

REQUEST FOR QUOTATION (RFQ)

QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT BID NO: SCMU3-26/27-0536-MB

NAME OF COMPANY: `

CSD Nr: _____

CRS Nr (CIDB):

CLOSING DATE: 18 SEPTEMBER 2026

TIME: 11:00 am

Submission:
Online (eTender Portal)

Technical and SCM enquiries must be directed to zanele.plaatjie@ehealth.gov.za

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T1.1 TENDER NOTICE AND INVITATION TO TENDER

PART T1 - TENDERING PROCEDURES

PART T1.1: TENDER NOTICE AND INVITATION TO TENDER

T1.1 Tender Notice and Invitation to Tender

The Eastern Cape Department of Health invites contractors with a CIDB grading of **2GB or higher** to tender for the **“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT”** for a **3 months contract**. The contract will be based on the JBCC Edition 6.2 of June 2024, and **The Eastern Cape Department of Health** will enter a contract with the successful tenderer.

There will be **NO** briefing meeting however tenderer can forward their queries (SCM and Technical) to zanele.plaatjie@echealth.gov.za

The closing time for the receipt of tenders through the electronic system is **11:00am** on **18 SEPTEMBER 2026**.

It is the responsibility of the tenderer/s to ensure that bid documents /proposals are submitted on or before closing time and date. Tenders may only be submitted on the tender documentation that is uploaded.

B. BID EVALUATION:

This bid will be evaluated in Two (2) Phases as follows:

Phase One:

Compliance, responsiveness to the bid rules and conditions, thereafter they will be evaluated in terms of Price & Specific Goals

Phase Two:

Price & Specific targeted goals in terms of the Preferential procurement regulations of 2022.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) Price & Specific targeted goals POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on price	-	80 points
Maximum points for Specific targeted goals	-	20 points
Maximum points	-	100 points

C. BID SPECIFICATIONS, CONDITIONS AND RULES

The minimum specifications, bid conditions and rules are detailed in the bid document under Tender Data. The specifications, rules, special conditions of bid, evaluation criteria, and rules for evaluation for compliance to local content and other bid conditions are detailed in the document.

Tender validity period is **90 days**.

D. FOR COMPLAINTS, FRAUD, & TENDER ABUSE:

Call: 0800 701 701

Guide: How to submit a response to the E-tender Portal

1. (<https://www.etenders.gov.za/>)
2. Click “Login”
3. Select “Supplier Login”
4. Type in your Central Supplier Database (CSD) login credentials.
5. Click Browse Opportunities
6. Select Currently Advertised.
7. Click “+” on any tender opportunity you wish to apply for.

8. Click on "Start e-Submission Process"
 9. Select Supplier
 10. Click "Start response"
 11. Check the submission checklist and attached the compulsory documents.
 12. Confirm and proceed.
- If you experience difficulties on e-Submission please contact:
021 406 9229 /012 406 9222 or email etenders@treasury.gov.za

PART T1.2: TENDER DATA

T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3, *Standard conditions of tender*. SANS 10845-3 makes 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 provisions of SANS 10845-3 *and* as contained in **Annexure C of Standard for Uniformity in Construction Procurement (Board Notice 423 of 2009 Government Gazette No 42622 of August 2019)**. Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The Employer is Health
3.2	The tender documents issued by the employer comprise the following documents: THE TENDER Part T1: Tendering procedures T1.1 - Tender notice and invitation to tender. T1.2 - Tender data Part T2: Returnable documents T2.1 - List of returnable documents T2.2 - Returnable schedules THE CONTRACT Part C1: Agreements and Contract data C1.1 - Form of offer and acceptance C1.2 - Contract data C1.3 - Dispute Resolution Mechanism Part C2: Pricing data C2.1 - Pricing Instructions C2.2 - Bills of Quantities Part C3: Scope of work C3 - Scope of work Part C4: Site information C4 - Site information
3.3	The tender documents issued by the employer comprise the documents listed on the contents page
3.4	Enquiries to be directed to zanele.plaatjie@echealth.gov.za
3.5	The language for communications is English
3.6	The competitive negotiation procedure shall be applied.
3.7	Procurement Method: Two (2) stage procurement procedure shall be applied.
4	Tender's obligations

4.1	The following tenderers who are registered with the CIDB, or are capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated: a) contractors who have 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) of 25(7A) of the Construction Industry Development Regulations, for a CIDB 2GB or Higher class of construction work; Joint ventures are eligible to submit tenders provided that: 1. Every member of the joint venture is registered with the CIDB; 2. the lead partner has a contractor grading designation in the 2GB class of construction work; or not lower than one level below the required grading designation in the class of construction works under considerations and possess the required recognition status. 3. the combined contractor grading designation calculated in accordance with the Construction industry Development Regulations using the CIDB Joint Venture Calculator is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a CIDB 2GB or higher class of construction work or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations. 3. Joint Venture Agreement. 4. Separate SBD 6.1, Specific Goals Claim form, POPIA act Forms with % split clearly indicated to be submitted for each JV partner.
4.2	The employer will compensate the tender as follows JBCC Edition 6.2 of June 2024. The employer will not compensate the tenderer for any costs incurred in attending interviews or making any submissions in the office of the employer.
4.3	It is the responsibility of the tenderer to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.
4.4	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.
4.5	Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are incorporated into the tender documents by reference.
4.6	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.
4.7	The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. Tenderers must sign the attendance list in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list. Tender documents will not be made available at the clarification meeting
4.8	Seek clarification <i>Request clarification of the tender documents, if necessary, by notifying the employer at least 5 (Five) working days before the closing time stated in the tender data.</i>
4.9	Tenderers are required to state the rates and currencies in Rands. Include in the rates, prices, and the tendered total of the prices (if any), all duties, taxes which the law requires to be paid [except value added tax (VAT)], and other levies payable by the successful tenderer, that are applicable 14 days before the closing time stated in the tender data. Show the VAT payable by the employer separately as an addition to the tendered total of the prices. 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. State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data.
4.10	Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer or to correct errors made by the tenderer and ensure that all signatories to the tender offer initial all such alterations. Do not make erasures using masking fluid.
4.11	Main tender offers are not required to be submitted together with alternative tenders.
4.12	No alternative tender offers will be considered

4.13.1	Parts of each tender offer communicated on paper shall be submitted as an original. Submit a) the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with a translation of any documentation in a language other than the language of communication established in 3.5, and b) the parts communicated electronically by the employer of its agents on paper format with the tender.
4.13.2	Sign the original and all copies of the tender offer where required in terms of the tender data. State in the case of a joint venture which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer. NOTE The employer holds all authorized signatories liable on behalf of the tenderer.
4.13.3	A tender security in the amount of N/A is required and shall remain valid for a period not exceeding N/A days after the closing date for tender offers. The form of the tender security shall not differ substantially from the sample provided in Annex D of SANS 10845-3.
4.13.4	The employer's details for delivery of tender offers and identification details that are to be shown on each tender offer package are clearly stipulated in the invitation with the closing time and date
4.13.5	The tenderer is required to submit with his tender the following compulsory certificates: 1) valid CIDB Grading certificate and CRS number. 2) valid COIDA Letter of Good standing from the Department of Labour and/or Federated Employers Mutual Assurance Certificate (FEM)
4.13.6	A two-envelope procedure will not be required.
4.13.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted. The tenderer accepts that the employer does 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.
4.14	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. 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. Proof of posting shall not be accepted as proof of delivery. Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of the standard conditions of tender in this part of SANS 10845 apply equally to the extended deadline.
4.15.1	The tender offer validity period is 90 days. 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. 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. Extend the period of the tender security, if any, to cover any agreed extension requested by the employer.
4.15.2	Placing of contractors under restrictions / withdrawal of tenders If any tenderer who has submitted a tender offer or a contractor who has concluded a contract has, as relevant: withdrawn such tender or quotation after the advertised closing date and time for the receipt of submissions; after having been notified of the acceptance of his tender, failed or refused to commence the contract; had their contract terminated for reasons within their control without reasonable cause; offered, promised or given a bribe in relation to the obtaining or the execution of such contract; acted in a fraudulent, collusive or anti-competitive or improper manner or in bad faith towards the Provincial Government; or, made any incorrect statement in any affidavit or declaration with regard to a preference claimed and is unable to prove to the satisfaction of the Provincial Government that the statement was made in good faith or reasonable steps were taken to confirm the correctness of the statements, such tenderer/s may be placed under restriction from tendering with the state. Procedures are outlined in the EC SCM Policy for Infrastructure procurement and Delivery Management and on cidb Inform Practice Note #30. Excerpts of the policy can be availed on request of any interested tenderer.
4.16	Access shall be provided for the following inspections, tests and analysis: N/A
4.17	The preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard

5	Employer's undertakings
5.1	The Employer will respond to requests for clarification received up to Five (5) working days before the tender closing time. If, because of the issuing of addenda, it is necessary to extend the closing time stated in the tender data, grant such extension and notify all respondents accordingly.
5.2	The employer shall issue addenda until Five (5) working days before tender closing time.
5.3	Tenders will be opened immediately after the closing time for tenders at 11:00am hours .
5.4	Do not disclose to tenderers, or to any 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.
5.5	Determine, after opening and before detailed evaluation, whether each tender offer that was properly received a) complies with the requirements of the standard conditions of tender in this part of SANS 10845, b) has been properly and fully completed and signed, and c) is responsive to the other requirements of the tender documents. A responsive tender is one that conforms to all the terms, conditions, and scope of work of the tender documents, without material deviation or qualification. A material deviation or qualification is one which, in the employer's opinion, would d) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work, e) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or f) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified. Reject a non-responsive tender offer, and do not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.
5.6	Arithmetical errors, omission and discrepancies 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. For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.
5.7.1	The financial offer will be reduced to a comparative basis using the PPPFA point calculation system of the 80/20 Principle. 80 Points will be allocated for price and 20 Points will be allocated to Specific Goals.
5.7.2	The procedure for the evaluation of responsive tenders is (Administrative compliance, Price and Preference) Phase One: Administrative requirements and Mandatory requirements Phase Two: Price and specific goals (80/20 system)

1. PHASE ONE:

A. Bidders' proposals must meet the following minimum requirements and supporting documents must be submitted with the completed bid document ONLINE before the closing date and time. Failure to comply will automatically eliminate the bid for further consideration:

1. Bid Document must be fully completed and signed
2. Bids which are late, incomplete, will not be accepted.
3. Bidder must be registered with CIDB in the correct grading and class of works as per the tender notice and requirements. The status on CIDB must be active during award stage. It is the responsibility of the bidder to keep the status on CIDB active throughout bidding process (advert till award stage). **(mandatory requirement)**
4. Form of offer and Acceptance (fully completed and signed) mandatory
5. SBD 4 must be duly completed and signed. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract, such interest must be disclosed on question 2.3.1. mandatory
6. Compulsory Enterprise Questionnaire (Completed and signed).
7. If the offer is "Vat Inclusive", the VAT registration number of service provider must be indicated and if a service provider is not a VAT Vendor but includes VAT in its prices, the successful service provider will be given 21 days to register as a VAT Vendor with SARS, after the issuing of an appointment letter. If a bidder is a VAT vendor/registered, the bidder is required to explicitly state the VAT amount. VAT vendors must include VAT at 15% in the bid offer(s).
8. Resolution to Sign (if applicable)
9. This tender will be awarded as a whole. All trades listed in the Bills of Quantities must be priced for (except provisional sums and allowances), failure to do so will result increase commercial risk of the bid and may lead to elimination or passing over of the bidder.
10. The tenderer is required to submit with his/her tender **all the compulsory returnable documents**.
11. The tenderer must complete and sign Schedule: SBD 1-Invitation to bid. mandatory
12. In the event where the Bidder has failed to rectify the inconsistencies and or misrepresentations within the 7 (seven) day period, the Health Department shall consider the Bidder who scored the 2nd highest points to be considered for award.
13. The Department will contract with the successful bidder by signing a formal contract.
14. Protection of personal information: Consent (POPIA). mandatory
15. The successful tenderer (after being informed) will be required to bring along an unsigned copy of the form of contract to be signed by parties **(JBCC Minor Works Edition 6.2 of June 2024)**
16. **A fixed retention of 10% must be provided as security, in the event that the considered bidder fails to provide this security, the client will consider the next highest scoring bidder for consideration.**
17. Contractor must demonstrate that he/she has experience of having worked in a similar project. **(SUBMIT 3 REFERENCE FORMS WITH 3 PRACTICAL COMPLETION CERTIFICATE OF SIMILAR WORK) (Mandatory requirement)**
18. A risk analysis of the Bills of Quantities and list of specific detailed quotations as part of returnable documents will be carried out during the Stage 1 Administrative compliance evaluation by the Bid Evaluation Committee with the support of the Built Environment Professional Team, to check for:
 - Mistakes in the Pricing schedules, BOQ's, and to confirm whether the tender price submitted is market related and does not pose a commercial risk to the Client.
 - If detailed quotations POE (Portfolio of evidence) on specific P&G (Preliminaries & General), OHS (Occupational Health & Safety) and specialist builders' items and installations were submitted in terms of the Special Bid Conditions . In the event where the analysis of the Bills of Quantities find inconsistencies and misrepresentation in terms of what has been declared in the Bid submission, the Bidder may be:
 - notified of such inconsistencies and or misrepresentations in writing and allowed 7 (seven) days to rectify and or clarify such.
 - eliminated and not be eligible to be evaluated under Stage 2 Price & Specific goals.Wherever a brand name is specified in this document (i.e. specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better to the PSP's specification.

PHASE TWO: EVALUATION POINTS ON PRICE AND SPECIFIC GOALS / PPPFA OF 2022

The **80/20 preference point system** shall be applied for the purposes of this bid as per the requirements of the *Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000)* and SPECIFIC GOALS/ PPPFA Regulations of 2022

Criteria	Points
POINTS ON PRICE	80
SPECIFIC GOALS	20
TOTAL	100

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 $P_s = 80 (1 - P_t - P_{min} / P_{min})$ or $P_s = 90 (1 - P_t - P_{min} / P_{min})$ Where P_s = Points scored for price of tender under consideration P_t = Price of tender under consideration P_{min} = Price of lowest acceptable tender

A maximum of 80 or 90 points is allocated for price on the following basis: 80/20 or 90/10
 $P_s = 80 (1 + P_t - P_{max} / P_{max})$ or
 $P_s = 90 (1 + P_t - P_{max} / P_{max})$

Where P_s = Points scored for price of tender under consideration P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

(a) The following formula will be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included):

The financial offer will be scored using the following formula: see above

5.7.3 The procedure for the evaluation of responsive tenders is Administrative, price and preference.

PART T2

RETURNABLE DOCUMENTS

PART T2 RETURNABLE DOCUMENTS

ASSESSMENT OF STAGE 1 ADMINISTRATIVE REQUIREMENTS - MANDATORY AND NON-MANDATORY REQUIREMENTS:

The bidder shall not proceed to the next stage of evaluation if the bidder fails to submit all the mandatory information as listed here below:

BIDDER TO INDICATE BELOW IF MANDATORY AND NON-MANDATORY DOCUMENTS WERE SUBMITTED WITH TENDER:

	DOCUMENTS TO BE SUBMITTED WITH BID:	YES	NO
1.	SBD 1 Part A and Part B (mandatory) (In the case of a joint venture, separate SBD1 forms in respect of each partner must be completed and submitted) mandatory		
2.	Compulsory enterprise questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).		
3.	SBD 4 Declaration of interest (mandatory) (In the case of a joint venture, separate SBD4 forms in respect of each partner must be completed and submitted)		
4.	Record of addenda issued (Only if addenda is issued)		
5.	Proposed amendments and qualifications		
6.	Resolution for Signatory (In the case of a joint venture, separate resolution for signatory forms in respect of each partner must be completed and submitted)		
7.	Certificate of authority for joint ventures (Only where the tender/ quotation is submitted by a joint venture) (mandatory)		
8.	Schedule of Proposed Subcontractors		
9.	Particulars of a specialist subcontractor for registration as an electrical contractor.		
10.	A qualified electrician with a trade certificate issued by the Department of labour or any of the SETAs. mandatory		
11.	Proof of registration as a registered person in the category: Installation Electrician. mandatory		
12.	Particulars of a specialist subcontractor: Roof installation Certificate of Compliance.		
13.	SBD 6.1 Preference points claim form in terms of the Preferential procurement regulations 2022		
14.	Proof of Registration on the National Treasury Central Supplier Data Base (CSD) Full CSD report)		
15.	Valid CIDB Certificate of Tenderer (mandatory) (In the case of a joint venture, separate CIDB certificate in respect of each		

	partner must be completed and submitted)		
16.	Valid Department of Labour COIDA or FEM Letter of Good Standing Certificate (mandatory) (In the case of a joint venture, separate COIDA or FEM letter in respect of each partner must be completed and submitted)		
17.	Location of Contractor (Proof of Address)		
18.	Proof of Specific Goals Claimed		
19.	Protection of personal content: Consent POPIA (mandatory)		
20.	Part C1.1 Form of Offer and Acceptance (Fully signed and completed) (mandatory)		
21.	Part C1.2 Contract Data		
22.	Part C2.2 Bills of Quantities (Fully priced) (Handwritten Priced. Not typed and no correction liquid) (mandatory)		
	Other documents required for bid/quotation evaluation purposes.		
23.	List of resources, Plant & Equipment to execute the service.		
24.	Three (3) Reference letters from clients of projects with similar nature with details of the Clients, Scope, Values, and dates of completion, with copies of Practical Completion Certificates attached as Portfolio of evidence. Mandatory requirement		
25.	List of Projects completed of a similar nature with details of the Clients, Scope, Values, and dates of completion, with copies of Final Completion Certificates attached as Portfolio of evidence. Financial Statements to assess the turnover and available capital		

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE MANDATORY REQUIREMENTS MAY RENDER THE BID INVALID AND NOT BE EVALUATED FURTHER

SIGNATURE OF BIDDER:

DATE:

.....

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g., company resolution)

PART T2.1: LIST OF RETURNABLE DOCUMENTS

T2.1 List of Returnable Documents

The tenderer must complete the following returnable documents:

1 Returnable Schedules required for bid/quotation evaluation purposes.

- 1) SBD 1 Part A and Part B (In the case of a joint venture, separate SBD1 forms in respect of each partner must be completed and submitted)
- 2) Compulsory enterprise questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted)
- 3) SBD 4 (In the case of a joint venture, separate SBD4 forms in respect of each partner must be completed and submitted)
- 4) Record of addenda issued (Only if addenda is issued)
- 5) Proposed amendments and qualifications.
- 6) Resolution for Signatory (In the case of a joint venture, separate resolution of signatory forms in respect of each partner and the joint venture must be completed and submitted)
- 7) Certificate of authority for joint ventures (Only where the tender/ quotation is submitted by a joint venture)
- 8) Schedule of Proposed Subcontractors
- 9) Particulars of a specialist subcontractor (Certificate of registration as an electrical contractor) of registration Electrical.
- 10) Proof of registration as a registered person in the category: Installation Electrician
- 11) A qualified electrician with a trade certificate issued by the Department of labour or any of the SETAs
- 12) Particulars of a specialist subcontractor: Roof installation Certificate of Compliance.
- 13) SBD 6.1 Preference points claim form in terms of the Preferential procurement regulations 2022
- 14) Proof of Registration on the National Treasury Central Supplier Data Base (CSD) A CSD Registration Report (Full report not just the summary) for a contractor with valid and correct information
- 15) Valid CIDB Certificate of Tenderer (In the case of a joint venture, separate CIDB Certificates in respect of each partner must be completed and submitted)
- 16) Valid Department of Labour COIDA or FEM Letter of Good Standing Certificate. (In the case of a joint venture, separate COIDA or FEM letter in respect of each partner must be completed and submitted)
- 17) Location of Contractor (Proof of Address) in the form of municipal rates / signed lease agreement/ councilor confirmation)
- 18) Proof of Specific Goals Claimed
- 19) Protection of personal content: Consent POPIA
- 20) Part C1.1 Form of Offer and Acceptance
- 21) Part C1.2 Contract Data
- 22) Part C2.2 Bills of Quantities (**Handwritten Priced. Not typed and no correction fluid**)
- 23) Three (3) Reference letters from clients of projects with similar nature with details of the Clients, Scope, Values, and dates of completion, with copies of Practical Completion Certificates attached as Portfolio of evidence.

2 Other documents required for bid/quotation evaluation purposes.

- 24) List of resources, Plant & Equipment to execute the service.
- 25) List of Projects completed of a similar nature with details of the Clients, Scope, Values, and dates of completion, with copies of final Completion Certificates attached as Portfolio of evidence.
- 26) Financial Statements to assess the turnover and available capital

3 Returnable Schedules that will be incorporated into the contract

- 27) SBD 1 (In the case of a joint venture, separate SBD1 forms in respect of each partner must be completed and submitted).
- 28) SBD 4 (In the case of a joint venture, separate SBD4 forms in respect of each partner must be completed and submitted).
- 29) SBD 6.1 Preference points claim form in terms of the Preferential procurement regulations 2022
- 30) Proposed amendments and qualifications.
- 31) Specialist Work: Electrical Installation. A qualified electrician with a trade test certificate or a technician with a diploma in electrical engineering (mandatory).
- 32) Protection of personal content: Consent
- 33) Valid CIDB Certificate of Tenderer and CRS number
- 34) Valid Department of Labour COIDA or FEM Letter of Good Standing Certificate.
- 35) Proof of Specific Goals Claimed
- 36) Part C1.1 Form of Offer and Acceptance
- 37) Part C1.2 Contract Data
- 38) Part C2.2 Bills of Quantities (Fully priced) (**Handwritten Priced. Not typed and no correction liquid**).

**PART A
INVITATION TO BID**

SBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	SCMU3-26/27- 0536-MB		CLOSING DATE:	18 SEPTEMBER 2026	CLOSING TIME: 11H00
DESCRIPTION	QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT"				
BID RESPONSE DOCUMENTS MUST BE UPLOADED ON THE eTENDER PORTAL					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms. Z. Plaatjie		CONTACT PERSON	Ms. Z. Plaatjie	
TELEPHONE NUMBER	043 707 6800		TELEPHONE NUMBER	043 707 6800	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	Zanele.plaatjie@echealth.gov.za		E-MAIL ADDRESS	Zanele.plaatjie@echealth.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO					

DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.	

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

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

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.2 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.3 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.4 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

Compulsory Enterprise questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.														
Section 1: Name of enterprise:														
Section 2: VAT registration number, if any:														
Section 3: CIDB registration number, if any:														
Section 4: Particulars of sole proprietors and partners in partnerships <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name*</th> <th style="width: 33%;">Identity number*</th> <th style="width: 33%;">Personal income tax number*</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Name*	Identity number*	Personal income tax number*									
Name*	Identity number*	Personal income tax number*												
<i>* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners</i>														
Section 5: Particulars of companies and close corporations Company registration number Close corporation number Tax reference number														
Section 6: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.														
Section 7: The attached SBD 6.1 must be completed for each tender and be attached as a requirement. The undersigned, who warrants that he / she is duly authorized 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 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; and 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

SBD 4 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

.....

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

2.3.1 If so, furnish particulars:

.....

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

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

² **Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.**

RECORD OF ADDENDA TO BID DOCUMENTS

BID DESCRIPTION	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”		
SCMU NUMBER	SCMU3-26/27-0536-MB		
I / We confirm that the following communications received from the Department of Health before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)			
Item	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attach additional pages if more space is required.

Signed _____ Date _____

Name _____ Position _____

Tenderer _____

PROPOSED AMENDMENTS AND QUALIFICATIONS

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause 5.8 of SANS 10845-3 regarding the employer's handling of material deviations and qualifications.

BID DESCRIPTION	"QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT"
SCMU NUMBER	SCMU3-26/27-0536-MB

Page	Clause /Item	Proposal
The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct		

Signed

Date

Name

Position

Enterprise name

RESOLUTION FOR SIGNATORY

BID DESCRIPTION	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
SCMU NUMBER	SCMU3-26/27-0536-MB

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 **on 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:

DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	

If you cannot complete this form, attach a separate sheet (in a company letter head, project specific and signed by all directors):

CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This Returnable Schedule is to be treated as an example, a duly signed and dated copy of the relevant resolution of the joint venture to be **on company letterhead**.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorize Mr/Ms, authorized signatory of the company, acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

BID DESCRIPTION	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
------------------------	--

SCMU NUMBER	SCMU3-26/27-0536-MB
--------------------	----------------------------

NAME OF FIRM	PERCENTAGE SPLIT IN CONSORTIA/JV AS PER CONSORTIA/JV AGREEMENT AND SPECIFIC GOAL POINTS CLAIMED	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner: 	 %		Signature. Name Designation..... ...
.....	 %		Signature. Name Designation..... ...
.....	 %		Signature. Name Designation..... ...
.....	 %		Signature. Name Designation..... ...

SCHEDULE OF PROPOSED SUBCONTRACTORS

BID DESCRIPTION	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
SCMU NUMBER	SCMU3-26/27-0536-MB
We notify you that it is our intention to employ the following Subcontractors for work in this contract. The Subcontractors will all be CIDB registered and their CIDB Registration number shall be submitted below. This should also be declared on SBD 6.1 form. 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 or to be contracted are registered on Central Supplier Database (CSD).	

No.	Name and address of proposed Subcontractor	Sub-Contractor CIDB Grading	Sub-Contractor CIDB No.	Nature, extent of work, Year completed, Value of sub-contract	Contact details: Name of person and phone No.
1					
2					
3					

4					
The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct					

Signed

Date

Name

Position

Enterprise name

PARTICULARS OF SPECIALIST SUBCONTRACTOR: ELECTRICAL

Project Name:	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
Tender No:	SCMU3-26/27-0536-MB

Name of Specialist Subcontractor:	
Address:	
Specialist Subcontractor registration number: if applicable	
Registration body/ association:	

Bidders are required to provide contactable references as below.

NAME OF EMPLOYER	NAME OF PROJECT	CONTRACT PERIOD (Start and End Date)	VALUE OF WORK	REFERENCE NAME AND CONTACT NUMBER
Certificate of registration as an electrical contractor			Yes	No
Qualified Electrician CV attached which includes a Trade Test certificate or a diploma in electrical engineering (Mandatory) (Mark with a X)			Yes	No

Signed Date

Name Position

Tenderer.....

PARTICULARS OF SPECIALIST SUBCONTRACTOR: ROOF INSTALLATION

Project Name:	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
Tender No:	SCMU3-26/27-0536-MB

Name of Specialist Subcontractor:			
Address:			
Specialist Subcontractor registration number: if applicable			
Roof Installation Certificate of Compliance	Yes	No	

Bidders are required to provide contactable references as below.

NAME OF EMPLOYER	NAME OF PROJECT	CONTRACT PERIOD (Start and End Date)	VALUE OF WORK	REFERENCE NAME AND CONTACT NUMBER
Specialist Subcontractors CV attached. (Mark with a X)	Yes	No		

Signed Date

Name Position

Tenderer.....

SBD 6.1

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

BID DESCRIPTION	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
SCMU NUMBER	SCMU3-26/27-0536-BTW

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

The applicable preference point system for this tender is the 80/20 preference point system.

The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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

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

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

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations,

preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 preference point system.

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

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

Note to tenderers: The tenderer must indicate how they claim points for each preference point system). Bidders who are not from Amathole will not be able to claim points on locality.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Equity Ownership by:		
Historical Disadvantaged Individuals Ownership (South African citizen – who, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1993, (Act 200 of 1993), on the basis of:		
Historically Disadvantaged Individuals - Race	20% (4)	
Historically Disadvantaged Individuals - Women	20% (4)	
Historical Disadvantaged Individual - Disability Ownership	20% (4)	
Youth Ownership	20% (4)	
Military Veterans Ownership	10% (2)	
Locality Ownership	10% (2)	
TOTAL	100% (20)	

CONSORTIA / JOINT VENTURES

* In the event that Specific Goal Points are claimed for members by **Consortia / Joint Ventures** refer to SPECIFIC GOALS POINT – GUIDING WORKING PAPERS TO ASSIST THE BIDDER

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium
 One-person business/sole propriety
 Close corporation
 Public Company
 Personal Liability Company
 (Pty) Limited
 Non-Profit Company
 State Owned Company

[TICK APPLICABLE BOX]

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

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

..... SIGNATURE(S) OF BIDDER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	

SPECIFIC GOALS POINT - GUIDING WORKING PAPERS TO ASSIST THE BIDDER

Table 1: Consortia/Joint-Venture Percentage Split

In the event that Specific Goal Points are claimed for members by consortia / joint ventures, the following information must be furnished in order to be entitled to the points claimed in respect of the member:
(If more than 3 Members the Bidder can submit a comprehensive table for all Members as per below example). **Bidders who are not from Amathole will not be able to claim points on locality.**

	Consortia/JV Member 1 Company Name: 	Consortia/JV Member 2 Company Name: 	Consortia/JV Member 3 Company Name: 	TOTAL
Percentage Split in Consortia/JV as per Consortia/JV Agreement and Certificate of authority	%	%	%	100%

Table 2: Consortia/Joint Venture Specific Goal Points Claim

In the event that Specific Goal Points are claimed for members by consortia / joint ventures, the following information must be furnished in order to be entitled to the points claimed in respect of the member:
(If more than 3 Members the Bidder can submit a comprehensive table for all Members as per below example)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be complete d by the organ of state)	JV/Consortia Member 1 Company Name: Number of points claimed (80/20 system)	JV/Consortia Member 2 Company Name: Number of points claimed (80/20 system)	JV/Consortia Member 3 Company Name: Number of points claimed (80/20 system)	Total number of points claimed by JV/Consortia
Historically Disadvantaged Individuals Ownership	20% (4)				
Women Ownership	20% (4)				
Youth Ownership	20% (4)				
Disability Ownership	20% (4)				
Military Veterans Ownership	10% (2)				
Locality (Amathole)	10% (2)				
TOTAL	100% (20)				

Table 3: Detailed description and definition of various categories of the specific goal points that can be claimed.

No.	Detailed description and definition of various categories	Portfolio of Evidence as part of the returnables
1	Historically Disadvantaged Individuals Ownership: [Historically Disadvantaged Individual (HDI). Means a South African citizen who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No. 110 of 1983) or the Constitution of the Republic of South Africa, 1993 (Act No. 200 of 1993) ("The Interim Constitution") and /or Who is a female; and/or Who has a disability]. A South African ID number is a 13-digit number which is defined by the following format: YYMMDDSSSCAZ. • The first 6 digits (YYMMDD) are based on your date of birth. 20 February 1992 is displayed as 920220. • The next 4 digits (SSSS) are used to define your gender. Females are assigned numbers in the range 0000-4999 and males from 5000-9999. • The next digit (C) shows if you're an SA citizen status with 0 denoting that you were born a SA citizen and 1 denoting that you're a permanent resident.	1)Proof of ownership (CIPRO certificate) with id no. 2)Proof of ownership (CSD report) with id no. 3)Certified copy of ID of all owners.
2	Women Ownership: A South African ID number is a 13-digit number which is defined by the following format: YYMMDDSSSCAZ. • The first 6 digits (YYMMDD) are based on your date of birth. 20 February 1992 is displayed as 920220. • The next 4 digits (SSSS) are used to define your gender. Females are assigned numbers in the range 0000-4999 and males from 5000-9999.	1)Proof of ownership (CIPRO certificate) with id no. 2)Proof of ownership (CSD report) with id no. 3)Certified copy of ID of all owners.
3	Military Veterans Ownership: According to the 2011 Military Veterans act, a military veteran is any South African who rendered military service to any of the military organisations, former statutory and liberation armies, which were involved on all sides of South Africa's liberation war from 1960 to 1993; served in the then Union Defence Force.	1)Proof of ownership (CIPRO certificate) with id no. with valid proof of veteran status. 2)Proof of ownership (CSD report) with id no. with valid proof of veteran status. 3)Certified copy of ID of all owners.

4	Disability Ownership: The CRPD (Convention on the Rights of Persons with Disabilities) defines persons with disabilities to include those who have long term physical, mental, intellectual or sensory impairments, which in interaction with various barriers may hinder their full and effective participation in society on an equal basis.	1)Proof of ownership (CIPRO certificate) with id no. with valid medical documentary proof.
		2)Proof of ownership (CSD report) with id no. with valid medical documentary proof.
		3)Certified copy of ID of all owners.
5	Youth Ownership: Who are Youth in South Africa? The national Youth Policy defines youth as any persons between the ages of 14 and 35 years.	1)Proof of ownership (CIPRO certificate) with id no.
		2)Proof of ownership (CSD report) with id no.
		3)Certified copy of ID of all owners.
6	Locality Ownership: Proof of business address (municipal account or valid lease agreement) Amathole District Contractors can claim 2 point)s	1) Copy of Municipal billing account / letter from local councillor date and stamped not older than 3 months
		2)Copy of a valid Lease Agreement with an address in Amathole district

**PROOF OF REGISTRATION ON THE NATIONAL TREASURY
CENTRAL SUPPLIER DATABASE (CSD REPORT)**

(ATTACH HERE)

**VALID CONSRTRUCTION INDUSTRY DEVELOPMENT BOARD
(CIDB) CERTIFICATE OF A TENDERER
(ATTACH HERE)**

**VALID DEPARTMENT OF LABOUR COIDA LETTER OF GOOD
STANDING CERTIFICATE AND/OR FEM (ATTACH HERE)**

**LOCATION OF CONTRACTOR (PROOF OF ADDRESS -
MUNICIPAL RATES / SIGNED LEASE AGREEMENT/
COUNCILOR CONFIRMATION, STATEMENT FROM
REPUTABLE SERVICE PROVIDER.)
(ATTACH HERE)**

**PROOF OF SPECIFIC GOALS POINTS CLAIMED
(ATTACH HERE)**

Table 2: Detailed description and definition of various categories of the specific goal points that can be claimed.

No.	Detailed description and definition of various categories	Portfolio of Evidence as part of the returnables
1	Historically Disadvantaged Individuals Ownership: [Historically Disadvantaged Individual (HDI). Means a South African citizen who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No. 110 of 1983) or the Constitution of the Republic of South Africa, 1993 (Act No. 200 of 1993) ("The Interim Constitution") and /or Who is a female; and/or Who has a disability]. A South African ID number is a 13-digit number which is defined by the following format: YYMMDDSSSSCAZ. • The first 6 digits (YYMMDD) are based on your date of birth. 20 February 1992 is displayed as 920220. • The next 4 digits (SSSS) are used to define your gender. Females are assigned numbers in the range 0000-4999 and males from 5000-9999. • The next digit (C) shows if you're an SA citizen status with 0 denoting that you were born a SA citizen and 1 denoting that you're a permanent resident.	1) Proof of ownership (CIPRO certificate) with id no. 2) Proof of ownership (CSD report) with id no. 3) Certified copy of ID of all owners.
2	Women Ownership: A South African ID number is a 13-digit number which is defined by the following format: YYMMDDSSSSCAZ. • The first 6 digits (YYMMDD) are based on your date of birth. 20 February 1992 is displayed as 920220. • The next 4 digits (SSSS) are used to define your gender. Females are assigned numbers in the range 0000-4999 and males from 5000-9999.	1) Proof of ownership (CIPRO certificate) with id no. 2) Proof of ownership (CSD report) with id no. 3) Certified copy of ID of all owners.
3	Military Veterans Ownership: According to the 2011 Military Veterans act, a military veteran is any South African who rendered military service to any of the military organisations, former statutory and liberation armies, which were involved on all sides of South Africa's liberation war from 1960 to 1993; served in the then Union Defence Force.	1) Proof of ownership (CIPRO certificate) with id no. with valid proof of veteran status. 2) Proof of ownership (CSD report) with id no. with valid proof of veteran status. 3) Certified copy of ID of all owners.

4	Disability Ownership: The CRPD (Convention on the Rights of Persons with Disabilities) defines persons with disabilities to include those who have long term physical, mental, intellectual or sensory impairments, which in interaction with various barriers may hinder their full and effective participation in society on an equal basis.	1)Proof of ownership (CIPRO certificate) with id no. with valid medical documentary proof.
		2)Proof of ownership (CSD report) with id no. with valid medical documentary proof.
		3)Certified copy of ID of all owners.
5	Youth Ownership: Who are Youth in South Africa? The national Youth Policy defines youth as any persons between the ages of 14 and 35 years.	1)Proof of ownership (CIPRO certificate) with id no.
		2)Proof of ownership (CSD report) with id no.
		3)Certified copy of ID of all owners.
6	Locality Ownership: Proof of business address (municipal account or valid lease agreement) Amathole District Contractors can claim 2 point)s	1) Copy of Municipal billing account / letter from local councillor date and stmped
		2)Copy of a valid Lease Agreement with an address in Amathole district

POPIA

PROTECTION OF PERSONAL INFORMATION: CONSENT (POPIA)

The introduction of The Protection of Personal Information Act (POPIA) ensures the regulation of personal information through its entire life cycle of collection, transfer, storing and deletion.

As part of its business activities, the Department of Health obtains and requires access to personal data from a wide range of internal and external parties, including without limitation bidders who respond to requests for proposals that are published by the Department of Health from time to time. The Department of Health confirms that it shall process the information disclosed by Bidders for the purpose of evaluating and subsequently awarding/appointing a successful Bidder.

The Department of Health hereby states that it does not and will never modify, amend, or alter any personal information submitted to it by a Bidder. Not unless directed to do so by an order of court, the Department of Health does not disclose or permit the disclosure of any personal information to any Third Party without the prior written consent of the owner of the information.

Similarly, Bidders will from time-to-time access and be seized with information of a personal nature pertaining to the Department of Health. Some of the information may because of legislative compliances be available in the public domain, whilst some is uniquely provided to bidders in pursuit of procurement or other business-related activities. In this regard, the Department of Health requires that Bidders which receive or have access to its personal information, process any such information in a manner compliant with the requirements of the POPIA.

AGREEMENT

1. The Department of Health and the Bidder (the Parties) agree and undertake that upon obtaining and having access to personal information relating to either of them, they shall always ensure that:
 - a) They process the information only for the express purpose for which it was obtained.
 - b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.
 - c) They will introduce, and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
 - d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
 - e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
 - f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.
2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organization.
3. Bidder's Obligations

- a) The Bidder is required to notify the Information Officer of Department of Health, in writing as soon as possible after it becomes aware of or suspects any loss, unauthorized access or unlawful use of any of the Department of Health's personal information.
- b) The Bidder shall, at its own cost, promptly and without delay take all necessary steps to mitigate the extent of the loss or compromise of personal data.
- c) The Bidder shall be required to provide the Department of Health with details of the persons affected by the compromise and the nature and extent of the compromise, including details of the identity (if known) of the unauthorized person who may have accessed or acquired the personal data.
- d) The Bidder undertakes to co-operate with any investigation relating to security breach which is carried out by or on behalf of Department of Health.

On behalf of the Bidder:

.....
Signature

.....
Date

.....
Position

.....
Name of the Bidder

On behalf of the Client:

.....
Signature

.....
Date

.....
Position

.....
Name of Client Representative

DETAILS OF ALL RESOURCES, PLANT AND EQUIPMENT TO EXECUTE THIS SERVICE (ATTACH HERE)

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct and noted and agreed that:

This information is required as part of the returnable schedules, which shall not be used as part of elimination evaluation criterion during Stage 1 Admin Compliance, but this information will be checked and verified as part of due diligence Technical Risk Analysis and during the In-LoCo inspections, before Adjudication and award, and should the findings indicate a commercial risk to the Client, the bid shall not be awarded to the highest scoring bidder.

Signed

Date

Name

Position

Name of
Bidder &
Names of JV
Partners

THE CONTRACT

PART C1: AGREEMENTS AND CONTRACT DATA

PART C1.1: FORM OF OFFER AND ACCEPTANCE

FORM OF OFFER AND ACCEPTANCE

Bid Description	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
SCMU number	SCMU3-26/27-0536-MB

OFFER

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

“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT” The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

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

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF 15% VALUE ADDED TAX IS

.....

.....Rand (in words) ;

R(in figures) (or
 other suitable wording)

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

Signature

Name

Capacity

**for the
 tenderer**

(Name and address of organization)

Name and signature

of witness Date

ACCEPTANCE

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

The terms of the contract, are contained in:

Part C1 Agreements and contract data, (which includes this agreement)
Part C2 Pricing data
Part C3 Scope of work.
Part C4 Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

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

The tenderer shall within 3 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 securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.¹

Signature

.....
Name:

Capacity:

Eastern Cape Department of Health

for the Employer

**Eastern Cape Department of Health
AMATHOLE Health District
No. 19th St James Road, Old Building,
Southernwood
East London
5200**

(Amathole Health District)

(ECDoH)

Name and signature

of witness Date

Schedule of Deviations

1 Subject _____
Details _____

2 Subject _____
Details _____

3 Subject _____
Details _____

4 Subject _____
Details _____

By the duly authorized representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents

listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification, or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

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

¹ As an alternative, the following wording may be used:

Notwithstanding anything contained herein, this agreement comes into effect two working days after the submission by the employer of one fully completed original copy of this document including the schedule of deviations (if any), to a courier-to-counter delivery / counter-to-counter delivery / door-to-counter delivery /door-to-door delivery /courier service (delete that which is not applicable), provided that the employer notifies the tenderer of the tracking number within 24 hours of such submission. Unless the tenderer (now contractor) within seven working days of the date of such submission 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 parti

PART C1.2: CONTRACT DATA

The Joint Building Contracts Committee® - NPC

CONTRACT DATA

For use by ORGANS OF STATE and other PUBLIC SECTOR BODIES

Principal Building Agreement

Edition 6.2 – June 2024

A PROJECT INFORMATION

A1.0 Works [1.1]

Project name	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
Reference number	SCMU3-26/27-0536-MB
Works description	Refer to document C3 – Scope of Work

A2.0 Site [1.1]

Erf / stand number	Refer to document C4 – Site Information
Township / Suburb	Xhora
Site address	Refer to document C4 – Site Information
Local authority	Amathole District

Official Name of Organ of State / Public Sector Body	AMATHOLE Health District	
Business registration number	N/A	
VAT/ number	N/A	
Country	South Africa	
Employer's representative: Name	District Manager	
ENQUIRIES	Supply Chain Enquiries: Zanele.plaatjie@echealth.gov.za	Technical Enquiries: Zanele.plaatjie@echealth.gov.za

A3.0 Employer [1.1]

A4.0 Principal Agent [1.1]

Name	Triviron Project Management		
Legal entity of above	Triviron Project Management	Contact person	Letshego Thagane

Practice number		Telephone number	
		Mobile number	
Country	South Africa	E-mail	letshego@triviron.co.za
Postal address	58 St Peters Road, Southernwood, East London	Postal Code	5200
Physical address	58 St Peters Road, Southernwood, East London	Postal Code	5200

A5.0 Agent [1.1]

Discipline	Quantity Surveyor		
Name	Triviron Project Management		
Legal entity of above	Triviron Project Management	Contact person	Siyabulela Dywili
Practice number		Telephone number	
		Mobile number	
Country	South Africa	E-mail	dywilis@liwaniconsulting.co.za
Postal address	Donald Square, 2 nd Floor, 6 Donald Road, Vincent, East London	Postal Code	5247
Physical address	Donald Square, 2 nd Floor, 6 Donald Road, Vincent, East London	Postal Code	5247

A6.0 Agent [1.1]

Discipline	Electrical Engineer		
Name	Triviron Project Management		
Legal entity of above	Triviron Project Management	Contact person	Richard Moloto
Practice number	2000/006344/07	Telephone number	
		Mobile number	
Country	South Africa	E-mail	Richard@risimati.co.za
Postal address	58 St Peters Road, Southernwood, East London	Postal Code	5200
Physical address	58 St Peters Road, Southernwood, East London	Postal Code	5200

A7.0 Agent [1.1]

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	
Country		E-mail	

Postal address		Postal Code	
Physical address		Postal Code	

A8.0 Agent [1.1]

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	
Country		E-mail	
Postal address		Postal Code	
Physical address		Postal Code	

B CONTRACT INFORMATION

B 1.0 Definitions [1.1]

Bills of quantities: System/Method of measurement	Standard System of Measuring Building Work (Sixth Edition) as amended
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B 2.0 Law, regulations, and notices [2.0]

Law applicable to the works , state country [2.1]	Republic of South Africa
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B 3.0 Offer and acceptance [3.0]

Currency applicable to this agreement [3.2]	South African Rand
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B 4.0 Documents [5.0]

The original signed agreement is to be held by the principal agent [5.2], if not, indicate by whom	Employer
Number of copies of construction information issued to the contractor at no cost [5.6]	Three (3)

Documents comprising the agreement	Page numbers
The JBCC® Principal Building Agreement, Edition 6.2 June 2024	1 to 30
The JBCC® Principal Building Agreement - Contract Data for Organs of State and other Public Sector Bodies, Edition 6.2 June 2024	1 to 14
The JBCC® General Preliminaries for use with the JBCC® Principal Building Agreement, Edition 6.2 June 2024	1 to 7

Contract drawings – description	Number	Revision
Site Plan	0001-A101	
Roof Plan	0001-A102	
Proposed Courtyard Plan	0001-A104	
Sections	0001-A105	
EXISTING CLINIC GROUND STOREY PLAN	240028-PRF25-06-2001	
EXISTING NURSES HOUSING GROUND STOREY PLAN ROOF PLAN	240028-PRF25-06-2002	
EXISTING GUARD HOUSE GROUND STOREY PLAN ROOF PLAN	240028-PRF25-06-2003	

EXISTING COURTYARD GROUND STOREY PLAN	240028-PRF25-06-2101	
EXISTING COURTYARD ROOF PLAN & TYPICAL SECTION	240028-PRF25-06-2102	

B 5.0 Employer's Agents [6.0]

Authority is delegated to the following **agents** to issue **contract instructions** and perform duties for specific aspects of the **works** [6.2]

Principal Agent

Principal agent's and **agents'** interest or involvement in the **works** other than a professional interest [6.3]

None

B 6.0 Insurances [10.0]

Insurances by employer			Amount including tax	Deductible amount including tax
Yes / No:		No		
Contract works insurance:				
	New works [10.1.1] (Contract sum or amount)			
or	Works with practical completion in sections [10.2] (contract sum or amount			
or	Works with alterations and additions [10.3] (reinstatement value of existing structures with or including new works)			
	Direct contractors [10.1.1; 10.2] where applicable, to be included in the contract works insurance			
	Free issue [10.1.1; 10.2] where applicable, to be included in the contract works insurance			
	Escalation, professional fees and reinstatement costs if not included above			
Total of the above contract works insurance amount				
Supplementary insurance [10.1.2; 10.2]				
Public liability insurance [10.1.3; 10.2]				
Removal of lateral support insurance [10.1.4; 10.2]				
Other insurances [10.1.5]				
Yes/ No?	No	If yes, description 1		
Yes/ No?	No	If yes, description 2		

and/or

Insurances by Contractor		Amount including tax	Deductible amount including tax
Yes / No:	Yes		

	New works [10.1.1] (Contract sum or amount)	N/A	N/A
or	Works with practical completion in sections [10.2] (contract sum or amount)	To the minimum value of the contract sum + 10%	With a deductible not exceeding 5% of each and every claim
or	Works with alterations and additions [10.3] (reinstatement value of existing structures with or including new works)	To the minimum value of the contract sum + 10%	With a deductible not exceeding 5% of each and every claim
	Direct contractors [10.1.1; 10.2] where applicable, to be included in the contract works insurance	N/A	
	Free issue [10.1.1; 10.2] where applicable, to be included in the contract works insurance	N/A	
	Escalation, professional fees and reinstatement costs if not included above	N/A	
Total of the above contract works insurance amount		To the minimum value of the contract sum + 10%	
Supplementary insurance [10.1.2; 10.2]		Yes	
Public liability insurance [10.1.3; 10.2]		R5 million	
Removal of lateral support insurance [10.1.4; 10.2]		No	
Other insurances [10.1.5]			
Yes/ No?	No	If yes, description 1	
Yes/ No?	No	If yes, description 2	

B 7.0 Obligations of the employer [12.1]

Existing premises will be in use and occupied [12.1.2]		Yes / No?	Yes
If yes, description	The Contractor will, throughout the entire period of the works, be responsible for the proper and adequate protection of property and the public and ECDOHs personnel from damage or injury resultant from the works and for the proper security of the site at all times during the course of the works. Further, the Contractor must allow for all temporary hoardings, walkways, etc. required by the Local Authorities, National Building Regulations. OHS Act and or demanded by his own requirements. All allowances for the safe removal and disposal of asbestos material are deemed to be priced in the removal of existing roofing and other asbestos containing material. Allowance must further be made for periodic adjustment of any hoardings/ temporary fencing and for their eventual removal and for making good. All other temporary fencing hoardings etc. Required must be priced for in the Preliminaries of these Bills of Quantities. Allowance must be made for periodic adjustment of any hoardings aligned to the project phasing and for their eventual removal and for making good. 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.		

Restriction of working hours [12.1.2]		Yes / No?	Yes
If yes, description	07h30 to 17h00 Weekdays only. Work required to be executed outside of these hours must be arranged with the Facilities Manager and the management of the facility, in advance. No costs shall be claimable connected thereto.		
Natural features and known services to be preserved by the contractor [12.1.3]		Yes / No?	Yes
If yes, description	Existing services that are to be preserved are indicated in the existing service layout plan.		
Restrictions to the site or areas that the contractor may not occupy [12.1.4]		Yes / No?	Yes
If yes, description	Work areas and restricted areas are defined on the drawing specifying the site establishment.		
Supply of free issue [12.1.10]		Yes / No?	No
If yes, description			

B 8.0 Nominated subcontractors [14.0]

Yes / No?	No	If yes, description of specialisation
Specialisation 1		
Specialisation 2		
Specialisation 3		
Specialisation 4		
Specialisation 5		
Specialisation 6		
Specialisation 7		
Specialisation 8		
Specialisation 9		

B 9.0 Selected subcontractors [15.0]

Yes / No?	No	If yes, description of specialisation
Specialisation 1		
Specialisation 2		
Specialisation 3		
Specialization 4		
Specialization 5		
Specialisation 6		
Specialisation 7		
Specialisation 8		
Specialisation 9		
Specialisation 10		

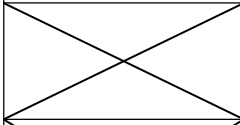
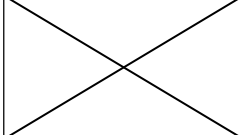
B 10.0 Direct contractors [16.0]

Yes / No?	No	If yes, description of extent of work
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		

B 11.0 Description of sections [20.1]

Section 1	
Section 2	
Section 3	
Section 4	
Section 5	
Section 6	N/A

B 12.0 Possession of site [12.1.5], practical completion [19.0; 20.0] and penalty [24.0]

Practical completion for the works as a whole	Intended date of possession of the site Refer B17.0 [12.1.5; 12.2.22]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]
		working days	3 Construction Period in months	Penalty amount per calendar day (excl. tax)
		Within ten (10) Working days after receiving such notice as per	As stated per Letter of award	Minimum R11 cents/ R100 of contract amount per calendar day

		clause 19.2.2		(excl. tax)
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or where **sections** are applicable

Practical completion of a section of the works	Intended date of possession of the site Refer B16.0 [B4.1]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]
		Working days	Period in months	Penalty amount per calendar day (excl. tax)
Section 1				
Section 2				
Section 3				
Section 4				
Section 5				
Section 6				
Section 7				
Section 8				
Remainder of the				

Criteria to achieve practical completion not covered in the definition of practical completion
No further Criteria

B 13.0 Defects liability period [21.0]

Extended defects liability period: Refer B17.0 [21.13]	Yes / No?	Yes
If yes, description of applicable elements	The ninety (90) calendar days defects liability period for the works [21.1] is replaced with an extended defects liability period of three hundred and sixty-five (365) calendar days in respect to all works.	

B 14.0 Payments [25.0]

Date of month for issue of regular payment certificates [25.2]	30th
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Contract price adjustment / Cost fluctuations [25.3.4; 26.9.5]	Yes / No?	No	Base Month: N/A
If yes, method to calculate	CPAP calculated with Haylett formulae based on indices as provided by Stats SA		
Employer shall pay the contractor within: [25.10]	Thirty (30) working days after receipt of a duly signed payment certificate and valid VAT invoice issued through the Principal Agent to the Employer		

B 15.0 Dispute resolution [30.0]

Adjudication [30.6.1; 30.10] Name of nominating body	Association of Arbitrators South Africa	
Applicable rules for adjudication [30.6.2]	Latest Rules of the Association of Arbitrators South Africa	
Arbitration [30.7.4; 30.10]	Yes / No?	No
If Yes, name of nominating body *If No, then dispute will be referred to litigation		
Applicable rules for arbitration [30.7.5]	N/A	

B 16.0 JBCC® General Preliminaries – selections

Provisional bills of quantities [B2.2]	Yes / No?	Yes
Availability of construction information – is the construction information complete? [B2.3]	Yes / No?	Yes
Previous work - dimensional accuracy - details of previous contract(s) [B3.1]	N/A	
Previous work - defects - details of previous contract(s) [B3.2]	N/A	
Inspection of adjoining properties - details [B3.3]	N/A	
Handover of site in stages - specific requirements [B4.1]	N/A	

Enclosure of the works - specific requirements [B4.2]		The contractor will be restricted to work only within the area demarcated for that specific project work section as per site establishment drawings.	
Geotechnical and other investigations - specific requirements [B4.3]		N/A	
Existing premises occupied - details [B4.5]		Any other hoardings etc. to comply with the Construction Regulations 2014 and any other legal requirements or legislation must be priced in the Preliminaries section of the bills of Quantities. No claims for additional hoardings etc will be entertained.	
Services - known - specific requirements [B4.6]		?	
Water [B8.1]	By contractor	Yes / No?	Yes
	By employer	Yes / No?	No
	By employer – metered	Yes / No?	No
Electricity [B8.2]	By contractor	Yes / No?	Yes
	By employer	Yes / No?	No
	By employer – metered	Yes / No?	No
Ablution and welfare facilities [B8.3]	By contractor	Yes / No?	Yes
	By employer	Yes / No?	No
Communication facilities - specific requirements [B8.4]		No specific requirements	

Protection of the works - specific requirements [B11.1]	Yes. Scope of Works and Health and Safety Plan which are annexed to this bid document
Protection / isolation of existing works and works occupied in sections - specific requirements [B11.2]	Yes. Scope of Works and Health and Safety Plan which are annexed to this bid document
Disturbance - specific requirements [B11.5]	Yes. Scope of Works and Health and Safety Plan which are annexed to this bid document
Environmental disturbance - specific requirements [B11.6]	Contractor to comply with health and safety, environmental and dumping requirements as per the local authorities.

B 17.0 Changes made to JBCC® documentation

Reference may be made to other documents forming part of this **agreement**

1.1 Definitions

AGREEMENT: The completed Form of Offer and Acceptance, the completed **JBCC®** Principal Building Agreement and **JBCC® contract data for organs of state and other public sector bodies, the contract drawings, the priced document** and any other documents reduced to writing and signed by the authorised representatives of the **parties**

CONSTRUCTION PERIOD: The period commencing on the date of possession of the **site** by the **contractor** and ending on the date of **practical completion**

CONTRACT PERIOD: The period commencing on the date of the Employer accepting the offer by signing the Form of Offer and Acceptance and ending on the date of final completion

COST FLUCTUATION shall mean contract price adjustment provision (CPAP) for the adjustment of fluctuation in the cost of labour, plant, material and goods as stated in the schedule

DEFAULT INTEREST: No Clause

GUARANTEE FOR CONSTRUCTION: A security in terms of the ECDOH's Guarantee for Construction form/s, obtained by the contractor from an institution approved by the employer [CD]

CONTRACT DATA FOR ORGANS OF STATE AND OTHER PUBLIC SECTOR BODIES: The document listing the Organs of State and other Public Sector Bodies' requirements and the project specific information

INTEREST: The interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be the 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), calculated as simple interest, in respect of debts owing to the State, and will be the rate as determined by the Minister of Justice and Constitutional Development from time to time 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999), calculated as simple interest, in respect of debts owing by the State

LETTER OF ACCEPTANCE: The letter of formal acceptance of the Contractor's or Service Provider's Tender / Bid, issued and signed by the Employer

PAYMENT CERTIFICATE: A certificate issued at regular agreed intervals [CD] by the principal agent to the

parties certifying the amount due and payable in terms of Clause 25.3

PRINCIPAL AGENT: The person or entity appointed by the **employer** and named in the **contract data for organs of state and other public sector bodies**. 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 the employer's representative as named in the **contract data for organs of state and other public sector bodies**

3.0 Offer and Acceptance

Amend 3.3 to read as follows:

This **agreement** shall come into force on the date as stated on the Form of Offer and Acceptance and continue to be of force and effect until the end of the **latent defects** liability period [22.0] notwithstanding termination [29.0] or the certification of **final completion** [21.0] and final payment [25.0]

4.0 Cession and Assignment

Replace Clause 4.3 with the following:

Where a contractor cedes any right or any monies due to or to become due under this agreement as security in favour of a financial institution, the prior written consent of the employer, which consent shall not be unreasonably withheld, must be obtained

5.0 Documents

Replace Clause 5.4 with the following:

The Bills of Quantities shall not be used as a specification of material and goods or methods unless so instructed by the Principal Agent. The contractor may not use the Bills of Quantities for purpose of ordering material. All dimensions and quantities must be determined on site before ordering. In the event of discrepancy between the drawings and Bills of Quantity, the drawings shall take preference

Replace Clause 5.5 with the following:

The parties may publish or disclose on any platform only the contract scope and contract amount

6.0 Employer's Agents

Replace Clause 6.5 with the following:

Where the principal agent and/or an agent fails to act or is unable to act or ceases to be the principal agent or an agent in terms of this agreement, the employer shall appoint another principal agent and/or an agent

Add the following as 6.7:

In terms of the clauses listed hereunder, the **employer** has retained its authority and has not given a mandate to the **principal agent**. The **employer** shall sign all documents in relation to clauses 4.2, 14.1.2, 14.1.4, 14.4.1, 14.6, 23.1, 23.2, 23.3, 23.7, 23.8, 26.1, 26.7, 26.12 and 28.4

8.0 Works Risk

Replace Clause 8.4 with the following:

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

9.0 Indemnities

9.2.7: Add the following to the end of the first sentence: “.... due to no fault of the **contractor**”

9.2.9 No Clause

9.2.10 No Clause

Add the following as clause 9.3:

The employer's rights to claim damages for the contractor's omissions and actions will not be affected.

10.0 Insurances

Add the following as 10.1.5.1:

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 sub-surface conditions that might result in catastrophic ground movement evident by sinkhole or doline formation the following will apply:

10.1.5.1.1 Damage to **the works**

The contractor shall, from the date of possession of the **site** 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

10.1.5.1.2 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 property, 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

10.1.5.1.3

It is the responsibility of the **contractor** to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.1.5.1.1 and 10.1.5.1.2. Without limiting the **contractor's** obligations in terms of the contract, the **contractor** shall, within twenty-one (21) **calendar days** of the date of possession of the site, but before commencement of the **works**, submit to the **employer** proof of such insurance policy, if requested to do so

10.1.5.1.4

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 10.1.5.1.1; 10.1.5.1.2 and 10.1.5.1.3. 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

11.0 Securities

Amend 11.10 to read as follows:

There shall be no lien or right of retention held by any **contractor** in respect of the works executed on site

Replace Clauses 11.1, 11.1.1, 11.1.2, 11.2.1 and 11.2.2 with the following:

11.3 No Clause

11.4 No Clause

11.5 No Clause

11.6 No Clause

11.6 No Clause

11.7 No Clause

11.8 No Clause

11.9 No Clause

11.10 No Clause

12.0 Obligations of the Parties

12.1.1 No Clause

Replace Clause 12.1.5 with the following:

Give possession of the site to the contractor within ten (10) working days after the appointment of all SMME contractor packages, approval of the Health and Safety Plan or the issue of a construction permit by the Department of Labour, if applicable, after the contractor complied with the terms of 12.2.22

12.1.6 No Clause

12.1.8 No Clause

Replace Clause 12.2.2 with the following:

The priced Bills must be submitted as part of the returnable documents. Where the priced document contains errors or discrepancies and/or prices considered by the employer or principal agent to be imbalanced or unreasonable the employer or principal agent and the contractor shall adjust such prices without any change to the contract sum

Replace Clause 12.2.5 with the following:

Effect and keep in force insurances in favour of the employer as beneficiary where the contractor is responsible for providing insurances [10.0] [CD]

Replace Clause 12.2.13 with the following:

Designate a competent person full time on site to continuously administer and control the works on site and to receive and implement notices and contract instructions on behalf of the contractor

Add the following as Clause 12.2.22:

Within fourteen (14) working days of the date of the letter of acceptance submit to the principal agent an acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993)

Add the following as Clause 12.2.23:

The contractor shall within reasonable time inform the agents regarding inspection of the works before covering / closing [B 12.0]

19.0 Practical Completion

Replace Clause 19.5 with the following:

On issue of the only or last certificate of practical completion the employer shall be entitled to possession of the works and the site. On issue of the certificate of practical completion for a section, the employer shall be entitled to possession of such section.

21.0 Defects Liability Period and Final Completion

Clause 21.0

Replace Clause 21.1 with the following:

The defects liability period for the works shall commence on the calendar day following the date of works completion and end at midnight (00:00) ninety (90) calendar days from the date of works completion [CD] or when work on the list for completion has been satisfactorily attended to [21.6), whichever is the later (if we use works completion)

Replace Clause 21.6 with the following:

On the expiry of the ninety (90) calendar days defects liability period [21.1] for items not indicated as items with an extended liability as indicated in B14 and on receipt of the contractor's notice to the principal agent

And/or

On the expiry of the defects liability period as indicated in B14, for items indicated in B14 and on receipt of the contractor's notice to the principal agent, the principal agent shall:

- (1) inspect the works and within ten (10) working days either issue a list for final completion detailing all outstanding work or defects that must be attended to, or rectified to achieve final completion or
- (2) issue the certificate of final completion to the contractor with a copy to the employer for that part of the works where defects liability period has expired

21.6.1 Omit Clause

21.6.2 Omit Clause

Add the following as Clause 21.13:

The ninety (90) calendar days defects liability period for the works [21.1] is replaced with an extended defects liability period of three hundred and sixty-five (365) calendar days in respect of the listed applicable elements in B14

Add the following as Clause 21.14:

Penalties will be applied if the items on the completion list have not been attended to within a period of ninety (90) calendar days [21.1]. If additional defect items have being added to the list during this period, then the Principal Agent and Contractor will agree on a revised completion date. Failing in achieving the revised date will result in penalties being applied.[B12.0

23.0 Latent Defects Liability Period

22.3.2 No Clause

24.0 Penalty for Late and Non-completion

Replace Clause 24.1 with the following:

Where the contractor fails to bring the works, or a section thereof, to practical or final- completion by the applicable completion date [CD], or the revised applicable completion date, the contractor shall be liable to the employer for the penalty [CD]

Replace Clause 24.2 with the following:

Where the employer elects to levy such penalty the employer, or the principal agent on instruction from the employer, shall give notice thereof to the contractor. The principal agent shall determine the penalty due from the later of the date for practical- works-, or final- completion [CD], or the revised date for practical- works-, or final- completion, up to and including the earlier of:

Replace Clause 24.2.1 with the following:

The actual or deemed date of practical or final- completion, of the works, or a section thereof [23.7.1]

25.0 Payment

Replace Clause 25.2 with the following:

The principal agent shall issue at regular agreed intervals [CD] payment certificates, to the contractor with a copy to the employer, up to and including practical completion. Interim Payment certificates may be issued to the contractor between practical completion and the final payment certificate. A payment certificate may be for a nil or negative amount

Add the following to Clause 25.3:

25.3.12 Tax Invoice

25.5 No Clause

Replace Clause 25.6 with the following:

Materials and goods will only be certified and paid for upon providing proof of full payment to the supplier and proof of transfer of ownership from the supplier to the contractor by the contractor. Once paid, material and goods shall become the property of the employer and shall not be removed from site without the written authority of the Employer.

25.7.5 No clause.

Replace Clause 25.10 with the following:

The employer shall pay the contractor the amount stipulated in an issued payment certificate, correct in all material respects, within thirty (30) calendar days from the date of receiving the payment certificate, invoice and all other substantiating documentation for items certified in the payment certificate

25.10: Delete the words “and/or **compensatory interest**”

Replace Clauses 25.12 to 25.12.3 with the following:

Clause 25.12

The value of the works in terms of 25.1 and of the materials and goods in terms of 25.4 shall be certified in full. The value certified shall be subject to the following percentage adjustments:

25.12.1 Ninety-five per cent (95%) of such value in interim payment certificates issued up to the date of practical completion

25.12.2 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

25.12.3 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 26

25.12.4 One hundred per cent (100%) of such value in the final payment certificate in terms of 26 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.

25.14.2: Not applicable

26.0 Adjustment of the Contract Value and Final Account

Ref Clause 6.7 [CD] – Clause 26.1

Omit Clause 26.4.3

Ref Clause 6.7 [CD] – Clause 26.7

Replace Clause 26.10 with the following:

The principal agent shall prepare the final account in consultation with the employer and issue the final account, to the contractor within sixty (60) working days of the date of practical completion

27.0 Recovery of Expense and/or Loss

Clause 27.0

Replace Clause 27.1.2 with the following:

Interest due to late payment only

Replace Clause 27.1.4 with the following:

Interest due to late payment only

27.1.5 No Clause

Replace Clause 27.5 with the following:

Where the employer decides to recover an amount due in terms of 27.2 from a construction guarantee, cash deposit or retention money held as security, the employer shall issue a written demand to the contractor before recovering the amount. Should such amount not be paid to the employer within fourteen (14) calendar days of the date-of notice by the employer, the employer may recover such an amount from the security

29.0 Termination

Clause 29.0

Add the following as Clause 29.1.4:

The contractor's estate has been sequestrated, liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa

Add the following as Clause 29.1.5:

The contractor has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

Add the following as Clause 29.1.6:

Honour his obligations in terms of Clauses 10.1.5.1.3, 11.4.1 and 12.2. sub-Clauses 5, 6, 8, 9, 10, 11, 12, 13, 15, 16, 19, 20, 22.

Replace Clause 29.7 with the following:

The employer, on notice to the contractor, may recover damages from the contractor from the date of termination including, but not limited to, additional costs incurred in the completion, consultant cost, rental of alternative accommodation, invitation of completion tenders, salaries of officials and safeguarding the site, of the remaining work [25.3.7; 27.1.3]

Replace Clause 29.9 with the following:

The employer has the right of recovery against the contractor, where applicable, [CD] from:

The payment reduction until the final payment is made;

29.14.1 No Clause

29.14.3 No Clause

29.14.4 No Clause

29.14.5 No Clause

29.14.6 No Clause

29.14.7 No Clause

29.15 No Clause

29.16 No Clause

29.17.3 No Clause

29.17.6 No Clause

29.21.5 No Clause

29.22 No Clause

29.23 No Clause

29.25.3 No Clause

29.25.4 No Clause

29.27 No Clause

30.0 Dispute Resolution

Replace Clause 30.2 with the following:

Where such disagreement is not resolved within ten (10) working days of receipt of such notice it shall be deemed to be a dispute and shall be submitted to Mediation as a first method of dispute resolution failing which the parties will resort to Litigation

30.3 to 30.7.7 No Clauses

Replace Clause 30.8 with the following:

The parties may, by agreement and at any time before Litigation, refer a dispute to mediation, in which event:

30.8.1 No Clause

Replace Clause 30.8.2 with the following:

The appointment of a mediator, the procedure, and the status of the outcome shall be agreed between the parties

Replace Clause 30.8.3 with the following:

Regardless of the outcome of a mediation the parties shall bear their own costs concerning the Mediation and equally share the costs of the mediator and related expenses.

Replace Clause 30.9 with the following:

Institution of Litigation shall be commenced, and process served within three (3) year from the date of existence of the dispute, failing which the dispute shall lapse

30.10 No Clause

30.12 No Clause

Add the following additional Clause.

It is a condition of contract that:

The contractor shall achieve in the performance of the contract the Contract Skills Development Goal (CSDG) established in the CIDB Standard for Developing Skills through Infrastructure Contracts, published in Gazette Notice No.48491 of 28 April 2023.

The contractor shall achieve in the performance of the contract the Contract Participation Goals (CPG) relating to the engagement of targeted enterprises as established in the cidb Standard for Indirect Targeting for Enterprise Development through Construction works Contracts, published in Gazette Notice No.36190 of 25 February 2013.

The main contractor shall provide a minimum Contract Participation Goal (CPG) of 5% of the total project value and develop targeted enterprises in two agreed developmental areas as per clause 3.2.1 of the Indirect Targeting Standard (Gazette Notice No.36190 of 25 February 2013).

Distinguish Between Construction Period and Contract Period

Please note the following key distinction:

- Construction Period: This refers to the physical timeframe allocated to the contractor to execute works on site
- Contract Period: This encompasses the full contract lifecycle from award date through practical completion, extension of time (if granted), project close-out, and final account.

The JBCC Principal Building Agreement Edition 6.2, Clause 19.0, defines practical completion, while Clause 23.0 (Delays and Extension of Time) outlines provisions under which a contractor may apply for and be granted an extension. It is important that these provisions be observed to avoid unintended contract breaches or disputes.

C TENDERER'S SELECTIONS

C 1.0 Security [11.0]

In respect of contracts with a contract sum more than R1 Million, the security to be provided by the contractor to the employer will be selected by the Contractor as indicated below:

Guarantee for construction: Select Option A,B,C,D or E		Option:	
Option A	Payment reduction of 10% of the value certified in the payment certificate		
Option B	Variable construction guarantee of 10% of the contract sum (excluding VAT)		
Option C	Fixed construction guarantee of 5% of the contract sum and a payment reduction of 5% of the value certified in the payment certificate		
Option D	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)		
Option E	Cash deposit of 10% of the contract sum (excluding VAT)		
Guarantee for payment by employer [11.5.1; 11.10]		Not Applicable	
Advance payment, subject to a guarantee for advance payment [11.2.2; 11.3]		Not Applicable	

C 2.0 Contractor's annual holiday periods during the construction period

Year 1 contractor's annual holiday period	start date		end date	
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Year 2 contractor's annual holiday period	start date		end date	
Year 3 contractor's annual holiday period	start date		end date	

C 3.0 Payment of preliminaries [25.0]

Contractor's selection: Select Option A or B	Option:	
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Where the contractor does not select an option, Option A shall apply

Payment methods

Option A	The preliminaries shall be paid in accordance with an amount prorated to the value of the works executed in the same ratio as the amount of the preliminaries to the contract sum , which contract sum shall exclude the amount of preliminaries . Contingency sum(s) and any provision for cost fluctuations shall be excluded for the calculation of the aforesaid ratio
Option B	The preliminaries shall be paid in accordance with an amount agreed by the principal agent and the contractor in terms of the priced document to identify an initial establishment charge, a time-related charge and a final dis-establishment charge. Payment of the time-related charge shall be assessed by the principal agent and adjusted from time to time as may be necessary to take into account the rate of progress of the works

Lump sum contract

Where the amount of **preliminaries** is not provided it shall be taken as 7.5% (seven and a half per cent) of the **contract sum**, excluding contingency sum(s) and any provision for cost fluctuations.

C 4.0 Adjustment of preliminaries [26.9.4]

Contractor's selection: Select Option A or B	Option:	
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Where the contractor does not select an option, Option A shall apply

Provision of particulars

The **contractor** shall provide the particulars for the purpose of the adjustment of **preliminaries** in terms of his selection. Where completion in sections is required, the **contractor** shall provide an apportionment of **preliminaries** per **section**

Option A	An allocation of the preliminaries amounts into Fixed, Value-related and Time-related amounts as defined for adjustment method Option A below, within fifteen (15) working days of the date of acceptance of the tender
Option B	A detailed breakdown of the preliminaries amounts within fifteen (15) working days of possession of the site. Such breakdown shall include, inter alia, the administrative and supervisory staff, the use of construction equipment , establishment and dis-establishment charges, insurances and guarantees, all in terms of the programme

Adjustment Methods

The amount of **preliminaries** shall be adjusted to take account of the effect which changes in time and/or value have on **preliminaries**. Such adjustment shall be based on the particulars provided by the **contractor** for this purpose in terms of Options A or B, shall preclude any further adjustment of the amount of **preliminaries** and shall apply notwithstanding the actual employment of resources by the **contractor** in the execution of the **works**

Option A	The preliminaries shall be adjusted in accordance with the allocation of preliminaries amounts provided by the contractor, apportioned to sections where completion in sections is required Fixed - An amount which shall not be varied Value-related - An amount varied in proportion to the contract value as compared to the contract sum. Both the contract sum and the contract value shall exclude the amount of preliminaries, contingency sum(s) and any provision for cost fluctuations Time-related - An amount varied in proportion to the number of calendar days extension to the date of practical completion to which the contractor is entitled with an adjustment of the contract value [23.2; 23.3] as compared to the number of calendar days in the initial construction period [26.9.4]
Option B	The adjustment of preliminaries shall be based on the number of calendar days extension to the date of practical completion to which the contractor is entitled with an adjustment of the contract value [23.2; 23.3] as compared to the number of calendar days in the initial construction period [26.9.4] The adjustment shall take into account the resources as set out in the detailed breakdown of the preliminaries for the period of construction during which the delay occurred

Failure to provide particulars within the period stated

Option A	Where the allocation of preliminaries amounts for Option A is not provided, the following allocation of preliminaries amounts shall apply: Fixed - Ten per cent (10%) Value-related - Fifteen per cent (15%) Time-related - Seventy-five per cent (75%) Where the apportionment of the preliminaries per section is not provided, the categorized amounts shall be prorated to the cost of each section within the contract sum as determined by the principal agent
Option B	Where the detailed breakdown of preliminaries amounts for Option B is not provided, Option A shall apply

Lump sum contract

Where the amount of **preliminaries** is not provided it shall be taken as 7.5% (seven and a half per cent) Of the **contract sum**, excluding contingency sum(s) and any provision for cost fluctuations



GUARANTEE FOR CONSTRUCTION (PRO-FORMA)



Guarantee for Construction

For use with the JBCC® Principal Building Agreement

edition /date

GUARANTOR DETAILS AND DEFINITIONS

Guarantor:			
Physical Address:			
Guarantor's signatory 1:		Capacity	
Guarantor's signatory 2:		Capacity	
Employer:			
Contractor:			
Principal Agent:			
Works:			
Site:			
Contract Sum:	Accepted amount inclusive of tax	Currency	
Amount in words:			
Guaranteed Sum:	The maximum aggregate amount	Currency	
Amount in words:			
Guarantee for Construction:	(Insert Variable or Fixed)		
Expiry Date:			

AGREEMENT DETAILS

Sections:	Total number / not applicable		Last Section	
Principal Agent issues	JBCC® format Recovery Statement, Interim Payment Certificates, the Final Payment Certificate, the Certificate of Practical Completion and the Certificate of Final Completion			

1.0 GUARANTEE FOR CONSTRUCTION (Variable)

- 1.1 Where a Guarantee for Construction (Variable) in terms of the Agreement has been selected this clause 1.0 and 3.0 to 13.0 shall apply. The Guarantor's liability shall be limited to the diminishing amounts of the Guaranteed Sum as follows:-

GUARANTOR'S LIABILITY

- 1.1.1 Maximum Guaranteed Sum (not exceeding 10.0% of the contract sum) in the amount of:

Amount in words:

PERIOD OF LIABILITY

From and including the date of issue of this Guarantee for Construction and up to and including the date of issue of the Interim Payment Certificate certifying in excess of 50% of the contract sum



- 1.1.2 Reducing to the Guaranteed Sum (not exceeding 8.0% of the contract sum) in the amount of:

From and including the day after the date of the aforesaid Interim Payment Certificate and up to and including the date of issue of the only Certificate of Practical Completion or last Certificate of Practical Completion where there are sections

Amount in words:

- 1.1.3 Reducing to the Guaranteed Sum (not exceeding 4.0% of the contract sum) in the amount of:

From and including the day after the date of the applicable Certificate of Practical Completion and up to and including the date of issue of the only Certificate of Final Completion or the last Certificate of Final Completion where there are sections

Amount in words:

- 1.1.4 Reducing to the Guaranteed Sum (not exceeding 2.0% of the contract sum) in the amount of:

From and including the day after the date of the applicable Certificate of Final Completion and up to and including the date of issue of the Final Payment Certificate where payment is due to the Contractor, whereafter this Guarantee for Construction shall expire. Where the Final Payment Certificate reflects payment due to the Employer, this Guarantee for Construction shall expire upon payment of the full amount certified

Amount in words:

- 1.2 The Guarantor's liability limits set out in 1.1.1 to 1.1.4 shall apply in respect of any claim received by the Guarantor during the guarantee validity period

2.0 GUARANTEE FOR CONSTRUCTION (Fixed)

- 2.1 Where a Guarantee for Construction (fixed) in terms of the Agreement has been selected this clause 2.0 and 3.0 to 13.0 shall apply. The Guarantor's liability shall be limited to the amount of the Guaranteed Sum as follows:

GUARANTOR'S LIABILITY

Maximum Guaranteed Sum (not exceeding 5.0% of the contract sum) in the amount of:

PERIOD OF LIABILITY

From and including the date of issue of this Guarantee for Construction and up to and including the date of the only Certificate of Practical Completion or the last Certificate of Practical Completion where there are sections, whereafter this Guarantee for Construction shall expire

Amount in words:

3.0 The Guarantor acknowledges that:

- 3.1 Any reference in this Guarantee for Construction 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 to create a suretyship;
- 3.2 Its obligation under this Guarantee for Construction is restricted to the payment of money; and
- 3.3 Reference to a Recovery Statement or an Interim or Final Payment Certificate, or a Certificate(s) of Practical or Final Completion shall mean such certificate issued by the Principal Agent.

- 4.0 Subject to the Guarantor's maximum liability referred to in 1.0 or 2.0, the Guarantor hereby undertakes to pay the Employer the sum certified upon receipt of the documents identified in 4.1 to 4.3:

PART C1.3: DISPUTE RESOLUTION MECHANISM

C1.3 CIDB ADJUDICATOR'S AGREEMENT

C1.3 CIDB ADJUDICATOR'S AGREEMENT

This agreement is made on the day of

between: (name of company / organization)

of
..... (address)

and (name of company / organization)

of
..... (address) (the Parties)

and (name)

of
..... (address) (the Adjudicator).

Disputes or differences may arise/have arisen* between the Parties under a Contract dated and known as

and these disputes or differences shall be/have been* referred to adjudication in accordance with the

CIDB Adjudication Procedure, (hereinafter called "the Procedure") and the Adjudicator may be or has been requested to act.

* Delete as necessary

IT IS NOW AGREED as follows:

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

SIGNED by: _____

Name: _____

who warrants that he / she is
duly authorized to sign for and
on behalf of the first Party in
the presence of

SIGNED by: _____

Name: _____

who warrants that he / she is
duly authorized to sign for
and behalf of the second
Party in the presence of

SIGNED by: _____

Name: _____

the Adjudicator in the
presence of

Witness _____

Name: _____

Address: _____

Witness: _____

Name _____

Address: _____

Witness: _____

Name: _____

Address: _____

Date: _____ Date: _____ Date: _____

Contract Data

1	The Adjudicator shall be paid at the hourly rate of R. in respect of all time spent upon, or in connection with, the adjudication including time spent travelling.
2	The Adjudicator shall be reimbursed in respect of all disbursements properly made including, but not restricted to: (a) Printing, reproduction and purchase of documents, drawings, maps, records and photographs. (b) Telegrams, telex, faxes, and telephone calls. € Postage and similar delivery charges. (d) Travelling, hotel expenses and other similar disbursements. € Room charges. (f) Charges for legal or technical advice obtained in accordance with the Procedure.
3	The Adjudicator shall be paid an appointment fee of R. This fee shall become payable in equal amounts by each Party within days of the appointment of the Adjudicator, subject to an Invoice being provided. This fee will be deducted from the final statement of any sums which shall become payable under item 1 and/or item 2 of the Contract Data. If the final statement is less than the appointment fee the balance shall be refunded to the Parties.
4	The Adjudicator is/is not* currently registered for VAT.
5	Where the Adjudicator is registered for VAT it shall be charged additionally in accordance with the rates current at the date of invoice.
6	All payments, other than the appointment fee (item 3) shall become due in 30 days after receipt of invoice, thereafter interest shall be payable at 5% per annum above the Reserve Bank base rate for every day the amount remains outstanding.

* Delete as necessary

PART C2: PRICING DATA

PARTC2.1:PRICING INSTRUCTIONS

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 has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Civil Engineering Works.
 - b) Mechanical work has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Mechanical Engineering Works.
 - c) Electrical work has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Electrical Engineering Works.
- 2 The agreement is based on the JBCC Edition 6.2 June 2024, prepared by the Joint Building Contracts Committee, 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 Edition 6.2– June 2024](#). 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 may be substituted by approval of the Principal Agent.
- 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, The document “Construction Works: Specifications: General Specification (PW371-A) Edition 2.0” is obtainable on the Department’s website (<http://www.publicworks.gov.za/> under “Consultants Guidelines”), 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 The document “Construction Works: Specifications: Particular Specification (PW371-B) Edition 2.0” is issued together with the drawings and shall be read in conjunction with the drawings and the **bills of quantities** / lump sum document
- 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 of contract referenced studied for the full meaning of each and every clause set out in Section 1 (Preliminaries) of the Bills of Quantities the standard form therein must be extent and
- 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 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.
17. The Contractor shall adhere to "The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)", and yearly pronounced increases for duration of contract.
18. The Contractor shall price the Specialist Subcontract works identified as such in the tender document based on the Specialist Subcontractors quotations plus any profit, attendance and overheads the Contractor may deem necessary

PART C2.2 – BILLS OF QUANTITIES

PART C3: SCOPE OF WORKS

C3 SCOPE OF WORK

C3 Scope of Work

Bid Description:	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT”
Tender No:	SCMU3-26/27-0536-MB

C3.1 SCOPE OF WORKS

DESCRIPTION OF THE WORKS:

The detail of this scope of work is set out below, now revised to reflect the changes that have occurred since the original Scope of Work was prepared.

The old polycarbonate roof and timber roof structure have been removed. An insulated prefab building has been constructed within the external waiting area courtyard to accommodate two small consulting rooms (funded by an NGO)

NEW WAITING AREA ROOF

PREPARATORY WORK

1. All existing surfaces and finishes in the courtyard and surrounding verandahs – and the new prefab structure - are to be protected from damage during the work on site.
2. Carefully remove the remnants of the steel brackets fixtures marking the positions of the recently removed rafters onto the south verandah beam.
3. Stop all holes in all the surfaces of the south and the west timber verandah beams, sand down and paint with one coat SANS approved universal undercoat and two coats SANS approved white enamel paint.
4. Remaining 75 mm dia steel columns (which had supported the timber roof structure) to be carefully removed.
5. All the existing cast in situ steel columns or remains of columns that once supported timber roof structure from floor of courtyard to be carefully removed by chopping out concrete / screed adjacent to pipe and cutting off the pipe about 30 mm below FFL;
6. Wherever the steel columns have been removed, the smooth steel floated concrete floor finish to be repaired to match the existing.

DESIGN AND SUPPLY OF STEEL FRAMED ROOF STRUCTURE

1. Contractor to utilise the architect's proposal for a replacement steel roof structure over the external waiting area.

2. The new roof is raised to avoid the roof of the prefab, and cantilevered over the adjacent roofs where shown,
3. The new roof is to be provided with suitable bracing bay/s as shown and supported on new free standing steel columns.
4. Contractor to procure a **design-and-supply** proposal from a specialist steel fabrication company for the construction and installation of the new roof structure
5. Contractor shall provide **shop drawings** of the steel structure for **scrutiny and approval prior** to commencing manufacture.
6. Contractor shall provide an Engineer's Certificate for the completed steel roof structure on completion
7. Replacement roof structure to be assembled from hot dipped galvanised structural steel components. All bolts and fixtures are to be hot dipped galvanised steel.
8. Replacement roof structure to be supported on new 100 dia round galvanised steel pipe columns in positions as indicated
9. Replacement roof structure shall provide purlins spaced at not greater than 1 000 mm centres to centre – spaced close to adequately support the polycarbonate
10. Carefully cut through surface bed in required positions, to install concrete footings for new structural steel columns to Engineers details;
11. Supply and erect the replacement galvanised steel columns and roof structure for the new waiting area roof, strictly in accordance with the approved shop drawings.

POLYCARBONATE IBR ROOF SHEETING

1. Installation of Polycarbonate IBR Profile roof sheets to be strictly in accordance with manufacturer's recommendations;
2. Polycarbonate to be co-extruded Opal 2.5mm thick with UV 2 double-sided UV Protection heavy duty IBR profile, suitable for hail risk areas.
3. Polycarbonate sheets to be installed with 20 mm pvc spacer tubes between the underside of the ridges and the top face of the purlins at each fixing screw. Spacer tubes to be cut to the correct length.
4. Fixing holes drilled through polycarbonate to be oversized as recommended by manufacturer to permit expansion and contraction
5. Fixing of polycarbonate sheeting to use 75mm x 5.5 mm self-drilling galvanised Tek roofing screws and neoprene and galvanised steel washers.

FIBRE CEMENT FASCIA BOARD

1. Install 150 x 12 fibre cement fascia board to exposed front face of last purlin using self-drilling galvanised screws.
2. Paint fascia boards with one coat of SANS Approved Plaster Primer, one coat of universal undercoat and two coats of SANS Approved White enamel paint

SEAMLESS ALUMINIUM GUTTERING

1. Install 150 mm wide seamless aluminium guttering - with all necessary brackets and stop ends onto fascia. Aluminium gutters to be installed by an approved or accredited gutter installer.
2. Install 80 mm SANS approved PVC downpipes comprising swan-necks, downpipes, brackets (1 per 850 mm) and discharge shoes. Assume a total of 4 No. off downpipes
3. PVC downpipes to be attached to the underside of gutters with a hole formed in the gutter bottom with a series of radial cuts, with each triangular section bent down and with a minimum of four triangles pop rivetted onto the pvc downpipe.

CLEANING OF SITE / COURTYARD

1. The existing courtyard shall be kept clean at all times and at the end of each working day shall be swept clean to remove any debris / swarf / dust etc.

SCOPE OF WORK: CHC (B) + NURSE'S HOME (C):

REMOVE GUTTERS AND DOWNPIPES

1. All existing gutters and downpipes to be removed and disposed off-site, including galvanised square gutters, aluminium ogee profile or white half-round or square PVC gutters.

FASCIA AND EAVES LINING

2. Effect any necessary repairs to the existing fascias and eaves linings to match existing in all respect.
3. Prepare ALL existing fascia and eaves lining boards for painting by sanding all exposed surfaces, removing all dust and debris, and stopping any holes or imperfections in the surfaces.
4. Paint ALL existing prepared fascia and eaves lining boards with one coat of SANS Approved Plaster Primer, one coat of universal undercoat and two coats of SANS Approved White alkyd paint

INSTALL NEW GUTTERS AND DOWNPIPES

5. Install new seamless pre-painted 150 mm wide aluminium gutters with all necessary brackets and fixings. Installation to be by approved seamless gutter installer.
6. Install 80 mm SANS approved white PVC downpipes including all necessary swannecks, downpipes, brackets (1 per 850 mm). Install the following quantities of downpipes per building:
 - a. CHC: North Building: 20 No. off downpipes
 - b. CHC: South Building: 12 No off downpipes
 - c. Nurses Home: 14 No off downpipes
7. Positions of downpipes to be discussed and agreed with architect before proceeding with installation.
8. PVC downpipes to be attached to the underside of gutters with a hole formed in the gutter bottom with a series of radial cuts, with each triangular section bent down and with a minimum of four triangles pop rivetted onto the pvc downpipe.

9. The downpipes where they connect into tanks to be laid to falls and secured to the building at 500 mm centres and connected to the rainwater tank.

LIGHTNING CONDUCTORS

1. Certain of the existing plastic downpipes accommodate lightning conductors cast into the concrete apron at the base and bolted onto the existing roof sheeting
2. Each of the conductors shall be carefully disconnected and threaded through the old pipe and set aside for re-use with the new downpipe
3. The new bolted connection to the roof to be made secure and properly tightened.
4. Assume a total of 10 such lightning conductors – to be remeasured on completion

ENABLING WORK

- Contractor shall erect local site hoarding only in areas where they are working, re-using hoarding wherever possible.
- The hoarding to the new roof structure at the Waiting area will need to screen the CHC patients from the works and include a contractors access.
- The contractor is to note that the CHC will remain operational during the project.
- Hoarding to be removed on completion and make good any surfaces affected.

REMOVAL OF WASTE MATERIALS FROM SITE

- Contractor shall remove all waste materials, hoarding etc. from site to an approved dump site.
- All waste materials are to be secured in a hoarded off storage area that is not accessible.

C3.2 RESTRICTIONS AND CONSTRAINTS

- The completion of the project is urgent and work shall be executed during normal working hours i.e. 7h30 till 17h00 weekdays only. Work required to be executed outside of these hours must be arranged with the Facilities Manager and the Chief Executive of the hospital, in advance.
- Noise must be kept to a minimum and within acceptable levels at all times.
- All shut offs and power cut 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.
- Dust emanating from the work site must be controlled at all times.

C3.3 OPERATIONAL PROTOCOLS

- Security is a priority, and the site shall be kept safe at all times.
- The approved Health and Safety plan shall be adhered to at all times
- All staff members of the contractor shall wear PPE at all times

- 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.
- Regular meetings, the frequency of which is to be determined, shall be held with the management of the hospital to always ensure a cohesive spirit of co-operation
- The successful contractor must consider that other contractors may be busy with construction in close proximity to the works and allowance must be made in the contractor's submission to accommodate these parties.

C3.4 ACCESS AND SITE ESTABLISHMENT

- Prospective bidders are to fully familiarize themselves with the site and access to the site and restricted area for site establishment. Allowance for temporary construction access etc. shall be deemed to be included in contractor's price/bid. Prospective bidders are to familiarize themselves with the site as no additional costs shall be entertained.
- No Contractor's representatives or workers are allowed to sleep at establishment area or within the facility.
- The Contractors are required to price for establishment, de-establishment and re-instatement in the Preliminaries section of the Bills of Quantities.

C3.5 ACCEPTANCE OF TENDERS

- The Employer is not bound to accept the lowest, or any tender, or any portion of any tender

C3.6 MINIMUM WAGE

- The Contractor shall adhere to "The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)", and yearly pronounced increases for duration of contract.

C3.7 TEMPORARY WORKS

- All temporary work to comply with the Construction Health and safety Act (Act 85 of 1993) and its regulations and are confirmed and recorded under section C3.14 Occupational Health & Safety.

C3.8 DESIGN DETAILS

- Refer to architectural and engineering detail design drawings.

C3.9 EMPLOYER'S OBJECTIVES IN TO RELATION THE EMPLOYMENT OF LABOUR

- The Contractor must employ a minimum of 30% of the labour required from the Ward in which the project is located
- The labour targets for vulnerable/ designated groups are as follows:
Women 10 percent of total labour
Youth 18 percent of total labour
Persons living with disabilities 1 No.
Military veterans 1 No
- The Contractor shall ensure labour and community harmony on the project site and in the surrounding community. (Ward). The Contractor shall participate in all community engagement activities to promote harmony during the project.
- The Contractor is to complete the Construction Labour Forecast Schedule included in the returnable section of the Tender Document

C3.12 DESIGN BRIEF

N/A

C3.13 DRAWINGS

See listed below:

- Existing courtyard roof plan and typical section– 240028-PRF25-06-2102
- Existing courtyard ground storey plan– 240028-PRF25-06-2101
- Existing guard house ground storey plan roof plan – 240028-PRF25-06-2003
- Existing nurses housing ground storey plan roof plan – 240028-PRF25-06-2002
- Existing clinic ground storey plan roof plan – 240028-PRF25-06-2001
- Sections - 0001-A105
- Proposed Courtyard Plan - 0001-A104
- Roof Plan - 0001-A102
- Site Plan - 0001-A101

The full set of drawings are attached as Annexure A

ANNEXURE A – DRAWINGS

ANNEXURE B – OHS SPECIFICATION

OCCUPATIONAL HEALTH AND SAFETY SPECIFICATION

Issued in terms of the Occupational Health and Safety Act, 1993
Construction regulations 2014

PROJECT NAME	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT, AMATHOLE DISTRICT”
LOCATION	XHORA
DISTRICT	AMATHOLE DISTRICT

BID NO	BID NO: SCMU3-26/27-0536-MB
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1 SCOPE

This health and safety specification in respect to the scope of works as detailed in C3 of this document

Provides the overarching framework within which the Principal Contractor is required to demonstrate compliance with certain requirements for occupational health and safety established by the Occupational Health and Safety Act 85 of 1993 during construction work;

- Establishes the way the Principal Contractor is to manage the risk of health and safety incidents during construction; and
- Establishes the way the Client's Health and Safety Agent will interact with

The Principal Contractor.

This specification establishes general requirements to enable the Principal Contractor to satisfy aspects of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and the Construction Regulations, 2014. The Principal Contractor is required to develop, implement and maintain a site-specific health and safety plan. The Client is required to provide certain site-specific information to the Principal Contractor or a health and safety specification for the works to enable such a plan to be formulated. Accordingly, this specification on its own cannot ensure compliance with the requirements of the Act.

The Construction Regulations, 2014, requires a Client to stop any contractor from executing construction work which is not in accordance with the contractor's health and safety plan for the site or which poses to be a threat to the health and safety of persons.

2 DEFINITIONS

As per the Occupational Health and Safety Act (85 of 1993) and the relevant regulations and applicable standards.

2.1 List of Abbreviations

CC	Compensation Commissioner
CHSA	Construction Health and Safety Agent

CHSO	Construction Health and Safety Officer
CR	Construction Regulations (Gazette 10113 of 07/02/2014)
DoL	Department of Labour
GAR	General Administration Regulations
GSR	General Safety Regulations
HCSR	Hazardous Chemical Substances Regulations
HIRA	Hazard Identification Risk Assessment
H&S	Health and Safety
OHSA	Occupational Health and Safety Act No. 85 of 1993 (as amended)
OHSS	Occupational Health and Safety Specification
PA	Principal Agent
PSHSS	Project Specific Health and Safety Specification
PC	Principal Contractor
PPE	Personal Protective Equipment
SANS	South African National Standards (Authority)
SDS	Safety Data Sheet
SWP	Safe Work Procedure

2.2 Key References

Occupational Health and Safety Act No. 85 of 1993 and Regulations (as amended)

Construction Regulations 2014.

Compensation for Injury and Occupational Diseases Act No. 100 of 1993 (as amended).

SANS codes.

3 INTERPRETATION

The Act and its associated regulations shall have precedence in the interpretation of any ambiguity or inconsistency between it and this specification.

3.1 Purpose of the Project Specific Health and Safety Specification (PSHSS)

The PSHSS is a performance specification to ensure that the Client and any bodies that enter into formal agreements with the Client / Agents, Professional Service Consultants (Engineers, Quantity Surveyors and Architects), Principal Contractors and Contractors achieve an acceptable level of OHS performance.

No advice, approval of any document required by the PSHSS, such as hazard identification and risk assessments, or any other form of communication from the Client shall be construed as acceptance by the Client of any obligation that absolves the Principal Contractor from achieving the required level of

performance and compliance with legal requirements. Furthermore, there is no acceptance of liability by the Client, which may result from the Principal Contractor failing to comply with the PSHSS, i.e. the Principal Contractor remains responsible for achieving the required performance levels.

A Mandatory Agreement in terms of Section 37.2 of the OHSA will be signed between parties prior to any works commencing. The PSHSS highlights the aspects to be implemented over and above the minimum requirements of current legislation. Requirements may be changed should new risks or issues are identified that could not have been foreseen during the design phase of the project, or during the construction phase. Any new legislation or standards (legislated or determined by the Client) that are promulgated or accepted during the contract will automatically be applied.

It should be noted that this OHSS in no way relieves the Contractor of any of his responsibilities set out in the Act and Regulations

3.2 Requirements

A project specific H&S Plan in response to this PSHSS will be subject to approval by the CHS Agent. This must include all supporting documentation as required to verify the H&S system:

4 GENERAL REQUIREMENTS

4.1 Risks

Principal Contractor to provide a detailed risk assessment for the entire work on site. The items noted are for information only and must be expanded as required by the project.

Summary of Risk on site:

- a) Working within an operational hospital (sick people).
- b) Working at Heights.
- c) Lifting equipment
- d) Excavations
- e) Fire
- f) Flammable Liquids / Gas
- g) Fragile Materials
- h) Hazardous Substances
- i) Hot Works
- j) Members of Public
- k) Night Work
- l) Road Working – in or next to (including Traffic Management and site access)
- m) Snakes

- n) Underground Services
- o) Underpinning
- p) Piling
- q) Steel structure
- r) Biological risks
- s) Ergonomic risks
- t) Environmental pollution
- u) Weather related.
- v) Equipment and machinery
- w) Asbestos management

Existing structures on site and surrounding land use (with a significant impact on Health & Safety):

- a) Public Hospital Staff safety a concern.
- b) Security
- c) SMME (Construction Mafia)

4.2 Specified Hazardous Chemical Substances

The PC is to supply the products required as per the bill of quantities-, materials data sheets (MSDSs) for each of the product envisaged to be utilized on site. The South African MSDS to be provided.

5 OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

Please check tender document for detailed scope of works.

5.1 Notification of Construction Work

The Notification of Construction must be completed and signed by the Client, Client's Agent and the Contractor using **Annexure 2** form in the construction regulation. The Notification must be taken to the Regional Department of Labour Office in Gqeberha for acknowledgement.

This must take place before any work commences.

It should be noted that this OHSS in no way relieves the Contractor of any of his responsibilities set out in the Act and Regulations.

5.2 Appointment of Competent Site Personnel

The CEO (OHSA S16.1) of the PC will take overall responsibility for the appointment of competent site

staff for the duration of the project. Should the CEO not be personally involved in the project, the H&S responsibilities are to be delegated to the Site Agent (OHSA 16.2). Knowledge and training in H&S is required, and certificates indicating H&S training as well as experience to be included in CVs.

All other legal appointments are to be made with relevance to the type of work required.

5.3 Construction Manager / Supervisors

Competent Construction Managers (CR 8.1) must be appointed to manage part or all the works and have training and/or experience in the area of responsibility.

5.4 Construction health and safety officer

Competent registered **Full-Time** health and safety officer to be appointed for the duration of the project, the officer will be required to visit the site at least twice per week.

The CHSO must provide the SACPCMP valid registration certificate, CV and relevant certificates/qualifications. The officer will be required to compile a monthly report, see Annexure A.

5.5 Health and Safety Representative

Irrespective of the number of employees the PC must appoint a full-time health and safety representative, who at least has completed the necessary health and safety representative course.

The H&S representative will liaise and report to the Part time health and safety officer.

5.6 Other Appointments

Not limited too but other legal appointments must be done as per the OHS Act 85 of 1993 and related regulations.

6 GENERAL RISK MANAGEMENT

6.1 Health Risks and Medical Surveillance

All permanent workers (including those of Contractors) are required to be in possession of a medical certificate of fitness issued by a registered Occupational Medical Practitioner prior to commencing work. Medical surveillance will commence at pre-employment.

All workers (including Contractors) are required to be in possession of a medical certificate of fitness prior to commencing work.

Employees required to perform work at heights or from fall risk position must be medically fit to perform

such work, such employee's medicals must specify "Fall Risk" or "Working at heights" in the exposure section of the annexure 3 template.

Annual medical surveillance is required (unless identified as being required more frequently), as well as an exit medical.

Arrangements for keeping medical records for the required time are to be noted.

It is preferable that the PC has a medical surveillance plan.

All employees exposed to facility during the course of their employment are required to be vaccinated for **Hepatitis B** prior to commencing works on site.

6.2 Emergency Procedures

An emergency plan and procedure that is appropriate to the risks is required prior to commencement on site. It is advised that the system should be simple and easy for any worker to follow.

The emergency plan is to ensure the inclusion of local service providers where possible. Such arrangements should be made with these persons prior to the commencement of the project.

Local emergency telephone numbers must be displayed and made part of the emergency procedure.

The general principals of emergency management are to be applied as it applies to the hierarchy of control and management. The PC must consult with the Client in preparation of the emergency as buildings will be operational.

6.3 First Aiders and First Aid Equipment

At least 1 first aider will be trained to Level 2. First aiders shall be available and accessible on site always, and be able to work as a team when responding to any emergency on the project.

Appropriately stocked first aid kits, at least to the requirements of the Annexure to the GAR, are to be available at all times to assure continual availability and access on site.

6.4 Fires and Emergency Management

Attention to emergency planning and procedures is very important. Requirement in terms of identified risks:

- Fire;
- Public Safety;

- Falls from heights,

The emergency plan is to ensure the inclusion of local service providers where possible. Such arrangements should be made with these persons prior to the commencement of the project; the emergency plan is to include the risks of fire on site and related to any specific activities.

Fire extinguishers will be appropriate for the risk and in sufficient numbers to deal with the type of fires that could occur.

6.5 Incident Management and Compensation Claims

All incidents and accidents are to be investigated. All serious incidents involving any form of disabling injury or fatality are to be reported to the Client /CHS Agent immediately. This shall be confirmed in writing following the incident.

6.6 Personal Protective Equipment (PPE) and Clothing

The PC is to provide PPE to all employees free of charge

The wearing of the identified SANS approved PPE at all times is non-negotiable.

- Hard hats;
- Protective footwear;
- Overalls that ensure worker visibility.
- Eye protection (if required)
- Hearing protection;
- Reflective jackets (no bibs);
- Respiratory protection (minimum of FFP2);
- Safety Harnesses with Big Hooks; and
- Any other necessary PPE identified from MSDS's and/or risk assessments.

6.7 Occupational Health and Safety Signage

On-site H&S signage is required. Signage shall be posted up at fixed or temporary working areas, or other potential risk areas/operations. These signs shall be in accordance with the requirements of the General Safety Regulations or SANS requirements as amended. Signage is to be noted on the site drawings

indicating where fixed/temporary signage is required.

- 'hard hat area' or other PPE requirements noted;
- First aid box positions (including vehicles); and
- Fire extinguishers.
- Assembly Area
- No Un-authorized entry.

Signs shall be posted at areas of work on site indicating that a construction site is being entered and that persons should take note of H&S requirements.

6.8 Induction of Employees and Visitors, General H&S Training

A simple, formal induction program is to be prepared which is site specific. Inductions must be carried out for all workers and visitors (including Client) to the site.

DSTi training is required to ensure workers are familiar with the risks and H&S measures of the work or tasks to be done.

7 COMMUNICATION ON SITE

All H&S communication during the project between the CHS Agent and the PC will be done in writing, including the issue and responses to non-conformances and H&S audit results.

8 CARE OF WORKERS ON SITE (WELFARE)

Adequate toilets, clean, safe drinking water and decent shelter must be afforded workers at all times.

Hand washing facilities must be provided.

Waste procedures to be clearly documented.

9 DISCIPLINE, ALCOHOL AND SUBSTANCE ABUSE

All employees (management included) are to follow instructions given in the interest of H&S. Disciplinary action is to be imposed on those who do not follow such instructions or company rules or

policies.

No person can work or access site if under the influence of alcohol or other substances that could impact on their own or others safety.

10WORKING AT HEIGHTS

A practical site-specific fall plan as per CR 10 needs to be compiled by a competent person as per unit standard 229994.

Only competent persons may be allowed to work at heights. All employees working at height shall be in possession of working at heights certificate US 229998.

No Homemade structures or ladders will be permitted on the project.

Trestle tables are not to be fully extended and must be fully boarded, no drums to be used.

Surroundings to be clear of rubble.

Fall protection, fall prevention, and fall rescue plans to be in place and communicated to site employees.

Ladders to be structurally sound and not broken and in accordance with GSR 13A.

Correct personal protective equipment to be used (safety harness and lanyard) to be used.

GSR (6) 6. No employer shall require or permit any person to work in an elevated position and no person shall work in an elevated position, unless such work is performed safely from a ladder or scaffolding, or from a position where such person has been made as safe as if they were working from scaffolding.

Construction regulation 10 of 2014 to be implemented when working at heights and to prevent any person from falling from heights.

Employees required to perform work at heights or from fall risk position must be medically fit to perform such work, such employee's medicals must specify "Fall Risk" or "Working at heights" in the exposure section of the annexure 3 template.

11. DEMOLITION WORK

The Contractor must provide a Demolition Method statement for approval by the Architect. Dust control and noise reduction measures must be put in place before demolition starts.

All rubble and waste material must be removed from site asap and registers thereof kept. Proof of disposal of the demolished material must also be provided and kept on record.

12 EXCAVATIONS

The Principal Contractor is to provide a method statement for excavations, and this will be approved by the H&S Agent and the Engineer/Architect.

The Principal Contractor must ensure that all excavations are safe to enter prior to any work commencing.

Area being worked at needs to be properly barricaded or fenced off. Barricading must be done in such a manner that it prevents people and animals from falling into open excavations.

All deep excavations deeper than 1m must be sloped or shored to make the work environment for employees safe to work in.

All excavations deeper than 2,5m must be shored, and shoring must be signed off by the Construction Manager before any work can take place in such excavation.

All excavations on site where employees are performing work, must have a ladder for safe access in and out of excavation. The ladder must be long enough to protrude 900mm above the edge of the excavation.

Excavations should preferably not be opened beyond what can be worked in daily.

DANGER TAPE OR CANDY TAPE IS NOT PERMITTED TO BE USED ON SITE AS A MEANS OF DEMARCATION!

Suitable material such as a hard-plastic mesh (long durability) adequately supported being able to withstand a normal person's weight and the elements (wind, rain) must be utilized as barricading. The PC must ensure that this is priced for in the BOQ.

All open excavations will be kept clean (dewatered) of standing water.

13 ELECTRICAL

In addition to the requirements of the Electrical Machinery Regulations and the General Machinery Regulations any electrical distribution board used for construction work shall be fitted with suitable earth leakage protection.

Leads must be properly and firmly connected.

Plugs and sockets shall be in good and safe condition.

All electrical apparatus, other than electrical hand tools, shall have a physical "lock out" system which will prevent any operation other than that authorized by a supervisor.

A "lock out" sign shall be displayed when the apparatus is not in use.

Method statements and safe work procedures will be required for all work involving electrical apparatus.

14HAND TOOLS

No handmaid or damaged tools may be used on site.

The Principle Contractor needs to exercise control over all contractors on site. Hand tools may only be used for its intended purpose.

A competent person must be appointed to inspect hand tools monthly.

Inspections need to be recorded on a register and each tool identified with a unique number.

Inspection of equipment and tools.

The following items of equipment must be regularly inspected and maintained and appropriate records kept.

- 1.1. First Aid dressing registers
- 1.2. Fire equipment
- 1.3. Portable electrical equipment
- 1.4. Stacking and storage inspections
- 1.5. Hazardous Chemical Substances (HCS)
- 1.6. Ladders
- 1.7. Excavations
- 1.8. Construction vehicles and mobile plant.
- 1.9. Health and Safety Representatives checklists.

15LADDERS AND LADDER WORK

The Principal Contractor shall appoint a competent person in writing to inspect all ladders monthly and record such findings in a register.

Ladders are to extend one meter above a landing and must be secured at the top and have a secure, non-slip base.

All ladders that do not comply with Health and Safety standards are to be removed from the site immediately.

16SUB CONTRACTORS

The PC is to ensure that every sub-contractor will comply with the health and safety specifications.

All sub contractor's health and safety file must be approved prior to any work commencing.

17DELIVERY OF MATERIALS

The PC must reasonably manage all deliveries of material to site. Stacking and storage of materials to be properly coordinated.

The PC is to consider the neighbors and public in all its activities related to this construction work.

18HOARDING

Adequate hoarding to be done to reduce dust and noise and prevent public entrance to site.

Security features must accompany the hoarding to maintain a secure environment for the existing occupants

19NON-CONFORMANCES

Should, at any time, the works, or part of the works, be stopped due to unsafe acts or non-compliance with the Clients OHS Spec or PCs H&S Plan; the PC shall have no claim for extension of time or any other compensation.

20HEALTH AND SAFETY FILE

The documentation submitted and approved following the awarding of the contract will be used to form the H&S file. The H&S file is required to be laid out in a logical manner, and documentation filed within the file is to be easily accessible.

The following completed information shall be included (but not be limited to) as part of the index:

- The Site-Specific Health and Safety Specification. (from Client)
- The H&S Plan and the approval by Client;
- Appointment by Client;
- Mandatory agreement with Client;
- Notification of Construction work permit and confirmation letter from DOL.
- H&S specifications issued;
- Record of Competencies (CVs) and appointments;
- Training Records;
- Method statements;
- Risk assessments;
- Safe work procedures;
- Emergency and injury management;
- Safety data sheets
- Medical surveillance records;
- Registers; and
- Employee records (who is on site)

ANNEXURE A

CONTRACTORS MONTHLY HEALTH AND SAFETY REPORT

(To be submitted by the end of the first week of each month and be available with each audit)

CONTRACT NUMBER:		PROJECT NAME:	CONTRACT DETAILS:
1	GENERAL ACTIVITIES FOR THE MONTH (detail each area of work)		
2	NUMBER OF WORKERS (permanent and local, contractors)		
3	TRAINING DONE (supplier, no of people, type)		
4	INCIDENTS / ACCIDENT (list number and details, attach reports)		
6	NON-CONFORMANCES (closed out or active)		
7	CONTRACTORS (list, approval status)		
8	AUDITS COMPLETED (internal and external)		

9	CRITICAL ISSUES	
10	GENERAL	

Health and Safety Officer: _____ Signature: _____

Date: _____

Construction Manager: _____ Signature: _____

Date: _____

ANNEXURE B - BASELINE RISK ASSESSMENT FOR PROJECT

Irrespective of the risk presented on site, it will be ensured that sufficient supervision is in place on site, that personnel are trained in accordance with legislation, including the requirement for site specific inductions on site to inform personnel on site of the risks and hazards applicable to the site. Site supervision is responsible for ensuring that the control measures required below are implemented on site.

	HAZARD	RISK	MINIMUM CONTROL MEASURES
1.	Demolition	Falling materials Premature collapse of structure	• Ensure there is a current method statement in place • Ensure all emergency procedures are in place and all details are displayed • Ensure that structural demolition has been approved by the designer and site management • Personnel must be competent • Ensure at all times there is a safe means of access and egress • All personnel must wear suitable and sufficient Personal Protective Equipment, including head, eye and skin

			protection •
2.	Electric Tools and Electrical Installations	Electric shock Fire	• Electric tools and installations to be in good condition • Inspect electric tools before use • Do not use electric tools in wet/damp conditions • Use personal protective equipment such as insulated gloves • Electrical installations register to be maintained, inspected by competent person
5.	Fire	Injuries to workers, pedestrians, residents, road users, damage to property through fire	• No littering on site which could become fire hazard, maintain site in clean condition. • No fires to be lit on site. Have a working fire extinguisher at hand at all times. • No smoking or naked flame near flammable substances or in unauthorised areas • Ensure proper storage/use of Petrol/diesel/flammable substances – post warning notices
6.	Flammable Liquids and Gases (Use of)	Fire Explosion	• No littering on site which could become fire hazard, maintain site in clean condition. • Have a working fire extinguisher at hand at all times. • No smoking or naked flame near flammable substances or in unauthorised areas • Ensure proper storage/use of Petrol/diesel/flammable substances – post warning notices • Equipment must be in good condition, maintained • Personnel using substances must be trained in safe use and risks
7.	Fragile Materials	Persons or items falling through fragile materials	• All fragile materials to be identified and protected prior to work commencing. • Protection to include either covering the fragile materials or excluding activity. • Any coverings to be secured in place • The location of the fragile materials to be indicated by signage
8.	Hand tools	Injuries caused by use of hand tool Impact with the tool Falls due to access problems Contamination with substance being worked	• Ensure: • Tool is correct for job • Tool is in good order and suitably sharp • Personnel must be competent/instructed in tool usage and tool safely • Lighting is sufficient • Access is safe, working platform is secure, leading edge is guarded • Operative is wearing all necessary PPE
9.	Hazardous Substances	Injuries to workers through use of hazardous substances, e.g. injuries to eyes, skin, etc.	• Use substances in accordance with data sheet, particularly reference protective clothing required (example: gloves, goggles, etc.)

			- Know what First Aid measures are - Have welfare facilities available for washing of hands, etc.
10.	Manual Handling of General Items	Muscular skeletal injuries if the load is too heavy or awkward Operative falling/ tripping Contamination from the substance being carried Fall of material being carried	- Personnel should be aware of safe manual handling techniques - Personnel to wear Personal Protective Equipment when carrying items, e.g. safety footwear and gloves. - Ensure good housekeeping against tripping/fall hazards. - Operative to get assistance if load too heavy- team lift if necessary. - Utilise mechanical lifting and carrying aids where possible. - Personnel to ensure access equipment, ladders will take weight of operative and load being carried. - Personnel to ensure item being carried is properly bonded or is not liable to break apart whilst being manually handled.
11.	Members of Public – Protection of	Injury to member of public and road users from site works	- Barriers and signage to be in place - Workers must warn away any members of public from the works - Footpaths and bridges which are open to public must be closed off if in area of works or otherwise made safe so that no injury occurs to members of public - Traffic turning into site – traffic management and signage as required. - Signage to be on road at site entrance warning motorists that construction traffic turning into/out of site access. Keep roads free of mud where possible - Refer to plant risk assessment for details on plant safety precautions - NOTE: SIGNAGE TO BE POSTED ON SITE TO WARN OF CONSTRUCTION TRAFFIC MOVEMENTS. SAFE MEANS OF ACCESS FOR BOTH CONSTRUCTION TRAFFIC TO SITE AND PRIVATE HOMEOWNERS MUST BE AGREED. All employees exposed to TB Patients during the course of their employment are required to be vaccinated for Hepatitis B prior to commencing works on site.
12.	Noise and Dust	Breathing in dust can cause long term health problems, noise can damage hearing	Wear respiratory and hearing protection Dampen down and minimise dust where possible.
13.	Plant or Vehicles	Workers injured by passing traffic	Implement traffic protection measures

	and Equipment Operation	Road users and pedestrians at risk from plant operation Noise	- Trained and competent operators must be used - Check plant and vehicles on daily basis before use and record inspections. Maintain vehicles in safe condition. - Medical certificates of fitness required for construction plant. - Crossing of road by construction vehicles or machines must be limited to the practical minimum - Plant and vehicles must be fitted with amber rotating beacons and reverse alarms. - Wear appropriate protective clothing/equipment, e.g., goggles, gloves, ear defenders, etc. as appropriate.
14.	Precast Slab / Unit Laying and Fixing	Falls Falling materials Manual Handling	- Emergency procedures in place and personnel explained details - Use competent personnel - Ensure suitable and sufficient access and egress is provided - Safe place of work must be provided - Ensure all personnel wear correct personal protective equipment - Exclusion zone may be required for protection against risk of falling objects
15.	Shuttering Walls, Beams, Columns	Falling from height Falling materials from height Cuts and abrasions from splinters and nails	- Ensure all personnel wear the appropriate Personal Protective Equipment - Ensure at all times there is a safe working platform - Use only trained and competent personnel - If electrical tools are being used ensure they have been tested and safe to use - Ensure timber is de-nailed after use - Ensure safety standards are followed at all times - Ensure there is a safe means of access and egress at all times
16.	Snakes/ Wasp/ Bees	Snake bite, wasp or bee sting	- Qualified first aider required for site who can treat snakebite - Snake bite kit to be on hand - Check area before working - Find out nearest hospital and get emergency telephone numbers. - Ensure qualified person to remove Bees or Wasp Nest
17.	Working at Height	Personnel falling form height Falling debris Those beneath being injured	- All access equipment is properly constructed (inspections record must be maintained) - Only trained personnel construct, dismantle or control the access equipment - All access equipment must have full toe boards and guardrails - comply with SANS 10085 on erection, use and dismantling of scaffolding - No access equipment may be loaded above the level of

			the guardrail - No access equipment to be loaded above its safe working load - Where work involves leaning out on an open leading edge, then all personnel are to be fitted with full body harness. The harness must be connected at all times - All fall arrest equipment to be correctly maintained - Ensure if ladders are being used for access, they are either footed or tied. Also, the ladder must be set at the correct level of 1 in 4 or approximately 75°
18.	Include any other items not included in above into this section	Include any other items not included in above into this section	Include any other items not included in above into this section

ANNEXURE C – REQUIREMENTS FOR THE SAFETY PLAN ASSESSMENT

The Contractor must note that the information below is pertinent to the compilation of their safety plan response to this site-specific safety specification and it would be preferred if the Safety Plan is written in the order of the assessment documented below.

No	Item	Notes
1	Project Directory	Please state details of Project Client, Project Manager / Principal Agent, Safety Agent, Consulting Engineer, etc. (Name, address, contact details).
2	Contractors Directory	Please indicate if you will be using Contractors on this project, if yes, include their details, trade, and FEM details.
3	Other Parties Directory	Please indicate contact details for any services applicable (electricity, water, etc.) as well as Department of Labour and Emergency Services.
4	Project Safety Statement	The Project Safety Statement must be included in the Safety Plan.



5	Health and Safety standards for the project (OHS Act, construction regulations, basic conditions of employment, etc.)	Health and Safety standards must be included in the Safety Plan.
6	Project Particulars	Scope of works must be included in the Safety Plan. This is critical.
7	Existing environment – Structures and Surroundings, Services (Electrical, Water, Sewerage, etc.), Traffic Arrangements, Parking, Access to Site, Storage of Plant and Materials	Please include these items in the plan. The items must be Site Specific, the location of services and services that will be affected must be mentioned.
8	Management Structure for safety on the Project	A structured organogram with names of the responsible people must be included.
9	Appointed Persons, Supervision	The required appointments must be identified. A list of the appointed persons must be included in the Safety Plan.
10	Security Procedures	Please indicate if a security company will be appointed and include the contact information in the Safety Plan.
11	Registers list and inspection frequency	A list of the Inspection Registers that will be on file must be included in the Safety Plan.
12	Design Co-ordination	Please indicate your procedure for implementation of design changes by designer on the project, and the procedures for liaison and implementation of temporary works design on the project.
13	Contractor Co-ordination	Mention must be made of how Contractors will be coordinated on site to ensure that they work together and not adversely affected health and safety.
14	Housekeeping, stacking and storage	Housekeeping policies and procedures must be included in the Safety Plan.



15	Waste Disposal Arrangements	Waste disposal arrangements procedures must be included in the Safety Plan.
16	Noise and dust control	Please indicate if any noisy operations (more than 85 decibels) will be carried out and what measures will be used to reduce noise exposure to workforce.
17	Training Requirements	Training requirements must be identified and recorded.
18	Plant and Equipment	A list of plant and equipment to be used on site must be included in the Safety Plan.
19	Safety Monitoring Arrangements	The name, contact details and SACPCMP registration status of the Safety Officer must be included in the Safety Plan. State how often the Safety officer will be on site (note safety specification requirement in section 1.7).
20	Information for Contractors	State how information will be given to Contractors on site.
21	Consultation/communication arrangements with Employees	State how information will be given to employees e.g., notice board.
22	Selection of Contractors Procedures	Principal contractor must state what health and safety procedures they will use to assess the competence and resources of their contractors on site.
23	Activities with risk to Health and Safety (Risk Assessment)	A Baseline Risk Assessment must be included in the Safety Plan, it must address the Risks identified in the Safety Specification as well as the risk of any other hazards that the Principal Contractor is aware of that are relevant to the site.
24	Hazardous Substances	Must be listed in the Safety Plan and addressed in the Risk Assessment.
25	First Aid and Medical Procedures	Please indicate name of first aider, position of first aid box, location of nearest medical facility and emergency numbers.



26	Fire and Emergency Procedures	List of emergency telephone numbers must be drawn up and included in the Safety Plan. The position of Fire Extinguishers, Assembly Point location, fire drill frequencies, numbers of fire marshals, etc.
27	Accident and Incident Reporting and investigation	State the Accident and Incident Reporting and investigation procedures of your company.
28	Welfare and Site Facilities	Elaborate on toilets and eating areas, water provision, how will workers be protected during wet weather conditions etc.
29	Site Rules	The Site Rules must be included in the Safety Plan.
30	Personal Protective Equipment	The necessity must be identified by Risk Assessments.
31	Health & Safety File arrangements	Please indicate arrangements for the return of the Health and Safety File to the safety agent at the end of the project.

No	Item	Notes
32	Method Statements/Safe System of Works	A list of Method Statements/Safe System of Works must be included in Safety Plan for all High-risk activities
33	Permits and wayleaves	List of activities that Principal Contractor anticipates will require permits and wayleaves (including those stated in the safety specification) to be included.
34	Fall Prevention and Protection Plan and Fall Rescue Plan	A copy of the Fall Prevention and Protection Plan, fall rescue plan and fall risk assessment must be included in the Safety Plan.
35	Demolition method statement	A copy of the Demolition Method Statement must be included in the Safety Plan.



36	Confined spaces	The Principal Contractors' procedures for managing access, egress and work in confined spaces must be specified in the Safety Plan. Includes permit procedures, air monitoring, PPE, etc.
37	Safety Representatives and Safety Committees	When a project has more than 20 employees a designated employee must be chosen by the labourers to represent them. A safety committee must be established if 2 or more safety representatives are appointed. Please note Safety Specification requirements regarding this section (section 2.12).
38	Have the significant hazards from the safety specification been addressed?	See section 1.9 of the Specifications and ensure practical measures have been detailed in the safety plan.
39	Safety File - Safety Policies in File and Signed by 16(1) CEO.	Safety Policies must be signed and explained to employees.
40	Safety File - A copy of the valid Letter of Good standing from FEM / Workman's Compensation must be on file.	A copy of the valid Letter of Good standing from FEM / Workman's Compensation must be on file.
41	Safety File - Signed copy of the 37.2 Mandatary Agreement	A 37.2 Mandatary Agreement needs to be signed between the Client and the Principal Contractor.
42	Safety File - Appointment letter from Client (as well as 5.1.K)	The Client must appoint the Principal Contractor in writing.
43	Safety File – Notification / Permit	A copy of the Annexure 2 Notification (and proof of submission) to Department of Labour must be available. This can be in the form of a Department stamp, email, or copy of Construction Work Permit.

ANNEXURE D – LEGAL APPOINTMENTS

The contractor shall make the following appointments, as required:

Chief Executive Officer (OSH Act 16(1))
Contract Director/Manager (OSH Act 16(2))
Construction Manager (CR 8(1))
Construction Supervisor (CR 8(7))
Assistant Construction Supervisor (CR 8(8))
Construction Safety Officer (CR 8(5))
Safety Representative (where > 20 employees on site)
Temporary work Designer (CR 12(1))
Temporary work Supervisor (CR12(2))
Construction risk assessor (CR 9(1))
Excavation Supervisor (CR13(1)(a))
Demolition Supervisor (CR14(1))
Scaffold Supervisor (CR16(1))
Suspended Platform Supervisor (CR17(1))
Material Hoist Inspector (CR19(8)(a))
Material Hoist Operator (CR19(6))
Bulk Mixing Plant Supervisor (CR20(1))
Bulk Mixing Plant Operator (CR20(2))
Controller of Explosive Actuated Fastening Devices Nails, Cartridges or Studs Issue and Collection (CR21(2)(g)(1))
Construction Vehicle and Mobile Plant Operator (CR23(1)(d)(i))

Controller of Temporary Electrical Installations (CR24(c))
Stacking Supervisor (CR28(a))
Fire Extinguishing Equipment Inspector (CR29(h))
Fall Protection Plan Developer (CR 10(1)(a))
Incident Investigator (OSH Act 9(2))

ANNEXURE E – SAFETY SPECIFICATION AND BASELINE RISK ASSESSMENT ISSUE REGISTER

Date of Original Safety Specification Compilation	Compiled By	Issue Date
22 November 2024	J Bhana	

Revision Summary	Revised By	Revision Date

Acknowledgement:

I, _____ representing.

_____(Contractor), have satisfied myself with the content of this Health and Safety Specification and shall ensure that our employees and contractors on site comply with the requirements of this document, our safety documentation and health and safety legislation.

Signature of Contractor

Date

Comments:

C3.15 BASELINE RISK ASSESSMENT

(Refer to Annexure B of OHS Specification)

PART C4: SITE INFORMATION

C4.1 SITE INFORMATION

Bid Description:	“QUOTATION FOR THE APPOINTMENT OF A SERVICE PROVIDER TO CARRY OUT RENOVATIONS TO XHORA CHC, AMATHOLE DISTRICT”
Project Number:	SCMU3-26/27-0536-MB

GENERAL

Prospective bidders to familiarize themselves with the locality, access, any other “restrictions”.
(Refer to Scope of Works C3)

XHORA CHC

Address : Main St, Elliotdale (Xhora), 5070, Eastern Cape, South Africa
Coordinate : 31°96'67"S, 28°68'33"E

SITE INFORMATION REPORTS INCLUDED IN THE BID DOCUMENT:

- **N/A**

