any duly authorised official 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 set out more fully in paragraphs (a) and (b) above, which steps may include, but will not be limited to, the right to inspect any appropriate site or premises occupied by the Contractor, or to inspect any appropriate records or Safety Plans held by the Contractor; (e) 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 Contract, and shall, on written demand, provide full details in writing of such investigation, complaint or criminal charge. (f) The Contractor shall furthermore, in compliance with the Constructional Regulations of 2014 to the Act : (i) Acquaint himself with the requirements of the Employer's Health and Safety Specification as laid down in regulation 4(1)(a) of the Construction Regulation of 2014, and prepare a suitably and sufficiently documented Health and Safety Plan as contemplated in regulation 5(1) of the Construction Regulation of 2014 for approval by the Employer or his assigned agent. The Contractor's Health and Safety Plan and risk assessment shall be submitted to the employer for approval within 14 days from the date of signing the Form of Acceptance and shall be implemented and maintained from the Commencement of the Works. (ii) The Employer, or his assigned agent, reserves the right to conduct periodic audits, as contemplated in the Construction Regulations 2014, to monitor that the Contractor is compliant in respect of his obligations. Failure by the Contractor to comply with requirements of these Regulations shall entitle the Employer's Agent, at the request of the Employer or his Agent, to suspend all or any part of the Works, with no recourse whatsoever by the Contractor for any damages incurred as a result of such suspension, such time as the Employer or his Agents are satisfied that the issues in which the Contractor has been in default have been rectified."
17	4.3.3	Add the following new sub-clause: "4.3.3 The Contractor shall assume responsibility for compliance with the Environmental Management Programme (EMPR) in respect of the sites and shall ensure that the sites are rehabilitated before the conclusion of the Works assignment."
18	4.9.2	Add the following as 4.9.2 "In order to preclude seizure by the owner of any constructional plant being held by the Contractor on a hire or hire-purchase agreement for the purposes of the Contract, the Employer shall be entitled to pay any such owner the amount of any outstanding instalment or other sum owing under any hire or hire-purchase agreement and in the event of his doing so, any amount thus paid by him shall be a debt payable to the Employer by the Contractor and may be deducted by the Employer from any moneys owing or that may become owing to the

		Contractor in terms of the Contract, or be recovered at law from the Contractor by the Employer.”
19	4.9.3	Add the following as 4.9.3 “When entering into any subcontract for the execution of any part of the works, the Contractor shall incorporate in such subcontract, by reference or otherwise, the provisions of Clauses 4.9.1 and 4.9.2 in respect of constructional plant brought to the site by the subcontract.”
20	5.3.1	Works assignments will be allocated to the Contractor as and when required. The duration of each assignment will be formulated prior to award of each assignment. The Department will first allocate works to the first preferred service provider (the service provider that scores the highest points in the tender evaluation). The documentation required before commencement with Works Assignment are: An approved, Works Assignment specific Health and Safety Plan (Refer Clause 4.3) Works Assignment Construction programme (Refer Clause 5.6) Security/Performance Guarantee for the Works Assignment (Refer Clause 6.2) Insurances (Refer Clause 8.6) for the Works Assignment Signed agreement in terms of Section 37.2 of the OHS Act, 1993 Proof of registration on the Central Suppliers Database with “ Tax Compliant ” status A valid Letter of Good Standing from the Compensation Commissioner or FEMA A valid Letter of Good Standing from the Bargaining Council (BCCEI)
21	5.3.2	The time to submit the documentation required before commencement with Works Assignment is within 14 days of being Awarded a Works Assignment
22	5.8.1	The special non-working days are statutory public holidays, Saturdays, Sundays and the year-end break, as determined by SAFCEC. These days will be included for time calculations. Due to the contract being a maintenance contract, the contractor shall provide a full service during all special non-working days.
23	5.8.2	Add the following to Clause 5.8.2: “The cost of supervision by the Employers Agent or his representatives outside of normal (Monday to Friday) working hours as defined in Government Gazette 42391 of 12 April 2019 shall be to the Contractor’s account.”
24	5.11.1	<i>In the third line, after the word “progress”, insert “or alter the order”.</i>
25	5.12.1	Delete the contents of the Clause and replace with the following: “There will be no extension of time unless agreed to by all parties in writing.”
26	5.12.2.2	Add to Clause 5.12.2.2: “The time period specified as the time for completion includes allowances for those days on which it is expected that work, on the critical path items of the works, would be prevented due to weather conditions such as wind, rain falling or the subsequent waterlogged condition. Based on average weather conditions of wind, rain and sunshine the allowances are: • 2 working days per month for the months of May to October • 3 working days per month for the months of November to April It should be noted that due to the Contract being a fixed term contract, there will be no extension of time awarded. The recording of abnormal climate conditions are for record purposes only.”
27	5.13	Add the following new sub-clauses: “5.13.3 The provisions of sub-clause 5.13.1 shall also apply to completion of a specified stage of work as described in the Tender Forms, the Agreement, and the Contract Scope of Works. Where a penalty is enforced by the Employer for late completion of any stage of work, the penalty shall not be refundable even if subsequent stages of completion are achieved on schedule. If late completion of more than one stage occurs, the total penalty per day shall not exceed the penalty for late completion of the contract as defined in the Tender Forms, the Agreement or the Contract Scope of Works.

		5.13.4 All penalties for which the Contractor becomes liable in terms of Sub-clauses 5.13.1 to 5.13.4 shall be deducted on a monthly basis from the Payment Certificates and will be accumulative. The Employer may, without prejudice to any other method of recovery, deduct the amounts of all such penalties from any monies in his possession that are or may become due to the Contractor. 5.13.5 The imposition of any penalties in terms of Sub-clauses 5.13.1 to 5.13.4 shall not limit the Employer's Agent nor Employer's right to act in terms of Sub-clause 9.2. 5.13.6 The Contractor should notice that the following fines apply for non-conformance with the Project Specifications: • As per Clause C3.3.2.2 for Establishment and Late Completion • As per Clause B1502 (j) for Accommodation of Traffic. • As per Clause B13011 for Occupational Health and Safety nonconformities. • As per Clause B12016 for Environmental nonconformities • As per clause C3.3.2.3 for utilization of ME's • As per clause C3.3.2.4 for utilization of Local Labour
28	5.14.5.5	Delete Clause 5.14.5.5 and replace with: "Insurance of the works shall continue until the certificate of completion for the Works assignment under consideration is completed."
29	5.16.3	The Latent Defects Liability Period is 5 years measured from the date of the Certificate of Completion.
30	6.2.1	Delete Clause 6.2.1 and replace with: "A Performance Guarantee is required prior to commencement of any Works
31	6.3.1	<i>In the fifth line, after the word "shall", insert "with the approval of the Employer".</i>
32	6.3.4	Add the following new sub-clause 6.3.4: "The quantities indicated in the Schedule of Quantities are fictitious and only included to obtain a competitive price. The actual scope of works and quantities will be determined on an "ad-hoc" basis for each works assignment. No claims regarding the deviations of quantities indicated in the Schedule of Quantities will be entertained."
33	6.5.1.2.3	The percentage allowances to cover all overhead charges are limited to a maximum of 20% of each works assignment (excluding VAT).
34	6.6.1.2	After all references to the word "sums", insert "excluding VAT"
35	6.8.1	Add the following: "The tender rates and prices shall also be exclusive of Value Added Tax (VAT). Provision is made for the addition of VAT in the summary of the Bill of Quantities. In the event that rates are required for items not included in the Schedule of Quantities, rates may be requested from the Contractor and approved if they are in line with "market related prices".
36	6.8.2	The value of the certificates issued shall be adjusted in accordance with the Contract Price
37	6.10.1.9	Add the following new clause: "The Contractor is required to submit completed, accurate and signed monthly Expanded Public Works Programme (EPWP) reports, attached to this tender document as Appendix C, together with all monthly payment certificates. Payment to the Contractor will not be processed until the EPWP reporting for a specific month is provided.
38	6.10.2	Add the following: "Payment for materials on site will only be considered for those materials which are physically on site. Any statement in which a claim for materials off site is included, shall have attached a declaration that the materials listed in the statement are owned by the Contractor, accompanied by proof of ownership. The ownership of materials shall be transferred to the Employer in accordance with the relevant pro-forma"
40	6.10.3	The percentage retention on the amounts due to the Contractor is 10% to the maximum of 5% of the Contract Price (excluding VAT) per works assignment and 50% is to be released at the completion which will be deemed to be the end of the 36-month framework period and the

		further 50% at the end of the six month defects liability period.
41	6.11.1.3	<i>Delete the words "15 percent and replace with "30 percent".</i> Note "Contract Sum" pertains to the Works Assignment awarded and is not based on the fictitious quantities contained in this original Framework tender for <i>ad hoc</i> maintenance.
42	7.2.1	Add the following at the end of the paragraph: "subject to approval of the Employers Agent".
43	7.8.2.2	In subsubclause 7.8.2.2 add the following: ", subject to such work being done on a written instruction by the Employer's Agent."
44	8.2.2.3	Add the following to the end of Clause 8.2.2.3 "risk arising from political riot and malicious damage, unless these risks are insurable with The South African Special Risk Insurance Association at the time of tendering and it is stipulated in the Contract that the Contractor is to effect insurance against these risks".
45	8.3	Add the following : "COVID19 is not considered an Excepted risk and allowances must be made by the Contractor in his Tender."
45	8.6	Delete Clause 8.6 and replace it with: (1) Without limiting his obligations in terms of the Contract, the Contractor shall before commencement of the Works assignment effect and maintain the following insurances covering the respective interests of the Contractor and the Employer: (a) Insurance of the Works and of all movables on the Site intended for incorporation in the Works against damage or physical loss from whatsoever cause arising (other than causes set out in Clause 8.3.1) (i) for the period for which the Contractor is responsible for the Works in terms of Clause 8.2, and (ii) for a sum insured which shall, unless otherwise specified in the Contract, be the aggregate of (aa) the Value of the works set out, (bb) a sum to cover the value (specified at the time of delivery to the Contractor) of (cc) a sum to cover professional fees, not included in the Contract Price, payable in respect of the repair or reinstatement of damage to the Works or said movables. (b) A Coupon Policy for Special Risks Insurance issued by the South African Special Risks Insurance Association is required. (c) Public Liability insurance from the Commencement Date for the Works assignment to the date of the Certificate of Completion (applicable to a specific awarded Works assignment) or the end of the Defects Liability Period (if any) for a minimum limit of indemnity of R 2 000 000 , with no limitation on the number of accidents in any one year, covering the Employer and the Contractor against their respective liability for the death of or injury to any person or loss of or damage to any property (other than property while it is insured in terms of paragraph (a)) arising out of or in the course of the performance of the Contract: Provided that (i) the insurance shall not be required to cover any liability arising out of any of the matters referred to in the provisos of Clause 8.3.1 (Excepted Risks), and (ii) the insurance shall include a cross-liability clause such that the insurance shall apply to the Contractor and to the Employer as separate insured parties. (2) Save as otherwise provided in the Contract, nothing herein contained shall oblige the Contractor to effect any insurance which is not generally obtainable from a registered insurer in the Republic of South Africa. (3) The insurances referred to in Sub-Clause (1) shall be effected with an insurance company registered in the Republic of South Africa and the terms thereof shall be subject to approval by the Employer, which approval shall not be unreasonably withheld. (4) The Contractor shall produce to the Employer the policies by which the insurances are affected and proof of the due payment of all premiums thereunder and of the continuity of the policies for the required period within 14 days of receipt of the Letter of Acceptance for a specific Works assignment.

		(5) The Contractor and the Employer shall comply with the terms and conditions of the insurance policies. (6) If the Contractor shall fail to effect and keep in force any of the insurances referred to in Sub-Clause (1), the Employer may effect and keep in force such insurance and pay such premium or premiums as may be necessary for the purpose and the Contractor shall refund the amounts of such premiums to the Employer. (7) The Contractor shall provide proof that he has paid all contributions required in terms of the Compensation for Occupational Injuries and Diseases Act, No. 130 of 1993, and that he has complied with the provisions of the Occupational Health and Safety Act, No. 85 of 1993.
46	9.2	<i>DELETE AND REPLACE WITH:</i> "9.2 Termination by Employer: 9.2.1 If: 9.2.1.1 Application is made for the sequestration of the Contractor's estate, or if the Contractor publishes a notice of surrender of his estate, or presents a petition for the acceptance of the surrender of his estate as insolvent, or (being a company or close corporation) goes into liquidation, whether provisionally or finally (other than a voluntary liquidation for the purpose of amalgamation or reconstruction), or is placed under business rescue (whether by resolution or court order); 9.2.1.2 The Contractor makes a compromise with his creditors, or assigns in favour of his creditors, or agrees to carry out the Contract under the supervision of a committee representing his creditors, or if the Contractor assigns the Contract without having first obtained the Employer's written consent, or if execution is levied on his goods, then the Employer may (with specific reference to this Clause) terminate the Contract." 9.2.2 If: 9.2.2.1 After giving effect to Clause 3.2.2, the Employer's Agent certifies, in writing, to the Employer and to the Contractor, with specific reference to this Clause, that the Contractor; 9.2.2.2 Has abandoned the Contract; or 9.2.2.3 Has failed, in terms of Clause 5.3.2, to submit documentation in time, or to submit acceptable documentation; or 9.2.2.4 Has failed to commence the Works in terms of Clause 5.3 hereof, or has suspended the progress of the Works (other than in terms of Clause 5.11.1) for fourteen (14) consecutive days after receiving from the Employer's Agent written notice to proceed; or 9.2.2.5 Has failed to proceed with the Works in accordance with the approved programme, or in the absence of an approved programme, in the Employer's agent's opinion; or 9.2.2.6 Has failed to remove Plant or materials from Site, or to demolish and redo work, within fourteen (14) days after receiving from the Employer's Agent written notice that the said Plant, materials, or work have been condemned and rejected by the Employer's Agent in terms of these conditions; or 9.2.2.7 Is not carrying out the Works in accordance with the Contract, or is neglecting to carry out his obligations under the Contract; or 9.2.2.8 Anyone, on his behalf has paid, offered, or offer as payment, to any person in the employ of the Employer or to the Employer's Agent, or any person in the employ of the Employer's Agent, a gratuity or reward or commission; or 9.2.2.9 Has furnished inaccurate information in the returnable documents completed at tender stage and forming part of the Contract; then the Employer may, after giving fourteen (14) days written notice to the Contractor, (with specific reference to this Clause) to remedy the default, terminate the Contract." 9.2.3 When the Contract is terminated, the Employer may order the Contractor to vacate the Site and hand it over to the Employer. The Employer may then enter the Site and the Works and expel the Contractor therefrom without thereby affecting the rights and powers conferred on the Employer or the Employer's Agent by the Contract. The Employer may complete the Works himself, or may employ another contractor to complete the Works, and the Employer, or such other contractor, may use for such completion as much of the

		Construction Equipment, Temporary Works and materials brought onto the Site by the Contractor as the Employer may think proper. If, Clause 9.2.1.1 is not applicable, the Employer may at any time sell any of the said Construction Equipment, Temporary Works and unused materials and apply the proceeds of sale towards payment of any sums that may be due or become due to the Employer by the Contractor under the Contract. In such circumstances, the Contractor shall forthwith vacate the Site and shall not be entitled to remain on the Site based on a right of retention until amounts due to him have been paid and neither will the Contractor be entitled to any further payments in terms of this Contract. 9.2.4 Should the amounts the Employer must pay to complete the Works exceed the sum that would have been payable to the Contractor on due completion by him, the Contractor shall, upon demand, pay to the Employer the difference. This sum shall legally be deemed a debt due by the Contractor to the Employer and shall be recoverable accordingly; provided that, should the Contractor on demand not pay the amount of such excess to the Employer, such sum may be determined and deducted by the Employer from any sum due to or that may become due to the Contractor under this or any previous or subsequent contract between the Contractor and the Employer. 9.2.4 If the provisions of Clause 9.2.11 apply, any notice or order referred to in this Clause shall be delivered to the trustee or liquidator or business rescue practitioner, and the rights and obligations vested in, or binding on the Contractor, shall vest in or be binding on the estate under sequestration, liquidation, or business rescue.”
47	9.2.1.3.6	Add the following at the end of the paragraph: On completion of each works assignment, the Contractor will be evaluated by a panel consisting of the District Roads Engineer, District Manager and Head of Supply Chain in the specific District. Should the work not have been conducted to a satisfactory standard (within time, budget and to the required specifications) the Department shall have the right to decide not to award any further Work assignments to the said contractor and remove said contractor from this Framework Appointment.
48	10.5.2	Disputes shall be referred to <i>ad hoc</i> Adjudication.

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C1.2: CONTRACT DATA (PART 2)

PART 2: DATA PROVIDED BY THE CONTRACTOR

No.	Clause	Description						
1	1.1.1.9	The Contractor is [The Legal name of the Contractor].						
2	1.2.1.2	The Contractor's address for receipt of communications and notices is : Telephone: Facsimile: E-mail: Address (Postal): Address (Physical) :						
3	6.5.1.2.3	The percentage allowance to cover all overhead charges for each works assignment must not exceed 20%						
5	6.8.3	The variation in cost of special materials is (if applicable) <table border="1"> <thead> <tr> <th>Type of special material</th><th>Unit</th><th>Rate</th></tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;"><u>Not Applicable</u></td></tr> </tbody> </table>	Type of special material	Unit	Rate	<u>Not Applicable</u>		
Type of special material	Unit	Rate						
<u>Not Applicable</u>								

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ROAD MARKING SERVICES FOR ALL IN HOUSE CONSTRUCTION PROJECTS

C1.3: PERFORMANCE GUARANTEE (PRO FORMA)

GUARANTOR DETAILS AND DEFINITIONS

"Guarantor" means:

Physical address:

"Employer" means:

"Contractor" means:

"Employers Agent" means:

"Works" means:

"Site" means:

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

"Contract Sum" means: The accepted amount for Works assignment inclusive of tax of R.....

Amount in words:

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

Amount in words:

"Expiry Date" means: The date of issue by the Employers Agent of the Certificate of Completion of the Works.

CONTRACT DETAILS Employers Agent issues: Interim Payment Certificates, Final Payment Certificate and the Certificate Completion of the Works as defined in the Contract.

PERFORMANCE GUARANTEE

- 1 The Guarantor's liability shall be limited to the amount of the Guaranteed Sum.
- 2 The Guarantor's period of liability shall be from and including the date of issue of this Performance Guarantee and up to the date of issue by the Employers Agent of the Certificate of Completion of the Works. The Employers Agent and/or the Employer shall advise the Guarantor in writing of the date on which the Certificate of Completion of the Works has been issued.
3. The Guarantor hereby acknowledges that
 - 3.1 any reference in this Performance Guarantee to the Contract is made for the purpose of convenience and shall not be construed as any intention whatsoever to create an accessory obligation or any intention whatsoever to create a suretyship;
 - 3.2 Its obligation under this Performance Guarantee is restricted to the payment of money.
4. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor hereby undertakes to pay the Employer the sum certified upon receipt of the documents identified in 4.1 to 4.3:
 - 4.1 A copy of a first written demand issued by the Employer to the Contractor stating that payment of a sum certified by the Employers Agent in an Interim or Final Payment Certificate has not been made

- in terms of the Contract and failing such payment within seven (7) calendar days, the Employer intends to call upon the Guarantor to make payment in terms of 4.2;
- 4.2 A first written demand issued by the Employer to the Guarantor at the Guarantor's physical address with a copy to the Contractor stating that a period of seven (7) days has elapsed since the first written demand in terms of 4.1 and the sum certified has still not been paid;
- 4.3 A copy of the aforesaid payment certificate which entitles the Employer to receive payment in terms of the Contract of the sum certified in 4.
6. Subject to the Guarantor's maximum liability referred to in 1, the Guarantor undertakes to pay to the Employer the Guaranteed Sum or the full outstanding balance upon receipt of a first written demand from the Employer to the Guarantor at the Guarantor's physical address calling up this Performance Guarantee. such demand stating that:
7. 5.1the Contract has been terminated due to the Contractor's default and that this Performance Guarantee is called up in terms of 5; or
8. 5.2a provisional or final sequestration or liquidation court order has been granted against the Contractor and that the Performance Guarantee is called up in terms of 5; and
9. 5.3the aforesaid written demand is accompanied by a copy of the notice of termination and/or the provisional/final sequestration and/or the provisional liquidation court order.
10. It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of 4 and 5 shall not exceed the Guarantor's maximum liability in terms of 1.
11. Where the Guarantor has made payment in terms of 5, the Employer shall upon the date of issue of the Final Payment Certificate submit an expense account to the Guarantor showing how all monies received in terms of this Performance Guarantee have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this Performance Guarantee shall bear interest at the prime overdraft rate of the Employer's bank compounded monthly and calculated from the date payment was made by the Guarantor to the Employer until the date of refund.
12. Payment by the Guarantor in terms of 4 or 5 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.
13. Payment by the Guarantor in terms of 5 will only be made against the return of the original Performance Guarantee by the Employer.
14. The Employer shall have the absolute right to arrange his affairs with the Contractor in any manner which the Employer may deem fit and the Guarantor shall not have the right to claim his release from this Performance Guarantee on account of any conduct alleged to be prejudicial to the Guarantor.
15. The Guarantor chooses the physical address as stated above for the service of all notices for all purposes in connection herewith.
16. This Performance Guarantee is neither negotiable nor transferable and shall expire in terms of 2, where after no claims will be considered by the Guarantor, The original of this Guarantee shall be returned to the Guarantor after it has expired.
17. This Performance Guarantee, with the required demand notices in terms of 4 or 5, shall be regarded as a liquid document for the purposes of obtaining a court order.
18. Where this Performance Guarantee is issued in the Republic of South Africa the Guarantor hereby consents in terms of Section 45 of the Magistrate's Courts Act No 32 of 1944, as amended, to the jurisdiction of the Magistrate's Court of any district having jurisdiction in terms of Section 28 of the said Act, notwithstanding that the amount of the claim may exceed the jurisdiction of the Magistrate's Court.

Signed at Date.....

Guarantor's signatory (1)	Capacity.....
Guarantor's signatory (2)	Capacity.....
Witness signatory (1)	Witness signatory (2).....

PROVINCE OF THE EASTERN CAPE
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TENDER NO.
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ROAD MARKING SERVICES FOR ALL IN HOUSE CONSTRUCTION PROJECTS

CONTRACT
PART 2 (OF 4): PRICING DATA

- C2.1 Pricing Instructions
- C2.2 Bill of Quantities

PROVINCE OF THE EASTERN CAPE

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ROAD MARKING SERVICES FOR ALL IN HOUSE CONSTRUCTION PROJECTS

C2.1 : PRICING INSTRUCTIONS

- C2.1.1 For the purposes of this Bill 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 Standard Specifications or the Project Specifications.
- Quantity: The number of units of work for each item.
- Rate: The payment per unit of work for which the Tenderer tenders to do the work.
- Amount: The product of the quantity and the rate tender for an item.
- Lump Sum: An amount tender for an item, the extent of which is described in the Bill of Quantities, the Specifications or elsewhere, but of which the quantity of work is not measured in units.
- C2.1.2 This Bill of Quantities forms part of the contract documents and must be read in conjunction with all the other documents comprising the contract documents.
- C2.1.3 The quantities set out in the Bill of Quantities are **fictitious quantities for the purpose of reducing tenders to a comparable basis for evaluation**. The quantities of work finally accepted and certified for payment, and not the quantities given in the Bill of Quantities, will be used to determine payments to the Contractor. **Each works assignment will be calculated on an “ad-hoc” basis**, and works will be set out accordingly.
- The validity of the contract shall in no way be affected by differences between the quantities in the Bill of Quantities and the quantities finally certified for payment.** Work is valued at the rates or lump sums tender, subject only to the provisions of subclause 1209 (a) of the Standard Specifications.
- C2.1.4 Rates and lump sums shall include full compensation for overheads, profits, incidentals, all taxes (other than VAT), etc. and for the completed items of work as specified, all in accordance with sub-clause 1209 (b) of the Standard Specifications. Full compensation for completing and maintaining, during the defects liability period, all the work shown on the drawings and specified in the Standard Specifications and Project Specifications and for all the risks, obligations and responsibilities specified in the General Conditions of Contract, Special Conditions of Contract, Standard Specifications and Project Specifications shall be considered as provided for collectively in the items of payment given in the Bill of Quantities, except in so far as the **quantities given in the Bill of Quantities are fictitious and only intended to reduce the tenders to a comparative basis for evaluation purposes**.
- C2.1.5 Materials contained in the payment items included in the Schedule of Quantities, labelled with the prefix “**ECB**” (East Cape Buy) must be procured within the boundaries of the Eastern Cape.
- C2.1.6 The Tenderer shall fill in a rate or a lump sum for each item where provision is made for it even where no quantities are given. Items against which no rate or lump sum has been entered in the tender will not be paid for when the work is executed, as payment for such work will be regarded as being covered by other rates or lump sums in the Bill of Quantities.

The Tenderer shall fill in a rate against all items where the words “rate only” appear in the amount column. Although no work is foreseen under such item and no quantities are consequently given in the quantity column, the tender rate shall apply should work under this item actually become required. Tenderers should note the provisions of paragraph 14 of this preamble.

If the Tenderer should group a number of items together and tender one lump sum for each group of items, this single tender lump sum shall apply to that group of items and not to each individual item, or should he indicate that full compensation for any item has been included in the rate for another item, the rate for the item included in another item shall be deemed to be nil.

The tender lump sums and rates shall be valid irrespective of any change in the quantities during the execution of the contract. (refer to Contract Data clause 6.11.1.3 on page C1.13).

- C2.1.7 The works executed are measured for payment in accordance with the methods described in the contract documents under the various payment items, notwithstanding any custom to the contrary. Attention is directed to the provisions of Clause 1220 of the Standard Specifications regarding the measurements of quantities for payment. Except where specified otherwise than in Clause 1220, the nett measurement or mass of the finished work in place shall be taken for payment, and any volume or mass of work in excess of that prescribed, shall be excluded.
- C2.1.8 The amount of work or the quantities of material stated in the Bill of Quantities **shall not be considered as restricting or extending** the amount of work to be done or quantity of material to be supplied by the Contractor.
- C2.1.9 The statement of quantities of material or the amount of work in the Bill of Quantities shall not be regarded as authorisation for the Contractor to order material or to execute work. The Contractor shall obtain the Engineer's detailed instructions indicating applicable payment item(s) for all work before ordering any materials or executing work or making arrangements in this regard.
- C2.1.10 The short descriptions of the payment items in the Bill of Quantities are only given to identify the items and to provide specific details. Reference shall, inter alia, be made to the drawings, COLTO Standard Specifications for Road and Bridge Works for State Road Authorities, Project Specifications, General Conditions of Contract and Special Conditions of Contract for more detailed information regarding the extent of work entailed under each item.
- C2.1.11 The provisions of Clause 6.6 of the General Conditions of Contract shall apply to provisional sums and prime cost sums.
- C2.1.12 Subject to the conditions stated in paragraph C2.1.13 below, the rates and lump sums filled in by the Tenderer in the Bill of Quantities shall be final and binding with regard to submitting the tender, and may not be adjusted should there be any mistakes in the extensions thereof and in the total sums appearing in the tender. Adjustment of the rates to minimise commercial risk will take place prior to the signing of the contract. In their own interest Tenderers must make doubly sure of the correctness of their tender rates, the extensions and the Tender Sum.
- Arithmetical errors of responsive tenders will be corrected as per CIDB Practice Note #2 (February 2008).
- C2.1.13 A tender may be rejected if the unit rates or lump sums for some of the items in the Bill of Quantities are, in the opinion of the Employer, unreasonable or out of proportion, and if the Tenderer fails, within a period of seven (7) days of having been notified in writing by the Employer or the Employer's Agent to adjust the unit rates or lump sums for such items, to make such adjustments.
- C2.1.14 The units of measurement indicated in the Bill of Quantities are metric units

The following abbreviations are used in the Bill of Quantities:

mm	=	millimetre
m	=	metre

km	=	kilometre
km-pass	=	kilometre-pass
m ²	=	square metre
m ² -pass	=	square metre pass
ha	=	hectare
m ³	=	cubic metre
m ³ -km	=	cubic metre kilometre
l	=	litre
kl	=	kilolitre
kg	=	kilogram
t	=	ton (1000 kg)
No	=	number
MN	=	Mega Newton
MN-m	=	Mega Newton-metre
%	=	percent
KW	=	kilowatt
KN	=	kilonewton
PC sum	=	prime cost sum
Prov sum	=	provisional sum

- C2.1.15 All rates and sums of money quoted in the Bill of Quantities shall be in Rands and whole cents. Fractions of a cent shall be discarded
- C2.1.16 The item numbers appearing in the Bill of Quantities refer to the corresponding item numbers in the COLTO Standard Specifications for Road and Bridge Works for State Road Authorities. Item numbers prefixed by the letter B refer to payment items described under Part B of the Project Specifications, those with C to payment items described under Part C, and so on for further parts of the project specifications.
- C2.1.17 **The extent of the works contained in the Bill of Quantities is fictitious and only included to obtain a competitive tender for evaluation purposes.** The works will be set out on an “ad-hoc” basis per works assignment. The quantity of works allocated may not necessarily be equal to the value of works contained in the schedule of quantities in this Framework document.

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C2.2: BILL OF QUANTITIES

Payment Item	LIC Items	Description	Unit	Billed Quantity	Rate	Final Amount
13.00		SECTION 1300: CONTRACTOR'S ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS				
B13.01		Contractor's general obligations				
		a) Fixed obligations	LS	1,00		
		b) Value-related obligations	LS	1,00		
		c) Time-related obligations	Months	36,00		
1300		SECTION 1300: CONTRACTOR'S ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS	To Summary Page			

15.00		SECTION 1500: ACCOMMODATION OF TRAFFIC				
B15.01		Accommodating traffic	Month	36,00		
15.03		Temporary traffic control facilities				
	LI	a) Flagmen	Man-day	1 728,00		
		b) Portable STOP and GO-RY signs	No	18,00		
		d) Amber flicker lights	No	30,00		
		e) Road signs, R- and TR- series, (900 mm series)	No	30,00		
		f) Road signs, TW- series	No	30,00		
		g) Road signs, STW-, DTG-, TGS- and TG- series (excluding delineators and barricades)	m2	30,00		
		h) Delineators (DTG 50J) (800 x 200 mm):				
		1) Single	No	500,00		
		2) Mounted back to back	No	500,00		
		i) Moveable barricade/road sign combination (8 m wide road closed type)	No	30,00		
		j) Traffic cones (750 mm high)	No	50,00		
		m) Two-way communication devices	No	4,00		
B15.03		n) Other traffic control measures ordered by the Client.				
		(i) Provision of other traffic control measures	Prov Sum	1,00	100 000,00	100 000,00

		(ii) Handling costs and profit in respect of B15.03(n)(i)	%	100 000,00		
B15.16		Traffic safety officer - Full-time	man-month	36		
B15.17		Penalties for non-compliance with traffic management plans				
		a) Fixed penalty per occurrence	No	1	-5000	-5000
		b) Time related penalty	hr	1	-5000	-5000
1500		SECTION 1500: ACCOMMODATION OF TRAFFIC	To Summary Page			
18,00		SECTION 1800 : DAYWORKS				
B18.01		Labour				
		a) Unskilled labourer	Hr	10,00		
		b) Semi-skilled labour	Hr	10,00		
		c) Skilled labour	Hr	10,00		
		d) Gang leader	Hr	10,00		
		e) Flagman	Hr	10,00		
B18.02		Personnel engaged outside normal working hours				
		1) Outside normal working hours and Saturdays				
		a) Unskilled labourer	Hr	10,00		
		b) Semi-skilled labour	Hr	10,00		

B18.05		c) Skilled labour	Hr	10,00		
		d) Gang leader	Hr	10,00		
		e) Flagman	Hr	10,00		
		2) Sundays and Public Holidays				
		a) Unskilled labourer	Hr	10,00		
		b) Semi-skilled labour	Hr	10,00		
		c) Skilled labour	Hr	10,00		
		d) Gang leader	Hr	10,00		
		e) Flagman	Hr	10,00		
		Transport				
		a) LDV or bakkie - 1 tonner	km	R/O		
		b) Flatbed truck - 7 tonne	km	R/O		
		d) Bus or similar for transporting labour	km	R/O		
1800		DAYWORKS	To Summary Page			
57,00		SECTION 5700: ROAD MARKINGS				
57,01		Road marking paint				
		g) Kerb markings	m2	200,00		
57.02		Retro-reflective road marking paint:				
		a) White lines (broken or unbroken)				
		'1) 100 mm Wide	km	50,00		

		'2) 150 mm Wide	km	10,00		
		b) Yellow lines (broken or unbroken)				
		'1) 100 mm Wide	km	100,00		
		'2) 150 mm Wide	km	20,00		
		'3) 200 mm Wide	km	5,00		
		c) Red lines (broken or unbroken) (150 mm)	km	10,00		
		d) White lettering and symbols	m2	30,00		
		e) Yellow lettering and symbols	m2	30,00		
		f) Transverse lines, painted island and arrestor bed markings (any colour)	m2	20,00		
57.04		Variations in rate of application:				
	R/O	a) White paint	litre	R/O		
	R/O	b) Yellow paint	litre	R/O		
	R/O	d) Retro-reflective beads	kg	R/O		
B57.05		Road studs				
		a) Uni-directional approved road studs				
		i) Yellow	No	250,00		
		ii) White	No	250,00		
		iii) Red	No	50,00		
		b) Bi-directional approved road studs				
		i) Yellow / red	No	R/O		

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SUMMARY OF SCHEDULE OF QUANTITIES

	SCHEDULE A	<u>Estimated amount</u>
1300	CONTRACTOR'S ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS	
1500	ACCOMMODATION OF TRAFFIC	
1800	DAYWORKS	
5700	ROAD MARKING	
	SUBTOTAL A	
	Contingencies - 5%	
	SUBTOTAL 2	
	VAT @ 15 %	
	ESTIMATED CONTRACT SUM	

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CONTRACT		
PART 3 (OF 4) : SCOPE OF WORKS		
ITEM		PAGE
C3.1	Description of the Works	C3.2
C3.2	Engineering	C3.7
C3.3	Procurement	C3.8
C3.4	Construction	C3.9
C3.5	Management	C3.133

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ROAD MARKING SERVICES FOR ALL IN HOUSE CONSTRUCTION PROJECTS

C3.1 : DESCRIPTION OF THE WORKS
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C3.1.1 EMPLOYER'S OBJECTIVES

The Employer's objective is to appoint a contractor for road marking services on roads within the borders of the Eastern Cape Province for a maximum period of three years. The roads will be constructed by the Department of Transport's In-House Construction Team.

For any work to be done on this contract (In-house construction projects), the Employer will issue a bulk purchase order per annum over the duration of this contract which will include, establishment, fixed obligations, time related obligations, traffic accommodation, road marking activities, etc)

Over the three year contract period, the Employer does not guarantee the number of work orders that will be issued nor the minimum total amount of work orders. This contract shall be for services to be rendered as and when required.

Requirements are introduced that certain construction activities must be carried out by hand in terms of the Expanded Public Works Programme (EPWP) and by SMME sub-contractors where practical.

Labour-Intensive Construction

The aim is to provide temporary employment opportunities for the communities in close proximity of the road by introducing labour-intensive construction methods on those items of the work that are suitable to be executed in this manner.

The description of the project contained in the Scope of Work is merely an outline of the Contract Works and shall not limit the work to be carried out by the Contractor under this Contract. Details of some of the major items are given in this section and approximately detailed quantities for each type of work to be carried out in accordance with the Contract Documents are included in the Bill of Quantities.

It is a condition of this contract that the employer reserves the right to limit the expenditure on the works due to possible budget restraints. Should the tender sum exceed the budgeted amount, the scope of the works may be reduced at any time, before or during the contract period, to ensure that the final contract amount does not exceed the budgeted amount.

Should these conditions be applied, such adjustments or limitations shall be deemed to be a variation of the form or quantity of the works or any part thereof in terms of clause 6.3 of the General Conditions of Contract. The validity of the tender, the individual rates or sums tendered shall not be influenced by any such adjustments or limitations and no claim will be considered on the basis of such adjustments or limitations in terms of clause 6.11 of the General Conditions of Contract.

The following sets out the proposed procedure that is to be followed when a Works assignment is required:

Establishment / De-Establishment

All establishment and de-establishment of plant will be paid under dayworks. The km claimed under section item B19.04 for the establishment and de-establishment, **will be limited to a maximum of 150km for each trip.**

Works

The Works will be undertaken in accordance with the relevant standard and project specifications, or as instructed by the Employers Agent. The Contractor is to commence work within 14 days of being instructed by the District Roads Engineer or such a time as agreed to in writing.

Should the Contractor not perform within the specified response and completion times or not conduct the said works with "due diligence", penalties will be applied as set out in Section C3.3.2 and the Department shall have the right to decide not to award any further works assignments to the said contractor.

C3.1.2 OVERVIEW OF THE WORKS (SCOPE)

Road marking activities will ensure that provincial surfaced roads, as well as road reserves are marked to a level of serviceability as set out in the document.

C3.1.3 EXTENT OF THE WORKS

The roads marking work to be performed as part of this Contract mainly consists of the activities listed below to be carried out on that are being executed in Amathole region, OR Tambo region, Chris Hani region and any of the other three regions where In-House Construction is allocated a project. Additional works to minor roads will only be carried out upon specific request from the Client. This list is not necessarily complete nor will it limit the extent of work to be carried out under this Contract.

C3.1.3.1 GENERAL

- Establishment of camps on site
- Accommodation of traffic

C3.1.3.3 ROUTINE MAINTENANCE OF SURFACED ROADS

- Road signs
- Lane marking
- Emergency fencing

C3.1.3.6 MAINTENANCE OF TRAFFIC SIGNS AND ROADSIDE FURNITURE

- Road sign installation, repair and cleaning
- Road sign erection
- Guardrail installation and repair
- Kilometre marker installation / repair

C3.1.4 LOCATION OF THE WORKS

The site comprises of all the provincial roads (unsurfaced) within the Eastern Cape Province.

The term "Site" as defined in the General Conditions of Contract 2015, will comprise the full road reserve width as identified by the District Roads Engineer. The "Site" will also include land not provided by the Employer where equipment and/or materials for use in the permanent works of the contract can be stored and/or stockpiled with the provision that the land selected for this purpose be approved by the Employers Agent. The Contractor must make his own arrangements for the use of such land and must obtain written approval from the owner(s) concerned.

Should it be deemed necessary by the Department, works may be allocated in other Local Municipal Areas or Districts as the one in which this appointment is let.

C3.1.5 TEMPORARY WORKS

C3.1.5.1 SPECIAL WATER HAZARDS CONTROL

It should be noted that certain areas of the Works are fairly low lying and due to blocked and inadequate stormwater control structures, these areas are prone to flooding and ponding during and subsequent to rainy periods.

Therefore, roadworks and trenching / open excavations may also be delayed due to ponding of water and the Contractor will have to allow for various methods of removing ponding stormwater and other de-watering methods to enable a minimum of delay to occur.

C3.1.5.2 OTHER SERVICES (TELKOM, ELECTRICITY, ETC)

Items have been allowed in the Bill of Quantities for dealing with and protecting existing services where they are known.

The Contractor will, however, ensure that prior to construction all the necessary Record Drawings and Way-leaves for all services have been obtained and verified on site by the relevant Service Providers in his presence. The Contractor must request in writing the relevant Official to indicate the said services at least 48 hours prior to commencement of work, after which the responsibility rests with the Service Department if the services are not indicated to the Contractor as requested.

The Contractor shall take whatever extra precautions are required to protect all existing services from damage during the period of the Contract. Any damage to existing services indicated by the relevant service providers or other damage as a result thereof, shall be for the Contractor's account.

C3.1.5.3 SURVEY BEACONS AND BENCHMARKS

The Contractor shall be responsible for the preservation of all land survey, erf or other pegs, benchmarks and beacons. If damage or disturbance of any such pegs or beacons is caused by the operations of the Contractor or his subcontractors the pegs are to be replaced by a Registered Land Surveyor at the cost of the Contractor. Benchmarks will be replaced by the Employers Agent at the Contractor's expense.

Information regarding the position of all such pegs will be made available to the Contractor by the Employers Agent on request.

The Contractor is to ensure that no spoil is placed over an erf peg or benchmarks and that these are adequately protected for the full duration of the Contract.

Where disturbances of boundary pegs is unavoidable due to excavation or other operations adjacent to the pegs, the Contractor shall advise the Employers Agent or his Representative immediately, and agreement is to be reached that the disturbance of the peg is unavoidable and a strict record of such disturbed pegs is to be kept. Such pegs are to be replaced by a Registered Land Surveyor as described above and the Contractor is to submit proof of the cost of replacement of pegs. The Contractor will be reimbursed on a basis pro-rata to the total cost of peg replacement determined on completion of the Works.

C3.1.5.4 TIDYING UP OF THE WORKS

The Contractor shall take note that progressive and systematic finishing and tidying will form an essential part of this contract. On no account shall spoil, rubble, materials, equipment or unfinished operations be allowed to accumulate in such a manner as to unnecessarily be a hindrance to or impede the activities of other contractors or service providers or public. In the event of this occurring, the Employer shall have the right to withhold payment for as long as may be necessary in respect of the relevant works in the area(s) concerned. In this regard, the Contractor's attention is drawn to NEMWA.

Upon completion of the Works or any portion thereof, the ground, fences, gates and any structures that have been interfered with are to be carefully restored to their original condition and all rubbish, tools, tackle, plant and material must be removed so as to leave the Site in a clean and orderly condition. No additional payment shall be made for work set out above.

C3.1.5.5 EMPLOYMENT OF LOCAL LABOUR

The Contractor shall be required to create job opportunities for the duration of each Works assignment for local municipal unskilled and semi-skilled people .

The employment of the above local labour can be included in the local labour which will be employed by the Micro Enterprises.

A “local labourer” is defined as a person who resides in the Local Municipal Area in which the project is based.

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C3.2 : ENGINEERING

C3.2.1 DESIGN SERVICES AND ACTIVITY MATRIX**Works designed by, per design stage :**

Concept, feasibility and overall process

Basic engineering and detail layout to tender stage

Final design to approved for construction stage

Temporary works of Contractor

Preparation of as-built drawings

Employer

Employers Agent

Employers Agent

Contractor

Contractor

C3.2.2 DRAWINGS AND DOCUMENTS

The drawings listed below are attached in order to give an overview of the appointment.

Additional construction drawings will, in terms of Clause 5.9.1 of the General Conditions of Contract (2015), be issued to the Contractor by the Employers Agent /Employer on the commencement date and from time to time as required.

The reduced drawings that form part of the tender documents shall be used for tender purposes only. The Contractor will be supplied with 3 sets of unreduced paper prints of each drawing required for the works assignment free of charge. Any additional prints will be for the account of the Contractor.

Only figured dimensions shall be used and drawings shall not be scaled unless so instructed by the Employers Agent. The Employers Agent shall supply all figured dimensions omitted from the drawings.

Drawing No	Title	
Volume 1	General Conditions of Contract (2015)	To be obtained by Contractor
Volume 2	The Standard Specifications for Road and Bridge Works for State Road Authorities (COLTO 1998 Edition)	To be obtained by Contractor
Volume 3A	This Volume – Tender Advertisement, Tendering Procedures, Returnable Documents, Form of Offer, Contract Data, Pricing Instructions and Schedules of Quantities	To be downloaded
Volume 3B	Scope of Works	To be downloaded
Volume 4	Set of drawings issued with Volume 3 for tender purposes (may be bound in at the back of Volume 3 or issued as a separate volume)	To be downloaded
1109-T-01	Locality Plans	Included in Volume 3
Volume 5	The Routine Road Maintenance Procedures Manual as issued by the Department Roads and Public Works of the Eastern Cape (Version 1, February 2002)	Available at Site Handover Meeting
Volume 6	Regravelling and Road Betterment Procedures Manual (Version 3–Feb 2005)	Available on request from the Employers Agent
Volume 7	Book of Standard Drawings as issued by the Department of Roads and Public Works of the Eastern Cape (dated 08/08/2001)	Available on request from the Employers Agent

C3.2.3 DESIGN PROCEDURES

The Contractor is responsible for the design of all temporary works required for the construction of the permanent works. This includes, inter alia, temporary access roads, trench shoring, dewatering and temporary support systems.

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C3.3 : PROCUREMENT

C3.3.1 PREFERENTIAL PROCUREMENT PROCEDURES**C3.3.1.1 Resources standards**

Refer to the Tender Data in Part T1

C3.3.1.2 Requirements

Refer to the Returnable Documents in Part T2

C3.3.2 PENALTY CALCULATION**C3.3.2.1 Establishment**

Should the Contractor fail to establish within the time agreed to with the Employers Agent, the penalty will be **0.05% of the value of the Work assignment per day**.

C3.3.2.2 Late Completion of the Works

Should the Contractor fail to complete the works within the time agreed to with the Employers Agent, the penalty will be **0.05% of the value of the Work assignment per day**.

C3.3.2.3 Use of SMME Contractors

The contractor shall ensure to commence with SMME subcontracting before exceeding 50% of the contract

If the Contractor fails to subcontract a minimum of 30% of the value of the works assignment to Exempted Micro Enterprises (EMEs), the Contractor shall be liable to the Employer for the amount calculated as a penalty to deter and dissuade the Contractor from committing breach of contract.

The formula to calculate the penalty amount shall be:

Penalty Amount = (The minimum amount to be subcontracted to EMEs / The specified minimum percentage points to be subcontracted to EMEs) x 0.25 x the actual percentage point(s) of the Contract Price the Contractor failed to subcontract in terms of this Clause."

Example:

Contract Price - R 7,500,000.00 (excl. VAT)

Minimum EME Subcontract Amount - 30% of R 7,500,000.00 = R 2,250,000.00

Actual Percentage of Contract Sum Subcontracted to EMEs - 20%

Percentage of Contract Sum the Contractor Failed to Subcontract - 10% deductible from payment certificate.

Penalty Amount = (R 2,250,000.00 / 30) x 0.25 x 10 = R 187,500.00.

C3.3.2.4 Use of Local Labour

The contractor is to source all unskilled labour from the local municipal area where the Works assignment is based. However, if the contractor fails to meet the requirement of creating a minimum of six (6) employment opportunities for locally based persons for the duration of each works assignment or as agreed to by the Department, a penalty of 1,5 * the value of the amount of employment that was not created, calculated at R140.00 per day per person, will be calculated and imposed. This amount will be deducted from the Contractor's payment certificate.

The Contractor is to indicate to the Client via a report certified by their Contracts Manager /Director indicating the payments made to Local Labour and SMME's.

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C3.4 : CONSTRUCTION

C3.4.1 WORKS SPECIFICATION

C3.4.1.1 Applicable Standards

The Standard Specifications for Road and Bridge Works for State Road Authorities (1998 Edition) as prepared by the Committee of Land Transport Officials (COLTO) are applicable to this Contract. It shall however be noted that reference is made in certain of the specifications to other standardised specifications which may or may not be included in this document. Where such specifications are not included, they shall however be deemed to be included in the Contract documents.

The Contractor shall have available for reference on site at all times a full set of the above specifications, together with any other to which they refer. These specifications shall remain the property of the Contractor but shall be made available to the Employers Agent whenever required throughout the duration of the Contract.

In addition the following Particular Specifications that are bound into this document will also apply:

- Section 1800 :Collection & Removal of Debris & Litter
- Section 1900 :Dayworks (provisional)
- Section 9100 :Controlling Vegetation Growth –Cutting
- Section 12000 :Environmental Management Programme implementation
- Section 13000 :Occupation Health & Safety specifications
- Section 15000 : Utilisation of SMME's and Local Labour

C3.4.1.2.1 The term “Project Specifications” appearing in any of the COLTO standardised specifications must be replaced with the terms “scope of work”.

C3.4.1.2.2 The variations and additions to the specifications listed in C3.4.1.2.2 are as follows:

The Standard Specifications for Road and Bridge Works for State Road Authorities 1998, prepared by the Committee of Land Transport Officials, (COLTO), as amended, shall apply to this Contract. The amendments are those issued by COLTO and reproduced below, together with additional amendments as set out herein.

The Routine Road Maintenance and Regravelling, as well as the Road Betterment Procedures Manuals, as issued by the Department of Roads & Public Works of the Eastern Cape will be referred to as a guideline, for the repair / construction and maintenance activities to be conducted under this Contract.

C3.4.2 SITE FACILITIES

C3.4.2.1 Facilities for the Employers Agent

No facilities for the Employers Agent are required. Site meetings will be held in the Contractor's site office or venue agreed upon depending on the Works assignment.

C3.4.2.2 Sanitary Facilities

The Contractor shall supply chemical toilets for use by his employees and temporary workers and shall be entirely responsible for maintaining such toilets in a clean and sanitary condition to the satisfaction of the Employers Agent and the health authorities. The number of toilets shall be based on one toilet per fifteen personnel on site and the Contractor shall make his own arrangements and pay all charges for the removal of sewage.

C3.4.2.3 Contractor's Camp Site

The establishment of all labour, plant and materials on site and all arrangements in this respect is the responsibility of the Contractor.

The Contractor shall provide his own on-site facilities, as agreed to by the Employers Agent at the commencement of each Works assignment. This is to be paid under dayworks rates for each occurrence / establishment.

Before the erection of his camp, office, stores, plant and accommodation units or any facilities, the Contractor shall satisfy the Employers Agent that he is familiar with and has taken due cognizance of any pertinent local by-laws, availability of services and statutory regulations. The Contractor's attention is specifically drawn to the regulations pertaining to the accommodation of labour.

C3.4.2.4 Telephone and Communication Facilities

The Contractor shall provide and maintain a continuous means of on-site communication between his site supervision staff (i.e., the people responsible for the day to day running of the works assignment) and the staff of the Employers Agent.

The Employers Agent and his Representative will use their own cellular and office telephones for this contract. The provision and use of cellular phones for the Contractor's personnel will be for his own cost.

C3.4.2.5 Accommodation for Employees

The Contractor shall make his own arrangements for the accommodation of his employees.

C3.4.2.6 Security

The Contractor shall be responsible for the security of his own personnel and constructional plant, as well as that of the Departmental employees on and around the site of the works and for the security of his camp and laboratory, and no claims in this regard will be considered by the Employer.

C3.4.2.7 Water, Power Supply and other Services

The Contractor shall make his own arrangements concerning the supply of water, electrical power and all other services for use at the site camps, as well as for all construction and maintenance purposes. No direct payment will be made for the provision of water, electrical power and other services. The cost thereof shall be deemed to be included in the rates and amounts tendered for the various items of work.

C3.4.3 FEATURES REQUIRING SPECIAL ATTENTION

C3.4.3.1 Public Safety

The Contractor shall at all times ensure that his operations do not endanger any member of the public, his own personnel as well as the departmentally seconded personnel. All works are to be carried out in accordance with the approved Occupational Health and Safety Plan.

C3.4.3.2 Adjoining Properties

The sites of the Works are surrounded by private properties. The Contractor shall exercise strict control over his employees to ensure that they do not trespass outside the road reserve or interfere in any way with the adjacent owners, tenants and their properties. In addition, the Contractor shall liaise with the owners regarding all matters that may affect them such as the provision of water and the like.

C3.4.3.3 Construction and Maintenance Activities in Confined Areas

It may be necessary for the Contractor to work within confined areas. Except where provided for in the project specifications, no additional payment will be made for work done in restricted areas.

The Contractor must note that measurement and payment will be in accordance with the specified cross-sections and dimensions only, irrespective of the method used for achieving these cross-sections and dimensions and that the tendered rates and amounts shall include full compensation for all special equipment and construction / maintenance methods and for all difficulties encountered when working in confined areas and narrow widths, and at or around obstructions, and that no extra payment will be made nor will any claim for additional payment be considered in such cases.

STANDARD AMENDMENTS TO THE STANDARD SPECIFICATIONS ISSUED BY COLTO

No amendments have been issued.

**PROJECT SPECIFICATIONS REFERRING TO THE STANDARD SPECIFICATIONS AND
ADDITIONAL SPECIFICATIONS**

In certain clauses the Standard Specifications allow a choice to be specified in the Scope of Works between alternative materials or methods of construction and for additional requirements to be specified to suit a particular contract. Details of such alternatives or additional requirements applicable to this Contract are contained in this part of the Scope of Works. It also contains some additional specifications required for this particular Contract.

The number of each clause and each payment item in this part of the Scope of Works consists of the prefix B 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 a new 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 B followed by a new number. The new numbers follow on the last clause or item number used in the relevant Section of the Standard Specifications.

SECTION 1100	DEFINITIONS AND TERMS
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Add the following additional clauses:

“B1156 ACCEPTANCE CONTROL

Acceptance control means whatever testing the Employers Agent carries out over and above the process control testing already carried out in order to decide on the acceptability of any work submitted by the Contractor. Such testing will be carried out at the cost of the Employer in a laboratory approved by him.

B1157 COMMERCIAL SOURCE

An off-site source of materials chosen by the Contractor will also be viewed as a commercial source. The Contractor shall take full responsibility for the quality of all materials and services supplied from commercial sources.

B1158 PROCESS CONTROL

Process control means all testing required to be carried out by the Contractor on the works in order to ensure that the completed permanent works comply with the specifications and drawings. All such testing will be subject to inspection and approval by the Employers Agent.”

SECTION 1200: GENERAL REQUIREMENTS AND PROVISIONS

B1204 PROGRAMME OF WORK

Insert the following before the first paragraph:

"A programme in accordance with the precedence method shall be provided showing the various activities in such detail as may be required by the Employers Agent. The programme shall be updated monthly in accordance with the progress made by the Contractor.

Failure to comply with these requirements will entitle the Employers Agent to apply a programme based on his own assumptions for the purpose of evaluating claims for additional compensation."

B1206 SETTING OUT OF THE WORKS AND PROTECTION OF BEACONS

In second line of first paragraph, replace Clause 14 with 4.1.2, 4.5, 4.15 and 4.15.3 of SANS 1921-1.

B1207 NOTICES, SIGNS AND ADVERTISEMENTS

Replace the second paragraph with the following:

Contract nameboards shall be erected and maintained for the duration of the works assignment at points to be indicated by the Employers Agent. Details of the contract nameboard are provided in the standard drawings, whilst a layout of the identity boards are included with the tender drawings."

Delete the final paragraph and replace with the following:

"All signboards erected in accordance with the drawings or as approved by the Employers Agent, shall be removed at the same time as the Contractor's de-establishment.

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B1209 PAYMENT**(b) Rates to be inclusive**

In the 3rd line, after the word "quantities", insert "together with the payment of VAT as a separate item,"

(f) Materials on Site

In the first line of the first paragraph, delete "Clause 52" and replace with "Clause 6.10.1".

Add the following sub clause:

"(g) Trade names

Where materials are specified under trade names, tenders must be based on those specified materials."

B1210 CERTIFICATE OF PRACTICAL COMPLETION OF THE WORKS

Insert the following:

In the fourth line of the first paragraph, delete "Clause 54" and replace with "Clause 5.14".

Add the following paragraph:

"Only a Certificate of Completion will be issued on successful completion of all works assignments at the completion of the 36 month appointment period."

B1214 CONTRACTOR'S ACTIVITIES IN RESPECT OF PROPERTY OUTSIDE THE ROAD RESERVE AND OF SERVICES MOVED, DAMAGED OR ALTERED

Add the following to the first paragraph of subclause (d)(ii)

"This is also required with respect to fences, gates, camp sites, bypasses and material spoiled on private property."

Add the following after subclause (e)

"These written statements, as required in Clause 1214(b)-(e) shall be handed to the Employers Agent before the final certificate will be issued."

B1215 EXTENSION OF TIME RESULTING FROM ABNORMAL RAINFALL

Delete the clause and replace with the following:

"There will be no extension of time on this contract due to abnormal rainfall due to the contract being a fixed term maintenance contract."

B1217 PROTECTION OF THE WORKS AND REQUIREMENTS TO BE MET BEFORE CONSTRUCTION OF NEW WORK ON TOP OF COMPLETED WORK IS COMMENCED

In second line of first paragraph, replace "Clause 35" with "Clause 8.2".

B1229 SABS CEMENT SPECIFICATIONS

Add the following to this subclause:

"Where reference is made in this specification or the Standard Specifications to the cement specifications, e.g. SABS 471: Portland cement and rapid hardening Portland cement, it shall be replaced with the new specification:

SANS 50197-1 "Cement composition, specifications and conformity criteria Part 1: Common cements."

Furthermore, where reference is made in this specification or the standard specification to a different cement type, the following names will apply and the Employers Agent will confirm the relevant new name from the table overleaf:

AFRISAM		Limpopo	Mpumalanga	Gauteng	Free State	KZN	Eastern Cape	NW Province	Northern Cape	Western Cape	Lesotho	Botswana	Namibia	Swaziland
CEM I	52,5R	RHC	RHC	RHC	RHC		RHC	RHC	RHC		RHC	RHC	RHC	RHC
CEM II A-M	42,5R	HSC	HSC	HSC	HSC	HSC	HSC	HSC	HSC		HSC	HSC	HSC	HSC
CEM II B-L	32,5R				APC		APC		APC		APC		APC	
CEM II B-L	32,5N				RS		RS		RS		RS		RS	
CEM III A	42,5N			EBC										
CEM IV B-V	32,5R													APC
CEM V A	32,5R	APC	APC	APC	APC			APC				APC	APC	
CEM V A	32,5N	RS	RS	RS	RS			RS				RS	RS	

APC = All Purpose Cement

HSC = High Strength Cement

RHC = Rapid Hard Cement

EBC = Eco Building Cement

RS = Roadstab Cement

LAFARGE		Limpopo	Mpumalanga	Gauteng	Free State	KZN	Eastern Cape	NW Province	Northern Cape	Western Cape	Lesotho	Botswana	Namibia	Swaziland
CEM II A-V	52,5N	Rapidcem/ Fastcast	Rapidcem/ Fastcast	Rapidcem/ Fastcast	Rapidcem/ Fastcast	Rapidcem/ Fastcast		Rapidcem/ Fastcast	Rapidcem/ Fastcast					
CEM II A-V	42,5R					Powercrete Plus								
CEM II A-M (V-L)	42,5R	Powercrete Plus	Powercrete Plus	Powercrete Plus	Powercrete Plus	Powercrete Plus	Powercrete Plus	Powercrete Plus	Powercrete Plus		Powercrete Plus	Powercrete Plus	Powercrete Plus	Powercrete Plus
CEM II B-M (V-S)	32,5N	RoadCem	RoadCem	RoadCem	RoadCem	RoadCem		RoadCem	RoadCem					
CEM IV A-V	32,5R					Buildcrete/ Civilcrete								
CEM IV B-V	32,5R	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/		Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/	Buildcrete/ Civilcrete/

NPC-Cimpor		Limpopo	Mpumalanga	Gauteng	Free State	KZN	Eastern Cape	NW Province	Northern Cape	Western Cape	Lesotho	Botswana	Namibia	Swaziland
CEM II B-S	42,5N					Plus	Plus							
CEM II B-M (S-V)	42,5N					Plus	Plus							
CEM II A-L	32,5R					Plus	Plus							
CEM II B-L	32,5N					Pro/Build	Pro/Build							
CEM II B-L	32,5R					Pro-R	Pro-R							
CEM III A	32,5N					Pro/Build	Pro/Build							
CEM V A (S-V)	32,5N					Pro/Build	Pro/Build							
MC	22,5X					Masonry	Masonry							

PPC		Limpopo	Mpumalanga	Gauteng	Free State	KZN	Eastern Cape	NW Province	Northern Cape	Western Cape	Lesotho	Botswana	Namibia	Swaziland
CEM I	52,5N	OPC	OPC	OPC	OPC	OPC	OPC	OPC	OPC	OPC	OPC	OPC		OPC
CEM II A-L	42,5N						Surebuild							
CEM II B-L	42,5N	Surebuild	Surebuild	Surebuild	Surebuild	Surebuild		Surebuild	Surebuild		Surebuild	Surebuild		
CEM II B-V	42,5N		Surebuild	Surebuild		Surebuild								Surebuild
CEM II B-M	42,5N	Surebuild	Surebuild	Surebuild	Surebuild	Surebuild	Surebuild		Surebuild	Surebuild				
CEM II B-V/M	32,5R											Botcem		

Add the following new clauses:

B1230 DAILY RECORDS

The Contractor shall furnish the Employers Agent daily with records of work executed by him for each activity. The records shall include information such as description, location, measurement, plant and labour hours, where applicable, and all other information the Employers Agent may require for the record and measurement purposes, in accordance with the reporting forms included in Appendix C attached to this Volume.

No separate payment items will be scheduled for the administrative costs incurred by the Contractor to provide the Employers Agent with the activity sheets and other information that will be required. These costs will be deemed to be inclusive of the rates tendered for the works.

B1232 COMMUNITY LIASON OFFICER (CLO)

The Community Liaison Officer (CLO) is to be selected by the Project Steering Committee (PSC) / Local Council and the Employer (through his agent) and appointed by the Contractor. The Contractor shall, however, accept the appointment as part of his management personnel.

The duties of the CLO will be:

- To be available on site daily during normal working hours and at other times as the need arises. His normal working day and his period of employment will be mutually agreed upon by the Employer and the Employers Agent accordingly.
 - To determine, in consultation with the Contractor, the needs of the local labour/SMMEs for relevant training if so required.
- To communicate daily with the Contractor and the Employers Agent to determine the labour/SMME requirements regarding numbers and skill, to identify possible labour disputes and to assist in their resolution.
 - To attend all meetings in which the community and/or labour is present or is required to be represented. In particular, he will attend the first part of the monthly/site meeting to report on the local community involvement.
 - To inform local labour of their conditions of temporary employment and to inform local labourers as early as possible when their period of employment will be terminated.
 - To attend disciplinary proceedings to ensure that hearings are fair and reasonable.
 - To keep a daily written record of his interviews and project liaison conducted.
 - All such other duties as agreed upon between all parties concerned.

A payment item has been allowed for in the Bill of Quantities for the payment of the CLO.

B1233 COMMUNITY PARTICIPATION

To give effect to the need for the participation and transparency in the process of delivering services, the community should participate in the decision-making process throughout the duration of the project. This shall be achieved through structured engagement between those responsible for the delivery of the project and the community.

A Project Steering Committee (PSC) which will be voluntary organizations shall be formed from representatives of the Roads Forum, the Employer, the Employers Agent, the Contractor and interested and affected parties. The PSC shall meet at least once every month.

The PSC shall make decisions and recommendations by consensus for the consideration and final approval of the Employer.

The tasks of the PSC will be to:

- Identify problems and opportunities that result from the location, construction, and operation of the roads.

- Participate in the prioritization process of the works in the development of the Maintenance Plan which will form the basis of the Construction Programme.
- Keep the community informed of all decisions taken and revisions relating to the Construction Programme.
- Keep the community informed with regards to progress being made monthly.
- To assist with community liaison and resolution of non-contractual disputes.
- To devise fair and transparent procedures that will assist the Contractor in the engagement of labour.

B1234 UNSCHEDULED RELOCATION OF MAINTENANCE TEAMS DUE TO UNFORESEEN REASONS

The Employers Agent may instruct the Contractor to transfer a specific maintenance team or a group of teams, to a new location within the project area which does not comply with the approved programme due to unforeseen reasons. Where the team or teams need to be re-established and moved to a site over a distance exceeding fifty (50) kilometres, the Contractor shall be compensated, at dayworks rates, for his plant and labour costs to relocate the specified teams accordingly.

These costs are to be agreed to by the Employers Agent and Employer prior to relocation commencing.

B1235 PROVIDING CONTRACT MANAGEMENT TO THE HOUSEHOLD CONTRACTORS LOCATED WITHIN THE LMA

The Eastern Cape Department of Roads and Transport is responsible for the Household Contractor Maintenance Programme.

The Household Contractor Maintenance Programme is aimed at poverty alleviation through community households located along certain roads as indicated in the Table below, who conduct basic road maintenance functions such as pothole repair and culvert cleaning.

It is the Employer's intention that the provision of Contract Administration, Quality Control, Preparation of Reports and General Management of the programme be conducted by one full time foreman provided by the Main Contractor. The foreman is also required to provide the community contractors with basic training on how to conduct the said maintenance works to Departmental standards.

B1239 MEASUREMENT AND PAYMENT FOR CERTAIN GENERAL ITEMS

Payment will be made under this Section for certain temporary work items as follows:

Item	Unit
B12.01 Community Liaison Officer	
(a) Community Liaison Officer cost	provisional sum
(b) Monthly transport allowance for CLO	provisional sum
(c) Remuneration of PSC representatives from the community to attend official meetings	provisional sum
(d) Handling costs and charges for Contractor for items (a) (b) and (c)	percentage (%)

A provisional sum is provided for the cost of community liaison, which will include the salary of the Community Liaison Officer for the duration of the works assignment. The Community Liaison Officer may possibly not be required on a full-time basis.

Provisional sums are also allowed for the monthly transport allowance for the CLO, as well as for the payment of PSC members for attending official meetings as scheduled by the Employers Agent. All the above provisional sums will only be expended as instructed by the Employers Agent and approved by the Employer.

The percentage tendered for handling costs and charges shall cover all additional costs for the Contractor over and above the sums paid under sub items (a), (b) and (c)."

Item	Unit
B12.11 Providing Contract Management to Household Contractors within the LMA	month

The unit of measurement shall be per month or pro rata of 21 days for which the Foreman provides the function of Contract Administration, Quality Control, Preparation of Reports and General Management of the programme as well as training.

The tendered rate shall include for full compensation for all overheads, one full time foreman, one LDV and any other incidentals that may be required to provide the above service complete.

Item	Unit
B12.12 Supply and installation of Contract Name Boards	 No.

The unit of measurement shall be per number of contract name boards erected.

The tendered rate shall include for full compensation for all overheads including the supply, handling and erection of the contract name boards complete with poles as per the detail attached in Annexure A.

SECTION 1300 :	CONTRACTOR'S ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS
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B1303 PAYMENT

B13.01 The Contractor's general obligations

Add the following:

"References to Clause 49 must be amended to read Clause 6.8.1"

"References to Clause 53 must be amended to read Clause 6.11"

Add the following:

The Scope shall also include the requirements of the Occupational Health and Safety specifications and relevant payment items contained in the tender documentation.

Add the following to subclause (i):

"Sub item 13.01(a) (establishment of plant and site camp) as set out in COLTO will be paid for under the dayworks section (Section 1900). The scope of works / establishment will be agreed in writing with the District Roads Engineer at the commencement works assignment."

"Sub item 13.01(b) The unit of measurement is percentage (%). The value related component will be paid for as a percentage of the portion of works agreed to by the Employers Agent and Contractor at the commencement of the works assignment. This will be paid on a monthly basis only while the works is being undertaken."

"Sub item 13.01(c) The unit of measurement is month. The time related component will be paid for based on different values of works. The cost thereof is to include full compensation for any insurances, supervision, running costs and the likes. Payment will only be made for each month or portion thereof when the Contractor is physically on site. No payment will be made for durations when no works assignment is allocated."

SECTION 1400 :	HOUSING, OFFICES AND LABORATORIES FOR THE ENGINEER'S SITE PERSONNEL
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B1402 OFFICES AND LABORATORIES

(b) Offices

No offices will be required by the Employers Agent.

(c) Laboratories

"No on-site laboratories are required. The Contractor may make use of SANAS accredited laboratories for all his process control testing."

SECTION 1500 :	ACCOMMODATION OF TRAFFIC
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B1501 SCOPE

Add the following:

Certain parts of the work to be carried out under this section may be reserved for selected sub-contractors.

"This section also covers the provision of additional information signs for motorists and releasing any notices to the media and public.

It is a condition of this contract that traffic is accommodated taking into account the provisions of the latest edition of the South African Road Traffic Signs Manual (SARTSM). The latest version for use in the accommodation of traffic is Volume 2, Chapter 13 of the June 1999 edition.

Copies of this publication are available from Government Printers attention Anna Steyn Tel. (012) 334-4500, e-mail: asteyn@print.pwv.gov.za"

B1502 GENERAL REQUIREMENTS**(a) Safety**

Add the following at the end of the second paragraph of this subclause:

"The entire site will be handed over to the Contractor and he is responsible for the accommodation of traffic thereon. The Contractor may only occupy such areas on the site in accordance with the approved construction programme or as approved by the Employers Agent.

The Contractor shall submit a programme for the accommodation of traffic to the Employers Agent for approval."

f) Approval of temporary deviations

Add the following:

"If, after any temporary deviation has been constructed, any changes which are considered necessary or desirable, the proposal shall be submitted to the Employers Agent for his approval."

(i) Traffic Safety Officer

Add the following after the second paragraph:

"The Contractor shall submit a CV of the candidate to the Employers Agent for approval before the Traffic Safety Officer is appointed. The Traffic Safety Officer shall be made available to discuss road safety and traffic accommodation matters whenever required by the Employers Agent. This Traffic Safety Officer shall not be the same person as the Construction Health and Safety Officer contemplated in Part C of this specification. If a Traffic Safety Officer is found to be incompetent by the Employers Agent, the Employers Agent will instruct the Contractor to remove and replace him with a competent person. The Traffic Safety Officer will report to the Construction Health and Safety Officer"

At the end of the subclause add the following:

"The duties of the responsible persons shall include liaison with the relevant traffic authorities and in the event of an accident on the section of road under construction, the Traffic Safety Officer or his assistants shall be responsible for contacting the traffic authority and South African Police Service."

Replace sub-sub-clauses (ii) and (iii) with the following:

"(ii) Record on neat and dimensioned sketches and submit to the Employers Agent the position and sign reference number where applicable of each sign, barricade, delineator, cone, amber flicker light, guardrail and permanent or temporary painted road marking feature. The

position of each of the above-mentioned signs and road marking features shall be adequately referenced to identifiable permanent features located along the site of the works.

These records shall also show the date and time at which the recorded traffic accommodation features are certified correct by the traffic safety officer, and shall be signed by the traffic safety officer before being submitted to the Employers Agent.

The records shall be amended whenever changes are made in the field and the amended detailed sketches shall be submitted to the Employers Agent. Such amendments shall record the position(s) of flagmen and stop/go control men and their associated traffic accommodation equipment wherever they are used.

- (iii) Personally inspect the position and condition of each traffic accommodation feature on the whole site of works at least twice each day at 9h30 and at 16h30, to record all irregularities discovered and the remedial action taken, and to sign off as correct and submit to the Employers Agent such record sheets by the middle of the next working day at the latest. The traffic safety officer shall keep a duplicate book for this specific purpose. The provision of daily photographs is advisable.

The traffic safety officer shall also submit the daily labour returns of flagmen, stop/go and traffic signal control men employed, with this report.

Add the following sub-clauses:

- “(i) The traffic safety officer shall be equipped with a cellular telephone and shall have a vehicle and sufficient labourers at his disposal 24 hours a day, including special non-working days and shall not be available for other duties. He shall be directly answerable to the Contractor’s site agent.

The traffic safety officer shall have a direct line of communication with the police and traffic officers responsible for the area within the limits of the contract at all times. The provision of the road safety vehicle, driver, sufficient labourers and the cost of the cellular telephone shall be deemed to be included in the tendered rates.”

- “(x) Ensure that all obstructions related to the Contractor’s activities be removed before nightfall, where applicable or as instructed by the Employers Agent and that the roads are safe for night traffic.
- (xi) Be responsible for implementing actions requested in writing by the traffic authorities with regard to the work to be carried out and be responsible for the erection and maintenance of all traffic signs necessary for the accommodation of traffic.
- (xii) In the event of an accident, the traffic safety officer shall record details of the accident in a written report accompanied by photographs and a neat sketch plan which show identifiable permanent features, relevant dimensions and the position of all temporary road signs, barricades, delineators and other devices used for traffic accommodation. The traffic safety officer is also to record the GPS coordinates of the accident scene.”
- (xiii) Also ensure full compliance with all the requirements of the Occupational Health and Safety Act and Construction Regulations (2014) which may pertain to the accommodation of traffic.
- (xiv) Keep the responsible Traffic Police fully informed with regard to any changes in the accommodation of traffic planned by the Contractor due to construction activities.”

Add the following sub-clauses:

(j) Failure to comply with provisions for the accommodation of traffic

Failure or refusal on the part of the Contractor to take the necessary steps to ensure the safety and convenience of the travelling public, accommodation of traffic, and the provision of plant and personnel in accordance with these specifications or as required by statutory authorities or ordered by the Employers Agent, shall be sufficient cause for the Employers Agent to apply penalties as follows:

Work related Penalties

A fixed penalty of **R500** per occurrence shall be deducted for each and every occurrence of non-compliance with any of the requirements of Section 1500 of the Standard Specifications and Section B1500 of the Scope of Works.

In addition a time-related penalty of **R300** per hour over and above the fixed penalty shall be deducted for non-compliance to rectify any defects in the accommodation of traffic within the allowable time after an instruction to this effect has been given by the Employers Agent. The Employers Agent's instruction shall state the allowable time, which shall be the time in hours for reinstatement of the defects. Should the Contractor fail to adhere to this instruction, the time-related penalty shall be applied from the time the instruction was given.

Health and Safety related Penalties

Penalties in respect of Occupational Health and Safety related issues are as per the table in Section 13000 of this document.

(k) Site personnel

The Contractor shall ensure that all his personnel, excluding those who are permanently office bound, are equipped with reflective safety jackets and that these are worn at all times when working on or near to the travelled way.

Any person found not wearing a reflective jacket under these circumstances shall be removed from the site until such time as he is in possession of and wearing a reflective jacket. Furthermore the above penalties will also be applied. Reflective safety jackets shall be kept in good condition and any jackets that are, in the opinion of the Employers Agent, ineffective shall be immediately replaced by the Contractor.

(l) Use of the road by the public

The Contractor shall plan and conduct his activities so as to bring about the least possible disruption to the traffic on the roads on which he works. The Contractor shall deal with deliberate courtesy and understanding in any discussions or disputes at all points of contact with the travelling public.

(m) Extension of time for completion

No delays caused by the requirement that public traffic be accommodated during the construction of the works and that traffic flows be maintained as specified will be regarded a reason for an extension of time in terms of the general conditions of contract.

(n) Provision of safety equipment for the Employers Agent

The Employers Agent shall be provided with the following traffic safety equipment:

- (i) Amber rotating flashing lights for mobile use which shall be approved by the Employers Agent.

The Contractor shall provide the Employers Agent and the Representative with amber rotating warning lights. All lights shall be operational whenever the vehicles operate within the road reserve. All lights shall have a minimum height of 200 mm and 50 watt output, be of the revolving reflector type and shall have a magnetic base, flexible cable and a connection suitable for insertion into a 12V automobile cigarette lighter socket.

- (ii) Maintenance sticker

The Contractor shall supply the Employers Agent and the Representative with magnetic "maintenance" stickers. The stickers must read "CONSTRUCTION VEHICLE" in 170 mm letters on a yellow retro-reflective background.

(iii) Safety jackets

The Contractor shall provide the Employers Agent, the Representative and visitors with safety jackets for moving around on site. The jackets shall be of an approved type, orange in colour and shall be to the approval of the Employers Agent. The Contractor is to allow for fifteen jackets.

(iv) Hard hats

The Contractor shall provide the Employers Agent and visitors with hard hats for moving around on site where they may be required. The Contractor is to allow for fifteen hard hats.

No additional payment will be made for the above items and the costs will be deemed to be inclusive in the establishment costs."

(o) Flagmen

Where required by the Employers Agent, flagmen shall be provided for the control of traffic at lane closures and road accidents if and when they occur.

Flagmen shall be adequately trained in the standard flagging techniques as described in the South African Road Signs Manual (Volume 2, Chapter 13) on Figure 13.23 (Detail 13.23.1) and be provided with conspicuous clothing such as safety jackets utilising retro-reflective and/or fluorescent panels in red, yellow and / or white.

Flagmen shall have in their possession, at all times, certification that they have attended and passed an accredited course in flagging techniques before being allowed onto the construction site.

Flags shall be made from bright red or red-orange material and shall be square with a minimum side length of 600 mm. The flag shall be attached to a staff at least 1,0 m in length.

Flagmen shall be placed at positions as shown on the drawings or as directed by the Employers Agent. Such positions shall be a sufficient distance from the work areas to allow vehicles to slow down before entering the work area but not so far away that the drivers tend to increase speed before entering the work areas. The minimum requirement shall be one flagman at the start of each closure.

During the daytime, at least two flagmen shall be provided at each traffic control point in addition to the STOP/GO sign operator, one flagman at the 80 km/h sign and a second roving flagman to indicate to the traffic at the end of the queue to stop.

At night time at least one roving flagman equipped with a Stromberg Lightman xenon strobe, or similar approved, and a torch is required at each traffic control point as well as the traffic light operator. Where the shoulder of the road is closed to traffic, a flagman shall be provided at the leading end of the closure during daytime. This flagman shall be provided at the 80-km/h sign to warn the traffic about the closure. No flagman shall be on duty for a period of more than 10 hours per day. The traffic control site shall be well lighted at night with at least one floodlight positioned so as to illuminate the area and not shine into the oncoming traffic.

In terms of lateral clearance and safety, flagmen shall stand on the shoulder of the lane of traffic that is being controlled and under no circumstances shall flagmen be permitted to stand within the traffic lane. In order to obtain maximum visual impact for the travelling public, flagmen shall stand-alone.

(p) Access to the works

The Contractor's plant and equipment shall not stop on the trafficked carriageway except to unload or load traffic control facilities."

B1503 TEMPORARY TRAFFIC-CONTROL FACILITIES

Replace the first sentence of the first paragraph with the following:

"The Contractor shall provide, erect and maintain the necessary traffic-control devices, road signs, channellisation devices, barricades, warning devices and road markings (hereinafter referred to as traffic-control devices) in accordance with these special provisions and as shown on the drawings and in the SARTSM and remove them when no longer required. It shall be incumbent upon the Contractor to see to it that the abovementioned traffic-control devices are present where required at all times and are functioning properly, and he shall replace any that have been damaged, lost, stolen or obliterated at his own cost."

Delete the last sentence of the second paragraph and substitute the following:

"Traffic-control devices no longer required at the site of a deviation or a lane closure shall be moved for re-use. Traffic-control devices lost or damaged by the Contractor shall be replaced at his own cost."

Replace the third paragraph with the following:

"The type of construction, spacing and placement of traffic-control devices shall be in accordance with the latest edition of the South African Roads Traffic Signs Manual (SARTSM). The recommended arrangements of the traffic control devices illustrated and/or drawings shall not be departed from without prior approval of the Employers Agent. The arrangements expected to be most commonly used on this contract are shown in the Routine Road Maintenance Procedures Manual of the Department of Roads and Public Works of the Eastern Province.

The details shown for spacing and placement of traffic-control facilities may however, be revised at the discretion of the Employers Agent where deemed necessary to accommodate local site geometry and traffic conditions."

(a) Traffic-control devices

Add the following to this Subclause:

"Flagmen shall be provided at all access exit points to the working areas."

Add the following new paragraph:

"The Contractor shall be responsible for the removal of all litter at the traffic control points on a daily basis to an approved dumping site."

(b) Road signs and barricades

Add the following after the second paragraph of this Subclause:

"The Contractor shall be responsible for the protection and maintenance of all signs, and shall at his own cost replace any that have been damaged, or lost, or stolen.

All temporary road signs required to remain in position for some time shall be pole mounted as shown on the drawings. All temporary road signs required to be moved more often shall be mounted on portable supports for the easy moving of signs to temporary positions. The only permitted method of ballasting the sign supports shall consist of durable sandbags filled with sand of adequate mass to prevent signs from being blown over by wind. The cost of the sandbags shall be included in the monthly rate for accommodation of traffic.

Temporary road signs and channelization devices shall be manufactured in accordance with the South African Road Traffic Signs Manual (Volume 2, Chapter 13) of June 1999 and arranged along the road as shown on the drawings and in the Manual.

Add the following paragraphs:

"All road signs shall be new or approved by the Employers Agent as new in accordance with the specifications. The Contractor shall have available on site sufficient extra road signs, barricades and delineators to replace items that have become defective or missing.

The Contractor shall be responsible for the protection and maintenance of all signs, and shall take all reasonable measures to ensure minimum damages to signs and other traffic control devices.

The covering of permanent road signs, if applicable, shall be by first utilising a hessian bag, which shall be pulled over the sign in the form of a hood and fastened to the signposts. Plastic bags or other materials fastened by means of adhesive tape shall not be permitted. The cost of covering of permanent road signs shall be included the monthly rate for accommodation of traffic.

All temporary road signs required to remain in position for some time shall be pole mounted as indicated on the drawings. All temporary road signs required to be moved more often shall be mounted on portable supports for the easy moving of signs to temporary positions. The only permitted method of ballasting the portable sign supports shall consist of durable sand bags filled with sand of adequate mass to prevent signs from being blown over by wind.

No work may proceed on any section where accommodation of traffic is required until such time as the relevant requirements with regard to sign posting and other detail shown on the Contractor's drawings are met and approved by the Traffic Safety Officer in writing."

(c) Channelisation devices and barricades

Add the following:

"The start of barricades shall be positioned such that a minimum sight distance of 150m, measured at a height of 1,05m from the road surface, is obtained.

Drums shall not be used as channelization devices.

Delineators shall:

- (i) comply with the manufacturing and reflective requirements of the SARTSM and the blades shall be reversible
- (ii) have smooth and round edges, be mounted on a post and base and all components shall be of durable plastic material;
- (iii) have the lower edge of the reflective part mounted not lower than 250 mm above the road surface;
- (iv) be capable of withstanding the movement of passing vehicles and gusting winds up to 80 km/h in typical working conditions without falling over. To achieve this, the base shall be at least 0,18 m² and ballasted by sandbags filled with sand;
- (v) together with its mounting be designed such that it will collapse in a safe manner under traffic impact and
- (vi) where work is not taking place in a section closed half width to traffic, the delineators shall be moved laterally back to the edge of the work area to provide a wider space for traffic."

No traffic cones are to be utilised."

(e) Warning devices

Add the following:

"All construction vehicles and plant used on the works shall be equipped with rotating amber flashing lights and warning boards as specified. All vehicles and plant, before being allowed onto the site, shall obtain a clearance permit from the Employers Agent.

Rotating lights shall have an amber lens of minimum height of 200 mm and shall be mounted in such a way as to be highly visible from all directions. The lights on construction vehicles shall not be switched on while vehicles are being operated on unrestricted sections of a public road, but shall be switched on while construction vehicles are operating within the accommodation of traffic area, as the vehicles decelerate to enter a construction area, or as the vehicles accelerate to the

general speed when entering the road from a construction area. Lights on plant shall operate continuously while the plant is working alongside sections of road open to public traffic

All LDV's and cars operating on site shall also be equipped with rotating amber flashing lights which shall be placed so as to be highly visible and operated continuously while the vehicles are manoeuvring in or out of traffic or is travelling or parked alongside roads open to public traffic.

Rotating lights and the "Maintenance Vehicle" signs on the Contractor's and Employers Agent's vehicles and plant shall not be paid for separately.

The Contractor shall apply and maintain lights together with temporary mounting brackets, to the approval of the Employers Agent. Vehicles and plant that do not comply with these requirements shall not enter the site.

Add the following sub-clauses:

(g) Other traffic control measures ordered by the Employers Agent

The Employers Agent may instruct the Contractor to provide any other road sign, reflective tape, etc. Such road signs shall conform to the requirements of the South African Road Traffic Signs Manual, or specification provided by the Employers Agent.

Similarly, in order to ensure that the travelling public is kept fully informed and warned on matters relating to the accommodation of traffic, construction sign posting and the effect of the construction on the flow of traffic through the site, the Employers Agent may arrange for advertising in the press and/or for other forms of publicity.

B1504 WIDTH AND LENGTH OF TEMPORARY DEVIATIONS

Replace "10m" and "5m" in the first paragraph with "3m" and "2m" respectively.

Replace the second paragraph with the following:

"Where the existing road is constructed in half widths or in full width with single direction traffic, the roadway width for accommodating one-way traffic shall be at least 3,2 m wide. The length of the half-width construction or full width construction with single direction traffic controlled by STOP and GO/RV signs shall not exceed 2,0 km.

The traffic shall be single direction controlled by STOP and GO/RV signs during daytime and temporary traffic signals at night as agreed by the Employers Agent."

B1506 EARTHWORKS FOR TEMPORARY DEVIATIONS

Add the following to this Clause:

"Wherever possible and as agreed by the Employers Agent topsoil shall be stripped off the area required for deviations. The topsoil shall be stockpiled in accordance with the specifications for later re-use to re-instate the deviations."

B1517 MEASUREMENT AND PAYMENT

Delete the contents of this clause and replace with the following:

"Accommodation of traffic will not be paid for separately and any costs associated with it, unless expressly stated and allowed for, must be included in the rates of the various items where accommodation of traffic is required."

SECTION 1800 :	COLLECTION AND REMOVAL OF DEBRIS AND LITTER
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B1801 SCOPE

B1802 EXECUTION OF WORK

B1803 QUALITY STANDARD

B1804 MEASUREMENT AND PAYMENT

B1801 SCOPE

This section covers the work involved in collecting and removing of all foreign articles, debris, litter, posters and illegal signs in the road reserve, roadside stopping places lay byes, as well as the replacing of damaged facilities and emptying of rubbish bins at all these areas.

The Routine Road Maintenance Procedures Manual (RRMPM) of the Department of Roads & Public Works of the Eastern Cape provides a guide on how to conduct the works as indicated below.

B1802 EXECUTION OF WORK

The Contractor shall be responsible for keeping the road reserve clear of all foreign articles, which *inter alia*, shall include litter, branches, stones larger than 75 mm, tyres and stripped tyre treads, posters, illegal signs, animal carcasses and the like.

(a) Dumping sites

All material cleared from the road reserve shall be disposed of at approved dumping sites. The payment of fees and charges associated with the dumping sites shall be the responsibility of the Contractor and be deemed to be inclusive of the applicable rates.

The location of dumping sites shall be the responsibility of the Contractor. Written approval from the landowners or local authorities on whose property the dumping occurs will be required. No dumping sites will be permitted within the road reserve area.

(b) Removal of litter and debris

The Contractor will, as ordered by the Employers Agent, inspect and remove all foreign articles, debris, rubbish and litter from the full road and road reserve areas, including the road pavement, lay byes, side drains, all drainage grids and structures and bridge drainage ports and scuppers. This shall also include the emptying of rubbish bins and cleaning of all containers, benches and tables.

The Contractor shall provide sufficient plastic bags and the necessary equipment such as sharp pointed steel rods for picking up plastic bags and paper items. The Contractor must ensure that all bottles, tins, etc hidden by the grass and shrubs, are removed. Work shall be undertaken progressively along the road reserve.

Litter shall be collected on one side of the road in one day before crossing to the opposite side to reduce the number of crossings over the road.

The rubbish bag collection vehicle shall travel off the surfaced width of the road as far as possible and bag collection operation shall be organised in such a way that filled bags left on the side of the road do not have to be carried across the road to the vehicle. Full bags shall not be left on the side

of the road overnight. No dumping sites will be permitted within the reserve area and the Contractor shall be responsible for removing the filled bags to the nearest approved dumping site.

(c) Road Inspections

The Contractor, while traveling the road network to conduct maintenance / construction activities, shall remove all foreign articles from the carriageway, which shall include, *inter alia*, any debris, spilt loads, concentrated piles of refuse, animal carcasses (to be buried at an approved site using approved methods), branches, trees, dangerous objects, stripped tyre treads and accident debris.

All foreign articles shall be loaded and carted away by the Contractor, and spoiled at an approved tip site. Any large objects that cannot be loaded on a 1 ton LDV and excessive accident debris or large spilt loads shall be removed under day works or the applicable payment items.

No separate payment will be made for the above ad-hoc debris collection by the Contractor while traveling the roads to perform his scheduled duties. The costs thereof shall be deemed to be included in the rates tendered for the cleaning of the road reserve.

(d) Replacing of damaged facilities

At resting areas or lay-byes, concrete litter bins, tables and benches shall be replaced if damaged in accordance with the specifications and drawings and when instructed by the Employers Agent.

(e) Treatment of existing concrete rest area furniture

At resting areas or lay-byes, concrete litter bins, tables and benches shall be treated by removing all loose paint and debris using a scraper and wire brush, applying two coats of white road marking paint to clean and dust free concrete surface, applying one coat of green (to match existing) road marking paint (or similar approved paint) to top of tables and benches in accordance with the specifications and drawings and when instructed by the Employers Agent.

(f) Treatment of existing concrete bridge balustrades

Concrete bridge balustrades shall be treated by removing all loose paint using a scraper and wire brush, applying two coats of white road marking paint to clean and dust free concrete surfaces in accordance with the specifications and drawings and when instructed by the Employers Agent.

B1803 QUALITY / STANDARD

The road reserve shall be completely cleared of all debris and litter. The collected litter and debris shall not be dumped over banks, into streams, manholes, but only at an approved location, arranged beforehand with the Employers Agent.

The resting areas shall be cleared and tidy with all containers being emptied and benches and tables cleaned.

B1804 MEASUREMENT AND PAYMENT

Item	Unit
B18.01 Clearing of the road reserve	
(a) Trunk roads (30 m wide road reserve).....	kilometer (km)
(b) Main roads (25 m wide road reserve)	kilometer (km)
(c) District roads (20 m wide road reserve)	kilometer (km)

The unit of measurement for clearing of the road reserve is the kilometer of cleared road reserve per cleaning operation measured along the road center line (to the nearest kilometer) in accordance with these specifications.

The tendered rate shall include full compensation for all labour, tools and transport necessary for the collection and disposal of foreign articles as specified in this Section, and the clearing of rest areas, lay-byes and rubbish bins.

Item	Unit
-------------	-------------

B18.02 Replacing of damaged facilities

- | | |
|-----------------------------|-------------|
| (a) Litter containers | number (No) |
| (b) Tables | number (No) |
| (c) Benches | number (No) |

The unit of measurement shall be the number of each type of facility replaced. The tendered rates shall include full compensation for providing each type of facility, erecting and painting, including 2 coats of white roadmarking paint to all exposed concrete surfaces and 1 coat of green roadmarking paint (or similar approved) to top of facilities, including tidying up surrounding area after installation and for removing and transporting damaged facilities to a designated spoil site.

Item	Unit
-------------	-------------

B18.03 Treatment of existing concrete rest area furniture

- | | |
|-----------------------------|-------------|
| (a) Litter containers | number (No) |
| (b) Tables | number (No) |
| (c) Benches | number (No) |

The unit of measurement shall be the number of each type of facility treated. The tendered rates shall include full compensation for treating each type of facility complete, including surface preparation and painting, including 2 coats of white roadmarking paint to all exposed concrete surfaces and 1 coat of green roadmarking paint (or similar approved) to top of facilities and tidying up surrounding area.

Item	Unit
-------------	-------------

B18.04 Treatment of existing concrete bridge balustrades

- | | |
|-----------------------|--------------------------------|
| (a) Balustrades | square meter (m ²) |
|-----------------------|--------------------------------|

The unit of measurement shall be the square meter of balustrade treated by removing all loose paint using a scraper and wire brush, applying two coats of white road marking paint to clean and dust free concrete surfaces in accordance with the specifications and drawings and when instructed by the Employers Agent. The rate shall include full compensation for all labour, tools and cleaning of the area after painting.

Item	Unit
-------------	-------------

B18.05 Cleaning of Rest Areas and Litter Removal

- | | |
|--|-------------|
| (a) Within 50km from the main camp site | Number (No) |
| (b) Between 50km and 150km from the main camp site | Number (No) |
| (c) Further than 150km from the main camp site | Number (No) |

The unit of measurement shall be the number of rest areas cleaned within the specified distance from the main site camp. The amount of rest areas will be agreed between the Employers Agent's Representative and the Contractor once the main site camp has been established.

The tendered rate shall include full compensation for all work necessary to clean the rest area and to collect and remove the litter and debris at a suitable dumping area or closest municipal dump (inclusive of tip fees). Transport of workers, tools and labour costs will be deemed to be included in the tendered rate.

SECTION 1900 :	DAYWORKS
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- B1901 SCOPE
- B1902 ORDERING OF DAYWORK
- B1903 MEASUREMENT AND PAYMENT

B1901 SCOPE

This Section covers the listing of day work items in accordance with the General Conditions of Contract (Clause 6.5) for determining payment for work which cannot be quantified in specific units in the Bill of Quantities, or work ordered by the Employers Agent during the construction period which was not foreseen at tender stage and for which no applicable rate exists in the Bill of Quantities as well as for the establishment and de-establishment of site.

B1902 ORDERING OF DAYWORK

No dayworks shall be undertaken unless written authorisation has been obtained from the Employers Agent.

B1903 MEASUREMENT AND PAYMENT

Item	Unit
B19.01 Personnel	
(a) Unskilled labour	hour (hr)
(b) Semi-skilled labour	hour (hr)
(c) Skilled labour	hour (hr)
(d) Ganger	hour (hr)
(e) Flagmen	hour (hr)
Item	Unit
B19.02 Plant	
(a) Flat bed truck	hour (h)
(b) Tipper Trucks - 3 to 5 ton capacity	hour (h)
(c) Tipper Trucks - More than 5 ton	hour (h)
(d) TLB (digger loader)	hour (h)
(e) Excavator. (20-30 ton)	hour (h)
(f) Grader (AT 140 G or similar)	hour (h)
(g) Compactor (Bomag 90)	hour (h)
(h) Water truck (5000 litre)	hour (h)
(i) Dozer (D7 or similar)	hour (h)
(j) Tractor-trailor combination (43 kW, 3 ton min)	hour (h)
(k) Compressor (air) including hoses and tools (specify)	hour (h)
(l) Dewatering pump including generators and accessories (specify size)	hour (h)
(m) Mobile electric welding sets and accessories (specify size)	hour (h)
(n) Cutting torch with mobile electric & oxy acetylene installation	hour (h)
(o) Mobile concrete mixers (specify size)	hour (h)
(p) Light delivery vehicle (LDV)	hour (h)
(q) Centre-mount crane (specify size)	hour (h)
(r) Low bed truck (specify size)	kilometre (km)
(s) Other (specify)	hour (h)

Item	Unit
B19.03 Materials	
(a) Procurement of materials.....	provisional sum
(b) Contractor's handling costs, profit and all other charges in respect of	
Item B19.03 (a)	percentage (%)

The unit of measurement for items B19.01 and B19.02 shall be the hour for the item of plant or personnel. Non working hours for transport breakdown, lack of operator or any other reason shall not be measured. The time shall be taken from the time that the personnel and/or plant depart until return.

Measurement shall only be for work instructed and directed by the Employers Agent, where the Employers Agent considers no other appropriate rate is available in the Bill of Quantities. Prior to the commencement of any work by the labourers described under item B19.01, the Contractor must obtain written consent from the Employers Agent regarding the classification of all labourers in terms of "unskilled", "semi-skilled" and "skilled" labourers.

The tendered rates for labour for item B19.01 shall include full compensation to cover overhead charges and profit, leave pay, bonuses, subsistence, allowances, employer's contributions, additional payment for overtime, where applicable, insurances, housing, site supervision, use of small hand tools and appliances, non-mechanical plant and equipment and consumable stores, for all administrative, supervisory, operative and contingent costs, relating to the supply of personnel.

The tendered rates for plant for item B19.02 shall be an all-inclusive hire charge for the use of the vehicle and driver or plant/equipment and operator and shall apply only to vehicles plant and equipment nominated in writing by the Employers Agent, for all administrative, supervisory operative and contingent cost, and profit, relating to the running of the plant.

The unit of measurement for item B19.03 (a) shall be the amount actually paid for the procurement of materials to be purchased and shall be made in accordance with the provision of the general conditions of Contract. Only the actual quantities of materials used, as verified by the Employers Agent, shall be paid for.

The percentage tendered for item B19.03 (b) shall be percentage of the amounts actually paid for the procurement of materials as ordered under item B19.03 (a) and shall be in full and final compensation in respect of the Contractor's handling costs, profit and all other charges in connection with the procurement and supply of the materials to the point of usage.

The abovementioned tendered rates shall be full compensation for the various items as specified and no further profit shall be paid."

SECTION 5600 : ROAD SIGNS

B5603 MANUFACTURING OF ROAD SIGN BOARDS AND SUPPORTS**(a) Road sign boards***Add the following:*

"The Contractor shall ensure that the signs and supports supplied by the manufacturers are correct in all respects."

(f) Road sign supports*Add the following:*

"All the ground-mounted signs shall be supported on creosote timber pole supports."

*Add the following new sub clauses:***(h) Chromadek sections**

"Chromadek sections shall be assembled in accordance with the details of the standard plans.

Where joints are approved by the Employers Agent, they shall be constructed in accordance with the details shown on the standard plans and shall be covered on the rear face after assembly with a 20mm wide PVC corrosion protection tape. The PVC tape shall be covered by a 60mm wide self adhesive aluminium backed strip such as "Bostik Dit-Sit" or approved equivalent, all as indicated on the standard plans.

Retro-reflective material shall be applied to the section as specified for Aluminium Sections in Clause 5603(d) of the Standard Specifications, with the following additional requirement:

Where the letters or legends cross the horizontal joints of the sign panels the lettering or legend shall be cut along the joint and trimmed just short of the 3mm radius bend on the section.

(i) Fastening details

All fastening details to join the sign sections, to edge the assembled sign panel and to fasten the completed panel on to the timber supports shall be constructed in accordance with the details shown on the standard plans."

(j) Date of erection and sign identity number

The manufacturer's name, month and year of erection of the sign shall be placed in the bottom left-hand corner when facing the back of the sign. An eleven (11) digit identity number supplied by the Employers Agent shall also be placed on the back of the sign above the date of erection. All lettering shall be 50mm high and shall be manufactured from 7 year cast enamel scotchcal or equivalent. All lettering will be located such that it is visible from the shoulder of the road. No reflective paint or reflective material will be permitted on the back of sign faces.

Single signs such as R and W series signs shall only have the manufacturer's name, date and month placed on the back.

B5604 ROAD SIGN FACES AND PAINTING*Add the following new sub clauses***(e) Application of retro-reflective material**

All sign faces shall be faced with retro-reflective material. Painted front sign faces shall not be used. Colours, symbols, legends and borders shall comply with the regulations of the applicable Road Traffic Act, the South African Road Traffic Signs Manual, SABS 1519-1990, and the details shown on the Plans.

Where applied to Chromadek Sections retro-reflective material shall be applied as specified for aluminium sections in Clause 5603(d) of the Standard Specification, and of Clause B5603(h) of this Project Specification.

(f) Silkscreening

Silkscreening or inking over retro-reflective materials shall not be acceptable.

B5605 STORAGE AND HANDLING

Add the following:

"The following shall not be allowed on the sign face:

- (a) Drilling of holes
- (b) Application of any form of adhesive
- (c) Cleaning with any chemicals that are not specifically approved by the manufacturer of the retro-reflective material, and
- (d) Covering the sign face with an impermeable material that does not allow free circulation of air.

B5606 ERECTING ROAD SIGNS**(a) Position**

Add the following:

"All signs are to be placed, where practically possible, at the "preferred" location as indicated in the table on drawing ECS/56/1/C1. Variations will only be allowed if the topography does not allow the sign to be placed in the preferred position."

(d) Field Welding

Replace the contents of this clause with the following:

"No welding shall be allowed during the erection of any road signs."

(e) Time of Erection

Replace the contents of this clause with the following:

"Road signs shall be erected during and without disrupting the normal free flow of traffic."

Add the following new sub clause:

(h) Fixing of signs to poles

All sign faces will be affixed to the pole by means of clamps as indicated on drawing ECS/56/1/C7. An additional mild steel clamp ("ready-bar") will also be installed, together with one galvanised steel bolt fixed through the pole, as indicated on drawing CS/G/6/5.

W401 and W402 signs will only be affixed by means of two galvanised steel bolts through the face of the sign and pole.

B5609 MEASUREMENT AND PAYMENT

Item	Unit
B56.01 Road sign boards with painted or coloured semi-matt background. Symbols, lettering and borders in semi-matt black or in Class 1 retro-reflective material, where the sign board is constructed from:	
(c) Pre-painted galvanised steel plate (1.2mm chromadek or approved equivalent)	
<i>Replace subitems (i) to (iii) with the following:</i>	
"(i) Sign type and size to be specified separately number (No)"	
<i>Replace the first paragraph after item (e)ii with the following:</i>	
"The unit of payment will be the number of completed sign boards."	

SECTION 5700 : ROAD MARKINGS**B5702 MATERIALS****(b) Road studs***Add the following:*

"Permanent road studs used on this Contract shall be as specified in the drawings or similar approved. The road studs used shall as far as possible match existing road stud materials"

B5706 SETTING OUT THE ROAD MARKINGS*Add the following before the first paragraph:*

"In accordance with the project specifications and prior to any obliteration of the existing road markings by sealing, patching or rehabilitation measures, the Contractor shall prepare and submit reference drawings to the Employers Agent, showing the position of existing road markings relative to control markers or reference beacons placed along both sides of the road carriageway. No additional payment shall be made for this referencing work."

Add the following before the third paragraph:

"After completion of the seal, the position of the road markings shall be set out and re-established as directed by the Employers Agent from the established reference beacons or control markers placed along both sides of the road."

B5707 APPLYING THE PAINT*Add the following:*

"During the period between the obliteration of the existing and the application of new road markings, the Employers Agent may order that temporary road marking be carried out for the accommodation of traffic. Pre-marking in accordance with Clause 5706 of the Specifications except that paint spots of approximately 25mm in diameter should be used.

Unless otherwise prescribed by the Employers Agent, temporary road marking shall be completed before a particular section of road is opened to traffic.

Note, all paint used shall contain reflective glass beads."

B5708 APPLYING THE RETRO-REFLECTIVE CEMENTITIOUS ROAD MARKING COMPOUND*Add the following:*

Retro-reflective cementitious road marking compound shall meet the following minimum requirements:

Standards:	SANS 7321
Thickness:	2mm
Skid resistance:	greater than 40 BPA
Retro reflectivity:	greater than 150 mcd/rn2 ' lux
Drying time:	less than 45 minutes
Compressive strength:	58-60 m.p.a@24 hrs
Density:	2.2 kgs/m ²
Product mix:	glass beads, cementitious powder, activator

General

The laying of Retro-reflective Cementitious Road Marking Compound (hereafter referred to as *permanent road marking*) must be in accordance with the South African Road Traffic Signs Manual and is regarded as Specialist Work.

Applied *permanent road marking* shall be durable and be expected to last for a minimum period of 5 years (60 months) reckoned from the completion date of the Contract and irrespective of traffic volume. Consequently, a five (5) year maintenance period is applicable.

Permanent road marking material shall comply with SANS 7321 and be delivered at the site in sealed containers bearing the name of the manufacturer and the type of material and the contractor shall at his own expense provide samples for testing as required by the Employers Agent.

Permanent road marking shall not be applied to a damp surface or at temperatures lower than 10° when the relative humidity exceeds 90% or when, in the opinion of the Employers Agent, the wind strength is such that it may adversely affect the road marking operations.

Surface Preparation

Before the permanent road marking material is applied, the surface shall be clean and dry and completely free from any soil, grease, oil, acid or any other material which will be detrimental to the bond between the permanent road marking and the surface. The surface where the permanent road marking is to be applied shall be properly cleaned by means of degreasing by combination of high pressure water and an approved degreasing agent or other approved method.

Where the road markings are to be applied to a new bituminous surface, the Contractor shall ensure that the surface to be painted has hardened sufficiently to enable the satisfactory application of the permanent road marking.

Where road markings are to be applied to a concrete pavement, loose particles shall be removed prior to application of the permanent road marking material.

B5709 ROAD STUDS

Replace the third and fourth paragraph with the following:

“Permanent road studs shall be fixed after the painting of the road lines. Fixing shall be strictly in accordance with the manufacturer’s recommendations.

Prior to the application of the surface treatment, all existing road studs shall be adequately protected by covering with polyethylene sheeting at least 0,25 mm thick, specially reinforced paper or other approved material. Any existing road stud stained by bitumen shall be removed and replaced, unless all such bitumen is completely removed so as not to show any stains. Painting over stained road studs is strictly prohibited.

During laying of aggregate chips, rolling and brooming care shall be taken to protect all existing road studs against damage or breakage. The protective covering of existing road studs shall be firmly held in place during the reseal operation and shall only be removed after all rolling and brooming has been completed and prior to opening to traffic.

The Contractor shall replace at his own cost any road studs that have been stained and cannot be cleaned entirely or damaged by constructional activities.

Where ordered by the Employers Agent, the Contractor shall remove the existing road studs prior to the application of the surfacing seal. A sharp blow from a hammer and chisel at the epoxy base should be sufficient to dislodge the reflectors. Armourlite studs may be broken off flush with the road surface and the resulting broken glass removed from the road. All studs shall be removed from the road to the satisfaction of the Employers Agent. Any damage to the existing road shall be satisfactorily repaired by the Contractor at no extra payment.

Where ordered by the Employers Agent, temporary road studs shall be installed on completion of each section of seal prior to opening to traffic. Installation and fixing to the road surface shall be strictly in accordance with the manufacturer’s instructions and positioned such that the reflective face is square to a line parallel to the road centre line. Spacing of temporary road studs shall be at 48 metre centre to centre distance unless otherwise ordered by the Employers Agent. The Contractor shall maintain the temporary road studs in position, until the permanent road marking has been completed.”

B5711 GENERAL

Add the following:

“If ordered by the Employers Agent, the Contractor shall apply a further application of paint to all road marking on the site of works within the maintenance period.”

SECTION 12000	ENVIRONMENTAL MANAGEMENT SPECIFICATIONS & IMPLEMENTATION
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B12017	MITIGATORY MEASURES REQUIRED BY THE DEPARTMENT OF MINERAL RESOURCES

B12001 SCOPE

This Specification covers the generic requirements for the effective implementation of Environmental Management procedures for controlling the impact on the environment during the road construction activities. The purpose of the Environmental Management Specification is to help control those construction activities that can have potentially adverse environmental implications on the site and surrounding areas. In short, the Environmental Management Specification describes good environmental practice principles which must be applied for the duration of the construction activities.

The Environmental Management Specification needs to be read in conjunction with the Environmental Assessment and the approved EMPr for materials sources as well as the conditions of authorisation issued by the Department of Economic Development, Environmental Affairs and Tourism (DEDEAT) and the Department of Mineral Resources (DMR) respectively. It should be noted that the approved EMPrs and conditions of the DEDEAT and DMR Authorisations are legally binding.

The Contractor is furthermore required to comply with other relevant legislation which may apply to the proposed activities. This may include, but not be limited to:

- (i) A water use licence for water abstraction, issued in terms of the National Water Act (Act No 36 of 1998).
- (ii) A water use licence for alterations to a river bank or permanent deviation of a stream flow, issued in terms of the National Water Act.
- (iii) A permit for atmospheric emissions produced by an asphalt plant, issued in terms of the National Environmental Management: Air Quality Act (Act No 39 of 2004).

- (iv) A permit for the removal or destruction of protected flora (plants and trees), issued in terms of the National Forestry Act (Act No 84 of 1998), National Environmental Management Biodiversity Act (Act 10 of 2004) and the Nature and Environmental Conservation Ordinance (No 19 of 1974).

B12002 INTERPRETATIONS

B12002.1 Supporting Documents

Where this specification is applicable, the following documents shall inter alia be read in conjunction with this document.

- (i) Statutory requirements of the National Environmental Management Act (Act No 107 of 1998) (NEMA) and regulations promulgated in terms of Section 24 of NEMA;
- (ii) Statutory requirements of the Minerals and Petroleum Resource Development Act (Act No 28 of 2002) (MPRDA);
- (iii) Statutory requirements of the National Water Act (Act No 36 of 1998) (NWA);
- (iv) Statutory requirements of the National Forests Act (Act No 84 of 1998) (NFA); and
- (v) Statutory requirements of the National Heritage Resources Act (Act No 25 of 1999) (NHRA).
- (vi) Statutory requirements of the National Environmental Management: Waste Act (Act No 59 of 2008) (NEM:WA)

Note 1 : In the Eastern Cape Province, the NEMA falls under the authority of the Department of Economic Development, Environment Affairs and Tourism (DEDEAT), whilst the MPRDA falls under the authority of the Department of Mineral Resources (DMR).

Note 2 : Environmental Management Programmes (EMPr's) relating to road maintenance programmes need to be authorised by the DMR in accordance with the requirements of the MPRDA.

Note 3 : The National Department of Environmental Affairs (DEA) is the relevant environmental authority for the temporary storage or treatment of hazardous substances, including sewage package plants.

B12002.2 Applications

The provision of this Specification shall apply in respect of all Contractors, Sub-contractors and to any of their site personnel, workforce or suppliers, who are engaged in the execution of the works.

B12003 INTERPRETATIONS

DEDEAT	Department of Economic Development, Environmental Affairs and Tourism
DWA	Department of Water Affairs
ECO	Environmental Control Officer
EIA	Environmental Impact Assessment
EMPr	Environmental Management Programme
ENVIRONMENT	The surroundings within which humans exist and that could be made up of: the land, water and atmosphere of the earth; micro-organisms, plant and animal life; any part of combination of the aforementioned and the interrelationships among and between them; and, the physical, chemical, aesthetic and cultural properties and conditions of the foregoing that influence human health and wellbeing.

ENVIRONMENTAL IMPACT	The change to the environment, whether desirable or undesirable, that will result from the effect of a construction activity. An impact may be the direct or indirect consequence of a construction activity.
INVASIVE ALIEN VEGETATION	An undesirable plant growth which shall include, but not be limited to, all declared category 1 and 2 listed invader species as set out in the Conservation of Agricultural Resources Act (Act 43 of 1983).
MSDS	Material Safety Data Sheets.
NO-GO AREAS	Generally those areas outside the designated working areas, including but not limited to: existing services and infrastructure, occupied property; grave sites; cultivated lands, wetland areas, 'Special or Sensitive Environments' as defined in the EMPr.
RE	Resident Engineer.
TOPSOIL	Natural soil covering, including all the vegetation and organic matter, with variable depth.
WORKING AREAS	Working areas are those areas required by the Contractor to construct the works, as approved by the Resident Engineer.

B12004 OBJECTIVES OF THE ENVIRONMENTAL MANAGEMENT PROGRAMME

The Environmental Management Specification, which is in accordance with the Environmental Policy of the Client, is intended primarily as a management tool, for the guidance of the Consulting Engineers, the Contractor and his subcontractors.

The objective is to control the impacts firstly of materials, plant and facilities and secondly of construction activities on the surrounding environment. The effective implementation will ensure that the required works are conducted in an environmentally sound manner and that the negative impacts of the works are minimised or prevented. This Environmental Management Specification contains the necessary environmental requirements to the Contractor and his staff, including all sub-contractors and on-site workers are required to adhere to.

The Environmental Management Specification outlines structures and procedures to be implemented by the Contractor and his subcontractors to minimise and manage potential environmental impacts which the Contractor's construction related activities might have on the receiving environment.

An independent Environmental Control Officer (ECO) will be appointed by the Client to ensure that the Environmental Management Specification and approved EMPr is being effectively implemented. The ECO shall undertake monthly site inspections, the results of which will be reported to the Client, Consulting Engineer, Contractor and to the relevant government departments.

B12005 ROLES AND RESPONSIBILITIES

B12005.1 Responsibilities of the Resident Engineer

Specific to environmental management, the role of the Resident Engineer (RE) will be to ensure enforcement of the Environmental Management Specification, approved EMPr and supplementary recommendations made by the ECO; review and approve the Method Statements submitted by the Contractor; and liaise with the Contractor, the ECO and DEDEAT on environmental matters as necessary.

Responsibilities of the RE will include, but not be limited to:

- communicating the advice of the ECO and/or contents of the ECO's reports;
- issuing site instructions where applicable;
- communicating to the ECO any new/amended construction activities;
- informing the ECO of any infringements/accidents or incidents that have occurred on/off site;
- implementing any Temporary Work Stoppages where serious environmental infringements and non-compliances have occurred;
- issuing penalties as and when necessary; and,
- maintaining a record of complaints and communicating these to the Contractor and ECO.

Should the RE be of the opinion that the environmental management measures are not being adhered to, and that the appropriate corrective action is not being implemented, the RE, advised by the ECO, will be at liberty to instruct the Contractor to cease the related operations until the Contractor complies with the relevant requirements. The Contractor will not be entitled to any extension of time for such stoppages.

B12005.2 Responsibilities of the Environmental Control Officer (ECO)

The role of the ECO will be to independently monitor, review and verify the implementation of the EMPr and liaise with the RE and/or Client, and DEDEAT to confirm the level of compliance achieved and make appropriate recommendations on improvements/actions required.

The *responsibilities* of the ECO will include, as a minimum:

- advising the RE on the interpretation and enforcement of the Environmental Specifications;
- assisting with the review of Method Statements;
- demarcating particularly sensitive areas;
- monitoring any basic physical changes to the environment as a consequence of the construction works – e.g. evidence of erosion, dust generation and littering;
- undertaking regular site inspections and submitting reports on the level of compliance to the EMPr demonstrated by the Contractor; and
- undertaking any damage assessments with the RE where incidents, accidents and/or serious infringements have occurred on/off site, and advising on remedial actions required.
- appropriate and communicating these changes to the Resident Engineer and Contractor.

B12005.3 Responsibilities of the Contractor

The Contractor will be contractually required to undertake his activities in an environmentally responsible manner. The role of the Contractor will include the following, at a minimum:

- to implement the Environmental Management Specification and approved EMPr (and any subsequent revisions) for the duration of the construction related activities;
- to appoint an Environmental Officer for the daily implementation and monitoring of activities;
- to provide reasonable resources for the effective control and management of environmental risks associated with the construction related activities, as per the EMPr;
- to assign tasks to personnel as necessary and ensure appropriate accountability and responsibility is assigned to enable the carrying out of these duties;
- to maintain incident, training and other relevant administrative records; and
- to ensure all personnel, sub-contractors and other workers appointed by the Contractor are aware of the environmental responsibilities on site.

These roles will, at a minimum, translate into the following environmental responsibilities:

- be familiar with the contents of the Environmental Management Specification, approved EMPr and to comply with the EMPr;
- submit the necessary Method Statements and plans to the RE for approval;
- review the ECO Reports and undertake corrective actions for non-compliance and take cognisance of the information/recommendations made;
- notify the RE immediately in the event of any accidental infringements of the Environmental Management Specifications and ensure appropriate remedial action is taken;
- notify the RE in advance of any amendments/changes to the proposed work activities to enable environmental impacts to be confirmed and mitigation measures identified; and
- maintain records – e.g. photographic records, complaints records, training records and incident records.

B12005.4 Responsibilities of the Environmental Officer

The Contractor shall on commencement of the Project appoint an Environmental Officer who, in addition to his normal duties, shall have direct responsibility for the implementation and monitoring of the Environmental Management Specifications and the approved EMPr. The Environmental Officer cannot be the Site Agent (Contract Manager).

The Environmental Officer shall liaise with the RE, the ECO and the Contractor, in order to ensure effective implementation of the Environmental Management Specification and EMPr at site level. The Environmental Officer will be responsible for the practical implementation and daily monitoring of the Environmental Management Specification and EMPr and shall report to the Contractor and RE in this regard. The Environmental Officer shall daily inspect and monitor operations on and off site and shall take the necessary action where required to ensure compliance with the environmental management requirements. The Environmental Officer shall attend all regular site works meetings for reporting, discussing and reviewing the performance of the Contractor (which shall be a standard item on the agenda).

B12006 METHOD STATEMENTS

The Contractor shall be required to submit Method Statements to the RE outlining proposed construction activities, phasing and procedures and methods to comply with the targets stipulated in the Environmental Management Specification and EMPr. Method Statements shall, where applicable, include Site Establishment Drawings with sufficient detail to assess the potential impact of the site facilities or to assess the degree of safeguarding provided against pollution.

Method Statements shall indicate how the procedures will be applied in order to meet the relevant targets and are central to the proper implementation of the Environmental Management Specification and EMPr. It is anticipated that in addition to assessing the systems and performance of the Contractor, the ECO will monitor the Contractor's adherence to Method Statements.

Method Statements must be submitted at least 10 days prior to the proposed commencement of related activities and must be approved by the RE, in consultation with the ECO. The Environmental Officer shall keep copies of these Method Statements and letters of approval (including conditions attached) in a Method Statement file.

Any deviations from the approved Method Statements must be submitted to the RE for approval and in consultation with the ECO.

The following Method Statements shall be submitted by the Contractor 10 days prior to the commencement:

- Layout and preparation of the construction camp;
- Location, layout and preparation of cement/concrete batching facilities including the methods employed for the mixing of concrete including the management of runoff water from such areas;
- Contaminated water management, including the containment of runoff and contaminated water;
- Dust control;
- Source of water for compaction and dust suppression;
- Method for the control of erosion during bulk earthwork operations, including erosion of spoil material;
- Methods for abstracting water from rivers or other water sources including measures to prevent pollution and sedimentation;
- Emergency Incidents for spillage procedures, including hydrocarbons, and compounds to be used;
- Emergency procedures and preventative measures for fire;
- Method of diverting stormwater during construction; and
- Solid waste control and removal of waste from Site;

B12007 MATERIALS, PLANT AND FACILITIES

B12007.1 Materials handling, use and storage

The Contractor shall ensure that any delivery drivers are informed of all procedures and restrictions (including "no go" areas) required to comply with the Environmental Management Specifications of the EMPr.

The Contractor shall ensure that these delivery drivers are supervised during off-loading by the Contractor's Environmental Officer.

Materials shall be appropriately secured to ensure safe passage between destinations. Loads including, but not limited to sand, stone chip, fine vegetation, refuse, paper and cement, shall have appropriate cover to prevent them spilling from the vehicle during transit. The Contractor shall be responsible for any clean-up resulting from the failure by his employees or suppliers to properly secure transported materials.

All lay down areas for manufactured/imported material shall be incorporated inside the construction camp as approved by the RE. In the event that additional areas outside of the construction camp be required, this shall be subject to the RE's approval (in consultation with the ECO), which shall not unreasonably be withheld.

Fuel lubricants, solvents, paints, and other chemicals must be stored within the Contractor's camp in a facility secured with lock and key. Storage should be on a bunded, impervious site (secondary containment).

B12007.2 Hazardous substances

Hazardous chemical substances (as defined in the Hazardous Chemical Substances Regulations, Regulation 1179 of 1995 in terms of the Occupational Health and Safety Act) used during construction shall be stored in secondary containers and in an impermeable bunded area.

The relevant Material Safety Data Sheets (MSDS) shall be available on Site.

Procedures detailed in the Method Statement for Emergency Incidents shall be followed in the event of an emergency situation.

Potentially hazardous substances shall be stored, handled and disposed of in a suitable manner.

B12007.3 Fuel (petrol and diesel) and oil

The Contractor shall ensure that all fuels and chemicals are handled and stored in a manner so to minimise the risk of spills, leaks or structural failures and in compliance with SANS 10089.

Fuel may be stored on Site and the fuel storage area shall be located at the workshop or a fuel storage depot located within the construction camp. The area is not to be within 100m from a water resource.

The Contractor shall ensure that all liquid fuels (petrol and diesel) are stored in tanks with lids, which are kept firmly shut or in bowsers.

The tanks / bowsers shall be situated on a smooth impermeable surface (sealed concrete) base with an impermeable bund (no plastic may be used). The impermeable lining shall extend to the crest of the bund and the volume inside the bund shall be 110% of the total capacity of all the storage tanks / bowsers.

The bunded area shall have a roof covering to prevent the ingress of rain water.

The Contractor shall prevent unauthorised access into the fuel storage area.

The Contractor shall have on Site all the necessary materials and equipment (i.e. spill kits) to deal with spills of any of the substances stored on Site.

The Contractor shall set up a procedure to deal with a spillage or pollution event; this is to include immediate communication with the RE and ECO. A number of the Contractor's staff shall be appropriately trained to deal with any minor spills or pollution threat.

No smoking shall be allowed within the vicinity of the fuel storage area.

The Contractor shall ensure that there is adequate fire-fighting equipment at the fuel stores.

Gas and fuels shall not be stored in the same storage area.

Where reasonably practical, plant shall be refuelled at the depot or at the workshop as applicable. If it is not reasonably practical then the surface under the refuelling area shall be protected against pollution to the reasonable satisfaction of the RE prior to any refuelling activities.

The Contractor shall ensure that there is always a supply of absorbent material readily available to absorb/breakdown and where possible be designed to encapsulate minor hydrocarbon spillage. The quantity of such materials shall be able to handle a minimum of 200 litre of hydrocarbon liquid spill. This material must be approved by the RE prior to any refuelling or maintenance activities.

Drip trays shall be inspected and emptied daily into a hazardous waste container, and serviced when necessary. Drip trays shall be closely monitored during rain events to ensure that they do not overflow and a small spill absorbent sock should be placed within the drip tray for such occasions.

The appropriate signage must be erected at the diesel bowser and workshops.

B12007.4 Ablution facilities

A sufficient number of chemical toilets shall be provided by the Contractor in the construction camp area and at appropriate locations agreed by the RE. The ratio of toilets to site staff shall not exceed 1:20, and the closest toilet shall never be further than 50m away from the area where work is currently under way.

Toilets shall not be located in river courses or flood plains.

Washing, whether of the person or of personal effects and acts of excretion and urination are strictly prohibited other than at the facilities provided.

All temporary/portable toilets shall be secured to the ground to the satisfaction of the RE to prevent them toppling due to wind or any other cause.

All toilets are to be maintained in a clean, sanitary condition. The Contractor shall be responsible for cleaning, maintenance, servicing and emptying the toilets on a regular basis. The Contractor shall supply adequate toilet paper at all toilets.

The Contractor shall ensure that no spillage occurs when the toilets are cleaned or emptied and that the contents are properly stored and removed from Site.

Discharge of waste from toilets into the environment and burial of waste is strictly prohibited.

Conservancy tanks may be used only once the soil conditions have been checked and found to be suitable. Septic tanks may not be used.

B12007.5 Living Accommodation

Living accommodation for workers on Site should comply with minimum standards.

All temporary structures shall be removed and the area rehabilitated on completion of the works.

The Contractor shall designate eating areas for his employees. The Contractor shall provide bins with secure lids in these areas.

The source of energy / fuel for use by the workers residing in the area must be clearly specified. There must be no collection of wood outside the designated area.

B12007.6 Solid waste management

No on-site burying or dumping of any waste materials, vegetation, litter or refuse shall occur.

All recyclable rubble and waste, for example, scrap metal, bottles, cans and plastics are collected and disposed of through a registered recycling company.

Recyclable waste, including glass, paper and plastic must be separated at the construction camp, stored and recycled, where economically feasible.

All non-recyclable rubble and solid waste be collected and disposed of at a registered waste disposal facility.

The Contractor shall provide sufficient bins with secure lids on Site to store the solid waste produced on a daily basis. Bins shall not be allowed to become overfull and shall be emptied a minimum of once daily.

The waste may be temporarily stored on Site in a central waste area that is weatherproof and scavenger-proof, and which the RE has approved.

No burning of refuse is permitted.

All solid waste shall be disposed of off-site at least once weekly at a registered landfill site. The Contractor shall supply the RE with a certificate of disposal.

B12007.7 Contaminated water

The Contractor shall set up a contaminated water management system, which shall include collection facilities to be used to prevent pollution, as well as suitable methods of disposal of contaminated water.

The Contractor shall notify the RE immediately of any pollution incidents on Site.

The Contractor shall prevent discharge of any pollutants, such as cements, concrete, lime, chemicals and fuels into any watercourses or stormwater channels.

Water that has been contaminated with suspended solids, like soils and silt may be released into natural watercourses or stormwater channels provided that the minimum regulatory requirements in terms of the NWA are met. However, all suspended solids shall be removed from water before it is discharged by settling out these solids in settling ponds.

B12007.8 Site camp

All site establishment components (as well as equipment) shall be positioned to limit visual intrusion on neighbours and the size of area disturbed.

The Contractor shall provide the RE with a plan of the site camp showing the layout / positioning of all infrastructure including wash bays, fuel storage areas, materials storage areas, sewage infrastructure and buildings. The Contractor shall maintain a map of the site layout that indicates where the wash bays, fuel storage areas, topsoil sites etc are located. The RE must approve this in consultation with the ECO.

Where site camps are to be established the feasibility of removing topsoil from the site, before site establishment, shall be investigated by the ECO. Removed topsoil should then be stockpiled for use in rehabilitation of the site camp.

The site camp shall not be located in an environmentally sensitive area. The site shall be located >100 m from a watercourse / wetland.

All water requiring discharge, including wastewater from kitchen and ablution facilities, should be led to soak pits or discharged in a manner approved by the RE and in compliance with GNR 399 of the NWA. No wastewater shall be discharged into rivers or streams.

Site camps and surrounds shall be maintained in a clean, tidy and orderly condition at all times.

The Contractor shall restore the site camp to its former condition upon completion of the works. This will include removal of all rubble and foundations, loosening of compacted soils and re-establishing groundcover. Where a homestead has been used as a site camp, the Contractor may be required to renovate the buildings to its former or better condition as agreed with the landowner once the works are complete.

B12007.9 Lights

The Contractor shall ensure that any lighting installed on the Site for his activities does not interfere with road traffic or cause a reasonably avoidable disturbance to the surrounding community or other users of the area. Lighting installed shall be down lighting.

B12007.10 Workshop, equipment maintenance and storage

Where practical, all maintenance, including servicing and repairs, of equipment and vehicles on Site shall be performed in the workshop. If it is necessary to do maintenance outside of the workshop area, the Contractor shall obtain the approval of the RE prior to commencing activities.

The Contractor shall ensure that in his workshop and other plant maintenance facilities, including those areas where, after obtaining the RE's approval, the Contractor carries out emergency plant repairs there is no contamination of the soil or vegetation.

The workshop shall have a smooth impermeable concrete floor. The floor shall be bunded and sloped towards an oil trap or sump to contain any spillages of substances (e.g. oil).

When maintaining and servicing equipment, drip trays shall be used to collect the waste oil and other lubricants.

Drip trays shall also be provided in construction areas for stationary plant (such as compressors) and for "parked" plant (such as scrapers, loaders, vehicles).

All vehicles and equipment shall be kept in good working order and serviced regularly. Leaking equipment shall be repaired immediately or removed from the Site.

The washing of equipment shall be restricted to urgent or preventative maintenance requirements only. All washing shall be undertaken in a wash bay area which must be equipped with a suitable impermeable floor and sump/oil trap. The use of detergents for washing shall be restricted to low phosphate and nitrate containing, low sudsing-type detergents.

B12007.11 Drinking and construction water

Water for drinking and construction purposes should be obtained from a designated municipal supply, or an approved source. Unless approved by the local authority and by the DWA, water should not be extracted from nearby dams and rivers, and construction activities should not be conducted in or directly adjacent to rivers and dams.

Water is a scarce resource throughout South Africa and certain parts of the Eastern Cape Province are prone to water shortages during periods of drought. Water, whether drinking or for operational purposes must be used responsibly.

B12008 CONSTRUCTION ACTIVITIES

B12008.1 Working Areas

The road construction and associated activities may be conducted only in designated working areas. Limitation of these activities to specific working areas minimises the impact on the surrounding environment and facilitates control of the works. Sites should be divided into working areas and "no-go" areas:

- Working areas are those areas required by the Contractor to undertake the works and as approved by the RE. These areas include the area of works, borrow areas and haul roads between the working site and borrow areas. If necessary, the working areas may be demarcated during the period. The Contractor and his staff are not permitted to move around outside the designated working areas. The Contractor shall ensure that, insofar as he has the authority, no person, machinery, equipment or material enters the "no go" areas at any time.
- "No-go" areas are those areas outside of working areas. The Contractor shall erect and maintain permanent and/or temporary fences of the type and in the locations directed by the RE. Such fences shall, if so specified, be erected before undertaking designated activities.

Within the overall working area, the RE shall designate specific areas for the following:

- Site Camp.
- Stockpiling and storage of construction materials.
- Stockpiling of topsoil for rehabilitation purposes.
- Spoiling of cleared vegetation (alien / invasive species).
- Sites for spoil materials.

B12008.2 Protection of Flora and Fauna

Natural features, indigenous flora and fauna in the vicinity of the project works should be protected and damage or disturbance prevented or minimised; specifically:

- No plant species may be removed unless agreed by the ECO or unless they are listed as alien invasive species.
- The minimum amount of vegetation must be removed. Excessive clearing of a site must be avoided. Disturbance outside of the immediate construction area must be avoided.
- No construction staff may have access to indigenous vegetation outside of the working corridor.
- The use of indigenous plants as firewood is prohibited.
- Where protected or Red Data Species are encountered and require removal, the ECO should be consulted and the plant(s) then replanted in a nearby 'safe' area of similar habitat. Permits are to be obtained from the DEDEAT regarding protected plant species and the Department of Agriculture, Forestry and Fisheries (DAFF, Eastern Cape) regarding protected trees.
- All fauna (including domestic livestock) within and surrounding the site shall be protected; they shall not be caught, poisoned, trapped, snared or killed.
- No domestic animals shall be brought onto the site.

B12008.3 Sites of Archaeological and or Cultural Interest

The Contractor shall take responsible precautions to prevent any person from removing or damaging any items and infrastructure of heritage importance, such as fossils, coins, articles of value or antiquity, structures (older than 60 years) and other remains of archaeological interest discovered on the Site, immediately upon discovery thereof and before removal.

All archaeological sites identified in the environmental assessment must be demarcated with safety netting and placed out of bounds. Should disturbance of these sites be unavoidable, then an application must be made to the South African Heritage Resource Agency (SAHRA) via a qualified archaeologist.

Should an archaeological or cultural site be located during the upgrading of the route or any associated infrastructure, it should immediately be reported to the SAHRA. Failure to report a site of archaeological and/or cultural significance is a contravention of the National Heritage Act (Act No 25 of 1999).

All construction site staff must be briefed to immediately report any potential sites which are encountered during the construction of the road. In the event of finding what appears to be an archaeological site or a cultural and/or historic site or object, work should be temporarily suspended until a qualified archaeologist or historian can examine the item or find.

The Contractor must check the area carefully for any graves. The relocation of graves must be undertaken in consultation with the affected families and through the Project Steering Committee. The correct procedures for the exhumation and reburial of the remains must be strictly adhered to.

B12008.4 Protection of Natural Features

The Contractor shall not deface, paint, damage or mark any natural features (e.g. rock formations) situated in or around the Site for survey or other purposes.

Any features affected by the Contractor in contravention of this clause shall be restored/rehabilitated to the satisfaction of the RE.

The Contractor shall not permit his employees to make use of any natural water sources (e.g. springs, streams, open water bodies) for the purposes of swimming, personal washing and the washing of machinery or clothes.

B12008.5 Aesthetics

The Contractor shall take reasonable measures to ensure that construction activities do not have an unreasonable impact on the aesthetics of the area.

B12008.6 Conservation and Stockpiling Of Topsoil

Topsoil shall be removed from the following areas no longer than 10 days before construction begins:

- All areas to be excavated;
- Areas to be occupied by roads, including the temporary haulage road;

- Areas for the storage of fuels;
- Areas to be used for batching / mixing of concrete;
- Areas for stockpiling of construction materials;
- Areas for stockpiling of crushed rock; and
- Areas for spoiling material.

Topsoil shall be excavated to a minimum depth of 150 mm or to a maximum depth of 300 mm. Compaction of these topsoil stockpiles is not permitted. Where topsoil has been stored for longer than 12 months the Contractor shall turn the soils to maintain viability of the seeds and the soil properties.

The topsoil stockpiles shall be clearly demarcated and vehicle access restricted. The topsoil shall not be contaminated with any fuels, oils or other construction waste or materials.

Topsoil shall not be mixed with any other material (construction rubble, subsoils etc) and wind erosion of the topsoil stockpiles must be prevented.

Topsoil stockpiles shall not be higher than 2m with slopes of 1m vertical to 2m horizontal and convex (rounded) at the top.

B12008.7 Erosion Control

Soil erosion shall not be tolerated on the Site. Uncontrolled erosion will cause siltation and pollution of the stream and result in loss of valuable topsoil. The Contractor should take all reasonable measures to prevent soil erosion and protect areas susceptible to erosion. Erosion prevention measures must be implemented to the satisfaction of the RE.

Areas affected by construction related activities must be monitored regularly for evidence of erosion. Areas particularly susceptible to erosion include: areas stripped of topsoil, soil stockpiles and steep slopes (gradients > 8%).

Soil erosion may result from a diversion, a restriction, or an increase in the flow of stormwater or river flow caused by the presence of temporary / permanent works, operations and activities. Where evidence of erosion appears, the construction of contour berms, cut-off drains or planting of indigenous grass species may be necessary.

The Contractor shall take reasonable measures to control the erosive effects of stormwater runoff. A cut-off drain(s) or low berm will be constructed where necessary to lead run-off rain water away from steep, exposed slopes, ensuring that the water does not flow over the slopes and cause erosion. Water from these drain(s) will be disposed of in such a way that the erosive force of the water in the drain(s) is dissipated and erosion does not occur at the drain discharge point(s).

Where erosion does occur the Contractor shall reinstate such areas and areas damaged by the erosion, at his own cost and to the satisfaction of the RE and ECO. Topsoil that has been washed away shall be replaced at the Contractor's expense.

The access / haul roads, after ripping, must be topsoiled and hydroseeded with an appropriate hydroseed mix and the same specifications apply as in the other areas that require hydroseeding.

The order for the seeds must be placed timeously to ensure availability at the time required.

B12008.8 Prevention of Pollution

The Contractor should ensure that pollution of the soil or water (i.e. surface and ground) does not occur as a result of any activities on Site. Pollution could result from the release, accidental or otherwise, of chemicals, oils, fuels, sewage, wastewater containing kitchen waste, detergents, solid waste and litter, etc. Specific measures to be taken to prevent the pollution of the environment include:

- Immediately report and manage any leakage or spillage with appropriate spill contingency equipment and measures.
- All fuels, oils, lubricants and other petrochemical products must not be stored within 100 meters of any wetlands and rivers.
- Maintenance of vehicles must only take place in a designated workshop with a concrete base and drip trays for the collection of waste lubricants. Emergency maintenance vehicles must be

equipped with drip trays and absorbent material, such as spillsorb, to collect and contain waste oils.

- No rock, silt, cement, grout, asphalt, petroleum product, timber, vegetation, domestic waste, or any deleterious substance should be placed or allowed to disperse into any stream, river, pond, storm or sanitary sewer, or other watercourse.
- Ensure all construction equipment is free of leaks from oil, fuel or hydraulic fluids and is cleaned in an area with a suitable controlled runoff.
- Refuelling activities should not be conducted where runoff could carry contaminants into drainage pathways (including stormwater drains/trenches and sewers).
- Washing of vehicles must be kept to a minimum and must only take place in a designated area on an impervious surface which drains into an oil sump.
- Cleaning out of concrete mixers and trucks must take place on a properly designated site where there is no opportunity for the pollution of water bodies.

B12008.9 Stockpiling / Spoiling of Materials

The RE and ECO shall approve all stockpiling and spoiling sites and confirm the end-use or rehabilitation for these sites.

The stockpiles should be located within demarcated construction sites. Material stockpiled should be done in such a way as to minimise the spread of materials and the impact on the natural vegetation. The Contractor should ensure that no materials 'creep' into "no-go" areas.

No spoiling of material should take place below the 1:100 year floodline of any river, stream, wetland or water course.

The Contractor, upon completion of the project shall reinstate areas used for stockpiling to their former states.

B12008.10 Asphalt, Bitumen and Paving

Over spray of bitumen products outside of the road surface and onto roadside vegetation shall be prevented using a method approved by the RE.

The area used for the storage of bitumen drums/products shall comply with the following:

- The floor shall be smooth and impermeable (concrete).
- The floor shall be bunded and sloped towards a sump to contain any spillages of substances.
- The bund shall be inspected and emptied daily, and serviced when necessary.
- The bund shall be closely monitored during rain events to ensure that they do not overflow.

When heating bitumen products, the Contractor shall take cognisance of appropriate fire risk controls. Heating of bitumen products shall only be undertaken using LPG or similar zero emission fuels and appropriate firefighting equipment shall be readily available.

Water quality from runoff from newly/fresh bitumen surfaces will be monitored by the RE and remedial actions taken where necessary.

Stone chip/gravel excess shall not be left on road/paved area verges. This shall be swept/raked into piles and removed to an area approved by the RE.

B12008.11 Cement and Concrete Batching

The permitted location of the batching plant (including the location of cement stores, sand and aggregate stockpiles) will be indicated by the RE. The concrete/cement batching plant shall be kept neat and clean at all times.

The batch plant should not be located closer than 100m from any water course or wetland and not below the 1:100yr floodline of any water course or wetland.

The batching plant shall be located on a smooth impermeable surface (concrete). The area shall be bunded and sloped towards a sump to contain any spillages of substances.

No batching activities shall occur directly on the ground. All wastewater resulting from batching of concrete shall be disposed of via the wastewater management system and shall not be discharged into the environment.

Used cement bags shall be stored in weatherproof containers to prevent wind-blown cement dust and water contamination. Used cement bags shall be disposed of on a regular basis via the solid hazardous waste management system, and shall not be used for any other purpose.

Unused cement bags shall be stored so as not to be affected by rain or runoff events. In this regard, closed steel containers should be used for the storage of cement powder and any additives.

The Contractor shall ensure that sand, aggregate, cement or additives used during the mixing process are contained and covered to prevent contamination of watercourses, the surrounding vegetation and natural rock through wind or water dispersion.

All runoff from the batching plant shall be strictly controlled, and cement- contaminated water shall be collected, stored and disposed of off-site, at a location approved by the RE.

Contaminated water storage areas shall not be allowed to overflow and appropriate protection from rain and flooding shall be implemented.

All visible remains of excess concrete shall be physically removed on completion of the plaster or concrete pour section and disposed of. Washing the remains into the ground is not acceptable. All excess aggregate shall also be removed and disposed of in an approved landfill site.

B12008.12 Dust Control

Dust is regarded as a nuisance when it reduces visibility, soils private property, reduces the palatability of grazing grasses and may retard plant growth. It is also aesthetically displeasing.

The Contractor shall be responsible for the control of dust arising from his operations and activities at all times. Control measures could include regular spraying of working / bare areas with water, at an application rate that will not result in soil erosion or runoff.

Dust control is to be undertaken in compliance with SANS 69 and SANS 1929.

B12008.13 Noise Control

The Contractor shall limit noise levels (e.g. install and maintain silencers on machinery). The Contractor's attention is drawn to the applicable regulations framed under the Machinery and Occupational Safety Act, 1983 (Act No. 6 of 1983), as well as the requirements of the Occupational Health and Safety Specification which forms part of these documents.

All activities with high noise level should be restricted to daylight hours in the residential areas and in the proximity of villages.

The Contractor must discuss the timing of noise generating activities with the staff of schools located close to the road. Appropriate times for construction should be agreed to by both parties.

The Contractor shall inform the residents of any high noise events such as blasting.

Contractor's camps should be located away from tourist operations and quiet rural villages.

Crushing plants should be located as far as practical from residences, schools and social facilities.

B12008.14 Vehicles and Access Roads

Site vehicles should be permitted access only within the demarcated construction sites or on existing roads, as would be required to complete their specific tasks. Vehicles are not permitted on re-vegetated areas.

Site vehicle traffic should be limited to specific access roads to prevent unnecessary damage to the natural environment.

On the Site the Contractor shall control the movement of all vehicles and plant including that of his suppliers so that they remain on designated routes, are distributed so as not to cause an undue concentration of traffic and that all relevant laws are complied with. In addition such vehicles and plant shall be so routed and operated as to minimise disruption to regular users of the routes not on the Site. On gravel or earth roads on Site and within 500m of the Site, the vehicles of the Contractor and his suppliers shall not exceed a speed of 60 km/hr.

B12008.15 Traffic Control and Temporary Deviations

Increased traffic, especially heavy vehicle traffic, has the potential to draw complaints from nearby residents. The Contractor is expected to address any complaints received.

The Contractor shall comply with all the applicable local, regional and national laws with regard to road safety and transport. The Contractor shall instruct his drivers and plant operators that vehicles will be expected to comply with all road ordinances, such as speed limits, roadworthiness, load securing / covering.

Where sections of the road are closed for construction, barricades shall be constructed to prevent unauthorised access at all times. Suitable signage should be erected informing drivers of the road closure and warning of the possible dangers involved in trespassing within the closed areas.

Where the road is to be closed for extended period of time for the purpose of blasting, communities and motorists must be given suitable prior warning through signposting, media notices etc. The safety of motorists should remain paramount at all times.

The Contractor shall keep the local Traffic Department aware of road closures and other activities that will affect traffic flow.

Temporary vehicular deviations should be located so as to cause minimal disruption to surrounding communities, minimal disturbance to flora, fauna and the surrounding landscape and minimal risk of erosion. The deviations shall not impede normal pedestrian or vehicular access to adjoining villages and community lands.

Each deviation route should be rehabilitated as soon as practically possible, and preferably immediately once the construction on the adjoining section of road has been completed.

B12008.16 Fire Prevention and Control

The Contractor shall take all the necessary precautions to ensure that fires are not started as a consequence of his activities on Site. The Contractor, subcontractors and all employees are expected to be conscious of fire risks. The Contractor shall hold fire prevention training with his staff to create an awareness of the risks of fire. Regular reminders to his staff on this issue are required.

The Contractor shall ensure compliance with the National Veld and Forest Fire Act (Act 101 of 1998).

Smoking shall not be permitted in those areas where it is a fire hazard. Such areas shall include the workshop and fuel storage areas and any areas where the vegetation or other material is such as to make liable the rapid spread of an initial flame. In terms of the National Environmental Management: Air Quality Act (Act No 39 of 2004) , burning is not permitted as a disposal method.

No fires may be made other than for the purpose of cooking, and must be extinguished with water once they have served their purpose. Cooking fires shall be contained in a fire drum, in an area approved by the RE. No fires, including cooking fires, are permitted on "Red" days as per the Fire Danger Index.

The Contractor shall appoint a Fire Officer who shall be responsible for ensuring immediate and appropriate actions in the event of a fire and shall ensure that employees are aware of the procedure to be followed. The Contractor shall forward the name of the Fire Officer to the RE for his approval.

The Contractor shall ensure that there is adequate fire-fighting equipment (i.e. fire extinguishers and fire beaters) on Site and in all major working areas.

The Contractor shall be liable for any expenses incurred by any organisations called to assist with fighting fires and for costs involved in rehabilitation of burnt areas / property / persons, should the fire be the result of the Contractor's activities on Site.

Removed plant material shall not be dumped across the fence-line or along the fence-line onto private property. If an abutting land owner requests this the Client must be indemnified.

B12008.17 Blasting

All blasting is to be done in terms of the Mine Health and Safety Act (Act 29 of 1996) and explosive regulations (Occupational Health and Safety Act).

The Contractor shall notify nearby residents and erect appropriate signage, warning of the event, 14 days in advance any blasting. The Contractor is responsible for any accidental injuries to persons or property as a result of blasting.

Prior to blasting, the Contractor shall notify the relevant occupants of surrounding land and address any concerns. The Contractor shall notify emergency services, in writing, a minimum of 24 hours prior to any blasting activities commencing on Site.

A crack survey, including photographs, shall be undertaken of all existing structures within a distance of the blasting site specified by the RE. The survey shall be undertaken prior to any blasting activities in order to establish the baseline conditions, and following blasting or on receiving any complaints from the community. Structural damage to houses which has resulted from blasting must be repaired at the expense of the Contractor.

The Contractor shall prevent damage to special features and the general environment, which includes the removal of fly-rock. Damage caused by blasting/drilling shall be repaired to the satisfaction of the RE.

B12008.18 Bridges and Culverts

The Contractor shall minimise the extent of any damage to the flood plain to that necessary to complete the works, and shall not pollute the river systems as result of construction activities. No construction materials shall be stockpiled on the flood plain.

The Contractor shall not divert, dam or modify any watercourse or stream without the approval of the RE and DWA.

The existing culvert bridge must be removed as soon as the new bridge has been completed and opened to traffic. Rehabilitation of the disturbed areas must be carried out in consultation with Working for Water.

Bridge construction and culvert installation should, where possible, be planned to take place during periods when stream flow is low.

Avoid operating machinery in waterbodies. Excavation for a bridge or a large culvert should not be performed in flowing water. The water should be diverted around the work site during construction with a cofferdam or stream diversion. Any diversion of a stream requires a separate investigation and an approval from the DWA and DEDEAT.

Avoid channel changes and protect the embankments of streams and rivers.

B12008.19 Water Abstraction

Water for construction purpose may be abstracted from rivers or other small streams crossing the road. The required licences must be obtained from the DWA prior to abstraction. The Contractor shall abstract this water from a temporary sump constructed adjacent to the river.

During water abstraction the Contractor shall take all reasonable measures to limit sedimentation of downstream watercourses due to his activities and shall ensure that the flow in the river is never reduced below 50% of ambient. The temporary sump shall be removed from the river as soon as practically possible.

B12008.20 Earthworks

All earthworks shall be undertaken in such a manner so as to minimise the extent of any impacts caused by such activities. No equipment associated with earthworks shall be allowed outside of the Site and defined access routes unless expressly permitted by the RE.

B12008.21 Site Rehabilitation

The Contractor shall be responsible for complete rehabilitation of the site, including spoil sites, access roads, haul routes, site camp, stockpile, crusher area, ablution facilities and storage areas.

The Contractor shall undertake full rehabilitation under no extra cost to the Client, other than that allowed for in the Bill of Quantities.

The Contractor should implement progressive rehabilitation: once works are complete in a particular area, rehabilitation / re-vegetation should begin. This would provide the opportunity to assess whether or not the methods employed are suitable and successful and would help prevent erosion in impacted areas.

Where re-vegetation of an area is not successful the Contractor will replant these areas, at no additional cost to the Client.

The Contractor shall provide the ECO and RE with a comprehensive Method Statement for rehabilitation of the entire site. This Method Statement must meet the approval of the ECO and RE. The following points must be taken into account when drawing up the Rehabilitation Method Statement:

- The Method Statement should be flexible – where measures are found to be inefficient, the plan shall be modified, at no additional cost to the Client.
- The Contractor shall be responsible for successful rehabilitation and re-vegetation of the site, for a minimum period of 12 months after construction is complete.
- The Method Statement shall include the eradication of alien invasive plant species that may become established during the construction and defects notification period, in impacted areas and in rehabilitated areas.
- The growth of alien invasive plant species shall be monitored and removed during the 12 month period following construction.
- The Method Statement shall include endemic grass seed mixes applicable to summer and winter.
- The Method Statement shall include suitable fertilisers and application rates.
- Successful re-vegetation means $\geq 80\%$ of the seeded area is covered with grass / groundcover.
- Where the initial stripping works of the site/borrow pits was conducted by the Contractor, he will be fully responsible for topsoiling the said disturbed areas to the specified depth, at no cost to the Client.
- Consideration should be given to using established seedlings of indigenous grasses such as *Digitaria eriantha* and *Cenchrus ciliaris* to at least augment re-vegetation of bare areas. On eroded soil chopped bush should be spread over bare surfaces, the soil should be re-seeded and the veld rested.

B12008.22 Alien Invasive Vegetation

Alien invasive vegetation shall be removed from any working areas and the site camp(s). These vegetation species shall also be eradicated when they begin to establish themselves in disturbed areas (disturbance of the natural vegetation will encourage the establishment of invasive species). In order to discourage the spread of alien species, soil should not be moved from one part of the site to another without the consent of the ECO.

The ECO shall assist in the identification of alien plant species. The Contractor is responsible for the removal and eradication of alien plant species. Methods of removal / eradication may involve hoeing by hand or the controlled application of herbicides.

B12008.23 Community Relations

The Contractor shall erect and maintain information boards in the position, quantity, design and dimensions specified. Such boards shall include contact details for complaints by members of the public in accordance with details provided by the RE.

The Contractor shall keep a "Complaints Register" on Site. The Register shall contain all contact details of the person who made the complaint, information regarding the complaint itself and measures taken to address the complaint.

B12008.24 Social Disruption

Where construction activities require the removal of fences from around private land, the occupants shall be warned at least three days in advance and alternative fencing should be put in place. These fences / boundary markers shall be reinstated as soon as construction is complete.

Care should be taken not to damage private property. No access to homesteads / farms or other such areas is permitted without permission of the resident and on agreement with the RE.

The Contractor shall take measures to reduce disruption to users of the area abutting the Site.

B12008.25 Existing Services and Infrastructure

The Contractor shall ensure that existing services (road, rail, pipelines, power lines and telephone services) are not disrupted or damaged, unless required by the contract and with the permission of the RE.

B12008.26 Protection of the Public

The Contractor shall be responsible for the protection of the public, and public property, from any dangers associated with the road construction and associated activities, and for the safe and easy passage of pedestrians and traffic in areas affected by project activities.

Any excavation material, spoil sites and other obstructions or excavations shall be suitably barricaded and/or demarcated with hazard tape.

B12008.27 Staff Safety and Education

All staff shall be given an induction course before beginning work on the site. Part of the induction course will be to make the staff aware of the potential dangers of the road construction activities.

The Contractor must maintain a suitable First Aid Kit at the site office and will have a list of the emergency service contact numbers readily available.

Telephone numbers of emergency services, including the local firefighting service and HAZMAT service providers, shall be posted conspicuously in the Contractor's office near the telephone.

No authorised firearms are permitted on Site.

B12009 EMERGENCY PROCEDURES

The Contractor's procedures for the following emergencies shall include:

B12009.1 Fire

The Contractor shall advise the relevant authority of a fire as soon as one starts and shall not wait until he can no longer control it. The Contractor shall ensure that his employees are aware of the procedure to be followed in the event of a fire.

B12009.2 Accidental Leaks and Spillages

The Contractor shall ensure that his employees are aware of the procedure to be followed for dealing with spills and leaks, which shall include notifying the RE and the relevant authorities.

The Contractor shall ensure that the necessary materials and equipment for dealing with spills and leaks is available on Site at all times.

Treatment and remediation of the spill areas shall be undertaken to the reasonable satisfaction of the RE and ECO.

In the event of a hydrocarbon spill, the source of the spillage shall be isolated, and the spillage contained. The area shall be cordoned off and secured. The Contractor shall ensure that there is always a supply of absorbent material readily available to absorb/breakdown and where possible be designed to encapsulate minor hydrocarbon spillage.

The quantity of such materials shall be able to handle a minimum of 200 litres of hydrocarbon liquid spill.

In the event of a fire or accidental leak/spillage, the Contractor shall notify the RE as soon as possible, but at least within 48 hours of the incident being noticed.

The telephone numbers for the closest Hazmat service provider's offices should be prominently displayed as bitumen and diesel spillage on construction and road building sites are fairly common. The cleanup procedure is critical to prevent contamination.

B12010 ENVIRONMENTAL AWARENESS TRAINING

Before any work is commenced on the Site, the Contractor's site management staff including foremen shall attend an environmental awareness training course of approximately one-hour duration presented by the ECO. The Contractor shall liaise with the RE prior to the Commencement Date to fix a date and venue for the course. The ECO will provide the course content. The Contractor shall provide a suitable venue and ensure that the specified employees attend the course.

The environmental awareness training course shall be held during normal working hours. The information presented at the course shall be communicated to the Contractors employees on the site, to

any new employees coming onto site after the initial training course and to his suppliers as required by the Project Specification.

The Contractor shall ensure that all attendees sign an attendance register, and shall provide the RE with a copy of the attendance register the day after each course.

The Contractor shall erect and maintain information posters for the information of his employees depicting actions to be taken to ensure compliance with aspects of the Specifications. These information boards shall be erected at the locations, agreed by the RE and should contain the following symbols:

- At working areas: Use drip trays, use toilets, no eating, no littering, no swimming, no picking of flowers, no dogs, no veld fires.
- At eating areas: Use toilets, no littering, no veld fires.

B12011 EXTERNAL AUDITING AND EVALUATION

In order to ensure that the EMPr is effectively implemented, it is important that monthly external audits of the EMPr are conducted. An ECO will be appointed by the Client to undertake these audits. The RE shall arrange that these external audits do take place and that a system for addressing any problems identified during these audits, is formulated. The relevant documentation shall be kept and shall be available to the public.

B12012 ENVIRONMENTAL MANAGEMENT DURING DECOMMISSIONING

Environmental Management associated with the decommissioning of this project will ensure that the following items are addressed at closure and during the defects liability period:

- All cleared sites are rehabilitated with indigenous grass material with a cover of at least 80%.
- All visible alien plants are removed from disturbed sites.
- All recyclable rubble and waste, for example, scrap metal, bottles, cans and plastics are collected and disposed of through a registered recycling company.
- All non-recyclable rubble and solid waste be collected and disposed of at a registered waste disposal facility.
- Provision has been made for stormwater control to prevent erosion from taking place post construction.
- All borrow pits and quarries shall conform to the designed closure specifications, including drainage, slope stability, top-soiling and grass planting.
- Certificates of final completion as required by the appropriate EMPr shall be obtained for all borrow pits and quarries.

B12013 TOLERANCES

Environmental management is concerned not only with the final results of the Contractor's operations to carry out the Works but also with the control of how those operations are carried out. Tolerance with respect to environmental matters applies not only to the finished product but also to the standard of the day-to-day operations required to complete the Works.

It is thus required that the Contractor shall comply with the environmental requirements on an ongoing basis.

B12014 MEASUREMENT AND PAYMENT

The Contractor shall not be separately reimbursed or compensated in respect of his compliance with the provisions of this Section B12000 of the Scope of Works. All costs so incurred shall, save and except to the extent provided for in the Bill of Quantities under Section 1300: Contractor's Establishment on Site and General Obligations, be deemed to be included in the rates tendered for the various items of work listed in the Bill of Quantities.

The financial guarantee for the rehabilitation of land disturbed by quarrying as per the approved EMPr will be returned upon the granting of a Closure Certificate by the DMR. This Closure Certificate will comply with the terms of the MPRDA.

B12015 WORK STOPPAGE

The RE shall have the right to order work to be stopped in the event of significant infringements of the Environmental Management Specifications, until the situation is rectified in compliance with the Specifications. In this event, the Contractor shall not be entitled to claim for delays or incurred expenses.

Any failure on the part of the Contractor to comply with the EMPr will entitle the RE to certify work stoppage subject to the details set out.

The RE shall be the judge as to what constitutes a transgression subject to the provisions of the General Conditions of Contract. In the event that transgressions continue, the Contractor's attention is drawn to the provisions of the General Conditions of Contract, under which the Contract Supervisor and/or Client may cancel the Contract.

In addition to work stoppage, penalties may be issues where there is damage to the natural or human environment as a consequence of the transgression(s) and/or non-compliance(s). In such an event, the Contractor may be liable to pay a penalty at the instruction of the RE.

A list of incidents that may lead to work stoppage are indicated below – this list is not exhaustive.

- Failure to submit Method Statements timeously.
- Failure to stockpile topsoil properly or materials in designated areas.
- Inappropriate use of adjacent watercourses and water bodies.
- Pollution of water bodies – including increased sediment loads.
- Failure to maintain basic safety measures on site.
- Animal poaching (wildlife or domestic).
- Failure to provide waste disposal facilities or services.
- Excess dust or excess noise levels emanating from the Contractor's Camp and construction areas.
- Any person, vehicle, plant or item related to the Contractor's activities causing a public nuisance.
- Failure to carry out liaison with adjacent landowners; causing damage to property without prior negotiation and/or compensation and/or causing other social infringements.
- Failure to control the pollution risks from dispensing fuel or the storage of vehicles and plant (drip trays).

The Contractor shall be responsible for the costs associated with repairing any damage to the natural or human environment that may result from the transgression and/or the result of the work stoppage.

B12016 PENALTIES

The imposition of penalties will be at the discretion of the Client.

The value of any penalty imposed shall be determined in light of the consequential damage caused and the costs required to rehabilitate the damaged area.

Payment of any penalty in terms of the Contract shall not absolve the Contractor from being liable from prosecution in terms of the any appropriate law. Fines may also be imposed by the relevant authority (DEDEAT or DMR) in terms of NEMA if the Contractor is found to have unlawfully and intentionally or negligently committed any act or omission which causes significant pollution or degradation of the environment.

B12017 MITIGATORY MEASURES REQUIRED BY THE DEPARTMENT OF MINERAL RESOURCES

Mitigatory Measures

The mitigatory measures in the Environmental Management Specifications are to manage potential environmental impacts arising due to the construction activities as well as the activities of the construction staff. These mitigating measures are to be read in conjunction with the mitigating measures and recommendations contained in the approved EMPr, including any additional recommendations contained in the Record of Decision (ROD) from the DMR.

1. Responsibilities
 - (a) The Contractor (through the RE) will:
 - (i) be held responsible for the implementation of these mitigatory measures,
 - (ii) identify the need and be responsible for the implementation of an environmental awareness training programme for the construction staff,
 - (iii) supply on request a "Method Statement," which will indicate the procedures to be applied in order to meet the requirements of any aspect of these mitigatory measures, and
 - (iv) ensure that any problems identified during environmental audits or inspections, are addressed and rectified as soon as reasonably possible.
2. Mitigatory Actions
 - 2.1 Should it be necessary to store materials and equipment on site for short periods, only previously disturbed areas located >100 m from a watercourse / wetland should be used for this purpose.
 - 2.2 Any construction camp set up should be clearly demarcated and secured against theft or vandalism and any hazardous materials (cement, oil, petrol, diesel, etc) should be very strictly controlled and secured. Such a construction camp should be located >100 m from a watercourse / wetland and should be completely rehabilitated on completion of construction activities.
 - 2.3 All damaged areas in the riparian zones resulting from construction operations, should be rehabilitated to prevent erosion and undermining of the riverbank.
 - 2.4 All "surplus" soil and rock excavated during construction should be removed from the water course.
 - 2.5 No concrete shall be mixed on the soil surface, all concrete mixers to be placed on trays, and precautions to be taken against contamination of the soil through spillage of pre-mixed concrete.
 - 2.6 Precautions are to be taken against oil spillage from heavy equipment such as compressors and generators, e.g. through the use of sawdust filled drip trays. All contaminated material (including soil) to be disposed of at a registered waste site.
 - 2.7 Adequate toilet facilities (e.g. chemical toilet) shall be provided for workers on site, and all ablutions are to take place in these facilities.
 - 2.8 Scavenger-proof litter containers shall be provided on site and strict control over littering enforced.
 - 2.9 All waste material, including excess construction material, litter and sewerage, shall be regularly removed from site and disposed of at a registered waste facility.
 - 2.10 Strict precautions shall be taken when making open fires.
 - 2.11 No wild animals shall be disturbed unnecessarily in any way.
3. These mitigating measures are to be read in conjunction with the mitigating measures and recommendations contained in the approved EMP, including any additional recommendations contained in the Record of Decision (ROD) from the DMR.

SECTION 13000	OCCUPATIONAL HEALTH AND SAFETY SPECIFICATIONS
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**PROVINCE OF THE EASTERN CAPE
DEPARTMENT OF TRANSPORT**

**TENDER NO.
TENDER NO. SCMU10-24/25-0014**

C3-6 : PROJECT SPECIFIC OCCUPATIONAL HEALTH AND SAFETY SPECIFICATIONS

1. INTRODUCTION

1.1 LIST OF ABBREVIATIONS

AIA	Approved Inspection Authority
BoQ	Bill of Quantities
CC	Compensation Commissioner
CR	Construction Regulations
DRPW	Department of Roads and Public Works of the Eastern Cape Provincial Government
DME	Department of Mineral and Energy
DMR	Driven Machinery Regulations
DoL	Department of Labour
DOT	Department of Transport
FEMA	Federated Employers Mutual Association
GAR	General Administration Regulations
GSR	General Safety Regulations
HIRA	Hazard Identification Risk Assessment
H&S	Health and Safety
LI	Labour Intensive
MH&SAMine	Health and Safety Act No. 29 of 1996 (as amended)
OH	Occupational Health
OHSA	Occupational Health and Safety Act No. 85 of 1993 (as amended)
OHSS	Occupational Health and Safety Specification
PSHSS	Project Specific Health and Safety Specification
PC	Principal Contractor
PPE	Personal Protective Equipment
ER	Engineer's Representative
RHCS	Regulations for Hazardous Chemical Substances
SANS	South African National Standards (Authority)
SMME	Small, Micro, Medium Enterprise
SWP	Safe Work Procedure

1.2 DEFINITIONS

The definitions used will be those set out in the Regulation Gazette No 10113 of 7 February 2014 with the following additions:

Client: The Head of Department, Department of Transport of the Province of the Eastern Cape.

Designer Means a competent person appointed by the Client as Agent to design (if required), supervise and monitor construction on their behalf

Employers Agent: Means a competent person appointed by the Client to design, supervise and monitor construction on their behalf.

Hazard: Source of exposure to danger

Hazard Identification and Risk Assessment (HIRA) and Risk Control:

Means a documented plan, which identifies hazards, assesses the risks and details 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.

Health and Safety Agent:

Means any person who acts as a representative for the Client in managing the overall health and safety work as their responsible person.

Health and Safety Plan:

Means a documented plan which answers to the Project Specific Health and Safety Specification; including all the supporting documentation that indicate how the Principal Contractor or Contractor plans to manage H&S for the duration of the works assignment.

Induction Training:

Means once off introductory training on general health and safety issues given to all employees and visitors to the site before commencement of work on site.

Mine: Any excavation from which material (soil, gravel, stone etc) is taken for use in the construction site.

Risk: Means the probability or likelihood that a hazard can result in injury or damage.

Regulation/s: Shall mean the relevant regulation/s promulgated in terms of the Occupational Health and Safety Act, No. 85 of 1993.

Site: Means the area in the possession of the Principal Contractor for the construction of the works. Where there is no demarcated boundary it will include all adjacent areas and haul roads which are reasonably required for the activities for the Principal Contractor, and approved for such use by the Engineer.

The Act: Means, unless the context indicates otherwise, the Occupational Health and Safety Act, No. 85 of 1993 and Regulations promulgated thereunder, as amended.

1.3 KEY ROLE-PLAYERS

Client Representatives As indicated in Contract Data

Engineer

Engineers Representative

H&S Agent

1.4 KEY REFERENCES

- Occupational Health and Safety Act No. 85 of 1993 and Regulations (as amended)
- Compensation for Injury and Occupational Diseases Act No. 100 of 1993 (as amended)
- Committee of Land Transport Officials (COLTO) South African Roads Specifications for Road and bridge Construction
- Traffic Safety Manual (SARTSM) Chapter 2, Volume 13 of 1999
- Road Traffic Safety Act No. 93 of 1996 (as amended)
- Routine maintenance procedures manual of the Department of Roads and Public Works Eastern Cape.
- Regravelling Procedures Manual of the Department of Roads and Public Works Eastern Cape.

2. PREAMBLE

The Department of Transport (DOT) is tasked to provide infrastructure within the Eastern Cape including the construction of roads and civil structures.

Each year fatalities and serious injuries mar the reputation of the Construction Industry. The DOT has a responsibility to limit such injuries by ensuring a zero tolerance approach to Contractors and those affiliated to a particular project. Thus a high premium is placed on the H&S of DOT stakeholders, which include its employees, professional service providers, public and its physical assets. The responsibilities that the Department and relevant stakeholders have toward its employees are captured in this document. The responsibilities stem from both moral, civil and a variety of legal obligations. The Principal Contractor is to take due cognisance of the above statement.

The DOT, as the Client and its Health and Safety (H&S) Agent acting on its behalf, shall provide a project specific Health & Safety Specification (PSHSS) for each works assignment and provide it to the Principal Contractor/s making a bid or appointed to perform construction work for the project, or parts thereof.

2.1 PURPOSE OF THE OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION (OHSS)

The idea of this document is to enable the Department to appoint a contractor onto a Road marking contract whereby he can be assigned various works assignments over a three-year period. The scope of works is therefore unknown. Thus a separate OHS Plan will be required to be produced for each specific works assignment.

The OHSS is a performance specification to ensure that the Client (DRPW) and any bodies that enter into formal agreements with the Client, i.e. Employers Agents, Principal Contractors (PC) and Contractors, achieve an acceptable level of OHS performance. The Client has a zero tolerance to non-compliance and the endangering of the lives of workers, and the public, thereby being placed at risk.

No advice, approval of any document required by the OHSS (i.e. hazard identification and risk assessment, action plans) or any other form of communication from the Client shall be construed as an acceptance by the Client. Nor shall such communication relieve or absolve the PC from any obligation or from achieving compliance with legal requirements. The PC remains responsible for achieving the required performance levels and must sign an OHSA S.37.2 Mandatory Agreement with the Client.

The H&S Specification highlights the aspects to be implemented over and above the minimum requirements of current legislation. Requirements may be changed should new risks or issues are identified that could not have been foreseen during the design phase of the project.

3. IMPLEMENTATION OF THE OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION (OHSS)

The works assignment H&S specification (PSHSS) forms an integral part of the Contract, and PCs are required to make it an integral part of their Contracts with Contractors and Suppliers. A PSHSS will be available for each level of Contract and Contractor, and must be complied with. Failure to do so will be noted as a serious offense, and will result in a penalty, stoppage of part of, or the whole works, with no extension of time or allowable claims; this includes the submission of an approved health and safety plan

This specification must be read in conjunction with the OHSA, its Regulations (as amended) and any other standards relating to work being done, and ensure compliance thereto. The information relative to the scope of the project, the works etc. is detailed in the tender document, is to be taken into account when developing the H&S plan and associated documentation. The detailed design risk assessment is included, as is a summary of risks identified as attached.

The OHSA S.37.2 Mandatory Agreement found in the Tender Document must be fully completed by the PC prior to commencement of the Works.

No work may commence without written approval of the H&S plan by the H&S Agent. Failure to comply with this requirement will result in a penalty, stoppage of part of, or the whole works, with no extension of time or allowable claims.

Should there be design changes, or change in the scope of works, an amended PSHSS may be issued. Where amended PSHSSs are issued, the PC will be required to ensure a resubmission of an amended H&S plan for approval. Further to this, the PC must ensure that a similar system must be implemented between all their Contractors.

The H&S Agent will visit the project at least monthly, or more frequently if deemed necessary to ensure compliance. All activities on the site and all appropriate documentation will be monitored and reported on to the Client, Employers Agent and Contractor. Non-conformances will be issued and penalties or work stoppage instructions will be issued where appropriate. Communication between the H&S Agent and the PC will be through the Employers Agent or Engineer's Representative (ER) as determined at the commencement of the project.

4. REQUIREMENTS AT TENDER STAGE

Adequate pricing for H&S is required, and the appropriate section in the BoQ is to be completed. Failure to do so could result in the Tender being regarded as non-responsive.

The PC shall ensure the following information is submitted as with his completed Tender:

A declaration to the effect that he has the competence and necessary resources to carry out the work safely in compliance with the Construction Regulations 2014;

An organogram of the site relationships showing at least the minimum qualifications of the proposed Construction Manager, Health and Safety Officer, and a Temporary Works Designer.

Further method statements are to be submitted prior to, and during the works which will require the approval of the Client before work on that aspect or activity can commence.

4.1 PRE-START UP ACTIVITIES:

Once the H&S plan has been approved there may well be additional documentation that includes appointments, emergency arrangements or further method statements and risk assessments. The inclusion of such aspects for personnel or Contractors commencing work at this time is required to be approved and verified by the Client.

The contractor must provide a Covid 19 mitigation plan as part of the Health and Safety Plan. This should form an integral part of the management of Health and Safety Plan.

5 SPECIFIC PROJECT RISKS AND REQUIREMENTS

The aspects covered in Sections 6.4 to 6.7 have been noted as risk areas in the design hazard identification and risk assessment (HIRA), and are to be noted when developing the H&S plan and associated documentation. The COLTO Standard Specification (among other) document was used to develop the HIRA, and the same reference format is used. Where particular risks are noted, further requirements may be specified. Identification of low or medium risks does not mean there is no risk involved. In depth HIRAs and management systems are required to limit as much risk as possible as required in OHSA. Requirements for H&S systems, standards, PPE etc. are noted (but are not limited to), and the management thereof should be included in the documentation.

Technical method statements which do not conform to those outlines in the Departmental Procedures Manual, are to be developed for all key activities as they relate to the programme and approved by the Client. HIRA are to be developed using the approved method statements. Method statements are to incorporate the following information:

- plant,

- equipment,
- labour requirements,
- method of working, and
- the duration of each activity.

H&S method statements and safe work procedures (SWPs) or safe operating procedures (SOPs) are to be used by key site staff for daily activities and supervisors need to ensure the site, workers and the public are kept safe. The environmental issues may be included, but will need to be approved by the Environmental Consulting Officer (ECO).

6 GENERAL REQUIREMENTS

6.1 SUMMARY OF RISKS IDENTIFIED DURING DESIGN

The scope of work is specified the Department's Procedures Manual and Road Betterment & Re-gravelling Manuals. The P.C. is advised to use this as a Base Method Statement from which to conduct the HIRA.

There a generic risk associated with work on or near an operational road way- the members of the public who use that roadway may be put at risk by the activities of the contractor (section 9 OHS act and the employees of the contractor may be put at risk by the road user (section 8 OHS act)
Due to this being a maintenance contract without a fixed scope of works but rather a fixed scope of possible activities

6.1.1 General Requirements and Provisions (Series 1000)

Information in this series cover the start-up aspects of the project, with a number of the activities (excluding establishment) lasting the duration of the contract.

6.1.2 Drainage (Series 2000) Excavations, traffic management and possible contact with vermin

6.1.3 Earthworks and Pavement Layers of Gravel or Crushed Stone (Series 3000) Heavy plant tipping of material

6.1.4 Asphalt Pavements and Seals (Series 4000) Traffic management for base and surface repairs. Cold premix

6.1.5 Ancillary Roadworks (Series 5000)

6.1.6 Specified Hazardous Chemical Substances Contact with humans (employed or not), vegetation and animals. Possible spills which will affect the environment.

The following lists of products or type of substance are those that have been identified as likely to be used on the project. Where the PC is likely to supply a product that has not been specified, the onus is on the PC to provide proof that most environmentally friendly alternative has been used, based on the material safety data sheets. Medical surveillance may be required for those.

PRODUCT	POTENTIAL HEALTH OR OTHER RISKS
Cement	Hand mixing may occur, will be used for structures, stabilizing. 50kg bags delivered on pallets, ergonomic risk from handling, dust exposure, chromates. Eye, skin and respiratory irritant
Shutter Oil	Usually hand application prior to placing formwork in position. Volatiles present. Skin and respiratory irritant.
Asphalt	Inhalation will cause headaches, nausea, respiratory, eye and skin irritation. Carcinogen. Burns from hot mix. Hydrogen sulphide and carbon monoxide emitted as by-product. Breaking or cutting will release silica (crystalline)
Retro-reflective Road	High levels of volatiles, Products have narcotic effect

paint	
Lime	Dust, eye and respiratory irritation
Petrol/diesel/lubricants	Storage tanks/ bowsers on site. Fire, spillage, fumes
Creosote (pre-treated poles)	Eye and skin irritation and minor burns, carcinogen
Herbicides and ant poison	Type not specified, but will be used. Principal Contractor to ensure use of SDSs and appropriate protection measures
Epoxies and epoxy resins	Type not specified, but will be used. Principal Contractor to ensure use of SDSs and appropriate protection measures
Coatings	Type not specified, but will be used. Principal Contractor to ensure use of MSDSs and appropriate protection measures
Grouts	Will be determined by the Principal Contractor; various grouts will be required, cementitious or other, may contain silica (crystalline - quartz), hexavalent chromium, respiratory, skin and eye irritant

7. NOTIFICATION OF COMMENCEMENT OF CONSTRUCTION WORK/ APPLICATION FOR CONSTRUCTION WORK PERMIT (DEPENDING ON AWARD AMOUNT)

For works assignments awarded above Forty million rand the Clients agent will apply for a construction works permit once the contractors Health and Safety Plan has been approved by the Agent for implementation.

For works assignments awarded under Forty million Rand, the PC shall notify the Provincial Director of the Department of Labour (DoL) in writing, in the form of the Annexure A in the CRs. This shall occur after award of the works assignment, but before commencement of construction work. Proof of submission and/or receipt must be provided. Work will not commence without the Notification being correctly completed and signed by the Client. The Notification shall only be signed by the Client following the approval in writing by the H&S Agent.

Work will not commence without the Notification being correctly completed and signed by the Client and proof of receipt by the Department of labour received. The Notification shall only be signed by the Client following the approval in writing by the H&S Agent, or the Client.

Where changes to the conditions given in the submission are required (i.e. other Contractors, completion dates, increase in workers), a revised Annexure A must be submitted to the Department of Labour. It is preferable that the completion date includes the defect liability period. A copy of the notification form and any further submissions must be kept in the H&S file.

8. HEALTH AND SAFETY PLAN FRAMEWORK

The aspects related to the project outlined in the previous sections are to be taken into account when drawing up the H&S Plan. The PC is required to demonstrate competence by providing a H&S system that will address the requirements of the project.

The current legislative requirements, SANS codes and any other standards that may guide practice are to be taken into consideration. The following aspects must be addressed in the H&S Plan, as they have been identified in the design HIRA, as playing a role in reducing the overall risk of a particular activity, or section of the project. The H&S Agent may from time to time request additions or systems as they relate to the works at the time.

The PC must include in his Health and Safety file an organogram showing all appointments and responsibilities on site. This must include names of personnel where possible.

8.1 APPOINTMENT OF COMPETENT SITE PERSONNEL

The CEO (OHSA S16.1) of the PC will take overall responsibility for the appointment of competent site staff for the duration of the project. Should the CEO not be personally involved in the project, the H&S responsibilities are to be delegated to the Site Agent (OHSA 16.2). Knowledge and training in H&S is required, and certificates indicating H&S training as well as experience to be included in CVs.

All other legal appointments are to be made with relevance to the type of work required and kept current with the project programme. The construction team is to ensure the H&S Officer is kept up to date with all planned activities, to ensure all H&S requirements are met.

All construction/technical method statements are to be generated by senior site personnel, and the appropriate risk assessments developed therefrom in conjunction with the H&S Officer.

The Occupational Health and Safety Plan shall include the following, but not be limited to the following key appointments:

8.1.1 Construction Management

A Competent CM must be appointed to manage all of the works and must have had training and/or experience in the area of responsibility. He/She must show evidence of basic training in H&S, and an understanding or training in areas of responsibility (i.e. risk assessments, method statements etc.). Proof of this must be presented in the Health and Safety file. The Construction Manager must be appointed as the Covid manager.

8.1.2 Construction Health and Safety Officer

The PC will employ at least one competent, full-time H&S Officer for the duration of the works.

The H&S Officer's CV is to be submitted for approval by the Engineer as well as the H&S Agent. The PC is to ensure adequate resources are provided in order to undertake all responsibilities (i.e. mobile phone, computer and internet access, availability of a vehicle solely for H&S use during working hours etc.)

The Officer shall be in the possession of a certificate from SACPCMP and be in good standing with this council.

The CHSO must hold a valid driver's license.

The Construction Manager, assisted by the H&S Officer will be held responsible for all H&S on the project. Senior site staff and supervision, Contractors are to follow systems, instructions etc. given by the H&S Officer at all times. No new Contractors may commence work without approval of the H&S plan as submitted. The submission must be done seven days prior to expected start date to allow for comprehensive review.

Failure to do so will be considered a serious offence.

Senior site staff and supervision, Contractors are to follow systems, instructions etc. given by the H&S Officer at all times;

No new workers or Contractors may commence work without approval or following the H&S plan as submitted, and

No inductions of Contractor staff until the H&S documentation is approved by the H&S Officer.

The H&S Officer/s may not be removed or replaced without the approval of the H&S Agent, nor may the site be left unattended for more than 1 day without adequate, competent cover.

A close out meeting will be held at the end of each formal audit by the H&S Agent and findings will be issued in the form of site instructions. Senior site staff will be obliged to attend the close out meeting.

A monthly report (when work is being done) of all H&S activities and incidents is required to be given to the Agent or Official of the department.

The H&S Officer will be responsible for collating the H&S documentation (electronically) at the close out of the three year appointment. A list of the typical aspects that should be provided is available as an Annexure to this document.

8.1.3 Traffic Safety Officer (TSO)

The Construction Manager will assume the role of the TSO this must be noted in his appointment. The CV of the construction supervisor is to be submitted to the Employers Agent and H&S Agent for approval as a TSO. Attention is drawn to the provisions of Section 1500 of the COLTO specifications as given in the Contract Data and Scope of Work.

Traffic accommodation drawings will be provided by the Employers Agent, and any changes suggested or required are to be discussed and approved by the Employers Agent. Speed controls must be clearly stipulated and managed. Speed limits must be strictly adhered to by all construction traffic. Unreasonable limits may be revised by the Employers Agent and/or H&S agent. Additional care must be taken where workers and construction traffic interface. This should be in the form of flagmen to direct trucks and adequate signage as directed by the Employers Agent.

The construction supervisors will be issued with layouts for traffic control by the Construction Manager and be responsible for completing daily check lists before work starts and monitoring during works. The construction Manager will be responsible for checking layouts on site. This must be done at least once a week and must be recorded.

A system of recording daily traffic accommodation is to be provided. Photographs are to be taken following the placement of the accommodation to prove compliance. All daily records must be signed by the ER. All photos are to be date and timed stamped and are to form part of the consolidated H&S file.

It must be noted that further penalties are specified for non-compliances in this PSHSS.

8.2 HEALTH AND SAFETY REPRESENTATIVES AND COMMITTEE

The requirements of the OHS act shall apply.

8.3 APPOINTMENT OF COMPETENT CONTRACTORS

The Principal Contractor is to ensure compliance with the Clients minimum standards and all legislative requirements. The same H&S standards required of the PC are to be applied to all Contractors. An index of all Contractors and Suppliers is to be on file and kept updated at all times. The PC is to ensure there is sufficient funding for H&S compliance by each Contractor.

The following minimum aspects are applicable to any Contractor appointed:

- The H&S Officer is to ensure a Contractors appointment and approval of H&S documentation at least seven (7) working days prior to commencing work.
- No Contractor may work under the PCs Compensation registration number. If required the PC may assist SMMEs with their registration with the Compensation Commissioner. However, such Contractors will not be able to commence work until proof of registration or Letter of Good Standing has been received.
- No work may commence without a Contract Specific Mandatary (37.2) agreements between parties in place.

The following aspects are applicable to Suppliers or short-term works (surveying, repairs, servicing, deliveries etc). Cognisance is to be taken of the level of risk involved and the H&S Officer is to ensure the level of H&S documentation is appropriate:

- Mandatary Agreements in place
- Letter of Good Standing

- Method statements and risk assessments
- Available information relative to:
 - Load testing and registers for cranes or lifting devices
 - Medical certificates of fitness
 - Safety data sheets (SDSs)

Failure to provide written approval of H&S documentation will be considered a serious offense, and could result in aspects of, or all of, the activities being stopped and/or penalties implemented.

9. GENERAL RISK MANAGEMENT

9.1 HEALTH RISKS AND MEDICAL SURVEILLANCE

The specified products have been listed above. As some products have not been identified, the PC is to ensure the H&S Officer and all supervision is responsible for ensuring the safe use of such products, and their inclusion into method statements and risk assessments. The appropriate SDSs are to be obtained for all products and used to develop the H&S documentation as they relate to the works.

Workers will be exposed to noise, dust, volatiles and vibration (whole body and upper body) due to the type of plant, materials specified and the general nature of the works. Silica and general environmental monitoring for the general construction, as well as works at borrow pit and the quarry have been allowed for in the BoQ, as well as the allowance for medical surveillance.

Given the potential health risks the following aspects are to be included in each medical surveillance intervention:

- Full medical, surgical and occupational history;
- Full physical examination of all systems, and
- Referral if required for the management of identified health issues that may affect the worker.

Specific testing for existing conditions and limitations relative to exposure could include, but are not limited to:

- Audiometry (hearing tests);
- Spirometry (lung function testing);
- Chest X-rays;
- Liver function testing (volatiles), and
- Any other tests identified as relevant

Failure to do so will be considered a serious offence.

9.1.1 Noise Risks

All plant and equipment is to be measured for noise levels as soon as the majority of plant is on site (including Contractors). Findings are to be discussed at the H&S Committee and H&S Representatives and Supervisors are to ensure that noise zones are identified and wearing of PPE in them is enforced. All plant brought in by plant hire companies is to be compliant with the Noise Induced Hearing Loss Regulations.

Audiometric testing of all workers is to be included in the medical surveillance programme. Double audiometric testing at pre-employment and single tests thereafter is required. These should be repeated annually and as part of the exit medical. Audiometry records are to be available in the H&S file.

Suitable SANS approved hearing protective equipment shall be issued and worn. Where several items of construction plant are in operation at or near to each other, the noise zone for the combined plant should be established and suitable hearing protective equipment used within this zone.

Failure to do so will be considered a serious offence.

9.1.2 General Environmental Conditions

Compliance with the Environmental Regulations (as amended), among others is required. Environmental monitoring of ventilation, lighting and dust may be deemed to be required by the Approved Inspection Authority used to measure the environment. Copies of the relevant reports and actions taken in respect of these are to be placed in the H&S file.

Any spillages of substances which could be toxic to persons must be dealt with adequately. The Contractor must include his spillage removal system in the OHS Plan.

9.2 EMERGENCY PROCEDURES

Attention to emergency planning and procedures is very important. The full emergency plan must form part of the supporting documentation with the H&S Plan. The H&S Agents approval of all emergency plans and procedures is required prior to commencement on site. It is advised that the system should be simple and easy for any worker to follow. The plan may be adapted should new information or risks are identified.

First aiders shall be available in each working team, and be able to work as a team when responding to any emergency on the project.

The procedure shall detail the response plan in relation to the works, and include at least (but are not limited to) the following key elements:

- Appointment of a competent emergency response co-ordinator and wardens;
- Lists of first aiders, and
- Requirement in terms of identified risks:
 - Fire;
 - Explosions;
 - Falls from heights, and
 - Public Injury motor vehicle accidents.
- Serious injury to workers(Medical or work related)
- COVID Response
- Any other major risks identified during risk assessments.

The emergency plan is to ensure the inclusion of local service providers where possible. Such arrangements should be made with these persons prior to the commencement of the project. Local emergency telephone numbers must be displayed and made part of the emergency procedure.

9.2.1 First Aiders and First Aid Equipment

Competent, trained First Aiders level 3 are to be formally appointed for the project.

The PC shall provide an on-site First Aid Station with first aid facilities, including first aid boxes containing, at least the requirements of manage the type of emergencies identified. It is suggested that all supervisors carry an appropriately stocked first aid kit in their vehicles at all times.

9.2.2 Fires and Emergency Management

Attention to emergency planning and procedures is very important. The full emergency plan must form part of the supporting documentation with the H&S Plan. The H&S Agents approval of all emergency plans and procedures is required prior to commencement on site. It is advised that the system should be simple and easy for any worker to follow. The plan may be adapted should new information or risks are identified.

First aiders shall be available in each working team, and be able to work as a team when responding to any emergency on the project.

The procedure shall detail the response plan in relation to the works, and include at least (but are not limited to the following key elements:

- Appointment of a competent emergency response co-ordinator and wardens;
- Lists of first aiders, and
- Requirement in terms of identified risks:
- Fire;
- Falls from heights,
- Motor vehicle accidents.
- Any other possible emergency identified in the P.C.'s HIRA

The emergency plan is to ensure the inclusion of local service providers where possible. Such arrangements should be made with these persons prior to the commencement of the project. The emergency plan is to include the risk of fire on site and related to any specific activities where gas, welding, cutting etc. occur.

Fire extinguishers and fire extinguishing equipment will be appropriate for the risk and in sufficient numbers to deal with the type of fires that could occur. All mobile plant is to have fire extinguishers. Hot work permits are required for any such activities. The positions of equipment at the site camp must to be shown on the sketch plan of the site.

9.2.3 Incident Management and Compensation Claims

The PC will ensure there is a management system to investigate all incidents. All serious incidents involving any form of disabling injury or fatality are to be reported to the Employers Agent and H&S Agent telephonically immediately. This shall be confirmed in writing as soon as possible after the incident. Full details are to be included in the H&S meetings, and each site meeting. The details are also to be included in the monthly report.

Failure to comply with emergency provisions will be considered a serious offence, and the operation or project may be stopped if deemed inadequate for the work at the time of assessment or site inspection.

9.3 PERSONAL PROTECTIVE EQUIPMENT (PPE) AND CLOTHING

The PC is to provide a procedure as an addendum to indicate how PPE is managed within the Company.

The wearing of the identified SANS approved PPE at all times is non-negotiable. The PC shall ensure that all workers (Including Contractors) are issued with and shall wear as required; the first 3 items are mandatory for all workers: All PPE defined is SARTSM must conform to SANS and SARTSM specifications.

- Hi Visibility broad rimed hats;
- Protective footwear;
- Reflective jackets (no bibs) which comply with the environmental regulations;
- Overalls that ensure worker visibility;
- Eye protection;
- Hearing protection;
- Respiratory protection (minimum of FF2),
- Any employees required to work in rain or missed are to be provided with reflective rain suits.
- Any other necessary PPE identified from MSDSs and/or risk assessments.

Adequate quantities of PPE shall be kept on site at all times. This shall include necessary PPE for visitors. The procedures for managing PPE are to be in a formal procedure submitted with the H&S plan for approval; this must include the company policy on the issue and replacement of PPE

Any person (including Client, Designers etc.) found on site without the necessary PPE will be removed from site until the PPE is supplied and worn.

The Contractor shall carry adequate stocks of Hi-visibility Jackets and hard hats for visitors
Failure to comply will result in penalties being applied.

9.4 OCCUPATIONAL HEALTH AND SAFETY SIGNAGE

On-site H&S signage is required. Signage shall be posted up at the appropriate fixed or temporary working areas, on scaffolding, and other potential risk areas/operations including vehicles. These signs shall be in accordance with the requirements of the General Safety Regulations or SANS requirements as amended. Signage is to be noted on the site drawings indicating where fixed signage is required.

Signage at site camp is to include (but not be limited to) the following:

- 'no unauthorised entry'
- ;"Warning, Construction site – Keep out" or similar
- 'hard hat area' or other PPE requirements noted;
- First aid box positions (including vehicles), and
- Fire extinguishers
- Covid signage as per contractor's plan.

Signs shall be posted temporarily at areas of work onsite indicating that a construction site is being entered and that persons should take note of safety requirements.

The Contractor shall establish a system for controlling and recording entrance to the works area.

Areas of work are to be signed in accordance to layouts agreed by the Employers Agent's representative and construction supervisor.

Records are to be kept and signed by both parties. These records, daily check lists and photographic evidence will need to be kept on file and form part of the consolidated file at the end of the project.

9.5 INDUCTION OF EMPLOYEES AND VISITORS, GENERAL H&S TRAINING

A formal induction programme is to be submitted as an addendum for approval with the H&S plan. Inductions must be carried out for all workers and visitors to the site. Pre-task training is required to ensure workers are familiar with the risks and H&S measures of the work or tasks to be done. Such training is to be done at least daily, including Covid training.

Records of inductions and pre-task training are to be kept in the H&S file. Any person found on site without proof of induction will be removed from site until the proof is supplied and, and penalties may be issued for non-compliance.

9.6 USE OF SUPPORT WORK, SCAFFOLDING AND OTHER TEMPORARY WORKS

Where temporary works are envisaged on the project, these must be properly designed and signed off by a competent person. In these instances a competent person is defined as a Professional Employers Agent (registered with ECSA) who has sufficient experience in the design of the type of temporary work in question to be able to assess the design. The appropriate competent persons are to be appointed to manage and monitor such works to the satisfaction of the Employers Agent. Where the scaffolding, and /or support work is to be supplied and designed by a specialist company, care must be taken to comply with all the requirements of the supplier. Records and registers are to be properly completed and kept in the H&S file.

A fall protection plan is to be available and supplied as an addendum to the H&S plan. The fall protection plan must be appropriate for the project. Method statements, appropriate risk assessments, safe work procedures and training are to be available prior to work commencing.

Construction drawings shall be required for all temporary structures as they relate to the project. The drawings shall be accompanied by full calculations, design loads and any relevant test results as required by the SANS code, and ensure adequate allowance for the development of appropriate documentation and training. All drawings are to be checked and signed by a competent structural Employers Agent (registered with ECSA).

The focus for working at height shall include fall restraint systems where possible except during assembling or dismantling top components or where it is not deemed safe. The relevant SANS codes are to be applied as they apply to the works and the project, such as:

- SANS 10085
- SANS 10333 (parts 1-3)

Should part of the works be contracted out, competent Contractors are to be appointed and submit documentation according to the project requirements. The PC is to note if such work is to be contracted to specialists in the H&S Plan. The plan is to be developed and work managed by a competent person for the duration of the project. The following aspects must be included:

- The public or users of structures are to be protected at all times by way of hoarding, barricading or fencing
- Notices to be posted
- Restrictions or stoppage when weather conditions are deemed hazardous
- Permit system for working at heights
- Prevention of falling tools, equipment or people
- Link to emergency plan regarding rescue

All workers are to be in possession of valid certificates of fitness that extend for the duration of the works. Note the requirements in the section relating to medical surveillance.

Registers and all relevant documentation are to be placed in the H&S file. Work will be stopped and penalties applied to any work at heights that is not compliant.

Failure to do so will be considered a serious offence.

9.7 TESTING LABORATORY AND THE USE OF RADIOACTIVE EQUIPMENT

When the P.C. makes use of a service provider, the service provider will be seen as a Contractor and all the H&S rules and requirements are to be met by the Service Provider. Mandatory agreements, Inductions and emergency requirements among other are to be addressed and managed to ensure limitation of H&S risks.

The use of radioactive equipment for the measuring of compaction parameters shall conform to the requirements of the "Code of Practice for the safe use of soil moisture and density gauges containing radioactive sources" as published by the Department of Health: Directorate: Radiation Control Soil revised September 2001. Method statements, risk assessments and the appropriate training will be required.

Failure to do so will be considered a serious offence.

9.8 TRANSPORTATION OF WORKERS ON SITE

Transportation of workers shall comply with the relevant legislative requirements. Vehicles used to transport workers to, from, or on site, shall comply with the National traffic act. The licence disc of the vehicle shall prescribe the number of persons transported. No equipment or materials shall be transported in the same compartment at the same time as workers.

Covid 19 regulations are to be adhered to.

Failure to transport workers in a safe manner will be regarded as a serious offence.

9.9 QUARRIES, BORROW PITS, CRUSHERS, BLASTING AND BATCH PLANTS

It must be noted that the use of quarries and borrow pits falls under the Mine Health and Safety Act (29 of 1966 and its Regulations). Work in these areas must comply with these requirements and separate appointments and CoPs will be required.

Where single or multistage crushers are established on site, for quarries or borrow pits, the requirements of the MH&SA as well as the OH&SA and Regulations shall apply. Dust suppression systems (water or closed systems) and regular monitoring are required. The added requirement of Chest X rays for workers is to be added to pre-employment medicals and repeated 2 yearly thereafter.

The Department of Mineral Resources (DMR), as well as the H&S Agent will carry out audits on this aspect of the project. Non-conformances raised by either party will require closeout within specified time periods negotiated at the time.

Whichever form of batch plant is used, for mixing concrete or slurries for surfacing, guards and protection of nip points, emergency stops etc. are to be appropriately managed by competent supervision. Edge protection, movement of plant and dust management are required.

All blasting must comply with the Explosives Act No. 15 of 2003 and the OHSA and MH&SA or other legislation as they apply. Method statements and risk assessments will be required before blasting will be permitted. The Employers Agent and H&S Agent will be required to approve the arrangements. Should a blasting Contractor be used, the requirements relating to the management of Contractors shall apply.

Failure to do so will be considered a serious offence.

9.10 MANAGEMENT OF PLANT AND EQUIPMENT

A substantial amount of large plant and equipment is likely to be used. Close control of the PCs plant and equipment is required, including that of Contractors.

Daily monitoring of all plant and equipment is required prior to commencing work. Full lists of hired and own plant are to be available at the H&S Agent's audit. All daily inspection records are to be kept in the H&S file. Registers are not to be more than 1 week behind. Plant hire or haulage Contractors are to comply with the requirements, and comply with all H&S standards for the project.

Only competent, fit plant operators are to be used. Medical certificates of fitness are required for all operators. Noise levels are to be displayed on plant.

Should any form of lifting device or crane (fixed or mobile) be used during the project for deliveries, moving of supplies or equipment, the appropriate documentation must be made available. Method statements, risk assessments, safe work procedures and training are to be available prior to work commencing. A procedure for managing loads and lifting must be made available as an addendum to the H&S Plan

Any plant or slings used to lift plant or material require annual load testing by an AIA. Operators are to be adequately trained and certified to operate cranes. Certificates and registers are to be placed in the H&S file.

Movement of plant in closures and in confined working areas is to be closely monitored and managed by the TSO (CM) and supervisors. The blind spots of plant are to be taken into account and workers and Contractors protected accordingly.

Failure to do so will be considered a serious offence.

9.11 EXCAVATIONS

Steep slopes require careful management. Shoring may be required, where indicated in the Geotechnical report or by the Employers Agent. The PC is to ensure that the Community Liaison Officer (CLO) and the local community, schools and general public are aware of the dangers of open excavations.

The H&S Officer is to ensure that all Contractors follow the same requirements as they relate to excavations. The Employers Agent may stop work at any time should the working area be deemed unstable. Method statements are to be approved by the Employers Agent and risk assessments are required. Workers are to be trained in the risks and protection measures, and the appropriate PPE is to be issued as highlighted in the risk assessments.

A competent person is to be appointed to manage excavations. All equipment and conditions are to be checked daily prior to work commencing. Communal registers for excavations on site are not permitted. Excavations should preferably not be open beyond what can be worked daily. Where excavations need to remain open, all excavations are to be properly protected, candy striped tape is not acceptable. Plastic mesh supported on adequate droppers 1m high should be used (approved by the Employers Agent). Berms are required to be a safe distance from the edge of the excavation. Stepped excavations are encouraged.

Adequate numbers of ladders are to be available to ensure safe access and egress from excavations. Ladders are required for excavations of greater than 900mm, and the ladder is to extend at least 1m above the edge of the excavation. No wooden ladders are allowed on site. Registers are to be kept current and placed in the H&S file.

Failure to do so will be considered a serious offence.

9.12 INCLEMENT WEATHER

Information regarding climates for the specific regions must be accessed from <http://www.saexplorer.co.za>

Should the discomfort index rise above 105, work may be partially or totally stopped. Workers must be supplied with adequate protective clothing and shelters provided as necessary. A wind speed should be set at which work may be stopped or the workers in an affected area moved. Note must be taken of the environmental regulations particularly section 2.1 *“Provided that, where outdoor work is performed, the employer shall take such measures and such precautions in an environment in which the actual dry-bulb temperature is less than 6°C at any time”*

The emergency plan is to include how these and other weather extremes identified are to be managed. All decisions regarding work stoppage will be decided between the PC, the H&S Officer and the Employers Agent.

Failure to manage specific conditions or address issues timeously will be considered a serious offence.

9.13 AUDITING

External auditing by the H&S Agent will be done at least monthly or more frequently if deemed required by the H&S Agent, Client or Employers Agent. The site will be inspected and the documentation audited relative to the activities and H&S plan. The H&S Officer of the PC must accompany the Client, or the H&S Agent, on all audits and inspections.

The PC will ensure that all their Contractors are audited at least monthly prior to the H&S Agents monthly audits. Audits may be done more frequently where short term contracts are in place, or deemed high risk.

Audit results will be acted upon and non-conformances and penalties issued. The Client, Employers Agent or H&S Agent may act or require further outcomes if non-compliances are noted or unsafe acts are noted on site. Internal audits are to include site conditions as well as ensuring H&S files are appropriate, and compliant.

Failure to address findings or non-conformances will be considered a serious offence.

9.14 COMMUNICATION ON SITE

All communication on site will be done through the Employers Agent to the PC and be in writing, including the issue and responses to non-conformances and H&S audit results.

Failure to address issues timeously will be considered a serious offence.

9.15 CARE OF WORKERS ON SITE (WELFARE)

Adequate toilets, clean, safe drinking water and decent shelter will be afforded workers at all times.

Toilets will be within reasonable distance of workers, or placed with each working team in safe, with reasonable privacy. Only bacterial or enzyme based products may be used in portable toilets; the use of products containing formaldehyde is not allowed. The ratio of portable toilets on site will be a minimum of 1:10. Daily cleaning and increased removal of waste may be required if deemed necessary. Proof of safe disposal of waste will be required. Waste removal Contractors, or the PC are to ensure the appropriate H&S systems are available to limit exposure to sewage.

Hand washing facilities will be provided. The Environmental and Facilities Regulations will be adhered to at all times.

Failure to address issues timeously will be considered a serious offence.

9.16 DISCIPLINE, ALCOHOL AND SUBSTANCE ABUSE

All employees (management included) are to follow instructions given in the interest of H&S. Disciplinary action is to be imposed on those who do not follow such instructions or company rules or policies.

No person is allowed to work or access site if under the influence of alcohol or other substances that could impact on their own or others safety. The PC is to have a drug and alcohol policy available to manage such instances.

These requirements are applicable to any employee of any organization providing services on site. Penalties may also be applied by the Client, OHS Agent or Employers Agent.

9.17 ELECTRICAL EQUIPMENT

In addition to the requirements of the Electrical Machinery Regulations and the General Machinery Regulations any electrical distribution board used for construction work shall be fitted with suitable earth leakage protection. Leads must be properly and firmly connected. Plugs and sockets shall be in good and safe condition.

All electrical apparatus, other than electrical hand tools, shall have a physical "lock out" system which will prevent any operation other than that authorized by a supervisor. A "lock out" sign shall be displayed when the apparatus is not in use.

Method statements and safe work procedures will be required for all work involving electrical apparatus.

10. HEALTH AND SAFETY FILE

The documentation submitted and approved following the awarding of the contract will be used to form the H&S file. The H&S file is required to be laid out in a logical manner, and documentation filed within the file is to be easily accessible. The following completed information shall be included (but not be limited to):

- The PSHSS;
- The H&S Plan; Including Covid plan;
- Appointment by Client;
- Mandatary Agreement with Client;
- Notification of construction work; Noting contract period and area
- Detailed list of Contractors with contact details, appointments, Mandataries etc.;
- Record of Competencies;
- Training Records.
- Permits;
- Method statements; Pot hole repair (P01)

Regravelling (G01)
Dry blading (G02)
Culvert installation (D02)
Guard rail repair (F08)
Fencing Repair (R07A)

- Risk assessments; Pot hole repair (P01)

Regravelling (G01)
Dry blading (G02)
Culvert installation (D02)
Guard rail repair (F08)
Fencing Repair (R07A)

- Safe work procedures; when required by HIRA
- Emergency and injury management;
- Safety data Sheets.
- Medical surveillance records; of proposed management
- Registers, and
- Records of audits, minutes etc.
- Plant lists
- Temporary electrical installations
- Employee records (who is on site)

10.1 SUPPORTING DOCUMENTATION

The following list is not absolute, and the PC is expected to assess if further any further information should be submitted as supporting documentation, as it relates to the H&S plan. The inclusion of other, relevant documents is encouraged.

All documents as required by the Act and Regulations, including (but not limited to):

- Proof of registration with the Compensation Commissioner or FEMA;
- Proposed Organogram;
- Appointments under the Regulations;
- Examples of internal audits;
- Inspection registers of plant and equipment;
- Non-conformance system;
- Information relating to hazardous materials used and stored on site with SDSs;
- All Method Statements, Hazard Identification and Risk Assessments for the project;
- All Health and Safety Plans for the project;
- Examples of minutes of all relevant meetings related to H&S;
- Registers for all plant and equipment

- Incident records, including investigations and results, and
- Medical certificates of fitness and medical surveillance programme.

The H&S File shall be closed out following the end of the three-year appointment.

11 NON-CONFORMANCES

Should, at any time, the works, or part of the works, be stopped due to unsafe acts or non-compliance with the Clients or PCs H&S Plan; neither the PC nor any other Contractor shall have a claim for extension of time or any other compensation.

The following constitute examples of the types of non-conformances that will attract penalties:

Minor: Penalty: R50/count	Medium: Penalty: R500/count and a non-conformance	Severe Penalty: R5000/count, a non-conformance and/or activity stoppage
		No adhering to Covid 19 Regulations. Spot fine.
Non-use of PPE supplied	Toilets not supplied or regularly serviced; lack of drinking water	Contractors working without Health and Safety Plan approval
Non completion of registers for plant and equipment on site	Contractors not audited	Workers transported in contravention of the OHS plan or legal requirements
Lack of H&S signage at work areas	Working without training or the appropriate H&S method statements	Invalid Letters of Good Standing
Tools and equipment identified in poor condition during inspections	Legal non-conformances identified during the previous audit and not addressed within the agreed time frame	Non-compliance with traffic accommodation requirements: layout or physical conditions
	No monthly OHS report at site meeting to report on	Fall protection harness not tied off / not worn
	Working without approved method statements	Employees performing work without a medical certificate of fitness allowing them to perform such activities.
	Working without approved method statements	Any breach of legal requirements

11.1 FAILURE TO COMPLY WITH PROVISIONS

Failure or refusal on the part of the contractor to take the necessary steps to ensure the safety of workers and the general public in accordance with these specifications or as required by statutory authorities or ordered by the Employers Agent or the Client's H&S Agent, shall be sufficient cause for the Employers Agent to apply penalties as follows:

- A penalty as shown in the Table above shall be deducted for each and every occurrence of non-compliance with any of the requirements of the PSHSS.
- In addition, a time-related penalty of R500,00 per hour over and above the fixed penalty shall be deducted for non-compliance to rectify any non-conformance within the allowable time after a site instruction to this effect has been given by the RE or Employers Agent. The site instruction shall state the agreed time, which shall be the time in hours for reinstatement of the defects. Should the Contractor fail to adhere to this instruction, the time-related penalty shall be applied from the time the instruction was given.

12 MEASUREMENT AND PAYMENT

The payment items for Occupational Health & Safety are contained in Schedule C of the Bill of Quantities. The same rules are applicable in respect of the pricing of these items as for every other payment item. Attention is drawn to the Pricing Instructions in Part C2.1 of this document.

		Item and Unit
B13001	Preparation of Contractor's Project Specific Health and Safety Plan.	(Lump Sum (L.S))
	The rate for this item must cover all expenses incurred in preparing the Contractor's project specific Health and Safety Plan as required by the Client's project specific Health and Safety Specification in this document for each works assignment. This plan must include Covid Regulations	
B13002	Principal Contractor's initial obligations in respect of the Occupational Health and Safety Act and Construction Regulations.	(Lump Sum (L.S))
	The full amount will be paid in one instalment only when the Client's Agent has verified and approved the following	
	(a) The Principal Contractor has notified the Provincial Director of the Department of Labour in writing of the project, Annexure A to the Regulations. (b) The Principal Contractor has made the required initial Appointments of Employees and Contractors. (c) The Client has approved the Principal Contractor's project Health and Safety Plan. (d) The Principal Contractor has set up his Health and Safety File.	
B13003	Principal Contractor's time related obligations in respect of the Occupational Health and Safety Act and Construction Regulations.	(Month (Mth))
	The amount shall represent full compensation for that part of the Principal Contractor's general obligations in terms of the Occupational Health and Safety Act and Regulations which are mainly a function of time. Payment will be made when the Client's Agent has verified the Principle Contractor's compliance as part of the audit. This will include the updating and administration of the Health and Safety file	
B13004 (No))	Provision of Personal Protective Equipment (PPE) as listed in the Bill of Quantities.	(Number
	The rates for these items shall include for the procurement, delivery, storage, distribution and all other actions required for the supply of PPE to the employees of the Principle Contractor, full or part time, requiring them. Contractors are responsible for their on costs in this regard. Any items of PPE not included on the list will be paid for only after the Employers Agent has agreed to their acquisition.	
	Items listed will include, among others which may be noted, are: hard hats, reflective vests, reflective bibs, high visibility overalls, protective foot wear, fall arrestor harness and tethers, gloves, ear muffs, earplugs and dust masks of appropriate type. Normal items such as standard overalls, waterproof clothing, gum boots and standard workshop safety equipment such as welding masks and goggles will not be paid for.	
	Payment will be based on the issues register for PPE as kept by the Construction Health and Safety Officer, backed up by paid invoices if requested.	
B13005	Provision of full time Construction Health and Safety Officer as per 8.1.2	(Month)
	The Tender sum shall include for the cost of a Construction Health and Safety Officer on a full time basis, his overheads, transport and all others items necessary for the proper carrying out of his duties,	

which include the induction and training of all persons on site. The Health and Safety Officer will attend site meetings.

B13006 Costs of Medical Surveillance (Unit (No))

This item shall covers all costs in involved in the obtaining of baseline, periodic (at least annually) and exit medical certification and conducting medical surveillance for all workers and especially operators of Construction vehicles and mobile plant as contemplated in CR 21(d) (ii); Workers at Heights, Regulation 10 (2) of the Construction Regulations and Workers exposed to hazardous chemicals including bituminous fumes under Regulation 7 of the HCSR; for temporary workers and workers exposed to noises at or above the limits given in the Noise-induced Hearing Loss regulations, as stipulated above.

Workers in the permanent employ of the Contractor will only be paid for if their certificates require updating. Chest x-rays will be required in the case of workers who may be exposed to high concentrations of dust (silica).

- (i) Initial (baseline) medical examinations, including audiometric and lung function testing.
- ii) Periodic examinations
- iii) Exit examinations.

B13007 Induction Training (Unit (No))

This item shall cover all costs incurred for the health and safety inductions as set out on Regulation 7 of the Construction regulations and the proof of induction required. Payment will be made on the figures contained in the induction section of the Health and Safety File.

B13008 Environmental Monitoring. (Unit (No) of tests)

- i) Air quality monitoring

Payment for this item shall cover all costs incurred in testing and monitoring the environment in respect of general health hazards including the presence of hazardous chemicals, as required by the Construction Regulations and the Mine Health and Safety Act.

- ii). Compliance with Amendment of the Occupational Exposure Control Limit for Silica in Table 1 of the Hazardous Chemical Substances Regulations (February 2010) (Unit (No))
- iii) Air sampling in situ (Unit (No))
- iv) Analysing samples (Unit (No))
- v) Tests on Workers (Unit (No))

The rates for these items shall include for all air monitoring, air sample testing and tests in workers for silica exposure as required by the above amendment. It should be noted that these items must be under the control of an authorised inspection authority which would normally be a registered H&S hygienist or occupational health practitioner familiar with the Hazardous Chemical Regulations and include for all necessary costs in this regard including travelling to and from site and all required reporting.

B13009 Establishment of noise levels (Unit (No))

This item shall cover all costs involved in the establishment of noise zones, including any workshops, in terms of Regulation 9 of the Noise-induced Hearing Loss Regulations. Where a zone has previously been established for a particular item of plant within the last two years, the test need not be repeated but must be kept valid for the duration of the Contract.

B13010 Payment for Health and Safety Representatives at H&S committee meetings. (Unit Hr)

The rate for this item shall cover the cost to the Contractor of the attendance of Health and Safety representatives at monthly meetings and shall compensate the Contractor for loss of productive time at these meetings. This does not include the appointed OHS Officer.

B13011 Provision of First Aid Boxes. (Unit (No))

The rate for this item shall cover all costs incurred in the provision and maintaining of first aid boxes as outlined in Paragraph 7 above.

B13012 Transportation of Workers. (Lump Sum)

The Lump sum tendered under this Item shall cover all costs involved in the safe transportation of workers as outlined above. Payment will be made in equal amounts for the duration of the contract.

B13013 Submission of the Consolidate Health and Safety File. (Lump Sum)

Expenditure under this item shall be made in accordance with the General Conditions of Contract.

This amount will be paid only once the Principal Contractor has met all his obligations in respect of the Occupational Health and Safety Act and the Construction Regulations and has submitted his Health and Safety File complete as envisaged on this specification to the Client's satisfaction. This must be done prior to the issue of a Certificate of Completion and only at the end of the three-year appointment.

ANNEXURE A

RECORDS TO BE KEPT ON SITE

ITEM	RECORD TO BE KEPT	RESPONSIBLE PERSON
1.	Notification to Provincial Director – Annexure A - Available on site	Principal Contractor
2.	Copy of Principal Contractor's Health & Safety Plan - Available on request	Client (Consultant)
3	A Valid Letter on Good Standing in respect of Workman's Compensation.	
4	Copy of Principal Contractor's Health & Safety Plan as well as each Subcontractor's Health & Safety Plan - Available on request	Principal Contractor
5	Health & Safety File opened and kept on site (including all documentation-required in respect of the OHSA & Regulations - Available on request	Principal Contractor
6.	Consolidated Health & Safety File handed to Client on completion of Construction work. To include all documentation required by the OHSA & Regulations.	Principal Contractor
7.	Comprehensive and Updated List of all Contractors on site, the agreements between the parties and the work being done.	Principal Contractor
8.	Keep record on the Health & Safety File of the input by Construction Health and Safety Officer [CR 8 (5)]	Principal Contractor
9.	Risk Assessments, kept up to date and available on site for inspection	Principal Contractor
10.	Proof of Health & Safety Induction Training	Every Employee on site
11.	Construction Supervisor CR 8 (1)	Principal Contractor
12.	Inform Principal Contractor in writing of dangers and hazards relating to construction work	Designer of Structure
13.	All drawings pertaining to the design of structure - Available on site for inspection	Principal Contractor
14.	Record of inspection of the structure [First 2 years – once every 6 months, thereafter yearly]	Owner of Structure
15.	Maintenance records – safety of structure - Available on request	Owner of Structure
16.	Drawings pertaining to the design of formwork/support work structure - Available on site for inspection	Principal Contractor
17.	Record of excavation inspection. On site available on request	Principal Contractor
18.	Suspended Platform inspection and performance test records. Kept on site available on request	Principal Contractor
19.	Material Hoist daily inspection entered and signed in record book kept on the premises	Principal Contractor
20.	Maintenance records for Material Hoist. Available on site	Principal Contractor
21.	Records of Batch Plant maintenance and repairs. On site available for inspection	Principal Contractor
22.	Issuing and collection of cartridges and nails or studs (Explosive Powered Tools) recorded in register – recipient signed for receipt as well as return	Principal Contractor
23.	Findings of daily inspections (prior to use) of Construction Vehicles and Mobile Plant	Principal Contractor
24	Record of temporary electrical installation inspections [once a week] and electrical machinery [daily before use] in a register and kept on site	Principal Contractor
25	Copies of all appointments made in regard to safety supervisors and inspectors	Principal Contractor
26	Record of safety inspections on equipment using radioactive materials.	Principal Contractor
27	Any other records as required by the Client or his OHS Agent	

ANNEXURE B

CLOSE OUT REQUIREMENTS

The H&S files for the Principal Contractors and all Contractors require closure and handover to the Client at the completion of the project. The following list is an example of what should be included, but is not exhaustive. The OHS Agent or the Client may require further information at the time of completion and the Principal Contractor is to ensure that all instructions are met. Documentation would include all records from the start of the project. Daily or monthly plant inspection records are not required unless they are related to an accident. All records to be in electronic format and submitted to the OHS agent for approval in adequately formatted lists and folders. Layout should be logical and in the same order as in the site files.

Health and Safety close out file requirements include:

- a) Client H&S Specification
- b) Principal Contractor's OHS Plan(s)
- c) Organograms
- d) Legal Appointments
- e) Notification to Department of Labour of commencement of work
- f) Letters of Good Standing for the Project
- g) Full files for all Contractors as well as their close out reports
 - List of Contractors
 - Letters of Approval of Contractors
 - Mandatary Agreements
 - Letters of Good Standing
 - Appointments
- h) Incident Records
- i) Non- Conformance records
- j) Agent's Audits
- k) Method Statements
- l) Risk assessments
- m) Safe work procedures
- n) Medical surveillance certificates of fitness. Medical records are to be kept according to the OH&S Act as amended.
- o) All drawings for temporary structures {if required during contract} (suspended beams/scaffolds etc)
- p) Copies of test results, policies and procedures for environmental monitoring (silica, noise, dusts etc.)
- q) Traffic management records and photographs,

Defect and Liability Period

The H&S files are to be kept 'live' for the defect and liability period by the Principal Contractor, including those of their Contractors. Any work required during the defect and liability period will require an assessment of the H&S file by the OH&S Agent prior to any work commencing.

A copy of the as-built Drawings is to be placed on file by the Designers once complete.

ANNEXURE C

NON CONFORMANCES

HEALTH AND SAFETY SITE INSPECTION NON CONFORMANCE NO		
AGENT:		PROJECT:
Consultant:		Date and time:
Client		Area:
Contractor:		
ASPECTS NOTED:	COMMENTS:	COMPLETION REQUIRED BY (DATE):
	•	
	•	
	•	
	•	
	•	
PHOTOGRAPHIC EVIDENCE (if available):		
1	2	
3	4	
OTHER:		
The following penalties are to be applied:		
Signature of RE		
Signature of H&S Officer/Site Agent		
Signature: of H&S Agent		

CLOSE OUT OF CONFORMANCE			
VERIFIED BY AGENT	COMMENTS ON WHAT WAS DONE (ATTACH PROOF IF AVAILABLE)	DATE COMPLETED	
PHOTOGRAPHIC EVIDENCE, OR LIST OF ANNEXURE TO PROVE CLOSURE			
SIGNATURE OF H&S OFFICER OR SITE AGENT			
SIGNATURE OF RE			

SECTION 15000: UTILISATION OF SMME's AND LOCAL LABOUR**CONTENTS**

B15001 SCOPE : ME MANAGEMENT

B15002 BASIC METHOD REQUIREMENT : ME MANAGEMENT

B15003 SCOPE : UTILISATION OF LOCAL LABOUR AND LIMITED TECHNICAL TRAINING

B15004 BASIC METHOD REQUIREMENT : TRAINING OF LOCAL LABOUR

B15005 MEASUREMENT AND PAYMENT

15000 OBJECTIVE

A major objective of the targeted procurement procedure is to extend economic opportunities and entrepreneurial capacity to all localities by the optimum utilisation of the resources existing in the vicinity of the works assignments, the development of these resources in the execution of the works, and by maximising the amount of funds retained within the works assignment locality.

A minimum of 30% of the value of each works assignment be subcontracted to Micro Enterprises (SMME's) in the relevant 1 to 4 CIBD grading. The SMME's must be based within the LMA as far as possible. It is the Employers objective to maximise the usage of SMME's and a minimum number of four ME Contractors, where possible, are to be appointed on for each works assignment. This amount is to be agreed with the District Roads Engineer in writing prior to the commencement of each works assignment. The Department will strive to ensure that each works assignment will lend itself to the usage of ME contractors.

B15001 SCOPE:

This section provides the specifications that relate to the contractor's implementation of the policies and initiatives of the Government, community participation, and employment of Micro Enterprises (ME), training and mentoring of Micro Enterprises, and engagement and training of labour recruited from local communities. These specifications should be read in conjunction with the various statutes and legislation that relate to small businesses and Broad-Based Black Economic Empowerment.

In this regard all tenders will be considered with specific reference to applicable legislation in force from time to time and which are specifically applicable to organs of state for example the following:-

- (i) The Constitution of the Republic of South Africa, 1993;
- (ii) Public Finance Management Act, 1999 (Act No 1 of 1999);
- (iii) Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000);
- (iv) Broad-Based Black Economic Empowerment Act, 2003 (Act No 53 of 2003);
- (v) Construction Industry Development Board Act, 2000 (Act No 38 of 2000) and Regulations; and
- (vi) National Small Business Amendment Act, 2003 (Act No 26 of 2003).

15001.1 DEFINITIONS

The following words and expressions shall have the meanings stated.

Project Management Team (PMT): three persons comprising the Employer, Employers Agent and Contractor.

Micro Enterprise (ME): a separate and distinct business entity, including cooperative enterprises and non-governmental organisations, managed by one owner or more, including its branches or subsidiaries, if any, and is registered with the South African Revenue Service, and which can be classified as a micro enterprise by satisfying the size variation criteria according to the type of enterprise in table 15001a below:

TABLE 15001a: SMME SUPPLIERS AND OTHER SERVICE PROVIDERS *				
Size	Total Full-time Equivalent of Paid Employees	Total Annual Turnover	Total Gross Asset Value (fixed property excluded)	CIDB Grading
	<i>less than</i>	<i>less than</i>	<i>less than</i>	
Medium	200	R26 m	R5 m	7
Small	50	R6 m	R1 m	5 & 6
Micro	5	R0.2 m	R0.1 m	1 to 4

* In terms of the National Small Business Amendment Act, 2003 (Act No 26 of 2003)

It is the Employers objective that a minimum of 30% of 30% of the value of each works assignment be subcontracted

15002 BASIC METHOD REQUIREMENT : ME MANAGEMENT**15002.1 Project Management Team (PMT)**

(a) Appointment

A Project Management Team is to be set up comprising a representative from each of the Employer, Employers Agent and Contractor.

(b) The duties and functions of the PMT are as follows:

- (i) determine the scope and extent of the works to be included in any particular subcontract;
- (ii) make decisions regarding the tender pre-qualification process;
- (iii) compile subcontract tenders
- (iv) adjudicate and approve subcontract tenders;
- (v) approve the extension of subcontracts, which shall be subject to satisfactory performance by the subcontractor and;
- (vi) Decide when a ME requires dedicated and structured mentoring from the Departmentally appointed Professional Service Provider in this regard. This will be provided on an ad hoc basis as and when required.

Once the appointment of the SMME's has been made, the relationship between the Main Contractor and the ME will be strictly as set out in sub-clause 4.4 of the General Conditions of Contract for Construction Works, 2015.

15002.2 General responsibilities of the Contractor

(a) Obligations

The Contractor shall ensure that he complies with the following obligations:

- (i) identify work to be executed from his inspections, and submit these to the Employers Agent who will determine which work must be carried out;
- (ii) institute a quality assurance system;
- (iii) provide training (limited to technical matters), general on site mentoring (not dedicated or structured mentoring), general guidance and assistance to SMME's;
- (iv) ensure that the contract goals and objectives are achieved, and
- (v) compile subcontract agreements with the SMME's
- (vi) submit a monthly report to the Employers Agent on items (iii) and (iv) above

(b) Subcontracts involving SMME's

In the subcontracts arranged by the contractor involving SMME's, the following shall apply:

- (i) no provision or requirements set out in the specifications shall be deemed to relieve the Contractor of any liability or obligation under the contract and in accordance with the provisions of clause 4 of the General Conditions of Contract for Construction Works, 2015, the Contractor shall be fully liable for the acts, defaults and neglects of any ME, their agent or employees, as fully as if they were the acts, defaults and neglects of the Contractor, his agents or employees;
- (ii) the appointment of the ME subcontractor by the Contractor, shall be made according to sub-clause 4.4 of the General Conditions of Contract for Construction Works, 2015; and
- (iii) any failure or neglect by the Contractor to comply with the provisions of the specifications, or any omission or neglect by the Contractor in adhering to or applying the principles as are described and inherent in the specifications, shall be deemed to constitute a warrant for the Employers Agent to act in terms of clause 9 of the General Conditions of Contract for Construction Works, 2015.

15002.3 Selection of SMME's for tender purposes

The Contractor is to subcontract a minimum of 30% of the value of each works assignment to local ME Contractors.

The tender process for the SMME's procured locally will be via to the required ME forum based in the LMA in which the Contractor indicates the work package and required CIDB grading. A list of prospective tenderers will then be to the Contractor to be invited to tender on the said package.

The department is currently compiling a list of prospective SMME's that are to be utilized. Once this is functional, all applications for SMME's will be through the Department.

15002.3.1 Compilation of tenders

In compiling the tenders the Contractor shall take note of the following.

- (a) The PMT shall compile the tenders in such a manner that it will facilitate the achievement of all objectives and principles pertaining to the use and development of the SMME's, as are stated in or as may reasonably be inferred from the conditions of this contract.
- The Contractor shall be responsible for the compilation of each subcontract agreement and for ensuring that the terms and conditions are consistent with all requirements therefore, as are specified in or reasonably to be inferred from the provisions of this contract. The Contractor shall bear all costs associated with the compilation of the documentation for the subcontracts and the conclusion of the agreement.
- (a) Nothing contained in the specification shall be deemed to constitute or imply any warranty given by the Contractor to any party that any ME to whom a subcontract is awarded in accordance with the provisions of the specification:
- (i) can or will actually achieve the successful execution and completion of the subcontractor, nor;
 - (ii) will not suffer losses or damages as a result of the acceptance of his tender.
- (b) Scope of work for subcontracts ;
- In determining the scope of work to be included in any particular subcontract, the PMT shall be responsible for the identification of the:
- (i) total number of subcontracts to be let;
 - (ii) scheduling of the time when subcontracts will be let;
 - (iii) limitation, if any, of how many subcontracts may be awarded to the same tenderer on the same contract.
- (d) Types of subcontracts
- The following types of subcontracts may be let to SMME's:
- (i) full or part service for a specific activity on the whole road;
 - (ii) full or part of service on a section of road;
 - (iii) labour only;
- (e) Target tender amount
- (i) The target tender amount of all the subcontracts shall be a minimum of 30% of the value of each works assignment.

15002.3.2 Tender process for SMME's

- (a) Tender invitation
- The SMME's who are selected from LMA or list of SMME's from the Department (when available), will be invited to tender for the scope of work as specified.
- (b) Issue of tender documents
- The tender documents shall be issued by the Contractor at his site office.
- (c) Tender closure
- Tenders shall close at the stipulated date and time, and be deposited in a proper tender box at the Contractor's site office. Tenders shall be opened in public in the presence of the Employers Agent and Contractor.
- (d) Adjudication of Tender

Tenders are to be adjudicated by the PMT. Should the preferred ME tendered amount for a specific package vary by more than 15% to that of the average price of works items determined from the top five responsive tenderers for the specific Road marking contract in which this contract is let, approval is to be obtained from the Department.

15002.3.3 Management of Subcontracts

The Contractor shall compile the subcontract agreements, and provide the necessary management support to the SMME's as set out in this section. Failure by the subcontractor to comply with the terms and conditions of the subcontract agreement shall result in penalties being applied or the subcontract terminated.

15002.3.4 Compilation

The Contractor in liaison with the Employers Agent shall be responsible for the compilation of each subcontract agreement. The agreement shall be in accordance with the provisions of sub-clause 4.4 of the General Conditions of Contract for Construction Works, 2015, and shall be consistent with the terms and conditions in this contract. The agreement shall be subject to approval by the Project Management Team.

15002.3.5 Quality of work and performance of the subcontractor

- (a) The Contractor shall closely monitor and supervise all SMME's and shall guide and assist each ME in all aspects of management, execution and completion of his subcontract. This shall typically include assistance with planning of the works, sourcing and ordering of materials, labour relations, monthly measurements and invoicing procedures. The extent and level of such guidance and assistance, to be provided by the Contractor shall be commensurate with the basic level of subcontract applicable and shall be directed at enabling the ME to achieve the successful execution and completion of his subcontract.
- (c) The Contractor shall give reasonable warning to the ME when any contravention of the terms and conditions of the subcontract has occurred or appears likely to occur. The Contractor shall, whenever feasible, give the ME reasonable opportunity to make good any such contravention or to avoid such contravention and shall render all reasonable assistance to the ME in this regard.

B15003 UTILISATION OF LOCAL LABOUR AND LIMITED TECHNICAL TRAINING

B15003.1 EMPLOYMENT OF LOCAL LABOUR

The Contractor is to create a minimum of 6 (six) job opportunities on site for the duration of each works assignment. These employment opportunities can be created by the SMME's.

The ratio of all local labour employed on the project must conform to the following:

- At least 20% women (Preference must be given to single heads of household)
- At least 40% youth (Persons above school going age of 18 to 35 years old)
- 40% men (Over the age of 35 years)

B15003.2 LABOUR INTENSIVE WORK

The guiding principles upon which the labour intensive work to be provided is based, include:-

- creating sustainable job opportunities,

- poverty alleviation,
- local authority empowerment, and
- ensuring financial accountability

In line with the above, the following targets have been set in order to reach objectives and this Contract will be subject to these targets:

- **Labour intensive methods of construction** are to be used where possible.
- **Women** are to make up at least **20%** of the **Total Local Labour** employed on this project with an emphasis on “*Women who are the single head of households and have dependants*”.
- **Youth** are required to make up at least **40%** of the **Total Local Labour** employed.
- **Men** are required to make the balance of the **Total Local Labour** employed.

The Contractor shall therefore be required to plan his activities to maximise the use of local labour. A “local labourer” is defined as a person whose domicilium citandi ex executandi shall be in the Local Municipal Area in which the works is being implemented. The rates tendered shall cover the full cost of the all labour intensive work.

B15003.3 LIMITED TECHNICAL TRAINING – LOCAL LABOUR

The Contractor shall be responsible for providing limited technical accredited training to local labour employed on the project (eg. 2 day on site SARF courses – patching potholes). The Contractor shall facilitate initial training sessions as approved by the Employers Agent, as well as training sessions at specified intervals to revive and supplement the initial training. An accredited trainer shall present all training sessions.

Training for ME Contractors will be provided by the Departments Professional Services Providers as and when required on an ad hoc basis.

This specification includes all requirements and methods to be employed, for the training of the Local personnel, as well as the measurement and payment.

B15004 BASIC METHOD REQUIREMENT : TRAINING OF LOCAL LABOUR

The Contractor shall be responsible for conducting a complete investigation of the groups that need to be trained in order to compile an approved **training plan**.

The investigation shall cover at least the following aspects:

- (a) Assess likelihood of conformance to task-specific requirements (*status quo*) of capabilities in terms of a formal skills audit.
- (b) Identify minimum pre-qualification criteria in terms of existing knowledge and skill levels in relation to reaching target requirements.
- (c) Evaluate personnel in terms of pre-qualification criteria and tasks to be performed (skills profile).
- (d) Identify training needs.
- (e) Identify the appropriate accredited training courses in terms of task-specific activities and identified training needs. The Contractor is to ensure that the identified course content is as per the activities listed in the Routine Road Maintenance Procedures Manual of the Department.

The Contractor shall identify an accredited training service provider to assist in the above skills audit and to help finalise the compilation of a training plan setting out the proposed courses. Once the training plan and proposed courses have been approved by the Employers Agent, the Contractor shall liaise with the accredited service provider to establish a date and appropriate training venue that would be conducive to learning and to perform training. On-site training is preferred.

The training shall be reviewed within one month after initial training to determine its effectiveness. Further regular training sessions shall be scheduled according to the effectiveness of initial training.

The Contractor will be responsible for recording all training sessions and shall keep an attendance register.

B15005 PAYMENT OF ME CONTRACTORS

It is an express condition of the project that the Main Contractor pay all his ME Contractors within 14 days of the ME submitting their invoice of work done. Should there be a discrepancy between the value of the certificate submitted by the ME and the value calculated by the Main Contractor, the ME will be paid the amount determined by the Main Contractor, all still within 14 days.

A PMT meeting may then be called to discuss and resolve the differences.

B15006 PROVISION OF BRIDGING FINANCE TO CIDB REGISTERED 1 & 2 ME CONTRACTORS

The Main Contractor will make “bridging finance” available to the SMME’s (only CIDB grade 1 & 2), to a maximum of 20% of the package value, to act as start-up capital or to assist in purchasing materials and small items of plant, eg. weed eaters.

The amount of bridging finance provided to an ME will be paid in instalments as agreed to and set out in the Sub Contract agreement between the two parties.

B15007 MEASUREMENT AND PAYMENT

Item	Unit
B15007.1 Conducting of skills audit and the development of a training plan	Provisional Sum

A provisional sum is allowed for the conducting of a skills audit of the Local Labour, as well as the compilation of a training plan.

The provisional sum shall include full compensation for identification of pre-qualification criteria and training needs, staff assessment and evaluation prior to training, all technical research, identification of accredited training courses, and all other actions necessary for commencement of official training sessions in accordance with the specification.

Any expenditure under this item requires the written prior approval of the Employers Agent and Employer.

Item	Unit
B15007.2 Presenting accredited training course for Local Labour/MEs	Provisional Sum

The provisional sum shall include full compensation for presenting the courses, including lectures, demonstrations, on-site training and hands-on development, and improvement of maintenance personnel’s skills to enable them to maintain and repair installations safely and efficiently at the satisfactory functional condition specified.

The provisional sum shall also include full compensation for the Contractor’s time, appointment of the accredited trainer for the course, and for all material expenses such as paper hand-outs and slides for the whole group of trainees, the number of which shall be determined during development of the training course.

Any expenditure under this item requires the written prior approval of the Employers Agent and Employer.

Item	Unit
B15007.3 Mark Up for Management of MEs	%

The percentage Mark Up tendered on the value of the SMME's work shall include full compensation **for all** guidance, supervision, setting out and monitoring activities that may be deemed necessary to ensure the Works carried out by MEs are in accordance with the technical and OHS specifications and within the agreed timeframes.

The payment will be made on a monthly basis, based on the actual certificate value of the ME, for the said month.

Item	Unit
B15007.4 Provision of bridging finance to MEs (only CIDB 1 & 2).....	%

The percentage tendered on the value of the bridging finance will cover all costs incurred such as interest, bank charges and any other costs.

Payment will be made on a monthly basis on actual bridging funds made available to the SMME's for the particular month. Proof of funds made available for the month will be required before payment is made for this item.

Item	Unit
B15007.4 Provisional Sum to cater for ME Rate Variance	Prov Sum

The Provisional Sum shall cater for the difference in price between the value of works conducted at the Main Contractors tendered rates, versus that of the ME Contractors. This amount may not be more than 15% higher than that of the average price of works determined from the top five responsive tenderers for the specific Road marking contract in which this contract is let. The Main Contractor will get paid, in his certificate, the **actual value of the SMME's work** under a new item "B15007.5 - Payment to ME Contractors" to be created in the payment certificates. The rate variance is merely to make an allowance for any anticipated financial difference in price between the two parties works, at Tender Stage and will not be used, as a payment item once the Contract is awarded. (Any savings will remain in the Contract to be used for additional work).

PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

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ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

C3.5 : MANAGEMENT

C3.5.1 MANAGEMENT OF THE WORKS

C3.5.1.1 Applicable standards

The following documents and COLTO standards and associated specification data are applicable and form part of the Contract:

- i) **Volume 1:** The General Conditions of Contract (2015 Edition), issued by SAICE, which the tenderer must purchase himself.
- ii) **Volume 2:** The COLTO Standard Specifications for Road and Bridge Works for State Road Authorities (1998 Edition), issued by the Committee of Land Transport Officials which the tenderer must purchase himself.
- iii) **Volume 3A:** Part 1 of this document (2 volumes)
- iv) **Volume 3B:** Part 2 of this document (2 volumes)
- v) **Volume 4:** Set of Drawings issued with Volume 3
- vi) **Volume 5:** The Routine Road Maintenance Procedures Manual as issued by the Department Roads and Public Works of the Eastern Cape (Version 1, February 2002)
- vii) **Volume 6:** Regravelling and Road Betterment Procedures Manual (Version: 3–Feb 2005)
- viii) Guidelines for the Implementation of Labour-Intensive Infrastructure Projects under the Expanded Public Works Programme (EPWP).
- ix) Health and Safety Specification (may be bound in at the back of Volume 3 or issued as a separate volume)
- x) South African Road Traffic Signs Manual
- xi) Occupational Health and Safety Act
- xii) Environmental Management Programme

C3.5.1.2 Particular or Generic specifications

- a) The Standard Specifications for Road and Bridge Works for State Road Authorities 1998, prepared by the Committee of Land Transport Officials, (COLTO), as amended, shall apply to this Contract.
- b) In addition the following Particular Specifications that are bound into this document will also apply:
 - Section 1800 : Collection & Removal of Debris & Litter
 - Section 1900 : Dayworks (provisional)
 - Section 9100 : Controlling Vegetation Growth –Cutting
 - Section 12000 : Environmental Management Programme implementation
 - Section 13000 : Occupation Health & Safety specifications

- Section 15000 : ME Management & Training of Local Labour

C3.5.1.3 Selection of Contractor for individual work assignments

Two eligible Contractors will be appointed via Road marking contract for each LMA. Works assignments will be allocated for a maximum duration of 12 months at a time. Once completed, a performance review will be undertaken to determine the suitability of further works being allocated to the specific service provider. The maximum value of Work Assignments which can be awarded to any one contractor in terms of this agreement shall not exceed the maximum amount allowed per annum based on the Contractors CIDB Grading inclusive of VAT.

The Department will first allocate works to the first preferred service provider (the service provider that scores the highest points in the tender evaluation). The second preferred service provider for a specific LMA will only receive works packages if the available budget allocated for the financial year is sufficient to accommodate two service providers affectively, or if the first appointed contractor can no longer fulfil his obligations.

For each Works assignment to be executed under this appointment the Department will identify the quantities of Works required and develop a schedule of quantities and price, based on the selected Contractors tendered / approved rates. The preferred Contractor will then be allocated the agreed Work assignment for that specific scope of works and value. Contract price Adjustment will be applicable to payment certificates (6.8.2)

Each specific works assignment shall be limited to a maximum duration of 12 months. On completion of the works assignment, the Contractor's Performance will be evaluated by the DMT consisting of the District Roads Engineer, District Manager and Head of Supply Chain in the specific district. Should the work have not been conducted to a satisfactory standard (within time, budget and to the required specifications) the Department shall have the right to decide not to award any further works assignments to the said contractor and remove said contractor from this Framework appointment.

C3.5.1.4 Planning and programming

The extent of the Works contained in the Bill of Quantities are purely fictitious and is only included to obtain a competitive tender. The Works will be set out on an "ad-hoc" basis per Works assignment.

The time for completion of each works assignment will be agreed to by the Employers Agent and Contractor. The total duration of the Framework contract will be 36 months, however, each specific Works assignment shall be limited to a **maximum duration of 12 months**.

The Employers Agent will determine the extent of the work to be executed in each Works assignment.

The Contractor should also note that the Department is intending various other contracts for a number of maintenance activities in addition to this Framework contract. Consequently, it is possible that during the period of an awarded Works assignment, other contractors may be executing contracts simultaneously on the same sections of road requiring maintenance.

The Contractor should take cognisance of this for his programme and will be required to fully accommodate these contractors. No additional payment will be made for any inconvenience in this regard.

The Contractor shall submit his programme within the time stated during the assessment of the works assignment to the Employers Agent in bar chart form showing clearly, in addition to the requirements of Clause 5.6 of the General Conditions of Contract, the following:

- The various stages of work planned to be completed per month / week to suite the overall programme.
- Critical path activities
- Anticipated value of work to be done during each month / Works assignment.
- His labour resources schedule which must distinguish between the Contractor's permanent labour and his temporary local labour employment and ME sub-contractors.

When drawing up his programme, the Contractor shall also, *inter alia*, take into consideration and make allowance for:

- Expected weather conditions and their effects (e.g. whether wet or dry blading work).
- The accommodation and safeguarding of public access and traffic.
- Presence of other contractors on site (if any).
- All other actions required in terms of this document.

The Employers Agent will agree on a general programme of work per Works assignment with the Contractor and any changes to this programme will be agreed to by the Employers Agent. When drawing up his construction programme, the Contractor shall take into account the time for completion for the activity as indicated in the Preliminary Programme.

Once the Works assignment programme has been approved by the Employers Agent, the Contractor will be notified of **the work to be undertaken by means of a Works Instruction from the Employers Agent** (which should indicate the activity to be executed, the locality and quantity of Works as well as the applicable payment item).

Failure on the part of the Contractor to submit or to work according to the programme or revised programmes shall be sufficient reason for the Employers Agent to take steps as set out in Clause 5.13 of the General Conditions of Contract.

Certain activities may be restricted on certain roads on days with increased traffic flows. The Contractor must allow for these restrictions in his programme and no extension of time or claims in this regard will be considered. For this contract, the days with restrictions are indicated in the table below:

DATE	ACTIVITY TO BE RESTRICTED	PERIOD OF RESTRICTION
Weekends	All work activities.	From 16h00 on Friday till 07h00 on Monday
Long weekends		From 12h00 on day preceding, for duration
December holidays		Duration of holidays (taken as 15/12 – 08/01)

The Contractor will only be allowed to undertake work on the affected roads during these periods with the approval of the Employers Agent.

Should the Contractor fall behind his programme he shall submit a revised programme to the Employers Agent for approval, showing the variation to the original programme necessary to ensure completion of the Works, or any part thereof, within the time for completion as agreed to or any extended time granted.

Failure to produce a revised programme may prejudice the Contractor in any claim for an extension of time.

C3.5.1.5 Sequence of the works

The Employers Agent will agree on a programme of work per Works assignment with the Contractor and any changes to this programme will be finalised with the Contractor in advance. When drawing up the construction programme, the Contractor shall take into account the time for completion for the activity as indicated in the Preliminary Programme.

Failure on the part of the Contractor to submit or to work according to the approved programme or revised programmes shall be sufficient reason for the Employers Agent to take steps as set out in Clause 5.13 of the General Conditions of Contract.

C3.5.1.6 Methods and procedures

All work to be carried out will be in compliance with the following minimum requirements

- The Routine Road Maintenance Procedures Manual as issued by the Department Roads and Public Works of the Eastern Cape (Version 1, February 2002)
- Regravelling and Road Betterment Procedures Manual (Version: 3–Feb 2005)

- The OHS Act
- Environmental Management Programme
- Departmental Details drawings
- COLTO Standard Specifications for Road and Bridge Works for State Road Authorities (1998 edition)

C3.5.1.7 Materials and Road Condition Reports

Preliminary road condition surveys and road logs indicating the existing condition of the proposed roads to be maintained are available at the Employers Agent's offices for perusal during working hours.

Control Testing of Earthworks and Road Layers

The Contractor is required to carry out his own control testing, but if he so wishes, and agrees to abide by the results of the Employers Agent's check test, he may dispense with his own tests. However, should the Contractor wish to use the Employers Agent's testing facilities, he will be charged for the various tests at the rates ruling at the time.

Any additional tests requested by the Contractor or any retests required, due to failure of the initial tests, will be charged to the Contractor at the rates ruling at the time.

Process Control Testing

The Contractor is required to carry out his own control testing. The results of these control tests together with the location of the tests shall be submitted to the Employers Agent for approval. No payments will be made without this information, unless partial payment is allowed for special items in terms of the project specification.

Acceptance Control Testing

The Employers Agent may order that additional tests be carried out from time to time. A provisional sum is allowed for these additional tests. The cost of any additional tests that might fail, together with the remedial work ordered by the Employers Agent, will be for the account of the Contractor.

C3.5.1.8 Environment

The Contractor will prior to the commencement of any construction or repair work prepare and submit an Environmental Management Programme (EMPR), for approval by the Employers Agent.

The EMPR shall clearly demonstrate how the Contractor intends mitigating damage to the environment, as a result of their construction activities.

The Contractor shall further appoint an Environmental Control Officer (ECO), who shall inspect all construction related activities and who shall report on non-compliance items.

Further, the ECO will submit the Environmental Audits at monthly site meetings, for discussion by all role players.

a) Sand and dust control

The Contractor shall, for the duration of the contract, take appropriate measures to control the dust and soil movement which may arise due to his operations.

b) Environmental Management

The Contractor will be required to compile a comprehensive Environmental Management Programme (EMPR), which should address the management and monitoring of environmental impacts related to this repair contract.

The EMPR should therefore identify potential environmental impacts and should further demonstrate how there would be mitigated and controlled.

The Contractor shall be responsible for implementing and managing an Environmental Management Programme in terms of the particular specifications for the borrow pits. The Contractor's authorised agent shall report to the Employers Agent regarding compliance with the conditions as stipulated in the Environmental Management Programme.

The Contractor shall take the utmost care to minimise the impact of his establishment and other construction activities on the environment and shall adhere to the requirements as set out in Section 12000 of the Project Specifications. Where, in the opinion of the Employers Agent, the Contractor has not adhered to these requirements, the Contractor shall rectify the damage at his expense and to the satisfaction of the Employers Agent.

Trees and shrubs established in the landscaped areas of the road reserve may under no circumstances be disturbed without specific instruction from the Employers Agent for their removal. Trees and shrubs inadvertently destroyed by the Contractor shall be replaced with the equivalent at the Contractor's expense.

Disposal of any bituminous-based material shall only be at an approved location and by means of an approved method, arranged beforehand with the Employers Agent.

Storage sites for all bituminous products in the road reserve, or on private property, are to be approved by the Employers Agent prior to use. The containers used for storage shall be free of leaks and placed on a firm surface. No spoiling of any bituminous products shall be allowed in these areas. Unused or rejected products shall be removed from site and returned to the supplier. Solvents used for flushing spray tankers shall be treated likewise.

No separate payment items will be scheduled for the compliance by the Contractor with the EMPR. These costs will be deemed to be inclusive of the rates tendered for the works.

C3.5.1.9 Accommodation of traffic on public roads occupied by the contractor

The Works will be undertaken in a manner that will minimise the interference with public traffic, consistent with established routine road maintenance practices. Although inconvenience to road users will be inevitable, the Contractor must ensure that road users have continuous access on and to, a public road.

Temporary road traffic signs shall at all times be displayed at the works as specified on the drawings and in accordance with the requirements of this document, as well as the South African Road Traffic Signs Manual, in conjunction with Manual K56 "Safety at Roadworks in Rural Areas", and the Routine Road Maintenance Procedures Manual of the Department of Transport and Roads of the Eastern Cape. The Contractor may not commence constructional activities before adequate provision has been made to accommodate traffic in accordance with the above requirements.

The traffic signs shall be covered or removed when not required at night and over weekends. No diversions are generally required and the Contractor shall regulate the traffic with flagmen and take all precautions necessary to promote the safe and easy flow of traffic on or next to the roadway under repair.

The Contractor, if so instructed in writing, shall nevertheless provide a diversion at places with a high traffic safety risk. Except where otherwise specified, additional payment over and above payment under the payment items included in the Contract, will be made for the construction of the diversion and the additional measures required to control traffic as specified by the Employers Agent.

Should the Contractor neglect to apply the road traffic safety measures specified without due diligence, the Employers Agent may temporarily stop the works until the Contractor has rectified the situation or impose a penalty for each contravention of the requirements of the Specifications as detailed in Section 1500.

The Contractor will be responsible for the accommodation of traffic on, and maintenance of the existing roadways used by the public as instructed by the Employers Agent, from the date of site handover, to the issuing of the Certificate of Completion for the works as a whole.

NOTE: No separate payment items have been scheduled for the accommodation of traffic or traffic signage and all these costs will be deemed to have been included in the relevant payment items of the appropriate works.

The Contractor must ensure that a competent person, that can act as a Traffic Safety Officer, is present on site at all times to deal with all issues relating to traffic accommodation. This person will, at all times, be responsible for the construction, spacing, placement and maintenance of traffic control devices.

C3.5.1.10 Other Contractors on site

When drawing up his programme, the Contractor shall also, inter alia, take into consideration and make allowance for the presence of other contractors on site

C3.5.1.11 Testing, completion, commissioning, and correction of defects

The Routine Road Maintenance Procedures Manual (RRMPM) of the Department of Roads and Public Works of the Eastern Cape describes the causes and type of defects, as well as providing a guide on how to conduct the works. This is covered in the Scope of Works.

C3.5.1.12 Recording of weather

The Contractor will be responsible for recording and maintaining a daily log of weather conditions throughout the duration of the contract. During the execution of the Works, The Employers Agent's Representative will certify a day lost due to abnormal rainfall and adverse weather conditions only if less than 30% of the work force and plant on site could work during that specific working day.

C3.5.1.13 Format of communications

The Contractor will keep on site at all times a Site Instruction Book in which the Employers Agent's Representative will issue any Site Instructions for variations of the Work. All correspondence will be written, signed, copied to the Employer and Contractor. The Employers Agent will maintain a file of all original correspondence.

The Contractor shall furnish the Employers Agent daily with records, as per the Employers Web Based Reporting System of work executed by him for each activity. The records shall include information such as description, location, measurement, plant and labour hours, where applicable, and all other information the Employers Agent may require for the record and measurement purposes.

C3.5.1.14 Key personnel

A Schedule of Key Personnel is included in Volume 3 of the Contract document.

C3.5.1.18 Use of borrow pits

The Contractor is to obtain all gravel wearing course material from the existing or new borrow pits in the vicinity of the project, as instructed by the Employers Agent. The Contractor is to adhere to the specific requirements contained in the EMPR pertaining to work methods in borrow pits.

C3.5.1.19 Construction Regulations, 2014

The Contractor shall be required to comply with the Occupational Health and Safety Act, 1993: Construction Regulations, 2014 (the regulations) as promulgated in Government Gazette No 25207 and Regulation Gazette No 7721 of 18 July 2003. Non-compliance with these regulations, in any way whatsoever, will be adequate reason for suspending the Works.

The proposed type of work, materials to be used and potential hazards likely to be encountered on this Contract are detailed in the Scope of Works, the Bill of Quantities, the Drawings, and in the Employers' Health and Safety specification (regulation 4(1) of the Construction Regulations 2014), which is bound into the Contract document.

The Contractor shall, in terms of regulation 5(1), provide a comprehensive Health and Safety Plan detailing his proposed compliance with the regulations, for approval by the Employer.

The Contractor shall at all times be responsible for full compliance with the approved plan as well as with the Construction Regulations and no extension of time will be considered for delays due to non-compliance with the abovementioned plan or regulations.

Payment items are included in the Schedule of Quantities to cover the Contractor's cost for compliance with the OHS Act and the abovementioned Regulations.

C3.5.1.20 HANDING OVER SITE, SETTING OUT AND CONFIRMING THE SCOPE OF WORKS WITH THE CONTRACTOR

The entire road reserve for each works assignment will be handed over to the Contractor at the commencement of the works.

The Contractor will be responsible for executing the repair and construction activities as specified in the agreed scope of works. He will work on only the road/s as agreed to and indicated in the approved programme.

The Employers Agent, the Contractor and supervisory staff shall together carry out a joint inspection at the time of the handing over of the site. During such an inspection the scope of the works will be set out for each of the roads / road sections indicating the various activities to be conducted, as well as making notes of all damaged fences, guardrails, signs and any other notable problems or features that exist.

The following matters are to be confirmed at the time of handing over and before the commencement of any work:

- (i) Confirming position of the site camp and/or any additional temporary site camps that may be required.
- (ii) The construction limits, lengths, widths and areas of routine maintenance or construction to be conducted for the various sections of road.
- (iii) The determination of the trial section for each type of maintenance / construction activity to be performed.
- (iv) The location of kilometre markers and reference beacons to be used for setting out purposes.
- (v) The scope of remedial / repair / general maintenance and preparatory work to be carried out.
- (vi) The location of the proposed stockpile areas and the responsibilities of the Contractor with regard to the road reserve area in terms of the clearing and grubbing if required, fencing, motor gates, stock grids, road markings, road signage, mowing of grass and the like.
- (vii) The proposed method of accommodation of public traffic with regard to safety, sight distance, interference with existing road signs and road markings within the work section and providing advance warning before the work section.
- (viii) The method of construction / treatment envisaged for each of the sections (sections to be receive edge break repair, crack sealing, light blading, pothole patching etc.) and the like, are to be confirmed and set out with the Contractor.
- (ix) Supervisory, test control measures and procedures are to be confirmed.
- (x) The position of all the existing pipe culverts (all hydraulic control structures), concrete lined cause ways and the like, is to be confirmed.
- (xi) Confirm the position of all existing services.

C3.5.1.21 TRIAL SECTION

Before the Contractor commences with the construction/maintenance works, he shall demonstrate on a **test section** (for each type of maintenance activity) that the **equipment and processes he intends to use**, will enable him to execute the Works in accordance with the

specified requirements. The trial sections for the various maintenance activities shall also serve as a basis to agree the interpretation of the Specifications for application during the Contract Period and the criteria and methods to be used by the Employers Agent for acceptance control.

Only when the trial sections have been satisfactorily completed in conformity with the specified requirements, will the Contractor be allowed to commence the maintenance/repair works. The Employers Agent shall, as far as is practical, select the location of the trial section at a position with characteristics which are representative of the general conditions to be found with the balance of the proposed works. The Employers Agent may require the construction of additional trial sections should the materials available or methods of construction significantly change during the course of the Contract.

No additional payment will be made for the demonstration at the trial section, other than for the work completed and accepted as part of the Works, at tender rates.

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ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

CONTRACT PART 4 (OF 4) : SITE INFORMATION
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PROVINCE OF THE EASTERN CAPE

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ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

C4 : SITE INFORMATION

C 4.1 Scope

The documentation included in this section describes the site as at the time of tendering to enable the tenderer to price his tender and to decide upon his method of working and programming.

Only actual information about physical conditions on the site and its surroundings have been included in this section and interpretation is a matter for the tenderers.

C 4.2 Borrow pit Investigations

Nil

C 4.3 Subsoil Investigations, Borehole Records and Test Results

Nil

C 4.4 Reports obtained by the Employer concerning the physical conditions within the site or its surroundings, including mapping, hydro-graphic data and hydrological information

Nil

C 4.5 References to publicly available information about the site and its surroundings such as published papers and interpretations of the geotechnical investigation

Nil

C 4.6 Information about piped and other services below the surface of the site for contracts involving ground works and about hook-up and boundary details for contracts with plant interfaces, in addition to anything about the physical site which impacts upon the contract

Nil

C 4.7 Information about adjacent buildings and structures and about existing buildings and structures on the site (Restrictions for heavy loads etc)

Nil

C 4.8 Atmospheric and Environmental Criteria

Nil

APPENDIX A

LOCALITY PLAN

APPENDIX B

EPWP FORMS

BENEFICIARY LIST

Name of Contractor
Project Name
Project Number
Month:

Youth = 35yrs and less

Number of workers	Surname	Initials	Name	ID Number	Date of Birth	Male/Female	Has Disability (Y?N)	Is Youth (Y/N)	Education Level*	Date Start	Contact Number
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											

Signature of CLO

PAYMENT REGISTER

Contractor Name
Period
Project Number
Month:

Name and surname	ID Number	Contact no	Number of Workdays	Task Rate	Payment Due	Signature for Payment Received	Comments

Signature of CLO ???

Signature of Contractor to verify accuracy

Signature of Consultant

Signature of Contractor for receipt of monies

DAILY SITE ATTENDANCE REGISTER

Name of Contractor
Project Name

Project Number
Month:

1 = At Work A = Absent L = Leave SC = Site Closed
SL = Sick Leave P = Public Holiday 2 = Training

Validation: Cannot
be more than 23
days per person per
month.

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Signature of CLO

Week 1 -2: Signature of Contractor Organisation

Week 3-4: Signature of Contractor Organisation

Week 1: Signature of Contractor

Week 2: Signature of Contractor

Week 3: Signature of Contractor

Week 4: Signature of Contractor

Validation: Total work days 0
 Total training 0
 days

 Total work days 0
 + training days 0
 Variance 0
 Variance must be 0

LABOUR MONTHLY SUMMARY SHEET

Name of Contractor
Project Name
Project Number
Applicable Month

No of Working Days: Maximum including training = 23 days per month

Number of workers	Surname	Initials	First Name	ID Number	Birth Date	(M)ale / (F)emale	(D)isabled	Rate per day	Number of days worked this month	Number of training days this month	Total amount paid to beneficiary	Course name	Course Code
1											0		
2											0		
3											0		
4											0		
5											0		
6											0		
7											0		
8											0		
9											0		
10											0		
11											0		
12											0		
13											0		
14											0		
15											0		
16											0		
17											0		
18											0		
19											0		
20											0		
											0		
20	Totals for month								0	0	0		

Signature Consultant

APPENDIX C

MONTHLY REPORT FORMS TO BE COMPLETED BY THE CONTRACTOR

PROVINCE OF THE EASTERN CAPE

DEPARTMENT OF TRANSPORT

TENDER NO. SCMU10-24/25-0014

ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

MONTHLY REPORT FORMS TO BE COMPLETED BY CONTRACTOR

TENDER NO. SCMU10-24/25-0014

ROAD MARKING SERVICES FOR IN HOUSE CONSTRUCTION PROJECTS

CONTRACTOR:

CLAIM FOR PAYMENT NO: DATE:

I, the undersigned,

in my capacity as

of

(hereinafter referred to as “the TRANSFEROR”) (I having been duly authorised hereto by virtue of Resolution of the Board of Directors of the Transferor passed on theday of 20.) hereby warrant that the materials and goods listed are the Transferor’s bona-fide property, ownership of which vests in the Transferor, and I hereby transfer, cede and assign all the Transferor’s rights, title and interest in and to the said materials and goods unto and in favour

of

(hereinafter referred to as “the TRANSFeree”). Insofar as the Transferor retains actual control of the materials and goods, the right of ownership thereof passes to the Transferee by constitutum possessorium.

This transfer shall become effective upon conclusion of the Transferor receiving payment from the Transferee or from any other person on behalf of the Transferee 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.

TOTAL VALUE OF CLAIM FOR MATERIALS ON SITE IN ACCORDANCE WITH THE ATTACHED LIST :

.....

.....

.....(R.....)

SIGNED:

DATE:

MONTHLY PROGRESS REPORT

<u>xxx District</u> SCMU10-20/21-00xx	PROGRESS REPORT	<u>xxx 2020</u>										
							PERIOD					
MUNICIPAL AREA	IN HOUSE OR OUTSOURCED PROJECT	ROAD NO.	SURFACED or GRAVEL	ACTIVITY CODE	ACTIVITY DESCRIPTION	UNIT	FROM	TO	PLANNED	ACTUAL	MMS NO.	COMMENTS
WEEK 1												
WEEK 2												
WEEK 3												
WEEK 4												
WEEK 5												
REPORT COMPILED BY:			DESIGNATION			SIGNATURE			DATE			
(PRINT NAME)												

THIS FORM IS TO BE COMPLETED QUARTERLY AND ON COMPLETION OF THE PROJECT

APPENDIX D CONTRACTOR PERFORMANCE REPORT TEMPLATE
