



Road Traffic
Management Corporation

ROAD TRAFFIC MANAGEMENT CORPORATION

Bid Document

FOR

RTMC BID: 10/2021/22

APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST

PREPARED FOR:

Road Traffic Management Corporation

Eco Origin Office Park, Block F,
349 Witch-Hazel Street,
Highveld,
Centurion Ext 79,
0157

PREPARED BY:

Sakhiwo Infrastructure Solutions

3rd Floor Block 6, Summit Place
221 Garsfontein Road
Menlyn, Pretoria

NAME OF TENDERER: _____

PUBLISHING DATE: 10 MAY 2021

CONTENTS			
	Number	Heading	Page number
		Tendering Procedures	
	T1.1	Tender Notice and Invitation to Tender	3-7
	T1.2	Tender Data	7-21
	T1.3	CIDB Standard Conditions of Tender	22-33
		Returnable Documents	
	T2.1	List of Returnable Schedules/Documents	34-36
	C1.1	Form of Offer and Acceptance	37-41
	C1.2	Contract Data	42-57
	C2.2	Preliminaries, Bills of Quantities, & Final Summary	58-219
	T2.2a	Resolution for Signatory	221
	T2.2b	Resolution of Board of Directors to Enter into Consortium or Joint Venture (JV) Agreements	222-223
	T2.2c	Schedule of Proposed Sub-Contractors	224
	T2.2d	Schedule of Key Personnel: Contracts Manager	225
	T2.2e	Schedule of Key Personnel: Construction Manager/Supervisor	226
	T2.2f	Schedule of Key Personnel: SHEQ Officer	227
	T2.2g	Bank Rating	228
	T2.2h	Record of Addenda to Tender Documents	229
	T2.2i	Schedule of Plant and Equipment	230
	T2.2j	Compulsory Enterprise Questionnaire	231-233
	T2.2k	CIDB Grading Certificate – Proof of Registration	234
	T2.2l	Letter of Good Standing	235
	T2.2m	References	236-240
	T2.2n	Functionality claimed by Contractor	241-243
	SBD1	Invitation to Bid: Part A and B	244-245
	SBD 4	Declaration of Interest	246-249
	SBD 6.1	Preference Points Claim Form In Terms Of The Preferential Procurement Regulations 2017	250-254
	SBD 6.2	Declaration Certificate for Local Production and Content or Designated Sectors	255-258
	Annex C	Local Content Declaration – Summary Schedule	259
	SBD 8	Declaration of Bidder's Past Supply Chain Management Practices	260-261
	SBD 9	Certificate of Independent Bid Determination	262-264
	T2.2p	BBBEE Certificate or Sworn Affidavit	266
	T2.2q	Proof of Registration with Centralized Supplier Database	267
	T2.2r	Bidders financial Statements	268
	T2.2w	Compulsory Briefing Session Certificate	269
	Annexure A	Company Experience & Contactable References	270
		Part C1: Agreement and Contract Data	
	C1.3	Fixed Construction Guarantee	271-274
		Part C2: Pricing Data	
	C2.1	Pricing Instructions	277-278
		Part C3: Scope of Work	
	C3.1	Scope of Works	280-282
	C3.2	Project Specific Health and Safety Specification	283-373
	C3.3	HIV/AIDS Awareness Specification	374-388
		Part C4: Site Information	
	C4.1	Site Information	389-390
		Site plan	391

TENDERING PROCEDURES

T1.1: TENDER NOTICE AND INVITATION TO TENDER

T1.1: TENDER NOTICE AND INVITATION TO TENDER ROAD TRAFFIC MANAGEMENT CORPORATION

PROJECT NAME	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
RTMC BID No.	10/2021/22

Any reference to words “Bid” or Bidder” herein and/or in any other documentation shall be construed to have the same meaning as the words “Tender” or “Tenderer”.

The attention of tenderers is drawn to the eligibility criteria in the table below. Tenderers are required to familiarise themselves thoroughly with the conditions of tender as contained in the Tender Data (T1.2) and the Standard Conditions of Tender (T1.3) which form part of the tender document. Only tenderers that are responsive to responsiveness criteria contained in the table below are eligible to have their tenders evaluated:

Preferential Procurement Policy Framework Act (PPPFA), Act no. 5 of 2000 and its associated Regulations Of 2017. The **90/10** Preference Point system will be applied where a maximum of Ninety (90) tender adjudication points will be awarded for price and Ten (10) points will be awarded for preference.

The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:

☒	Only locally produced or locally manufactured steel products and components for construction with a stipulated minimum threshold of 100% for local production and content will be considered. Tenderers are required to comply with the requirements for Local Content and Production for Designated Sectors as described in clause C.4.7 of the Tender Data. Tenders that fail to comply shall not be evaluated further.																																																			
☒	<table><tr><td><u>Description of services, works or goods</u></td><td><u>Stipulated minimum threshold</u></td><td><u>Description of services, works or goods</u></td><td><u>Stipulated minimum threshold</u></td></tr><tr><td>Electrical Cables:</td><td></td><td>Steel Construction Materials:</td><td></td></tr><tr><td> - Low Voltage </td><td>90%</td><td> - Fabricated Structural Steel </td><td>100%</td></tr><tr><td> - Medium and High Voltage </td><td>90%</td><td> - Frames </td><td>100%</td></tr><tr><td></td><td></td><td> - Roof and Cladding </td><td>100%</td></tr><tr><td>Valves Products and Actuators:</td><td></td><td> - Fasteners </td><td>100%</td></tr><tr><td> - Gate Valves </td><td>70%</td><td> - Wire Products </td><td>100%</td></tr><tr><td> - Taps, Cocks </td><td>70%</td><td> - Reinforcing bars </td><td>100%</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Solar water heating:</td><td></td><td></td><td></td></tr><tr><td> - Storage tanks/geysers </td><td>70%</td><td></td><td></td></tr><tr><td> - Solar collectors </td><td>70%</td><td></td><td></td></tr></table>				<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>	<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>	Electrical Cables:		Steel Construction Materials:		Low Voltage	90%	Fabricated Structural Steel	100%	Medium and High Voltage	90%	Frames	100%			Roof and Cladding	100%	Valves Products and Actuators:		Fasteners	100%	Gate Valves	70%	Wire Products	100%	Taps, Cocks	70%	Reinforcing bars	100%					Solar water heating:				Storage tanks/geysers	70%			Solar collectors	70%		
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☒	Only those tenderers who are registered with the cidb, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a 9GB class of construction work, are eligible to have their tenders evaluated. <u>Joint ventures are eligible to submit tenders provided that:</u> 1. every member of the joint venture is registered with the cidb; 2. the lead partner has a contractor grading designation in the 9GB class of construction work; and 3. they have a signed joint venture agreement 4. In case of a JV, bidders must submit standard bidding documents for both entities in an arranged business relationship.
☒	Only tenderers who have access to a suitably qualified and experienced contracts manager who will be the single-point of accountability and responsibility for the management of the construction works as described in clause C.2.1.4 of the tender data shall be eligible to have their tenders evaluated.
☒	Only tenderers who have access to a suitably qualified and experienced Construction Manager/Supervisor as described in clause C.2.1.5 of the Tender Data shall be eligible to have their tenders evaluated.
☒	Tenders that are responsive to the criteria stated above shall be evaluated further in accordance with the conditions of tender as stipulated in the Tender Data (T1.2) and the Standard Conditions of Tender (as amended), which form part of this tender document.
☒	Responsive tenders shall be evaluated in accordance with Method 2: Price and Preference.

1. COLLECTION OF TENDER DOCUMENTS:

- ☒ Bid documents (In soft copy) may be downloaded from
www.rtmco.co.za/index.php/tenders/tenders/open-bids/2021-22
- ☒ No deposit is payable on collection of the tender documents.
- ☒ A compulsory briefing session with the representatives of the Employer will take place as follows:
Please note that only 3(three) representatives of the Bidder will be allowed at the compulsory briefing session due to Covid 19 restrictions

Date: 14 MAY 2021

**Venue: On site at RTMC Training Academy – Boekenhoutkloof Campus
Plot 81 Cnr Kenneth and Sandui Road
Zandfontein
Pretoria West
GPS Coordinates - 25°42'45.51"S, 28° 4'40.30"E**

Time: 10:00am

2. ENQUIRIES RELATED TO TENDER DOCUMENTS MAY BE ADDRESSED TO:

Procurement Contact:	Martha Rakhatoe	E-mail	bidadmin@rtmc.co.za
Tel. No.	012 999 5200		

3. RETURN OF TENDER DOCUMENTS:

The closing time and date for submission of tenders is **11:00am** on **9 June 2021**

Tenders will not be opened in public after the closing time for receipt of Tenders.

The following must be noted by all bidders:

1. Telegraphic, telephonic, telex, facsimile (faxed), email and late tenders will not be accepted.
2. The requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data (T1.2)
3. All tenders must be submitted as hardcopy, an original plus 1 (one) copy on the official, documents issued with the bid including any addenda issued to prospective bidders by the Corporation.
4. Tender documents must be deposited in the tender box at the address indicated below:

DEPOSITED IN THE TENDER BOX AT:

**Road Traffic Management Corporation
RTMC Eco Origin Office Park, Block F,
349 Witch-Hazel Street,
Highveld,
Centurion Ext 79, 0157**

T1.2: TENDER DATA

T1.2: TENDER DATA

PROJECT NAME	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
BID NUMBER	RTMC BID 10/2021/22

Clause number	
	The conditions of tender are the Standard Conditions of Tender as contained in Annex C of Board Notice 423 of 2019 in Government Gazette No. 42622 of 8 August 2019, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement. (See www.cidb.org.za) which are reproduced without amendment or alteration for the convenience of tenderers as an Annex to this Tender Data. 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 in the Standard Conditions of Tender to which it mainly applies. The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender. Add the following to clauses in Standard Conditions of Tender:
C.1	The employer is Road Traffic Management Corporation.
C.1.2	The following documents form part of this tender: The Joint Building Contracts Committee Inc. (JBCC) Contract (March 2005) (Edition 4.1 Code 2101) as published by the JBCC. Tenderers may obtain copies at their own cost from the JBCC for reference purposes, email info@jbcc.co.za, (011) 482 3102 or (086) 100 5222 RTMC BID: 10/2021/22 – APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST <u>Tendering Procedures</u> T1.1 Tender Notice And Invitation To Tender T1.2 Tender Data T1.3 Annex C: CIDB Standard Conditions of Tender <u>Returnable Documents</u> T2.1 List of Returnable Schedules/Documents C1.1: Form of Offer and Acceptance C1.2: Contract Data C2.2: Preliminaries , Bills of Quantities, Final Summary T2.2 The Returnable Schedules/Documents <u>The Draft Contract</u> Part C1: Agreement and Contract data C1.3: Fixed Construction Guarantee

	Part C2: Pricing Data C2.1: Pricing Instructions Part C3: Scope of Works C3.1: Scope of Works C3.2: Project Specific Health and Safety Specification C3.3: HIV/AIDS Awareness Specification Part C4: Site Information C4.1: Site Information Drawings and Technical Specifications
C.1.4	The employer's agent is Sakhiwo Infrastructure Solutions Attention is drawn to the fact that verbal information, given by the Employer's agent during site visits/clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the Employer. Only information issued formally by the Employer in writing to Tenderers will be regarded as amending the Tender Documents.
C1.6.2	A competitive negotiation procedure will not be followed.
C1.6.3	A two-stage system will not be followed.
C.2.1	Only those tenderers who satisfy the following eligibility criteria are eligible to submit to have their tenders evaluated: C.2.1.3 CIDB Grading Only those tenderers who are registered with the cidb, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a 9GB class of construction work, are eligible to have their tenders evaluated. <u>Joint ventures are eligible to submit tenders provided that:</u> 1. every member of the joint venture is registered with the cidb; 2. the lead partner has a contractor grading designation in the 9GB class of construction work; and 3. they have a signed joint venture agreement 4. In case of a JV, bidders must submit standard bidding documents for both entities in an arranged business relationship. Bidders must ensure that their status on the CIDB Register of Contractors remains active (compliant) for the entire duration of the validity period up until the employer accepts the offer by completing the acceptance part of the form of offer and acceptance. <u>Individuals must be identified for each of the key personnel listed below.</u> In order to be considered for an appointment in terms of this tender, the tenderer must have the following key personnel who will be the single-point of accountability and responsibility for the management of the construction works in its employment at the close of tender. Alternatively, a signed undertaking from an organisation having the required personnel, stating that they will undertake the necessary work on behalf of the tenderer in terms of a sub-consultant agreement, will be acceptable.

C.2.1.4 Key Personnel: Contracts Manager

Where the key personnel are no longer accessible to undertake the necessary work after the award of the tender, the contractor shall within a period of 10 working days replace the key personnel listed in T2.2d with a person with equivalent competencies and subject to approval by the employer. Such approval shall not be unreasonably withheld.

A suitably qualified and experienced **contracts manager** who will be the single-point of accountability and responsibility for the management of the construction works and who possesses, as a **minimum**, either of the following qualifications and experience:

A: Individual experience as table A1 clause C.3.11.2

- A degree (NQF Level 7) in the built environment with a minimum of 10 years' experience
- or
- A National Diploma/Advanced Certificate (NQF Level 6) in the built environment with a minimum of 15 years' experience

B: Project experience as table A1 clause C.3.11.2

- The Curriculum Vitae of the contracts manager, must be submitted with the tender submission, appended to Schedule T2.2d. Bidders are referred to clause C.2.23.2 of this tender data for the requirements regarding submission of certificates of qualifications of key personnel.

C.2.1.5 Key Personnel: Construction Manager/Supervisor

Where the key personnel are no longer accessible to undertake the necessary work after the award of the tender, the contractor shall within a period of 10 working days replace the key personnel listed in T2.2e – Construction Manager/Supervisor with a person with equivalent competencies and subject to approval by the employer. Such approval shall not be unreasonably withheld.

A suitably qualified and experienced **Construction Manager/Supervisor** and who possesses as a **minimum** the following qualifications:

A: Individual experience as table A2 clause C.3.11.2

- A Trade Certificate (NQF Level 4) in the built environment with a minimum of 10 years' experience

B: Project experience as table A2 clause C.3.11.2

- The Curriculum Vitae of the Construction Manager/Supervisor must be submitted with the tender submission, appended to Schedule T2.2e. Bidders are referred to clause C.2.23.2 of this tender data for the requirements regarding submission of certificates of qualifications of key personnel.

C.2.1.6 Key Personnel: SHEQ Officer

Where the key personnel are no longer accessible to undertake the necessary work after the award of the tender, the contractor shall within a period of 10 working days

	replace the key personnel listed in T2.2f – SHEQ Officer with a person with equivalent competencies and subject to approval by the employer. Such approval shall not be unreasonably withheld. A suitably qualified and experienced SHEQ Officer and who possesses as a minimum the following qualifications: A: Individual experience as Table A3 clause C.3.11.2 - A Registration Certificate with SACPCMP as a Health and Safety Officer in the built environment with a minimum of 10 years' experience B: Project experience as table A3 clause C.3.11.2 - The Curriculum Vitae of the SHEQ officer must be submitted with the tender submission, appended to Schedule T2.2f. Bidders are referred to clause C.2.23.2 of this tender data for the requirements regarding submission of certificates of qualifications of key personnel. C.2.1.7 Bank Rating In order to be eligible for award in terms of this tender, tenderers must submit a bank rating from a recognized financial institution (not older than 3 months at tender closing date) which indicates that the bidder possesses the minimum following bank code; - Bank rating of minimum Code C: Good for amount quoted if strictly in the way of business – Unlikely to commit themselves beyond their means. C.2.1.8 Financial Statements In order to be eligible for award in terms of this tender, tenderers must submit signed audited statements of the last two years. <u>Bidders must take note of the following;</u> The amount of enquiry on the bank rating letter must be equal to the sum of the amount tendered (including VAT) or higher. A tender shall not be evaluated further under the following conditions; - A bidder who fails to provide a bank rating letter. Bidders who fail to satisfy any of the above eligibility criteria contained in clause C.2.1 shall be deemed to be non-responsive and their bids shall not be considered further. Bidders shall not be provided a second opportunity by the employer to submit any information in relation to any of the above eligibility criteria where such information is not provided by the bidder, bound within the bid submission, on the date and time of the bid closing.
C.2.7	Replace Clarification with Compulsory Briefing. For particulars regarding a pre-tender site inspection meeting, see Tender Notice and Invitation to Tender T1.1
C.2.12	If a tenderer wishes to submit an alternative tender offer, the only criteria permitted for such alternative tender offer is that it demonstrably satisfies the Employer's standards and requirements, the details of which may be obtained from the Employer's Agent. Calculations, drawings and all other pertinent technical information and characteristics as well as modified or proposed Pricing Data must be submitted with the alternative tender offer to

	enable the Employer to evaluate the efficacy of the alternative and its principal elements, to take a view on the degree to which the alternative complies with the Employer's standards and requirements and to evaluate the acceptability of the pricing proposals. Calculations must be set out in a clear and logical sequence and must clearly reflect all design assumptions. Pricing Data must reflect all assumptions in the development of the pricing proposal. Acceptance of an alternative tender offer will mean acceptance in principle of the offer. It will be an obligation of the contract for the tenderer, in the event that the alternative is accepted, to accept full responsibility and liability that the alternative offer complies in all respects with the Employer's standards and requirements. The modified Pricing Data must include an amount equal to 5% of the amount tendered for the alternative offer to cover the Employer's costs of confirming the acceptability of the detailed design before it is constructed. Alternative tender offer permitted: Yes ☐ No ☒
C.2.13.2	<i>Replace sub-clause C.2.13.2 with the following;</i> Return all returnable documents to the employer after completing them in their entirety by writing in non-erasable black ink
C.2.13.3	Parts of each tender offer communicated on paper shall be submitted as an original, plus 1 (one) copy.
C.2.13.4	The tender shall be signed by a person duly authorized to do so. Tenders submitted by joint ventures of two or more firms shall be accompanied by the document of formation of the joint venture, in the form of a joint venture agreement, in which it is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorized to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. Failure to provide the joint venture agreement, bound with the tender submission, on the date and time of the closing of the bid, shall render the tender non-responsive.
C.2.13.5	The employer's address for delivery of tender offers and identification details to be shown on each tender offer package are: Location of tender box: Road Traffic Management Corporation RTMC Eco Origin Office Park, Block F, 349 Witch-Hazel Street, Highveld, Centurion Ext 79, 0157 Identification details: Tender No. RTMC BID 10/2021/22 Title of tender: APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST Sealed Tender with the identification details on the envelope must be placed in the appropriate official tender box at the abovementioned address
C.2.13.6	A two-envelope procedure will not be followed.
C.2.13.10	By signing the offer part of C1.1 Form of Offer and Acceptance the tenderer declares that all information provided in the tender submission is correct and free of misrepresentation.
C.2.15.1	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
C.2.16.1	The tender offer validity period is 120 days.
C.2.17	<i>Insert the following at the end of the last sentence of the note:</i> ".....elect to do so, provided that the competitive position of the preferred tenderer is not affected"

	A tender may be rejected as non-responsive if the tenderer fails to provide any clarification requested by the employer within the time for submission stated in the employer's written request for such clarification. The clarification of a tender offer includes the provision of the priced bills of quantities (Part C2.2: Bills of Quantities).
C.2.18	The tenderer shall, when requested by the Employer to do so, submit the names of all management and supervisory staff that will be employed to supervise the Labour Intensive portion of the works together with satisfactory evidence that such staff members satisfy the eligibility requirements.
C.2.19	Access shall be provided for inspections, tests and analysis as may be required by the Employer refer to PW371
C.2.22	Not a requirement.
C.2.23	The tenderer is required to submit the following: C2.23.1 Broad-Based Black Economic Empowerment Status Level Certificates An original valid or valid, certified copy of a B-BBEE status verification certificate issued by a verification agency accredited by the South African Accreditation System (SANAS) or a sworn affidavit in terms of the amended B-BBEE codes. Sworn affidavit must be accompanied with signed audited financial statement of 2020/21 financial year. Bidders shall not be provided a second opportunity by the employer to submit the B-BBEE certificate or sworn affidavit where it is not provided by the bidder, bound within the bid submission, on the date and time of the bid closing. C2.23.2 Certificates Confirming Educational Qualifications of Key Personnel Tenderers are required to submit certified copies of educational qualifications of key personnel. A certified copy is considered to be valid when the certification is less than three months old on the date of closing of bids. Failure to submit certified copies of key personnel qualifications will result in the bid being deemed non-responsive. C2.23.3 CIDB Grading Certificate Tenders are required to provide proof of registration with the CIDB register of contractors indicating the category of registration, grading as well as the CRS number of the tenderer. C.2.23.4 Letter of Good Standing Tender are required to submit, bound with the tender submission, a letter of good from the compensation commissioner indicating that the bidder is in good standing. Failure to submit will result in the bid not being evaluated further.
C.3.2	Notwithstanding any requests for confirmation of receipt of Addenda issued, the tenderer shall be deemed to have received such addenda if the employer can show proof of transmission thereof (or a notice in respect thereof) via electronic mail, facsimile or registered post.
C.3.4.1	The time and location for opening of the tender offers is: Tenders will not be opened in public after the closing time for receipt of Tenders as stated in the Tender Notice and Invitation to Tender (T1.1), or as stated in any Addendum extending the closing date. Location: Road Traffic Management Corporation RTMC Eco Origin Office Park, Block F, 349 Witch-Hazel Street, Highveld, Centurion Ext 79, 0157
C.3.5	A two-envelope procedure will not be followed.

C.3.8	Bidders will be considered non-responsive if, inter alia: 1. The bidder has failed to attend the compulsory briefing meeting and failed to submit a fully completed briefing session certificate; After the briefing session, a signed briefing certificate will be issued to all the bidders who attended the briefing session. 2. The bid is submitted by Telegraphic, telephonic, telex, facsimile (faxed) or email media or if the tender is submitted late. 3. The bidder does not comply with the eligibility criteria listed in C2.1 above; 4. The resolution for signatory is not attached to the tender submission on a company letterhead. 5. The bidder has failed to fully complete and sign SBD1, SBD4, SBD 6.2, Annex C, SBD8 & SBD9. 6. The bidder failed to comply to TAX obligations at the award of the bid.																																															
C.3.11	The procedure for the evaluation of responsive tenders is: Functionality, Price and Preference																																															
C.3.11.2	Stage 1 Functionality Functionality of responsive bids submitted will be evaluated according to the predetermined criteria described below. A bid will not be evaluated further if it fails to meet the minimum threshold of total 75 points out of maximum 100 points for functionality as prescribed in the following tables and a minimum of 50% per sub-section. <table><tr><th></th><th>FUNCTIONALITY CRITERIA</th><th>POINTS ALLOCATED</th></tr><tr><td>A</td><td>Key personnel A1 Contracts Manager</td><td>25</td></tr><tr><td></td><td>Key personnel A2 Construction Manager/Supervisor</td><td>15</td></tr><tr><td></td><td>Key personnel A3 Site SHEQ officer</td><td>10</td></tr><tr><td>B</td><td>Experience</td><td>50</td></tr><tr><td></td><td>TOTAL</td><td>100</td></tr></table> <table><tr><th colspan="3">A Key Personnel</th></tr><tr><td colspan="3">Points are allocated for required competencies and qualifications of allocated personnel for the project in consideration / Required key personnel are Contracts Manager, Construction Manager/ Supervisor and Site SHEQ Officer</td></tr><tr><th colspan="2">A1 Contract Manager</th><th></th></tr><tr><th>Description of Criteria - Qualifications</th><th>Points</th><th>Total points</th></tr><tr><td>Qualification : BTech/Degree in the Built Environment field of study as C.2.1.4 in tender data</td><td>10</td><td rowspan="3">10</td></tr><tr><td>Qualification : National Diploma in the Built Environment field of study as C.2.1.4 in tender data</td><td>5</td></tr><tr><td>The tenderer has failed to address the question and has not proved qualification of the proposed contract manager</td><td>0</td></tr><tr><th>Description of Criteria - Experiences</th><th>Points</th><th>Total points</th></tr><tr><td>Five (5) or more projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contract manager</td><td>15</td><td rowspan="3">15</td></tr><tr><td>Three (3) to Four (4) projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contract manager</td><td>10</td></tr><tr><td>One (1) to Two (2) projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contracts manager</td><td>5</td></tr></table>		FUNCTIONALITY CRITERIA	POINTS ALLOCATED	A	Key personnel A1 Contracts Manager	25		Key personnel A2 Construction Manager/Supervisor	15		Key personnel A3 Site SHEQ officer	10	B	Experience	50		TOTAL	100	A Key Personnel			Points are allocated for required competencies and qualifications of allocated personnel for the project in consideration / Required key personnel are Contracts Manager, Construction Manager/ Supervisor and Site SHEQ Officer			A1 Contract Manager			Description of Criteria - Qualifications	Points	Total points	Qualification : BTech/Degree in the Built Environment field of study as C.2.1.4 in tender data	10	10	Qualification : National Diploma in the Built Environment field of study as C.2.1.4 in tender data	5	The tenderer has failed to address the question and has not proved qualification of the proposed contract manager	0	Description of Criteria - Experiences	Points	Total points	Five (5) or more projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contract manager	15	15	Three (3) to Four (4) projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contract manager	10	One (1) to Two (2) projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contracts manager	5
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The tenderer has failed to address the question and has not proved experience of the proposed contract manager	0	
SUB-TOTAL A1	25	
A2 Construction Manager / Supervisor		
Description of Criteria - Qualifications	Points	Total points
Qualification : Trade certificate in the Built Environment field of study as C.2.1.5 in tender data	5	5
The tenderer has failed to address the question and has not proved qualification of the proposed Construction Manager/Supervisor	0	
Description of Criteria – Experiences	Points	Total points
Five (5) or more projects. Construction management experience on projects with minimum value of R200 million each or above appointed as Construction Manager / Supervisor	10	10
Three (3) to Four (4) projects. Construction management experience on projects with minimum value of R200 million each or above appointed as Construction Manager/Supervisor	8	
One (1) to Two (2) projects. Construction management experience on projects with minimum value of R200 million each or above appointed as Construction Manager/Supervisor	4	
The tenderer has failed to address the question and has not proved experience of the proposed Construction Manager/ Supervisor	0	
SUB-TOTAL A2	15	
A3 Site SHEQ Officer		
Description of Criteria - Qualifications	Points	Total points
Qualification : A Registration Certificate with SACPCMP as C.2.1.6 in tender data	4	4
The tenderer has failed to address the question and has not proved qualification of the proposed SHEQ Officer	0	
Description of Criteria - Experience	Points	Total points
Five (5) or more projects. SHEQ experience on projects with minimum value of R100 million each or above appointed as Site SHEQ Officer	6	6
One (1) to Four (4) projects. SHEQ experience on projects with minimum value of R100 million each or above appointed as SHEQ Officer	3	
The tenderer has failed to address the question and has not proved experience of the proposed SHEQ Officer	0	
SUB-TOTAL A3	10	
TOTAL A		50

NB: Tenders are required to submit CV's with contactable references and certified qualifications of proposed key personnel. Failure to submit will result in the tenderer not being awarded points on the above criteria. All copies of qualifications must be certified not older than three months at tender closing date.

B Experience of bidder

Tenderers are required to demonstrate relevant past experience and competency and attach practical completion certificates.

Tenderers are required to submit full details of, and reliable contactable references for relevant buildings which were successfully completed.

Projects relevant must be of similar scope, nature and size, completed within the last five (5) years. Tenderers are required to submit full details of, and reliable contactable references for relevant projects which were successfully completed within the contract period.

Successful completion of similar or comparative projects in the last tender (5) years

Description of Criteria	Points	Total points
Two (2) or more similar and or comparative projects successfully executed by the tenderer within the contract period in the past 5 years for the minimum value of R 300 million each or above.	50	50
Two (2) or more similar and or comparative projects successfully executed by the tenderer within the contract period in the past 5 years for the minimum value of R 200 million each or above.	30	
Two (2) or more similar and or comparative projects successfully executed by the tenderer within the contract period in the past 5 years for the minimum value of R 100 million each or above.	10	
The Tenderer has failed to address the question and has not provided proof of completing similar building construction projects	0	
TOTAL B		50
GRAND TOTAL		100
MINIMUM THRESHOLD		75

Stage 2 Price and Preference

Add the following:

The financial offer will be scored using the following **Formula:**

$$P_s = 90 \left[1 - \frac{P_t - P_{min}}{P_{min}} \right]$$

where

P_s = Points scored for price of tender under consideration;

P_t = Price of tender under consideration; and

P_{min} = Price of lowest acceptable tender.

The following table must be used to calculate the score out of 10 for B-BBEE status level, determined in accordance with section 9(1) of the Broad-Based Black Economic Empowerment Act (No 53 of 2003), and who have submitted original valid or valid, certified copies of B-BBEE status verification certificates issued by either a verification agency accredited by the South African Accreditation System (SANAS) or a sworn affidavit in terms of the amended BBB-EE codes. The points will be awarded as follows, based on the B-BBEE status level of the tenderer:

B-BBEE status level of contributor	Number of points
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-Compliant Contributor	0

A trust, consortium or joint venture will qualify for points for their BBB-EE status level as a legal entity, provided that the entity submits their BBB-EE status level certificate. A trust, consortium or joint venture will qualify for points for their BBB-EE status level as an unincorporated entity, provided that the entity submits their consolidated BBB-EE scorecard as if they were a group

C.3.11.2

Add the following new sub-clause:

The Employer will perform a risk analysis in respect of the following:

- (a) reasonableness of the financial offer
- (b) reasonableness of unit rates and prices
- (c) the tenderers ability to fulfil its obligations in terms of the tender document, that is, that the tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience, reputation, personnel to perform the contract, etc.

C.3.13.1	Tender offers will only be accepted if: a) the tenderer is registered and in good standing with the South African Revenue Service (SARS) or proof that he or she has made arrangement with SARS to meet his or her outstanding tax obligations. This will be verified by the Employer on the Centralized Supplier Database. Where the recommended bidder is not tax compliant, the bidder will be notified of the non-compliant status and be granted seven (7) working days to rectify their compliance status with the SARS. The bidder must thereafter provide the Corporation with proof of its tax compliance which must be verified via the CSD or eFiling. b) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; c) the tender or any of its directors is not listed on the Database of Restricted Suppliers kept by the National Treasury and updated from time to time; d) the tenderer has not abused the Employer's Supply Chain Management System; e) The tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process. f) Bank rating of minimum Code C.
C.3.17	The number of paper copies of the signed contract to be provided by the Employer is one.
C.4	ADDITIONAL CONDITIONS OF TENDER The additional conditions of tender are:
C.4.1	Invalid Tender Tenders shall be considered invalid and shall be endorsed and recorded as such in the tender opening record, by the responsible official who opened the tender, in the following circumstances: a) if the tender offer is not submitted on the Form of Offer and Acceptance bound into this tender document (form C1.1, Part C1: Agreements and Contract Data); b) if the Form of Offer and Acceptance has not been completed or has not been signed by the authorised representative of the tenderer c) if the Form of Offer and Acceptance is signed, but the name of the tenderer is not stated or is indecipherable d) if the tender offer is not completed in non-erasable ink;
C.4.2	Negotiations with preferred tenderers The Employer may negotiate the final terms of a contract with tenderers identified through a competitive tendering process as preferred tenderers provided that such negotiation: a) does not allow any preferred tenderer a second or unfair opportunity; b) is not to the detriment of any other tenderer; and c) does not lead to a higher price than the tender as submitted. Minutes of any such negotiations shall be kept for record purposes

C.4.3	Letter of good standing (COIDA) The Tenderer shall submit to the Employer a letter of good standing (COIDA)
C.4.4	Claims arising after submission of tender No claim for any extras arising out of any doubt or obscurity as to the true intent and meaning of anything contained in the Conditions of Contract, Scope of Work and Pricing Data, will be admitted by the Employer after the submission of any tender and the tenderer shall be deemed to have: 1) read and fully understood the whole text of the Contract Data, Scope of Work and Pricing Data and thoroughly acquainted himself with the nature of the works proposed and generally of all matters which may influence the Contract. 2) visited the site of any proposed works. 3) requested the Employer or his duly authorized agent to make clear the actual requirements of anything contained in the Scope of Work and Pricing Data, the exact meaning or interpretation of which is not clearly intelligible to the Tenderer. 4) received any Addenda to the tender documents which have been issued in accordance with the Employer's Supply Chain Management Policy. Before submission of any tender, the tenderer should check the number of pages, and if any are found to be missing or duplicated, or the figures or writing indistinct, or if the Pricing Data contain any obvious errors, the tenderer must apply to the Employer's Agent at once to have the same rectified, as no liability will be admitted by the Employer in respect of errors in any tender due to the foregoing.
C.4.5	Imbalance in tendered rates In the event of tendered rates or lump sums being declared by the Employer to be unacceptable to it because they are either excessively low or high or not in proper balance with other rates or lump sums, the tenderer may be required to produce evidence and advance arguments in support of the tendered rates or lump sums objected to. If, after submission of such evidence and any further evidence requested, the Employer is still not satisfied with the tendered rates or lump sums objected to, it may request the tenderer to amend these rates and lump sums along the lines indicated by it. The tenderer will then have the option to alter and/or amend the rates and lump sums objected to and such other related amounts as are agreed on by the Employer, but this shall be done without altering the tender offer as tendered. Should the Tenderer fail to amend his Tender in a manner acceptable to the Employer, the Employer may reject the Tender.
C.4.6	The Employer shall not formally issue tender documents in electronic format as contemplated in C.2.13.2 and C.2.13.3 and shall only issue tender documents in hardcopy. An electronic version of the issued tender documents may be made available to the tenderer, upon written request in terms of this clause, subject to the following: (a) Electronic copies of the contract document, or parts thereof, will only be provided to tenderers who have been issued with the tender documents as contemplated in C.1.2 in hardcopy. (b) The electronic version shall not be regarded as a substitute for the issued tender documents. (c) The Employer shall not accept Tender submitted in electronic format. Tenderers may not complete and submit a printed copy of the electronic version of the tender document or part thereof. Only those Tender that have been completed on the issued hard copy tender document shall be considered. (d) The Employer accepts no responsibility or liability arising from any reliance on or use of the electronic version provided in terms of this clause. The Employer further does not guarantee that the electronic version corresponds with the issued tender

	documents in all respects. Tenderers are alerted to the fact that electronic versions of the tender documents may not reflect any notices or addenda that amend the tender document. (e) Any non-compliance with these provisions, including effecting any unauthorized alterations to the tender document as contemplated in C.2.11, shall render the tender invalid. The Employer reserves the right to take any action against such tenderer allowed in law including, in circumstances where the tender had already been awarded, the right to cancel the contract. (f) In requesting the electronic version of the tender document or parts thereof, the tenderer is deemed to have read, understood and accepted all of the above conditions.
C.4.7	Local Content and Production for Designated Sectors Only locally produced or locally manufactured steel products and components for construction with a stipulated minimum threshold of 100% for local production and content will be considered. If the quantity of steel products and components for construction required cannot be wholly sourced in South Africa (RSA) based manufacturers and/or at the designated local content threshold of 100%, bidders and procuring entities should obtain written authorization from the DTI should there be a need to import and a copy of this authorization letter must be submitted together with the bid document at the closing date and time. The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid. A bid will be disqualified if: • The bidder fails to achieve the stipulated minimum threshold for local production and content unless written exemption has been granted to the bidder by the DTI to bid at a lower local content level • Failure to indicate the minimum percentage (%) or not meeting minimum percentage for local content will automatically invalidate the bid from further consideration. • The Declaration Certificate for Local Content (SBD 6.2), the Annex C (Local Content Declaration: Summary Schedule) are not completed, duly signed, and submitted by the bidder at the closing date and time of the bid Bidders may contact the Metals Fabrication, Capital and Rail Transport Equipment Unit within the DTI at telephone 012 394 1356 or Primary Minerals Processing and Construction Unit at telephone 012 394 5157
C.4.8	Subcontracting as a Condition of Tender The successful bidder shall be required to subcontract a minimum of 30% of the value of the Contract including labour and materials to EME'S or/and QSE'S enterprises determined in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act. These subcontractors can be selected from the CIDB database who are registered on the CSD for the purposes of compliance. Bidders shall make allowance in their preliminaries for any additional costs in this regard, for example, for the preparation of work packages, management of the subcontractors including site supervision, drafting and conclusion of subcontract agreements, subcontractor OHS plan approvals, etc., that may arise due to this commitment.

C.4.9	Compliance with Occupation Health and Safety Act 1993 Tenderers are to note the requirements of the Occupational Health and Safety Act (No. 85 of 1993) and the Construction Regulations 2014 issued in terms of Section 43 of the Act. The tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith. Tenderers are to note that the service provider is required to ensure that all sub-contractors/sub-consultants or other engaged in the performance of this contract also comply with the above requirements.
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T1.3: CIDB STANDARD CONDITIONS OF TENDER

Standard Conditions of Tender

C.1 General

C.1.1 Actions

C.1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in C.2 and C.3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices.

C.1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note: 1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.

2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

C.1.1.3 The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

C.1.2 Tender Documents

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

C.1.3 Interpretation

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

C.1.3.2 These conditions of tender, the tender data and tender schedules which are required for tender evaluation purposes, shall form part of any contract arising from the invitation to tender.

C.1.3.3 For the purposes of these conditions of tender, the following definitions apply:

a) **conflict of interest** means any situation in which:

- i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially;
- ii) an individual or tenderer is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
- iii) incompatibility or contradictory interests exist between an employee and the tenderer who employs that employee.

b) **comparative offer** means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;

- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;
- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels;

C.1.4 Communication and employer's agent

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

C.1.5 Cancellation and Re-Invitation of Tenders

C.1.5.1 An employer may, prior to the award of the tender, cancel a tender if-

- a) due to changed circumstances, there is no longer a need for the engineering and construction works specified in the invitation;
- b) funds are no longer available to cover the total envisaged expenditure; or
- c) no acceptable tenders are received.
- d) there is a material irregularity in the tender process.

C.1.5.2 The decision to cancel a tender invitation must be published in the same manner in which the original tender invitation was advertised

C.1.5.3 An employer may only with the prior approval of the relevant treasury cancel a tender invitation for the second time.

C.1.6 Procurement procedures

C.1.6.1 General

Unless otherwise stated in the tender data, a contract will, subject to C.3.13, be concluded with the tenderer who in terms of C.3.11 is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

C.1.6.2 Competitive negotiation procedure

C.1.6.2.1 Where the tender data require that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of C.3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of C.8 relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.

C.1.6.2.2 All responsive tenderers or at least a minimum of not less than three responsive tenderers that are highest ranked in terms of the evaluation criteria stated in the tender data shall be invited to enter into competitive negotiations based on the principle of equal treatment, keeping confidential the proposed solutions and associated information.

Notwithstanding the provisions of C.2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

C.1.6.2.3 At the conclusion of each round of negotiations, tenderers shall be invited by the employer to revise their tender offer based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.

C.1.6.2.4 The contract shall be awarded in accordance with the provisions of C.3.11 and C.3.13 after tenderers have been requested to submit their best and final offer.

C.1.6.3 Proposal procedure using the two stage-system

C.1.6.3.1 Option 1

Tenderers shall in the first stage submit technical proposals and, if required, cost parameters around which a contract may be negotiated. The employer shall evaluate each responsive submission in terms of the method of evaluation stated in the tender data, and in the second stage negotiate a contract with the tenderer scoring the highest number of evaluation points and award the contract in terms of these conditions of tender.

C.1.6.3.2 Option 2

C.1.6.3.2.1 Tenderers shall submit in the first stage only technical proposals. The employer shall invite all responsive tenderers to submit tender offers in the second stage, following the issuing of procurement documents.

C.1.6.3.2.2 The employer shall evaluate tenders received during the second stage in terms of the method of evaluation stated in the tender data, and award the contract in terms of these conditions of tender.

C.2 Tenderer's obligations

C.2.1 Eligibility

C.2.1.1 Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with employer.

C.2.1.2 Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

C.2.2 Cost of tendering

C.2.2.1 Accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

C.2.2.2 The cost of the tender documents charged by the employer shall be limited to the actual cost incurred by the employer for printing the documents. Employers must attempt to make available the tender documents on its website so as not to incur any costs pertaining to the printing of the tender documents.

C.2.3 Check documents

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

C.2.4 Confidentiality and copyright of documents

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

C.2.5 Reference documents

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

C.2.6 Acknowledge addenda

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

C.2.7 Clarification meeting

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

C.2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the tender data.

C.2.9 Insurance

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

C.2.10 Pricing the tender offer

C.2.10.1 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable fourteen (14) days before the closing time stated in the tender data.

C.2.10.2 Show VAT payable by the employer separately as an addition to the tendered total of the prices.

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

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

C.2.11 Alterations to documents

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

C.2.12 Alternative tender offers

C.2.12.1 Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

C.2.12.2 Accept that an alternative tender offer must be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

C.2.12.3 An alternative tender offer must only be considered if the main tender offer is the winning tender.

C.2.13 Submitting a tender offer

C.2.13.1 Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

C.2.13.2 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

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

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

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

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

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

C.2.13.8 Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

C.2.13.9 Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.

C.2.14 Information and data to be completed in all respects

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

C.2.15 Closing time

C.2.15.1 Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.

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

C.2.16 Tender offer validity

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

C.2.16.2 If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.

C.2.16.3 Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted. If the validity period stated in C.2.16 lapses before the employer evaluating tender, the contractor reserves the right to review the price based on Consumer Price Index (CPI).

C.2.16.4 Where a tender submission is to be substituted, a tenderer must submit a substitute tender in accordance with the requirements of C.2.13 with the packages clearly marked as "SUBSTITUTE".

C.2.17 Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

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

C.2.18 Provide other material

C.2.18.1 Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment.

Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

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

C.2.19 Inspections, tests and analysis

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

C.2.20 Submit securities, bonds and policies

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

C.2.21 Check final draft

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

C.2.22 Return of other tender documents

If so instructed by the employer, return all retained tender documents within twenty-eight (28) days after the expiry of the validity period stated in the tender data.

C.2.23 Certificates

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

C.3 The employer's undertakings

C.3.1 Respond to requests from the tenderer

C.3.1.1 Unless otherwise stated in the tender Data, respond to a request for clarification received up to five (5) working days before the tender closing time stated in the Tender Data and notify all tenderers who collected tender documents.

C.3.1.2 Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

C.3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three (3) working days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who collected tender documents.

C.3.3 Return late tender offers

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

C.3.4 Opening of tender submissions

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

C.3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where

applicable, the total of his prices, number of points claimed for its BBEE status level and time for completion for the main tender offer only.

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

C.3.5 Two-envelope system

C.3.5.1 Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

C.3.5.2 Evaluate functionality of the technical proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the functionality evaluation more than the minimum number of points for functionality stated in the tender data, and announce the score obtained for the technical proposals and the total price and any points claimed on BBEE status level. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for functionality.

C.3.6 Non-disclosure

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

C.3.7 Grounds for rejection and disqualification

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

C.3.8 Test for responsiveness

C.3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

C.3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

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

C.3.9 Arithmetical errors, omissions and discrepancies

C.3.9.1 Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.

C.3.9.2 Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with C.3.11 for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
 - (i) line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - (ii) the summation of the prices.

C.3.9.3 Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices.

C.3.9.4 Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:

- a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
- b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

C.3.10 Clarification of a tender offer

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

C.3.11 Evaluation of tender offers

The Standard Conditions of Tender standardize the procurement processes, methods and procedures from the time that tenders are invited to the time that a contract is awarded. They are generic in nature and are made project specific through choices that are made in developing the Tender Data associated with a specific project.

Conditions of tender are by definition the document that establishes a tenderer's obligations in submitting a tender and the employer's undertakings in soliciting and evaluating tender offers. Such conditions establish the rules from the time a tender is advertised to the time that a contract is awarded and require employers to conduct the process of offer and acceptance in terms of a set of standard procedures.

The CIDB Standard Conditions of Tender are based on a procurement system that satisfies the following system requirements:	
Requirement	Qualitative interpretation of goal
Fair	The process of offer and acceptance is conducted impartially without bias, providing simultaneous and timely access to participating parties to the same information.
Equitable	Terms and conditions for performing the work do not unfairly prejudice the interests of the parties.
Transparent	The only grounds for not awarding a contract to a tenderer who satisfies all requirements are restrictions from doing business with the employer, lack of capability or capacity, legal impediments and conflicts of interest.
Competitive	The system provides for appropriate levels of competition to ensure cost effective and best value outcomes.

Cost effective	The processes, procedures and methods are standardized with sufficient flexibility to attain best value outcomes in respect of quality, timing and price, and least resources to effectively manage and control procurement processes.
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The activities associated with evaluating tender offers are as follows:

- a) Open and record tender offers received
- b) Determine whether or not tender offers are complete
- c) Determine whether or not tender offers are responsive
- d) Evaluate tender offers
- e) Determine if there are any grounds for disqualification
- f) Determine acceptability of preferred tenderer
- g) Prepare a tender evaluation report
- h) Confirm the recommendation contained in the tender evaluation report

C.3.11.1 General

The employer must appoint an evaluation panel of not less than three persons conversant with the proposed scope of works to evaluate each responsive tender offer using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

C.3.12 Insurance provided by the employer

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

C.3.13 Acceptance of tender offer

Accept the tender offer; if in the opinion of the employer, it does not present any risk and only if the tenderer:

- a) is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement;
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract;
- c) has the legal capacity to enter into the contract;
- d) is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her business activities or is subject to legal proceedings in respect of any of the foregoing;
- e) complies with the legal requirements, if any, stated in the tender data; and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

C.3.14 Prepare contract documents

C.3.14.1 If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents and
- c) other revisions agreed between the employer and the successful tenderer.

C.3.14.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.

C.3.15 Complete adjudicator's contract

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

C.3.16 Registration of the award

An employer must, within twenty-one (21) working days from the date on which a contractor's offer to perform a construction works contract is accepted in writing by the employer, register and publish the award on the cidb Register of Projects.

C.3.17 Provide copies of the contracts

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

C.3.18 Provide written reasons for actions taken

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

T2.1 LIST OF RETURNABLE DOCUMENTS

T2.1: LIST OF RETURNABLE SCHEDULES/DOCUMENTS

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

T2.2: RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES

No.	Document Name	Number of pages issued	Returnable Document
C1.1	Form of Offer and Acceptance	3	☒ Yes ☐ No
C1.2	Contract Data	15	☒ Yes ☐ No
C2.2	Preliminaries, Bills of Quantities & Final Summary	161	☒ Yes ☐ No
T2.2a	Resolution for Signatory	1	☒ Yes ☐ No
T2.2b	Resolution of Board of Directors to Enter into Consortium or Joint Ventures	2	☒ Yes ☐ No
T2.2c	Schedule of Proposed Sub-Contractors	1	☒ Yes ☐ No
T2.2d	Schedule of Key Personnel: Contractor Manager	1	☒ Yes ☐ No
T2.2e	Schedule of Key Personnel: Construction Manager/ Supervisor	1	☒ Yes ☐ No
T2.2f	Schedule of Key Personnel: SHEQ Officer	1	☒ Yes ☐ No
T2.2g	Bank Rating	1	☒ Yes ☐ No
T2.2h	Record of Addenda to Tender Documents	1	☒ Yes ☐ No
T2.2i	Schedule of Plant and Equipment	1	☒ Yes ☐ No
T2.2j	Compulsory Enterprise Questionnaire	3	☒ Yes ☐ No
T2.2k	CIDB Grading Certificate – Proof of Registration	1	☒ Yes ☐ No
T2.2l	Letter of Good Standing	1	☒ Yes ☐ No
T2.2m	References	5	☒ Yes ☐ No
T2.2n	Functionality claimed by bidder	3	☒ Yes ☐ No
SBD 1	Invitation to Bid: Part A and B	2	☒ Yes ☐ No
SDB 4	Declaration of Interest	4	☒ Yes ☐ No
SBD 6.1	Preference Points Claim Form In Terms Of The Preferential Procurement Regulations 2017	5	☒ Yes ☐ No
SBD 6.2	Declaration Certificate for Local Production and Content or Designated Sectors	4	☒ Yes ☐ No
Annex C	Local Content Declaration – Summary Schedule	1	☒ Yes ☐ No
SBD 8	Declaration of Bidder's Past Supply Chain Management Practices	2	☒ Yes ☐ No
SBD 9	Certificate of Independent Bid Determination	3	☒ Yes ☐ No

T2.2: OTHER DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES

No.	Document Name	Number of pages issued	Returnable Document
T2.2p	BBBEE Certificate or Sworn Affidavit	1	☒ Yes ☐ No
T2.2q	Proof of Registration with Centralized Supplier Database	1	☒ Yes ☐ No
T2.2r	Bidders financial statements	1	☒ Yes ☐ No
T2.2w	Compulsory Briefing Session Certificate	1	☒ Yes ☐ No
Annexure A	Company Experience & Contactable References	1	☒ Yes ☐ No

(The following list of returnable schedules/documents is duplicated from the tables above however these will not appear in duplicate within the tender document. The purpose is to bring to the tenderers' attention the list of returnable documents/schedules that shall be incorporated into the contract)

T2.2: RETURNABLE SCHEDULES THAT WILL BE INCORPORATED INTO THE CONTRACT

No.	Document Name	Number of pages issued	Returnable Document
T2.2h	Record of Addenda to Tender Documents	1	☒ Yes ☐ No
T2.2d	Schedule of Key Personnel: Contracts Manager	1	☒ Yes ☐ No
T2.2e	Schedule of Key Personnel: Construction Manager/ Supervisor	1	☒ Yes ☐ No
SBD 6.1	Preference Points Claim Form In Terms Of The Preferential Procurement Regulations 2017	5	☒ Yes ☐ No
SBD 6.2	Declaration Certificate for Local Production and Content or Designated Sectors	4	☒ Yes ☐ No
Annex C	Local Content Declaration – Summary Schedule	1	☒ Yes ☐ No

T2.2: OTHER DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT

C1.1	Form of Offer and Acceptance	3	☒ Yes ☐ No
C1.2	Contract Data	15	☒ Yes ☐ No
C2.2	Preliminaries, Bills of Quantities & Final Summary	161	☒ Yes ☐ No

PART C1: AGREEMENT AND CONTRACT DATA

C1.1 FORM OF OFFER AND ACCEPTANCE

APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST

C1.1 Form of Offer and Acceptance

Offer

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

RTMC BID 10/2021/22– APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST

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

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

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

.....
.....Rand (in words); R
..... (in figures)

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

Signature Date

Name

Capacity

for the Bidder

(Name and
address of
organization)

.....
Name and
signature
of witness

SECURITY OFFERED

- (a) the Tenderer accepts that in respect of contracts up to R1 million, a payment reduction ** of 5% of the contract value (excluding VAT) will be applicable and will be deducted by the Employer in terms of the applicable conditions of contract
- (b) in respect of contracts above R1 million, the Tenderer offers to provide security as indicated below:

1)	cash deposit of 10% of the Contract Sum (excluding VAT)	Yes	☐	No	☒
2)	variable construction guarantee of 10 % of the Contract Sum (excluding VAT)	Yes	☐	No	☐
3)	Payment reduction of 10% of the value certified in the payment certificate (excluding VAT)	Yes	☐	No	☒
4)	cash deposit of 5% of the Contract Sum (excluding VAT) and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT)	Yes	☐	No	☒
5)	fixed construction guarantee of 5% of the Contract Sum (Excluding VAT) and a payment reduction of 5% of the value certified in the payment certificate (excluding VAT)	Yes	☐	No	☐

NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

Acceptance

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

The terms of the contract, are contained in:

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

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

Deviations from and amendments to the documents listed in the Bid data and any addenda thereto as listed in the Bid schedules as well as any changes to the terms of the offer agreed by the Bidder and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The Bidder shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill 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 Bidder receives one fully completed original copy of this document, including the schedule of deviations (if any).

Unless the Bidder (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature Date

Name

Capacity

**for the
Employer**

**Road Traffic Management Corporation
RTMC Eco Origin Office Park, Block F,
349 Witch-Hazel Street,
Highveld,
Centurion Ext 79,
0157**

Name and
signature
of witness

Date

C1.2 CONTRACT DATA

C1.2 : CONTRACT DATA : JBCC 2000 PRINCIPAL BUILDING AGREEMENT (Edition 4.1 of March 2005)

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

	The Conditions of Contract are clauses 1 to 42 of the JBCC series 2000 Principal Building Agreement (Edition 4.1 of March 2005) prepared by the Joint Building Contracts Committee. Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors, Master Builders Association, South African Association of Consulting Engineers, South African Institute of Architects, Association of Construction Project Managers, Building Industries Federation South Africa, South African Property Owners Association or Specialist Engineering Contractors Committee.
	CONTRACT VARIABLES: THE SCHEDULE The schedule contains all the variables referred to in this document and is divided into part 1: contract data completed by the employer and part 2: contract data completed by the contractor.
42.0	PART 1: CONTRACT DATA COMPLETED BY THE EMPLOYER
42.1	CONTRACTING AND OTHER PARTIES
42.1.1	Employer: Road Traffic Management Corporation RTMC Eco Origin Office Park, Block F, 349 Witch-Hazel Street, Highveld, Centurion Ext 79, 0157 Tel: 012 999 5200
42.1.2 [5.1]	Principal Agent: Sakhiwo Infrastructure Solutions Agent's service: Principal Agent Physical Address: 3rd Floor Block 6, Summit Place 221 Garsfontein Road Menlyn, Pretoria Tel: 012 3462749
42.1.3 [5.1]	Agent (1) Sakhiwo Infrastructure Solutions Agent's service: Project Managers Physical Address: 3rd Floor Block 6, Summit Place 221 Garsfontein Road Menlyn, Pretoria Postal Address: Postnet Suite 181, Private Bag x06 Waterkloof 0145

	Tel: 012 864 1241 Cell: 082 556 7960
42.1.4 [5.2]	Agent (2) HDG Architects Agent's service: Architect Physical Address: 948 Duncan Street Pretoria 0081 Tel: 012 346 0526 Cell: 082 940 7959
42.1.5 [5.2]	Agent (3): SVP Quantity Surveyors and Project Managers (Pty) Ltd Agent's service: Quantity Surveyor Postal address: 3rd Floor Block 6, Summit Place 221 Garsfontein Road Menlyn Pretoria Postal Address: Postnet Suite 181, Private Bag x06 Waterkloof 0145 Cell: 083 265 6846
42.1.6 [5.2]	Agent (4): Miletus Consulting Engineering Agent's service: Civil / Structural Physical Address: 3rd Floor Block 6, Summit Place 221 Garsfontein Road Menlyn Pretoria Postal Address: Postnet Suite 181, Private Bag x06 Waterkloof 0145 Cell: 082 441 9413
42.1.7 [5.2]	Agent (5): DTM Mechanical & Electric Engineers Agent's service: Electrical / Mechanical Engineer Physical Address: 1282 South Street, Centurion Central CENTURION 0046 Tel: 012 663 3125 Cell : 072 506 6177
42.2	CONTRACT DETAILS
42.2.1	Works description: Refer to document C3 – Scope of Work.

42.2.2	Site description: Refer to document C4.1 – Site Information.
42.2.3 [22.2]	Work or installations by direct contractors : Kwikspace will erect prefabricated accommodation, ablution and classroom blocks (total units 43) after platforms have been constructed by main contractor.
42.2.4 [41.0]	Specific options that are applicable to a State organ only Where so :
[31.11.2 #] [31.12.2#]	1) Interest rate legislation: The interest rate applicable will be as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999)
[11.2.#]	2) Lateral support insurance to be affected by the contractor : Yes ☐ No ☒
[31.4.2 #] [40.2.2.#]	3) Payment will be made for materials and goods. Yes ☒ No ☐
[26.1.2 #]	4) Dispute resolution by litigation Yes ☒ No ☐
	5) Extended defects liability period (365 calendar days) applicable to the following elements: Yes ☒ No ☐ - all civil works relating to roads, parking areas, drainage and water supply - Electrical installation - Mechanical installation - IT and security installation
42.2.6 [15.3]	Period for the commencement of the works after the contractor takes possession of the site : Five (5) working days.
42.2.7 [24.3.1] [30.1]	For the works as a whole: The date for practical completion from the date that possession of the site is given to the contractor (including statutory holidays) and the penalty per calendar day: Contract Period: Eight (8) months (Including maximum of 21 calendar days builder's holiday per year) Penalty: 0,05% of the Contract Value, excluding VAT per calendar day.
42.2.8 [24.3.1] [28.1]	For the works in sections: For the works in sections: Sectional completion – refer to C3 Scope of Work.
42.2.9 [1.2]	The law applicable to this agreement shall be that of the: Republic of South Africa

42.3	INSURANCES
42.3.1 [10.1 #, 10.2 # 12.1 #]	Contract works insurance to be effected by the contractor ☒ To the minimum value of the contract sum plus 10% With a deductible not exceeding 5% of each and every claim Or ☐ For the minimum sum of R (insert amount in words)

	With a deductible not exceeding 5% of each and every claim
42.3.2 [10.1 #, 10.2 #, 12.1 #]	Supplementary insurance is required: Yes To the minimum value of the contract sum plus 10%
42.3.3 [11.1 #, 12.1 #]	Public liability insurance to be affected by the contractor ☒ For the sum of R5 million With a deductible not exceeding 5% of each and every claim Or ☐ For the sum of R (insert amount in words) With a deductible not exceeding 5% of each and every claim
42.3.4 [11.2 #, 12.1 #]	Support insurance to be affected by the contractor Not applicable
42.4	DOCUMENTS
42.4.1 [3.3 #, 15.1.3 #, 31.16.2 #]	Waiver of the Contractor's Lien or right of continuing possession is required
42.4.2 [3.7]	Three (3) copies of the construction documents will be supplied to the contractor free of charge
42.4.3	Bills of quantities / Lump sum document schedule of rates drawn up in accordance with: Standard System of Measuring Building Work (sixth edition as amended).
42.4.4 [15.1.1]	On acceptance of the tender the priced bills of quantities / lump sum document is to be submitted as part of the returnables.
42.4.5 [3.4]	JBCC Engineering General Conditions are to be included in the contract documents: No
42.4.6 [31.5.3] [32.13]	The contract value is to be adjusted using CPAP indices: Yes ☐ No ☒ Where CPAP is applicable, the contract sum will be adjusted in accordance with the JBCC Contract Price Adjustment Provisions (CPAP) as set out in the CPAP Indices Application Manual as prepared by the JBCC Series 2000 , code 2118, dated May 2005 and any amendments thereto: 1) All electrical installations in buildings and power distribution systems shall be adjusted in terms of the index for Work Group 160 Electrical Installation. In case of uninterruptible power supplies, elevators, escalators and hoists, generating sets, motor-alternator sets and intercommunication systems shall be in accordance with Work Group 170 2) With reference to Work Group 190 a proportion of the value related preliminaries pro rata to the amount of work excluded from adjustment, shall be excluded from Contract Price Adjustment Provisions, if Option A has been selected for the adjustment of preliminaries 3) Further to clause 3.4.4 of the CPAP Indices Application Manual, the listing of additional items for exclusion by tenderers, will not be permitted

	4) Where V results in a negative amount after application of the formula in clause 8.3 of the CPAP Indices Application Manual the factor of 0,55 shall be substituted by 1,45 Alternative Indices: Not Applicable
42.4.7 [3.10]	Details of changes made to the provisions of JBCC standard documentation Clause 1.1 COMMENCEMENT DATE Means the date that the agreement, made in terms of the form of Offer and Acceptance, comes into effect. CONSTRUCTION GUARANTEE Means a guarantee at call obtained by the contractor from an institution approved by the employer in terms of the employer's construction guarantee form as selected in the schedule. CONSTRUCTION PERIOD Means the period commencing on the date that possession of the site is given to the contractor and ending on the date of practical completion. CORRUPT PRACTICE Means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. FRAUDULENT PRACTICE Means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any tenderer, and includes collusive practice among tenderers (prior to and after the tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition. INTEREST The interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be the interest rate as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999) PRINCIPAL AGENT Means the person or entity appointed by the employer and named in the schedule. In the event of a principal agent not being appointed, then all the duties and obligations of a principal agent, as detailed in the agreement, shall be fulfilled by a representative of the employer as named in the schedule. SECURITY Means the form of security provided by the employer or contractor, as stated in the schedule, from which the contractor or employer may recover expense or loss. 1.6 Any notice given may be delivered by hand, sent by prepaid registered post or telefax. Notice shall be presumed to have been given when:

1.6.4	No clause
3.2.1	A construction guarantee in terms of 14.0, where so elected in his tender
3.7	Add at the end thereof: The contractor shall supply and keep a copy of the JBCC Series 2000 Principal Building Agreement and Preliminaries applicable to this contract on the site , to which the employer, principal agent and agents shall have access to at all times.
3.10	Replace the second reference to “ principal agent ” with the word “ employer ”
4.3	No clause
5.1.2	under clause 41- Include reference to 32.6.3; 34.3, 34.4 and 38.5.8 in terms of which the employer has retained its authority and has not given a mandate to the principal agent and in terms of which the employer shall sign all documents
10.5	Add the following as 10.5 Damage to the works a) Without in any way limiting the contractor’s obligations in terms of the contract, the contractor shall bear the full risk of damage to and/or destruction of the works by whatever cause during construction of the works and hereby indemnifies and holds harmless the employer against any such damage. The contractor shall take such precautions and security measures and other steps for the protection and security of the works as the contractor may deem necessary b) The contractor shall at all times proceed immediately to remove or dispose of any debris arising from damage to or destruction of the works and to rebuild, restore, replace and/or repair the works c) The employer shall carry the risk of damage to or destruction of the works and materials paid for by the employer that is the result of the excepted risks as set out in 10.6 d) Where the employer bears the risk in terms of this contract, the contractor shall, if requested to do so, reinstate any damage or destroyed portions of the works and the costs of such reinstatement shall be measured and valued in terms of 32.0 hereof
10.6	Add the following as 10.6 Injury to Persons or loss of or damage to Properties a) The contractor shall be liable for and hereby indemnifies the employer against any liability, loss, claim or proceeding whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever arising out of or in the course of or caused by the execution of the works unless due to any act or neglect of any person for whose actions the employer is legally liable b) The contractor shall be liable for and hereby indemnifies the employer against any liability, loss, claim or proceeding consequent upon loss of or

damage to any moveable, or immovable or personal property or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person, arising out of or in the course of or by reason of the execution of the **works** unless due to any act or neglect of any person for whose actions the **employer** is legally liable.

- c) The **contractor** shall upon receiving a contract instruction from the **principal agent** cause the same to be made good in a perfect and workmanlike manner at his own cost and in default thereof the **employer** shall be entitled to cause it to be made good and to recover the cost thereof from the **contractor** or to deduct the same from amounts due to the **contractor**.
- d) The **contractor** shall be responsible for the protection and safety of such portions of the premises placed under his control by the **employer** for the purpose of executing the **works** until the issue of the **certificate of practical completion**.
- e) Where the execution of the **works** involves the risk of removal of or interference with support to adjoining properties including land or structures or any structures to be altered or added to, the **contractor**, shall and will remain adequately insured or insured against the death of or injury to persons or damage to such property consequent on such removal or interference with the support until such portion of the **works** has been completed.
- f) The **contractor** shall at all times proceed immediately at his own cost to remove or dispose of any debris and to rebuild, restore, replace and/or repair such property and to execute the **works**.

10.7 Add the following as 10.7

HIGH RISK INSURANCE

In the event of the project being executed in a geological area classified as a "High Risk Area", that is an area which is subject to highly unstable subsurface conditions that might result in catastrophic ground movement evident by sinkhole or doline formation the following will apply:

10.7.1 Damage to the works

The **contractor** shall, from the **commencement date** of the **works** until the date of the **certificate of practical completion**, bear the full risk of and hereby indemnifies and holds harmless the **employer** against any damage to and/or destruction of the **works** consequent upon a catastrophic ground movement as mentioned above. The **contractor** shall take such precautions and **security** measures and other steps for the protection of the **works**

When so instructed to do so by the **principal agent**, the **contractor** shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**, at the **contractor's** own costs

10.7.2 Injury to persons or loss of or damage to property

The **contractor** shall be liable for and hereby indemnifies and holds harmless the **employer** against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground

	movement as mentioned above The contractor shall be liable for and hereby indemnifies the employer against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable or personal property or property contiguous to the site, whether belonging to or under the control of the employer or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of the contract 10.7.3 It is the responsibility of the contractor to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.7.1 and 10.7.2. Without limiting the contractor's obligations in terms of the contract, the contractor shall, within twenty one (21) calendar days of the commencement date, but before commencement of the works, submit to the employer proof of such insurance policy, if requested to do so 10.7.4 The employer shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the contractor's default of his obligations as set out in 10.7.1; 10.7.2 and 10.7.3. Such losses or damages may be recovered from the contractor or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the employer and the contractor and For this purpose all these contracts shall be considered one indivisible whole 14.0 Replace the entire clause 14.0 with the following: 14.0 SECURITY 14.1 In respect of contracts with a contract sum up to R1 million, the security to be submitted by the contractor to the employer will be as a payment reduction of five per cent (5%) of the value certified in the payment certificate (excluding VAT) 14.1.1 The payment reduction of the value certified in a payment certificate shall be mutatis mutandi in terms of 31.8(A) 14.1.2 The employer shall be entitled to recover expense and loss from the payment reduction in terms of 33.0 provided that the employer complies with the provisions of 33.4 in which event the employer's entitlement shall take precedence over his obligations to refund the payment reduction security or portions thereof to the contractor 14.2 In respect of contracts with a contract sum above R1 million, the contractor shall have the right to select the security to be provided in terms of 14.3, 14.4, 14.5, 14.6, or 14.7 as stated in the schedule. Such security shall be provided to the employer within fourteen (14) calendar days from commencement date. Should the contractor fail to select the security to be provided or should the contractor fail to provide the employer with the selected security within fourteen (14) calendar days from commencement date, the security in terms of 14.7 shall be deemed to have been selected. 14.3 Where the security as a cash deposit of ten per cent (10%) of the contract sum (excluding VAT) has been selected: 14.3.1 The contractor shall furnish the employer with a cash deposit equal in value to ten per cent (10%) of the contract sum (excluding VAT) on signing of the contract.
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	14.3.2 Within twenty-one (21) calendar days of the date of practical completion of the works the employer shall reduce the cash deposit to an amount equal to three percent (3%) of the contract value (excluding VAT), and refund the balance to the contractor 14.3.3 Within twenty-one (21) calendar days of the date of final completion of the works the employer shall reduce the cash deposit to an amount equal to one per cent (1%) of the contract value (excluding VAT) and refund the balance to the contractor 14.3.4 On the date of payment of the amount in the final payment certificate, the employer shall refund the remainder of the cash deposit to the contractor 14.3.5 The employer shall be entitled to recover expense and loss from the cash deposit in terms of 33.0 provided that the employer complies with the provisions of 33.4 in which event the employer's entitlement shall take precedence over his obligations to refund the cash deposit security or portions thereof to the contractor 14.3.6 The parties expressly agree that neither the employer nor the contractor shall be entitled to cede the rights to the deposit to any third party 14.4 Where security as a variable construction guarantee of ten percent (10%) of the contract sum (excluding VAT) has been selected: 14.4.1 The contractor shall furnish the employer with an acceptable variable construction guarantee equal in value to ten per cent (10%) of the contract sum (excluding VAT) within twenty-one (21) calendar days from commencement date 14.4.2 The variable construction guarantee shall reduce and expire in terms of the Variable Construction guarantee form included in the invitation to tender 14.4.3 The employer shall return the variable construction guarantee to the contractor within fourteen (14) calendar days of it expiring 14.4.4 Where the employer has a right of recovery against the contractor in terms of 33.0, the employer shall issue a written demand in terms of the variable construction guarantee 14.5 Where security as a fixed construction guarantee of five per cent (5%) of the contract sum (excluding VAT) and a five per cent (5%) payment reduction of the value certified in the payment certificate (excluding VAT) has been selected: 14.5.1 The contractor shall furnish a fixed construction guarantee to the employer equal in value to five per cent (5%) of the contract sum (excluding VAT) within fourteen (14) calendar days from commencement date 14.5.2 The fixed construction guarantee shall come into force on the date of issue and shall expire on the date of the last certificate of practical completion 14.5.3 The employer shall return the fixed construction guarantee to the contractor within fourteen (14) calendar days of it expiring 14.5.4 The payment reduction of the value certified in a payment certificate shall be in terms of 31.8(A) and 34.8 14.5.5 Where the employer has a right of recovery against the contractor in terms of 33.0, the employer shall be entitled to issue a written demand in terms of the fixed construction guarantee or may recover from the payment reduction or may do both
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14.6 Where **security** as a cash deposit of five per cent (5%) of the **contract sum**(excluding VAT) and a payment reduction of five per cent (5%) of the value certified in the **payment certificate** (excluding VAT) has been selected:

14.6.1 The **contractor** shall furnish the **employer** with a cash deposit equal in value to five per cent (5%) of the **contract sum** (excluding VAT) within fourteen (14) calendar days from **commencement date**

14.6.2 Within twenty-one (21) calendar days of the date of **practical completion** of the **works** the **employer** shall refund the cash deposit in total to the **contractor**

14.6.3 The payment reduction of the value certified in a **payment certificate** shall be mutatis mutandi in terms of 31.8(A)

14.6.4 Where the **employer** has a right of recovery against the **contractor** in terms of 33.0, the **employer** may issue a written notice in terms of 33.4 or may recover from the payment reduction or may do both

14.7 Where **security** as a payment reduction of ten per cent (10%) of the value certified in the **payment certificate** (excluding VAT) has been selected:

14.7.1 The payment reduction of the value certified in a **payment certificate** shall be mutatis mutandi in terms of 31.8(B)

14.7.2 The **employer** shall be entitled to recover expense and loss from the payment reduction in terms of 33.0 provided that the **employer** complies with the provisions of 33.4 in which event the **employer's** entitlement shall take precedence over his obligations to refund the payment reduction or portions thereof to the **contractor**

14.8 Payments made by the guarantor to the **employer** in terms of the fixed or variable **construction guarantee** shall not prejudice the rights of the **employer** or **contractor** in terms of this agreement

14.9 Should the **contractor** fail to furnish the **security** in terms of 14.2 the **employer**, in his sole discretion, and without notification to the **contractor**, is entitled to change the **contractor's** selected form of **security** to that of a ten per cent (10%) payment reduction of the value certified in the **payment certificate** (excluding VAT), where after 14.7 shall be applicable

15.1.1 No Clause

15.1.2 The **security** as selected in terms of 14.0

15.1.4 Add 15.1.4 as follows:

An acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), within twenty-one (21) calendar days from **commencement date**

15.2.1 Under 41: Amend to read as follows:

“Give the **contractor** possession of the site within ten (10) working days of the **contractor** complying with the terms of 15.1.2 and 15.1.4”

17.1.11 Delete the words” and the appointment of **nominated** and **selected subcontractors**”

	20.1.3 No clause 21.0 No clause 26.1.2 Add # next to 26.1.2 29.2.5 No clause 31.5.2 Security adjustments in terms of 14.0 and 31.8 31.8 Amend as follows: 31.8(A) Where a security is selected in terms of 14.1; 14.5 or 14.6, the value of the works in terms of 31.4.1 and of the materials and goods in terms of 31.4.2 shall be certified in full. The value certified shall be subject to the following percentage adjustments: 31.8(A).1 Ninety-five per cent (95%) of such value in interim payment certificates issued up to the date of practical completion 31.8(A).2 Ninety-seven per cent (97%) of such value in interim payment certificates issued on the date of practical completion and up to but excluding the date of final completion 31.8(A).3 Ninety-nine per cent (99%) of such value in interim payment certificates issued on the date of final completion and up to but excluding the final payment certificate in terms of 34.6 31.8(A).4 One hundred per cent (100%) of such value in the final payment certificate in terms of 34.6 except where the amount certified is in favour of the employer. In such an event the payment reduction shall remain at the adjustment level applicable to the final payment certificate. 31.8(B) Where security is a payment reduction in term of 14.7 has been selected the value of the works in terms of 31.4.1 and materials and goods in terms of 31.4.2 shall be certified in full. The value certified shall be subject to the following percentage adjustments: 31.8(B).1 Ninety per cent (90%) of such value in interim payment certificates issued up to the date of practical completion 31.8(B).2 Ninety-seven per cent (97%) of such value in interim payment certificates issued on the date of practical completion and up to but excluding the date of final completion 31.8(B).3 Ninety-nine per cent (99%) of such value in interim payment certificates issued on the date of final completion and up to but excluding the final payment certificate in terms of 34.6 31.8(B).4 One hundred per cent (100%) of such value in the final payment certificate terms of 34.6 except were the amount certified is in favour of the employer. In such an event the payment reduction shall remain at the adjustment level applicable to the final payment certificate 31.9 Replace “twenty-one (21) calendar days” with “thirty (30) calendar days”. 31.12 Delete the following: “Payment shall be subject to the employer giving the
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	contractor a tax invoice for the amount due.” 32.5.1 Add the following to the end of each of these clauses: “...due to no fault of 32.5.4 the contractor” and 32.5.7 33.2.13 the contractor’s estate being sequestrated; liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa 34.2 Insert “#” next to 34.2 34.8 Delete the words “where security as a fixed construction guarantee in terms of 14.4 has been selected or where payment reduction has been applied in terms of 14.7.1” 34.13 Replace “seven (7) calendar days” with “thirty (30) calendar days” and delete the words: “subject to the employer giving the contractor a tax invoice for the amount due” 36.1 Add the following clauses 36.1.3 to 36.1.5: 36.1.3 refuses or neglects to comply strictly with any of the conditions of contract 36.1.4 estate being sequestrated, liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa 36.1.5 in the judgment of the employer, has engaged in corrupt or fraudulent practices in competing for or in executing the contract 36.3 Remove reference to “No clause”, and replace “principal agent” with “employer” 36.7 Add the following: “Notwithstanding any clause to the contrary, on 37.5 cancellation of this agreement either by the employer or the contractor; or and for any reason and whatsoever, the contractor shall on written instruction, discontinue with the 38.7 works on a date stated and withdraw himself from the site. The contractor shall not be entitled to refuse to withdraw from the works on the grounds of any lien or right of retention or on the grounds of any other right whatsoever” 37.3.5 Replace “ninety (90)” with “one hundred and twenty (120)” And 38.5.4 39.3.5 Add the following words at the end thereof:” within one hundred and twenty (120) working days of completion of such report” 40.2.2 under clause 41 – Replace “one (1) year” with “three (3) years” 40.6 under clause 41 – Remove reference to no clause 40.7.1 Change “(10)” to “(15)” Add the following to the end thereof: Whether or not mediation resolves the dispute, the parties shall bear their own costs concerning the mediation and equally share the costs of the mediator and related costs.
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42.0	PART 2: CONTRACT DATA PROVIDED BY THE CONTRACTOR
	POST-TENDER INFORMATION Note: All information for this section requires consultation with the contractor. The principal agent shall not pre-select any of the alternatives available to the contractor
42.5	CONTRACT DETAILS
42.5.1	Contractor: Postal address: Tel: Fax: E-mail:..... TAX / VAT Registration No: Physical address:
42.5.2	The accepted contract sum inclusive of tax is R..... Amount in words.....
42.5.3 [31.3]	The latest day of the month for the issue of an interim payment certificate :
42.5.4 [32.12]	The preliminaries amounts shall be paid in terms of: Alternative A ☐ Alternative B ☐
42.5.5 [32.12]	The preliminaries amounts shall be adjusted in terms of: Alternative A ☐ Alternative B ☐

42.5.7 [14]	The security to be provided by the contractor: (a) in respect of contracts up to R1 million, the contractor will provide security in terms of 14.1 (b) in respect of contracts above R1 million, the contractor will provide, as security, one of the following: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="padding: 5px;">(1) cash deposit of 10 % of the contract sum</td><td style="padding: 5px; text-align: right;">Yes ☐ No ☒</td></tr> <tr> <td style="padding: 5px;">(2) variable construction guarantee of 10% of the contract sum</td><td style="padding: 5px; text-align: right;">Yes ☐ No ☐</td></tr> <tr> <td style="padding: 5px;">(3) payment reduction of 10% of the value certified in the payment certificate</td><td style="padding: 5px; text-align: right;">Yes ☐ No ☒</td></tr> <tr> <td style="padding: 5px;">(4) cash deposit of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate</td><td style="padding: 5px; text-align: right;">Yes ☐ No ☒</td></tr> <tr> <td style="padding: 5px;">(5) fixed construction guarantee of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate</td><td style="padding: 5px; text-align: right;">Yes ☐ No ☐</td></tr> </table> NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.	(1) cash deposit of 10 % of the contract sum	Yes ☐ No ☒	(2) variable construction guarantee of 10% of the contract sum	Yes ☐ No ☐	(3) payment reduction of 10% of the value certified in the payment certificate	Yes ☐ No ☒	(4) cash deposit of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate	Yes ☐ No ☒	(5) fixed construction guarantee of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate	Yes ☐ No ☐					
(1) cash deposit of 10 % of the contract sum	Yes ☐ No ☒															
(2) variable construction guarantee of 10% of the contract sum	Yes ☐ No ☐															
(3) payment reduction of 10% of the value certified in the payment certificate	Yes ☐ No ☒															
(4) cash deposit of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate	Yes ☐ No ☒															
(5) fixed construction guarantee of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate	Yes ☐ No ☐															
42.5.8 [29.7.2]	The annual building holiday period after the commencement of the construction period: from to															
42.6 42.6.1	DOCUMENTS Contract documents marked and annexed hereto: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 35%; padding: 5px;">Priced bills of quantities:</td><td style="width: 20%; padding: 5px;">Yes ☐ No ☐</td><td style="padding: 5px;">Document marked as</td></tr> <tr> <td style="padding: 5px;">Lump sum document:</td><td style="padding: 5px;">Yes ☐ No ☐</td><td style="padding: 5px;">Document marked as</td></tr> <tr> <td style="padding: 5px;">Guarantees:</td><td style="padding: 5px;">Yes ☐ No ☐</td><td style="padding: 5px;">Document marked as</td></tr> <tr> <td style="padding: 5px;">Contract drawings:</td><td style="padding: 5px;">Yes ☐ No ☐</td><td style="padding: 5px;">Document marked as</td></tr> <tr> <td style="padding: 5px;">Other documents</td><td style="padding: 5px;">Yes ☐ No ☐</td><td style="padding: 5px;">(attach additional pages if more space is required)</td></tr> </table> 	Priced bills of quantities:	Yes ☐ No ☐	Document marked as	Lump sum document:	Yes ☐ No ☐	Document marked as	Guarantees:	Yes ☐ No ☐	Document marked as	Contract drawings:	Yes ☐ No ☐	Document marked as	Other documents	Yes ☐ No ☐	(attach additional pages if more space is required)
Priced bills of quantities:	Yes ☐ No ☐	Document marked as														
Lump sum document:	Yes ☐ No ☐	Document marked as														
Guarantees:	Yes ☐ No ☐	Document marked as														
Contract drawings:	Yes ☐ No ☐	Document marked as														
Other documents	Yes ☐ No ☐	(attach additional pages if more space is required)														

42.8	SIGNATURES OF THE CONTRACTING PARTIES								
	Thus done and signed at _____ on _____ <table border="0"> <tr> <td data-bbox="320 353 783 394">_____ Name of signatory</td> <td data-bbox="876 353 1437 461">_____ for and behalf of the Employer who by signature hereof warrants authorization hereto</td> </tr> <tr> <td data-bbox="320 524 783 564">_____ Capacity of signatory</td> <td data-bbox="876 524 1437 564">_____ as Witness</td> </tr> </table> Thus done and signed at _____ on _____ <table border="0"> <tr> <td data-bbox="320 759 783 799">_____ Name of signatory</td> <td data-bbox="852 759 1437 866">_____ for and behalf of the Contractor who by signature hereof warrants authorization hereto</td> </tr> <tr> <td data-bbox="320 893 783 934">_____ Capacity of signatory</td> <td data-bbox="944 893 1437 934">_____ as Witness</td> </tr> </table>	_____ Name of signatory	_____ for and behalf of the Employer who by signature hereof warrants authorization hereto	_____ Capacity of signatory	_____ as Witness	_____ Name of signatory	_____ for and behalf of the Contractor who by signature hereof warrants authorization hereto	_____ Capacity of signatory	_____ as Witness
_____ Name of signatory	_____ for and behalf of the Employer who by signature hereof warrants authorization hereto								
_____ Capacity of signatory	_____ as Witness								
_____ Name of signatory	_____ for and behalf of the Contractor who by signature hereof warrants authorization hereto								
_____ Capacity of signatory	_____ as Witness								

C2.2 BILLS OF QUANTITIES AND FINAL SUMMARY

Item No	Amount
<u>SECTION 1</u>	
<u>BILL NO 1</u>	
<u>PRELIMINARIES</u>	
<u>MEANING OF TERMS "TENDER / TENDERER"</u>	
Any reference to the words "Tender" or "Tenderer" herein and/or in any other documentation shall be construed to have the same meaning as the words "Bid" or "Bidder"	
<u>PRELIMINARIES</u>	
The JBCC Preliminaries Code 2103, May 2005 edition for use with the JBCC Principal Building Agreement Edition 4.1 Code 2101, March 2005 is taken to be incorporated herein. The tenderer is deemed to have referred to these documents for the full intent and meaning of each clause. These clauses are referred to by number and heading only. Where standard clauses or options are not applicable to the contract such modifications or corrections as are necessary are given under each relevant clause. Where an item is not relevant to this specific contract such item is marked "N/A" signifying "Not Applicable".	
<u>PRICING OF PRELIMINARIES</u>	
Should Option A, as set out in clause B10.3.1 hereinafter be used for the adjustment of preliminaries then each item priced is to be allocated to one or more of the three categories Fixed, Value Related or Time Related and the respective amounts entered in the spaces provided under each item	
Items not priced in these Preliminaries shall be deemed to be included elsewhere in these Bills of Quantities.	
<u>SECTION A: JBCC PRINCIPAL BUILDING AGREEMENT</u>	
<u>DEFINITIONS</u>	
<u>DEFINITIONS AND INTERPRETATION</u>	
Clause 1.0	
Clause 1.1 Definition of "Commencement Date" is added:	
"COMMENCEMENT DATE" means the date that the possession of the site is given to the Contractor	
Clause 1.1 Definition of " Construction Guarantee " is amended by replacing it with the following:	
Carried to Collection	R
Section No. 1 SECTION 1 - PRELIMINARIES AND GENERAL Bill No. 1 Preliminaries and general	

"**CONSTRUCTION GUARANTEE**" means a guarantee at call obtained by the **contractor** from an institution approved by the **employer** in terms of the **employer's** construction guarantee form as selected in the **schedule**

Clause 1.1 Definition of "**Construction Period**" is amended by replacing it with the following:

"**CONSTRUCTION PERIOD**" means the period commencing on the date that possession of the site given to the Contractor and ending on the date of **practical completion**

Clause 1.1 Definition of "**Corrupt Practice**" is added:

"**CORRUPT PRACTICE**" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

Clause 1.1 Definition of "**Fraudulent Practice**" is added:

"**FRAUDULENT PRACTICE**" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any tenderer and includes collusive practice among tenderers (prior to or after the tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the tenderer of the benefits of free and open competition.

Clause 1.1 Definition of "**Interest**" is amended by replacing it with the following:

"**INTEREST**" means the interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be the rate as indicated in the Contract Data (C1.2)

Clause 1.1 Definition of "**Principal Agent**" is amended by replacing it with the following:

"**PRINCIPAL AGENT**" means the person or entity appointed by the employer and named in the **schedule**. In the event of a **principal agent** not being appointed, then all the duties and obligations of a **principal agent** as detailed in the **agreement** shall be fulfilled by a representative of the **employer** as named in the **schedule**

Clause 1.1 Definition of "**Security**" is amended by replacing it with the following:

"**SECURITY**" means the form of security provided by the **employer** or **contractor**, as stated in the **schedule**, from which the **contractor** or **employer** may recover expense or loss

Clause 1.6 is amended by replacing the words "prepaid registered post, telefax or e-mail" with "prepaid registered post or telefax"

Clause 1.6.4 is amended by replacing it with the following:

No clause

1 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

OBJECTIVE AND PREPARATION**OFFER, ACCEPTANCE AND PERFORMANCE**

Clause 2.0

2 Fixed: _____ Value related: _____ Time related: _____

DOCUMENTS

Clause 3.0

Clause 3.2.1 is amended by replacing "14.1" with "14.0"

Clause 3.7 is amended by the addition of the following:

The **contractor** shall supply and keep a copy of the **JBCC** Series 2000 Principal Building Agreement and Preliminaries applicable to this contract on the **site**, to which the **employer**, **principal agent** and **agents** shall have access at all times

Clause 3.10 is amended by replacing the second reference to "**principal agent**" with the word "**employer**"

3 Fixed: _____ Value related: _____ Time related: _____

DESIGN RESPONSIBILITY

Clause 4.0

Clause 4.3 is amended by replacing it with the following:

No clause

4 Fixed: _____ Value related: _____ Time related: _____

EMPLOYER'S AGENTS

Clause 5.0

Clause 5.1.2 is amended to include clauses 32.6.3, 34.3, 34.4 and 38.5.8

5 Fixed: _____ Value related: _____ Time related: _____

SITE REPRESENTATIVE

Clause 6.0

6 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

COMPLIANCE WITH REGULATIONS

Clause 7.0

Note: The provisions herein include inter alia, compliance with all the requirements set out in the Construction Regulations, 2003 issued under the Occupational Health and Safety Act, 1993 (Act No 85 of 1993), and in particular with Regulation 5(1) requiring the compilation of a health and safety plan, as well as Regulation 6(1) requiring the appointment of a construction supervisor

Also see Item 115 of Section C - Specific Preliminaries

7 Fixed: _____ Value related: _____ Time related: _____

WORKS RISK

Clause 8.0

8 Fixed: _____ Value related: _____ Time related: _____

INDEMNITIES

Clause 9.0

9 Fixed: _____ Value related: _____ Time related: _____

WORKS INSURANCES

Clause 10.0

Clause 10.0 is amended by the addition of the following clauses:

10.5 Damage to the Works

(a) Without in any way limiting the **contractor's** obligations in terms of the contract, the **contractor** shall bear the full risk of damage to and/or destruction of the **works** by whatever cause during construction of the **works** and hereby indemnifies and holds harmless the **employer** against any such damage. The **contractor** shall take such precautions and security measures and other steps for the protection and security of the **works** as the **contractor** may deem necessary

(b) The **contractor** shall at all times proceed immediately to remove or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**

(c) The **employer** shall carry the risk of damage to or destruction of the **works** and material paid for by the **employer** that is the result of the excepted risks as set out in 10.6

Carried to Collection

R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

(d) Where the **employer** bears the risk in terms of this contract, the **contractor** shall, if requested to do so, reinstate any damage or destroyed portions of the **works** and the costs of such reinstatement shall be measured and valued in terms of 32.0 hereof

10.6 Injury to Persons or loss of or damage to Properties

(a) The **contractor** shall be liable for and hereby indemnifies the **employer** against any liability, loss, claim or proceeding whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever arising out of or in the course of or caused by the execution of the **works** unless due to any act or negligence of any person for whose actions the **employer** is legally liable

(b) The **contractor** shall be liable for and hereby indemnifies the **employer** against any liability, loss, claim or proceeding consequent upon loss of or damage to any moveable or immovable or personal property or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person, arising out of or in the course of or by reason of the execution of the **works** unless due to any act or negligence of any person for whose actions the **employer** is legally liable

(c) The **contractor** shall, upon receiving a **contract instruction** from the **principal agent**, cause the same to be made good in a perfect and workmanlike manner at his own cost and in default thereof the **employer** shall be entitled to cause it to be made good and to recover the cost thereof from the **contractor** or to deduct the same from amounts due to the **contractor**

(d) The **contractor** shall be responsible for the protection and safety of such portions of the premises placed under his control by the **employer** for the purpose of executing the **works** until the issue of the **certificate of practical completion**

(e) Where the execution of the **works** involves the risk of removal of or interference with support to adjoining properties including land or structures or any structures to be altered or added to, the **contractor** shall obtain adequate insurance and will remain adequately insured or insured to the specific limit stated in the contract against the death of or injury to persons or damage to such property consequent on such removal or interference with the support until such portion of the **works** has been completed

(f) The **contractor** shall at all times proceed immediately at his own cost to remove or dispose of any debris and to rebuild, restore, replace and/or repair such property and to execute the **works**

10.7 High risk insurance

In the event of the project being executed in a geological area classified as a "High Risk Area", that is an area which is subject to highly unstable subsurface conditions that might result in catastrophic ground movement evident by sinkhole or doline formation the following will apply:

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

10.7.1 Damage to the works

The **contractor** shall, from the **commencement date** of the **works** until the date of the **certificate of practical completion** bear the full risk of and hereby indemnifies and holds harmless the **employer** against any damage to and/or destruction of the **works** consequent upon a catastrophic ground movement as mentioned above. The **contractor** shall take such precautions and security measures and other steps for the protection of the **works** as he may deem necessary

When so instructed to do so by the **principal agent**, the **contractor** shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the works, at the **contractor's** own costs

10.7.2 Injury to persons or loss of or damage to property

The **contractor** shall be liable for and hereby indemnifies and holds harmless the **employer** against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above

The **contractor** shall be liable for and hereby indemnifies the **employer** against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable or immovable or personal property or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of the contract

10.7.3 It is the responsibility of the **contractor** to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.7.1 and 10.7.2. Without limiting the **contractor's** obligations in terms of the contract, the contractor shall, within twenty-one (21) **calendar days** of the **commencement date** but before commencement of the **works**, submit to the **employer** proof of such insurance policy, if requested to do so

10.7.4 The **employer** shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the **contractor's** default of his obligations as set out in 10.7.1; 10.7.2 and 10.7.3. Such losses or damages may be recovered from the **contractor** or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the **employer** and the **contractor** and for this purpose all these contracts shall be considered one indivisible whole

10 Fixed: _____ Value related: _____ Time related: _____

LIABILITY INSURANCES

Clause 11.0

11 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

EFFECTING INSURANCES

Clause 12.0

12 Fixed: _____ Value related: _____ Time related: _____

Clause 13

No Clause

SECURITY

Clause 14.0

Clauses 14.1 - 14.8 are amended by replacing them with the following:

14.1 In respect of contracts with a **contract sum** up to R1 million, the **security** to be provided by the **contractor** to the **employer** will be a payment reduction of five per cent (5%) of the value certified in the **payment certificate** (excluding VAT)

14.1.1 The payment reduction of the value certified in a **payment certificate** shall be *mutatis mutandi* in terms of 31.8(A)

14.1.2 The **employer** shall be entitled to recover expense and loss from the payment reduction in terms of 33.0 provided that the **employer** complies with the provisions of 33.4 in which event the **employer's** entitlement shall take precedence over his obligations to refund the payment reduction **security** or portions thereof to the **contractor**

14.2 In respect of contracts with a **contract sum** above R1 million, the **contractor** shall have the right to select the **security** to be provided in terms of 14.3, 14.4, 14.5, 14.6, or 14.7 as stated in the **schedule**. Such **security** shall be provided to the **employer** within twenty-one (21) **calendar days** from **commencement date**. Should the **contractor** fail to select the **security** to be provided or should the contractor fail to provide the employer with the selected **security** within twenty-one (21) **calendar days** from **commencement date**, the **security** in terms of 14.7 shall be deemed to have been selected.

14.3 Where **security** as a cash deposit of ten per cent (10%) of the **contract sum** (excluding VAT) has been selected:

14.3.1 The **contractor** shall furnish the **employer** with a cash deposit equal in value to ten per cent (10%) of the **contract sum** (excluding VAT) within twenty-one (21) **calendar days** from **commencement date**

14.3.2 Within twenty-one (21) **calendar days** of the date of **practical completion** of the **works** the **employer** shall reduce the cash deposit to an amount equal to three per cent (3%) of the **contract value** (excluding VAT), and refund the balance to the **contractor**

14.3.3 Within twenty-one (21) **calendar days** of the date of **final completion** of the **works** the **employer** shall reduce the cash deposit to an amount equal to one per cent (1%) of the **contract value** (excluding VAT) and refund the balance to the **contractor**

Carried to Collection

R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

14.3.4 On the date of payment of the amount in the final **payment certificate**, the **employer** shall refund the remainder of the cash deposit to the **contractor**

14.3.5 The **employer** shall be entitled to recover expense and loss from the cash deposit in terms of 33.0 provided that the **employer** complies with the provisions of 33.4 in which event the **employer's** entitlement shall take precedence over his obligations to refund the cash deposit **security** or portions thereof to the **contractor**

14.3.6 The parties expressly agree that neither the **employer** nor the **contractor** shall be entitled to cede the rights to the deposit to any third party

14.4 Where **security** as a variable **construction guarantee** of ten percent (10%) of the contract sum (excluding VAT) has been selected:

14.4.1 The **contractor** shall furnish the **employer** with an acceptable variable **construction guarantee** equal in value to ten per cent (10%) of the **contract sum** (excluding VAT) within twenty-one (21) **calendar days** from **commencement date**

14.4.2 The **variable construction guarantee** shall reduce and expire in terms of the Variable **Construction Guarantee** form included in the invitation to tender

14.4.3 The **employer** shall return the variable **construction guarantee** to the **contractor** within fourteen (14) **calendar days** of it expiring

14.4.4 Where the **employer** has a right of recovery against the **contractor** in terms of 33.0, the **employer** shall issue a written demand in terms of the variable **construction guarantee**

14.5 Where **security** as a fixed **construction guarantee** of five per cent (5%) of the **contract sum** (excluding VAT) and a five per cent (5%) payment reduction of the value certified in the **payment certificate** (excluding VAT) has been selected:

14.5.1 The **contractor** shall furnish a fixed **construction guarantee** to the **employer** equal in value to five per cent (5%) of the **contract sum** (excluding VAT)

14.5.2 The fixed **construction guarantee** shall come into force on the date of issue and shall expire on the date of **practical completion**

14.5.3 The **employer** shall return the fixed **construction guarantee** to the **contractor** within fourteen (14) **calendar days** of it expiring

14.5.4 The payment reduction of the value certified in a **payment certificate** shall be in terms of 31.8 (A) and 34.8

14.5.5 Where the **employer** has a right of recovery against the **contractor** in terms of 33.0, the **employer** shall be entitled to issue a written demand in terms of the fixed **construction guarantee** or may recover from the payment reduction or may do both

14.6 Where **security** as a cash deposit of five per cent (5%) of the **contract sum** (excluding VAT) and a payment reduction of five per cent (5%) of the value certified in the **payment certificate** (excluding VAT) has been selected:

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

14.6.1 The **contractor** shall furnish the **employer** with a cash deposit equal in value to five per cent (5%) of the **contract sum** (excluding VAT) within twenty-one (21) **calendar days** from **commencement date**

14.6.2 Within twenty-one (21) **calendar days** of the date of **practical completion** of the **works** the **employer** shall refund the cash deposit in total to the **contractor**

14.6.3 The payment reduction of the value certified in a **payment certificate** shall be *mutatis mutandi* in terms of 31.8(A)

14.6.4 Where the **employer** has a right of recovery against the **contractor** in terms of 33.0, the **employer** may issue a written notice in terms of 33.4 or may recover from the payment reduction or may do both

14.7 Where **security** as a payment reduction of ten per cent (10%) of the value certified in the **payment certificate** (excluding VAT) has been selected:

14.7.1 The payment reduction of the value certified in a **payment certificate** shall be *mutatis mutandi* in terms of 31.8(B)

14.7.2 The **employer** shall be entitled to recover expense and loss from the payment reduction in terms of 33.0 provided that the **employer** complies with the provisions of 33.4 in which event the **employer's** entitlement shall take precedence over his obligations to refund the payment reduction or portions thereof to the **contractor**

14.8 Payments made by the guarantor to the **employer** in terms of the fixed or variable **construction guarantee** shall not prejudice the rights of the **employer** or **contractor** in terms of this **agreement**

14.9 Should the **contractor** fail to furnish the **security** in terms of 14.2, the **employer**, in his sole discretion and without notification to the **contractor**, is entitled to change the **contractor's** selected form of **security** to that of a ten per cent (10%) payment reduction of the value certified in the **payment certificate** (excluding VAT), where after 14.7 shall be applicable

13 Fixed: _____ Value related: _____ Time related: _____

EXECUTION

PREPARATION FOR AND EXECUTION OF THE WORKS

Clause 15.0

Clause 15.1.1 is amended by replacing it with:

No clause

Clause 15.1.2 is amended by replacing it with:

The **security** selected in terms of 14.0

Carried to Collection

R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

Clause 15.1 is amended by the addition of the following clause:

15.1.4 An acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), and the Covid-19 regulations within twenty-one (21) **calendar days of commencement date**

Clause 15.2.1 is amended by replacing it with the following clause:

Give the **contractor** possession of the **site** within ten (10) **working days** of the **contractor** complying with the terms of 15.1.2 and 15.1.4

14 Fixed: _____ Value related: _____ Time related: _____

ACCESS TO THE WORKS

Clause 16.0

15 Fixed: _____ Value related: _____ Time related: _____

CONTRACT INSTRUCTIONS

Clause 17.0

Clause 17.1.11 is amended by deleting the words “and the appointment of **nominated** and **selected subcontractors**”

16 Fixed: _____ Value related: _____ Time related: _____

SETTING OUT OF THE WORKS

Clause 18.0

17 Fixed: _____ Value related: _____ Time related: _____

ASSIGNMENT

Clause 19.0

18 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

NOMINATED SUBCONTRACTORS

Clause 20.0

Clause 20.1.3 is amended by replacing it with the following:

No clause

Note: See item 81 hereinafter for adjustment of attendance on **nominated subcontractors** executing work allowed for under provisional sums

19 Fixed: _____ Value related: _____ Time related: _____

SELECTED SUBCONTRACTORS

Clause 21.0

Clause 21 is amended by replacing it with:

No clause

20 Fixed: _____ Value related: _____ Time related: _____

EMPLOYER'S DIRECT CONTRACTORS

Clause 22.0

21 Fixed: _____ Value related: _____ Time related: _____

CONTRACTOR'S DOMESTIC SUBCONTRACTORS**Clause 23.0**

22 Fixed: _____ Value related: _____ Time related: _____

COMPLETION**PRACTICAL COMPLETION**

Clause 24.0

23 Fixed: _____ Value related: _____ Time related: _____

WORKS COMPLETION

Clause 25.0

24 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

FINAL COMPLETION

Clause 26.0

Clause 26.1.2 is amended by inserting “#” next to 26.1.2

25 Fixed: _____ Value related: _____ Time related: _____

LATENT DEFECTS LIABILITY PERIOD

Clause 27.0

26 Fixed: _____ Value related: _____ Time related: _____

SECTIONAL COMPLETION

Clause 28.0

27 Fixed: _____ Value related: _____ Time related: _____

REVISION OF DATE FOR PRACTICAL COMPLETION

Clause 29.0

Clause 29.2.5 is amended by replacing it with:

No clause

28 Fixed: _____ Value related: _____ Time related: _____

PENALTY FOR NON-COMPLETION

Clause 30.0

29 Fixed: _____ Value related: _____ Time related: _____

PAYMENT**INTERIM PAYMENT TO THE CONTRACTOR**

Clause 31.0

Clause 31.5.2 is amended by replacing “14.7.1” with “14.0”

Clause 31.8 is amended by replacing it with the following two alternative clauses:

Carried to Collection

R

Section No. 1
 SECTION 1 - PRELIMINARIES AND GENERAL
 Bill No. 1
 Preliminaries and general

Alternative A

31.8(A) Where a **security** is selected in terms of 14.1; 14.5 or 14.6, the value of the **works** in terms of 31.4.1 and **materials and goods** in terms of 31.4.2 shall be certified in full. The value certified shall be subject to the following percentage adjustments:

31.8(A).1 Ninety-five per cent (95%) of such value in interim **payment certificates** issued up to the date of **practical completion**

31.8(A).2 Ninety-seven per cent (97%) of such value in interim **payment certificates** issued on the date of **practical completion** and up to but excluding the date of **final completion**

31.8(A).3 Ninety-nine per cent (99%) of such value in interim **payment certificates** issued on the date of **final completion** and up to but excluding the final **payment certificate** in terms of 34.6

31.8(A).4 One hundred per cent (100%) of such value in the final **payment certificate** in terms of 34.6 except where the amount certified is in favour of the **employer**. In such an event the payment reduction shall remain at the adjustment level applicable to the final **payment certificate**

Alternative B

31.8(B) Where **security** as a payment reduction in terms of 14.7 has been selected, the value of the **works** in terms of 31.4.1 and **materials and goods** in terms of 31.4.2 shall be certified in full. The value certified shall be subject to the following percentage adjustments:

31.8(B).1 Ninety per cent (90%) of such value in interim **payment certificates** issued up to the date of **practical completion**

31.8(B).2 Ninety-seven per cent (97%) of such value in interim **payment certificates** issued on the date of **practical completion** and up to but excluding the date of **final completion**

31.8(B).3 Ninety-nine per cent (99%) of such value in interim **payment certificates** issued on the date of **final completion** and up to but excluding the final **payment certificate** in terms of 34.6

31.8(B).4 One hundred per cent (100%) of such value in the final **payment certificate** in terms of 34.6 except where the amount certified is in favour of the **employer**. In such an event the payment reduction shall remain at the adjustment level applicable to the final **payment certificate**

Clause 31.12 is amended by deleting the following:

Payment shall be subject to the **employer** giving the **contractor** a tax invoice for the amount due

30 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

ADJUSTMENT TO THE CONTRACT VALUE

Clause 32.0

Clauses 32.5.1, 32.5.4 and 32.5.7 are amended by the addition of the following at the end of the sentence:

"due to no fault of the **contractor**"

31 Fixed: _____ Value related: _____ Time related: _____

RECOVERY OF EXPENSE AND LOSS

Clause 33.0

32 Fixed: _____ Value related: _____ Time related: _____

FINAL ACCOUNT AND FINAL PAYMENT

Clause 34.0

Clause 34.2 is amended by inserting “#” next to 34.2

Clause 34.8 is amended by deleting the words “where **security** as a fixed **construction guarantee** in terms of 14.4 has been selected or where payment reduction has been applied in terms of 14.7.1”

Clause 34.13 is amended by replacing “seven (7) **calendar days**” with “thirty (30) calendar days” and deleting the words “subject to the **employer** giving the **contractor** a tax invoice for the amount due”

33 Fixed: _____ Value related: _____ Time related: _____

PAYMENT TO OTHER PARTIES

Clause 35.0

34 Fixed: _____ Value related: _____ Time related: _____

CANCELLATION**CANCELLATION BY EMPLOYER – CONTRACTOR’S DEFAULT**

Clause 36.0

Clause 36.1 is amended by the addition of the following clauses:

36.1.3 refuses or neglects to comply strictly with any of the conditions of contract

Carried to Collection

R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

36.1.4 estate being sequestrated, liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa

36.1.5 in the judgement of the **employer**, has engaged in **corrupt** or **fraudulent practices** in competing for or in executing the contract

Clause 36.3 is amended by removing the reference to "No clause" and replacing the words "principal agent" with "employer"

Clause 36.0 is amended by the addition of the following clause:

36.7 Notwithstanding any clause to the contrary, on cancellation of this **agreement** either by the **employer** or the **contractor**; or for any reason whatsoever, the **contractor** shall on written instruction, discontinue with the **works** on a date stated and withdraw himself from the **site**. The **contractor** shall not be entitled to refuse to withdraw from the **works** on the grounds of any lien or right of retention or on the grounds of any other right whatsoever

35 Fixed: _____ Value related: _____ Time related: _____

CANCELLATION BY EMPLOYER – LOSS AND DAMAGE

Clause 37.0

Clause 37.3.5 is amended by replacing "ninety (90)" with "one-hundred and twenty (120)"

Clause 37.0 is amended by the addition of the following clause:

37.5 Notwithstanding any clause to the contrary, on cancellation of this **agreement** either by the **employer** or the **contractor**; or for any reason whatsoever, the **contractor** shall on written instruction, discontinue with the **works** on a date stated and withdraw himself from the **site**. The **contractor** shall not be entitled to refuse to withdraw from the **works** on the grounds of any lien or right of retention or on the grounds of any other right whatsoever

36 Fixed: _____ Value related: _____ Time related: _____

CANCELLATION BY CONTRACTOR – EMPLOYER'S DEFAULT

Clause 38.0

Clause 38.5.4 is amended by replacing "ninety (90)" with "one-hundred and twenty (120)"

Clause 38.0 is amended by the addition of the following clause:

38.7 Notwithstanding any clause to the contrary, on cancellation of this **agreement** either by the **employer** or the **contractor**; or for any reason whatsoever, the **contractor** shall on written instruction, discontinue with the **works** on a date stated and withdraw himself from the **site**. The **contractor** shall not be entitled to refuse to withdraw from the **works** on the grounds of any lien or right of retention or on the grounds of any other right whatsoever

37 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

CANCELLATION – CESSATION OF THE WORKS

Clause 39.0

Clause 39.3.5 is amended by the addition of the following at the end of the sentence:
 “within one hundred and twenty (120) **working days** of completion of such a report”

38 Fixed: _____ Value related: _____ Time related: _____

DISPUTE**DISPUTE SETTLEMENT**

Clause 40.0

Clause 40.2.2 is amended by replacing “one (1) year” with “three (3) years”

Clause 40.6 is amended by removing the reference to:

No clause

Clause 40.7.1 is amended by replacing “(10)” with “(15)” and by the addition of the following:

Whether or not mediation resolves the dispute, the parties shall bear their own cost concerning the **mediation** and equally share the costs of the mediator and related costs

39 Fixed: _____ Value related: _____ Time related: _____

SUBSTITUTE PROVISIONS**STATE CLAUSES**

Clause 41.0

40 Fixed: _____ Value related: _____ Time related: _____

CONTRACT VARIABLES**THE SCHEDULE (C1.2: CONTRACT DATA)****PRE-TENDER INFORMATION**

Clause 42.0

Tenderers are referred to the document C1.2: Contract Data for variables pertaining to this contract

41 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

SECTION B: JBCC PRELIMINARIES**DEFINITIONS AND INTERPRETATION****Definitions and interpretation**

Also see Item 1 of Section A for additional and/or amended definitions which shall apply equally to this Section

42 Fixed: _____ Value related: _____ Time related: _____

DOCUMENTS**Checking of documents**

43 Fixed: _____ Value related: _____ Time related: _____

Provisional bills of quantities

44 Fixed: _____ Value related: _____ Time related: _____

Availability of construction documentation

45 Fixed: _____ Value related: _____ Time related: _____

Interests of agents

46 Fixed: _____ Value related: _____ Time related: _____

Priced documents

47 Fixed: _____ Value related: _____ Time related: _____

Tender submission

Clause 2.6 is amended by replacing "JBCC Form of Tender" with "Form of Offer and Acceptance (C1.1)"

48 Fixed: _____ Value related: _____ Time related: _____

THE SITE**Defined works area**

49 Fixed: _____ Value related: _____ Time related: _____

Geotechnical investigation

50 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Site inspection

Tenderers shall complete the Site Inspection Certificate included in the tender documents and return the same with the tender submission.

51 Fixed: _____ Value related: _____ Time related: _____

Existing premises occupied

52 Fixed: _____ Value related: _____ Time related: _____

Previous work – dimensional accuracy

53 Fixed: _____ Value related: _____ Time related: _____

Previous work – defects

54 Fixed: _____ Value related: _____ Time related: _____

Services – known

55 Fixed: _____ Value related: _____ Time related: _____

Services – unknown

56 Fixed: _____ Value related: _____ Time related: _____

Protection of trees

57 Fixed: _____ Value related: _____ Time related: _____

Articles of value

58 Fixed: _____ Value related: _____ Time related: _____

Inspection of adjoining properties

59 Fixed: _____ Value related: _____ Time related: _____

MANAGEMENT OF CONTRACT**Management of the works**

60 Fixed: _____ Value related: _____ Time related: _____

Programme for the works

61 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Progress meetings

62 Fixed: _____ Value related: _____ Time related: _____

Technical meetings

63 Fixed: _____ Value related: _____ Time related: _____

Labour and plant records

64 Fixed: _____ Value related: _____ Time related: _____

SAMPLES, SHOP DRAWINGS AND MANUFACTURERS' INSTRUCTIONS**Samples of materials**

65 Fixed: _____ Value related: _____ Time related: _____

Workmanship samples

66 Fixed: _____ Value related: _____ Time related: _____

Shop drawings

67 Fixed: _____ Value related: _____ Time related: _____

Compliance with manufacturers' instructions

68 Fixed: _____ Value related: _____ Time related: _____

TEMPORARY WORKS AND PLANT**Deposits and fees**

69 Fixed: _____ Value related: _____ Time related: _____

Enclosure of the works

70 Fixed: _____ Value related: _____ Time related: _____

Advertising

71 Fixed: _____ Value related: _____ Time related: _____

Plant, equipment, sheds and offices

72 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Main notice board

73 Fixed: _____ Value related: _____ Time related: _____

Subcontractors' notice board

74 Fixed: _____ Value related: _____ Time related: _____

TEMPORARY SERVICES**Location**

75 Fixed: _____ Value related: _____ Time related: _____

Water

76 Fixed: _____ Value related: _____ Time related: _____

Electricity

77 Fixed: _____ Value related: _____ Time related: _____

Telecommunication facilities

78 Fixed: _____ Value related: _____ Time related: _____

Ablution facilities

79 Fixed: _____ Value related: _____ Time related: _____

PRIME COST AMOUNTS**Responsibility for prime cost amounts**

80 Fixed: _____ Value related: _____ Time related: _____

ATTENDANCE ON N/S SUBCONTRACTORS**General attendance**

81 Fixed: _____ Value related: _____ Time related: _____

Special attendance

82 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Commissioning – fuel, water and electricity

83 Fixed: _____ Value related: _____ Time related: _____

FINANCIAL ASPECTS***Statutory taxes, duties and levies***

84 Fixed: _____ Value related: _____ Time related: _____

Payment for preliminaries

85 Fixed: _____ Value related: _____ Time related: _____

Adjustment of preliminaries

Clauses B10.3.1 and B10.3.2 of the standard preliminaries are amended by replacing “within fifteen (15) **working days** of taking possession of the **site**” with “in his priced **bills of quantities / lump sum document** submitted with his tender offer”

86 Fixed: _____ Value related: _____ Time related: _____

Payment certificate cash flow

87 Fixed: _____ Value related: _____ Time related: _____

GENERAL**Protection of the works**

88 Fixed: _____ Value related: _____ Time related: _____

Protection / isolation of existing / sectionally occupied works

89 Fixed: _____ Value related: _____ Time related: _____

Security of the works

90 Fixed: _____ Value related: _____ Time related: _____

Notice before covering work

91 Fixed: _____ Value related: _____ Time related: _____

Disturbance

92 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Environmental disturbance

93 Fixed: _____ Value related: _____ Time related: _____

Works cleaning and clearing

94 Fixed: _____ Value related: _____ Time related: _____

Vermin

95 Fixed: _____ Value related: _____ Time related: _____

Overhand work

96 Fixed: _____ Value related: _____ Time related: _____

Instruction manuals and guarantees

97 Fixed: _____ Value related: _____ Time related: _____

As built information

98 Fixed: _____ Value related: _____ Time related: _____

Tenant installations

99 Fixed: _____ Value related: _____ Time related: _____

SCHEDULE OF VARIABLES**Pre-tender information**

100 Fixed: _____ Value related: _____ Time related: _____

This **schedule** contains all variables referred to in this document and is divided into pre-tender and post-tender categories. The pre-tender category must be completed in full and included in the tender documents. Both the pre-tender and post-tender categories form part of these **Preliminaries**.

Spaces requiring information must be filled in, shown as "not applicable" or deleted and not left blank. Where choices are offered, the non-applicable items are to be deleted. Where insufficient space is provided the information should be annexed hereto and cross-referenced to the applicable clause of the schedule. Key cross reference clauses are italicised in [] brackets

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

PRE-TENDER INFORMATION**Provisional bills of quantities**

The quantities are provisional (yes/no) Yes

Availability of construction documentation

Construction documentation is complete (yes/no) No

Interests of agents

Details: NONE

Defined works area

Details: Refer to C4 Site Information

Geotechnical investigation

Details: NONE

Existing premises occupied

Specific requirements:

Previous work – dimensional accuracy

Details: NONE

Previous work - defects

Details: NONE

Services - known

Details: NONE

Protection of trees

Details: NONE

Inspection of adjoining properties

Specific requirements: NONE

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Enclosure of the works

Specific requirements: The site must be suitably hoarded with at least a 1.8m high diamond mesh fence at all times with a limited number of restricted access points.

Offices

Specific requirements:

The **contractor** shall provide, keep clean and maintain and remove on completion of the works, air conditioned offices for the exclusive use of the Employer's **agents comprising the following accommodation requirements:**

6 X Offices minimum size 4 x 3 x 3m high internally, equipped with 2 desks each with lockable drawers, 2 chairs, 2 x 4 drawer lock-up metal fling cabinet and 5 x approved drawing racks.

1 X Conference room to accommodate 25 people with suitable air condition, conference table with a minimum 25 chairs, 6 wall shelves 300mm wide and approximately 400mm long each, pin boards having an area of approximately 12m² and 2 white boards, complete with separate WC, Urinal and wash hand basin.

All windows are to be fitted with burglar bars and offices suitably insulated and ventilated and having good lighting.

Main notice board

Specific requirements:

The **contractor** shall provide, erect where directed, maintain and remove on completion of the **works** a notice board size 3 x 3m, constructed of suitable boarding with flat smooth surface and with edging bead 19mm thick round outer edges and projecting 12mm from face of boarding and rounded on front edge. The board shall be securely fixed to hoarding, where hoarding is provided, or fixed to and including a suitable supporting structure of timber or tubular posts and braces.

Subcontractors' notice board

Specific requirements: (yes/no) No

Water

Option A (by **contractor**) (yes/no) Yes

Option B (by **employer** - free of charge) (yes/no) No

Option C (by **employer** - metered) (yes/no) No

Electricity

Option A (by **contractor**) (yes/no) Yes

Carried to Collection

R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

Option B (by employer - free of charge)	(yes/no)	No
Option C (by employer - metered)	(yes/no)	No

Telecommunications

Telephone	(yes/no)	Yes
Facsimile	(yes/no)	No
E-mail	(yes/no)	Yes

Ablution facilities

Option A (by contractor)	(yes/no)	Yes
Option B (by employer)	(yes/no)	No

Protection of existing/sectionally occupied works

Protection is required	(yes/no)	No
------------------------	----------	----

Special attendance

Subcontractor (1) details: NONE

Subcontractor (2) details: NONE

Subcontractor (3) details: NONE

Subcontractor (4) details: NONE

Protection of the works

Specific requirements: NONE

Disturbance

Specific requirements:

The **contractor** shall keep the site, structures, etc well watered during operations to prevent dust and shall provide and erect and remove on completion of the **works** all necessary temporary dust screens all to the satisfaction of the **principal agent**

Environmental disturbance

Specific requirements: As per attached Environmental Management Plan

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

POST-TENDER INFORMATION***Payment of preliminaries***

Option A (prorated) (yes/no)

Option B (calculated) (yes/no)

Adjustment of preliminaries

Option A (three categories) (yes/no) Yes

Option B (detailed breakdown) (yes/no) No

Additional agreed preliminaries items

Details:

SECTION C: SPECIFIC PRELIMINARIES

Section C contains specific preliminary items which apply to this contract except where N/A (Not Applicable) appears against an item

CONTRACT DRAWINGS

The drawings issued with the tender documents do not comprise the complete set but serve as a guide only for tendering purposes and for indicating the scope of the work to enable the tenderer to acquaint himself with the nature and extent of the **works** and the manner in which they are to be executed

Should any part of the drawings not be clearly understood by the tenderer he shall, before submitting his tender, obtain clarification in writing from the **principal agent**

101 Fixed: _____ Value related: _____ Time related: _____

GENERAL PREAMBLES

The document "Construction Works: Specification (PW371-A and PW371-B)" is obtainable on request from the head office and all regional offices of the Department, and shall be read in conjunction with the **bills of quantities / lump sum document** and be referred to for the full descriptions of work to be done and materials to be used

102 Fixed: _____ Value related: _____ Time related: _____

TRADE NAMES

Wherever a trade name for any product has been described in the **bills of quantities / lump sum document**, the tenderer's attention is drawn to the fact that any other product of equal quality may be used subject to the written approval of the **principal agent** being obtained prior to the closing date for submission of tenders

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

If prior written approval for an alternative product is not obtained, the product described shall be deemed to have been tendered for

103 Fixed: _____ Value related: _____ Time related: _____

IMPORTED MATERIALS AND EQUIPMENT

Where imported items are listed in the tender documents, the tenderer shall provide all the information called for, failing which the price of any such item, materials or equipment shall be excluded from currency fluctuations. (refer to Schedule of Imported Materials and Equipment to be completed by tenderer)

Notwithstanding any provisions elsewhere regarding the adjustment of contract prices, the price of any item, material or equipment listed in terms of this clause shall be excluded from the Contract Price Adjustment Provisions (if applicable)

104 Fixed: _____ Value related: _____ Time related: _____

VIEWING THE SITE IN SECURITY AREAS

The **site** is situated in a security area and the tenderer must arrange with the responsible officer to obtain permission to enter the **site** for tendering purposes

105 Fixed: _____ Value related: _____ Time related: _____

COMMENCEMENT OF WORKS IN SECURITY AREAS

As the **works** falls within a security area the **contractor** must give the responsible officer notice before commencement of the **works**. Should the **contractor** fail to make such arrangements, admission to the site may be refused and any additional costs will be for the **contractor's** account

106 Fixed: _____ Value related: _____ Time related: _____

ENTRANCE PERMITS TO SECURITY AREAS

As the **works** falls within a security area the **contractor** shall obtain entrance permits for his personnel and workmen entering the area and shall comply with all regulations and instructions which may be issued from time to time regarding the protection of persons and property under the control of the chief security officer

107 Fixed: _____ Value related: _____ Time related: _____

SECURITY CHECK OF PERSONNEL

The **principal agent** may require the **contractor** to have his personnel and workmen, or a certain number of them, security classified

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

In the event of the **principal agent** requesting the removal of a person or persons from the **works** for security reasons, the **contractor** shall do so forthwith and shall thereafter ensure that such person or persons are denied access to the **works** and the **site** and/or to any document or information relating to the **works**

108 Fixed: _____ Value related: _____ Time related: _____

PROHIBITION ON TAKING OF PHOTOGRAPHS

In terms of article 119 of the Defence Act, 44 of 1957, it is prohibited to sketch or to take photographs of any military site or installation or any building or civil works thereon or to be in possession of a camera or other apparatus used for taking of photographs except when authorized thereto by or on behalf of the Minister

The same prohibition is also applicable to all correctional institutions in terms of article 44.1(e) of the Correctional Services Act 8 of 1959

109 Fixed: _____ Value related: _____ Time related: _____

HIV/AIDS AWARENESS

It is required of the **contractor** to thoroughly study the HIV/AIDS Specification (PW 1544) of the Department that must be read together with and is deemed to be incorporated under this Section of the **bills of quantities / lump sum document**. Provision for pricing of HIV/AIDS awareness is made under items C10.1 to C10.5 hereafter and it is explicitly pointed out that all requirements of the aforementioned specification are deemed to be priced hereunder, as the said items represent the only method of measurement and no additional items or extras to the contract in this regard shall be entertained

The **contractor** must take note that compliance with the HIV/AIDS Specification is compulsory. In the event of partial or total non-compliance, the **principal agent**, notwithstanding the provisions of Clause A 31 of "Section 1: Preliminaries (Section A)" or any other clause to the contrary, reserves the right to delay issuing any progress **payment certificate** until the **contractor** provides satisfactory proof of compliance. The **contractor** shall not be entitled to any compensation of whatsoever nature, including interest, due to such delay of payment

AWARENESS CHAMPION

Selection, appointment, briefing and making available of an Awareness Champion including provision of all relevant services, all in accordance with the HIV/AIDS Specification

110 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

AWARENESS WORKSHOPS

Selection and appointment of a competent Service Provider approved by the **principal agent**, provision of a Service Provider Workshop Plan and a suitable venue, conducting of awareness workshops by means of traditional and/or modern multi-media techniques, including follow-up courses, making available all tuition material and performing assessment procedures, all in accordance with the HIV/AIDS Specification

111 Fixed: _____ Value related: _____ Time related: _____

POSTERS, BOOKLETS, VIDEOS, ETC.

Provision, displaying, maintaining and replacing when necessary of four plastic laminated posters, booklets and educational videos, etc. for the duration of the **construction period**, all in accordance with the HIV/AIDS Specification

112 Fixed: _____ Value related: _____ Time related: _____

ACCESS TO CONDOMS

Provision and maintenance of condom dispensers fixed in position, including male and female condoms, replenishing male and female condoms on a daily basis as required for the duration of the **construction period**, all in accordance with the HIV/AIDS Specification

113 Fixed: _____ Value related: _____ Time related: _____

MONITORING

Monitoring HIV/AIDS awareness of workers, providing the **principal agent** with access to information including making available all reports, thoroughly completed and reflecting the correct information, for the duration of the **construction period** and close out, all in accordance with the HIV/AIDS Specification

114 Fixed: _____ Value related: _____ Time related: _____

OCCUPATIONAL HEALTH AND SAFETY ACT

The contractor shall comply with all the requirements set out in the Construction Regulations, 2014 issued under the Occupational Health and Safety Act, 1993 (Act No.85 of 1993).

It is required of the contractor to thoroughly study the Health and Safety Specification that must be read together with and is deemed to be incorporated under this Section of the bills of quantities / lump sum document.

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

The contractor must take note that compliance with the Occupational Health and Safety Act, Construction Regulations and Health and Safety Specification is compulsory. In the event of partial or total non-compliance, the principal agent, notwithstanding the provisions of clause A31.0 of Section A or any other clause to the contrary, reserves the right to delay issuing any progress payment certificate until the contractor provides satisfactory proof of compliance. The contractor shall not be entitled to any compensation of whatsoever nature, including interest, due to such delay of payment.

Provision for pricing of the Occupational Health and Safety Act, Construction Regulations and Health and Safety Specification and all **Covid-19 regulations and directives** are made under this clause and it is explicitly pointed out that all requirements of the aforementioned are deemed to be priced hereunder and no additional claims in this regard shall be entertained.

115 Fixed: _____ Value related: _____ Time related: _____

SUBCONTRACTING AS A CONDITION OF TENDER

It is required that the contractor shall subcontract 30% of the value of the contract including labour and material to EME'S and QSE's as stipulated in the Tender Data C.4.8

Provision for pricing of all the main contractor's cost in this regard is made under this clause and are deemed to be priced hereunder and no additional claims in this regard shall be entertained.

116 Fixed: _____ Value related: _____ Time related: _____

LOCAL LABOUR

It is an expressed condition of this contract **that all unskilled labour shall be local labour (At least 80% of total number of workers shall be local)**

Labour forms shall be submitted to the Principal Agent prior to monthly payment certificates.

The Contractor shall adhere to the statutory minimum wage rates as prescribed by law. The Contractor is however at liberty to negotiate additional incentive payments based on performance.

Prospective bidders are to familiarize themselves with the accepted labour cost for the various regions and price accordingly as no claims regarding wages disputes shall be entertained in the contract.

117 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

ENVIRONMENTAL MANAGEMENT PLAN

The contractor shall comply with all the requirements in the environmental management plan attached to this document. It is required of the contractor to thoroughly study attached environmental management plan. The contractor must take note that compliance with the environmental management plan is compulsory. In the event of partial or total non-compliance, the principal agent, notwithstanding the provisions of clause A31.0 of Section A or any other clause to the contrary, reserves the right to delay issuing any progress payment certificate until the contractor provides satisfactory proof of compliance. The contractor shall not be entitled to any compensation of whatsoever nature, including interest, due to such delay of payment. Provision for pricing of all the main contractors cost in this regard is made under this clause and are deemed to be priced hereunder and no additional claims in this regard shall be entertained.

118 Fixed: _____ Value related: _____ Time related: _____

Carried to Collection

R

Section No. 1
SECTION 1 - PRELIMINARIES AND GENERAL
Bill No. 1
Preliminaries and general

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

SUMMARY

Total Brought Forward from Page No.

Page No	Amount
59	
60	
61	
62	
63	
64	
65	
66	
67	
68	
69	
70	
71	
72	
73	
74	
75	
76	
77	
78	
79	

Carried Forward R

Section No. 1

SECTION 1 - PRELIMINARIES AND GENERAL

Bill No. 1

Preliminaries and general

Item No		Quantity	Rate	Amount
	<u>SECTION 2</u>			
	<u>BUILDING WORKS (PROVISIONAL)</u>			
	<u>BILL NO. 1</u>			
	<u>ALTERATIONS</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>ALTERATIONS</u>			
1	All material become the property of the Contractor and are to be removed by him from the site. All debris and rubbish arising from the alterations are to be immediately carted away and the site left clear and unencumbered	Item		
2	Any breaking up, breaking down, etc. and removal of existing work must be done with the greatest care to prevent any form of structural or other damage to work or items not due to be removed. If any such damage may occur it will be made good by the Contractor on his own expense	Item		
	<u>CONCRETE</u>			
3	Break up and remove existing concrete surface bed not exceeding 120mm thick and cut existing mesh.	m2	35	
4	Break up and remove existing apron not exceeding 120mm thick and cut existing mesh.	m2	70	
	Carried to Collection			
	Section No. 2			
	SECTION 2 - BUILDING WORKS			
	Bill No. 1			
	Alterations			

FLOORS AND FLOOR FINISHES

5	Take up and remove existing ceramic tiles with cement plaster bedding, skirtings, etc. from concrete floor, including preparing and proper cleaning of concrete surface to receive new screed (measured elsewhere)	m2	1,989
6	Take up and remove existing terazzo tile floor covering with cement plaster bedding, skirtings, etc. from concrete floor, including preparing and proper cleaning of concrete surface to receive new screed (measured elsewhere)	m2	20
7	Take up and remove existing mosaic shower floor tile covering with cement plaster bedding, skirtings, etc. from concrete floor, including preparing and proper cleaning of concrete surface to receive new screed (measured elsewhere)	m2	20
8	Take up and remove existing vinyl tile floor covering and prepare to screed to receive new	m2	1,100
9	Take up and remove existing carpets and prepare to screed to receive new	m2	1,574
10	Break up and remove existing screed approximately 30mm thick from concrete surface bed and prepare latter to receive new screed (measured elsewhere)	m2	4,663
11	Clean existing floor tiles	m2	1,747
12	Prepare existing concrete floor for carpet finish	m2	278
13	Prepare existing concrete surface bed to receive artificial grass finish (measured elsewhere)	m2	836
14	Carefully repair and patch wooden floor in patches to match existing	m2	1
15	Cut through and break back concrete floor not exceeding 120mm thick and 750mm wide, cut existing mesh (if any) on centre, bend up and preserve and remove existing concrete floor, for 750 x 250mm thick concrete footing for one brick wall (measured elsewhere)	m	138
16	Repair floor face where intersecting half brick walls are broken down, break down wall to 85mm below surface bed slab, fill with sand to underside of surface bed and cast new slab 110mm wide and 150mm thick including neat flush intersections with existing	m	15

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

17	Repair floor face where intersecting one brick walls are broken down, break down wall to 85mm below surface bed slab, fill with sand to underside of surface bed and cast new slab 220mm wide and 150mm thick including neat flush intersections with existing	m	10
18	Take off and remove existing 75mm timber skirting from plastered wall and repair wall surface	m	1,441
19	Take off and remove existing 100mm vinyl skirting from plastered wall and repair wall surface	m	219
<u>WALLS AND WALL FINISHES</u>			
20	Break down and remove existing half brick wall	m2	66
21	Break down and remove existing one brick wall	m2	30
22	Cutting toothings and bonding new brickwork to existing	m2	3
23	Remove loose and peeling paint by scraping, sanding or other suitable means, feather the edges with 100 grit sandpaper and ensure surface is dust free. Remove surface contaminants using Polycell Sugar Soap solution with a bristle broom or scrubbing brush to prepare existing plaster to receive new paint (elsewhere measured)	m2	988
24	Hack off and remove internal plaster in patching from brick walls, concrete columns and beams and prepare to receive new plaster (measured elsewhere), including all necessary cleaning	m2	722
25	Hack off and remove external plaster in patching from brick walls, concrete columns and beams and prepare to receive new plaster (measured elsewhere), including all necessary cleaning	m2	266
26	Carefully remove facebricks in patches from brick walls and prepare to receive facebricks (measured elsewhere), including all necessary cleaning	m2	20
27	Hack off and remove existing white glazed tiles including plaster backing from brick walls in patches and prepare the surface to receive new tiles (elsewhere measured)	m2	2,491
28	Pre-pair existing facebrick to receive plaster (elsewhere measured)	m2	40

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

29	Carefully cut crack in existing plastered wall open as necessary, prepare for and fill in with epoxy filling as "epidermix 314" or other similar approved and finish off flush with adjacent finishes	m	313
30	Carefully remove timber partitioning 3400mm high with timber track plugged to brick wall and top track plugged to soffit of concrete	m	18
	<u>Clean down with spirits of salts solution and apply two coats silicone-based brick dressing inducing servicing all joints on:</u>		
31	Facings	m2	5,323
	<u>DOORS</u>		
32	Service existing timber cupboard door overall size 450 x 900mm high	No	8
33	Service existing timber door overall size 813 x 2032mm high and mortice lock and present new set of keys at completion	No	252
34	Service existing timber door overall size 1588 x 2032mm high and mortice lock and present new set of keys at completion	No	15
35	Service existing aluminium door overall size 1588 x 2032mm high and mortice lock and present new set of keys at completion	No	27
36	Service existing steel door overall size 813 x 2032mm high and mortice lock and present new set of keys at completion	No	42
37	Service existing steel security gate overall size 813 x 2032mm high and mortice lock and present new set of keys at completion	No	11
38	Service existing garage door overall size 2450 x 2100mm high	No	2
	<u>Take out and remove existing doors to be replaced</u>		
39	Take out and remove existing timber door, size 813 x 2032mm high, from pressed steel door frame and prepare frame to receive new door	No	14

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

40	Take out and remove existing timber double door, size 1511 x 2032mm high, from pressed steel door frame and prepare frame to receive new door	No	1		
41	Take out and remove existing roller shutter door, size 3000 x 1200mm high, from wall and prepare wall to receive new door	No	2		
42	Take out and remove existing roller shutter door, size 4050 x 4750mm high, from steel frame and prepare to receive new	No	1		
43	Take out and remove existing steel gate, size 5050 x 5650mm high, from steel frame	No	2		
44	Take out and remove service window/door, size 2900 x 1200mm high, from wall and prepare wall to receive new door	No	2		
<u>Take out and remove existing doors from half brick walls</u>					
45	Take out and remove existing door size 813 x 2032mm high including pressed steel door frame and prepare to receive new (measured elsewhere)	No	5		
<u>Take out and remove existing doors from one brick walls</u>					
46	Take out and remove existing door size 813 x 2032mm high including pressed steel door frame and prepare to receive new (measured elsewhere)	No	1		
47	Take out and remove existing door size 1588 x 2032mm high including pressed steel door frame and prepare to receive new (measured elsewhere)	No	1		
<u>Break opening through brick wall for new door</u>					
48	Break opening, size 813 x 2032 high, through one brick wall for new steel frame (measured elsewhere), repair reveals and lintols with brickwork in cement mortar as well as plastered finish to both sides in patching and paint primer and undercoat to receive final coats (measured elsewhere) including necessary precast concrete lintol, cutting, temporary support , neat flush intersections of new to existing finishes, etc.	No	6		
Carried to Collection				R	
Section No. 2					
SECTION 2 - BUILDING WORKS					
Bill No. 1					
Alterations					

Break out and remove existing doors and frames and brick up openings

49	Steel frame and timber door, size approximately 813 x 2032 high, lock, etc, from one brick wall, prepare top of existing brickwork and brick up opening with brickwork in cement mortar, finish off with plaster to both sides in patching and paint primer and undercoat to receive final coats (measured elsewhere) including necessary cutting, temporary support, neat flush intersections of new to existing finishes, etc.	No	2
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WINDOWS

50	Remove existing glass panels from steel window sashes, fixed with putty and prepare to receive new glass (elsewhere measured)	m2	73
51	General inspection of existing steel windows, including the examination and oiling, necessary refixing of hinges to opening sashes, etc and leave in good working order	No	414
52	Service existing louvre in front of window frame, size 19500 x 2500mm high, including all necessary bending, servicing of hinges and replacing of ironmongery, etc.	No	2

Take out and remove existing timber windows from one brick walls and prepare to receive new

53	Take out and remove existing steel window, size 8000 x 1200mm high including window sill high from one brick wall	No	4
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CEILINGS

54	Take down and remove existing gypsum plaster or fibre cement ceiling boards, including branderling, insulation, cornices, etc.	m2	100
55	Take down and remove existing gypsum plaster or fibre cement ceiling boards, including branderling, cornices, etc.	m2	717
56	Take down and remove existing suspended ceiling boards, including grating system, shadowline, etc.	m2	835
57	Take down and remove existing suspended ceiling boards set sloping, including grating system, shadowline, etc.	m2	30
58	Take down and remove existing coved cornice etc.	m	141

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

59	Re-fix existing coved cornice including sealing against wall with approved adhesive etc.	m	1,270
	<u>Taking down and set aside for re-installation in new or similar position of roofs, floors, panelling, ceilings, partitions, etc</u>		
60	Carefully remove acoustic tile suspended ceilings size 2000 x 600mm including suspension grid, hangers, etc (re-installation elsewhere measured)	m2	70
	<u>Re-fixing of existing roofs, floors, panelling, ceilings, partitions, etc</u>		
61	Acoustic tile suspended ceilings size 2000 x 600mm including suspension grid, hangers, etc	m2	70
	<u>ROOFS</u>		
62	Thoroughly inspect existing corrugated sheet iron roof covering and refix to timber purlins, including replacement of all galvanised iron fixing screws, with approved fixing screws and rubber based conical washers and fill up screw holes with and approved material to ensure proper fixing, etc	m2	11,162
63	Thoroughly inspect existing corrugated sheet iron roof covering and refix to steel purlins, including replacement of all galvanised iron fixing screws, with approved fixing screws and rubber based conical washers and fill up screw holes with and approved material to ensure proper fixing, etc	m2	627
64	Thoroughly inspect existing corrugated sheet iron roof covering as side cladding and refix to timber purlins, including replacement of all galvanised iron fixing screws, with approved fixing screws and rubber based conical washers and fill up screw holes with and approved material to ensure proper fixing, etc	m2	447
65	Take off and remove existing walkway include roof covering, steel columns, steel beams, steel purlins, etc	m2	221
66	Take off and remove existing walkway include roof covering	m2	70
67	Take off and remove existing lapa include thatched roof covering, timber columns, timber beams, timber purlins, etc	m2	93

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

68	Take off and remove existing torch-on waterproofing from existing concrete roofs and prepare screed to receive waterproofing (measured elsewhere)	m2	751
69	Take off and remove existing timber fascia and barge boards, not exceeding 300mm wide, from roof timbers	m	2,610
70	Take off and remove existing steel purlins	m	150
71	Take off and remove existing galvanised gutters from existing timber roof structure and prepare to receive new gutters (measured elsewhere)	m	1,442
72	Take off and remove existing 75mm diameter galvanised downpipes from existing brickwork and prepare to receive new downpipes (measured elsewhere)	m	420
73	Take off and remove existing headwall flashing from existing roof structure and prepare to receive new gutters (measured elsewhere)	m	125
74	Take off and remove existing sidewall flashing from existing roof structure and prepare to receive new gutters (measured elsewhere)	m	551
75	Take off and remove existing ridge flashing from existing roof structure and prepare to receive new gutters (measured elsewhere)	m	67

TIMBER FITTINGS

76	Remove existing timber built in kitchen wall cupboard unit, 350 x 900mm high, from plastered wall and repair wall and floor faces	m	31
77	Remove existing timber built in kitchen floor cupboard unit, 550 x 900mm high, from plastered wall and concrete floor with cement plaster screed and repair wall and floor faces	m	31
78	Remove existing timber seating bench approximately 500mm wide including wallbands and steel brackets from plastered wall and repair wall faces	m	16
79	Remove existing timber lecture worktop approximately 500mm wide including steel fixing legs and brackets from floor and repair floor faces	m	196

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

R

IRONMONGERY

80	Remove existing steel shelving approximately 500mm wide including wallbands and steel brackets from plastered wall and repair wall faces	m	547
81	Take off and remove existing steel curtain tracks in varying lengths from plastered brick walls and repair wall faces	m	146
82	Take off and remove existing pvc cable trunking 16 x 25mm	m	261
83	Carefully remove mirror, size 450 x 600mm high from plastered walls, repair finishes and prepare to receive new (elsewhere measured)	No	76
84	Carefully remove mirror, size 450 x 900mm high from plastered walls, repair finishes and prepare to receive new (elsewhere measured)	No	87
85	Take off and remove existing wall panel heater 500 x 100mm overall size and make safe connection.	No	174
86	Take off and remove existing soap dispenser from tiled walls (tiles removed elsewhere) and prepare wall surface to receive new (elsewhere measured)	No	4
87	Take off and remove existing towel dispenser from tiled walls (tiles removed elsewhere) and prepare wall surface to receive new (elsewhere measured)	No	4
88	Take off and remove existing chromium plated toilet roll holders plugged to plastered brick walls and repair wall faces and prepare to receive new (elsewhere measured)	No	69
89	Take off and remove existing chromium plated towel rail 1200mm long plugged to plastered brick walls and repair wall faces and prepare to receive new (elsewhere measured)	No	184
90	Take off and remove existing chromium plated towel rail 1500mm long plugged to plastered brick walls and repair wall faces and prepare to receive new (elsewhere measured)	No	63
91	Remove existing mortice lock from wooden door and prepare to receive new lockset (elsewhere measured)	No	40
92	Remove existing mortice lock from steel door and prepare to receive new lockset (elsewhere measured)	No	6

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 1
Alterations

93	Remove existing Door stop from floor and prepare to receive new (elsewhere measured)	No	356		
94	Remove existing Window setting arm from floor and prepare to receive new (elsewhere measured)	No	83		
95	Remove existing Window closing handle from floor and prepare to receive new (elsewhere measured)	No	83		
96	Remove existing padlock latch from cupboard doors and repair prepare to receive new (elsewhere measured)	No	174		
97	General inspection of existing fly netts size 550 x 360mm high on steel windows, including the examination and oiling, necessary refixing to opening, etc and leave in good working order	No	80		
98	General inspection of existing fly netts size 550 x 1250mm high on steel windows, including the examination and oiling, necessary refixing to opening, etc and leave in good working order	No	80		
99	Take off and remove existing pinning board 1000 x 1000mm high including brackets plugged to plastered brick walls and repair wall faces and prepare to receive new (elsewhere measured)	No	10		
100	Take off and remove existing pinning board 1650 x 1200mm high including brackets plugged to plastered brick walls and repair wall faces and prepare to receive new (elsewhere measured)	No	5		
101	Take off and remove standard rotary washing line complete with washing line and 1.9m installation height single pole concrete base including excavations and backfilling	No	1		
<u>METALWORK</u>					
102	Break down and remove balustrade, approximately 1200mm high, complete with all posts, including necessary excavations, filling, compaction, roughly levelling, etc.	m	137		
Carried to Collection				R	
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 1 Alterations					

<u>PLUMBING AND DRAINAGE</u>				
103	Cut through, take off and remove existing galvanised or copper piping not exceeding 50mm diameter, including fittings and brackets from roof space, plastered walls, etc., cut back and seal off piping into walls and repair finished faces	m	884	
104	Cut through, take off and remove existing 100mm cast iron piping, including fittings and brackets from plastered walls, and repair finished faces where necessary	m	276	
105	Cut through, take off and remove existing 40mm PVC piping, including fittings and brackets from plastered walls, and repair finished faces where necessary	m	442	
106	Ditto, but for 50mm pipes	m	221	
107	Ditto, but for 110mm pipes	m	332	
108	Ditto, but for 110mm Bent access pan connector	No	69	
109	Take off and remove taps, shower hoses, shower gratings, etc. from existing piping	No	25	
110	Take off and remove from plastered brick walls existing stainless steel sink, complete with fittings, trap, pipes (sealed off into walls or floors), etc. and repair finished faces	No	6	
111	Ditto, but existing vitreous china wash hand basin	No	76	
112	Ditto, but existing fire hose reel	No	20	
113	Ditto, but existing geyser	No	10	
114	Take off and remove from plastered brick walls existing vitreous china low-level water closet, complete with cistern, fittings, flush pipe, water pipes (sealed off into walls), etc. and repair finished faces	No	69	
115	Ditto, but for bath	No	10	
116	Ditto, but for urinal	No	27	
Carried to Collection				R
Section No. 2				
SECTION 2 - BUILDING WORKS				
Bill No. 1				
Alterations				

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 1

Alterations

SUMMARY

Total Brought Forward from Page No.

**Page
No**

Amount

92

93

94

95

96

97

98

99

100

101

102

Carried Forward to Summary of Section No. 2

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 1

Alterations

Item No	Quantity	Rate	Amount
<u>SECTION 2</u>			
<u>BUILDING WORKS (PROVISIONAL)</u>			
<u>BILL NO 2</u>			
<u>EARTHWORKS</u>			
<u>PREAMBLES</u>			
<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
<u>TRADE NAMES</u>			
Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
<u>SUPPLEMENTARY PREAMBLES</u>			
<u>Nature of material to be excavated</u>			
A geotechnical report has been carried out on site by the engineer and the report is available at the offices of the Engineers. Descriptions of excavations shall be deemed to include all ground conditions classifiable as "earth" described in the above report and where conditions of a more difficult character are indicated these are separately measured			
<u>Carting away of excavated material</u>			
Descriptions of carting away of excavated material shall be deemed to include loading excavated material onto trucks directly from the excavations or, alternatively, from stock piles situated on the building site			
<u>Excavation for working space in rock</u>			
Notwithstanding clause 11 page 8 of the Standard System of Measuring Building Work, excavation for working space in rock will be measured in cubic metres to the extent executed and given as "extra over" bulk excavation or trench and hole excavation as the case may be			
Carried to Collection			R
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 2 Foundations			

Filling

Notwithstanding the reference to prescribed multiple handling in clause 1 page 6 of the Standard System of Measuring Building Work, prices for filling and backfilling shall include for all selection and any necessary multiple handling of material

Testing

Prices for filling are to include for all necessary density tests in accordance with SABS 1200D

Subterranean water

No information regarding subterranean water is available. The tenderer must acquaint himself of the presence and depth of subterranean water and allow therefor in his prices

EARTHWORKS**EXCAVATION, FILLING, ETC****Excavation in earth or compacted filling not exceeding 2m deep**

1	Trenches	m3	342
2	Trenches in existing buildings	m3	38
3	Test pit in existing buildings	m3	70

Back excavation of vertical sides of excavations in earth for working space including backfilling compacted to 93% Mod AASHTO density

4	Exceeding 1.5m and not exceeding 3m deep for placing and removing formwork to walls etc, 500mm away from excavated face	m2	164
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Extra over excavations in earth for excavation in

5	Soft rock	m3	41
6	Hard rock	m3	21

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 2
Foundations

<u>Extra over all excavations for carting away</u>		
7	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3 353
<u>Risk of collapse of excavations</u>		
8	Sides of trench and hole excavations not exceeding 1,5m deep	m2 1,467
<u>Keeping excavations free of water</u>		
9	Keeping excavations free of water other than subterranean water	Item
<u>Compaction of surfaces</u>		
10	Compaction of ground surface under surface beds etc including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 90% Mod AASHTO density	m2 657
<u>Approved G7 filling supplied and carted on by the Contractor, compacted in layers not exceeding 150mm to 93% Mod. AASHTO density</u>		
11	Under floors, steps, pavings, etc	m3 99
<u>50mm Thick coarse river sand filling supplied by the contractor</u>		
12	Under floors, paving	m2 657
<u>SOIL INSECTICIDE</u>		
<u>Soil insecticide in accordance with SANS 5859</u>		
13	Under floors etc including forming and poisoning shallow furrows against foundation walls etc, filling in furrows and ramming	m2 657
14	To bottoms and sides of trenches and holes	m2 2,338
<u>UNREINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES</u>		
<u>25MPa/19mm concrete</u>		
15	Strip footings	m3 180
Carried to Collection		
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 2 Foundations		

R

MASONRY**Brickwork (14Mpa nominal compressive strength) in
5:1 cement mortar**

16	One brick walls	m2	992
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Brickwork reinforcement

17	150mm Wide reinforcement built in horizontally in foundations	m	4,512
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Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 2
Foundations

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 2

Foundations

SUMMARY

Total Brought Forward from Page No.

**Page
No****Amount**

104

105

106

107

Carried Forward to Summary of Section No. 2

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 2

Foundations

Breeze concrete

Breeze concrete shall consist of twelve parts clean dry furnace ash, free from coal or other foreign matter, to one part cement (1:12); the ash graded up to particles which will pass a 16,5mm ring from a minimum which fails to pass a 4,75mm mesh. The finer materials from the screening are to be first mixed with the cement into a mortar and the ash added afterwards and thoroughly incorporated

Lightweight concrete

Lightweight concrete shall have a density of 600kg/m³ for the top 50mm and 400kg/m³ for the remaining thickness. The minimum thickness at outlets, channels, etc shall be 50mm

Formwork

Descriptions of formwork shall be deemed to include use and waste only (except where described as "left in" or "permanent"), for fitting together in the required forms, wedging, plumbing and fixing to true angles and surfaces as necessary to ensure easy release during stripping and for reconditioning as necessary before re-use

The vertical strutting shall be carried down to such construction as is sufficiently strong to afford the required support without damage and shall remain in position until the newly constructed work is able to support itself

Formwork to soffits of solid slabs etc shall be deemed to be to slabs not exceeding 250mm thick unless otherwise described

Formwork to soffits of slabs, beams, etc shall be deemed to be propped up exceeding 1,5m and not exceeding 3,5m high unless otherwise described

Formwork to sides of bases, pile caps, ground beams, etc will only be measured where it is prescribed by the engineer for design reasons. Formwork necessitated by irregularity or collapse of excavated faces will not be measured and the cost thereof shall be deemed to be included in the allowance for taking the risk of collapse of the sides of the excavations, provision for which is made in "Earthworks"

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 3
Concrete, formwork and reinforcing

R

Smooth formwork

All smooth formwork must be cleaned, all unevennesses removed, properly prepared and then finished with a final coat of cementitious paint to give a smooth and even finish

REINFORCED CONCRETE**30MPa/19 mm concrete in**

1	Surface beds	m3	49
2	Ramps	m3	13
3	Pit Walls	m3	30
4	Pit floor	m3	7

TEST BLOCKS

5	Making and testing set of three 150 x 150 x 150 mm strength test cubes	Sets	4
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CONCRETE SUNDRIES**Finishing top surfaces of concrete smooth with a power float**

6	Surface beds, etc	m2	657
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MOVEMENT JOINTS, ETC**Saw cut joints**

7	8 x 40mm Saw cut joints in top of concrete surface bed	m	15
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Expansion joints with 12mm Bitumen Impregnated softboard between vertical concrete and brick surfaces

8	12mm Joints not exceeding 300mm high	m	100
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ROUGH FORMWORK (DEGREE OF ACCURACY II)**Rough formwork to sides**

9	Walls not exceeding 3.5m high	m2	301
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 3
Concrete, formwork and reinforcing

Rough formwork to sides and soffits

10	Edges, risers, ends and reveals not exceeding 300mm high or wide	m	36
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REINFORCEMENT**Mild steel reinforcement**

11	8mm Diameter bars	t	1.05
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High tensile steel rod reinforcement to structural concrete work

12	12mm Diameter bars	t	1.05
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13	16mm Diameter bars	t	1.05
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14	20mm Diameter bars	t	1.05
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Fabric reinforcement

15	Type 193 fabric reinforcement in concrete surface beds, slabs, etc	m2	657
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 3
Concrete, formwork and reinforcing

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 3

Concrete, formwork and reinforcing

SUMMARY

Total Brought Forward from Page No.

**Page
No****Amount**

109

110

111

112

Carried Forward to Summary of Section No. 2

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 3

Concrete, formwork and reinforcing

Item No		Quantity	Rate	Amount
	<u>SECTION 2</u>			
	<u>BUILDING WORKS (PROVISIONAL)</u>			
	<u>BILL NO. 4</u>			
	<u>MASONRY</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>SUPPLEMENTARY PREAMBLES</u>			
	<u>Sizes in descriptions</u>			
	Where sizes in descriptions are given in brick units, "one brick" shall represent the length and "half brick" the width of a brick			
	<u>Wall ties</u>			
	Descriptions of solid walls (except if built in English bond) and cavity walls shall be deemed to include metal wall ties complying with SABS 28 and of the butterfly or of the modified PWD type, of the required length with each end built at least 75mm deep into brickwork, spaced at not more than 1m centres alternatively to every third course of brickwork			
	<u>Cavity walls etc</u>			
	Descriptions of cavity walls shall be deemed to include leaving every fifth perpend of the bottom course of the external skin open as a weep hole			
	<u>Face bricks</u>			
	Bricks shall be ordered timeously to obtain uniformity in size and colour			
	Carried to Collection		R	
	Section No. 2			
	SECTION 2 - BUILDING WORKS			
	Bill No. 4			
	Masonry			

Pointing

Descriptions of recessed pointing to fair face brickwork and face brickwork shall be deemed to include square recessed, hollow recessed, weathered pointing, etc

SUPERSTRUCTURE**Brickwork of clay bricks in 6:1 cement mortar**

1	Half brick walls	m2	45
2	One brick walls	m2	105

Brick reinforcement

3	75mm Wide reinforcement built in horizontally	m	132
4	150mm Wide reinforcement built in horizontally	m	309

Prestressed concrete lintels

5	110 x 75mm Lintels in lengths not exceeding 3m	m	13
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FACE BRICKWORK

Corobrik Imperial FBX face brick, size 222 x 106 x 73mm, manufactured in accordance with 227:2007 (PC Amount of R7,500.00 per thousand bricks delivered to site, excluding VAT) pointed with recessed horizontal and vertical joints to match existing

6	Face brickwork in patches	m2	20
7	Extra over brickwork for face brickwork	m2	273

Brick-on-edge header course copings, sills, etc of face bricks pointed with recessed joints on all exposed faces

8	Brick on edge header course lintel 220mm wide pointed on face and 115mm soffit	m	5
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Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 4
Masonry

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 4

Masonry

SUMMARY

Total Brought Forward from Page No.

**Page
No**

114

115

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 4
Masonry

WATERPROOFING TO FLAT ROOFS

Prime all surfaces to be waterproofed with Pro-Struct 201 Bituminous Primer, including all verges and around outlets and protrusions, then allow the solvent to flash off. Extremely porous surfaces should be re-primed.

Apply a 300mm wide gusset strip of Deltaplast Plain 3mm thick centrally at all floor screed and wall junctions. Dress all full-bore outlets with a single layer of 3mm thick Deltaplast Plain. Seal the entire full-bore outlet with Pro-Struct 203 Rubberised Bitumen Emulsion Reinforced with Pro-Struct 200 reinforced membrane (as per the Technical Data Sheet of Pro-Struct 203). Apply a single layer of Deltaplast TNT Mineral, reinforced with 180g/m² non-woven polyester membrane, weighing 4.5kg/m². Fully bond the membrane, by heat fusion, onto the primed area. Side laps of 75mm shall be carefully sealed by heat fusion, allowing a small bead of molten Bitumen to become visible at the exposed edge of the sheet. Seal these edges with a roller while the Bitumen is still in a molten state. All in accordance to manufacturers specification

4	On flat roofs to falls	m2	751
5	Vertically to concrete beams	m2	195
6	Horizontally to top of concrete beams	m2	128
7	50mm Triangular fillet	m	558
8	Additional membrane 300mm girth at internal and external angles	m	1,116

PROTECTIVE ROOFING PAINT

Two coats 'Roofcote' bituminous aluminium paint

9	On waterproofing to roofs including turn-ups and turn-downs	m2	1,075
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Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 5
Waterproofing

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 5

Waterproofing

SUMMARY

Total Brought Forward from Page No.

Page
No

117

118

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 5

Waterproofing

PROFILED METAL SHEETING AND ACCESSORIES

0.53mm thick Global Roofing Solutions 700mm cover Klip-Lok 700™ profile Zinalume® AZ150 sheeting with Clean COLORBOND™ colour coated finish to top side - Colour: Cedaberg white and with spelter G550 Shadow Grey backing coat roof sheeting, fixed to steel intermediate purlins at MAX 2300mm centres and eaves and ridge purlins at MAX 1900mm centres using KL700 clips, U-spacers to suit and sheet metal bearing strips of 150mm X 0.8mm thick over insulation fixed with 10No.16 x 16mm long self drilling wafer head PH2 screws, No. 3 drill point fasteners, all in accordance with the manufacturer's specifications.

1	Roof sheeting with pitch not exceeding 25 degrees, fixed to steel purlins	m2	221
	<u>0.53mm Thick flashings shall be manufactured from Zinalume® AZ150 sheeting with Clean COLORBOND™ colour coated finish to top side - Colour: Cedaberg white and with spelter G550 Shadow Grey backing coat roof sheeting, fixed to steel purlins (measured elsewhere) by way of S10 brackets all in strict accordance with manufacturer's specification. Colours and type to Architect's approval</u>		
2	Ridge capping (Code FK73) girth 550mm, three times bent along girth and notched on site to suit profile. Complete with metal and poly closers	m	67
3	Head wall flashing (Code: FK78) girth 375mm, two times bent along girth and notched on site to suit roof profile. Complete with metal and poly closers	m	125
4	Side wall flashing (Code FK79) 408mm girth, two times bent along girth, Counter flashing (Code FK77) 185mm girth, two times bent along girth. Complete with metal and poly closers	m	551

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 6
Roofcovering

RAINWATER DISPOSAL

0.8mm Ogee profiled pre-coated seamless aluminium gutters including matching rivet-fixed mitres and end caps internally sealed using silicon mastic, hung by nail fixed external aluminium hangers at 600mm centres installed strictly according to manufacturer's specifications

5	150 x 100mm Eaves gutters to falls, with front edge, on and including gutter brackets fixed to steel roofs	m	415
6	200 x 150mm Purpose made eaves gutters to falls, with front edge, on and including gutter brackets fixed to steel roofs	m	979
7	Extra over eaves gutter for outlet with nozzle for 100 x 100mm pipe	No	120
8	100 x 100 mm Rainwater downpipes, fixed to walls with pre-painted downpipe cleats using nail-in anchor fixings	m	420
9	Extra over for shoe	No	120

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 6
Roofcovering

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 6

Roofcovering

SUMMARY

Total Brought Forward from Page No.

Page
No

120

121

122

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 6
Roofcovering

The term "plugged and pelleted" shall mean the screwing of a timber member to and including plastic plugs in brickwork or concrete with heads of screws sunk and pelleted

Shelving, etc. described as screwed to steel must be fixed from underside and prices are to include for countersunk drilling through the steel for screw fixing

Descriptions of floors, ceilings, joinery, etc shall be deemed to include for all square cutting

Descriptions of items given in lineal metre shall be deemed to include for mitres, stopped ends, fitted intersections, etc

Descriptions of rounded angles, rebates, grooves, chamfers, moulded edges, etc shall be deemed to include for angles, ends, etc

Timber

All softwood to be South African Pine

EAVES, VERGES, ETC

Pressed fibre cement

1	15 x 225mm Fascia board bolted to timber or steel purlins (elsewhere) with corrosion proof gutter bolts at maximum 1000mm centres butt jointed with and including standard fascia jointing plates at all joints	m	2,564
2	15 x 225mm Barge board bolted to timber or steel purlins (elsewhere) with corrosion proof gutter bolts at maximum 1000mm centres and jointed with and including standard fascia jointing plates at all joints	m	46

DOORS, ETC

40mm semi-solid core flush panel door with masonite finish both sides

3	Single Door size 813 x 2032mm high	No	22
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40mm solid core flush panel door with masonite finish both sides

4	Single Door size 813 x 2032mm high	No	3
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 7
Carpentry and Joinery

5	Double Door size 1588 x 2032mm high with two equal leaves	No	1
<u>SKIRTINGS</u>			
<u>Hardwood skirting</u>			
6	19 x 75mm Skirting plugged	m	1,363
<u>CUPBOARD DOORS</u>			
<u>Cupboard doors from 16mm bisonbord particleboard in accordance with SANS EN 312-3:1996, surface on outer face in 0.8mm formica high pressure laminate in accordance with SANS 4586:1995 horizontal general purpose postform 0.8mm formica high pressure laminate in accordance with SANS 4586:1995 white cabinet liner to reversed face, secretly fixed</u>			
7	Cupboard door 650 x 450mm high	No	13
8	Cupboard door 650 x 2100mm high	No	13
<u>TIMBER SHELVING, ETC</u>			
<u>18mm SupaWood super white shelves</u>			
9	500mm wide shelving screwed to steel brackets (elsewhere), including 18mm x 2mm PVC impact edging to exposed sides	m	547
<u>"Krost" with standard double slotted epoxy powder coated finish</u>			
10	Wallbands, 2100mm long, plugged to brickwork or concrete	No	78
11	457mm Shelf bracket	No	547
<u>THE FOLLOWING IN CUPBOARDS, SHELVING AND DESKS</u>			
12	Allow the PC amount of R 2 500.00/m for kitchen wall cupboards for supply and installation.	m	31
13	Allow the PC amount of R 4 000.00/m for kitchen floor cupboards for supply and installation.	m	31
Carried to Collection			
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 7 Carpentry and Joinery			

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 7

Carpentry and Joinery

SUMMARY

Total Brought Forward from Page No.

Page
No

124

125

126

127

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 7
Carpentry and Joinery

Item No	Quantity	Rate	Amount
<u>SECTION 2</u>			
<u>BUILDING WORKS (PROVISIONAL)</u>			
<u>BILL NO 8</u>			
<u>CEILINGS, PARTITIONS AND ACCESS FLOORING</u>			
<u>PREAMBLES</u>			
<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
<u>TRADE NAMES</u>			
Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
<u>GENERAL PREAMBLES</u>			
Samples - With reference to all items and colour schemes: Samples off all items is to be presented for approval prior to any bulk orders. Please take note that most items will have at least six week delivery period, these approvals will only take place at dates off site meetings, the samples need to be approved well in advance to avoid any delays with lead time on orders. All samples must remain in the sample room for the duration of the contract Mock up rooms – all wall and floor finishes must be prepared in advance as part of a mock up room/rooms and at least a 100 square meter of vinyl flooring will serve as a sample floor.			
<u>SUPPLEMENTARY PREAMBLES</u>			
<u>Descriptions</u>			
Items described as "nailed" shall be deemed to be fixed with hardened steel nails or pins or shot pinned to brickwork or concrete			
Carried to Collection			R
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 8 Ceiling, partitioning and access flooring			

Items described as "plugged" shall be deemed to include screwing to fibre, plastic or metal plugs at not exceeding 600mm centres, and where described as "bolted" the bolts have been given elsewhere

CEILING INSULATION

50mm Thick Isover Aerolite non-combustible light weight fibreglass Glasswool thermal ceiling insulation 12kg/m³ closely fitted with ends butted firmly between tie beams and laid loose on top of branderling between roof timbers, all in accordance with manufacturer's recommendations.

1	Ceiling insulation	m2	100
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EAVES CLOSERS

Sawn South African Pine

2	38 x 50mm Battens	m	2,150
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6mm Thick straight edge medium density plain ceiling boards, manufactured in accordance with SANS 9001:2000 carrying SANS 803:2005 mark, fixed to 38 x 50mm battens fixed to steel trusses at 600mm centres using 32 x 2,5mm serrated ceiling nails at 150mm centres, minimum of 12mm from edge of board. All joints to be covered using H-profile PVC jointing strips, all in accordance with the manufacturer's recommendations.

3	Fibre cement ceilings	m2	717
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Wrot Meranti

4	32mm Quadrant bead nailed	m	717
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 8
Ceiling, partitioning and access flooring

NAILED UP CEILINGS

6mm Thick straight edge medium density plain ceiling boards, manufactured in accordance with SANS 9001:2000 carrying SANS 803:2005 mark, fixed to 38 x 50mm battens fixed to steel trusses at 600mm centres using 32 x 2,5mm serrated ceiling nails at 150mm centres, minimum of 12mm from edge of board. All joints to be covered using H-profile PVC jointing strips, all in accordance with the manufacturer's recommendations.

5	Fibre cement ceilings	m2	100
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75mm Gyproc RhinoArt gypsum plaster coved cornice

6	Coved cornice fixed to wall with 38mm galvanised clout or steel nails at 300mm centres into wall and to branding at 450mm centres	m	141
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SUSPENDED CEILINGS**Note:**

Electrical light fittings, diffusers, panels, etc generally are "lay in" units of the same dimensions as the suspension grid described and allowance must be made accordingly for their support inclusive of any flexibility inseting out that may be required (ceiling panels have not been deducted and pricing is to take cognisance thereof)

Gyproc Gyprex white vinyl finished ceiling tiles size 1200 x 600 x 12.5mm thick, laminated to glass wool board of 55mm thick glasswool insulation bonded to board (all to comply minimum required total r-value for climatic zones according to sans 10400-xa:2011) , laid on and including White powder coated main tees, cross tees, hold-down clips, wedges, etc., all suspended with galvanized hangers at hanger centres not exceeding 1200mm, installed strictly to manufacturer's specifications. Colour to Architect's approval, complete with SABISA certificate.

7	Ceilings suspended not exceeding 1m below steel trusses	m2	1,213
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SM25 recessed shadowline cornice

8	Shadowline cornice, plugged to walls	m	457
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Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 8
Ceiling, partitioning and access flooring

R

PARTITIONS

Unless otherwise described, prices for partitions shall be deemed to include for standard flat section aluminium skirting on both sides

Gyproc Classic Wall System 63/F30S42 Ultrasteel Stud Drywall with fire rating of 30 minutes (SANS 10177-2) and sound rating of 42dB, consisting of 1 layer Gyproc RhinoBoard 12.5mm fixed to both sides of the framework, stud and track system with 63,5 x 35mm Donn Drywall UltraSTEEL™ studs at recommended centres, friction fitted into head track and floor track and clad on both sides with all external angles to have Drywall cornerbeads attached and all joints to be covered with RhinoTape and finished with one layer of RhinoLite applied and lightly sanded down, leaving wall surface prepared for painting, all in accordance with the manufacturer's recommendations.

9	Partitioning 2805m high with bottom plugged and top track fixed to suspended ceiling	m	142
10	Extra over partition 2805m high for vertical abutment	No	38
11	Extra over partition 2805m high for corner	No	4
12	Extra over partition 2805m high for T-intersection	No	10
13	Partitioning 3400m high with bottom plugged and top track fixed to suspended ceiling	m	18
14	Extra over partition 3400m high for vertical abutment	No	4
15	Extra over partition 3400m high for corner	No	3
16	Extra over partition 3400m high for T-intersection	No	2
	<u>Extra over partitions for 40mm semi-solid flush doors with masonite finish on both sides and hardwood edge strips to vertical edges, hung to and including standard aluminium door frame with one pair of 100mm steel hinges to each hanging stile, including additional studding, trimming, etc. to partitions</u>		
17	Door 813 x 2032mm high (ironmongery measured elsewhere)	No	12
18	Double door 1586 x 2032mm high (ironmongery measured elsewhere)	No	8

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 8
Ceiling, partitioning and access flooring

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 8
Ceiling, partitioning and access flooring

SUMMARY

Total Brought Forward from Page No.

Page
No

129

130

131

132

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 8
Ceiling, partitioning and access flooring

CARPETS**Carpeting including felt underlay etc (PC R250\m2) for supply and installation.**

2	On floors	m2	1,574
3	On treads and risers of stepped floors	m2	318

Deep cleaning with hot water soak and extraction and carpet cleaning detergent, to clean dirt and germs that have accumulated between the fibres of the material.

4	On floors	m2	861
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VINYL TILES**FloorworX Floorflex semi flexible vinyl floor tiles or similar (type and colour to match existing) size 300 x 300mm x thickness to match existing, manufactured in accordance with SANS 581, laid in FloorworX No. 62 acrylic adhesive**

5	Vinyl tiles on floors	m2	167
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DIVIDING STRIPS, NOSING STRIPS ETC.**Aluminium Strip**

6	"Genesis" interior aluminium Retro-Fit stair nosing with serrations in Mill Aluminium finish (code: NRA442.80), size 44 x 26mm on carpet stair covering, fixed with contact adhesive and plugged and screwed to tread.	m	196
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SEALERS**Two coats floor dressing as recommended by the manufacturer of the floor coverings on vinyl flooring (stripping and sealing)**

7	On floors	m2	561
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 9
Floorcovering

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 9

Floorcovering

SUMMARY

Total Brought Forward from Page No.

**Page
No**

134

135

Amount**Carried Forward to Summary of Section No. 2**

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 9

Floorcovering

Item No		Quantity	Rate	Amount
	<u>SECTION 2</u>			
	<u>BUILDING WORKS (PROVISIONAL)</u>			
	<u>BILL NO 10</u>			
	<u>IRONMONGERY</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>IRONMONGERY</u>			
1	Allow the PC amount of R 200.00/no for Cupboard hinges to match existing for supply and installation.	No	13	
2	Allow the PC amount of R 250.00/no for Cupboard handle to match existing for supply and installation.	No	39	
3	Allow the PC amount of R 150.00/no for Cupboard padlock latch to match existing for supply and installation.	No	174	
4	Allow the PC amount of R 500.00/no for Door locks to match existing for supply and installation.	No	85	
	<u>SUNDRIES</u>			
	<u>"Approved"</u>			
5	Stainless Steel floor mounted doorstop (code 140/69)	No	356	
6	Yellow copper window setting arm to match existing	No	83	
7	Yellow copper window handles to match existing	No	83	
	Carried to Collection			
	Section No. 2			
	SECTION 2 - BUILDING WORKS			
	Bill No. 10			
	Ironmongery			

BATHROOM FITTINGS

8	Franke Rodan RODX600 0,8mm thick Grade 304 18/10 satin finished stainless steel paper towel dispenser (code: 2120099), size 275 x 355 x 112mm deep with capacity of 500 to 800 towels, plugged and screwed to wall with stainless steel screws. Installed strictly to manufacturers specifications	No	4
9	Franke Rodan RODX616 0,8mm thick satin finished stainless steel foam dispenser (Code: 2120105), size 116 x 135 x 326mm, plugged and screwed to the wall with stainless steel screws.	No	19
10	Franke Rodan RODX672 0,8mm thick satin finished stainless steel double toilet roll holder with spindle system (Code: 2120101), size 144 x 138 x 301mm high for 2 rolls maximum 120mm diameter with cylinder lock with standard Franke key, plugged and screwed to the wall with stainless steel screws.	No	69
11	Franke Chronos HSD Hand Sanitiser 1,2mm thick satin finished stainless steel elbow operated hand sanitiser dispenser (Code: 2120125), size 258.9 x 69.4 x 290.7mm high, plugged and screwed to the wall with stainless steel screws.	No	14
12	Vaal Sanitaryware vitreous china single soap dish colour White (Code: 71511084), overall size 160 x 160 x 90mm deep, fixed in accordance with the manufacturer's recommendations.	No	92
13	800mm Long x 150mm projecting straight standard stainless steel disabled rail (KB18). Installed strictly to manufacturers specifications	No	6
14	300 x 300 x 300 x 80mm Projecting standard stainless steel dog leg side rail (KB26). Installed strictly to manufacturers specifications	No	6
15	Franke BHM9P polished stainless steel single single towel rail (Code: 2120081), size 600 x 55mm deep, plugged and screwed to the wall with stainless steel screws. Installed strictly to manufacturers specifications	No	25
16	Franke BHM10P polished stainless steel single single towel rail (Code: 2120082), size 900 x 55mm deep, plugged and screwed to the wall with stainless steel screws. Installed strictly to manufacturers specifications	No	10

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 10
Ironmongery

PELMETS AND CURTAIN TRACKS**APPROVED**

17	Double steel curtain track 1500mm long for face fixing including 14 rollers per metre, brackets, stopped ends, etc plugged	m	37
18	Double steel curtain track 2100mm long for face fixing including 14 rollers per metre, brackets, stopped ends, etc plugged	m	22
19	Double steel curtain track 2500mm long for face fixing including 14 rollers per metre, brackets, stopped ends, etc plugged	m	15
20	Double steel curtain track 3000mm long for face fixing including 14 rollers per metre, brackets, stopped ends, etc plugged	m	88

WRITING BOARDS**Purpose made white boards**

21	White writing board 1000 x 1000mm high installed strictly to manufacturer's specifications	No	16
22	White writing board 1500 x 1000mm high with lettering installed strictly to manufacturer's specifications	No	8

PINNING BOARDS**Pin boards with carpet to pinning board**

23	Standard 1000mm x 1000mm pin board all installed strictly to manufacturer's specifications, plugged	No	12
24	Standard 1500mm x 1000mm pin board all installed strictly to manufacturer's specifications, plugged	No	6

PROJECTOR SCREEN**Standard projector screen complete with ceiling box**

25	Standard 1760 x 1330mm projector screen, all installed strictly to manufacturer's specifications	No	8
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 10
Ironmongery

WASHING LINES

- 26 Standard 3m rotary washing line complete with washing line and 1.9m installation height single pole, all elements to be epoxy powder coated, pole fitted with 150 x 150 x 3 mm flange plate welded to bottom and embedded in 400 x 400 x 500 mm mass concrete (15 MPa) base including excavations and backfilling

No

1

LECTURE HALL SEATING

- 27 Provide the sum of Two Hundred Thousand Rand (**R 250 000.00**) nett for Lecture hall seating

Item

250,000.00

- 28 Allow for profit if required

Item

- 29 Allow for attendance

Item

CURTAINS AND BLINDS

- 30 Provide the sum of Two Hundred Thousand Rand (**R 200 000.00**) nett for Curtains and Blinds.

Item

200,000.00

- 31 Allow for profit if required

Item

- 32 Allow for attendance

Item

HALL BLINDS

- 33 Provide the sum of One Hundred and Fifty Thousand Rand (**R 150 000.00**) nett for Hall Blinds.

Item

150,000.00

- 34 Allow for profit if required

Item

- 35 Allow for attendance

Item

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 10
Ironmongery

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 10

Ironmongery

SUMMARY

Total Brought Forward from Page No.

Page
No

137

138

139

140

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 10
Ironmongery

Item No		Quantity	Rate	Amount
	<u>SECTION 2</u> <u>BUILDING WORKS (PROVISIONAL)</u> <u>BILL NO 11</u> <u>METALWORK</u> <u>PREAMBLES</u> <u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u> <u>TRADE NAMES</u> Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved" <u>DETAIL DESCRIPTION AND SPECIFICATION</u> Annotations at end of description i.e. (D01) refer to the Architect's specification attached to the back of these bills of quantities. Tenderers are advised to study the Architect's specification for the full intent and meaning of the relevant item <u>SUPPLEMENTARY PREAMBLES</u> <u>Descriptions</u> Descriptions of bolts shall be deemed to include nuts and washers Descriptions of expansion anchors and bolts and chemical anchors and bolts shall be deemed to include nuts, washers and mortices in brickwork or concrete Metalwork described as "holed for bolt(s)" shall be deemed to exclude the bolts unless otherwise described _____ <u>HANDRAILS, BALUSTRADES, ETC</u>			
1	Stainless steel handrails, balustrading etc.s (PC Amount of R1500.00 per metre completely installed)	m	137	
	Carried to Collection		R	
	Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 11 Metalwork			

MINOR STEEL WORK**The following in welded and bolted steel**

2	Angle sections, flat sections, etc.	t	0.58
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Chemical bolts

3	M16 Chemical anchor bolts	No	132
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PRESSED STEEL GALVANIZED DOOR FRAMES**1.6mm Standard Pressed Mild Steel rebate frames suitable for half brick walls**

4	Frame for door 813 x 2032mm high	No	5
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1.6mm Standard Pressed Mild Steel rebate frames suitable for one brick walls

5	Frame for door 813 x 2032mm high	No	7
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6	Frame for door 1588 x 2032mm high	No	1
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GALVANISED STEEL ROLLER SHUTTER DOORS

Roll-up Serranda Series 2800 galvanised mild steel electrically operated 75 x 0.6mm thick slatted curtain roller shutter with standard bottom rail with overhead box, with 75mm wide guides, with extruded aluminium T-bar with rubber seal, powder coated ancillary components including 4.5mm thick end plates, guide rails, etc, and with centre lock, fixed to brickwork and concrete with canopy over. All to Architects approval.

7	Door suitable for opening size 3000 x 1200mm high with factory fitted lock set	No	2
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8	Door suitable for opening size 5050 x 5650mm high with factory fitted lock set	No	2
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 11
Metalwork

ALUMINIUM DOORS, WINDOWS, ETC

NOTE: All aluminium doors, windows, shopfronts, view panels, etc to comply with AAAMSA standards and specifications and to Architect's approval Prices must include for the perimeters of frames to be sealed to the structure with approved sealant

ALUMINIUM WINDOWS

Standard colour polyester powder coated aluminium windows with 6mm clear safety glass for all panels.

All windows with and including standard window furniture complete with screws and bolts installed strictly according to AAAMSA standards and specifications and drawings and specifications annexed to the back of these Bills of Quantities (projecting out type)

9	Allow the PC amount of R 2 000.00/m2 for purpose made Aluminium windows for supply and installation.	m2	48
10	Allow the PC amount of R 2 000.00/m2 for purpose made Aluminium service windows for supply and installation.	m2	7

SECURITY GATE**Mild steel screens and gates to brickwork**

11	Single security gate 877 x 2000mm high overall frame formed of 30 x 30 x 3mm hollow sections, with infill panel frame consisting of 30 x 30 x 3mm hollow sections split in two sections approximately 800 x 800mm high and 800 x 1000mm high respectively, filled in with security fencing infill panel welded to infill panel security gate fitted with one and a half pair heavy duty hinges and fixed to wall with and including M10 epoxy grouted bolts both sides (lock elsewhere measured)	No	2
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 11
Metalwork

SHOWER DOORS

Powder coated aluminium screen complete with obscured toughened safety glass, complying with SANS 1263 Part 1, 2 or 3 with name of manufacturer permanently marked on each sheet visible after glazing, in accordance with NBR N schedule 1 and SANS 10137:2002. Plugged to walls and floors including sealing all round on both side with clear silicone

- 12 Purpose made glazed shower screen size 800 x 1800mm high

No

25

CARPORTS

- 13 Provide the sum of Two Hundred Thousand Rand (**R 200 000.00**) nett for Carports

Item

200,000.00

- 14 Allow for profit if required

Item

- 15 Allow for attendance

Item

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 11
Metalwork

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 11

Metalwork

SUMMARY

Total Brought Forward from Page No.

**Page
No****Amount**

142

143

144

145

Carried Forward to Summary of Section No. 2

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 11

Metalwork

Item No		Quantity	Rate	Amount
	<u>SECTION 2</u>			
	<u>BUILDING WORKS (PROVISIONAL)</u>			
	<u>BILL NO 12</u>			
	<u>PLASTERING</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>SCREEDS</u>			
	<u>1:3 Cement plaster screeds on concrete</u>			
1	30mm Thick on floors with steel trowelled finish	m2	4,962	
2	30mm Thick on floors with steel trowelled finish in patches	m2	220	
3	Average 80mm Thick on concrete roofs to falls and currents	m2	786	
	<u>INTERNAL PLASTER</u>			
	<u>One coat 1:4 cement plaster to brickwork with steel trowel to receive an approved high quality paint.</u>			
4	On existing walls in patches	m2	722	
5	On walls	m2	300	
	<u>One coat 1:4 cement plaster on brickwork to receive wall tiling</u>			
6	On existing walls in patches	m2	2,486	
7	On narrow widths	m2	21	
	Carried to Collection			
	Section No. 2			
	SECTION 2 - BUILDING WORKS			
	Bill No. 12			
	Plastering			

Sundries

8	1mm Diameter hexagonal wire mesh pinned to brickwork or concrete work to receive plaster (elsewhere measured)	m2	722		
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EXTERNAL PLASTER**One coat 1:5 cement plaster on brickwork**

9	On existing walls in patches	m2	266		
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Sundries

10	1mm Diameter hexagonal wire mesh pinned to brickwork or concrete work to receive plaster (elsewhere measured)	m2	266		
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 12
Plastering

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 12

Plastering

SUMMARY

Total Brought Forward from Page No.

**Page
No**

147

148

Amount**Carried Forward to Summary of Section No. 2**

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 12

Plastering

Item No	Quantity	Rate	Amount
<u>SECTION 2</u>			
<u>BUILDING WORKS (PROVISIONAL)</u>			
<u>BILL NO 13</u>			
<u>TILING</u>			
<u>PREAMBLES</u>			
<u>Preambles for Trades as defined in Pricing Instructions (C2.1 Item 7)</u>			
<u>TRADE NAMES</u>			
Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
<u>DETAIL DESCRIPTION AND SPECIFICATION</u>			
<u>Note:</u> It is the responsibility of the specialist tiler to study the drawings and design and to allow for the design and execution of special fixing accessories, expansion joints, etc			
<u>GENERAL PREAMBLES</u>			
Samples - With reference to all items and colour schemes: Samples off all items is to be presented for approval prior to any bulk orders. Please take note that most items will have at least six week delivery period, these approvals will only take place at dates off site meetings, the samples need to be approved well in advance to avoid any delays with lead time on orders. All samples must remain in the sample room for the duration of the contract. Mock up rooms – all wall and floor finishes must be prepared in advance as part of a mock up room/rooms and at least a 100 square meter of vinyl flooring will serve as a sample floor			
Carried to Collection			R
Section No. 2			
SECTION 2 - BUILDING WORKS			
Bill No. 13			
Tiling			

WALL TILING

Provide the PC amount of R250.00/m² supplied and delivered to site for 300mm x 300mm x 8mm Thick porcelain wall tiles to match existing with 2mm joints complete with rectangular borders and diagonal infill panels, install with tile adhesive to plastered walls and waterproof tile grouting to joints

1	On walls	m2	2,486
2	On walls in splashbacks	m2	32
3	On narrow widths	m2	21

FLOOR TILING

Provide the PC amount of R250.00/m² supplied and delivered to site for 300 x 300mm Terazzo floor tiles with 2mm wide grouting joints complete with rectangular borders and diagonal infill panels, install with a proprietary tile adhesive as recommended by tile manufacturer on well-prepared screed (elsewhere measured) to suit required level. Finish all joints with a proprietary waterproof grout as recommended by the manufacturer. All strictly to manufacturer's specifications. Colour and type to Architect's approval

4	On floors	m2	20
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Provide the PC amount of R300.00/m² supplied and delivered to site for 600 x 600mm Double charged vitrified full body porcelain floor tiles with 2mm wide grouting joints complete with rectangular borders and diagonal infill panels, install with a proprietary tile adhesive as recommended by tile manufacturer on well-prepared screed (elsewhere measured) to suit required level. Finish all joints with a proprietary waterproof grout as recommended by the manufacturer. All strictly to manufacturer's specifications. Colour and type to Architect's approval

5	On floors	m2	2,922
6	100mm High cut skirting tile	m	407

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 13
Tiling

Provide the PC amount of R550.00/m² supplied and delivered to site for 300 x 300mm Sheets of Mosaic tiles to shower floors. Finish all joints with a proprietary waterproof grout as recommended by the manufacturer. All strictly to manufacturer's specifications. Colour and type to Architect's approval

7 On shower floors

m2

20

SUNDRIES

8 M-trim aluminium tile stairnosing to suit tile (Code: ATIN100) or similar approved

m

152

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 13
Tiling

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 13

Tiling

SUMMARY

Total Brought Forward from Page No.

Page
No

150

151

152

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 13
Tiling

Copper pipes

Pipes shall be hard drawn and half-hard pipes of the class stated. Class 0 (thin walled hard drawn) pipes shall not be bent. Class 1 (thin walled half-hard), class 2 (half-hard) and Class 3 (heavy walled half-hard) pipes shall only be bent with benders with inner and outer formers, Capillary solder fittings shall comply with ISO 2016.

Fixing of pipes

Unless specifically otherwise stated, descriptions of pipes shall be deemed to include fixing to walls etc, casting in, building in or suspending not exceeding 1m below suspension level

Lead pipes and fittings

All soldered joints shall be wiped and brass unions shall be used for jointing lead to steel

Reducing fittings

Where fittings have reducing ends or branches they are described as "reducing". In the case of pipes with diameters not exceeding 60mm only the largest end or branch size is given. Should the contractor wish to use other fittings and bushes or reducers he may do so on the understanding that no claim in this regard will be entertained. In the case of pipes with diameters exceeding 60mm all sizes are given and no claim for extra bushes, reducers, etc will be entertained

Wire gratings

Descriptions of gutter outlets, etc shall be deemed to include wire balloon gratings

Exposed concrete surfaces

Exposed surfaces of concrete stormwater channels, cover slabs, inspection eye marker slabs, gully tops, cleaning eye tops, catchpits, inspection chambers, etc shall be finished smooth with plaster

Excavations

No claim for rock excavation will be entertained unless the contractor has timeously notified the quantity surveyor thereof prior to backfilling

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 14
Internal Plumbing and Drainage

R

"Soft rock" and "Hard rock" shall be as defined in "Earthworks"

Laying, backfilling, bedding, etc of pipes

Pipes shall be laid and bedded and trenches shall be carefully backfilled in accordance with manufacturers' instructions and the Engineer's drawings.

Where no manufacturers' instructions exist pipes shall be laid in accordance with clauses 5.1 and 5.2 of each of the following:

SABS 1200 L: Medium-pressure pipelines

SABS 1200LD: Sewers

SABS1200LE: Stormwater drainage

Pipe trenches etc shall be backfilled in accordance with clauses 3, 5.5, 5.6, 5.7 and 7 of SABS 1200DB : Earthworks (Pipe trenches)

Pipes shall be bedded in accordance with clauses 3.1 to 3.4.1, 5.1 to 5.3 and 7 of SABS 1200LB : Bedding (Pipes)

Flush pans

Flush pans shall have straight or side outlets and "P" or "S" traps as necessary

Stainless steel basins, sinks, wash troughs, urinals, etc

Units shall have standard aprons on all exposed edges and tiling keys against walls where applicable

Waste unions

Descriptions of waste unions shall be deemed to include rubber or vulcanite plugs and chains fixed to fittings

Steel sectional water tanks

Tanks shall comply with SABS CKS 114

Petrolatum anti-corrosion tape

Pipes to be taped shall be coated with the appropriate primer and the tape shall be applied with minimum 15mm lap per spiral unless otherwise described

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 14
Internal Plumbing and Drainage

R

Couplings and fittings to pipes shall be taped in strict accordance with the manufacturer's instructions including all mastic, tape, "Layflat" sheeting, securing of same, etc

Prices for wrapping of pipes shall include for all work as described to couplings in the length

Paper lagging

Prices for piping must include for all piping not exceeding 30mm to be wrapped with two layers of stout brown paper and tied with wire prior to building in

NOTE: IT IS A STRICT CONDITION OF THIS PLUMBING CONTRACT THAT THE CONTRACTOR SHOULD CONDUCT QUALITY CONTROL TESTS AND INSPECTIONS ON AN ONGOING BASIS

SANITARY FITTINGS, TAPS ETC

NOTE: All sanitary fittings shall be sealed next to walls, fitting sides and shelves with an approved type non-fungal sustaining white silicon

Water Closet

- | | | | |
|---|---|----|----|
| 1 | Water Closet including fittings, etc PC amount of Two Thousand Rand (R 4 500-00) nett , installed complete | No | 69 |
|---|---|----|----|

Wash Hand Basins

- | | | | |
|---|---|----|----|
| 2 | Wash hand basin including taps, waste unions, traps, fittings, etc, PC Amount of Two Thousand Rand (R 3 500-00) installed complete | No | 76 |
|---|---|----|----|

Shower

- | | | | |
|---|---|----|----|
| 3 | Shower set, trap, etc. PC Amount of Three Thousand (R 4 000-00) installed complete | No | 25 |
|---|---|----|----|

Kitchen Sink

- | | | | |
|---|--|----|---|
| 4 | Kitchen sink, including taps, waste unions, traps, fittings, etc,PC Amount of Three Thousand Rand (R 5 500-00) installed complete | No | 6 |
|---|--|----|---|

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 14
Internal Plumbing and Drainage

<u>Bath</u>					
5	Bath, including taps, waste unions, traps, fittings, etc, PC Amount of Four Thousand Rand (R 4 500-00) installed complete	No	10		
<u>Urinal</u>					
6	Urinal including fittings, etc PC amount of Two Thousand Rand (R 3 500-00) nett , installed complete	No	27		
<u>Wash Trough</u>					
7	Wash Trough, including taps, waste unions, traps, fittings, etc,PC Amount of Three Thousand Rand (R 5 000-00) installed complete	No	8		
<u>SANITARY PIPEWORK</u>					
<u>uPVC Soil and wast pipes for use above ground according to SABS 967</u>					
8	50mm Pipe	m	265		
9	50mm Vent Pipe	m	22		
10	110mm Pipe	m	221		
11	110mm Vent Pipe	m	22		
<u>Extra over uPVC pipes for fittings:</u>					
12	50mm Bend	No	442		
13	50mm Access bend	No	111		
14	50mm Junction	No	155		
15	50mm Access junction	No	88		
16	110mm Bend	No	111		
17	110mm Access bend	No	122		
18	110mm Access bend with anti-syphon horn	No	69		
19	110mm - 50mm Reducing Junction	No	99		
Carried to Collection				R	
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 14 Internal Plumbing and Drainage					

**uPVC Socketed pipes Class 51 for use under ground
in accordance with SABS 791**

20	50mm Pipes laid in and including trenches not exceeding 1m deep under surface beds	m	186
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21	110mm Pipes laid in and including trenches not exceeding 1m deep under surface beds	m	434
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Extra over uPVC pipes for fittings:

22	50mm Bend	No	44
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23	110mm Bend	No	87
----	------------	----	----

24	110mm Access bend	No	33
----	-------------------	----	----

25	110mm Double connection Bend	No	11
----	------------------------------	----	----

26	110mm Junction	No	111
----	----------------	----	-----

27	110 x 50mm Access reducing junction	No	18
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28	110mm Straight pan connector	No	69
----	------------------------------	----	----

29	110mm Rodding eye	No	69
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WATER SUPPLY

**Class 0 copper pipes for compression fittings in
accordance with SABS 460**

30	15mm Pipes	m	874
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31	15mm Pipes chased into brick walls	m	563
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32	22mm Pipes	m	467
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33	22mm Pipes chased into brick walls	m	303
----	------------------------------------	---	-----

34	28mm Pipes	m	276
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35	28mm Pipes chased into brick walls	m	189
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36	35mm Pipes	m	178
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37	42mm Pipes	m	112
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Extra over for fittings

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 14
Internal Plumbing and Drainage

Extra over Class 0 copper pipes for brass capillary soldered fittings

38	15mm Fittings	No	729
39	22mm Fittings	No	536
40	28mm Fittings	No	336
41	28mm to 15mm reducing tee	No	75
42	32mm Bend	No	63
43	32mm Tee	No	25
44	32mm to 15mm reducer	No	38
45	32mm to 22mm reducer	No	13
46	32mm to 25mm reducer	No	25
47	32mm to 15mm reducing tee	No	5
48	32mm to 25mm reducing tee	No	15
49	32mm to 28mm reducing tee	No	10
50	40mm Bend	No	23
51	40mm Tee	No	18
52	42mm to 22mm reducing tee	No	25
53	42mm to 35mm reducing tee	No	38

LAGGING

Approved pipe insulation suitable for exterior application

54	Insulation to 15mm pipe and couplings	m	213
55	Insulation to 22mm pipe and couplings	m	142

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 14
Internal Plumbing and Drainage

R

ELECTRIC WATER HEATERS**Geyser mounted in ceilings**

56	200Litre horizontally mounted electric water heater	No	10
57	Polyethylene geyser tray size 1350 x 600mm with 50mm PVC adaptor for 40mm overflow pipe and fix in position.	No	10
58	15mm Expansion relief valve jointed to copper pipe including adaptors	No	10
59	15mm Air relief valve jointed to copper pipe including adaptors	No	10
60	15mm Safety valve jointed to copper pipe including adaptors	No	10
61	15mm Pressure reducing valve jointed to copper pipe including adaptors	No	10
62	15mm In-line strainer jointed to copper pipe including adaptors	No	10

Hydroboil

63	Zip stainless steel 7,5 litre Hydroboil (Code: 2610011), size 310 x 180 x 460mm high with instant boiling water, two way tap control and GlobalPlus™ water filtration kit, connected to 15mm cold water supply with service valve, waste for safety valve connected to waste water system and 220 volt 15 amp electrical power supply, plugged and screwed to wall and fitted under 1 year guarantee.	No	6
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FIRE EQUIPMENT, ETC ON WALL MOUNTED HANGERS

64	Fire hose reel to SABS 543 complete with 580mm diameter hose reel, 20mm diameter rubber hose 30m long, 25mm diameter ,25mm diameter ball valve, 3000 chromium plated stopcock, shut-off nozzle and wall bracket	No	20
65	4.5kg Dry chemical powder fire extinguisher including hanger fixed to and including timber backing board.	No	52
66	4.5kg Dry chemical powder fire extinguisher including standard plastic cabinet	No	26

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 14
Internal Plumbing and Drainage

67	5kg CO2 fire extinguisher including standard plastic cabinet	No	15
<u>WATER SUPPLIES TO FIRE APPLIANCES</u>			
<u>Galvanised steel pipes</u>			
68	25mm Pipes fixed to walls with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	200
69	25mm Pipes fixed in suspended ceilings with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	100
70	32mm Pipes fixed in suspended ceilings with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	70
<u>Extra over galvanised steel pipes for steel fittings</u>			
71	25mm Bend	No	80
72	25mm Tee	No	40
73	25mm Pressure reducing valve	No	20
74	32mm Bend	No	40
75	32mm Tee	No	30
76	32 x 25mm Reducing socket	No	20
<u>HOLES ETC</u>			
<u>Core drilling hole exceeding 50mm and not exceeding 100mm diameter</u>			
77	220mm Brick wall	No	28
78	240mm Concrete slab	No	20
<u>Core drilling hole exceeding 100mm and not exceeding 200mm diameter</u>			
79	220mm Brick wall	No	20
<u>TESTING</u>			
80	Pressure testing fire pipe system		Item
Carried to Collection			
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 14 Internal Plumbing and Drainage			

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 14

Internal Plumbing and Drainage

SUMMARY

Total Brought Forward from Page No.

**Page
No****Amount**

154

155

156

157

158

159

160

161

162

Carried Forward to Summary of Section No. 2

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 14

Internal Plumbing and Drainage

PANELS, MIRRORS, ETC

**6mm Silvered float glass copper backed mirrors
with bevelled edges holed for and fixed with
chromium plated dome capped mirror screws with
rubber buffers to plugs in brickwork or concrete**

4	Mirror 450 x 600mm high with four screws	No	121
5	Mirror 450 x 900mm high with four screws	No	87

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 15
Glazing

R

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 15

Glazing

SUMMARY

Total Brought Forward from Page No.

**Page
No**

164

165

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 15
Glazing

Item No		Quantity	Rate	Amount
	<u>SECTION 2</u>			
	<u>BUILDING WORKS (PROVISIONAL)</u>			
	<u>BILL NO 16</u>			
	<u>PAINTWORK</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>ON FLOATED PLASTER</u>			
	<u>Ensure that surfaces are dry, sound and clean. Remove any oil, grease and other contaminants with Plascon Metalcare Aquasolv Degreaser (GR1) working it well into affected areas with bristle broom or brush. Leave for 20 minutes to react, then rinse thoroughly with fresh water to remove all traces of Plascon Metalcare Aquasolv Degreaser (GR1) using high pressure water jet or scrubbing with brush or broom. Allow to dry completely. Remove fungi and algae by scrubbing with a solution of household bleach (3.5% sodium hypochlorite) 1 part bleach to 2 parts water by volume. Leave for 1 hour, then brush off with a bristle brush. Rinse thoroughly with tap water to remove all traces of bleach and allow to dry. Fill cracks and other surface defects with the appropriate Polycell filler. Prime with one coat of Professional Gypsum and Plaster Primer (PP700) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats, for a maintenance cycle of 10 years. All to manufacturer's detail specifications. Colour to Architect's approval</u>			
1	On existing plastered internal walls	m2	12,123	
	Carried to Collection			R
	Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 16 Paintwork			

	<u>Ensure that surfaces are dry, sound and clean. Remove any oil, grease and other contaminants with Plascon Metalcare Aquasolv Degreaser (GR1) working it well into affected areas with bristle broom or brush. Leave for 20 minutes to react, then rinse thoroughly with fresh water to remove all traces of Plascon Metalcare Aquasolv Degreaser (GR1) using high pressure water jet or scrubbing with brush or broom. Allow to dry completely. Remove fungi and algae by scrubbing with a solution of household bleach (3.5% sodium hypochlorite) 1 part bleach to 2 parts water by volume. Leave for 1 hour, then brush off with a bristle brush. Rinse thoroughly with tap water to remove all traces of bleach and allow to dry. Fill cracks and other surface defects with the appropriate Polycell filler. Prime with one coat of Plaster Primer (UC56) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats, for a maintenance cycle of 7 years. All to manufacturer's detail specifications Colour to Architect's approval</u>				
2	On existing plastered external walls	m2	3,892		
	<u>Prepare surfaces and remove all loose material and rinse. Surface to be dry, sound and clean and cured for a minimum of 14 days, with a moisture content, measured with a Doser Hygrometer of BD 2 scale - 8%. Prime with one coat of Professional Gypsum and Plaster Primer (PP700) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats, for a maintenance cycle of 10 years. All to manufacturer's detail specifications. Colour to Architect's approval</u>				
3	On newly plastered internal walls	m2	1,022		
	<u>Prepare surfaces and remove all loose material and rinse. Surface to be dry, sound and clean and cured for a minimum of 14 days, with a moisture content, measured with a Doser Hygrometer of BD 2 scale - 8%. Prime with one coat of Plaster Primer (UC56) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats, for a maintenance cycle of 7 years. All to manufacturer's detail specifications Colour to Architect's approval</u>				
4	On newly plastered external walls	m2	266		
Carried to Collection					R
Section No. 2					
SECTION 2 - BUILDING WORKS					
Bill No. 16					
Paintwork					

Prepare surfaces and remove all loose material and rinse. Apply paint system for unpainted substrate to match ceiling. Apply flexible crack filler to holes and cracks, one coat plaster primer with an over coating of 16hours and finish with two coats pure acrylic emulsion sheen paint with 2 hours drying time between coats to new concrete ceilings. All to manufacturers specifications to cover surface sufficiently. Colours to Architects approval

5	On concrete ceilings	m2	3,333
6	On soffits of stairs	m2	26

ON FIBRE CEMENT

Prepare surfaces and remove all loose material. Prime with one coat of Professional Gypsum and Plaster Primer (PP700) with an overcoating time of 16 hours and finish with one coat of Wall and All pure acrylic paint thinned 20% and one coat of Wall and All pure acrylic paint. All to manufacturer's detail specifications. Colour to Architect's approval

7	On fibre cement fascia and barge boards	m2	1,253
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Prepare surfaces and remove all loose material. Prime with one coat of Plascon Plaster Primer (UC56) with an overcoating time of 16 hours and finish with two coats of Super Acrylic Polvin (EPL/TAP) with 1 hours drying time between coats, for a maintenance cycle of 7 years. All to manufacturer's detail specifications. Colour to Architect's approval

8	On new fibre cement ceilings	m2	100
9	On existing fibre cement ceilings	m2	1,326

ON PLASTER BOARD

Prepare surfaces and remove all loose material. Prime with one coat of Professional Gypsum and Plaster Primer (PP700) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats, for a maintenance cycle of 10 years. All to manufacturer's detail specifications. Colour to Architect's approval

10	On partitioning	m2	2,019
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Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 16
Paintwork

ON METALWORK

Sand down, clean and prepare surface and remove all loose material. Apply galvanised iron cleaner (GIC 1) to all bare galvanised areas. Surface to be dry, sound and clean. Apply galvanised iron cleaner (GIC 1) to all bare galvanised areas. Allow to react for 1 minute and rinse off with tap water using bristle brush or Scotch Brite pads to remove all surface contaminants, until surface is water break-free. Prime with one coat of galvanised iron primer (GIP 1) with an overcoating time of 2 hours, apply undercoat and finish with two coats of premium quality satin finish non-drip enamel paint with 2 hours drying time between coats, for a maintenance cycle of 7 years in a C1 - inland environment. Colour to Architects approval.

11	On door frames	m2	45
12	On existing door frames	m2	405
13	On existing garage doors	m2	21
14	On existing doors	m2	155
15	On existing doors	m2	4
16	On existing cupboard frames	m2	278
17	On existing window frames and burglar bars (both sides measured over the full flat area)	m2	2,914
18	On existing louvres (both sides measured over the full flat area)	m2	195
19	On existing gates (both sides measured over the full flat area)	m2	41
20	On existing balustrade (both sides measured over the full flat area)	m2	684
21	On palisade fencing (both sides measured over the full flat area)	m2	3,063

Carried to Collection

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 16
Paintwork

R

	<u>Apply one coat (30 micron) zinc chromate primer in accordance with SANS 681, apply by brush or roller one coat (30 micron) multipurpose undercoat in accordance with SANS681, use type II, if paint is applied within 16 hours of application or zinc phosphate primer, otherwise use type I color to differ from colour or final coat</u>		
22	On structural steel members	m2	2,430
	<u>Sand down, clean and apply Plascon Galvanised Iron Cleaner (GIC 1) to all bare galvanised areas. Surface to be dry, sound and clean. Wire brush or hand sand rust areas to bright metal, remove dust and apply Plascon Galvanized Iron primer (GIP1) to bare and repaired areas. Allow 16 hours to dry and finish with two coats of Nuroof Acrylic Roof Paint (TRP) with 1 hour drying time between coats for a maintenance cycle of 7 years in a C1 inland environment</u>		
23	On existing IBR roof covering	m2	11,789
24	On existing IBR roof covering as side cladding	m2	447
	<u>Apply Plascon Galvanised Iron Cleaner (GIC 1) to all bare galvanised areas. Allow to react for 1 minute and rinse off with tap water using bristle brush or Scotch Brite pads to remove all surface contaminants, until surface is water break-free. Prime with one coat of Galvanised Iron Primer (GIP 1) with an overcoating time of 24 hours and finish with two coats of Velvaglo Satin (VLO) with 16 hours drying time between coats, for a maintenance cycle of 3 years. Colours to Architect's approval.</u>		
25	Fire water Pipes	m2	13
	<u>ON WOOD</u>		
	<u>Stop, fill, sand down and prepare wood surface. Prime with one coat of Professional Plaster Primer (PP700) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats. All to manufacturer's detail specifications. Colour to Architect's approval</u>		
26	On doors	m2	185
27	On cupboard doors	m2	870
Carried to Collection			
Section No. 2 SECTION 2 - BUILDING WORKS Bill No. 16 Paintwork			

R

28	On existing doors	m2	539
	<u>Stop, fill, sand down and prepare wood surface. One coat wood primer one undercoat and two coats oil based (Velvagio) paint system</u>		
29	On skirtings, rails, bars, etc not exceeding 300mm girth	m	3,428
	<u>Stop, fill, sand down and prepare wood surface. Wash knots and resinous areas with lacquer thinners and coat with woodsealer and apply one coat of wood pretreatment, overcoated within 48 hours with a moisture content, measured with a Doser Hygrometer (or equivalent), of BD 2 scale (A1-A5) < 14% or less. One coat wood primer, and two coats clear varnish or other similar approved.</u>		
30	On doors	m2	553
31	On existing joinery fittings	m2	36
	<u>Stop, fill, sand down and prepare wood surface. Two coats exterior quality penetrating wood preservative</u>		
32	On existing wooden floors	m2	438

Carried to Collection

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 16
Paintwork

Section No. 2

SECTION 2 - BUILDING WORKS

Bill No. 16

Paintwork

SUMMARY

Total Brought Forward from Page No.

Page
No

167

168

169

170

171

172

Amount

Carried Forward to Summary of Section No. 2

R

Section No. 2
SECTION 2 - BUILDING WORKS
Bill No. 16
Paintwork

SITE CLEARANCE ETC

6	Clean site including digging up and removing rubbish, debris, vegetation, hedges, shrubs and trees not exceeding 200mm girth, bush, etc	m2	88,355
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7	Stripping average 200mm thick layer of top soil and stockpiling on site	m3	8,737
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Approved weed killer (Certificate to be provided before payment)

8	Soil herbicide at a rate of 50 gram/m2 on existing paving etc.	m2	3,073
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BULK EXCAVATION, ETC

Note: The costs of soil, compaction, etc. tests in accordance with SABS 1200 are to be included in the rates for the relevant works

Open face excavation in earth over sloping site

9	Excavate in all material to form platforms and stockpile on site including all haulage	m3	6,990
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Compaction of surfaces

10	Compaction of ground including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 90% Mod AASHTO density	m2	87,374
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FILLING ETC.

Earth filling obtained from the excavations and / or prescribed stock piles on site including haulage not exceeding 500m from perimeter of excavations or stock piles compacted in layers not exceeding 150mm to 93% modified AASHTO density

11	Fill to platform	m3	4,369
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Approved G7 filling supplied and carted on by the Contractor, compacted in layers not exceeding 150mm to 93% Mod. AASHTO density

12	Fill to berms	m3	702
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

THE FOLLOWING IN PAVING**Excavate to reduce levels under paving etc**

13	Reduced levels under roads etc and stockpile on site	m3	1,924
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Extra over bulk excavation in earth for excavation in

14	Intermediate rock	m3	49
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15	Hard rock	m3	25
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Extra over all excavations for carting away

16	Extra over all excavations for carting surplus excavated material and spreading, levelling and lightly compacting on site where directed average 500m from the excavations (Measured nett- no allowance made for bulking)	m3	1,924
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Keeping excavations free of water

17	Keeping excavations free of all water other than subterranean water		Item
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Compaction of surfaces

18	Scarify earth surface to a depth of 150mm, breaking down over size material and reconsolidate to 90% modified AASHTO density	m2	8,150
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Approved C4 filling supplied by the contractor compacted to 95% Mod AASHTO density in layers not exceeding 150mm

19	Base under roads	m3	147
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Approved G7 filling supplied by the contractor compacted to 93% Mod AASHTO density in layers not exceeding 150mm

20	Subbase under roads	m3	1,222
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Approved G9 filling supplied by the contractor compacted to 93% Mod AASHTO density in layers not exceeding 150mm imported

21	Subbase under roads	m3	147
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Carried to Collection**R**

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

Pavers

22	50mm Thick grey interlocking concrete paving blocks (S-A) with chamfered edges, laid on a 20mm thick river sand bedding (elsewhere measured) including cement and sand filling to joints and vibrating, to roadways and parking bays	m2	7,169
23	80mm Thick grey double zig-zag interlocking concrete paving blocks (S-A) with chamfered edges, laid on a 20mm thick river sand bedding (elsewhere measured) including cement and sand filling to joints and vibrating, to roadways and parking bays	m2	981
24	Circular cutting	m	13

20mm River sand

25	Under paving	m2	8,150
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Approved weed killer (Certificate to be provided before payment)

26	Hyvar X or other equally approved soil herbicide at a rate of 50 gram/m2 under paving etc.	m2	8,150
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KERBS, ETC**Precast concrete kerbs:**

27	Figure 7 barrier precast concrete kerb, size 1000 x 280 x 180mm thick, placed in position, bedded and jointed in (3:1) cement mortar and flush pointed on exposed faces, including 15MPa/19mm unreinforced concrete haunching at back of each joint, excavation, backfilling, ramming, etc.	m	251
28	Ditto, but circular on plan not exceeding 4m radius	m	13

THE FOLLOWING IN COVERED WALKWAYS**EXCAVATION, FILLING, ETC****Excavation in earth or compacted filling not exceeding 2m deep**

29	Trenches	m3	565
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Carried to Collection**R**

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

	<u>Extra over all excavations for carting away</u>		
30	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	565
	<u>Risk of collapse of excavations</u>		
31	Sides of trench and hole excavations not exceeding 1,5m deep	m2	2,260
	<u>Approved G7 filling supplied and carted on by the Contractor, compacted in layers not exceeding 150mm to 95% Mod. AASHTO density</u>		
32	Under solid floors	m3	1,281
	<u>Compaction of surfaces</u>		
33	Compaction of ground surface under surface beds etc including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 93% Mod AASHTO density	m2	3,013
	<u>SOIL INSECTICIDE</u>		
	<u>Soil insecticide in accordance with SANS 5859</u>		
34	Under floors etc including forming and poisoning shallow furrows against foundation walls etc, filling in furrows and ramming (Certificate to be supplied before payment is made)	m2	3,013
35	To bottoms and sides of trenches and holes (Certificate to be supplied before payment is made)	m2	2,260
	<u>CONCRETE CAST AGAINST EXCAVATED SURFACES</u>		
	<u>20MPa/19mm concrete</u>		
36	Strip footings and bedding	m3	188
	Carried to Collection		
	Section No. 3		
	SECTION 3 - EXTERNAL WORKS		
	Bill No. 1		
	General Site Works, Roads and Paving		

R

MASONRY**Pavers**

- | | | | |
|----|--|----|-------|
| 37 | 50mm Thick grey interlocking concrete paving blocks (S-A) with chamfered edges, laid on a 20mm thick river sand bedding (elsewhere measured) including cement and sand filling to joints and vibrating, to roadways and parking bays | m2 | 3,013 |
|----|--|----|-------|

Brickwork of clay bricks in 6:1 cement mortar

- | | | | |
|----|-----------------|----|-----|
| 38 | One brick walls | m2 | 512 |
|----|-----------------|----|-----|

Brick reinforcement

- | | | | |
|----|--|---|-------|
| 39 | 150mm Wide reinforcement built in horizontally | m | 6,027 |
|----|--|---|-------|

PROFILED METAL SHEETING AND ACCESSORIES

0.53mm thick Global Roofing Solutions 700mm cover Klip-Lok 700™ profile Zinalume® AZ150 sheeting with Clean COLORBOND™ colour coated finish to top side - Colour: Cedaberg white and with spelter G550 Shadow Grey backing coat roof sheeting, fixed to steel intermediate purlins at MAX 2300mm centres and eaves and ridge purlins at MAX 1900mm centres using KL700 clips, U-spacers to suit and sheet metal bearing strips of 150mm X 0.8mm thick over insulation fixed with 10No.16 x 16mm long self drilling wafer head PH2 screws, No. 3 drill point fasteners, all in accordance with the manufacturer's specifications.

- | | | | |
|----|---|----|-------|
| 40 | Roof sheeting with pitch not exceeding 25 degrees, fixed to steel purlins | m2 | 1,808 |
|----|---|----|-------|

0.8mm Ogee profiled pre-coated seamless aluminium gutters including matching rivet-fixed mitres and end caps internally sealed using silicon mastic, hung by nail fixed external aluminium hangers at 600mm centres installed strictly according to manufacturer's specifications

- | | | | |
|----|---|---|-----|
| 41 | 200 x 150mm Purpose made eaves gutters to falls, with front edge, on and including gutter brackets fixed to steel roofs | m | 311 |
|----|---|---|-----|

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

0.53mm Thick flashings shall be manufactured from Zinalume® AZ150 sheeting with Clean COLORBOND™ colour coated finish to top side - Colour: Cedaberg white and with spelter G550 Shadow Grey backing coat roof sheeting, fixed to steel purlins (measured elsewhere) by way of S10 brackets all in strict accordance with manufacturer's specification. Colours and type to Architect's approval

42	Head wall flashing (Code: FK78) girth 375mm, two times bent along girth and notched on site to suit roof profile. Complete with metal and poly closers	m	904
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STEEL TRUSSES, ETC.

The following in welded and bolted steel columns and beams

43	I-section and H-section columns and beams	t	1.470
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Welded beams, purlins, rafters, etc.

44	100 x 100 x 3mm Square hollow section beam	t	6.363
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45	75 x 50 x 20 x 2mm Cold formed lipped channel	t	10.161
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The following in welded and bolted steel columns

46	100 x 100 x 3mm Square hollow section column	t	15.269
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The following in welded bracing, sag rods, gusset plates, etc. bolted to steel structure, etc.

47	Angle sections, flat sections, etc. in brackets, base plates, connector plates, etc.	t	3.59
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Chemical bolts

48	M20 Chemical anchor bolts	No	16
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EXTERNAL PLASTER

One coat 1:5 cement plaster on brickwork

49	On walls	m2	512
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

ON FLOATED PLASTER

Prepare surfaces and remove all loose material and rinse. Surface to be dry, sound and clean and cured for a minimum of 14 days, with a moisture content, measured with a Doser Hygrometer of BD 2 scale - 8%. Prime with one coat of Plaster Primer (UC56) with an overcoating time of 16 hours and finish with two coats of Wall and All (WAA) with 2 hours drying time between coats, for a maintenance cycle of 7 years. All to manufacturer's detail specifications Colour to Architect's approval

50	On newly plastered external walls	m2	512
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ON METALWORK

Apply one coat (30 micron) zinc chromate primer in accordance with SANS 681, apply by brush or roller one coat (30 micron) multipurpose undercoat in accordance with SANS681, use type II, if paint is applied within 16 hours of application or zinc phosphate primer, otherwise use type I color to differ from colour or final coat

51	On structural steel members	m2	603
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THE FOLLOWING IN APRONS

Excavate in earth or compacted filling not exceeding 2m deep below natural or reduced ground level

52	Reduced levels under pavings, aprons etc	m3	21
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Extra over all excavations for carting away

53	Extra over all excavations for carting surplus excavated material	m3	21
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Compaction of surfaces

54	Scarify earth surface to a depth of 125mm, breaking down over size material and reconsolidate to 90% modified AASHTO density	m2	70
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C4 gravel layers supplied by the contractor compacted to 95% Mod AASHTO density in layers not exceeding 150mm

55	Subbase under concrete aprons	m3	11
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

	<u>G7 gravel layers supplied by the contractor compacted to 93% Mod AASHTO density in layers not exceeding 150mm</u>				
56	Subbase under concrete aprons	m3	11		
	<u>Soil insecticide in accordance with SANS 5859</u>				
57	Under aprons including forming and poisoning shallow furrows against foundation walls, etc.	m2	70		
	<u>25Mpa/19mm Mass concrete in:</u>				
58	Aprons, paving	m3	7		
	<u>Finishing top surfaces of concrete to an evenly brushed non-slip surface</u>				
59	Aprons, ramps	m2	70		
	<u>General Formwork</u>				
60	Edges, risers, ends and reveals not exceeding 300mm high or wide	m	35		
	<u>Movement joints</u>				
61	8 x 40mm Saw cut joints in top of concrete surface bed	m	28		
	<u>One layer of 250 micron "Gunplas USB Green" waterproof sheeting sealed at laps with "Gunplas Pressure Sensitive Tape"</u>				
62	Under aprons, paving, steps, ramps	m2	70		
	<u>THE FOLLOWING IN EXTERNAL ROADS AND PARKING AREAS</u>				
	<u>Note: The following items are a combination of standard items as found in the Standard Specifications for Road and Bridge Works for State Road Authorities (COLTO)</u>				
	<u>PATCHING AND REPAIRING</u>				
63	Asphalt Surfacing to be TPA MED Continuous grade to match the existing surfacing of 25mm refer to Item 42.02	t	959.00		
64	Excavations the rate should include item 39.01 : Sawing asphalt for patching not exceeding 50mm , item 39.02 : Excavation in existing pavements for patching in asphalt layers and spoil of the excavated material	m3	343		
	Carried to Collection			R	
	Section No. 3				
	SECTION 3 - EXTERNAL WORKS				
	Bill No. 1				
	General Site Works, Roads and Paving				

65	Tack Coat application rate of SS60 coat should be 1ℓ/m ² refer to Item 48.05	l	13,000
<u>PAVEMENT AND SEALS</u>			
66	Asphalt base using 40mm NCRT RB Seal refer to Item 44.01 (d)	m2	68,500
67	Pre-Coating of aggregate at a rate of 12ℓ/m ³ and precoating fluid to be COLCOTE S™ or similar approved refer to Item 44.05	m3	959
68	Bituminous binder variation refer to Item 44.02 (g) to suit item 44.01(d)	l	19,180
69	Aggregate Variations refer to Item 44.03 (d)	m3	192
<u>TREATMENT OF EXISTING SURFACES</u>			
70	Applying bituminous binders and herbicides for sealing cracks with type Hyvar X or similar herbicide approved by the engineer refer to Item 48.07(a)	l	1,900
71	Fog Spray should be SS60 with an application rate of 1ℓ/m ² refer to Item 48.01 (d)	l	68,500
72	Cleaning of cracks with hot air refer to Item 48.06	m	35,000
73	Sealing of Cracks with Polly-e Flex CE1 refer to Item 48.07	l	17,500
<u>ROAD MARKINGS</u>			
<u>RETRO-REFLECTIVE ROAD MARKINGS</u>			
<u>Setting out and pre marking refer to Item 57.06</u>			
74	100mm Lines	m	6,000
75	150mm Lines	m	6,000
<u>White lines (broken or unbroken) refer to Item 57.02 (a)</u>			
76	100mm Lines	m	5,000
77	150mm Lines	m	1,000
Carried to Collection			
Section No. 3 SECTION 3 - EXTERNAL WORKS Bill No. 1 General Site Works, Roads and Paving			

R

Yellow lines (broken or unbroken) refer to Item 57.02 (a)

78	100mm Lines	m	5,000
79	150mm Lines	m	1,000

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 1
General Site Works, Roads and Paving

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 1

General Site Works, Roads and Paving

SUMMARY

Total Brought Forward from Page No.

**Page
No**

Amount

175

176

177

178

179

180

181

182

183

184

185

Carried Forward to Summary of Section No. 3

R

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 1

General Site Works, Roads and Paving

Item No		Quantity	Rate	Amount
	<u>SECTION 3</u>			
	<u>EXTERNAL WORKS (PROVISIONAL)</u>			
	<u>BILL NO. 2</u>			
	<u>STORMWATER DRAINAGE</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (C2.1 Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>SUPPLEMENTARY PREAMBLES</u>			
	NOTE :All Civil works to be carried out in accordance with the standardised SABS 1200 specifications			
	<u>EARTHWORKS</u>			
	<u>Excavations in earth</u>			
1	For pipes not exceeding 1m deep	m3	342	
2	For pipes exceeding 1m and not exceeding 2m deep	m3	403	
3	For pipes exceeding 2m and not exceeding 3m deep	m3	208	
	<u>Extra over excavations for carting away</u>			
4	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	414	
	<u>Extra over excavations in earth for excavation in</u>			
5	Extra over for excavation in intermediate rock	m3	95	
6	Extra over for excavation in hard rock	m3	48	
	Carried to Collection			R
	Section No. 3			
	SECTION 3 - EXTERNAL WORKS			
	Bill No. 2			
	Stormwater Drainage			

BEDDING, BACKFILLING, ETC

Filling from excavations including sifting and compaction to 93% MOD AASHTO density for backfilling to

7	Pipe trenches	m3	253
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Provide bedding (Blanket) from trench excavations in layers not exceeding 150mm thick, compacted to 93% MOD AASHTO density

8	Selected granular material	m3	124
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9	Selected fill material	m3	162
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Carted on material from commercial sources including sifting and compaction to 93% MOD AASHTO density for backfilling to

10	Selected granular material	m3	95
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11	Selected fill material	m3	238
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PIPEWORK

Supply and lay Class 100D spigot and socket joint reinforced concrete pipes (excavation, backfilling, compaction, etc. elsewhere)

12	300mm Diameter pipe not exceeding 1m deep	m	168
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13	300mm Diameter pipe exceeding 1m and not exceeding 2m deep	m	84
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14	450mm Diameter pipe not exceeding 1m deep	m	198
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15	450mm Diameter pipe exceeding 1m and not exceeding 2m deep	m	146
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16	450mm Diameter pipe exceeding 2m and not exceeding 3m deep	m	73
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 2
Stormwater Drainage

MANHOLES, KERB INLETS, CHAMBERS, ETC

Precast concrete manholes, 1000mm internal diameter, complete including all necessary excavations, precast manholes rings, in situ concrete bottom slabs (size 1430mm diameter) laid to falls (min thickness of slab 150mm and maximum thickness 350mm) with 20mm thick concrete topping, 150mm thick medium duty precast roof slab, channels, finishes, (manhole cover and frame elsewhere measured), etc. all joints sealed with 1:3 cement sand mix caulked in ring joints

17	Manhole exceeding 1m and not exceeding 2m deep	No	5
18	Manhole exceeding 2m and not exceeding 3m deep	No	1
<u>Manhole covers, etc.</u>			
19	550mm Diameter heavy duty concrete manhole cover and frame, with frame bedded in 3:1 cement mortar and cover sealed in tallow	No	6
<u>Grid Inlets</u>			
20	Excavate in earth for and build stormwater single grid inlet, size 890 x 890mm not exceeding 1m deep internally, with one brick sides, finished internally with one coat cement plaster, on 150mm thick reinforced concrete 20Mpa (20mm stone) base and reinforced with and including 20mm diameter high tensile reinforcing bars at 200mm centres in both directions, with 100mm thick precast concrete cover slab, finished smooth on all exposed surfaces, rounded on salient angles and provided with opening rebated for grating (measured elsewhere), including concrete benching, building through pipes, formwork, back filling, ramming, etc.	No	10
21	Excavate in earth for and build stormwater single grid inlet, size 890 x 890mm exceeding 1m and not exceeding 2m deep internally, with one brick sides, finished internally with one coat cement plaster, on 150mm thick reinforced concrete 20Mpa (20mm stone) base and reinforced with and including 20mm diameter high tensile reinforcing bars at 200mm centres in both directions, with 100mm thick precast concrete cover slab, finished smooth on all exposed surfaces, rounded on salient angles and provided with opening rebated for grating (measured elsewhere), including concrete benching, building through pipes, formwork, back filling, ramming, etc.	No	7

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 2
Stormwater Drainage

	<u>Gratings, covers, etc</u>		
22	450 x 450mm Double hinged cast iron grating and frame bedded in cement mortar	No	17
	<u>STORMWATER V-SHAPED CHANNEL</u>		
	<u>Cutting and sloping stormwater berm</u>		
23	Excavate to form triangular shaped stormwater drain 1m wide and not exceeding 750mm deep and deposit excavated material on one side of drain including ripping, forming and lightly compacting channel. Formed slopes to be 1:5	m	438
24	Extra for angles, intersections, ends, etc.	No	28
	<u>In-situ concrete (25Mpa) open stormwater channels having v-shaped waterway formed in top, finished smooth on all exposed surfaces in (3:1) untinted cement plaster trowelled smooth and with angles rounded, cast in suitable lengths, including all formwork, moulds, shallow excavation, filling and ramming, laying to falls, bedding and pointing in (3:1) cement mortar</u>		
25	Channel size 600 x 150mm overall with 560 x 75mm deep v-shaped waterway	m	438
26	Extra for angle	No	22
27	Extra for T-intersection	No	6
28	Bell mouthed stormwater outlet, internal size 600mm wide at inlet, bell mouthed to 1960mm at outlet and 1000mm long, formed with 200mm wide (20Mpa) concrete walls 400mm high, 200mm wide x 200mm thick (20Mpa) concrete ground beam at outlet, 200mm thick (20Mpa) concrete base, provided with eleven 250 x 75 x 110mm high hard burt bricks, cast 55mm deep into top surface of base, all concrete finished smooth on all exposed surfaces, including necessary excavation, back filling, ramming and smooth formwork	No	6
	<u>Fabric reinforcement</u>		
29	Type 193 fabric reinforcement in channel	m2	263
	Carried to Collection		
	Section No. 3 SECTION 3 - EXTERNAL WORKS Bill No. 2 Stormwater Drainage		

R

	<u>One layer of 250 micron "Gunplas USB Green" waterproof sheeting sealed at laps with "Gunplas Pressure Sensitive Tape"</u>		
30	Under channel	m2	263
	<u>THE FOLLOWING IN BRICK INLET AND OUTLET STRUCTURES</u>		
	<u>Excavation in earth not exceeding 2m deep, for:</u>		
31	Excavate to reduce levels	m3	10
	<u>Extra over all excavations for carting away</u>		
32	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	2
	<u>Risk of collapse of excavations</u>		
33	Sides of trench and hole excavations not exceeding 1,5m deep	m2	32
	<u>Selected earth filling obtained from the excavations and/or prescribed stock piles on site in layers of 150mm thick compacted to 93% Mod AASHTO density</u>		
34	Backfilling to trenches, holes, etc	m3	4
	<u>25 MPa/ 19mm Concrete in</u>		
35	Ground beams and surface beds	m3	3
	<u>Rough formwork to sides of:</u>		
36	Edges, risers, ends and reveals not exceeding 300mm high or wide	m	14
	<u>Finishing top surfaces of concrete smooth with a wood float</u>		
37	Surface beds	m2	16
	<u>Fabric reinforcement</u>		
38	Type 245 fabric reinforcement in concrete surface beds, slabs, etc.	m2	16
	Carried to Collection		
	Section No. 3		
	SECTION 3 - EXTERNAL WORKS		
	Bill No. 2		
	Stormwater Drainage		

R

Brickwork of clay bricks in 6:1 cement mortar

39	One brick walls	m2	32
	<u>Corobrik Imperial FBX face brick, size 222 x 106 x 73mm, manufactured in accordance with 227:2007 (PC Amount of R7,500.00 per thousand bricks delivered to site, excluding VAT) pointed with recessed horizontal and vertical joints</u>		
40	Extra over brickwork for face brickwork pointed on all exposed surfaces	m2	32
41	Brick-on-edge header course coping on one brick wall, pointed on top and both faces	m	20

Carried to Collection

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 2
Stormwater Drainage

R

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 2

Stormwater Drainage

SUMMARY

Total Brought Forward from Page No.

**Page
No**

Amount

187

188

189

190

191

192

Carried Forward to Summary of Section No. 3

R

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 2

Stormwater Drainage

BEDDING, BACKFILLING, ETC

Filling from excavations including sifting and compaction to 93% MOD AASHTO density for backfilling to

5	Pipe trenches	m3	984
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Provide bedding (Blanket) from trench excavations in layers not exceeding 150mm thick, compacted to 93% MOD AASHTO density

6	Selected granular material	m3	385
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7	Selected fill material	m3	503
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Carted on material from commercial sources including sifting and compaction to 93% MOD AASHTO density for backfilling to

8	Selected granular material	m3	296
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9	Selected fill material	m3	740
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PIPEWORK

uPVC pipes Heavy duty Class 34 for use under ground in accordance with SABS 791 with uPVC couplings (Excavation, bedding material, back filling, compaction, etc. elsewhere)

10	110mm Diameter pipe exceeding 1m and not exceeding 2m deep	m	1,812
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11	110mm Diameter pipe exceeding 2m and not exceeding 3m deep	m	42
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12	160mm Diameter pipe not exceeding 1m deep	m	9
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13	160mm Diameter pipe exceeding 1m and not exceeding 2m deep	m	420
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14	160mm Diameter pipe exceeding 2m and not exceeding 3m deep	m	21
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Extra over uPVC pipes for fittings

15	110mm Bend	No	88
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16	110mm End cap	No	18
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 3
Soil Drainage

17	110mm Junction	No	124
18	110mm Access Junction	No	53
19	160mm Flexible joint	No	13
20	160mm Bend	No	21
21	160mm Access bend	No	9
22	160mm Junction	No	26
23	160mm Access junction	No	4
<u>Sundries</u>			
24	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in intermediate rock	m3	296
25	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in hard rock	m3	148
26	Mass concrete Class C encasing to horizontal pipes	m3	32
27	Mass concrete Class C encasing to vertical pipes	m3	19
<u>Connect to existing sewer line</u>			
28	Search, find existing 110mm uPVC pipe, excavate in earth as necessary for and cut in existing pipe for and including precast concrete manhole, cover, etc. not exceeding 2m deep internally, including all precast rings, concrete bottom slab and channels, cover slabs, finishes, etc.	No	4
29	Search, find existing 160mm uPVC pipe, excavate in earth as necessary for and cut in existing pipe for and including precast concrete manhole, cover, etc. not exceeding 2m deep internally, including all precast rings, concrete bottom slab and channels, cover slabs, finishes, etc.	No	4
Carried to Collection			
Section No. 3 SECTION 3 - EXTERNAL WORKS Bill No. 3 Soil Drainage			

R

MANHOLES, ETC

Precast concrete manholes, 1000mm internal diameter, complete including all necessary excavations, precast manholes rings, in situ concrete bottom slabs (size 1430mm diameter) laid to falls (min thickness of slab 150mm and maximum thickness 350mm) with 20mm thick concrete topping, 150mm thick medium duty precast roof slab, channels, finishes, step irons at 300mm centres, cast iron double seal manhole cover and frame (cover and frame elsewhere measured), etc. all joints sealed with 1:3 cement sand mix caulked in ring joints

30	Manhole not exceeding 1m deep	No	1
31	Manhole exceeding 1m and not exceeding 2m deep	No	46
32	Manhole exceeding 2m and not exceeding 3m deep	No	2

Gratings, covers, etc

33	SABS Type 4 medium duty cast iron double seal manhole cover and frame, with frame bedded in 3:1 cement mortar and cover sealed in tallow	No	49
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Testing

34	Pressure testing drainage pipe system	Item	
35	Testing drainage system for open flow by means of drawing a badger through system	Item	

PACKAGE TREATMENT PLANT

36	Provide the sum of Six Million Five Hundred Thousand Rand (R 6 500 000.00) nett for Package Treatment Plant	Item	6,500,000.00
37	Allow for profit if required	Item	
38	Allow for attendance	Item	

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 3
Soil Drainage

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 3

Soil Drainage

SUMMARY

Total Brought Forward from Page No.

Page
No

194

195

196

197

Amount

Carried Forward to Summary of Section No. 3

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 3
Soil Drainage

BEDDING, BACKFILLING, ETC

Filling from excavations including sifting and compaction to 93% MOD AASHTO density for backfilling to

4	Pipe trenches	m3	1,734
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Provide bedding (Blanket) from trench excavations in layers not exceeding 150mm thick, compacted to 93% MOD AASHTO density

5	Selected granular material	m3	693
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6	Selected fill material	m3	1,266
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Carted on material from commercial sources including sifting and compaction to 93% MOD AASHTO density for backfilling to

7	Selected granular material	m3	533
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8	Selected fill material	m3	1,332
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PIPEWORK

9	Sterilizing all water pipes prior to installation in strict accordance to the methods and specifications in SANS10252-1		Item
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HDPE (PN12) pipes in trenches for use under ground in accordance with SABS 791 with compression (Excavation, bedding material, back filling, compaction, etc. elsewhere)

10	32mm Diameter pipe not exceeding 1m deep	m	84
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11	50mm Diameter pipe not exceeding 1m deep	m	828
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Extra over for HDPE fittings:

12	32mm Bend	No	16
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13	32mm Tee	No	144
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14	50mm Bend	No	158
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15	50mm Tee	No	99
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16	50mm Reducer	No	88
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 4
External Water Supply

17	50 x 32mm Reducing tee	No	72
	<u>uPVC pipes Class 12 for use under ground in accordance with SABS 791 with uPVC couplings (Excavation, bedding material, back filling, compaction, etc. elsewhere)</u>		
18	75mm Diameter pipe not exceeding 1m deep	m	147
19	110mm Diameter pipe not exceeding 1m deep	m	41
20	110mm Diameter pipe exceeding 1m and not exceeding 2m deep	m	827
21	160mm Diameter pipe exceeding 1m deep and not exceeding 2m deep	m	1,098
22	200mm Diameter pipe exceeding 1m deep and not exceeding 2m deep	m	1,488
23	250mm Diameter pipe exceeding 1m deep and not exceeding 2m deep	m	443
	<u>Extra on uPVC pipes for:</u>		
24	75mm Bend	No	28
25	75mm Tee	No	18
26	75mm Reducer	No	16
27	75 x 50mm Reducing tee	No	13
28	100mm Bend	No	15
29	100mm Tee	No	13
30	100mm Reducer	No	92
31	100 x 75mm Reducing tee	No	75
32	160mm Bend	No	19
33	160mm Tee	No	16
34	160mm Reducer	No	11
35	160 x 50mm Reducing tee	No	16
36	160 x 75mm Reducing tee	No	15
	Carried to Collection		
	Section No. 3 SECTION 3 - EXTERNAL WORKS Bill No. 4 External Water Supply		

R

37	160 x 100mm Reducing tee	No	20
38	200mm Bend	No	26
39	200mm Reducer	No	22
40	200 x 160mm Reducing tee	No	12
<u>Taps, Valves, etc.</u>			
41	75mm Isolated valve	No	2
42	100mm Isolating valve	No	4
43	160mm Isolated valve	No	8
44	200mm Isolated valve	No	2
<u>Sundries</u>			
45	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in intermediate rock	m3	533
46	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in hard rock	m3	266
47	Mass concrete Class C encasing to horizontal pipes	m3	41
48	Mass concrete Class C encasing to vertical pipes	m3	26
<u>WATER SUPPLIES TO FIRE APPLIANCES</u>			
<u>EARTHWORKS</u>			
<u>Excavations in earth</u>			
49	For pipes not exceeding 1m deep	m3	1,001
<u>Extra over excavations for carting away</u>			
50	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	350
<u>BEDDING, BACKFILLING, ETC</u>			
<u>Filling from excavations including sifting and compaction to 93% MOD AASHTO density for backfilling to</u>			
51	Pipe trenches	m3	350
Carried to Collection			
Section No. 3			
SECTION 3 - EXTERNAL WORKS			
Bill No. 4			
External Water Supply			

R

Provide bedding from trench excavations in layers not exceeding 150mm thick, compacted to 90% MOD AASHTO density

52	Selected granular material	m3	130
53	Selected fill material	m3	170

Carted on material from commercial sources including sifting and compaction to 90% MOD AASHTO density for backfilling to

54	Selected granular material	m3	100
55	Selected fill material	m3	250

PIPEWORK

Galvanised mild steel pipes to walls

56	32mm Pipes fixed to walls with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	7
57	50mm Pipes fixed to walls with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	16
58	65mm Pipes fixed to walls with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	13
59	80mm Pipes fixed to walls with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	12
60	100mm Pipes fixed to walls with M10 rubber lined hanger brackets including M10 threaded rod not exceeding 500mm long and M10 drop-in anchor	m	6

Galvanised mild steel pipes in trenches (Excavation, bedding material, back filling, compaction, etc. elsewhere)

61	32mm Diameter pipe not exceeding 1m deep including wrapping in 2 layers of petrolatum tape	m	48
62	50mm diameter pipe not exceeding 1m deep including wrapping in 2 layers of petrolatum tape	m	88

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 4
External Water Supply

63	65mm diameter pipe not exceeding 1m deep including wrapping in 2 layers of petrolatum tape	m	131
64	80mm diameter pipe not exceeding 1m deep including wrapping in 2 layers of petrolatum tape	m	213
65	100mm Diameter pipe not exceeding 1m deep including wrapping in two layers of petrolatum tape	m	803
66	150mm Diameter pipe not exceeding 1m deep including wrapping in two layers of petrolatum tape	m	159
<u>Extra over galvanised mild steel pipes for fittings including wrapping in two layers of petrolatum tape</u>			
67	32mm Bend	No	6
68	50mm Bend	No	4
69	50 x 32mm Reducing Socket	No	2
70	50 x 50 x 32mm Reducing tee	No	2
71	65mm Bend	No	13
72	65mm Tee	No	3
73	65 x 32mm Reducing Bend	No	1
74	65 x 32mm Reducing socket	No	1
75	80mm Bend	No	11
76	100mm Bend	No	4
77	100 x 45mm Reducing bend	No	6
78	100 x 80mm Reducing socket	No	5
79	150 x 100mm Reducer	No	8
80	150 x 150 x 32mm Reducing tee	No	6
81	150 x 150 x 50mm Reducing tee	No	5
82	150 x 150 x 65mm Reducing tee	No	3
83	150 x 150 x 80mm Reducing tee	No	2
84	150 x 150 x 100mm Reducing tee	No	2

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 4
External Water Supply

85	150mm Bend	No	2		
86	150mm Tee	No	1		
	<u>Taps, Valves, etc.</u>				
87	32mm Isolating Valve	No	3		
88	50mm Isolating Valve	No	3		
89	65mm Isolating Valve	No	15		
90	80mm Isolating valve	No	5		
91	100mm Isolating valve	No	5		
92	150mm Isolating valve	No	11		
93	150mm Pressure release valve	No	4		
	<u>FIRE HYDRANTS ETC.</u>				
	<u>Hot dipped galvanised screwed steel pipes and fittings as described</u>				
94	80mm Diameter pipe 1500mm long	No	20		
95	80mm Diameter long radius bend female threaded	No	20		
96	80mm Diameter Right angle type shielded spindle hydrant valve with 65mm threaded inlet	No	20		
97	150 x 80mm Reducer	No	20		
98	80mm Isolating valve	No	20		
99	Hydrant tee on water main	No	20		
100	300 x 300 x 100mm Thrust block including all necessary excavations, formwork, etc.	No	20		
101	80 x 300 x 150mm Concrete block including all necessary excavations, formwork, etc.	No	20		
	<u>GALVANIZED WATER TANK</u>				
102	Provide the sum of One Million Eight Hundred Thousand Rand (R 1 800 000.00) net for Galvanised Water Tank complete			Item	1,800,000.00
	Carried to Collection			R	
	Section No. 3 SECTION 3 - EXTERNAL WORKS Bill No. 4 External Water Supply				

103	Allow for profit if required	Item		
104	Allow for attendance	Item		
105	Allow for testing of tanks by filling to maximum service level	Item		
<u>UPGRADE AND TREATMENT OF EXISTING BOREHOLES</u>				
106	Provide the sum of Six Hundred Thousand Rand (R 600 000.00) nett for Upgrade and Treatment of Existing Boreholes.	Item	600,000.00	
107	Allow for profit if required	Item		
108	Allow for attendance	Item		
<u>FINANCIAL PROVISIONS</u>				
<u>WATER TANK FOOTING</u>				
109	Allow the amount of Two Hundred Thousand Rand (R 200 000.00) for Water Tank Footing. This work will be measured on completion and priced at scheduled rates.	Item	200,000.00	
Carried to Collection			R	
Section No. 3				
SECTION 3 - EXTERNAL WORKS				
Bill No. 4				
External Water Supply				

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 4

External Water Supply

SUMMARY

Total Brought Forward from Page No.

**Page
No****Amount**

199

200

201

202

203

204

205

206

Carried Forward to Summary of Section No. 3

R

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 4

External Water Supply

Item No		Quantity	Rate	Amount
	<u>SECTION 3</u>			
	<u>EXTERNAL WORKS (PROVISIONAL)</u>			
	<u>BILL NO. 5</u>			
	<u>FENCING</u>			
	<u>PREAMBLES</u>			
	<u>Preambles for Trades as defined in Pricing Instructions (Item 7)</u>			
	<u>TRADE NAMES</u>			
	Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"			
	<u>DEMOLITION</u>			
1	Break down and remove existing diamond wire mesh fence, approximately 2400mm high, complete with all posts, double gate, droppers, concrete footings, concrete underdig, etc. including necessary excavations, filling, compaction, roughly levelling, etc.	m	2,065	
	<u>SECURITY FENCING</u>			
2	Allow for clearing site for the width of 1 000 mm where fencing runs are to be erected including removing trees, shrubs etc. not exceeding 200 mm girth, grubbing up roots and roughly levelling	m	1,889	
	<u>Galvanised posts</u>			
3	60mm Diameter galvanised steel intermediate fencing post, 3000mm long fitted with a pressed steel mushroom cap, post fitted with 150 x 150 x 3 mm flangeplate welded to bottom and embedded in 300 x 300 x 600 mm mass concrete (15 MPa) base	No	630	
4	100 mm Ditto as end post, fitted with one 60mm diameter galvanised steel stay set raking and with top end flattened and bolted through post, with post and stay both embedded in mass concrete (15 MPa) bases as last.	No	126	
	Carried to Collection			R
	Section No. 3			
	SECTION 3 - EXTERNAL WORKS			
	Bill No. 5			
	Fencing			

5	100 mm Ditto as straining or corner posts, but fitted with two 60mm diameter galvanised steel raking stays in mass concrete bases as last	No	189
6	150 mm Diameter ditto as gate post, but fitted with one 60mm diameter galvanised steel raking stay, with post and stay both embedded in mass concrete (15 MPa) bases at last.	No	36
<u>Fencing</u>			
7	Fencing formed of 100 x 50 x 2.5 mm galvanised weldmesh (class A) security fence 1800mm high with vertical wires facing outwards secured with "Howgring" clips or 1.6mm galvanised binding wire at 300mm centres to top and bottom straining wires and 700mm centres to four intermediate straining wires (straining wires elsewhere measured) including holes through posts	m	1,889
8	Approved 600 mm diameter flat wrap of galvanised razor barbed tape wire fixed vertically to and including two rows of double stranded barb wire to top of security fence and secured to straining wire (elsewhere measured) with and including 2.5 mm diameter galvanised binding wire at 300 mm centres	m	1,889
9	Six strands of 4 mm galvanised straining wires secured to fencing posts with doubled 2 mm galvanised wire inserted through hole in post and turned a minimum of four turns around straining wire and attached to straining frame at one end with not less than four turns and the other end to straining bolts (elsewhere measured)	m	1,889

Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 5
Fencing

Gates

10	Security fence single gate, size 1000mm wide x 2100 mm high, formed of 50 mm diameter nominal bore x 3,25 mm wall thickness hot dip galvanised mild steel pipe framing all round with mitred and welded angles and cross braces mullion and transome, scribed and welded into angles and at cross intersections, with two 50 mm diameter nominal bore x 3,25 mm wall thickness security posts each 600 mm long with one end welded to top rail of gate and closure plate to other end, the gate covered with 50 x 50 x 3.15 mm weld mesh with four straining wires as before described and with four 2,37 mm four point core diameter single "kampeon" wires with crimped droppers to security posts as before described; including 500 mm diameter flat wrap razor barbed tape wire fixed as before described, leaf fitted with three 24 mm diameter x 300 mm long eyebolt hinges and stops including all holes, etc., welded or bolted to adjoining galvanised gatepost with and including 500 mm long approved chain spot welded to gate and union padlock No 3122	No	9
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Sundries

11	12mm Diameter galvanised mild steel straining eye bolt with hook, threaded portion and two nuts and washers, including hole through post	No	3,779
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CLEARVU FENCING

12	Allow for clearing site for the width of 1 000 mm where fencing runs are to be erected including removing trees, shrubs etc. not exceeding 200 mm girth, grubbing up roots and roughly levelling	m	1,028
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CLEARVU II FENCING SYSTEM AS BY COCHRANE STEEL PRODUCTS (SUPPLIER TEL. NO. 082 451 4904)**Carried to Collection**

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 5
Fencing

Cochrane ClearVu high density anti-climbing and anti-cut pressed mesh panel fencing, formed of 3mm diameter horizontal and 4mm diameter vertical high tensile wires galvanised with alu-galv coating with aperture size 76,2mm x 12,7mm and reinforcing V-section ribs, bolted with vandal resistant bolts and clamping plates to 85 - 45mm Taper locking posts including Locking Recess Mechanism at maximum 3,382m centres with sealed end caps and 30 x 3mm x 250mm long angle section base anchors with posts bedded in 15MPa concrete bases size 400 x 400 x 600mm deep.

13	Fencing 2400mm high	m	1,028
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TEMPORARY SECURITY FENCING (HOARDING)

14	Allow for clearing site for the width of 1 000 mm where fencing runs are to be erected including removing trees, shrubs etc. not exceeding 200 mm girth, grubbing up roots and roughly levelling	m	883
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Fencing

15	Allow the PC amount of R 500.00/m for temporary fencing for supply and installation.	m	883
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Gates

16	Allow the PC amount of R 50 000.00 per unit for turnstiles and access control etc.	m	10
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Carried to Collection

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 5
Fencing

Section No. 3

SECTION 3 - EXTERNAL WORKS

Bill No. 5

Fencing

SUMMARY

Total Brought Forward from Page No.

Page
No

208

209

210

211

Amount

Carried Forward to Summary of Section No. 3

R

Section No. 3
SECTION 3 - EXTERNAL WORKS
Bill No. 5
Fencing

Section No. 3

SECTION 3 - EXTERNAL WORKS

SECTION SUMMARY - SECTION 3 - EXTERNAL WORKS

Bill No		Page No	Amount
1	General Site Works, Roads and Paving	186	
2	Stormwater Drainage	193	
3	Soil Drainage	198	
4	External Water Supply	207	
5	Fencing	212	
Carried to Final Summary			R
Section No. 3			
SECTION 3 - EXTERNAL WORKS			

Item No		Quantity	Rate	Amount
	<u>SECTION 4</u>			
	<u>PROVISIONAL SUMS</u>			
	<u>BILL NO 1</u>			
	<u>SELECTED SUB CONTRACTS</u>			
	The following provisional sums cover the complete supply and installation of material and equipment by firms of specialists to be selected sub-contractors. Provisional sums are nett and do not include for builders discount The Contractor may allow under the "profit" item for any profit he considers necessary. If the Contractor allows an amount for profit, this amount will be adjusted in direct proportion to the final value of the specialist work The Contractor shall not be entitled to any loss in profit should any provisional sum or part thereof, irrespective of the amount be omitted <u>Attendance on Selected Sub-contractors</u> Each provisional sum in this bill is followed by an item under which the Contractor may allow for attendance on the specific Sub- contractor The amounts of the items for "Attendance" are to allow for giving every facility to attending upon and making good in all trades after the Specialists have completed their work, for providing the use of all water, electricity, storage space for materials, etc. the use of general amenities, i.e. latrines, etc., for the specialists and their workmen. For maintaining conduits, sleeve pipes, etc. in position during the building operations and providing the use of all ordinary scaffolding and plant. The Contractor is to leave erected scaffolding in position for the period required for work by the selected sub-contractors under this contract			
	Carried to Collection		R	
	Section No. 4			
	SECTION 4 - PROVISIONAL SUMS			
	Bill No. 1			
	Provisional Sums			

PREFABRICATED BUILDINGS

1 Provide the sum of Fifty Million Rand (**R 50 000 000.00**)
net for Prefabricated Buildings

Item 50,000,000.00

2 Allow for profit if required

Item

3 Allow for attendance

Item

MECHANICAL INSTALLATION

4 Allow the Amount of Nine Million, Six Hundred
Thousand Rand (**R 9 600 000.00**) nett for Mechanical
Installation

Item 9,600,000.00

5 Allow for profit if required

Item

6 Allow for attendance

Item

BULK ELECTRICAL INSTALLATION

7 Provide the sum of Seven Million Rand (**R 7 000
000.00**) nett for Bulk Electrical Installation

Item 7,000,000.00

8 Allow for profit if required

Item

9 Allow for attendance

Item

ELECTRICAL INSTALLATION

10 Provide the sum of Eight Million Rand (**R 8 000 000.00**)
nett for Electrical Installation

Item 8,000,000.00

11 Allow for profit if required

Item

12 Allow for attendance

Item

ICT AND SECURITY INSTALLATION

13 Provide the sum of Five Million, Two Hundred Thousand
Rand (**R 5 200 000.00**) for ICT and security Installation

Item 5,200,000.00

14 Allow for profit if required

Item

15 Allow for attendance

Item

Carried to Collection

R

Section No. 4
SECTION 4 - PROVISIONAL SUMS
Bill No. 1
Provisional Sums

FIRE INSTALLATION

16 Provide the sum of One Million Three Hundred and Fifty Thousand Rand (**R 1 350 000.00**) nett for Fire installation

Item 1,350,000.00

17 Allow for profit if required

Item

18 Allow for attendance

Item

SIGNAGE

19 Provide the sum of Three Hundred Thousand Rand (**R 300 000.00**) nett for Signage.

Item 300,000.00

20 Allow for profit if required

Item

21 Allow for attendance

Item

LANDSCAPING

22 Provide the sum of One Million Rand (**R 1 000 000.00**) nett for Landscaping

Item 1,000,000.00

23 Allow for profit if required

Item

24 Allow for attendance

Item

CLO

25 Provide the sum of Fifty Thousand Rand (**R 50 000.00**) net for monthly payment of CLO

Item 50,000.00

26 Allow for profit if required

Item

27 Allow for attendance

Item

FINANCIAL PROVISIONS**GATE HOUSE**

28 Allow the amount of Fifty Thousand Rand (**R 50 000.00**) for Gate House Upgrade. This work will be measured on completion and priced at scheduled rates.

Item 50,000.00

Carried to Collection

R

Section No. 4
SECTION 4 - PROVISIONAL SUMS
Bill No. 1
Provisional Sums

SHOOTING RANGE

29 Allow the amount of Five Hundred Thousand Rand (**R 500 000.00**) for Shooting range. This work will be measured on completion and priced at scheduled rates.

Item

500,000.00

Carried to Collection

R

Section No. 4
SECTION 4 - PROVISIONAL SUMS
Bill No. 1
Provisional Sums

Section No. 4

SECTION 4 - PROVISIONAL SUMS

Bill No. 1

Provisional Sums

SUMMARY

Total Brought Forward from Page No.

Page
No

214

215

216

217

Amount

Carried to Final Summary

R

Section No. 4

SECTION 4 - PROVISIONAL SUMS

Bill No. 1

Provisional Sums

Section No	FINAL SUMMARY	Page No	Amount
1	SECTION 1 - PRELIMINARIES AND GENERAL	91	
2	SECTION 2 - BUILDING WORKS	174	
3	SECTION 3 - EXTERNAL WORKS	213	
4	SECTION 4 - PROVISIONAL SUMS	218	
SUB TOTAL		R	
<u>ALLOWANCE FOR CONTINGENCIES</u>			
Allow the Amount of Eight Million Rand (R 8 000 000.00) for Contingencies to be used at the discretion of the Employer, or to be deducted in whole or in part if not required		R	8,000,000.00
SUB TOTAL (EXCLUDING VAT @ 15%)		R	
VAT @ 15%		R	
CARRIED TO FORM OF OFFER AND ACCEPTANCE (INCLUDING VAT@ 15%)		R	

T2.2: RETURNABLE SCHEDULES REQUIRED FOR TENDER EVALUATION PURPOSES

T2.2a: RESOLUTION FOR SIGNATORY

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No.	RTMC BID 10/2021/22

MUST BE ON COMPANY LETTERHEAD

A: CERTIFICATE OF AUTHORITY FOR SIGNATORY

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form. This must be on a company letterhead.

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 the tender for Contract No. _____

and any Contract which may arise there from on behalf of (Block Capitals)

SIGNED ON BEHALF OF THE COMPANY: _____

IN HIS/HER CAPACITY AS: _____

DATE: _____

SIGNATURE OF SIGNATORY: _____

WITNESSES:

1. _____ SIGNATURE: _____

2. _____ SIGNATURE: _____

T2.2b: RESOLUTION OF BOARD OF DIRECTORS TO ENTER INTO CONSORTIA OR JOINT VENTURES

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No.	RTMC BID 10/2021/22

RESOLUTION of a meeting of the Board of *Directors / Members / Partners of:

(Legally correct full name and registration number, if applicable, of the Enterprise)

Held at _____ (place)

On _____ (date)

RESOLVED that:

1. The Enterprise submit a Bid /Tender, in consortium/Joint Venture with the following Enterprises:

(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

(Project description as per Bid /Tender Document)

Bid Number: _____ (Bid Number as per Document)

2. *Mr/Mrs/Ms:

in *his/her Capacity as: _____ (Position in the Enterprise)

and who will sign as follows: _____

be, and is hereby, authorised to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

3. The Enterprise accepts joint and several liability with the parties listed under item 1 for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Corporation in respect of the project described under item 1 above.

4. The Enterprise chooses as its domicilium citandi et executandi for all purposes arising from this joint venture agreement and the Contract with the Corporation in respect of the project under item 1 above:

Physical address: _____

 _____ Postal Code _____

Postal Address: _____

 _____ Postal Code _____

Telephone number: _____

Fax number: _____

	NAME	CAPACITY	SIGNATURE
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

Note: * Delete which is not applicable - NB. This resolution must be signed by all the Directors / Members / Partners of the Bidding Enterprise - Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page	ENTERPRISE STAMP
--	-------------------------

T2.2c: SCHEDULE OF PROPOSED SUB-CONTRACTORS

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No.	RTMC BID 10/2021/22

	We notify you that it is our intention to employ the following Subcontractors for work in this contract. If we are awarded a contract, we agree that this notification does not change the requirement for us to submit the names of proposed Subcontractors in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us. We confirm that all subcontractors who are contracted to construct a house are registered as home builders with the National Home Builders Registration Council.			
	Name and address of proposed Subcontractor	Nature and extent of work	Value of Work	Subcontractor CIDB Grading
1.				
2.				
3.				
4.				
5.				

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

T2.2d: SCHEDULE OF KEY PERSONNEL: CONTRACTS MANAGER

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

The tenderer is referred to clause C.2.1.4 of the Tender Data and shall insert in the spaces provided below details of the key personnel required to be in the employment of the tenderer or a specialist consultant/firm, in order for the Tenderer to be eligible to submit a tender for this project. The Curriculum Vitae of the individual must be appended to this schedule.

Notwithstanding having appended the Curriculum Vitae of the key personnel to this schedule, the Tenderer must **also** append to this schedule in terms of clause C.2.1.4, a statement for the individual identified, which indicates any field(s) of specialization and any recent experience that is relevant to this particular project (which may or may not have formed part of the individual's CV). Tenderers should indicate what particular aspect of the project the specialization or experience is relevant to.

Name	Qualifications	No. of Years Specified Experience

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

T2.2e: SCHEDULE OF KEY PERSONNEL: CONSTRUCTION MANAGER/ SUPERVISOR

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

The tenderer is referred to clause C.2.1.5 of the Tender Data and shall insert in the spaces provided below details of the key personnel required to be in the employment of the tenderer or a specialist consultant/firm, in order for the Tenderer to be eligible to submit a tender for this project. The Curriculum Vitae of the individual must be appended to this schedule.

Notwithstanding having appended the Curriculum Vitae of the key personnel to this schedule, the Tenderer must **also** append to this schedule in terms of clause C.2.1.5, a statement for the individual identified, which indicates any field(s) of specialization and any recent experience that is relevant to this particular project (which may or may not have formed part of the individual's CV). Tenderers should indicate what particular aspect of the project the specialization or experience is relevant to.

Name	Qualifications	No. of Years Specified Experience

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

T2.2f: SCHEDULE OF KEY PERSONNEL: SHEQ OFFICER

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

The tenderer is referred to clause C.2.1.6 of the Tender Data and shall insert in the spaces provided below details of the key personnel required to be in the employment of the tenderer or a specialist consultant/firm, in order for the Tenderer to be eligible to submit a tender for this project. The Curriculum Vitae of the individual must be appended to this schedule.

Notwithstanding having appended the Curriculum Vitae of the key personnel to this schedule, the Tenderer must **also** append to this schedule in terms of clause C.2.1.6, a statement for the individual identified, which indicates any field(s) of specialization and any recent experience that is relevant to this particular project (which may or may not have formed part of the individual's CV). Tenderers should indicate what particular aspect of the project the specialization or experience is relevant to.

Name	Qualifications	No. of Years Specified Experience

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

T2.2g: BANK RATING

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must submit a bank rating from a recognized financial institution as required in clause C.2.1.7 of the Tender Data. The bank rating must be attached to this schedule. Failure to comply with the requirements of C.2.1.7 shall result in the tender not being evaluated further.

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

T2.2h: RECORD OF ADDENDA TO TENDER DOCUMENTS

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed Date

Name Position

Tenderer

*This document must form part of the returnable schedules as it is referenced in the offer portion of the Form of Offer and Acceptance.

T2.2i: SCHEDULE OF PLANT AND EQUIPMENT

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

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

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

Quantity	Description, size, capacity, etc.

Attach additional pages if more space is required.

(b) Details of major equipment that will be hired, or acquired for this contract if my/our tender is acceptable.

Quantity	Description, size, capacity, etc.

Attach additional pages if more space is required.

Signed Date

.....

Name Position

.....

Tenderer

.....

T2.2j: COMPULSORY ENTERPRISE QUESTIONNAIRE

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

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:
.

Section 3: CIDB/CRS registration number:
.. ..

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
☐ a member of any provincial legislature
☐ a member of the National Assembly or the National Council of Province
☐ a member of the board of directors of any municipal entity
☐ an official of any municipality or municipal entity | ☐ 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 an accounting authority of any national or provincial public entity
☐ an employee of Parliament or a provincial legislature |
|--|---|

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 ☐ a member of any provincial legislature ☐ a member of the National Assembly or the National Council of Province ☐ a member of the board of directors of any municipal entity ☐ an official of any municipality or municipal entity ☐ 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 an accounting authority of any national or provincial public entity ☐ an employee of Parliament or a provincial legislature			
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

T2.2k: CIDB GRADING CERTIFICATE – PROOF OF REGISTRATION

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must attach a CIDB registration certificate as per C.2.1.3 of the Tender Data (T1.2)

T2.2I: LETTER OF GOOD STANDING

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must attach a Letter of Good Standing as per C.2.23.4 of the Tender Data (T1.2)

T2.2m: REFERENCES

Project title:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Bidders are required to provide contactable references as per the attached forms below.

Reference Nr. 1

Project title:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Sir/Madam,

We, _____ (insert bidding company name), are in the process of bidding for the above project.

We have listed you as a reference. Please evaluate our performance on the criteria listed below by ticking the appropriate boxes. Please return upon completion as soon as possible. If you have any questions please do not hesitate to contact us.

NAME OF EMPLOYER	NAME OF PROJECT	CONTRACT PERIOD (Start and End Date)	VALUE OF WORK

1. QUALITY

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

2. TIME PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

3. FINANCIAL PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

4. COMMENTS:

Project Manager/Principal Agent: _____

stamp here:

Tel. Nr: _____

E-mail Address: _____

Signature: _____ Date: _____

Place company

Reference Nr. 2

Project title:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Sir/Madam,

We, _____ (insert bidding company name), are in the process of bidding for the above project.

We have listed you as a reference. Please evaluate our performance on the criteria listed below by ticking the appropriate boxes. Please return upon completion as soon as possible. If you have any questions please do not hesitate to contact us.

NAME OF EMPLOYER	NAME OF PROJECT	CONTRACT PERIOD (Start and End Date)	VALUE OF WORK

1. QUALITY

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

2. TIME PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

3. FINANCIAL PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

4. COMMENTS:

Project Manager/Principal Agent: _____

stamp here:

Tel. Nr: _____

E-mail Address: _____

Signature: _____ Date: _____

Place company

Reference Nr. 3

Project title:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Sir/Madam,

We, _____ (insert bidding company name), are in the process of bidding for the above project.

We have listed you as a reference. Please evaluate our performance on the criteria listed below by ticking the appropriate boxes. Please return upon completion as soon as possible. If you have any questions please do not hesitate to contact us.

NAME OF EMPLOYER	NAME OF PROJECT	CONTRACT PERIOD (Start and End Date)	VALUE OF WORK

1. QUALITY

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

2. TIME PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

3. FINANCIAL PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

4. COMMENTS:

Project Manager/Principal Agent: _____

stamp here:

Tel. Nr: _____

E-mail Address: _____

Signature: _____ Date: _____

Place company

Reference Nr. 4

Project title:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Sir/Madam,

We, _____ (insert bidding company name), are in the process of bidding for the above project.

We have listed you as a reference. Please evaluate our performance on the criteria listed below by ticking the appropriate boxes. Please return upon completion as soon as possible. If you have any questions please do not hesitate to contact us.

NAME OF EMPLOYER	NAME OF PROJECT	CONTRACT PERIOD (Start and End Date)	VALUE OF WORK

1. QUALITY

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

2. TIME PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

3. FINANCIAL PERFORMANCE

EXCELLENT	VERY GOOD	GOOD	FAIR	POOR

4. COMMENTS:

Project Manager/Principal Agent: _____

stamp here:

Tel. Nr: _____

E-mail Address: _____

Signature: _____ Date: _____

Place company

T2.2n: FUNCTIONALITY CLAIMED BY BIDDER

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

A Key Personnel		
Points are allocated for required competencies and qualifications of allocated personnel for the project in consideration / Required key personnel are Contracts Manager, Construction Manager/ Supervisor and Site SHEQ Officer		
A1 Contract Manager		
Description of Criteria - Qualifications	Points	Points Claimed
Qualification: BTech/Degree in the Built Environment field of study as C.2.1.4 in tender data	10	
Qualification: National Diploma in the Built Environment field of study as C.2.1.4 in tender data	5	
The tenderer has failed to address the question and has not proved qualification of the proposed contract manager	0	
Sub-Total	10	
Description of Criteria - Experiences	Points	Points Claimed
Five (5) or more projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contract manager	15	
Three (3) to Four (4) projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contract manager	10	
One (1) to Two (2) projects. Contract management experience on projects with minimum value of R200 million each or above appointed as contracts manager	5	
The tenderer has failed to address the question and has not proved experience of the proposed contract manager	0	
Sub-Total	15	
SUB-TOTAL A1	25	

A2 Construction Manager / Supervisor		
Description of Criteria - Qualifications	Points	Points Claimed
Qualification: Trade certificate in the Built Environment field of study as C.2.1.5 in tender data	5	
The tenderer has failed to address the question and has not proved qualification of the proposed Construction Manager/Supervisor	0	
Sub-Total	5	
Description of Criteria – Experiences	Points	Points Claimed
Five (5) or more projects. Construction management experience on projects with minimum value of R200 million each or above appointed as Construction Manager / Supervisor	10	
Three (3) to Four (4) projects. Construction management experience on projects with minimum value of R200 million each or above appointed as Construction Manager/Supervisor	8	
One (1) to Two (2) projects. Construction management experience on projects with minimum value of R200 million each or above appointed as Construction Manager/Supervisor	4	
The tenderer has failed to address the question and has not proved experience of the proposed Construction Manager/ Supervisor	0	
Sub-Total	10	
SUB-TOTAL A2	15	
A3 Site SHEQ Officer		
Description of Criteria - Qualifications	Points	Points Claimed
Qualification: A Registration Certificate with SACPCMP as C.2.1.6 in tender data	4	
The tenderer has failed to address the question and has not proved qualification of the proposed SHEQ Officer	0	
Sub-Total	4	
Description of Criteria - Experience	Points	Points Claimed
Five (5) or more projects. SHEQ experience on projects with minimum value of R100 million each or above appointed as Site SHEQ Officer	6	
One (1) to Four (4) projects. SHEQ experience on projects with minimum value of R100 million each or above appointed as SHEQ Officer	3	
The tenderer has failed to address the question and has not proved experience of the proposed SHEQ Officer	0	
Sub-Total	6	
SUB-TOTAL A3	10	
TOTAL A	50	

NB: Tenders are required to submit CV's with contactable references and certified qualifications of proposed key personnel. Failure to submit will result in the tenderer not being awarded points on the above criteria. All copies of qualifications must be certified not older than three months at tender closing date.

B Experience of bidder		
Tenderers are required to demonstrate relevant past experience and competency and attach practical completion certificates. Tenderers are required to submit full details of, and reliable contactable references for relevant buildings which were successfully completed. Projects relevant must be of similar scope, nature and size, completed within the last five (5) years. Tenderers are required to submit full details of, and reliable contactable references for relevant projects which were successfully completed within the contract period.		
Successful completion of similar or comparative projects in the last tender (5) years		
Description of Criteria	Points	Points Claimed
Two (2) or more similar and or comparative projects successfully executed by the tenderer within the contract period in the past 5 years for the minimum value of R 300 million each or above.	50	
Two (2) or more similar and or comparative projects successfully executed by the tenderer within the contract period in the past 5 years for the minimum value of R 200 million each or above.	30	
Two (2) or more similar and or comparative projects successfully executed by the tenderer within the contract period in the past 5 years for the minimum value of R 100 million each or above.	10	
The Tenderer has failed to address the question and has not provided proof of completing similar building construction projects	0	
TOTAL B	50	
GRAND TOTAL A + B	100	

SBD 1: INVITATION TO BID – PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE RTMC					
BID NUMBER:	RTMC BID 10/2021/22	CLOSING DATE:	9 JUNE 2021	CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM.					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Road Traffic Management Corporation RTMC Eco Origin Office Park, Block F, 349 Witch-Hazel Street, Highveld, Centurion Ext 79, 0157					
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					
	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ Yes ☐ No		
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	☐	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)			
	☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)			
	☐	A REGISTERED AUDITOR			
	NAME:				
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMES& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
I. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		II. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? ☐ Yes ☐ No [IF YES ANSWER PART B:3 BELOW]		
III. SIGNATURE OF BIDDER			IV. DATE		
V. CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)					
VI. TOTAL NUMBER OF ITEMS OFFERED			VII. TOTAL BID PRICE (ALL INCLUSIVE)		

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
CORPORATION	RTMC	CONTACT PERSON	S van Jaarsveld
CONTACT PERSON	Martha Rakhatoe	TELEPHONE NUMBER	072 601 3352
TELEPHONE NUMBER	012 999 5200	FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	steve@sakhiwo.com
E-MAIL ADDRESS	bidadmin@rtmc.co.za		

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 ONLINE 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION. 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION. 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER. 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

SBD 4: DECLARATION OF INTEREST

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

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 favouritism, 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 bidder 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.

¹"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) 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 **YES / NO**
presently employed by the state?

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 / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....

2.9 Do you, or any person connected with the bidder, have 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 **YES / NO**

2.9.1 If so, furnish particulars.

.....

.....

2.10 Are you, or any person connected with the bidder, 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? **YES/NO**

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 Number	Personal Income Tax Reference Number	State Employee Number / Persal Number

4 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

SBD 6.1: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

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

1.2

- a) The value of this bid is estimated to exceed R50 000 000 (all applicable taxes included) and therefore the 90/10 preference point system shall be applicable; or
- b) The 90/10 preference point system will be applicable to this tender

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	10
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in

section 1 of the Broad-Based Black Economic Empowerment Act;

- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20 or 90/10

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

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

P_{min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contributor: . =(maximum of 20 points)

(Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

- 7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 7.1.1 If yes, indicate:

- What percentage of the contract will be subcontracted.....%
- The name of the sub-contractor.....
- The B-BBEE status level of the sub-contractor.....
- Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited
- [TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1.

2.

.....
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS.....

.....

.....

SBD 6.2: DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT OR DESIGNATED SECTORS

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

- 1.6. A bid may be disqualified if this Declaration Certificate and the Annex F (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods

Stipulated minimum threshold

Item reference	Description	Threshold
Item 11-15/p112	Reinforcing steel	100%
Item 1-4/p121, 40/p180, 42/p181	Roof coverings and flashings	100%
Item 5-9/p122, 41/p180	Rainwater disposal	100%
Item 43-48/p181	Structural Steel	100%
Item 4-8/p143	Steel door frames	100%
Item 30/p159-53/p160	Copper pipes and fittings	100%
Item 68-76/p162	Galvanise steel pipes and fittings	
Item 17-19/p189, 22/p190,33/p197	Manhole cover	100%
Item 13/p211	Fencing and Gates	100%

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

.....

ISSUED BY: (Procurement Authority / Name of Institution):

.....
.....

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations F, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration F:

Bid price, excluding VAT (y)	R
Imported content(x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration F shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

SBD 8: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system;
 - or
 - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		

SBD 8

CERTIFICATION

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

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT. I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

RTMC BID 10/2021/22

(Bid Number and Description)

in response to the invitation for the bid made by:

Road Traffic Management Corporation

(Name of Institution)

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

I certify, on behalf

of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....

.....

Signature

Date

.....

.....

Position

Name of Bidder

³ 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.

T2.2: OTHER DOCUMENTS REQUIRED FOR TENDER EVALUATION PURPOSES

T2.2p: BBBEE Certificate or Sworn Affidavit

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must attach BBBEE Certificate or Sworn Affidavit as per clause C.2.23.1 of the Tender Data (T1.2)

Sworn affidavit must be accompanied with signed audited financial statement of 2020/21 financial year.

T2.2q: Proof of Registration with Centralized Supplier Database

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must attach proof of registration with the CSD and provide number.

T2.2r: Bidders financial statement

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must attach signed two years audited financial statements.

T2.2w: Compulsory Briefing Session Certificate

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers must attach a signed Compulsory Briefing Session Certificate.

Please note that only 3(three) representatives of the Bidder will be allowed at the compulsory briefing session due to Covid 19 restrictions

Annexure A: Company Experience

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Bid No:	RTMC BID 10/2021/22

Tenderers are required to submit proof of company experience as described in clause C.3.11.2 of the Tender Data (T.1.2). The portfolio of evidence must be distinguished between that submitted for projects awarded currently under construction and for those projects that are completed. Bidders shall note the requirements for projects awarded currently under construction and those that are completed

Two (2) or more similar and or comparative projects successfully executed by the tenderer in the past 5 years.	Portfolio of Evidence: For each completed project claimed: 1. Letter of Award 2. Site Possession Certificate 3. Completion Certificate 4. Reference form for the specific projects claimed
--	---

C1.3 CONSTRUCTION GUARANTEE

ROAD TRAFFIC MANAGEMENT CORPORATION

APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST

C1.3 Construction Guarantee

GUARANTOR DETAILS AND DEFINITIONS

Guarantor means
Physical address
.....

Guarantor's signatory 1 Capacity

Guarantor's signatory 1 Capacity

Employer means **ROAD TRAFFIC MANAGEMENT CORPORATION**

Contractor means

Agent means **Sakhiwo Infrastructure Solutions**

Works means **CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF
EXCELLENCE LOCATED IN PRETORIA WEST**

Site means **Existing site RTMC Training Academy
Boekenhoutkloof Campus**

Agreement means **JBCC series 2000 Principal Building Agreement
(Edition 4.1 of March 2005)**

Contract Sum i.e. the total of prices in the Form of Offer and Acceptance inclusive of VAT

Amount in figures R

Amount in words
(Rand)

Guaranteed Sum means the maximum aggregate amount of R

Amount in words
(Rand)

- 1 The Guarantor's liability shall be limited to the amount of the Guaranteed Sum as follows:

GUARANTOR'S LIABILITY	PERIOD OF LIABILITY
Maximum Guaranteed Sum (not exceeding 10 % of the contract sum) in the amount of: (Rands) (R)	From and including the date of issue of this Construction Guarantee and up to and including the date of the only practical completion certificate or the last practical completion certificate where there are sections, upon which this Construction Guarantee shall expire.

- 2 The Guarantor hereby acknowledges that:

- 2.1 Any reference in this Guarantee to the Agreement 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 surety ship.

- 2.2 Its obligation under this Guarantee is restricted to the payment of money.

- 3 Subject to the Guarantor's maximum liability referred to in clauses 1, the Guarantor hereby undertakes to pay the Employer the sum certified upon receipt of the documents identified in sub-clauses 3.1 to 3.3:

- 3.1 A copy of a first written demand issued by the Employer to the Contractor stating that payment of a sum certified by the Principal Agent in an interim or final payment certificate has not been made in terms of the Agreement and failing such payment within seven (7) calendar days, the Employer intends to call upon the Guarantor to make payment in terms of sub-clause 3.2

- 3.2 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) calendar days has elapsed since the first written demand in terms of sub-clause 4.1 and that the sum certified has still not been paid therefore the Employer calls up this Guarantee and demands payment of the sum certified from the Guarantor.

- 3.3 A copy of the said payment certificate which entitles the Employer to receive payment in terms of the Agreement of the sum certified in clause 3.

- 4 Subject to the Guarantor's maximum liability referred to in clause 1, the Guarantor undertakes to pay 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 Guarantee stating that:

- 4.1 The Agreement has been cancelled due to the Contractor's default and that the Guarantee is called up in terms of clause 4. The demand shall enclose a copy of the notice of cancellation; or

- 4.2 A provisional sequestration or liquidation court order has been granted against the Contractor and that the Guarantee is called up in terms of clause 4. The demand shall enclose a copy of the court order.

- 5 It is recorded that the aggregate amount of payments required to be made by the Guarantor in terms of clauses 3 and 4 shall not exceed the Guarantor's maximum liability in terms of clause 1.

- 6 Where the Guarantor is a registered insurer and has made payment in terms of clause 4, 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 the Guarantee have been expended and shall refund to the Guarantor any resulting surplus. All monies refunded to the Guarantor in terms of this 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.

- 7 Payment by the Guarantor in terms of clause 3 or 4 shall be made within seven (7) calendar days upon receipt of the first written demand to the Guarantor.

- 8** The Employer shall have the absolute right to arrange his affairs with the Contractor in any manner which the Employer deems fit and the Guarantor shall not have the right to claim his release from this Guarantee on account of any conduct alleged to be prejudicial to the Guarantor
- 9** The Guarantor chooses the physical address as stated above for all purposes in connection herewith.
- 10** This Guarantee is neither negotiable nor transferable and shall expire in terms of clause 1, or payment in full of the Guaranteed Sum or on the Guarantee expiry date, whichever is the earlier, 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
- 11** This Guarantee, with the required demand notices in terms of clauses 3 or 4, shall be regarded as a liquid document for the purpose of obtaining a court order.
- 12** Where this 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 Guarantor's
Signatory 2

Identity number Identity number

Witness 1 Witness 2

Guarantor's seal or stamp

PART C2: PRICING DATA

C2.1: PRICING INSTRUCTIONS

C2.1: PRICING INSTRUCTIONS – JBCC 2000 PRINCIPAL BUILDING AGREEMENT (March 2005 Edition)

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Tender No:	RTMC BID 10/2021/22

C2.1 Pricing Instructions

- 1 The Bills of Quantities have been drawn up in accordance with the Standard System of Measuring Building Work as amended) published and issued by the Association of South African Quantity Surveyors (Sixth Edition (Revised)), 1999. Where applicable the:
 - a) Civil engineering work where so stated, has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Civil Engineering Works and Colto Standard Specification.
- 2 The agreement is based on the JBCC Series 2000 Principal Building Agreement, prepared by the Joint Building Contracts Committee, Edition 4.1, 2005. The additions, deletions and alterations to the JBCC Principal Building Agreement as well as the contract specific variables are as stated in the Contract Data. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
- 3 Preliminary and general requirements are based on the [preliminaries for the use of JBCC Series 2000 – Third Addition – January](#). Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.
- 4 It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to www.stanza.org.za or www.iso.org for information on standards).
- 5 The drawings listed in the Scope of Works used for the setting up of these Bills of Quantities are kept by the Principal Agent or Engineer and can be viewed at any time during office hours up until the completion of the works.
- 6 Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard and approved by the Principle Agent may be substituted.
- 7 The bills of quantities forms part of and must be read and priced in conjunction with all the other documents forming part of the contract document, The Standard Conditions of Tender, Conditions of Contract, Specifications, Drawings, “Department of Public Works: Specifications of Materials and Methods to be used – PW371” and all other relevant documentation.
- 8 Where any item is not relevant to this specific contract, such item is marked N/A (signifying “not applicable”)
- 9 The Contract Data and the standard form of contract referenced therein must be studied for the full extent and meaning of each and every clause set out in Section 1 (Preliminaries) of the Bills of Quantities

- 10 The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor's risk.
- 11 The amount of the Preliminaries to be included in each monthly payment certificate shall be assessed as an amount prorated to the value of the work duly executed in the same ratio as the preliminaries bears to the total of prices excluding any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract.
- 12 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 11 but taking into account the revised period for completing the works.
- 13 The amount or items of the Preliminaries shall be adjusted to take account of the theoretical financial effect which changes in time or value (or both) have on this section. Such adjustments shall be based on adjustments in the following categories as recorded in the Bills of Quantities:
 - a) an amount which is not to be varied, namely Fixed (F)
 - b) an amount which is to be varied in proportion to the contract value, namely Value Related (V); and
 - c) an amount which is to be varied in proportion to the contract period as compared to the initial construction period excluding revisions to the construction period for which no adjustment to the contractor is not entitled to in terms of the contract, namely Time Related (T).
- 14 Where no provision is made in the Bills of Quantities to indicate which of the three categories in 13 apply or where no selection is made, the adjustments shall be based on the following breakdown:
 - a) 10 percent is Fixed;
 - b) 15 percent is Value Related
 - c) 75 percent is Time Related.
- 15 The adjustment of the Preliminaries shall apply notwithstanding the actual employment of resources in the execution of the works. The contract value used for the adjustment of the Preliminaries shall exclude any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract. Adjustments in respect of any staged or sectional completion shall be prorated to the value of each section.
- 16 The Contract is a fixed price and no escalation will be paid.
- 17 The tender price must include Value Added Tax (VAT). All rates, provisional sums, etc. in the bills of quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.

C3.1: SCOPE OF WORKS

C3.1: SCOPE OF WORKS

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Tender No:	RTMC BID 10/2021/22

C3.1 SCOPE OF WORKS

The works will consist of the provision of prefabricated structures for Temporary Student accommodation and temporary class rooms and refurbishment of works on a number of existing buildings including electrical, mechanical works.

A. EXTENT OF THE WORKS

A.1 Temporary Student Accommodation including Temporary Classrooms

Prefabricated structures will be provided for the accommodation of 1600 students with a central laundry facility as well as temporary class rooms. RTMC has already procured prefabricated accommodations units catering for ± 600 students, therefore the project will provide for additional prefabricated accommodation units for the remaining ± 1000 students.

A.2 Refurbished Canteen, Kitchen and Main Admin

The existing Kitchen is sufficiently sized to cater for daily meals for 1600 students and will only be refurbished, focusing on finishes and appropriate equipment, together with the adjacent two dining rooms. As the dining areas are inadequate to cater for enough students per dining session the adjacent hall will also be refurbished to provide overflow dining area without compromising its use as multipurpose hall.

The existing administrative offices including conference room, auditoriums and training classrooms will be refurbished, focusing on watertightness of the structure, finishes, architectural fittings and fixtures, electrical and mechanical fittings, reticulation and compliancy as well as fire safety and compliancy.

A.3 Double Storey Residence: Administration, Clinic, Classrooms, Accommodation

The double storey residence will be refurbished to accommodate administration space, additional classroom facility, clinic and accommodation.

A.4 Senior House Master Residence

The house adjacent to the double storey residence will be refurbished as accommodation for the senior house master.

A.5 Workshop and testpit

The existing Workshop and Test pit will continue functioning as current. Here the refurbishment will only entail making the roofs watertight, bird proofing the building.

A.6 Shooting Range

The existing timber pole shed structure will be refurbished by replacing all worn out elements, such as rotten poles, run down sand bags in bank, etc. The roof will be made watertight and repainted.

A.7 Gate House

The existing Gate House will just receive basic refurbishment.

A.8 External works

A.8.1 General site works

Site work are mainly clear site, overgrown gardens to be cut and neatened. Parking areas and paving to be treated with weedkiller, cleaned and minor repairs.

A.8.2 Existing Practical Training tracks

The existing high-speed figure-8 track, the loop track, the urban network simulation track, the skid pan and the K53 test yards also require treatment with weedkiller, surface cracks and edge breaks must be repaired, and the road surface must be resealed. Road markings must be redone and guardrails repaired for safe training conditions.

A.8.3 Bulk Services

Water: Boreholes will be tested, and refurbished as required, if feasible. A new 300Ml elevated steel tank will be erected as well as new reticulation to temporary accommodation.

Sewer. A package sewage treatment plant is proposed with the reticulation pipework as required.

B. RESTRICTIONS AND CONSTRAINTS

1. The work is executed on the existing facility, which shall remain fully functional 24 hours per day and 7 days a week. The operation of the facility must not be compromised at all.
2. Noise must be kept to a minimum and within acceptable levels at all times.
3. All shut-offs and tie/cut-ins to existing services must be arranged in advance with the Facilities Manager and a methodology with appropriate mitigation of risks must be prepared by the contractor and submitted to the relevant Professional discipline in advance, for approval.
4. Dust emanating from the work site must be controlled.
5. Noise control of the project is urgent and work shall be executed during normal working hours i.e. 07h00 until 17h00 daily including weekends. Work required to be executed outside of these hours must be arranged with the Facilities Manager and the General Manager of the facility, in advance.

C. OPERATIONAL PROTOCOLS

1. Security is a priority and the site shall be kept safe at all times
2. The approved Health and Safety plan shall be adhered to at all times
3. All staff members of the contractor shall wear PPE at all times
4. All staff members of the contractor shall be specifically identifiable at all times and to this end shall wear a predetermined coloured overall to be able to enter and work on the site.
5. Regular meetings, the frequency of which is to be determined, shall be held with The management of the complex to ensure a cohesive spirit of co-operation at all times.

D. ACCESS

Prospective bidders are to fully familiarize themselves with the site and access to the site.

List of drawings used to compile the Bill of Quantities

Existing Buildings:

HDG-010-EX-010; HDG-010-EX-020; HDG-010-EX-030; HDG-010-EX-040; HDG-010-EX-050; HDG-010-EX-130; HDG-013-EX-010; HDG-013-EX-030; HDG-013-EX-040; HDG-013-EX-130

New Training Facility Complex:

Architect drawings:

HDG-000-001; HDG-010-001; HDG-010-020; HDG-010-021; HDG-010-030; HDG-010-040; HDG-010-080; HDG-010-130; HDG-010-140; HDG-010-141; HDG-010-142; HDG-010-143; HDG-014-001



Road Traffic
Management Corporation

Occupational Health and Safety Specification for the RTMC

Construction of Phase 1 Training Academy Centre of Excellence Located in Pretoria West

Index

Content

1. Definitions
2. Introduction
3. Scope
4. General occupational health and safety provisions
 - 4.1 Hazard identification and risk assessment
 - 4.2 Legal requirements
 - 4.3 Structure and responsibilities
 - 4.4 Mandataries
 - 4.5 Administrative controls and the occupational health and safety file
 - 4.6 Occupational health and safety goals and objectives and arrangements for monitoring and review of occupational health and safety performance
 - 4.7 Notification of construction work
 - 4.8 Medical certificates of fitness
 - 4.9 Training, awareness and competence
 - 4.10 Consultation, communication and liaison
 - 4.11 Checking, reporting and corrective actions
 - 4.12 Incident reporting and investigation
5. Operational control
 - 5.1 Emergency preparedness, contingency planning and response
 - 5.2 First-aid
 - 5.3 Security
 - 5.4 Accommodation of traffic
 - 5.5 Work in fall risk positions
 - 5.6 Access scaffolding
 - 5.7 Lifting equipment
 - 5.8 Lifting tackle
 - 5.9 Construction vehicle and mobile plant operators
 - 5.10 Construction vehicles and mobile plant
 - 5.11 Electrical installations
 - 5.12 Electrical and mechanical lockout
 - 5.13 Use and storage of flammables
 - 5.14 Hazardous chemical substances
 - 5.15 Storage of flammable and hazardous chemicals
 - 5.16 Fire prevention and protection
 - 5.17 Housekeeping
 - 5.18 Stacking and storage
 - 5.19 Eating, changing, washing and toilet facilities
 - 5.20 Personal and other protective equipment
 - 5.21 Portable electrical tools and equipment
 - 5.22 Public health and safety
 - 5.23 Excavations
 - 5.24 Welding and flame cutting
 - 5.25 Transportation of employees
 - 5.26 Working in inclement weather

- 5.27 Pressure equipment
- 5.28 Occupational health
- 6. Health and safety policy
- 7. Cost for health and safety measures during the construction process
- 8. Project specific risk assessment requirements
- 9. Overview of annexures

Occupational health and safety specification for the RTMC construction of phase 1 training academy centre of excellence located in Pretoria West

1. Definitions

In this document the following expressions shall bear the meanings assigned to them below:

- 1.1 **Client** means any person for whom construction work is being performed and/or undertaken [i.e. Road Traffic Management Corporation for purposes of this specification];
- 1.2 **Construction Regulations** means the Occupational Health and Safety Act's, No 85 of 1993, new Construction Regulations (GNR.84 of 07 February 2014) that came into effect on 01 March 2014;
- 1.3 **Occupational health and safety plan** means a sufficiently documented plan to the standards of the Client, which addresses hazards identified and includes safe working procedures to mitigate, reduce or control the hazards identified;
- 1.4 **Occupational health and safety specification** means a documented specification of all health and safety requirements pertaining to the associated works on a construction site, so as to ensure the health and safety of persons working, visiting, passing, staying and/or working close to the construction site and/or other applicable areas such as site camp;
- 1.5 **OHSACT** means the Occupational Health and Safety Act, No 85 of 1993, as amended; and
- 1.6 **Principal Contractor** means an employer, as defined by Section 1 of the OHSACT who performs construction work and is appointed by the Client to be in overall control and management of the construction site and works.

2. Introduction

In terms of Construction Regulation 5(1)(b) of the OHSACT, the Client is required to compile an occupational health and safety specification for any intended project and provide such specification to prospective tenderers/bidders.

This specification has as objective to ensure that the principal contractor entering into a contract with the Client achieves and maintain an acceptable level of occupational health and safety performance and compliance. This document forms an integral part of the contract between the Client and the principal contractor and the principal- and other contractors should make it part of any contract/s that they may have with other contractors and/or suppliers as far as this project is concerned.

Compliance with this document does not absolve the principal contractor from complying with any other minimum legal requirements and the principal contractor remains responsible for the health and safety of his employees, those of his mandataries as well as any persons coming on site or on adjacent properties as far as it relates to the construction activities.

3. Scope

To develop a project specific occupational health and safety specification that addresses the reasonable and foreseeable risks, exposures and aspects of occupational health and safety as affected by the abovementioned contract work.

The specification will provide the requirements that the principal contractor and other contractors will have to comply with in order to reduce the risks associated with the abovementioned contract work and that may lead to incidents causing injury and/or ill health, to a level as low as reasonably practicable and possible.

Any contractor interested in submitting a bid in response to the Client's formal tender for any construction project, has to prepare and include a draft occupational health and safety plan based on this specification and the OHSACT in its tender submission. The Client will evaluate this plan as part of its formal tender adjudication processes to ensure compliance with Construction Regulation 5 that stipulates that the Client may only appoint a contractor who has the necessary competencies and resources to carry out the work appointed for safely.

4. General occupational health and safety provisions

4.1 Hazard identification and risk assessment (Construction Regulation 9)

4.1.1 Risk assessments

Annexure 5 of this specification contains a list of risk assessment headings that have been identified by the Client as possibly applicable to the abovementioned contract work. It is, by no means, exhaustive and is only offered as assistance to the contractors intending to tender for the applicable works. It therefore remains the overall responsibility of the principal contractor to consider all applicable risks and pro- actively undertake risk assessments and implement appropriate risk mitigation measures.

4.1.2 Development of risk assessments

Every principal contractor performing construction work shall, before the commencement of any construction work or work associated with the aforesaid construction work and during such work, ensure that risk assessments are undertaken by a competent person, appointed in writing, and the risk assessments shall form part of the occupational health and safety plan and be implemented and maintained as contemplated in Construction Regulation 9(1).

The risk assessments shall include, at least:

- The identification of the current as well as emerging risks and hazards to which persons may be exposed to;
- The analysis and evaluation of the risks and hazards identified;

- A documented plan of safe working procedures (SWP) and any method statements to mitigate, reduce or control the risks and hazards that have been identified;
- A plan to monitor the application of the SWPs; and
- A plan to review the risk assessments as the work progresses and changes are introduced or incidents occurred which requires the re-evaluation of the processes/risk mitigation.

Based on the risk assessments, the principal contractor must develop a set of site-specific occupational health and safety rules that will be applied to regulate the occupational health and safety aspects of the construction.

The risk assessments, together with the site-specific occupational health and safety rules, must be submitted to the Client before mobilisation on site commences.

Despite the risk assessments listed in Annexure 5, the principal contractor is required to conduct a baseline risk assessment and the aforesaid risk assessments must be incorporated into the baseline risk assessment. The baseline risk assessment must further include the SWPs and the applicable method statements based on the risk assessments.

Hazard identification and risk assessments must be undertaken whilst SWPs must be developed for all out-of-scope work.

4.1.3 Review of risk assessments

The principal contractor is to review the hazards identified, the risk assessments and the SWPs at each production planning and progress report meeting as the contract work develops and progresses and each time changes are made to the designs, plans and construction methods and/or processes.

It is also proposed that should an incident occur the SWPs and all other applicable processes be re-evaluated to ensure that the mitigation measures are still applicable and appropriate and if not a revision of the risk assessments be undertaken.

The principal contractor must provide the Client, other contractors and all other concerned or affected parties with copies of any changes, alterations or amendments as soon as possible but within 14 calendar days of such changes.

4.2 Legal Requirements

All Contractors entering into a contract with the Client shall, as a minimum, comply with the -

- OHSACT and a current, up-to-date copy of the OHSACT and its Regulations must be available on site at all times; and
- Compensation for Occupational Injuries and Diseases Act, No 130 of 1993 (COIDA) as amended. The principal contractor will be required to submit a letter of registration and “good-standing” from the Compensation Commissioner or compensation insurer before being awarded the contract. A current, up-to-date copy of the COIDA must be available on site at all times.

4.3 Structure and responsibilities

4.3.1 Overall supervision and responsibility for occupational health and safety

- The principal contractor [appointed in terms of Construction Regulation 5(1)(k)] is responsible to implement and maintain the occupational health and safety plan approved by the Client.
- The Chief Executive Officer (in terms of Section 16(1) of the OHSACT) of the principal contractor is to ensure that the Employer (as defined in the OHSACT) complies with the OHSACT. Annexure 1 “Legal Compliance Checklist” may be used for this purpose and assistance.
- The principal contractor’s Chief Executive Officer may appoint any person reporting to him/her as Designated Person in terms of Section 16(2) of the OHSACT. Such Designated Person is responsible to assist the Chief Executive Officer to ensure that the Employer complies with the requirements of the OHSACT.
- The construction manager, assistant construction manager, construction supervisor and assistant construction supervisor(s) appointed in terms of Construction Regulation 8 are responsible for supervising the construction work and in specific to ensure that all work undertaken comply with the requirements of the OHSACT, its Regulations and the Client’s specifications.

4.3.2 Operational responsibilities for occupational health and safety

The principal contractor shall appoint designated competent employees and/or other competent persons as outlined in the following list to assist with the operational responsibilities for occupational health and safety. This list is only the minimum requirement and is therefore in no way exhaustive.

Appointment description	Appointment required in terms of
Assistant construction manager	Construction Regulation 8(2)
Assistant construction supervisor	Construction Regulation 8(8)
Construction health and safety officer	Construction Regulation 8(5)
Construction manager	Construction Regulation 8(1)
Construction supervisor	Construction Regulation 8(7)

Appointment description	Appointment required in terms of
Construction vehicle, mobile plant and machinery supervisor	Construction Regulation 23
COVID-19 compliance officer	Regulation 16(6) of Government Notice, No R 480
Drivers of construction vehicles and operators of plant	Construction Regulation 23
Electrical installation and appliances inspector	Construction Regulation 24
Emergency, security and fire coordinator	Construction Regulation 29
Excavation supervisor	Construction Regulation 13
Fall risk protection supervisor	Construction Regulation 10
First-aiders	General Safety Regulation 3
Fire fighting equipment inspector	Construction Regulation 29
Hazardous chemical substances supervisor	Hazardous Chemicals Substances Regulations 10
Incident investigator	General Administrative Regulation 9
Ladder inspector	General Safety Regulation 13(a)
Lifting machines and equipment inspector	Construction Regulation 22
Occupational health and safety committee	OHSACT Section 19
Occupational health and safety representatives	OHSACT Section 17
Person responsible for machinery	General Machinery Regulation 2
Risk assessor	Construction Regulation 9(1)
Scaffolding supervisor	Construction Regulation 16
Stacking and storage supervisor	Construction Regulation 28
Traffic management supervisor	OHSACT Section 9(1)
Traffic safety officer	OHSACT Section 9(1)
Pressure equipment supervisor	Pressure Equipment Regulations
Welding supervisor	General Safety Regulation 9

These appointments must be in writing and the responsibilities clearly stated together with the period for which each appointment is made. This information must be communicated to and agreed with the appointees.

Copies of appointments must be submitted to the Client together with concise CV's of the appointees as part of the principal contractor's health and safety plan and if appointed copies of the appointments included in the occupational health and safety file. All appointments must be approved by the Client and any changes of appointees or appointments must be communicated to the Client and agreed upon before being implemented.

The principal contractor must, furthermore provide the Client with an organogram of all contractors that he/she has appointed or intends to appoint and keep this list updated on a weekly basis.

4.3.3 Construction health and safety officer

This project requires the appointment of a full-time construction health and safety officer, appointed in terms of Construction Regulation 8(5). This appointee should be duly registered and in good standing with a statutory body approved by the Chief Inspector as is required by Construction Regulation 8(6).

The South African Council for Project and Construction Management Professions (SACPCMP) is currently the statutory body responsible for the professional registration of construction health and safety officers and a copy of the appointee's SACPCMP's registration certificate should be submitted as part of the principal contractor's health and safety plan and also be readily available in the health and safety file to be kept and maintained on site.

4.3.4 Designation of occupational health and safety representatives (Section 17 of the OHSACT)

Where the principal contractor employs more than 20 persons [including the employees of other contractors (sub-contractors) and its supervisors] he has to appoint one occupational health and safety representative for every 50 employees or part thereof. General Administrative Regulation 6 requires that the election, appointment and subsequent designation of the occupational health and safety representatives be executed in consultation with employee representatives or employees. (Section 17 of the OHSACT as well as General Administrative Regulation 6 and 7 refer).

Occupational health and safety representatives have to be designated in writing and the designation must include the area of responsibility of the person and term of the designation.

4.3.5 Duties and functions of the occupational health and safety representatives (Section 18 of the OHSACT)

- a. The principal contractor must ensure that the designated occupational health and safety representatives conduct a weekly inspection of their respective areas of responsibility, using a checklist, and report thereon to the principal contractor.
- b. Occupational health and safety representatives must be included in accident and/or incident investigations.
- c. Occupational health and safety representatives must attend all occupational health and safety committee meetings.

4.3.6 Appointment of occupational health and safety committee (Section 19 of the OHSACT)

The principal contractor must establish an occupational health and safety committee consisting of all the designated occupational health

and safety representatives together with a number of management representatives that are not allowed to exceed the number of occupational health and safety representatives on the committee and a representative of the Client who shall act as the chairperson without voting rights. The members of the occupational health and safety committee must be appointed in writing and copies of the appointments included in the occupational health and safety file.

The occupational health and safety committee must meet as a minimum on a monthly basis and consider, at least, the following agenda items:

1. Opening and welcome.
2. Members present, apologies and absent.
3. Minutes of previous meeting.
4. Matters arising from the previous meeting.
5. Occupational health and safety representatives' reports.
6. Incident and/or accident reports and investigations.
7. Incident, accident and/or injury statistics.
8. Other matters.
9. Endorsement of registers and other statutory documents by a duly authorised representative of the principal contractor.
10. Close and next meeting.

4.4 Mandatories

It is a requirement that the principal contractor, when he appoints contractors or sub-contractors in terms of Construction Regulations 7(1)(c) includes an OHSACT Section 37(2) agreement (i.e. Agreement with Mandatary) in his agreement with such contractor.

4.5 Administrative controls and the occupational health and safety file

4.5.1 The occupational health and safety file [Construction Regulation 7(1)(b)]

As required by Construction Regulation 7(1)(b), the principal contractor and other contractors will each keep an occupational health and safety file on site containing the following documents as a minimum:

1. Copy of the construction work permit (for applicable projects) (Construction Regulation 3)
2. Updated copies of the OHSACT and its Regulations as well as the COID Act (General Administrative Regulation 4.).
3. Proof of registration and good standing with the Compensation Commissioner or a COID Insurer [Construction Regulation 5(1)(j)].
4. Occupational health and safety plan agreed with the Client including the underpinning risk assessment(s) and method statements [Construction regulation 7(1)].

5. Copies of occupational health and safety committee meetings and other relevant minutes.
6. Designs and/or drawings [Construction Regulation 7(1)(b)].
7. A list of contractors (sub-contractors) including copies of the agreements between the parties, proof of good standing with the Compensation Commissioner or COID Insurer, and the type of work to be undertaken by each contractor (Construction Regulation 7).
8. Appointment and designation forms as per paragraphs 4.3.1 and 4.3.2 above.
9. Copy of the construction health and safety officer's SACPCMP registration certificate.
10. The following registers:
 - Accident and/or incident register (Annexure 1 of the General Administrative Regulations);
 - Occupational health and safety representatives' inspection register;
 - Construction vehicles and mobile plant inspections by controller;
 - Daily inspections of vehicles, plant and other equipment by the operator, driver and/or user;
 - Designer's inspections and structures record;
 - Inspection of electrical installations (including inspection of portable electrical tools, electrical equipment and other electrical appliances);
 - Fall risk protection inspections;
 - First-aid box content;
 - Record of first-aid treatment;
 - Fire equipment inspections and maintenance;
 - Record of hazardous chemical substances kept and used on site;
 - Ladder inspections;
 - Machine safety inspections (including machine guards, lock-outs etcetera);
 - Inspection registers and logbooks for lifting machines and – tackle (including daily inspections by drivers/operators);
 - Inspections of scaffolding;
 - Inspections of stacking and storage;
 - Pressure equipment inspections; and
 - Inspections of welding equipment.
12. All other applicable records.

The Client will conduct and evaluation of the principal contractor's occupational health and safety file from time to time.

4.6 Occupational health and safety goals and objectives and arrangements for monitoring and review of occupational health and safety performance

The principal contractor is required to maintain a casualty incident frequency rate (CIFR) of not more than four (See Annexure 2 to this document: "Measuring Injury Experience") and report on this to the Client on a monthly basis.

4.7 Notification of construction work (Construction Regulation 4)

The principal contractor does not need to notify the Department of Employment and Labour of its intention to carry out construction work as the Client, due to the value of the construction work, needs to apply for a construction work permit in terms of Construction Regulation 3. The principal contractor may not commence with any construction work until a site specific permit number was issued by the Department of Employment and Labour and the principal contractor must display this site specific permit number conspicuously at the entrance to the main site camp.

4.8 Medical certificates of fitness (Construction Regulation 7)

As required by Construction Regulation 7(1)(g), the principal contractor must ensure that all employees have a valid medical certificate of fitness specific to the construction work to be performed. These certificates must be issued by an occupational health practitioner in the form of Annexure 3 (i.e. Annexure 3 in the Construction Regulations).

4.9 Training, awareness and competence

The contents and syllabi of all training required by the OHSACT and Regulations must be included in the principal contractor's occupational health and safety plan.

4.9.1 General induction training

All members of the contractor's site management as well as all the persons appointed as responsible for occupational health and safety in terms of the Construction and other Regulations will be required to attend a general induction session.

All employees of the principal and other contractors must be in possession of proof of general induction training.

All subsequent and newly appointed employees must also be subjected to the induction training as soon as possible after the appointment but prior to starting work on site.

4.9.2 Site-specific induction training

The principal contractor will be required to develop a contract work project specific induction training course based on the risk assessments for the contract work and train all employees and other contractors and their employees in this.

All employees of the principal and other contractors must at all times be in possession of proof that they have attended a site-specific occupational health and safety induction training.

4.9.3 Other training

1. All operators, drivers and users of construction vehicles, mobile plant and other equipment must be in possession of valid proof of training and where applicable licenses or proof of competency.
2. All employees in jobs requiring training in terms of the OHSACT and Regulations must be in possession of valid proof of training.
3. Occupational health and safety training requirements [as required by the Construction Regulations and as indicated by the occupational health and safety specification and the risk assessment(s)] i.e. -
 - a. General induction (Section 8 of the OHSACT);
 - b. Site and job specific induction, including visitors (Sections 8 and 9 of the OHSACT);
 - c. Site and project manager;
 - d. Construction manager;
 - e. Construction supervisor;
 - f. Occupational health and safety representatives [Section 18 (3) of the OHSACT];
 - g. Training of the appointees indicated in paragraphs 4.3.1 and 4.3.2;
 - h. Operators and drivers of construction vehicles and mobile plant (Construction Regulation 23);
 - i. Basic fire prevention and protection (Environmental Regulations 9 and Construction Regulation 29);
 - j. Basic first-aid (General Safety Regulations 3);
 - k. Storekeeping methods and safe stacking (Construction Regulation 28); and
 - l. Emergency, security and fire coordinator.

4.9.4 Awareness and promotion

The principal contractor is required to have a promotion and awareness program in place to create an occupational health and safety culture within employees as well as sub-contractors. The following are some of the methods that may be used:

- Toolbox talks

- Posters
- Videos
- Competitions
- Suggestion schemes
- Participative activities such as employee “occupational health and safety circles”.

4.9.5 Notices and signs

The following notices and signs are, where applicable, compulsory on the construction site as well as the contractors' yards:

Area and/or activity where notice or sign is required	Notice or sign required in terms of
Display of notices and signs	General Safety Regulation 2B and SABS Code 1186
Entry	General Safety Regulation 2C(2)
First-aid	General Safety Regulation 3(6)
Toilets and change rooms	Facilities Regulation 2 (5) 4(2)(f)
Storage of flammable materials	General Safety Regulation 4(8)(a)(i) and (ii) [10(e) only applicable to contractor's yards]
Grinding wheels	Driven Machinery Regulation 8(1)(7)
Machinery	General Machinery Regulation 9 (Schedule D)
Explosive actuated fastening devices	Construction Regulation 21(2)(f)
Prohibition on smoking and eating or drinking at the workplaces where high risk substances [FR5 (1)] are stored or handled	Facilities Regulation 6(b)
Non-potable water	Facilities Regulation 7(B)
Construction Works Permit	Construction Regulation 3(4)

4.9.6 Competence

The principal contractor shall ensure that his and other contractors' employees appointed are competent and that all training required to undertake the work safely and without risk to health of their or other persons, has been successfully completed before work commences.

The principal contractor shall ensure that follow-up and refresher training is conducted on a regular basis as well as the contract work progresses and the work situation or requirements changes.

Records of all training must be kept on the occupational health and safety file for auditing purposes.

4.10 Consultation, communication and liaison

The following arrangements will apply-

- 4.10.1** Occupational health and safety liaison between the Client, the principal contractor, the other contractors, the designer and other concerned parties will be through the occupational health and safety committee. In the absence of a health and safety committee, the Client and principal contractor will agree on an alternative communication forum to be implemented.
- 4.10.2** In addition to the above, communication may be directly to the Client or his appointed Agent, verbally (followed up in writing within 14 calendar days) or in writing, as and when the need arises.
- 4.10.3** Consultation with the workforce on occupational health and safety matters will be through their supervisors, occupational health and safety representatives, the occupational health and safety committee and their elected trade union representatives, if any.
- 4.10.4** The principal contractor will be responsible for the dissemination of all relevant occupational health and safety information to the other contractors, for example design changes agreed with the Client and the designer, instructions by the Client and/or his Agent, exchange of information between contractors, the reporting of hazardous and/or dangerous conditions and/or situations etcetera.
- 4.10.5** The principal contractor will be required to do site safety walks with the Client and/or his Agent on a basis to be determined and agreed between the parties.
- 4.10.6** The principle and other contractors will be required to conduct toolbox talks with their employees on at least a weekly basis and records of these including the topics discussed must be kept on the occupational health and safety file. Employees must acknowledge the receipt of toolbox talks which record must, likewise, be kept on the occupational health and safety file.
- 4.10.7** The principal contractor's most senior manager on site will be required to attend all the Client's occupational health and safety meetings.
- 4.10.8** The Client or his Agent and the principal contractor will agree on the dates, times and venues of the occupational health and safety meetings.

4.11 Checking, reporting and corrective actions

4.11.1 Monthly compliance assessment by Client [Construction Regulation 5(1)(0)]

The Client will be conducting a periodic assessment to comply with Construction Regulation 5(1)(o) and to confirm that the principal contractor has implemented and is maintaining the agreed and approved occupational health and safety plan.

4.11.2 Other assessments and inspections by the Client

The Client reserves the right to conduct other ad-hoc assessments and inspections as deemed necessary. This could include among others site safety walks.

4.11.3 Conducting an assessment

A representative of the principal contractor must accompany the Client on all assessments and inspections and may conduct his/her own inspection at the same time. Each party will, however, take responsibility for the results of his/her own assessment and/or inspection.

4.11.4 Contractor's assessments and inspections

The principal contractor is to conduct his own internal assessments and inspections to verify compliance with his own occupational health and safety plan and management system as well as the requirements of this specification and the compliance of other contractors under his/her control.

4.11.5 Planned and critical task observations (PTO/CTO)

Planned and critical task observation frequency shall be determined in a risk-based manner, but at least twice a month. Such task observations shall be conducted by duly trained and competent construction supervisor(s) and assistant construction supervisor(s).

All deviations and findings identified through the observation shall be managed in accordance with the principal contractor's non-conformance management procedure including guidance and training to the employee(s) concerned. The principal contractor shall make provision for the frequency, tasks to be observed, related safe work procedures and responsible persons in the occupational health and safety plan.

4.11.6 Inspections by occupational health and safety representatives and other appointees

Occupational health and safety representatives must conduct weekly inspections of their areas of responsibility and report thereon to their foreman or supervisor whilst other appointees must conduct inspections and report thereon as specified in their appointments for example vehicle, plant and machinery drivers, operators and users must conduct daily inspections before start-up.

4.11.7 Recording and review of inspection results

All the results of the abovementioned inspections must be in writing, reviewed at occupational health and safety committee meetings,

endorsed by the chairperson of the meeting and placed on the occupational health and safety file.

4.11.8 Reporting of inspection results

The principal contractor is required to provide the Client with a monthly report in the format as per the attached Annexure 3: "Safety, Health and Environment Risk Management Report".

4.12 Incident reporting and investigation

4.12.1 Reporting of accidents and incidents (Section 24 and General Administrative Regulation 8 of the OHSACT)

The principal contractor must report all incidents where an employee is injured on duty to the extent that he/she:

- dies
- becomes unconscious
- loses a limb or part of a limb
- is injured or becomes ill to such a degree that he/she is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed

or where -

- a major incident occurred
- the health or safety of any person was endangered
- where a dangerous substance was spilled
- the uncontrolled release of any substance under pressure took place
- machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects
- machinery ran out of control

to the Client within two calendar days and to the Provincial Director of the Department of Employment and Labour within seven calendar days from date of incident (Section 24 of the OHSACT and General Administrative Regulation 8), **except** that, where a person has died, has become unconscious for any reason or has lost a limb or part of a limb or may die or suffer a permanent physical defect, the incident must be reported to both the Client and the Provincial Director of the Department of Employment and Labour forthwith by telephone, telefax or e-mail. All other reports should still be completed and provided as required.

The principal contractor is required to provide the Client with copies of all statutory reports required in terms of the OHSACT within seven calendar days of the incident occurring.

The principal contractor is required to provide the Client with copies of all

internal and external accident/incident investigation reports, including the reports contemplated in 4.11.2 (3) and (4) below, within seven calendar days of the incident occurring.

4.12.2 Accident and incident investigation (General Administrative Regulation 9)

1. The principal contractor is responsible for the investigation of all accidents and/or incidents where employees and non- employees were injured to the extent that he, she and/or they had to be referred for medical treatment by a doctor, hospital or clinic.
2. The results of the investigation to be entered into the accident and/or incident register.
3. The principal contractor is responsible for the investigation of all minor and non-injury incidents as described in Section 24 (1) (b) and (c) of the OHSACT and keeping a record of the results of such investigations including the steps taken to prevent similar accidents/incidents in future.
4. The principal contractor is responsible for the investigation of all road traffic accidents, related to the construction activities, and keeping a record of the results of such investigations including the steps taken to prevent similar accidents in future.
5. The Client reserves the right to hold its own investigation into an incident or call for an independent external investigation.

5. Operational control

5.1 Emergency preparedness, contingency planning and response

- 5.1.1 The principal contractor must appoint a competent person to act as emergency controller and/or coordinator.
- 5.1.2 The principal contractor must conduct an emergency identification exercise and establish what emergencies (such as health, safety, environmental, third party or community related actions etcetera) could possibly develop. He/she must then develop detailed contingency plans and emergency procedures, taking into account any emergency plan that the Client may have in place.
- 5.1.3 The principal contractor and the other contractors must hold regular practice drills of contingency plans and emergency procedures to test them and familiarise employees with them.

5.2 First-aid (General Safety Regulation 3)

- 5.2.1** The principal contractor must provide first-aid equipment and have qualified first-aider(s) on site as required by General Safety Regulation 3 of the OHSACT.
- 5.2.2** The contingency plan of the principal contractor must include arrangements for the speedily and timeously transportation of injured and/or ill person(s) to a medical facility or getting emergency medical support to person(s) who may require it.
- 5.2.3** The principal contractor must have firm arrangements with his contractors in place regarding the responsibility of these contractor's first-aid arrangements as well as treatment of injured and/or ill employees.

5.3 Security

- 5.3.1** The principal contractor must establish site access rules and implement and maintain these throughout the construction period. Access control must, among others, include the rule that non- employees will not be allowed on site unaccompanied.
- 5.3.2** The principal contractor must develop a set of project applicable security rules and procedures and maintain these throughout the construction period.

5.4 Accommodation of traffic

- 5.4.1** The principal contractor shall appoint a competent traffic safety officer to take responsibility for the accommodation of all traffic.
- 5.4.2** The principal contractor shall undertake a detailed risk assessment to ensure that all traffic related risks are identified and appropriate risk mitigation measures be established, implemented and maintained. This risk assessment should be kept on the health and safety file and also duly communicated to all employees and especially operators and drivers of construction vehicles and plant.
- 5.4.3** The principal contractor shall develop a comprehensive traffic accommodation plan to provide for traffic entering and leaving the site as well as traffic on site, i.e. internal roads and construction areas.
- 5.4.4** The principal contractor shall ensure that appropriate as well as a sufficient number of road signs are posted to protect employees against traffic and to warn all road users of the presence of construction work as well as construction employees/vehicles. These signs shall be repeated and utilised, where appropriate, as actual construction work is approached.

- 5.4.5** The maintenance of all signage and especially those that is suitable after dark shall be duly managed.

5.5 Work in fall risk positions [Fall protection (Construction Regulation 10)]

- 5.5.1** Although the risk posed by working in a fall risk position is as far as reasonable possible mitigated by the project design, a pre-emptive risk assessment is required for any work to be carried out from a fall risk position.
- 5.5.2** As far as is practicable, any person working in a fall risk position will work from a stable platform, ladder or other device that is at least as safe as if he or she is working at ground level and whilst working in this position be wearing suitable fall arrest equipment to prevent the person falling from the platform, ladder or other device utilised. This fall arrest equipment will be, as far as is possible, secured to a point away from the edge over which the person might fall and the lanyard must be of such a length and strength that the person will not be able to move over the edge.
- 5.5.3** Where the requirement in paragraph 5.5.2 is not practicable, the person will be provided with a full body harness that will be worn and attached above the wearer's head at all times and the lanyard must be fitted with a shock absorbing device or the person must be attached to a fall arrest system that is approved by the Client.
- 5.5.4** Where the requirements in paragraph 5.5.3 are not practicable, a suitable catch net, which must be able to sustain the weight of at least the average person working in the elevated position, must be erected.
- 5.5.5** Employees working in fall risk positions must be trained to do this safely and without risk to their or other person's health and safety.
- 5.5.6** Where work on roofs is carried out, the risk assessment must take into account the possibility of persons falling through fragile material and openings in the roof.
- 5.5.7** Updated records confirming the physical and psychological fitness of employees working in fall risk positions should be kept on the health and safety file at all times.

5.6 Access scaffolding (Construction Regulation 16)

Access scaffolding must be erected, used and maintained safely in accordance with Construction Regulation 16 and SA Bureau of Standards Code of Practice, SANS 10085 entitled, "The Design, Erection, Use and Inspection of Access Scaffolding".

Detailed consideration must be given to all scaffolding to ensure that it is properly planned to meet the working requirements, designed to carry the necessary loadings and maintained in a sound condition. It must also be

ensured that there is sufficient material available to erect the scaffolding properly and safely.

Scaffolding must be erected, altered, maintained or dismantled by person(s) who has/have adequate training and experience in this type of work or under the continuous and direct supervision of such a person.

5.7 Lifting equipment (Construction Regulation 22)

Lifting equipment must be designed and constructed in accordance with the manufactures/designers specifications as well as generally accepted technical standards and operated, used, inspected and maintained in accordance with the manufactures requirements as well as that of the Driven Machinery Regulation 18 of the OHSACT:

The Driven Machinery Regulation requires that:

- a. Lifting equipment to be clearly and conspicuously marked with the maximum mass load (MML) that it is designed to carry safely. When the MML varies with the conditions of use, the table of maximum loads should be used by the driver/operator;
- b. Each winch on a lifting machine must at all time have, at least, three full turns of rope on the drum when the winch has been run to its lowest limit;
- c. Lifting equipment be fitted with a brake or other applicable device capable of holding the MML. This brake or device must automatically prevent the downward movement of the load when the lifting power is interrupted;
- d. Lifting equipment fitted with a load limiting device that automatically arrest the lift when the load reaches its highest safe position or when the mass of the load is greater than the MML;
- e. Every chain or rope on a lifting machine that forms an integral part of the machine must have a factor of safety as prescribed by the manufacturer of the machine and where no standard is available the factor of safety must be:
 - chains – 4 (four)
 - steel wire ropes - 5 (five)
 - fibre ropes- 10 (ten)
- f. Every hook or load attaching device must be designed as such or fitted with a device that will prevent the load from slipping off or disconnecting;
- g. Every lifting machine must be inspected and load tested by a competent person every time it has been dismantled and re-erected and every 12 months after that. The load test must be in accordance with the manufacturers prescription or to 110% of the MML in addition all ropes, chains, hooks or other attaching devices, sheaves, brakes and safety devices forming an integral part of a lifting machine must be inspected every 6 months by a competent person;
- h. All maintenance, repairs, alterations and inspection results must be recorded in a log book and each lifting machine must have its own log book; and
- i. No person may be lifted by a lifting machine not designed for lifting persons unless in a cradle approved by an inspector of the Department of Employment and Labour.

5.8 Lifting tackle

The following requirements will apply to lifting tackle:

- a. Manufactured of sound material, well constructed and free from latent defects;
- b. Clearly and conspicuously marked with an identity number;
- c. Maximum mass load factor of safety:
 - Natural fibre ropes - 10(ten)
 - Man-made fibre ropes and woven webbing - 06(six)
 - Steel wire ropes – single rope - 06(six)
 - Steel wire ropes – combination slings - 08(eight)
 - Mild Steel chains - 05(five)
 - High tensile/alloy steel chains - 04(four)
- d. Steel wire ropes must be discarded (not used any further for lifting purposes) when wear and corrosion is evident and must be examined by a competent person every three months for this purpose and the results recorded in a designated log book.

5.9 Construction vehicle and mobile plant operators

The following requirements will apply to construction vehicle and mobile plant operators:

- a. Only certified and/or competent employees may be allowed to operate any construction vehicle and mobile plant.
- b. Every lifting machine operator must be trained specifically for the type of lifting machine that he or she is operating.
- c. Only employees duly authorised to do so may operate any construction vehicle and mobile plant.
- d. Only employees physically and psychologically fit, i.e. in possession of a medical certificate of fitness, may be allowed to operate any construction vehicle and mobile plant.

5.10 Construction vehicles and mobile plant (Construction Regulation 23)

Construction vehicles and mobile plant should be formally and duly inspected by a competent person appointed by the principal contractor prior to being allowed on a project site and suppliers of hired vehicles, plant and equipment must be required to comply with this specification as well as the OHSACT and Regulations.

Construction vehicles and mobile plant must be:

- a. Of acceptable design and construction;
- b. Maintained in good working order;
- c. Used in accordance with their design and intention for which they were designed;
- d. Operated and/or driven by trained, competent and authorised operators/drivers. No unauthorised persons to be allowed to drive construction vehicles and mobile plant;
- e. Provided with safe and suitable means of access;

- f. Fitted with adequate signalling devices to make movement safe including reversing;
- g. Provided with roll-over protection;
- h. Inspected daily before start-up by the driver, operator and/or user and the findings recorded in a register/log book and any defects addressed as matter of urgency;
- i. Fitted with two head and two tail lights that is in good working condition whilst operating under poor visibility conditions; and
- j. Used for transporting persons must have seats firmly secured and sufficient for the number of persons being transported.

No loose tools, material etcetera is allowed in the driver and/or operators compartment/cabin nor in the compartment in which any other persons are transported.

No person may ride on construction vehicles and mobile plant except for in a safe place designed and provided for this purpose.

The construction site must be organised to facilitate the movement of construction vehicles and mobile plant in such a manner that pedestrians and other vehicles are not endangered. Traffic routes to be suitable, sufficient in number and adequately demarcated.

All construction vehicles and mobile plant daily inspection records must be kept in the occupational health and safety file.

5.11 Electrical installations (Construction Regulation 24)

Any electrical work undertaken as part of the project, including the installation of temporary electricity for construction use shall be in accordance with Construction Regulation 24 and the Electrical Installation Regulations.

The principal contractor must ensure that:

- a. Existing services are to be located and clearly marked before construction commences and during the progress thereof;
- b. Where the abovementioned is not possible, employees with jackhammers etc. will be protected against electric shock by the use of suitable protective equipment e.g. rubber mats, insulated handles etcetera;
- c. Electrical installations and -machinery are sufficiently robust to withstand normal working conditions on site;
- d. Temporary electrical installations must be inspected at least once per week by a competent person and a record of the inspections kept on the occupational health and safety file;
- e. Electrical machinery used on a construction site must be inspected daily before start-up by the competent driver/operator or any other competent person and a record of the inspections kept on the occupational health and safety file; and
- f. A competent person appointed in writing must control all temporary electrical installations.

5.12 Electrical and mechanical lockout

An electrical and mechanical lockout procedure must be developed by a competent person (i.e. duly qualified and certified electrician) and signed off by the Construction Manager. The principal contractor must ensure that the lockout procedure is duly implemented and maintained, i.e. all contractors on site are informed of and adhere to this lockout procedure.

5.13 Use and storage of flammables (Construction Regulation 25)

The principal contractor must ensure that:

- a. No person is required or permitted to work in a place where there is the danger of fire or an explosion due to flammable vapours being present unless adequate precautions is taken;
- b. Flammables stored on a construction site are stored in a well-ventilated, reasonably fire-resistant container, cage or room that is kept locked with consistent access control measures in place and sufficient firefighting equipment installed and fire prevention methods practiced for example proper housekeeping;
- c. Only one day's quantity of flammable is to be kept in the workplace;
- d. Containers (including empty containers) to be kept closed to prevent fumes/vapours from escaping and accumulating in low lying areas; and
- e. Welding and other flammable gases to be stored segregated as to the type of gas and empty and full cylinders.

5.14 Hazardous chemical substances

The principal contractor must ensure that:

- a. Employees receive the necessary information and training to be able to use, handle and store hazardous chemical substances safely;
- b. The risk assessments required in terms of Construction Regulation 9 include employee exposure to hazardous chemical substances and that the necessary measures be taken to protect persons from being detrimentally affected by hazardous chemical substances present or used in the workplace;
- c. Suppliers provide the necessary information in the form of material safety data sheets regarding hazardous chemical substances required to ensure the safe use, handling and storage of these substances;
- d. An up-to-date list is kept on site of hazardous chemical substances stored and used together with the material safety data sheet of the said hazardous chemical substances;
- e. Hazardous chemical substances containers be clearly marked as to the contents and main hazardous category e.g. "Flammable" or "Corrosive" and the reference number of the hazardous chemical substances on the list indicated above;
- f. No person eats or drinks in an area where hazardous chemical substances are stored or utilised; and
- g. Hazardous chemical substances waste is disposed of safely in terms of hazardous

waste disposal requirements.

5.15 Storage of flammable and hazardous chemicals (Hazardous Chemical Substances Regulations)

See paragraphs 5.13 and 5.14 above.

5.16 Fire prevention and protection

The principal contractor must ensure that:

- a. The risk of fire is avoided;
- b. Sufficient and suitable storage of flammables is provided;
- c. All employees are instructed in the use of the firefighting equipment and know how to attempt to extinguish a fire;
- d. A sufficient number of employees are appointed and trained to act as an emergency team to deal with fires and other emergencies;
- e. Employees are informed regarding emergency evacuation procedures and escape routes;
- f. Emergency escape routes are kept clear at all times and clearly marked;
- g. Evacuation assembly points are demarcated and made known to employees;
- h. Evacuation is regularly practiced to ensure that all persons are evacuated timeously and;
- i. Roll call is held after evacuation to account for all employees and to ensure that no-one including visitors and disabled persons have been left behind; and
- j. A clearly audible, to all persons on site, siren or alarm is fitted and regularly tested.

5.17 Housekeeping (Construction Regulation 27)

The principal contractor must ensure that:

- a. Housekeeping is continuously implemented and maintained;
- b. Materials and equipment are properly stored;
- c. Scrap, waste and debris are removed off site regularly;
- d. Materials placed for use are placed safely and not allowed to accumulate or cause obstruction to the free-flow of pedestrians and vehicular traffic;
- e. Where practicable, construction sites are fenced off to prevent entry of unauthorised persons;
- f. An unimpeded work space is maintained for every employee;
- g. Every workplace is kept clean, orderly and free of tools and the likes that are not required for the work being done;
- h. As far as is practicable, every floor, walkway, stair, passage and gangway is kept in good state of repair, skid-free and free of obstruction, waste and materials; and
- i. The walls and roof of every indoor workplace be sound and leak-free.

5.18 Stacking and storage (Construction Regulation 28)

The principal contractor must ensure that:

- a. A competent person is appointed in writing to supervise all stacking and storage on a construction site;
- b. Adequate storage areas are provided and demarcated;
- c. The storage areas are kept neat and under control;
- d. The base of any stack is level and capable of sustaining the weight exerted on it by the stack;
- e. The items in the lower layers can support the weight exerted by the top layers;
- f. Cartons and other containers that may become unstable due to wet conditions are kept dry;
- g. Pallets and containers are in good condition and no material is allowed to spill out;
- h. The height of any stack does not exceed 3 times the base unless stepped back at least half the depth of a single container at least every fifth tier or the approval of an inspector of the Department of Employment and Labour has been obtained to build the stacks higher with the aid of a machine. (The operator of the machine must be protected against items falling from overhead or off the stack and no items may overhang);
- i. The articles that make up a single tier are consistently of the same size, shape and mass;
- j. Structures for supporting stacks are structurally sound and able to support the mass of the stack;
- k. No articles are removed from the bottom of the stack first but from the top tier first;
- l. Anybody climbing onto a stack can and does do it safely and that the stack is sufficiently stable to support him or her;
- m. Stacks that are in danger of collapsing are broken down and restacked;
- n. Stability of stacks are not threatened by vehicles or other moving plant and machinery;
- o. Stacks are built in a header and stretcher fashion and that corners are securely bonded; and
- p. Persons climbing onto stacks do not approach unguarded moving machinery or electrical installations.

5.19 Eating, changing, washing and toilet facilities (Construction Regulation 30)

5.19.1 Toilets

- a. The provision of toilets for each sex is required in terms of the National Building Regulations and Construction Regulation 30.
- b. Chemical toilets are allowed instead of the water borne sewerage type. Toilets must be provided at a ratio of at least 1 toilet per 30 employees.

5.19.2 Showers

At least cold-water showers of some sort for each sex have to be provided at a ratio of at least 1 shower per 15 employees.

5.19.3 Change rooms

Some form of screened off changing facility must be provided separately for each sex.

5.19.4 Eating facility

Some form of eating facility sheltered from the sun, wind and rain must be provided.

5.20 Personal and other protective equipment (Sections 8, 15 and 23 of the OHSACT)

The principal contractor is required to proactively identify the hazards in the workplace and deal with them on an ongoing basis. He/she must either remove them or, where impracticable take steps to protect employees and make it possible for them to work safely and without risk to health under the hazardous conditions.

Personal protective equipment should, however, be the last resort and there should always first be an attempt to apply re-engineering and other solutions to mitigating hazardous situations before the issuing of personal protective equipment is considered.

Where it is not possible to create an absolutely safe and healthy workplace the principal contractor is required to inform employees regarding this and issue, free of charge, suitable equipment to protect them from any hazards being present and that allows them to work safely and without risk to health in the hazardous environment.

It is a further requirement that the principal contractor maintain the said equipment, that he/she instructs and trains the employees in the use of the equipment and ensures that the prescribed equipment is used by the employee/s in a consistent and correct manner.

Employees do not have the right to refuse to use and/or wear the equipment prescribed by the employer and, if it is impossible for an employee to use or wear prescribed protective equipment through health or any other valid reason, the employee cannot be allowed to continue working under the hazardous condition(s) for which the equipment was prescribed but an alternative solution has to be found that may include relocating the employee.

The principal contractor may **not charge any fee** for protective equipment prescribed by him or her **but may charge for equipment under the following conditions:**

- Where the employee requests additional issue in excess of what is prescribed;
- Where the employee has blatantly abused or neglected the equipment leading to early failure; and
- Where the employee has lost the equipment.

Please note: Bullet points two and three above should form part of a formal disciplinary process, i.e. following a disciplinary hearing.

5.21 Portable electrical tools and equipment (Electrical Machinery Regulation 9)

Portable electrical tools and equipment includes every unit that takes electrical power from a 15 ampere plug point and is moved around for use in the workplace i.e. drills, saws, grindstones, portable lights, etcetera. In addition electrical appliances such as fridges, hotplates, heaters, etc. must be inspected regularly but at least on a weekly basis and maintained to the same standards as portable electrical tools and appliances.

The use, inspection and maintenance of portable electrical tools and equipment must be governed by the following:

- Regular inspections by a competent person appointed in writing;
- Inspection results must be recorded in a register;
- Only competent authorised persons are allowed to use portable electrical tools and equipment; and
- The correct protective equipment is worn/used whilst operating portable electrical tools and equipment.

This equipment -

- Must be maintained in good condition at all times to prevent an electrical shock to the user;
- The main source should incorporate an earth leakage protection device or receive power through a double wound transformer or be double insulated and clearly marked as such; and
- All equipment must be fitted with a switch to allow for safe and easy starting and stopping.

5.22 Public health and safety (Section 9 of the OHSACT)

The principal contractor is responsible for ensuring that non-employees affected by the construction work are made aware of the dangers likely to arise from said construction work as well as the precautionary measures to be observed to avoid or minimise those dangers. This includes among others:

- a. Non- employees entering the site for whatever reason;
- b. The surrounding community; and
- c. Passers by the site.

Appropriate signage must be posted to this effect and all employees on site must be instructed to ensure that non-employees are protected at all times.

All non-employees entering the site must receive site applicable induction into the hazards and risks and the control measures for these.

5.23 Excavations (Construction Regulation 13)

All excavation work has to comply with the following:

- 5.23.1 Excavation work must be carried out under the supervision of a duly competent person who has been appointed in writing.
- 5.23.2 Before excavation work begins the stability of the ground must be evaluated.
- 5.23.3 Whilst excavation work is being performed, the principal contractor must take suitable and sufficient steps to prevent any person from being buried or trapped by a fall or dislodgement of material.
- 5.23.4 No person may be required or permitted to work in an excavation that has not been adequately shored or braced.
- 2.23.5 Where the excavation is in stable material or where the sides of the excavation are sloped back to at least the maximum angle of repose measured relative to the horizontal plane, shoring or bracing may be left out **but only after** written permission has been obtained from the appointed competent person.
- 5.23.6 Shoring and bracing must be designed and constructed to safely support the sides of the excavation and prevent it from collapsing.
- 5.23.7 Where uncertainty exists regarding the stability of the soil the opinion of a competent professional engineer or professional technologist must be obtained, before excavation proceeds, whose opinion will be decisive. The opinion must be in writing and signed by the engineer or technologist as well as the appointed excavation supervisor.
- 5.23.8 No load or material may be placed near the edge of an excavation if it is likely to cause a collapse of the excavation, unless suitable shoring has been installed to be able to carry the additional load. Best practice requires a one meter clearance so as to reduce the pressure on the side walls as well as risk of material falling onto persons inside the excavation.
- 5.23.9 Neighbouring/adjoining buildings, structures or roads that may be affected or endangered by the excavation must be suitably protected.
- 5.23.10 The location and nature of any existing services such as water, electricity, gas, telecommunication etcetera must be established before any excavation is commenced with and any service that may be affected by the excavation must be protected and made safe for employees working in or near in the excavation.
- 5.23.11 Every excavation, including the shoring and bracing or any other method to prevent a possible collapse, must be inspected by the appointed competent person as follows:

- Daily before work commences
- After an unexpected collapse of the excavation or part thereof
- After substantial damage to any support
- After rain

5.23.12 The results of any inspections must be recorded in a register kept on site in the health and safety file.

5.24 Welding, flame cutting or similar operations

Should any welding work be undertaken as part of emergency repairs to plant and equipment on site or as part of the construction activities, the principal contractor must ensure that:

5.24.1 A competent person will be appointed to supervise welding, flame cutting or similar operations on site.

5.24.2 The following rules will govern all welding and flame cutting or similar operations:

- a. The welder will be trained regarding the safe use/operation of the equipment.
- b. The welder and his assistant will be provided with effective and appropriate personal protective equipment and/or clothing.
- c. Cables and electrode holders will be effectively insulated.
- d. The workplace will be effectively screened off to prevent bystanders from being affected by the welding rays or they will be provided with personal protective equipment.
- e. Special precautions will be taken where welding is undertaken in confined spaces e.g. proper and sufficient ventilation will be provided.
- f. In wet or damp conditions the welding equipment and the welder will be properly insulated and someone will be on standby to assist in the event of any emergency.
- g. A qualified person will certify in writing that it is safe to enter and work in a specific confined space before welding or flame cutting is undertaken.
- h. No welding, flame cutting, grinding, soldering or similar work shall be undertaken in respect of any drum, vessels or similar object or container where such object or container-
 - is completely closed, unless the rise in internal pressure cannot render it dangerous; or
 - contains any substance which, under the action of heat may explode or react to form dangerous or poisonous substances.
- i. Where pressure vessels/welding cylinders containing oxygen or acetylene are transported or used, the proper precautionary measures will be taken against bumping, falling, rolling etcetera.
- j. Gas welding hoses may only be joined with approved connectors and clamps.
- k. No oil or grease may be applied to oxygen valves and fittings.
- l. It is a sound practice to store pressure vessels and/or welding cylinders

- vertically and to secure them by means of a chain.
- m. Acetylene cylinders may never be inclined in excess of 45°.
 - n. Proper and adequate fire prevention measures will be instituted and maintained for as long as the welding continues.
 - o. Where explosive and/or flammable vapours are present welding will only be done under “hot work” permits.

5.25 Transportation of employees

- 5.25.1** Any vehicle used to transport employees must have seats firmly secured and adequate for the number of employees to be carried. No employee may be permitted to stand on the back or sit on the edge of the vehicle.
- 5.25.2** The vehicle utilised for the transportation of employees must be equipped with a serviced and fully operational fire extinguisher.
- 5.25.3** Regulation 247 of the National Road Traffic Act, Number 93 of 1996 (NRTA) stipulates that the principal contractor shall not allow employees to be transported in a vehicle unless the portion of the vehicle in which the employees are being conveyed is enclosed to a height of –
- a. at least 350 mm above the surface on which employees are seated; or
 - b. at least 900 mm above the surface on which employees are standing,
- in a manner and with a material of sufficient strength to prevent employees from falling from such vehicle when it is in motion.
- 5.25.4** Regulation 247 of the NRTA also stipulates that the principal contractor shall also not allow any employees to be conveyed in the goods compartment of a vehicle together with any tools or goods, except their personal effects, unless that portion in which the employees are being conveyed is separated by means of a partition, from the portion in which such goods are being conveyed.

5.26 Working in inclement weather

The principal contractor shall implement an early warning system to identify inclement weather and to prevent such weather from posing negative

implications on the safety of employees and other persons visiting. The early warning system shall as a minimum provide for the following:

5.26.1 Construction work done during electrical storms

- a. The principal contractor shall ensure that all employees are removed from heights and all employees are as safe as possible, in inclement weather conditions.
- b. No work is allowed on the construction site during electric storms where employees cannot be protected from it. Protection involves employees being restricted to:
 - eating area fitted with a lightning mast
 - workshops
 - inside buildings
- c. No work is allowed in electrical storms on top of open structural steel, even when earthed.
- d. No work is allowed on heights when the lightning is within a 10 kilometre radius.
- e. After inclement weather on-site risk assessments will be reviewed to include wet conditions.

5.26.2 Lifting equipment operations during inclement weather

- a. Lifting operations will stop during lightning within a 10 kilometre radius and wind above 28 km/h, and the lifting equipment operator will not be allowed to leave the lifting equipment with the booms extended.
- b. Lifting operations will stop during rain, rigging and hand lifts.
- c. Booms on all lifting equipment will be retracted.
- d. All rigging operations will stop and employees will be removed from site.

5.26.3 Construction work done during rain

- a. During rainy conditions all work on steel structures will stop.
- b. No electrical tools will be used during rainy weather in open areas.
- c. Work can be done in water proof areas where there is a zero risk for electrocution.
- d. Areas that may be cleared for work during rain includes:
 - workshops
 - offices
 - work on ground level with the provision that the area is maintained in a safe dry condition

5.26.4 Scaffolding activities during inclement weather conditions

During inclement weather only limited scaffolding actions will be permitted i.e. erecting and dismantling activities.

Guidelines for safe choices:

Weather type	Building and dismantling of scaffolding
Lightning	Stop all activities
Light rain	Stop all activities
Heavy rain	Stop all activities
Wind <28 km/h	Full use
Wind >40 km/h	Stop all activities
Light mist	Full use
Heavy mist	Full use
Hail	Stop all activities

All scaffold users will:

- a. Ensure that scaffolding is inspected immediately after inclement weather conditions.
- b. Ensure that the risks associated with working at heights during inclement weather are identified and reasonably mitigated.
- c. Be cautious of slip/trip hazards when performing activities during inclement weather.
- d. Take note of the weather when completing the daily safe task instructions on site, where applicable.

5.26.5 Driving in inclement weather

The principal contractor shall ensure that the danger of driving in wet conditions is adequately covered in a risk assessment.

The risk assessment will include, but not limited to:

- a. route planning
- b. speed reduction
- c. planning for emergency situations
- d. driving precautions for slippery surfaces
- e. visibility hazards

5.27 Pressure equipment

The principal contractor must ensure that:

- a. any pressure equipment in use is subjected to a formal inspection and pressure test by an approved inspection authority before commissioning, after installation, re-erection or repairs (i.e. Pressure Equipment Regulation 11 has reference). Once installed, similar inspections and pressure tests are required every 36 months.
- b. formal registers by an approved inspection authority are duly maintained (with copies readily available in the occupational health and safety file) to proof that any pressure equipment in use was subjected to the necessary inspections and pressure tests.

- c. pressure equipment (such as compressors) is provided with all appropriate safety accessories required to ensure that it is safe for use (i.e. Pressure Equipment Regulations 10(1) has reference). This include but are not limited to safety latches to secure the pressure hoses to the compressor's outlet valves as well as the pressure driven equipment at the other end of the hoses to prevent these pressure hoses from causing serious injuries to employees should their securing mechanisms fails and they become loose whilst under pressure.
- d. should gas fuel be utilised, either on site or as part of the construction process, no person be allowed to install a fixed appliance, equipment or system for gas fuel unless such person is a holder of a certificate of registration (i.e. Pressure Equipment Regulation 17(3) has reference).

5.28 Occupational health

5.28.1 Introduction

The Regulations promulgated under the National Disaster Management Act, and the lockdown of 26 March 2020 have closed all construction projects except for those involved with essential infrastructure services and emergency facility preparedness.

In terms of Regulation 16(6)(b) and Annexure E of Government Notice 480, a COVID-ready Workplace Plan must be developed prior to the reopening on any construction site. The purpose of this specification is therefore to outline the minimum specification that the client set for Principal Contractor to adhere to when developing their plans.

5.28.2 Re-introduction to the workplace after lockdown

Employees returning to the first day of work after the lockdown to answer a wellness questionnaire with the COVID-19 Compliance Officer or nominated alternative at the entrance to the main building or site camp. Upon successful completion of the questionnaire (if satisfactory) the employee will be allowed to proceed to his/her work area. All employees will attend a mandatory re-induction (revised induction for COVID-19 awareness) including new measures to be taken based on a COVID-19 risk assessment and should be communicated to all employees and other persons visiting the site to highlight requirements as well as activities and areas considered as "hot spots".

5.28.3 Administrative requirements

The following should be reflected in the COVID-ready Workplace Plan:

- a. The date the construction site will open.
- b. The hours the site it will be open.
- c. A timetable setting out the phased return of employees to enable appropriate measures to be taken to avoid and reduce the spread of the virus.

- d. List of employees who can work from home, employees who are 60 years or older and those with comorbidities.
- e. Appointment of a COVID-19 Compliance Officer.

5.28.4 Site specific health and safety procedures

a. Demographics

It will be incumbent upon the Principal Contractor to establish suitable and sufficient procedures for the identification of potentially infected employees and employees, the management of exposure to the corona virus on the project, including visitors and suppliers. Including a response plan for persons suspected of being infected with or exposed to the virus. The procedure shall be applicable to all levels of management and supervision, employees as well as visitors to the site.

As part of this procedure, the Principal Contractor shall maintain a register of all employees on the project, keeping records of the following information as a minimum.

a.1 Age of employee

The procedure shall take cognisance of the vulnerability of older employees and make provision for additional or more frequent screening of employees above a specified age. A certificate of fitness should be available to confirm that the employee is fit for duty, and the certificate should be available on site at all times.

a.2 Health status

A detailed record of all current and previous health conditions, specifically those identified as creating a higher risk for contracting COVID-19, to be kept for all employees. The procedure shall make provision for stringent testing procedures and management of exposure to the virus for employees with higher vulnerability due to underlying health conditions. Such records are confidential and will remain with the Occupational Health facility. A certificate of fitness must be available for each employee on site, including management.

a.3 Socio economic status/local labour

The procedure shall consider the socio-economic status and skill level of employees, taking cognisance of the fact that these may have an impact on the employee's level of exposure to the virus outside of the workplace and the risk of being asymptomatic carriers of the virus to the project/site

a.4 Accommodation

Where accommodation is provided by the Principal Contractor, factors to be considered in the procedure include, among others:

- a. Density of occupants to allow for adequate social distancing (minimum 1.5 m) in sleeping and dining quarters;
- b. Restriction on the number of persons using the same sanitary/hygiene facilities;
- c. Provision of dedicated crockery and cutlery for each occupant, together with a procedure for effective cleaning and safe storage of same and a prohibition on the sharing of utensils;
- d. Dedicated facilities for safekeeping of personal belongings and abovementioned utensils for each person. Such facilities are to allow for total segregation of belongings and must be easy to sanitise. Provision of such facilities for safekeeping to be accompanied with a procedure for the use and sanitising of the storage facility to reduce the risk of cross contamination;
- e. Facilities for accommodation provided by the Principal Contractor to have in place stringent procedures for personal hygiene, ongoing maintenance of sanitising and social distancing; and
- f. Additional rules to include a prohibition on the sharing of clothing, towels and other personal belongings, as well as the laundering of clothing for multiple persons at the same time.

b. Origin of labour and transportation

Where a return to work will necessitate travel between provinces and cities for employees and employees to return to the project, the Principal Contractor shall have a procedure for, or provide transport for the return of employees to minimise the risk of exposure to the virus while in transit. While this is difficult to control by the Principal Contractor, induction training needs to include such information so employees can protect themselves. Where on-site transportation is undertaken, a policy needs to be available for how such transportation will be made safe and limit any opportunity for cross infection. If possible, the Principal Contractor could provide their own transportation for their employees.

Parking areas for public and private vehicles need to be considered. Hand cleaning facilities when entering gates, doors, and security entrances.

b.1 Public Transportation across borders/towns/cities

The Principal Contractor to source/recommend a transport service provider that complies with all travel restrictions and requirements as gazetted by Government, among others:

- a. Maximum occupancy of vehicles to allow for social distancing;
- b. Vehicle sanitised before passengers board;
- c. Passengers provided with hand sanitiser (with at least 70% alcohol content) and face masks prior to boarding;
- d. Vehicle sanitised before and after boarding;
- e. boarding, after each stop where passengers leave the vehicle for comfort breaks, and
- f. Frequent hand sanitising is recommended during transit.

b.2 Contractor provided transportation across borders/towns/cities

Where the Principal Contractor provides transportation across borders/towns/cities to assist employees to return to work, provision shall be made for an adequate number of vehicles to comply with the maximum occupancy as in (a) above, and all such vehicles provided will be subject to the same requirements as abovementioned.

Since it will not be practicable to separate belongings and luggage in either instance mentioned above, the Principal Contractor's procedures must make provision for the sanitising of personal belongings and luggage on departure and arrival at the final destination

c. Social distancing

Social distancing has been shown to be an effective method to prevent or slow down the spread of the corona virus. It will be incumbent on the Principal Contractor to ensure that the construction site and facilities are set up and then managed in such a way that it will be possible as far as is practicable to maintain the required social distancing of a minimum of 1,5 metres between persons when at work.

c.1 Tasks that require more than one person to complete

Where it is not possible to maintain the required distance between employees due to the nature of the work activity, e.g. curb laying, confined working areas, rebar tying, preparing wire cages, the Principal Contractor will be required to implement, maintain and enforce a procedure to adequately protect such employees against potential infection with the corona virus. This includes but is not limited to:

- a. Providing adequate supplies of suitable PPE such as face shields in addition to the masks, task specific gloves, safety glasses, disposable/additional coveralls;
- b. PPE used during multi-person activities to be exchanged immediately after the task is completed, but should not be reissued without it being adequately disinfected;
- c. Sealed bins to be provided with appropriate labelling (as Hazardous Material) for disposable PPE such as masks, disposable coveralls, disposable gloves, etcetera.;
- d. Sealable bags provided to each person for keeping PPE requiring laundering, such as gloves and overalls, and
- e. Sanitising/washing facilities provided for immediate sanitising of hard hats, shields, safety glasses, shoes, safety harnesses etcetera. on completion of multi-person tasks.

All the above to be utilised when breaking for lunch or leaving the site, and before commencing with the next or new work activity.

c.2 Access/egress of site, welfare facilities, meeting areas

The Principal Contractor must ensure there is suitable and adequate provision to minimise the risk of persons who may be infected with COVID-19 entering or exiting the site, the spread of the virus between persons who work on or visit the site and the risk of potentially infected persons leaving the site and accessing public spaces or going home to their families and thereby infecting other persons. To achieve this, the Principal Contractor is required to implement, among others the following measures:

- a. Persons accessing or leaving the site in groups to maintain social distancing of at least 1,5 metres while waiting to access the site;
- b. Persons waiting to access the site to be segregated from the public where required by the provision of dedicated, prominently identified public pedestrian walkways situated in such a way that social distancing is maintained between site personnel and the public;
- c. Screening of each person who enters the site with a no-touch infrared thermometer;
- d. Means of (fully) sanitising each person and their belongings, who access and leave the site;
- e. Dedicated facilities for safekeeping of personal property for each person. Such facilities are to allow for total segregation of belongings and must be easy to sanitise. Provision of such facilities for safekeeping to be accompanied with a procedure for the use and sanitising of the storage facility to reduce the risk of cross- contamination;
- f. Toolbox talks to be conducted outdoors when possible in order for persons to maintain social distancing. Where inclement weather does not allow for this, toolbox talks to be conducted with smaller groupings of employees in a sheltered area large enough to maintain social distancing, and
- g. Eating areas to be set up in such a way that the maximum number of persons who will use the area at any one time are able to maintain the required social distancing of 1,5 metres. Should this not be practicable, meal times are to be staggered on a rotational basis to avoid contact between persons.

d. Alcohol and drug testing

Alcohol testing may only be done using single use test units, and must be disposed of in the appropriate contaminated waste. Drug testing will only be done by an occupational health facility either using urine or blood sampling. A protocol will be drawn up by the Principal Contractor to manage this with the occupational health service provider being used.

e. Medical surveillance

The normal requirements of pre-placement, periodic and exit medicals will remain, with the occupational health service provider providing a methodology of how they will be including factors relating to COVID-19. No lung functions or peak flows will be done until deemed safe to do so by the South African Thoracic Society.

Any person who contracts the virus may need to be reported to the Compensation Commissioner or other applicable insurer as an occupational disease where their work shall be monitored and in contact with others. Such details are included in the Compensation for Injuries and Diseases Act.

Isolation of employees who have a high temperature or any COVID-19 related symptoms, and transportation (in suitable transport) to an applicable facility as directed for testing and treatment.

Employees will be required to complete COVID-19 questionnaires and obtain a medical certificate indicating that they are no longer infected prior to returning to site. Any employee with COVID-19 related symptoms may not be allowed to return to work, but notify the Principal Contractor of same.

f. Ablution facilities

Ablution facilities are an essential facility that must be available for employees across a site. Facilities are a high-risk area for possible infection and increased cleaning regimes are required to be introduced. A policy on how this will be done is required, that will cover both portable and permanent facilities. The following should among others be considered:

- a. Portable toilets to be provided at a 1:10 ratio;
- b. Cleaners to continually clean and have a formal cleaning regime, i.e. cleaning to as a minimum be undertaken in the morning, lunchtime as well as before closing the site;
- c. Hand washing facilities (soap and water, paper towel) to be available where possible, and if not, to provide hand sanitiser (with at least 70% alcohol content);
- d. Induction training to educate all users in hand washing correctly;
- e. Flush toilets preferably 1:15 unless increased cleaning regime present;
- f. Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant;

- g. Wash hands before and after using the facilities;
- h. Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush, i.e. hourly;
- i. Portable toilets should be avoided wherever possible, but where in use these should be cleaned and emptied more frequently;
- j. Provide suitable and sufficient rubbish bins for paper towels with regular removal and disposal that need to be managed as hazardous waste;
- k. Introduce staggered start and finish times to reduce congestion and contact at all times;
- l. Consider increasing the number or size of facilities available on site if possible, and
- m. Provide suitable and sufficient rubbish bins that are duly labelled as "Hazardous Material" in these areas with regular removal and disposal.

g. Cleaning of working areas

The principal contractor must clean and disinfect objects and surfaces that are frequently touched.

When cleaning these, the following shall apply -

- a. Disposable or washable gloves should be worn during cleaning activities;
- b. Cleaners are required to wear clean re-washable cloth masks;
- c. Cloths used for cleaning purposes should at least once every hour be disinfected and then sanitised or bleached to prevent cross contamination;
- d. Dirty surfaces should be cleaned with a detergent or soap and water prior to disinfection;
- e. Cleaning equipment to be disinfected after each cleaning activity;
- f. Diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common household disinfectants should be effective for disinfection purposes;
- g. In cases where occupied workspaces are to be cleaned, the occupant (employee) must be required to leave the workspace until the cleaning activity is completed. The employee should then be required to wash his/her hands before re-occupying the workspace; and
- h. Cleaning of workspaces will include cleaning of furniture, desk or counter surface, telephone, computer screens, keyboards and all other equipment/tools used.

h. Security access

Public access to site shall be limited at all times, and non- essential visitors are not to be allowed entry. There is required to be staggered access at all times. The following aspects are to be included in a policy document as to how such issues will be managed, among others:

h.1 Staggered access to site

The Principal Contractor should consider the following:

- a. Introduce staggered start and finish times to reduce congestion and contact at all times;
- b. Monitor site access points to enable social distancing – consideration for the number of access points, either increase to reduce congestion or decrease to enable monitoring;
- c. 50-100 mm deep trough to be placed at entrances to site. Disinfectant shall be placed in the trough and all shoes coming onto site or leaving site will be disinfected, without wetting shoes themselves;
- d. Remove or disable entry systems that require skin contact e.g. fingerprint scanners or biometric system;
- e. Require all employees and visitors to wash or sanitise their hands before entering or leaving the site;
- f. Ensure social distancing between people waiting to enter site;
- g. Regularly sanitise common contact surfaces in reception, office, access control and delivery areas e.g. scanners, turnstiles, screens, telephone handsets, desks, particularly during peak times, but as a minimum in the mornings, lunchtime and before closing the site;
- h. Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible, and
- i. Drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.

h.2 Symptom screening

The Principal Contractor must take measures to:

- a. screen all employees and other persons, at the time that they report for work, to ascertain

whether they have any of the observable symptoms associated with COVID-19, namely –

- fever
 - cough
 - sore throat
 - redness of eyes or shortness of breath (or difficulty in breathing);
- b. require every employee or other person on site to report whether they suffer from any of the following additional symptoms –
- body aches
 - loss of smell or loss of taste
 - nausea
 - vomiting
 - diarrhoea
 - fatigue
 - weakness or tiredness; and
- c. require employees or other persons to immediately inform the Principal Contractor if they experience any of the symptoms in item a or b above, whilst on site.

h.3 Employees presenting symptoms

If an employee on site presents with the symptoms outlined in paragraph 4.7.2, or advises the Principal Contractor of these symptoms, the Principal Contractor must –

- a. not permit the employee to enter the site or report for work; or
- b. if the employee is already on site immediately:
 - isolate the employee, provide the employee with a FFP1 surgical mask and arrange for the employee to be transported in a manner that does not place other employees or members of the public at risk either to be self-isolated or for a medical examination or testing; and
 - assess the risk of transmission, disinfect the area and the employee's workstation, refer those employees who may be at risk for screening and take any other appropriate measure to prevent possible transmission;
- c. ensure that the employee is tested or referred to an identified testing site;
- d. place its employee on paid sick leave in terms of section 22 of the Basic Condition of Employment Act (BCEA) or if the employee's sick leave entitlement under the section is

exhausted, make application for an illness benefit in terms of clause 4 of the Directive issued on 25 March 2020 on the COVID-19 Temporary Employer Relief Scheme under regulation 10(8) of the Regulations promulgated in terms of section 27(2) of the Disaster Management Act;

- e. ensure that the employee is not discriminated against on grounds of having tested positive for COVID-19 in terms of section 6 of the Employment Equity Act, 1998 (Act No. 55 of 1998);
- f. if there is evidence that the employee contracted COVID-19 as a result of occupational exposure, lodge a claim for compensation in terms of the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993) in accordance with Notice 193 published on 3 March 2020.

h.4 Employees returning to work

If an employee has been diagnosed with COVID-19 and isolated in accordance with the Department of Health Guidelines, the Principal Contractor may only allow the employee to return to work on the following conditions -

- a. the employee has undergone a medical evaluation confirming that the employee has been tested negative for COVID-19;
- b. the Principal Contractor ensures that personal hygiene, wearing of masks, social distancing, and cough etiquette is strictly adhered to by the worker; and
- c. the Principal Contractor closely monitors the employee for symptoms on return to work.

The Principal Contractor to formally nominate a person to take responsibility for –

- a. considering the medical information confirming that the employee has been tested negative; and
- b. managing the employee's returning to work.

i. Procurement and storage for COVID-19 personal protective equipment (PPE) and general supplies

The following shall be implemented by the Principal Contractor:

- a. Availability of PPE is an imperative and should be available at all times. Where this is not so, the work related to the activity will be stopped until adequate supplies are available.
- b. Storage of PPE shall be tightly controlled, with records of issue. Damaged PPE shall be managed in the usual way, but all to be disposed of as if contaminated.
- c. Appropriate PPE must be provided free of charge to employees.

j. Waste management for COVID-19 waste

Waste management arrangements to be updated to include provision for the disposal of additional waste generated due to preventative measures implemented. All waste to be managed as hazardous waste.

j.1 Disposal of any gloves, masks

The Principal Contractor shall dispose of all used gloves and masks as hazardous waste and provide sealable duly labelled bags and containers for the safe disposal of this waste.

j.2 Paper towels

The Principal Contractor shall provide adequate supplies of paper towels on site. At points where these towels are provided lined waste bins that are duly labelled should be placed in order to collect all used towels and then to be disposed of in hazardous waste.

j.3 Disinfectant solution

The Principal Contractor shall provide adequate supplies of disinfectant (with at least 70% alcohol content) on site where the use of water and soap for cleaning is not practical. If disinfectant dispensers are not refilled it should be disposed with other hazardous waste.

j.4 Wastewater

Wastewater at washing points, toilets, and bathrooms to be contained in the sewer drainage system so to prevent surface spills. If wastewater is contained in waste buckets it must be sealed when removed and disinfected after it is cleaned.

k. Signage

The Principal Contractor shall review all current signs and notices displayed on site. The Principal Contractor shall avoid conflicting messages/notices that have been in place prior to lockdown and review according.

k.1 Access rules

The Principal Contractor shall install additional signage with site rules specific to the prevention of spreading the COVID-19 virus at the access control points of the site.

k.2 Notices/posters with protocols

Notices and posters shall be placed and installed to raise awareness and regarding protocols to be followed on site. These notices and posters shall be placed conspicuously at various points on the site including the following places:

- a. Entrance
- b. Site notice board
- c. Site Office
- d. Eating areas
- e. Next to toilets and bathrooms
- f. Hand washing stations
- g. Storerooms

I. Emergency planning

An updated emergency plan shall be completed that is in line with the current Regulations of the National Disaster Management Act as well as workplace plan.

I.1 First aid

Extra gloves, and disinfectants are to be available, first aiders are to be issued with at least FFP1 masks should they be required to respond

I.2 Evacuation plans

Evacuation plans should consider social distancing.

I.3 Isolation of potentially infected employees

The emergency plan shall consider how anyone who arrives on site and displays any of the COVID-19 symptoms, or has a raised temperature will be dealt with.

m. Personal protective equipment (PPE)

The hierarchy of control applies with the use of PPE. Specific regard for the type and usage, training and control shall be outlined in the policies and procedures.

m.1 Masks

Masks are compulsory for all employees; personnel and professional team members as well as visitors, reducing the potential of inhaled COVID-19 droplets. For general administration purposes and operational employees cloth masks will suffice. FFP1 masks are only to be worn by first aiders or high-risk employees, due to the national shortage thereof.

All FFP1 masks to be disposed with or after 1 day's use or after contamination. Induction shall include training on the correct use and removal of masks.

Cloth face masks to be used on entering and leaving the site. Each employee should be supplied with at least 3 cloth face masks. This would assist ensuring that the masks are hygienic (1 on the face; 1 in the wash and 1 as a backup). Training of the correct washing and drying of the masks should also be undertaken.

The Principal Contractor must ensure that sufficient stock is at all-time available on site. This will also depend on the type of mask being issued.

All disposable masks are biological waste and must be properly disposed of. This must be disposed in container (locked) or in sealed bags that is duly labelled to be either removed as medical biological waste by a registered service provider. Disposal manifests must be kept on site.

Clearly identifiable bins indicating biological waste to be provided

m.2 Face Shields

The Principal Contractor may also look at options such as full-face shields for preventing spreading of virus through eyes. This would assist the employee who is doing hard physical work to breathe more easily but still protecting the mouth, eyes and nose.

Face shields should be cleaned daily before the shift and at the end of the shift. Proper cleaning agents/disinfectant must be used. Face shields should be issued to employees and no sharing is allowed.

m.3 Overalls

All employees must be issued with 3 overalls (1 overall wearing; 1 overall in the wash and one as the backup). This will ensure that the employee will be able to wear clean hygienic overalls. This must form part of the COVID-19 training for all employees.

m.4 Gloves

It is preferable that surgical gloves are not worn unless indicated and employees trained in the proper use thereof. Gloves must only be used when the activity demand the wearing of specific type of gloves. This will be directed by the Principal Contractor's risk assessment.

Site office personnel need to be made aware of the risks in the office environment, this include to handling of documents and drawings. These employees could be issued with the appropriate gloves or sufficient hand wash/sanitising facilities must be available in the site office.

n. Consequence management

n.1 Change management

The Principal Contractor to ensure that regular information pertaining to COVID-19 and or any health and safety matters are distributed to ensure that required measures/controls are timeously addressed. The Principal Contractor must also ensure that the health and safety committee meetings are held regularly to evaluate

all activities on site. There are various information platforms available to the Principal Contractor and or employees that can assist in keeping them informed. These include among others:

- a. Local authority/legislation
- b. World Health Organisation
- c. Health care departments
- d. Health care professionals
- e. Health care centres/hospitals
- f. Public service announcements

The Principal Contractor is responsible and required to keep his or her employees informed by means but not limited by conducting the following:

- a. Awareness campaigns -i.e. posters within work places
- b. Daily site task Inspections (DSTIs)
- c. Toolbox talks / Daily briefings
- d. Meetings
- e. Company policies/procedures/employee wellbeing interaction
- f. Company newsletters
- g. Telecommunications – cellular phones, e-mail etcetera

n.2 Succession Planning

Employees who is performing specialise work/activities (including plant operators) must be identified. These positions must have alternative employees that could perform these activities. This could mean additional training for these employees to ensure business continuity.

Key personnel on site should also have competent alternative employees that could perform these functions when needed. Where possible administrative staff should be working from home to limit exposure.

It is very important to understand that the availability of certain essential products and material may not always be readily available and thus proper planning must be in place to ensure that the activities on site are not interrupted.

Proactive planning must be in place to ensure that the following are ordered and available:

- a. PPE (cloth face masks, face shields, overalls)
- b. Hand sanitisers with at least 70% alcohol content
- c. Disinfectants and cleaning materials

n.3 Consequences

When non-compliance activities are noted, that activity must be stopped. Should the remedial actions not take place the site will be shut down till the corrective actions have been implemented.

Employees that do not work according to the COVID- ready Workplace Plan must be disciplined according to the company's disciplinary codes and practices.

Supervisory employees on site must ensure consistent compliance, and when non-conformances are noted, suitable corrective measures that may include disciplinary actions should be taken.

The Principal Contractor should note that it could be fined and even according to the Disaster Management Act, arrested. The project may also be stopped with possible penalties and claims for standing changes.

o. Welfare facilities

The Principal Contractor shall adapt arrangements regarding the provision of welfare facilities to be in line with Government guidelines and requirements.

o.1 Clean, storage for food and personal belongings

The Principal Contractor to provide lockable storage facilities for all employees, which shall be disinfected daily. Training and awareness to address procedures and the importance of good hygiene practice.

o.2 No personal belongings to be kept on site

Apart from extra clean personal clothing no other personal belongings may be allowed on site except if kept in locker provided by the Principal Contractor that is disinfected daily.

o.3 No communal drinking facilities (shared cups etcetera)

The Principal Contractor shall request employees to bring their own water to site and also provide adequate supplies of bottled water when required. Empty bottles to be disposed of as normal waste. Training and awareness to address procedures and the importance of good hygiene practice.

o.4 Larger meeting areas/ preferably use technology (Skype, Zoom, Microsoft teams)

The Principal Contractor shall limit the number of employees at all activities to the minimum required to do the work in a safe manner. Where possible meetings must be held in open areas limited to essential personnel. Technological alternatives to be utilised for meeting attendance if possible. Training and awareness to address procedures and the importance of social distancing.

o.5 Eating areas

The Principal Contractor shall limit the number of employees at all activities to the minimum. Stagger lunchbreaks and resting periods for work teams. Training and awareness to address procedures and the importance of good hygiene practice and social distancing.

Employees are required to stay on site once they have entered it and not use local shops. No food deliveries to be allowed to the site.

Dedicated eating areas should be identified on site to reduce food waste and contamination.

- a. Break times should be staggered to reduce congestion and contact at all times.
- b. Hand cleaning facilities or hand sanitiser (with at least 70% alcohol content) should be available at the entrance of any room or area where people eat and should be used by employees when entering and leaving the area;
- c. Employees should be instructed to bring pre-prepared meals and refillable drinking bottles from home;
- d. Social distancing to be applied whilst eating and avoid all contact;
- e. Where catering is provided on site, it should provide pre-prepared and wrapped food only;
 - Payments should be taken by contactless card wherever possible; and
 - Crockery, eating utensils, cups etcetera. should be disposable if supplied.
- f. Drinking water should be provided with enhanced cleaning measures of the tap mechanism introduced;
- g. Tables should be cleaned and disinfected between each use;
- h. All rubbish should be put straight in the bin and not left for someone else to clear up; and
- i. All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices.

5.28.5 Communication

The Principal Contractor must inform the client via the professional team (i.e. project manager) of any infection incidents that have exposed the health and safety of employees or other persons on site.

The reporting should also include a schedule of employees that have tested positive for COVID-19 as well as employees who have recovered and returned to work after quarantine.

6. Health and safety policy

The principal contractor has to provide the Client, as an annexure to the health and safety plan, with

a detailed health and safety policy outlining the principal contractor's stance on and principles adopted for health and safety.

7. Cost for health and safety measures during the construction process

To enable the Client to comply with Construction Regulation 5(1)(g), all potential principal contractors submitting tenders/bids have to demonstrate to the Client that sufficient provision has been made for the cost to implement and maintain the health and safety plan proposed by the principal contractor to meet the requirements of this health and safety specification as well as that of the OHSACT and its Regulations.

A detailed schedule of costs has to be included in the health and safety plan submitted as part of the potential principal contractor's tender document. Failure by the principal contractor to adhere to this requirement will force the Client to reject the tender/bid in terms of Construction Regulation 5(1)(h).

8. Project specific risk assessment requirements

See Annexure 5.

9. Overview of annexures

Annexure 1: Legal compliance assessment.
Annexure 2: Measuring injury experience. Annexure
Annexure 3: SHE risk management report.
Annexure 4: Guide to risk assessments.
Annexure 5: List of risk assessments.



Road Traffic
Management Corporation

Annexure 1

Legal compliance assessment

Occupational Health, -safety and environment: Risk assessment checklist

(Based on the Construction Regulations of the Occupational Health and Safety Act)

* Denotes items applicable to both construction sites, contractor plant and storage yards

ELEMENT	REMARKS
1. Administrative and legal requirements	
2. Education, training and promotion	
3. Public safety, security measures and emergency preparedness	
4. Personal protective equipment	
5. Housekeeping	
6. Working at heights (including roof work)	
7. Scaffolding and temporary work	
8. Ladders	
9. Electrical safeguarding	
10. Emergency, fire prevention and protection	
11. Excavations and demolition	
12. Tools	
13. Cranes	
14. Builder's hoist hoists	
15. Transport and materials handling equipment	
16. Site plant and machinery	
17. Plant and storage yard or site workshop specifics	
18. Workplace environment, health and hygiene	

1. Administrative and Legal Requirements

OHSACT Section or Regulation	Subject	Requirements	Yes/No
Construction Regulation 3	Application for construction permit	Should the project trigger this requirement - • Application for permit lodged; • Copy of construction permit in the OHS file; and • Is the site specific permit number conspicuously displayed at the main entrance.	

OHSACT Section or Regulation	Subject	Requirements	Yes/No
Construction Regulation 4	Notice of carrying out Construction work	For construction projects where no permit is required - - Was the Department of Employment and Labour notified; and - Is a copy of notice available on site.	
General Admin. Regulation 4	Copy of OHSACT	Updated copy of the OHSACT and Regulations on site. Readily available for perusal by all employees.	
COLD Act Section 80 and Construction Regulation 5(1)(j)	Registration with Compensation Commissioner or other approved compensation insurer	Written proof of registration/Letter of good standing available on site.	
Construction Regulation 4 and 5(1)	OHS specification, plans and program	OHS spec received from National Department of Health. OHS plan developed. OHS program implemented. Plans and program updated regularly.	
Section 8(2)(d) Construction Regulation 9	Hazard identification and risk assessment	Competent risk assessor appointed in writing Proof of risk assessor's competence available on site Risk assessment and –plan drawn up and updated. Baseline risk assessment undertaken prior to commencement of construction work. Copy of baseline risk assessment available on site. Continued risk assessments undertaken and recorded. Copies of ongoing risk assessments available on site. Employees and sub-contractors informed and trained by a competent person in the risk assessment before work commences and an ongoing basis thereafter. Health and safety committee or employee representatives consulted on the monitoring and review of the risk assessments.	
Section 16(2)	Assigned duties (Managers)	Responsibility of complying with the OHSACT assigned to other person/s by CEO.	

Construction Regulation 8(1)	Designation of person ultimately responsible for occupational health and safety on site	Competent person appointed in writing as construction manager.	
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OHSACT Section or Regulation	Subject	Requirements	Yes/No
Construction Regulation 8(2)	Designation of Assistant for construction manager	Competent person appointed in writing as assistant construction manager.	
Construction Regulation 8(7)	Designation of person responsible for ensuring occupational health and safety compliance	Competent person appointed in writing as construction supervisor.	
Construction Regulation 8(8)	Designation of Assistant for responsible person	Competent person(s) appointed in writing as assistant construction supervisors.	
Construction Regulations 8(5)	Health and safety officer	Competent and duly registered person appointed. Proof of health and safety officer's competency on site. Health and safety officer duly registered with SACPCMP as Construction Health and Safety Officer (CHSO) Reports prepared and submitted to the client/contractor(s)?	
Section 17 & 18 and General Administrative Regulations 6 and 7	Election and Designation of occupational health and safety representatives	More than 20 employees - one representative and one additional representative for each 50 employees or part thereof. Designation in writing, period and area of responsibility specified. Meaningful reports. Reports actioned by management.	
Section 19 and 20 and General Administrative Regulations 5	Occupational health and safety committee/s	Committee/s established. Members appointed in writing. Meetings held monthly. Minutes kept. Actioned by management.	

Section 37(1) and (2)	Agreement with mandataries, contractors and sub-contractors	Written agreement with contractors and sub-contractors. Updated list of contractors and sub-contractors displayed. Proof of Registration with Compensation Commissioner or Compensation Insurer as well as Letter of Good Standing. Construction Supervisor designated. Written arrangements regarding representatives and committee. Written arrangements regarding first-aid.	
Construction Regulation 7(1)(c) and 7(2)(a)	Management of sub-contractors	Has the principal contractor – - provided all sub-contractors with relevant sections of the client's OHS specification - formally evaluated and approved all sub-contractors' OHS plans. - ensured that the sub-contractors appointed made sufficient provision for the costs to be incurred to	

OHSACT Section or Regulation	Subject	Requirements	Yes/No
		implement and maintain their OHS plan.	
Construction Regulation 7(1)(g)	Medical certificates of fitness	Are medical certificates of fitness (issued by an occupational health practitioners) specific to the construction work performed available for all employees on site	
Section 24 and General Administrative Regulation 8 COID Act Section 38, 39 and 41	Reporting incidents of (Department of Employment and Labour)	Incident reporting procedure displayed. All incidents in terms of section 24 reported to the Provincial Director, Department of Employment and Labour, within 3 days (Annexure 1 and/or WCL 1 or 2). Cases of occupational disease reported. Copies of reports available on site. Record of first-aid injuries kept.	
General Administrative Regulation 9	Investigation and recording of incidents	All injuries which resulted in the person receiving medical treatment other than first aid, recorded and investigated by investigator designated in writing. Copies of reports (Annexure 1) available on site. Tabled at committee meeting. Actioned taken by site management.	

Construction Regulation 10	Fall protection	Competent person appointed to draw up and supervise the fall protection plan. Proof of appointees' competence available on site. Risk assessment carried out for work at heights. Fall protection plan drawn up and updated. Plan available on site.	
Construction Regulation 10(5)	Roof work	Competent person appointed to plan and supervise roof work. Proof of appointees' competence available on site. Risk assessment carried out. Roof work plan drawn up and updated. Roof work inspect before each shift and inspection register kept. Employees medically examined for physical and psychological fitness and written proof on site.	
Construction Regulation 12	Temporary works	Competent person appointed in writing as temporary works designer to inspect and approved any erected temporary works before use. Proof of appointees' competence available on site. Competent person appointed in writing as temporary works supervisor. Proof of appointees' competence available on site. Risk assessment carried out for work on temporary works structures.	

OHSACT Section or Regulation	Subject	Requirements	Yes/No
		Temporary works drawings approved by temporary works designer and available on site. Other relevant documentation that includes construction sequence and method statements available on site. Competent person(s) appointed in writing to: • erect, move or dismantle temporary works structures; and • examine and check all temporary works structures before being used; Written proof of competence of above appointees. Temporary work structures are inspected: • before, during and after the placement of concrete; • after inclement weather; • after a load was imposed; • daily whilst in place; and • before stripping or dismantling and inspection register kept. Inspection registers kept. Fall protection plan drawn up and updated. Plan available on site.	
Construction Regulation 16	Scaffolding	Competent persons appointed in writing to: • erect scaffolding (scaffold erector/s); • act as scaffold team leaders; and • inspect scaffolding weekly and after inclement weather (scaffold inspector/s). Written proof of competence of above appointees. Appointees available on site. Copy of SANS 10085 available on site. Risk assessment carried out. Inspected weekly and/or after bad weather. Inspection register/s kept.	

Construction Regulation 17	Suspended platforms	Competent persons appointed in writing to: • control the erection of suspended platforms; • act as suspended platform team leaders; and • inspect suspended scaffolding weekly and after inclement weather. Risk assessment conducted. Certificate of authorisation issued by a registered professional engineer available on site and copy forwarded to the Department of Employment and Labour.	
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OHSACT Section or Regulation	Subject	Requirements	Yes/No
		The following inspections of the whole installation carried out by a competent person • after erection and before use; • daily prior to use; and • inspection register kept. The following tests to be conducted by a competent person: • load test of whole installation and working parts every 12 months; and • hoisting ropes, hooks and load attaching devices quarterly; and • tests log book kept. Employees working on suspended platforms should be medically examined for physical and psychological fitness. Written proof available.	
Construction Regulation 13	Excavations	Competent person/s appointed in writing to supervise and inspect excavation work. Written proof of competence of above appointee/s available on site. Risk assessment carried out. Excavations inspected: • before every shift; • after any blasting; • after an unexpected fall of ground; • after any substantial damage to the shoring; and • after rain. Inspections register kept. Method statement developed where explosives will be and/or are used.	

Construction Regulation 14	Demolition work	Competent person/s appointed in writing to supervise and control demolition work. Written proof of competence of above appointee/s available on site. Risk assessment carried out. Engineering survey and method statement available on site. Inspections to prevent premature collapse carried out by competent person before each shift. Inspection register kept.	
Construction Regulation 19	Materials hoist	Competent person appointed in writing to inspect the material hoist. Written proof of competence of above appointee available on site. Materials hoist to be inspected weekly by a competent person. Inspection register kept.	
Construction Regulation 26	Water environments (including caissons and cofferdams)	Competent person appointed in writing to supervise, control and inspect work on or over water and the construction, installation, and dismantling of caissons	

OHSACT Section or Regulation	Subject	Requirements	Yes/No
		and/or cofferdams. Written proof of competence of above appointee available on site. Risk assessment carried by a competent person on a daily basis. Inspection register kept.	
Construction Regulation 21	Explosive actuated fastening devices	Competent person appointed to control the issue of the Explosive actuated fastening devices and cartridges as well as the service, maintenance and cleaning. Register kept of above. Empty cartridge cases, nails and fixing bolts returns recorded. Cleaned daily after use.	
Construction Regulation 20	Bulk mixing plant	Competent person appointed to control the operation of the bulk mixing plant as well as the service, maintenance and cleaning of this plant. Register kept of above. Risk assessment carried out. Bulk mixing plant to be inspected weekly by a competent person and inspections register kept.	
Construction Regulation 15 and Mine Health and Safety Act	Tunnelling	Complying with Mines Health and Safety Act (29 of 1996). Risk Assessment carried out.	

Construction Regulation 22 Driven Machinery Regulations 18 and 19	Cranes and lifting machines equipment	Competent person appointed in writing to inspect cranes, lifting machines and equipment. Written proof of competence of above appointee available on site. Cranes and lifting tackle identified and numbered. Register kept for lifting tackle. Logbook kept for each individual crane. Inspection: • All cranes: Daily by operator. • Tower cranes: After erection and thereafter 6 monthly. • Other cranes: Annually by competent person. • Lifting tackle (slings, ropes, chain slings etcetera): Three monthly.	
Construction Regulation 24 Electrical Machinery Regulations 9 and 10 Electrical Installation Regulations	Inspection and Maintenance of electrical installation and equipment (including portable electrical tools)	Competent person appointed in writing to inspect/test the installation and equipment. Written proof of competence of above appointee available on site. Inspections: • Electrical installation and equipment inspected after installation, alterations and quarterly thereafter. Inspection registers kept. • Portable electric tools and -lights	

OHSACT Section or Regulation	Subject	Requirements	Yes/No
		and extension leads identified/numbered. Monthly visual inspection by user, issuer or storeman. Register kept.	

Diving Regulations	Diving operations	Competent person appointed in writing to supervise diving operations and ensure maintenance, statutory inspection and testing by an approved inspection authority of equipment used. Written proof of competence of above appointee available on site. Proof of registration of all divers present on site available. Risk assessment carried out. Diving manual produced and available on site. Record of voice communications kept. Diving operations record kept. Each diver keeps a personal logbook and entries countersigned by the diving supervisor. Decompression tables available on site. Records of any decompression illness kept. Certificate of manufacture of any compression chamber or diving bell in use available on site.	
Construction Regulation 28 General Safety Regulation 8(1)(a)	Designation of stacking and storage supervisor	Competent persons with specific knowledge and experience designated to supervise all stacking and storage. Written proof of competence of above appointee available on site.	
Construction Regulation 29 Environmental Regulation 9	Designation of a person to coordinate emergency planning and fire protection	Person/s with specific knowledge and experience designated to coordinate emergency contingency planning and execution and fire prevention measures. Emergency evacuation plan: • Developed and available on site; • Drilled and practiced; and • Records of drills and practices available on site. Fire risk assessment carried out. All fire extinguishing equipment: • Identified and on register; • Inspected monthly and inspection registers kept; • Replaced after use; and • Serviced annually.	
General Safety Regulation 3	First-aid	Every workplace provided with sufficient number of first-aid boxes (required where 5 persons or more are employed). First-aid boxes freely available. Content of boxes as per the minimum requirements of the OHSACT. One qualified first-aider appointed for	

OHSACT Section or Regulation	Subject	Requirements	Yes/No
		every 50 employees (required where more than 10 persons are employed). List of First-aiders and competency certificates available on site. Name and contact details of person in charge of first-aid box clearly displayed. Location of first-aid boxes clearly demarcated. Signs instructing employees to report all injuries and/or illness including first-aid injuries.	
General Safety Regulation 2	Personal protective equipment (PPE)	PPE risk assessment carried out. Items of PPE prescribed and use enforced. Records of issue kept. Undertaking by employee to use and/or wear PPE.	
General Safety Regulation 9	Inspection and use of welding and/or flame cutting equipment	Competent person/s with specific knowledge and experience designated to inspect electric arc, gas welding and flame cutting equipment. Written proof of competence of above appointee available on site. Equipment identified/numbered and entered into a register. Equipment inspected monthly. Inspection register kept.	
Hazardous Chemical Substances (HCS) Regulations Construction Regulation 25	Control of storage and usage of HCS and other flammables	Competent person/s with specific knowledge and experience designated to control the storage and usage of HCS (including flammables). Written proof of competence of above appointee available on site. Risk assessment carried out. Register of HCS kept and/or used on site.	

Pressure Regulations	Equipment	Pressure vessel (PV)	Competent Person/s with specific knowledge and experience designated to supervise the use, storage, maintenance, statutory inspections and testing of PVs. Written proof of competence of above appointee available on site. Risk assessment carried out. Certificates of manufacture available on site. Register of PVs on site. Inspections and testing by approved inspection authority (AIA): • after installation, re-erection or repairs; • every 36 months; and • register or log kept of inspections, tests, modifications and repair on site.	
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OHSACT Section or Regulation	Subject	Requirements	Yes/No
Construction Regulation 23	Construction vehicles and earth moving equipment	Operators or drivers appointed to: • Carry out a daily inspection prior to use; and • Drive the vehicle or plant that he/she is competent to drive or operate. Written proof of competence of above appointee available on site. Record of daily inspections kept on site. Medical assessments.	
General Safety Regulation 13A	Inspection of Ladders	Competent person appointed in writing to inspect ladders. Ladders inspected at arrival on site and monthly thereafter. Inspections register kept on site.	
General Safety Regulation 13B	Ramps	Competent person appointed in writing to supervise the erection and inspection of ramps. Inspection register kept on site.	

Government Notices No R. 479 and 480	COVID-19	COVID-ready Workplace Plan developed COVID-ready Workplace Plan approved by client. COVID-19 compliance officer appointed. COVID-19 risk assessment undertaken and maintained. Access control at the gate. Screen employees and visitors by asking them to complete a health questionnaire before visiting the workplace. Screening process include thermal testing and recording of results. COVID-19 induction awareness and education of employees and visitors. Sanitisers with min 70% alcohol and stations readily available. Hand washing facilities readily available. Recordkeeping. Social distancing implemented, maintained and enforced. Appropriate PPE provided and used Cleanliness of site and ablutions. Isolation area provided and maintained. Ventilation of offices Social distancing maintained during meetings. Waste management – dedicated hazardous chemicals bins available and waste disposed of accordingly. Traveling to site and support if infection identified. Staggered entry/exit/lunch Return to work after infection protocol available	
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2. Education, training and promotion

Subject	Requirement	Yes/No
*Occupational Health and Safety Policy as per OHSACT Section 7(1)	Policy signed by CEO and published and communicated to employees. Policy displayed on employee notice boards. Management and employees committed.	
*Company and site health and safety rules as per OHSACT Section 13(a)	Rules published. Rules displayed on employee notice boards. Rules issued and explained to employees with written proof hereof. Follow-up to ensure employees understand and adhere to the rules.	
*Induction and task safety training as per OHSACT Section 13(a)	All new employees receive health and safety induction training. Training includes task safety instructions. Employees acknowledge receipt of training. Follow-up to ensure employees understand and adhere to instructions.	
*General health and safety training as per OHSACT Section 13(a)	All employees receive basic health and safety training. Written proof kept. Operators of plant and equipment receive specialised training. Follow-up to ensure employees understand and adhere to instructions.	
*Occupational health and safety promotion	Incident experience board indicating among others - • Number of hours worked without an injury; and • Number of days worked without an injury. Safety grading - Board kept up to date. Relevant safety posters displayed and changed regularly. Employee notice board for health and safety notices. Site health and safety competitions. Company health and safety competition. Participation in regional health and safety competitions. Suggestion scheme.	

3. Public safety, security measures and emergency preparedness

Subject	Requirement	Yes/No
*Notices and signs	Notices and signs at entrances along perimeters indicating “ No unauthorised entry ” and “ Entry at own risk ”. Notices and signs at entrance instructing visitors and non-employees what to do, where to go and where to report on entering the site or yard with directional signs for example “ Visitors to report to office ”. Notices and signs posted to warn of overhead work and other hazardous activities for example General Warning Signs .	
Site safeguarding	Nets, canopies, stills, fans etcetera to protect members of the public passing and/or entering the site.	

*Security measures	Access control measures and register in operation. Security patrols after hours and weekends. Sufficient lighting after dark. Guard has access to telephone or other means of emergency communication.	
*Emergency preparedness	Emergency contact numbers displayed near telephone. Emergency evacuation instructions posted up on all notice boards (including employees' notice boards).	

Subject	Requirement	Yes/No
	Emergency contingency plan available on site or in yard. Doors open outwards and unobstructed. Emergency alarm audible all over (including in toilets).	
*Emergency drill and evacuation	Adequate number of employees trained to use fire equipment. Emergency evacuation plan available, displayed and practiced. (See Section 1 for designation and register).	

4. Personal protective equipment (PPE)

Subject	Requirement	Yes/No
*PPE needs analysis	Need for PPE identified and prescribed in writing.	
*Head protection	It is compulsory for all persons on site to wear safety helmets including sub-contractors and visitors (where prescribed).	
*Foot protection	All persons on site have to wear safety footwear including gumboots for concrete or wet work and non-slip shoes for roof work.	
*Eye and face protection	Eye and face protection (such as goggles, face shields, welding helmets) to be used when operating the following: • Jack or kango hammers; • Angle or bench grinders; • Electric drills (overhead work into concrete, cement and bricks); • Explosive actuated fastening devices; • Concrete vibrators or pokers; • Hammers and chisels; • Cutting or welding torches; • Arc welding equipment; • Skill or bench saws; and • Spray-painting equipment etcetera.	
*Hearing protection	Hearing Protectors (such as muffs, plugs) used when operating the following: • Jack or kango hammers; • Explosive actuated fastening devices; and • Wood or aluminium working machines such as saws, planers, routers.	
*Hand protection	Protective gloves to be worn by employees handling or using: • Cement, bricks, steel or chemicals; • Welding equipment; • Hammers and chisels; and • Jack or kango hammers etcetera.	

*Respiratory protection	Suitable and efficient respirators to be worn correctly by employees handling or using: • Dry cement; • Dusty areas; • Hazardous chemicals; • Angle grinders; and • Spray-painting etcetera.	
*Fall Prevention Equipment	Suitable fall arrest equipment correctly used by persons working on or in unguarded, elevated positions such as: • Scaffolding; • Riggers; • Lift shafts; • Edge work; and	

Subject	Requirement	Yes/No
	• Ring beam edges etcetera. Other applicable methods of fall prevention should also be applied such as catch nets.	
*Protective clothing	All jobs requiring protective clothing (such as overalls, rain wear, welding aprons etcetera) to be identified and clothing worn.	
*PPE issue and control	Identified equipment to be issued free of charge. All PPE should be maintained in good condition (i.e. regular checks). Workers instructed in the proper use and maintenance of PPE. Commitment obtained from wearer accepting conditions and to wear the PPE. Record of PPE issued kept on file.	

5. Housekeeping

Subject	Requirement	Yes/No
*Scrap removal system	All items of scrap, unusable off cuts, rubble and redundant material removed from working areas on a regular basis. Scrap and/or waste removal from heights by chute, hoist or crane (i.e. nothing thrown or swept over sides). Scrap disposed of in designated containers or areas. Removal from site or yard on a regular basis.	

Stacking and storage (See Section 1 for designation and register)	Stacking: • Stable; • On firm level surface or base; • Not leaning and/or collapsing; • Irregular shapes bonded; • Not exceeding 3 times the base; • Stacks accessible; and • Removal from top only. Storage: • Adequate storage areas provided; • Functional for example demarcated storage areas, racks, bins etcetera; • Special areas identified and demarcated for example flammable gas, cement etcetera: • Neat, safe, stable and square: • Store and storage areas clear of superfluous material; • Storage behind sheds etcetera should be neat and under control; and • Storage areas free from weeds, litter etcetera.	
*Waste control or reclamation	Re-usable off cuts and other re-useable material removed daily and kept to a minimum in the work areas. All re-useable materials neatly stacked or stored in designated areas (i.e. nails removed or bent over in re-useable timber). Issue of hardware, nails, screws and cartridges etcetera should be controlled and return of unused items monitored.	
Sub-contractors	Sub-contractors required to comply with the site or yard's housekeeping requirements.	

6. Working at heights (including roof work)

Subject	Requirement	Yes/No
Openings	Unprotected openings adequately guarded, fenced and barricaded with catch nets installed where necessary. Covers over openings in roof of robust construction and secured against displacement.	
General requirements	Roof work discontinued when bad or hazardous weather prevails. Fall protection measures (including warning notices) when working close to edges or on fragile roofing material.	

7. Scaffolding and temporary work

Subject	Requirement	Yes/No
Access and system scaffolding (See Section 1 for designation and register)	Foundation firm and stable. Sufficient bracing. Tied to structure and secured from side or cross movement. Platform boards in good condition and secured. Sufficient platform boards to be used. Handrails and toe boards provided. Access ladders or stairs provided. Area/s under scaffolding tidy. Safe and unsafe for use signs to be used. Complying with OHSACT and SANS 10085.	
Free Standing Scaffolding	Foundation firm and stable. Sufficient bracing. Platform boards in good condition and secured. Sufficient platform boards to be used. Handrails and toe boards provided. Access ladders or stairs provided. Area/s under scaffolding tidy. Safe or unsafe for use signs to be used. Height and base ratio correct. Outriggers used and tied to structure where necessary. Complying with OHSACT and SANS 10085.	
*Mobile scaffolding	Foundation firm and stable. Sufficient bracing. Platform boards in good condition and secured. Sufficient platform boards to be used. Handrails and toe boards provided. Access ladders or stairs provided. Area/s under scaffolding tidy. Safe and unsafe for use signs to be used. Wheels and swivels in good condition Brakes working and applied. Height to base ratio correct. Outriggers used where necessary. Complying with OHSACT and SANS 10085.	
Suspended scaffolding	Outriggers securely supported and anchored. Correct number of steel wire ropes used. Platform as close as possible to the structure. Handrails on all sides. All winches, ropes, cables and brakes inspected regularly. Inspection registers kept on site. Scaffolding complies with OHSACT.	

Subject	Requirement	Yes/No
	Winches maintained by competent person.	
Temporary works	All components in good condition. Foundation firm and stable. Adequate bracing and stability ensured. Good workmanship, uprights straight and plum. Good cantilever construction. Safe access provided. Areas under support work tidy. Same standards as for system scaffolding.	
Special scaffolding	Special scaffolding for example cantilever, jib and truss-out scaffolds erected to an acceptable standard and inspected by specialists. Inspection registers to be kept on site.	
Edges and openings	Edges barricaded to acceptable standards. Manhole openings covered and/or barricaded. Openings in floor and other openings covered, barricaded or fenced. Stairs provided with handrails. Lift shafts barricaded or fenced off.	

8. Ladders

Subject	Requirement	Yes/No
*Physical condition, use and storage (See Section 1 for designation and register)	Stepladders – hinges, stays, braces and stiles in order. Extension ladders – ropes, rungs, stiles, safety latch and hook in order. Extension or straight ladders secured or tied at the bottom or top. No joined ladders used. All ladders stored on hooks or racks and not on ground. Ladders protrude 900 mm above landings, platforms or roof. Fixed ladders higher than 5 m have cages or fall arrest system.	

9. Electrical safeguarding

Subject	Requirement	Yes/No
*Electrical distribution boards and earth leakage	Colour coded, numbered and symbolic sign displayed. Area in front kept clear and unobstructed. Fitted with inside cover plate, openings blanked off and no exposed “live” conductors or terminals. Door kept close. Switches and/or circuit breakers identified. Earth leakage protection unit fitted and operating. Tested with instrument - test results within 15 – 30 milli-amps. Aperture openings provided for the plugging in and removal of extension leads without the need to open the door.	

*Electrical installations and wiring	Temporary wiring or extension leads in good condition with no bare or exposed wires. Earthing continuity and polarity correct: “Brown is live, Blue is neutral, Green and Yellow earth the lot” Cables protected from mechanical damage and moisture. Correct loading observed for example no heating appliance	
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Subject	Requirement	Yes/No
	used from lighting circuit etcetera. Light fittings and lamps protected from mechanical damage/moisture.	
*Physical condition of electrical appliances and tools	Electrical Equipment and Tools (includes all items plugging in to a 15 Amp supply socket): • Insulation and casing in good condition. • Earth wire connected or intact where not of double insulated design. • Double insulation mark where no earth wire. • Cord in good condition/no bare wires/secured to machine & plug. • Plug in good condition, connected correctly and correct polarity.	

10. Emergency, fire prevention and protection

Subject	Requirement	Yes/No
*Fire extinguishing equipment (See Section 1 for designation and register)	Fire Risks Identified and on record. Fire Extinguishing Equipment available for: • Offices; • General stores; • Flammable store; • Fuel storage tanks; • Gas welding or cutting operations; and • Where flammable substances are being used or applied.	
*Maintenance	Fire equipment serviced minimum annually, but preferably 6 monthly.	
*Location & Signs	Fire Extinguishing Equipment: • Clearly visible; • Unobstructed; and • Sign posted including “No Smoking” and “No Naked Lights” where required i.e. (flammable store, gas store, fuel tanks etc.).	

* Storage issue and control of flammables (incl. gas cylinders)	Storage area provided for flammables with suitable doors, ventilation, bund etcetera. Flammable store neat and tidy with no Class A combustibles. Decanting of flammable substances carried out in ignition free and adequately ventilated area. Container bonding principles applied. Only sufficient quantities issued for one day's use. Special gas cylinder store or storage area. Gas cylinders stored, used and transported upright and secured in trolley, cradle or structure that is well ventilated. Types of gas cylinders identified and stored separately. Full cylinders stored separately from empty cylinders.	
*Storage, issue and control of Hazardous Chemical Substances (HCS) (See Section 1 for designation and register)	HCS storage principles applied i.e. products segregated. Provision made for leakage and spillage containment. Emergency (serviceable) showers and eye wash facilities provided. HCS under lock and key as well as controlled by designated person. Decanted or issued in containers with information and warning labels. Disposal of unwanted HCS by recognised disposal agent.	

11. Excavations and demolition

Subject	Requirement	Yes/No
Excavations deeper than 1.5 m. (See Section 1 for designation and register)	Shored or braced to prevent caving or falling in. Provided with an access ladder. Excavations guarded, barricaded or lighted after dark in public areas. Soil dumped at least 1 m away from edge of excavation. On sloping ground soil dumped on lower side of excavation.	

12. Tools

Subject	Requirement	Yes/No
*Hand tools	Shovels, Spades and Picks: • Handles free from cracks and splinters; • Handles fit securely; and • Working end sharp and true. Hammers: • Good quality handles, no pipe or reinforcing steel handles; • Handles free from cracks and splinters; and • Handles fit securely. Chisels: • No mushroomed heads or heads chamfered; • Not hardened; and • Cutting edge sharp and square. Saws: • Teeth sharp and set correctly; and • Correct saw used for the job.	

*Explosive actuated fastening devices (See Section 1 for designation and register)	Only used by trained and authorised personnel. Prescribed warning signs placed or displayed where tool is in use. Inspected at least monthly by competent person and results recorded in on site register. Issue and return recorded including cartridges or nails and unused cartridges, nails, empty shells recorded. Cleaned daily after use in on site register.	
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13. Cranes

Subject	Requirement	Yes/No
Tower crane (See Section 1 for designation and register)	Only operated by trained authorised operator with valid certificate of training. Certificate available on site. Structure - no visible defects. Electrical installation good and safe. Crane hook - throat pop marked, safety latch fitted and functional. SWL/MML displayed. Limit switches fitted and operational. Access ladder fitted with backrests or fall arrest system installed. Lifting tackle in good condition and inspection colour coding current.	

Subject	Requirement	Yes/No
*Mobile crane (See Section 1 for designation and register)	Only operated by trained authorised operator with valid certificate of training. Certificate available on site. Rear view mirrors and windscreen visibility good. Windscreen wipers operating effectively. Indicators operational. Hooter working. Tyres safe with sufficient tread and pressure visibly sufficient. No missing wheel nuts. Headlights, taillights operational. Grease nipples and grease on all joints. No visible oil leaks. Hydraulic pipes visibly sound with no leaks. No undue corrosion on battery terminals. Boom visibly in good condition with no apparent damage. Cable and sheaves greased with no visible damage, split wires or corrosion. Brakes working properly. Crane hook - throat pop marked, safety latch fitted and functional. SWL/MML displayed. By-pass valves operational.	

	Deflection chart displayed and visible to operator or driver. Outriggers functional used.	
*Gantry crane	Only operated by trained authorised persons. Correct slinging techniques used. Recognised displayed on chart signals used. Log book kept up to date. Prescribed inspections conducted on crane and lifting tackle. "Crane overhead" signage, where applicable. Crane hook - throat pop marked, safety latch fitted and functional. SWL/MML displayed and load limiting switches fitted and operational.	

14. Builder's hoist

Subject	Requirement	Yes/No
Builder's hoist (See Section 1 for designation and register)	"Hoist in operation" - sign displayed. General construction strong and free from latent defects. Tower: • Adequately secured and braced. • At least 900 mm available for over travel. • Barricaded at least 2 100 mm high at ground level and floors. • Landing place provided with gate at least 1 800 high. Platform: • No persons conveyed on platform. • Steel wire ropes with breaking strain of six times maximum weight. • Signal systems used. • Goods prevented from moving/falling off. • Effective brake capable of holding maximum weight.	

15. Transport and materials handling equipment

Subject	Requirement	Yes/No
*Site vehicles	All site vehicles, dumpers, bobcats, loaders etcetera checked daily before used by driver or operator. Inventory of vehicles used/operated on site. Inspection by means of a checklist and results recorded. No persons riding on equipment not designed for passengers. Site speed limit posted and not exceeded. Drivers and operators trained and licensed. Licenses available on site. No unauthorised persons allowed to drive or operate equipment.	
Conveyors	Conveyor belt nip points and drive guarded. Emergency stop and lever brake fitted, clearly marked and accessible.	

16. Site plant and machinery

Subject	Requirement	Yes/No
Brick cutting machine	Operator trained and only authorised persons use the machine. Emergency stop switch clearly marked and accessible. Area around the machine dry and slip or trip free as well as clear of off cuts. All moving drive parts guarded. Electrical supply cable protected. Operator using correct PPE i.e. eye, face, hearing, foot, hands and body.	
*Electric arc welder	Welder trained. Only authorised and trained persons use welder. Adequately earthed. Electrode holder in good condition and safe. Cables, clamps, lugs and connectors in good condition. Area in which welding machine is used is dry and protected from wet. Welder using correct PPE i.e. eye, face, foot, body and respiratory. Screens and warning signs placed.	
*Woodworking machines	Operator's trained and only authorised persons use machines. Provided with guards and guards used. Operators using correct PPE i.e. eye, face, foot and hearing.	
*Compressors	Relief valves set, locked and sealed. Maximum safe working pressure (MSWP) indicated on face of pressure gauge face and not on glass cover. All drives adequately guarded. Receiver and lines drained daily. Hoses good condition and clamped, not wired.	
Concrete mixer and bulk mixing plant	Top platform provided with guardrails. Dust abatement methods in use. Operators using correct PPE i.e. eye, hands and respiratory. All moving drive parts guarded. Emergency stops identified, indicated and accessible. Area kept clean, dry and free from tripping and slipping hazards. Banksman identified and crane signals displayed and used.	
*Gas welding and flame cutting equipment	Only authorised and trained persons use the equipment. Torches and gauges in good condition.	

Subject	Requirement	Yes/No
	Flashback arrestors fitted at cylinders and gauges. Hoses in good condition, correct type and all connections with clamps. Cylinders stored, used and transported in upright position, secured in trolley or cradle. Fire prevention control methods applied. Hot work permits.	

17. Plant and storage yard or site workshop specifics

Subject	Requirement	Yes/No
OHSACT, Section 8(2)(1) General Machinery Regulation 2(1) Supervision of the use and maintenance of machinery	Persons with specific knowledge and experience designated to supervise the use and maintenance of machinery. Critical items of machinery identified, numbered and placed on register or inventory. Inspection or maintenance schedules for abovementioned. Inspections or maintenance carried out to above schedules. Results recorded.	
General Machinery Regulation 9(2) Notices regarding operation of machinery	Schedule D notice posted in work areas.	
Pressure Equipment Regulations Supervision of the use and maintenance of pressure equipment such as pressure vessels (PV)	Persons with specific knowledge and experience designated to Supervise the use and maintenance of PVs. PVs identified, numbered and placed on register. Manufacturers plate intact. Inspection or maintenance schedules for abovementioned. Inspections or maintenance carried out to above schedules. Results recorded and test certificates available.	
Lock-out procedure	Lock-out procedure in operation.	
Ergonomics	Ergonomics survey conducted. Results on record. Survey results applied.	
Demarcation and colour coding	Demarcation principles applied. All services, pipes, electrical installation, stop-start controls, emergency controls etcetera colour coded to own published or SABS standard. Employees trained to identify colour coding.	
Portable and bench grinders	Area around grinder clear and trip/slip free. Bench grinders mounted securely and grinder generally in good condition. No excessive vibration. On and off switch or button clearly demarcated and accessible. Adequate guards in place. Tool rest – secure, square and maximum 2 mm gap. Stone or disk - correct type and size, mounted correctly and dressed. Use of eye protection enforced.	

Ancillary lifting equipment	Chain blocks, tirlors, jacks and mobile gantries etcetera identified and numbered on register. Chains in good condition and links no excessive wear. Lifting hooks – throat pop marked and safety latch fitted. SWL/MML marked or displayed.	
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Subject	Requirement	Yes/No
Presses, guillotines and shears	Only operated by trained and authorised persons. PPE used by operators Interlocks or lockouts fitted.	

18. Workplace environment, health and hygiene

Subject	Requirement	Yes/No
*Lighting	Adequate lighting in places where work is being executed for example stairwells and basements or after sunset. Light fittings placed and installed causing no irritating or blinding glare.	
*Ventilation	Adequate ventilation, extraction and exhausting in hazardous areas for example where chemicals and adhesives are stored, welding takes place and where petrol or diesel motors are running in confined spaces or basements.	
*Noise	Tasks identified where noise exceeds 85 dBa. All reasonable steps taken to reduce noise levels at the source. Hearing protection used where noise levels could not be reduced to below 85 dBa.	
*Heat stress	Measures in place to prevent heat exhaustion in heat stress problem areas e.g. steel decks, when the WBGT index reaches 30 (see Environmental Regulation 4). Cold drinking water readily available when extreme temperatures are experienced.	
*Ablution facilities	Sufficient toilets provided for men and women separately i.e. 1 per 30 employees (National Building Regulations prescribe chemical toilets for Construction sites). Toilet paper available. Sufficient showers provided for men and women separately. Facilities for washing hands provided. Soap available for washing hands. Means of drying hands available. Changing facilities or area provided for men and women separately. Ablution facilities hygienic and clean.	
*Eating and cooking facilities	Adequate storage facilities provided. Weather protected eating area provided, separate from changing area. Refuse bins with lids provided. Facilities clean and hygienic.	
*Pollution of environment	Measures in place to minimize dust generation. Accumulation of empty cement pockets, plastic wrapping or bags, packing materials etcetera prevented. Spillage or discarding of oil, chemicals and dieseline into storm water and other drains prevented.	

*Hazardous chemical substances (See Section 1 for designation and register)	All substances identified and list available e.g. acids, flammables, poisons etc. Material Safety Data Sheets (MSDS) indicating hazardous properties and emergency procedures in case of incident on file and readily available. Substances stored safely.	
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Road Traffic
Management Corporation

Annexure 2

Measuring injury experience

Measuring injury experience

1. Background

Injury experience has traditionally been measured by the use of a disabling injury frequency rate, the so-called "DIFR". The DIFR is calculated by multiplying the number of disabling injuries by 1 million and dividing by the number of person-hours worked.

The DIFR has recently been replaced internationally with a disabling injury incidence rate (DIIR). The only difference between the two rates are that the 1 million in the calculation is replaced with 200 000 (200 000 purported to be the number of hours and average person works in a lifetime).

The use of the two rates above has proved to be somewhat problematical as they are open to manipulation and disabling injuries are often "hidden" by returning the injured employee to the workplace so as not to lose a shift and therefore having to register a disabling injury.

The construction industry recently decided to promote the use of a new frequency rate based on the number of compensation injury claims, as these are more difficult to hide or manipulate because the reporting of compensationable injuries is a legal requirement.

The industry is hoping that adoption of this new measurement of injury experience will enable the industry to monitor itself as far as work related injuries are concerned.

2. Compensation Incidence Frequency Rate (CIFR)

2.1 Formula

$$\frac{\text{No of compensation claims} \times 200\,000}{220 \text{ person hours} \times \text{No of employees}}$$

2.2 Definitions

No of compensation claims:	The number of claims lodged with the Commissioner or COID insurer for the period under review.
200 000:	The fixed factor to align the rate with other rates used internationally.
Person hours worked Include:	Hourly paid employees Sub-contactors (No of employees X *220 each) Staff (No of employees X *220 hours each)

220 person-hours:

The *average number of hours worked by one employee in one month in the construction industry.

Note: * Overtime, absence on leave or sick leave, unrecorded after hours time worked by senior and middle management factored into this average.

No of employees:

The actual or average number of employees employed for the period under review.



Annexure 3

Safety, Health and Environment: Example of risk management report

Safety, Health and Environment (SHE): Example of risk management report

Please note that this is an example only and all information is fictitious.

XYZ Construction

SHE risk management report for the period January 2014 to March 2014

1. Introduction

We trust that this quarterly SHE Risk Management report will provide a clear picture of the company's performance as far as occupational health, safety and environment is concerned.

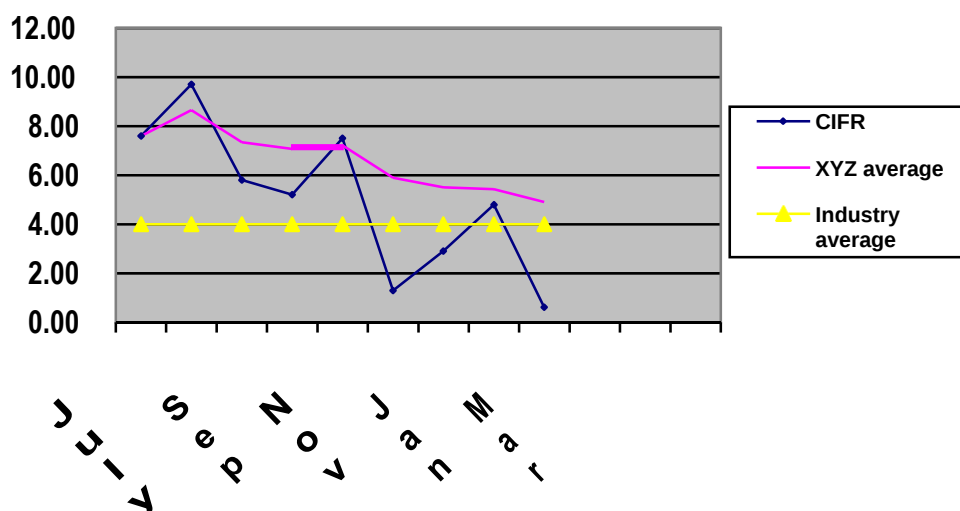
The first quarter of 2014 generally reflected an improvement in injury experience and indicates a decline in the number of injuries. Although Building was the only division where there was an increase in compensation claims, figures are still well down from the average 2013 figures. A sub-contractor experienced one fatality.

All divisions are eagerly awaiting the final implementation during May 2014 of the new electronic SHE Management system that will provide the tools to implement the SHE programme and make it available to all management and supervisory staff.

2. Incident statistics

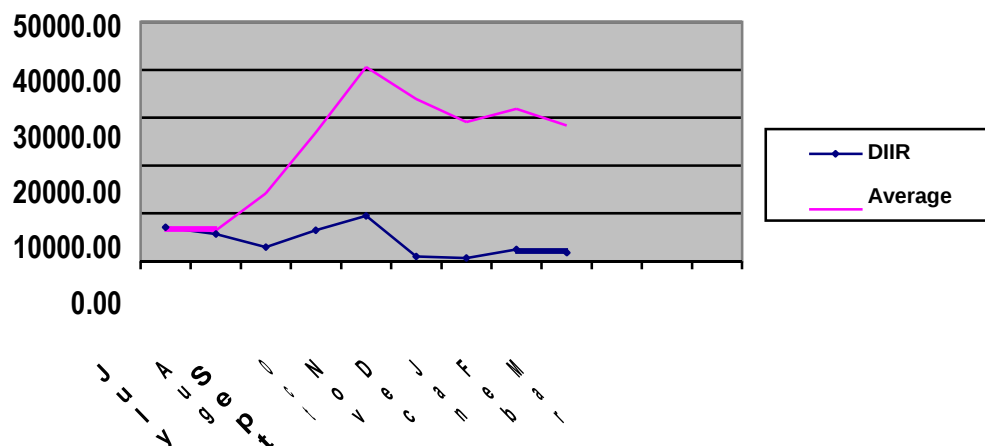
2.1 Compensation Incident Frequency Rate (CIFR)

$$\text{CIFR} = \frac{\text{No of compensation claims} \times \frac{200\,000}{\text{No of employees}}}{220 \text{ person hours} \times \text{No of employees}}$$



2.2 Disabling Injury Incidence Rate (DIIR)

$$\text{DIIR} = \frac{\text{No disabling injuries} \times 200\,000}{\text{Person hours worked}}$$



2.3. Other major incidents

Three other major incidents were experienced in the period under review:

- 2.3.1. A major trench collapsed at Job. 00123: XYZ Head Office, Braamfontein: No personnel injured, extensive damage to foundations: 3 days delay.
- 2.3.2. A concrete dumper ran away when its brakes failed. It smashed into the glass façade of the building on Job 00332: McDonalds, Randburg. The driver jumped off and was not injured. Cost of damage to façade: R45 000.
- 2.3.3. A storage hut on Job 00567: BP Petrol Station, Swartruggens was demolished by fire when the night watchman made a fire inside the storage hut which contained concrete vibrators and leveling machines. Cost of replacing the hut and machines: R30 000.

3. Risk areas

The following items of concern need priority consideration by management:

- 3.1. New employees must undergo pre-employment medical examinations to:
 - protect XYZ from possible claims at a later stage
 - ensure that only capable persons are employed
 - prevent injuries and illness in the workplace
 - enhance XYZ image
- 3.2. Vehicle drivers and plant operators must be instructed to inspect their vehicles daily before start-up using the prescribed checklists to ensure that these are safe to operate and in good condition.

4. Risk assessments

Three SHE risk assessments were conducted in February and

March: Job 00432:

Gillooly's Mall

Job 00786:	Compliance: 56%	Compliance: 83%
Job 00589:	Cullinan Head Office	Compliance: 76%
	Cleveland Station	

5. Training

One hundred and forty two employees, representing 7% of employees, attended nine training courses. *Our objective is to train 5,5% of employees on a quarterly basis.

Month	No. of Employees Trained	Course	Source
January	26 15 3	Induction OH&S Reps Crane Drivers	Internal Consultant External
February	23 17	Induction OH&S Reps	Internal Consultant
March	43 9 3 3	Induction OH&S Reps Bomag Rollers First Aiders	Internal Consultant Supplier St. John's

6. Legal matters

6.1. An inspector of the Department of Labour issued an improvement notice on Job 00987: Gillooley's Mall. The notice requires that all scaffolding comply with the SABS standards for the Erection and Maintenance of Access Scaffolding (SANS 085). This is currently being attended to and the inspector will return on 15 April 2014 to ascertain if the notice has been complied with.

7. Occupational health matters

7.1 HIV Aids

The proposed clinic will soon be operational and we will then be able to send our employees who have tested positive for HIV/Aids to the clinic for counseling and eventual treatment when necessary.

The mobile clinic attended to and tested fifty employees on a voluntary basis at 3 sites this month. Eighteen of them tested positive.

7.2 Tuberculosis (TB)

The mobile clinic will be calling at Gillooly's Mall and Cleveland Station on 15 and 16 April 2014 respectively to screen employees for TB.

7.3 Noise

All suspected noise pollution areas have been identified and tested and the results are awaited. Employees working in areas testing over 85dBa will be issued with suitable hearing protectors.

8. Environmental measures

Inspectors from the Botswana Department of Environment visited Djwaneng and inspected the site and yard. They gave it a "clean bill of health" and advised that we should increase the dust control measures by spraying roads three times per day with water instead of the present twice per day.

9. Achievements and awards

- 9.1 The client at Djwaneng (Job 00786) awarded the XYZ site first position in the housekeeping competition conducted bi-monthly by the client's SHE managers. The project manager and his team are to be congratulated for this sterling effort.
- 9.2 Job 0987: Refurbishment of Pretoria Main Railway Station has just completed 1 million compensation claim free days. This was no easy achievement if we consider the conditions being worked under after the extensive fire that caused major damage.

SHE Risk Manager

2014-03-31

Source: SAFCEC Occupational Health and Safety Committee



Road Traffic
Management Corporation

Annexure 4

Guide to risk assessments

SAKHIWO
HEALTH SOLUTIONS

Guide to risk assessments

1. Nine steps to effective risk assessments

- Step 1 : Identifying the current as well as emerging hazard, risks or exposures.
- Step 2 : Aim to identify major hazards, don't waste time on the minor and detail except if such hazard has the potential be repeat itself on a frequent basis.
- Step 3 : Involve as many people as possible in the ongoing risk assessment process especially those at risk.
- Step 4 : Gather all the information and analyse it.
- Step 5 : Look at what actually could or has occurred including non-routine operations.
- Step 6 : Use a systematic approach to ensure all hazards are adequately addressed.
- Step 7 : Assess the risks identified or the risk has occurred by taking into account the effectiveness of current as well as controls under consideration.
- Step 8 : Ensure the process is practical, realistic, cost and business effective.
- Step 9 : Always record the assessment in writing including i.e. assumptions, date and why a particular decision has been made.

2. How serious is it?

Probability

- A Common
- B Has Happened
- C Could Happen
- D Not Likely
- E Practically impossible

Consequences

- 1 Fatality or permanent disability.
- 2 Major injury.
- 3 Average Lost Time Injury.
- 4 Minor Injury.
- 5 Medical Treatment or less.

Probability

		A	B	C	D	E
Consequence	1	1	2	3	4	5
	2	2	3	4	5	6
	3	3	4	5	6	7
	4	4	5	6	7	8
	5	5	6	7	8	9

Risk rating

- 1 - 3 = Serious
- 4 - 5 = High
- 6 - 7 = Moderate
- 8 - 9 = Acceptable

Action

- Immediate (within 1 week).
- Within 1 month.
- > 4 weeks.
- No action but will consider from time to time.



Road Traffic
Management Corporation

Annexure 5

List of risk assessments

List of risk assessments

- a. Aggregate/Sand Delivery
- b. Arc welding
- c. Blasting
- d. Brickwork
- e. Compressed gas cylinders-handling
- f. Compressors – Air
- g. Cutting of pipes
- h. Distribution boards – Electrical
- i. Drivers – of vehicles
- j. Electrical installation – Maintenance of
- k. Emergencies that the project are exposed to (such as health, safety, environmental, third party or community related actions etcetera)
- l. Fire prevention and protection
- m. Fuel supply
- n. Gas welding-cutting operations
- o. Hand and spray painting
- p. Hand tools
- q. Levelling of materials
- r. Loading supervisor
- s. Loading/unloading - of trucks
- t. Machine operator
- u. Making of steel items
- v. Material delivery
- w. Material handling
- x. Occupational health (including COVID-19)
- y. Plastering
- z. Portable ladders
- aa. Pressure equipment
- bb. Refuelling of stand-by generator
- cc. Scaffolding
- dd. Site establishment
- ee. Traffic control
- ff. Trenches – Digging of
- gg. Use of portable electrical tools
- hh. Work in fall risk positions
- ii. Working close to existing services i.e. electrical, waste water etc
- jj. Working in inclement weather

C3.3: HIV/AIDS AWARENESS SPECIFICATION

SECTION

HIV/AIDS SPECIFICATION

HIV/AIDS REQUIREMENTS

1 SCOPE

This specification contains all requirements applicable to the Contractor for creating HIV/AIDS awareness amongst all of the Workers involved in this project for the duration of the construction period, through the following strategies:

- Raising awareness about HIV/AIDS through education and information on the nature of the disease, how it is transmitted, safe sexual behaviour, attitudes towards people affected and people living with HIV/AIDS, how to live a healthy lifestyle with HIV/AIDS, the importance of voluntary testing and counselling, the diagnosis and treatment of Sexually Transmitted Infections and the closest health Service Providers;
- Informing Workers of their rights with regard to HIV/AIDS in the workplace;
- Providing Workers with access to condoms and other awareness material that will enable them to make informed decisions about sexual practices.

2 DEFINITIONS AND ABBREVIATIONS

2.1 Definitions

Service Provider: The natural or juristic person recognised and approved by the Department of Public Works as a specialist in conducting HIV/AIDS awareness programmes.

Service Provider Workshop Plan: A plan outlining the content, process and schedule of the training and education workshops, presented by a Service Provider which has been approved by the Representative/Agent.

Worker: Person in the employ of the Contractor or under the direction or supervision of the Contractor or any of his Sub-contractors, who is on site for a minimum period of 30 days in all.

2.2 Abbreviations

HIV : Human Immunodeficiency Virus.

AIDS : Acquired Immune Deficiency Syndrome.

STI : Sexually Transmitted Infection.

3 BASIC METHOD REQUIREMENT

3.1 The Contractor shall, through a Service Provider, conduct onsite workshops with the Workers.

The Service Provider shall develop and compile a Service Provider Workshop Plan to be presented at the workshops and which will be best suited for this project to achieve the specified objectives with regard to HIV/AIDS awareness.

The Service Provider Workshop Plan shall be based on the following information provided by the Contractor:

- Number of Workers and Sub-contractors on site;
- When new Workers or Sub-contractors will join the construction project;
- Duration of Workers and Sub-contractors on site;
- How the maximum number of Workers can be targeted with workshops;
- How the Contractor prefers workshops to be scheduled, e.g. three hourly sessions per Worker, or one 2.5 hour workshop per Worker;
- Profile of Workers, including educational level, age and gender (if available);
- Preferred time of day or month to conduct workshops;
- A Gantt chart reflecting the construction programme, for scheduling of workshops;
- Suitable venues for workshops.

The Contractor shall submit the Service Provider Workshop Plan for approval within 21 days after the tender acceptance date. After approval by the Representative/Agent, the Contractor shall make available a suitable venue that will be conducive to education and training.

3.2 The Service Provider Workshop Plan shall address, but will not be limited to the following:

- 3.2.1 The nature of the disease;
- 3.2.2 How it is transmitted;
- 3.2.3 Safe sexual behaviour;
- 3.2.4 Post exposure services such as voluntary counselling and testing (VCT) and nutritional plans for people living with HIV/AIDS;
- 3.2.5 Attitudes towards other people with HIV/AIDS;
- 3.2.6 Rights of the Worker in the workplace;
- 3.2.7 How the Awareness Champion will be equipped prior to commencement of the HIV/AIDS awareness programme with basic HIV/AIDS information and the necessary skills to handle questions regarding the HIV/AIDS awareness programme on site sensitively and confidentially;
- 3.2.8 How the Service Provider will support the Awareness Champion;
- 3.2.9 Location and contact numbers of the closest clinics, VCT facilities, counselling services and referral systems;
- 3.2.10 How the workshops will be presented, including frequency and duration;
- 3.2.11 How the workshops will fit in with the construction programme;
- 3.2.12 How the Service Provider will assess the knowledge and attitude levels of attendees to structure workshops accordingly;
- 3.2.13 How the video will be used;
- 3.2.14 How the Service Provider will elicit maximum participation from the Workers;
- 3.2.15 A questions and answers slot (interactive session).

The Service Provider Workshop Plan shall encompass the Specific Learning Outcomes (SLO) as stipulated.

4 HIV/ AIDS AWARENESS EDUCATION AND TRAINING

4.1 Workshops

The Contractor shall ensure that all Workers attend the workshops.

The workshops shall adequately deal with all the aspects contained in the Service Provider Workshop Plan. A video of HIV/AIDS in the construction industry, which can be obtained from all Regional Offices of the Department of Public Works, is to be screened to Workers at workshops. In order to enhance the

learning experience, groups of not exceeding 25 people shall attend the interactive sessions of the workshops.

4.2 Recommended practice

4.2.1 Workshop Schedule

Presenting information contained in the Service Provider Workshop Plan can be divided in as many workshop sessions as deemed practicable by the Contractor, provided that all Workers are exposed to all aspects of the workshops as outlined in the Service Provider Workshop Plan.

Breaking down the content of information to be presented to Workers into more than one workshop session however, has the added advantage that messages are reinforced over time while providing opportunity between workshop sessions for Workers to reflect and test information. Workers will also have an opportunity to ask questions at a following session.

4.2.2 Service Providers

A database of recommended Service Providers is available from all Regional Offices of the Department of Public Works.

4.2.3 HIV/AIDS Specific Learning Outcomes and Assessment Criteria

Workers shall be exposed to workshops for a minimum duration of two-and-a-half hours. In order to set a minimum standard requirement, the following specific learning outcomes and assessment criteria shall be met.

4.2.3.1 UNIT 1: The nature of HIV/AIDS

After studying and understanding this unit, the Worker will be able to differentiate between HIV and AIDS and comprehend whether or not it is curable. The Worker will also be able to explain how the HI virus operates once a person is infected and identify the symptoms associated with the progression of HIV/AIDS.

Assessment Criteria:

1. Define and describe HIV and AIDS;
2. List and describe the progression of HIV/AIDS.

4.2.3.2 UNIT 2: Transmission of the HI virus

After studying and understanding this unit, the Worker will be able to identify bodily fluids that carry the HI virus. The Worker will be able to recognise how HIV/AIDS is transmitted and how it is not transmitted.

Assessment Criteria:

1. Record in what bodily fluids the HI virus can be found;
2. Describe how HIV/AIDS can be transmitted;
3. Demonstrate the ability to distinguish between how HIV/AIDS is transmitted and misconceptions around transmittance of HIV/AIDS.

4.2.3.3 UNIT 3: HIV/AIDS preventative measures

After studying and understanding this unit, the Worker will comprehend how to act in a way that would minimise the risk of HIV/AIDS infection and to use measures to prevent the HI virus from entering the bloodstream.

Assessment Criteria:

1. Report on how to minimise the risk of HIV/AIDS infection;
2. Report on precautions that can be taken to prevent HIV/AIDS infection;
3. Explain or demonstrate how to use a male and female condom;
4. List the factors that could jeopardize the safety of condoms provided against HIV/AIDS Transmission.

4.2.3.4 UNIT 4: Voluntary HIV/AIDS counselling and testing

After studying and understanding this unit, the Worker will be able to recognise methods of testing for HIV/AIDS infection. The Worker will be able to understand the purpose of voluntary HIV/AIDS testing and pre- and post-test counselling.

Assessment Criteria:

1. Describe methods of testing for HIV/AIDS infection;
2. Report on why voluntary testing is important;
3. Report on why pre- and post-test counselling is important.

4.2.3.5 UNIT 5: Living with HIV/AIDS

After studying and understanding this unit, the Worker will be able to recognise the importance of caring for people living with HIV/AIDS and be able to manage HIV/AIDS.

Assessment Criteria:

1. List and describe ways to manage HIV/AIDS;
2. Describe nutritional needs of people living with HIV/AIDS;
3. Describe ways to embrace a healthy lifestyle as a person living with HIV/AIDS;
4. Explain the need for counselling and support to people living with HIV/AIDS.

4.2.3.6 UNIT 6: Treatment options for people with HIV/AIDS

After studying and understanding this unit, the Worker will be familiar with the various treatments available to HIV/AIDS infected or potentially HIV/AIDS infected people.

Assessment Criteria:

1. Discuss anti-retroviral therapy;
2. List methods of treatment to prevent HIV/AIDS transmission from mother-to-child;
3. Describe the need for treatment of opportunistic diseases for people living with HIV/AIDS;
4. Describe post exposure prophylactics.

4.2.3.7 UNIT 7: The rights and responsibilities of Workers in the workplace with regard to HIV/AIDS

After studying and understanding this unit, the Worker will be able to identify the rights and responsibilities of the Worker living with HIV/AIDS in the workplace. The Worker will recognise the importance of accepting colleagues living with HIV/AIDS and treating them in a non-discriminative way.

Assessment Criteria:

1. Discuss the rights of a person living with HIV/AIDS in the workplace;
2. Discuss the responsibilities of a person living with HIV/AIDS in the workplace;
3. Report on why acceptance and non-discrimination of colleagues living with HIV/AIDS is important.

4.3 Displaying of plastic laminated posters and distribution of information booklets

The Contractor shall obtain a set of four laminated posters conveying different key messages and information booklets. The contractor should include the costs of posters and information booklets in his/her tender price.

The above-mentioned posters and information booklets have been prepared to raise awareness and to share information about HIV/AIDS and STI's.

Posters or display stands shall be displayed on site as soon as possible, but not later than 14 days after the date of site handover.

Posters shall be displayed in areas highly trafficked by Workers, including toilets, rest areas, the site office and compounds.

The posters on display must always be intact, clear and readable.

Information booklets must be distributed to all Workers as soon as possible, but not later than 14 days after site handover, or as soon as the Worker joins the site.

5 PROVIDING WORKERS WITH ACCESS TO CONDOMS

The Contractor shall provide and maintain condom dispensers and make both male and female condoms, complying with the requirements of SABS ISO 4074, available at all times to all Workers at readily accessible points on site, for the duration of the contract. The Contractor may obtain condom dispensers from the Department of Health and condoms may be obtained from the Local Clinic or the Department of Health.

At least one male and one female condom dispenser and a sufficient supply of condoms, all to the approval of the Representative/Agent, shall be made available on site within 14 days of site hand over. Contractors should note that arrangements to obtain condoms from the Department of Health Clinics prior to site hand over may be necessary, to ensure that condoms are available within 14 days of site handover.

Condoms shall be made available in areas highly trafficked by Workers, including toilets, the site office and compounds.

6 ENSURING ACCESS TO HIV/AIDS TESTING AND COUNSELLING FACILITIES AND TREATMENT OF SEXUALLY TRANSMITTED INFECTIONS (STI)

The Contractor shall provide Workers with the names of the closest Service Providers that provide HIV/AIDS testing and counselling and Clinics providing Sexually Transmitted Infection (STI) diagnosis and treatment. Information on these Service Providers and Clinics must be displayed on a poster of a size not smaller than A1 in an area highly trafficked by Workers.

7 APPOINTMENT OF AN HIV/AIDS AWARENESS CHAMPION

- 7.1 Within 14 days of site handover the Contractor shall appoint an Awareness Champion from amongst the Workers, who speaks, reads and writes English, who speaks and understands all the local languages spoken by the Workers and who shall be on site during all stages of the construction period. The Contractor shall ensure that the Awareness Champion has been trained by the Service Provider on basic HIV/AIDS information, the support services available and the necessary skills to handle questions regarding the HIV/AIDS programme in a sensitive and confidential manner.

7.2 The Awareness Champion shall be responsible for:

- 7.2.1 Liaising with the Service Provider on organising awareness workshops;
- 7.2.2 Filling condom dispensers and monitoring condom distribution;
- 7.2.3 Handing out information booklets;
- 7.2.4 Placing and maintaining posters.

8 MONITORING

The Contractor shall grant to the Representative/Agent reasonable access to the construction site, in order to establish that the Contractor complies with his obligations regarding HIV/AIDS awareness under this contract.

The Contractor must report problems experienced in implementing the HIV/AIDS requirements to the Representative/Agent.

The attached SITE CHECKLIST (SCHEDULE A) shall be completed and submitted at every construction progress inspection to the Representative/Agent.

The attached SERVICE PROVIDER REPORT (SCHEDULE B) shall be completed and submitted on a monthly basis to the Corporation's Project Manager, through the Representative/Agent.

The attached CONTRACTOR HIV/AIDS PROGRAMME REPORT (SCHEDULE C), a close out programme report, shall be completed by the Contractor at the end of the contract.

SCHEDULE A: HIV/AIDS PROGRAMME: SITE CHECKLIST

Date of commencement of construction: _____ Name of Corporation's Project Manager: _____

Please refer to HIV/AIDS Programme activities during the reporting period

Tick the block if Contractor satisfactorily complied with specifications																											
DATE	PI				PI				PI				PI				PI				PI						
	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M			
Programme implemented within 14 days of site handover																											
Awareness champion on site																											
HIV/AIDS awareness service provider report																											
Male condom dispenser																											
Sufficient male condoms available																											
Male condom dispenser in a highly trafficked area																											
Female condom dispenser																											
Sufficient female condoms available																											
Female condom dispenser in a highly trafficked area																											
All four types of posters displayed																											
Posters in a good condition																											
Posters in a highly trafficked area																											
Posters displayed on local support services: clinic & VCT centre																											
Support service poster/s in highly trafficked area																											
Support service poster/s in a good condition																											

SCHEDULE A

SCHEDULE A

<i>Please indicate the applicable number for the reporting period</i>							
Workers on payroll (at PI)							
Sub-Contractors who will be on site for longer than 30 days (at PI)							
Workshop attendees							
Number of workshops held							
Scheduled workshops according to approved workshop plan							
Booklets distributed							
Male condoms distributed							
Female condoms distributed							

Representative/Agent

Date

Contractor

Date

SCHEDULE A

SCHEDULE A

Date of progress inspection: (ccyy/mm/dd)

Reporting period: (ccyy/mm/dd) _____ to (ccyy/mm/dd) _____

Deviations from HIV/AIDS awareness programme plan:

--

Corrective actions:

--

Representative/Agent

Corporation's Project Manager

Date

Date

SCHEDULE A

SCHEDULE B

HIV/AIDS AWARENESS PROGRAMME: SERVICE PROVIDER REPORT

Reporting period: (ccyy/mm/dd) _____ to (ccyy/mm/dd) _____

Number of workshops conducted in reporting period: _____

Number of scheduled workshops according to approved workshop plan: _____

Deviations from workshop plan:

State reasons for deviating from workshop plan:

Corrective actions:

Service Provider

Date

Date

Date

SCHEDULE B

HIV/AIDS AWARENESS PROGRAMME : WORKSHOP CONTENT ADDRESSED

Fill in the applicable information with regard to each workshop conducted																																
DATE	W/S				W/S				W/S				W/S				W/S				W/S				W/S							
	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M	D	D	M	M
Content of workshop: (Mark the content included)																																
SLO1																																
SLO2																																
SLO3																																
SLO4																																
SLO5																																
SLO6																																
SLO7																																
HIV/AIDS in construction video																																
Indicate the duration of the workshop in hours																																
Total number of Workers																																
Indicate workshop venue																																

SCHEDULE B

HIV/AIDS AWARENESS PROGRAMME: ATTENDANCE REGISTER

Fill in your name and indicate attendance by ticking the appropriate date

[illegible]

SCHEDULE B

SCHEDULE C

CONTRACTOR HIV/AIDS PROGRAMME REPORT

Project name: _____

Project Location: _____

Contract value of project: R_____

RTMC General Manager: _____

HIV/AIDS Programme duration: (ccyy/mm/dd) _____ to (ccyy/mm/dd) _____

AWARENESS MATERIAL

Describe location of posters displayed during the programme: _____

Comments on posters: _____

Indicate total number of booklets distributed: _____

Comments on booklets: _____

CONDOMS

Indicate total number of male condoms distributed: _____

Indicate total number of female condoms distributed: _____

Describe where male condom dispenser was placed: _____

Describe where female condom dispenser was placed: _____

HIV/AIDS WORKSHOPS

Indicate the total number of HIV/AIDS workshops conducted: _____

Indicate the duration of workshops: _____

Indicate the total number of Workers that participated in the HIV/AIDS workshops: _____

Indicate the total number of Workers that were exposed to the video on HIV/AIDS in the Construction Industry:

Comments on HIV/AIDS workshops on site: _____

SCHEDULE C

GENERAL

Briefly describe programme activities and satisfaction with outcome: _____

Additional comments, suggestions or needs with regard to the HIV/AIDS awareness programmes on site:

Please indicate if your company has a formal HIV/AIDS policy focussing on HIV/AIDS awareness raising and care and support of HIV/AIDS Workers:

Yes	No	Currently developing one
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Please indicate if, to your knowledge, you have lost any workers during the duration of the project to HIV/AIDS related sicknesses. One or more of the following might indicate an HIV/AIDS related death:

Excessive weight loss
Reactive TB
Hair loss
Severe tiredness

Coughing or chest pain
Pain when swallowing
Persistent
fever
Diarrhoea

Vomiting
Meningitis
Memory loss
Pneumonia

Contractor

Date

RTMC General Manager

Date

Schedule C

PART C4: SITE INFORMATION

C4.1: SITE INFORMATION

Project Name:	APPOINTMENT OF A SERVICE PROVIDER FOR THE CONSTRUCTION OF PHASE 1 TRAINING ACADEMY CENTRE OF EXCELLENCE LOCATED IN PRETORIA WEST
Tender No:	RTMC BID 10/2021/22

C4 Site Information

Location

THE SITE IS AT:

The existing RTMC Training Academy – Boekenhoutkloof Campus
Coordinates 25°42'45.51"S, 28° 4'40.30"E

SITE INFORMATION

ADJACENT BUILDINGS AND SERVICES

Prospective bidders must acquaint themselves with the positions and areas of buildings being renovated or newly constructed on site and must take cognisance of the functional buildings and services adjacent to these areas.

Bidders attention is drawn to the following specific requirements:

- Dust control
- Noise control – works executed after 5pm – 8am weekdays, works over weekends and public holidays shall be agreed with the Principal Agent prior commencement.
- All construction workers shall be contained to the designated portion of the existing site as defined by the Principal Agent

