

TENDER DOCUMENT GOODS AND SERVICES		 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD	
SUPPLY CHAIN MANAGEMENT			
SCM - 542	Approved by Branch Manager: 03/04/2020	Version: 8	Page 1 of 232

TENDER NO: 76S/2021/22

TENDER DESCRIPTION: SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE, SUPPLY, TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

CONTRACT PERIOD: 01 July 2022 to 30 June 2025

VOLUME 1: TENDERING PROCEDURES

CLOSING DATE: 03 November 2021

CLOSING TIME: 10:00 a.m.

**TENDER BOX
NUMBER:** 163

TENDER FEE: R 200 Non-refundable tender fee payable to City of Cape Town (CCT) for a hard copy of the tender document. This fee is not applicable to website downloads of the tender document.

TENDERER	
NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual	
TRADING AS (if different from above)	

NATURE OF TENDER OFFER (please indicate below)	
Main Offer (see clause 2.2.11.1)	
Alternative Offer (see clause 2.2.11.1)	

TENDER SERIAL NO.:
SIGNATURES OF CITY OFFICIALS AT TENDER OPENING
1
2
3

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VOLUME 1: THE TENDER

(1) GENERAL TENDER INFORMATION

TENDER ADVERTISED	:	01 October 2021
SITE VISIT/CLARIFICATION MEETING	:	10h00 on 11 October 2021 (Not compulsory, but strongly recommended)
VENUE FOR SITE VISIT/CLARIFICATION MEETING	:	A non-compulsory, but strongly recommended site visit/clarification meeting with representatives of the Employer will take place in person and via Skype on 11 October 2021 at 10:00 and all attendees will need to email the City of Cape Town Representative, AndreJ.Visser@capetown.gov.za , for the link to the meeting at least 2 days prior to the meeting date and time)
TENDER BOX & ADDRESS	:	Tender Box as per front cover at the Tender & Quotation Boxes Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town. The Tender Document (which includes the Form of Offer and Acceptance) completed in all respects, plus any additional supporting documents required, must be submitted in a sealed envelope with the name and address of the tenderer, the endorsement "TENDER NO.76S/2021/22: TENDER DESCRIPTION: SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE, SUPPLY, TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS the tender box No. and the closing date indicated on the envelope. The sealed envelope must be inserted into the appropriate official tender box before closing time. If the tender offer is too large to fit into the abovementioned box or the box is full, please enquire at the public counter (Tender Distribution Office) for alternative instructions. It remains the tenderer's responsibility to ensure that the tender is placed in either the original box or as alternatively instructed.
CCT TENDER REPRESENTATIVE		[Name: Andre Visser Tel. No.: 084 220 0126 Email: Andrej.Visser@capetown.gov.za

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT'

(2) CONDITIONS OF TENDER

2.1 General

2.1.1 Actions

2.1.1.1 The City of Cape Town (CCT) and each tenderer submitting a tender offer shall comply with these Conditions of Tender. In their dealings with each other, they shall discharge their duties and obligations as set out in these Conditions of Tender, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations.

The parties agree that this tender, its evaluation and acceptance and any resulting contract shall also be subject to the Employer's Supply Chain Management Policy ('SCM Policy') that was applicable on the date the bid was advertised, save that if the Employer adopts a new SCM Policy which contemplates that any clause therein would apply to the contract emanating from this tender, such clause shall also be applicable to that contract. Please refer to this document contained on the Employer's website.

Abuse of the supply chain management system is not permitted and may result in the tender being rejected, cancellation of the contract, restriction of the supplier, and/or the exercise by the City of any other remedies available to it as described in the SCM Policy.

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

2.1.1.3 The CCT shall not seek, and a tenderer shall not submit a tender, without having a firm intention and capacity to proceed with the contract.

2.1.2 Interpretation

2.1.2.1 The additional requirements contained in the returnable documents are part of these Conditions of Tender.

2.1.2.2 These Conditions of Tender and returnable schedules which are required for tender evaluation purposes, shall form part of the contract arising from the invitation to tender.

2.1.3 Communication during tender process

Verbal or any other form of communication, from the CCT, its employees, agents or advisors during site visits/clarification meetings or at any other time prior to the award of the Contract, will not be regarded as binding on the CCT, unless communicated by the CCT in writing to suppliers by its Director: Supply Chain Management or his nominee.

2.1.4 The CCT's right to accept or reject any tender offer

2.1.4.1 The CCT may accept or reject any tender offer and may cancel the tender process or reject all tender offers at any time before the formation of a contract. The CCT may, prior to the award of the tender, cancel a tender if:

- (a) due to changed circumstances, there is no longer a need for the services, works or goods requested;
or
- (b) funds are no longer available to cover the total envisaged expenditure; or
- (c) no acceptable tenders are received;
- (d) there is a material irregularity in the tender process; or
- (e) the parties are unable to negotiate market related pricing.

The CCT shall not accept or incur any liability to a tenderer for such cancellation or rejection, but will give written reasons for such action upon receiving a written request to do so.

2.1.5 Procurement procedures

2.1.5.1 General

Unless otherwise stated in the tender conditions, a contract will be concluded with the tenderer who scores the highest number of tender adjudication points.

The City of Cape Town intends to appoint one or more tenderers (the highest ranked tenderer “the winner” per region and category of work) and in addition of one “standby tenderer” for the allocation of work in each of the three operational Regions of Engineering and Asset Management (EAM).

The City reserves the right to award one or more EAM region/s to one contractor, depending on the contractors’ eligibility, capacity, resources and the best financial offer to the City.

If insufficient responsive bids are received, the CCT reserves the right to appoint fewer tenderers, or not to appoint any tenderers at all. Tenderers, once appointed and subject to operational requirements, will be invited to deliver the goods and services on a “winner-takes-all” basis, whereby the order will always be offered and, if accepted, allocated to the highest ranked tenderer (“the winner”), and only if he refuses will the work be offered to the next highest ranked tenderer from the standby tenderers.

The contract period shall be for a period of **three years** from the commencement date of the contract until 30 June 2025.

2.1.5.2 Proposal procedure using the two stage-system

A two-stage system will not be followed.

2.1.5.3 Nomination of Alternative Bidder

Alternative Bidder means a bidder, identified at the time of awarding a bid, that will be considered for award should the contract be terminated for any reason whatsoever. In the event that a contract is terminated during the execution thereof, the CCT may consider the award of the contract, or non-award, to the alternative bidder in terms of the procedures included its SCM Policy.

2.1.6 Objections, complaints, queries and disputes/ Appeals in terms of Section 62 of the Systems Act/ Access to court

2.1.6.1 Disputes, objections, complaints and queries

In terms of Regulations 49 and 50 of the Local Government: Municipal Finance Management Act, 56 of 2003 Municipal Supply Chain Management Regulations (Board Notice 868 of 2005):

- a) Persons aggrieved by decisions or actions taken by the City of Cape Town in the implementation of its supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint or query or dispute against the decision or action.

2.1.6.2 Appeals

- a) In terms of Section 62 of the Local Government: Municipal Systems Act, 32 of 2000 a person whose rights are affected by a decision taken by the City, may appeal against that decision by giving written notice of the appeal and reasons to the City Manager within 21 days of the date of the notification of the decision.
- b) An appeal must contain the following:
 - i. Must be in writing
 - ii. It must set out the reasons for the appeal
 - iii. It must state in which way the Appellant's rights were affected by the decision;
 - iv. It must state the remedy sought; and
 - v. It must be accompanied with a copy of the notification advising the person of the decision
- c) The relevant City appeal authority must consider the appeal and **may confirm, vary or revoke** the decision that has been appealed, but no such revocation of a decision may detract from any rights that may have accrued as a result of the decision.

2.1.6.3 Right to approach the courts and rights in terms of Promotion of Administrative Justice Act, 3 of 2000 and Promotion of Access to Information Act, 2 of 2000

The sub- clauses above do not influence any affected person's rights to approach the High Court at any time or its rights in terms of the Promotion of Administrative Justice Act (PAJA) and Promotion of Access to Information Act (PAIA).

2.1.6.4 All requests referring to sub clauses 2.1.6.1 and 2.1.6.2 must be submitted in writing to:

The City Manager - C/o the Manager: Legal Compliance Unit, Legal Services Department, Corporate Services Directorate

Via hand delivery at: 20th Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001

Via post at: Private Bag X918, Cape Town, 8000

Via fax at: 021 400 5963 or 021 400 5830

Via email at: MSA.Appeals@capetown.gov.za

2.1.6.5 All requests referring to clause 2.1.6.3 ns must be submitted in writing to:

The City Manager - C/o the Manager: Access to Information Unit, Corporate Services Directorate

Via hand delivery at: 20th Floor, Tower Block, 12 Hertzog Boulevard, Cape Town 8001

Via post at: Private Bag X918, Cape Town, 8000

Via fax at: 086 202 9982

Via email at: Access2info.Act@capetown.gov.za

2.1.7 City of Cape Town Supplier Database Registration

Tenderers are required to be registered on the CCT Supplier Database as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

Tenderers who wish to register on the City of Cape Town's Supplier Database may collect registration forms from the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5). Registration forms and related information are also available on the City of Cape Town's website www.capetown.gov.za (follow the Supply Chain Management link to Supplier registration).

It is each tenderer's responsibility to keep all the information on the CCT Supplier Database updated.

2.1.8 National Treasury Web Based Central Supplier Database (CSD) Registration

Tenderers are required to be registered on the National Treasury Web Based Central Supplier Database (CSD) as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

Tenderers who wish to register on the National Treasury Web Based Central Supplier Database (CSD) may do so via the web address **<https://secure.csd.gov.za>**.

It is each tenderer's responsibility to keep all the information on the National Treasury Web Based Central Supplier Database (CSD) updated.

2.2 Tenderer's obligations

2.2.1 Eligibility Criteria

2.2.1.1 Tenderers are obligated to submit a tender offer that complies in all aspects to the conditions as detailed in this tender document. Only those tenders that comply in all aspects with the tender conditions, specifications, pricing instructions and contract conditions will be declared to be responsive.

2.2.1.1.1 Submit a tender offer

Only those tender submissions from which it can be established that a clear, irrevocable and unambiguous offer has been made to CCT, by whom the offer has been made and what the offer constitutes, will be declared responsive.

2.2.1.1.2 Compliance with requirements of CCT SCM Policy and procedures

Only those tenders that are compliant with the requirements below will be declared responsive:

- a) A completed **Details of Tenderer** to be provided (applicable schedule to be completed);
- b) A completed **Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums** to be provided authorising the tender to be made and the signatory to sign the tender on the partnership /joint venture/consortium's (applicable schedule to be completed);
- c) A copy of the partnership / joint venture / consortium agreement to be provided.
- d) A completed **Declaration of Interest – State Employees** to be provided and which does not indicate any non-compliance with the legal requirements relating to state employees (applicable schedule to be completed);
- e) A completed **Declaration – Conflict of Interest and Declaration of Bidders' past Supply Chain Management Practices** to be provided and which does not indicate any conflict or past practises that renders the tender non-responsive based on the conditions contained thereon (applicable schedules to be completed);
- f) A completed **Certificate of Independent Bid Determination** to be provided and which does not indicate any non-compliance with the requirements of the schedule (applicable schedule to be completed);
- g) The tenderer (including any of its directors or members), has not been restricted in terms of abuse of the Supply Chain Management Policy,
- h) The tenderer's tax matters with SARS are in order, or the tenderer is a foreign supplier that is not required to be registered for tax compliance with SARS;
- i) The tenderer is not an advisor or consultant contracted with the CCT whose prior or current obligations creates any conflict of interest or unfair advantage,
- j) The tenderer is not a person, advisor, corporate entity or a director of such corporate entity, involved with the bid specification committee;
- k) A completed **Authorisation for the Deduction of Outstanding Amounts Owed to the City of Cape Town** to be provided and which does not indicate any details that renders the tender non-responsive based on the conditions contained thereon (applicable schedules to be completed);
- l) The tenderer (including any of its directors or members), has not been found guilty of contravening the Competition Act 89 of 1998, as amended from time to time;
- m) The tenderer (including any of its directors or members), has not been found guilty on any other basis listed in the Supply Chain Management Policy.

2.2.1.1.3 Compulsory clarification meeting

Not applicable

2.2.1.1.4 Eligibility criteria and minimum score for Functionality

A. Eligibility criteria

Where a tenderer is submitting an offer for one or more than one EAM Region, the tenderer is required to submit evidence of resources available specifically allocated to each of the three EAM Regions, in the eligibility criteria tables below. **Schedule 16** contains the relevant Eligibility and Functionality criteria information for the tenderer to complete for each of the selected EAM operational regions. A tenderer is required to complete the returnable schedules for all or only those regions of preference.

Where the entity tendering is a Joint Venture the tender must be accompanied by a statement (Memorandum of Understanding (MOU) describing exactly what aspects of the work will be undertaken by each party to the joint venture.

Where the entity tendering would be using sourced labour and resources this shall be clarified in a Memorandum of Understanding (MOU) between parties and included in the Curriculum Vitae of such persons accompanied by a statement describing exactly what aspects of the work will be undertaken by each party.

Tenderers shall ensure that all relevant information has been submitted with the tender offer in the prescribed format to ensure optimal scoring of functionality points for each Evaluation Criteria. Failure to provide all information **IN THIS TENDER SUBMISSION** could result in the tenderer not being able to achieve the specified minimum scoring.

Tenderers **SHALL** list the resource Eligibility Criteria in a separate, well-marked and chronological layout and labelled format for ease of reference and evaluation purposes.

A more detailed explanation of the eligibility criteria is given below:

1. The eligibility criteria is a measure of a vendor/contractor's ability to perform typical work done in the City of Cape Town, Water and Sanitation Department.
2. The tenderer will only be deemed responsive for a selected Region, when all of the requirements of the eligibility criteria has been established and met.
3. The tenderer needs to attach all relevant proof and documentation as specified in Schedule 16. Read Schedule 16 in conjunction with EAM Regional eligibility criteria requirements. Documentation required for staff or resources, CV, shall include the full names and identity of the persons, it shall list all relevant years and experience required to meet the eligibility criteria. Qualifications shall be proven by copies of certificates, diplomas, degrees, driver licenses, operator licenses, professional registration cards or certificates. The information required shall be submitted in a clear, chronological and logical manner to enable ease of reference thereby limiting or eliminating the need to clarify after tender closure. No staff or resource shall be considered eligible if that person does not meet all the requirements at the time of tender closure. The tenderer will not be allowed to submit an alternative person who qualifies after tender closure should the first or initial person tendered, not meet the eligibility criteria.

A1. ELIGIBILITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ON EITHER CATEGORY A OR CATEGORY B OR BOTH CATEGORIES

Key Staff Personnel required per EAM Region and for all Regions selected				
Number	Position	Qualification	Experience in CV	Minimum requirement
A1	Technical Supervisor/Site foreman/Site agent (Legislative Requirement in terms of Occupational Health and Safety Act and Regulations)	Trade tested Electrician or Professional qualification (N6 National Diploma Electrical Engineering or National Diploma Electrical Engineering or B-Tech Electrical Engineering)	>3 Years Post Qualification. Supervision of staff, scoping and estimating of work Quality assurance of electrical construction and maintenance works Quoting on estimates of work Knowledge of Occupational Health and Safety Act and Regulations 85 of 1993	x1 (One) required per region tendered for. It may be the same person in one or more regions tendered for.

A2. ELIGIBILITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ON EITHER CATEGORY A OR CATEGORY B OR BOTH CATEGORIES OF ELECTRICAL MOTORS < or > 75 KILOWATT

Workshop equipment required per EAM Region and for all Regions selected		
Number	Electrical motor rewinding repair facility	Minimum requirement
A2	A2.1 Workshop crane with lifting capacity of up to 5 tons. (Up to date lifting inspection records) A2.2 Lifting inspection records of all lifting gear and tackle (shackles, hooks, soft slings, chains pallet trucks etc.) (Up to date lifting inspection records)	x1 (One) required per region tendered for

A3. ELIGIBILITY CRITERIA WHEN A TENDERER INDICATES TO ONLY TENDER ON CATEGORY A ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW

Workshop equipment required per EAM Region and for all Regions selected		
Number	Electrical motor rewinding repair facility	Minimum requirement
A3	A3.1 Workshop crane with lifting capacity of 750 Kg (Up to date lifting inspection records) A3.2 Lifting inspection records of all lifting gear and tackle (shackles, hooks, soft slings, chains pallet trucks etc.) (Up to date lifting inspection records) A3.3 A-frame lifting block and tackle. (Up to date lifting inspection records)	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report.

B. Functionality criteria

Only those tenders submitted by tenderers who achieve the minimum score for functionality as stated below will be declared responsive.

The description of the functionality criteria and the maximum possible score for each is shown in the table below. The score achieved for functionality will be the sum of the scores achieved, in the evaluation process, for the individual criteria.

B1. CATEGORY A

FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ONLY ON CATEGORY A ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW

Key Staff Personnel required per EAM Region and for all Regions selected					
Number	Position	Qualification	Experience in CV	Minimum requirement	Applicable values/points
B1.1	Estimator and quotations specialist	On the job and related experience	>3 Years Post Qualification/In Service training and experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B1.2	Electrician	Trade tested RSA Red Seal or SAQA equivalent certified for foreign nationals Electrician (three phase)	>3 Years Post Qualification	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.	5
B1.3	Electrical motor winder	Electrical rewinder	>3 Years Post Qualification/In Service training and work related experience	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.	5
B1.4	Mechanical Fitter	Trade test	>3 Years Post Qualification	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.	5
B1.5	Spray painter	On the job and related experience	< 6 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B1.6	Sandblaster	On the job and related experience	< 6 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B1.7	Assistant to artisan	On the job and related experience	< 6 months In Service training and work related experience	x2 (Two) required per region tendered for. It may NOT be the same persons in one or more regions tendered for.	5
Sub-Total					35

Key Staff Personnel required per EAM Region and for all Regions selected					
Number	Position	Qualification	Experience in CV	Minimum requirement	Applicable values/points
B1.8	Laser alignment specialist/artisan	On the job and related experience	< 12 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B1.9	Vibration Analyst Specialist	On the job and related experience and or specific OEM training workshop	< 12 months In Service previous experience included in CV in testing and compiling reports utilising vibration measuring and monitoring equipment	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B1.10	Electrical Motor Conditioning Monitoring Specialist	On the job and related experience and or specific OEM training workshop	< 12 months In Service previous experience included in CV in testing and compiling reports utilising equipment such as or equivalent to PDMA (MCE Max) and All-Test Pro motor current signature analysis	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
Total					50

B2. CATEGORY B

FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ON EITHER CATEGORY A OR CATEGORY B OR BOTH CATEGORIES < or > 75 KILOWATT

Key Staff Personnel required per EAM Region and for all Regions selected					
Number	Position	Qualification	Experience in CV	Minimum requirement	Applicable values/points
B2.1	Estimator and quotations specialist	On the job and related experience	>3 Years Post Qualification/In Service training and experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B2.2	Electrician	Trade tested RSA Red Seal or SAQA equivalent certified for foreign nationals Electrician (three phase)	>3 Years Post Qualification	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.	5
B2.3	Electrical motor winder	Electrical rewinder	>3 Years Post Qualification/In Service training and work related experience	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.	5
B2.4	Mechanical Fitter	Trade test	>3 Years Post Qualification	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.	5
B2.5	Spray painter	On the job and related experience	< 6 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B2.6	Sandblaster	On the job and related experience	< 6 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B2.7	Assistant to artisan	On the job and related experience	< 6 months In Service training and work related experience	x2 (Two) required per region tendered for. It may NOT be the same persons in one or more regions tendered for.	5
Sub-Total					35

Key Staff Personnel required per EAM Region and for all Regions selected					
Position	Qualification	Experience in CV	Position	Qualification	Applicable values/points
B2.8	Laser alignment specialist/artisan	On the job and related experience	< 12 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B2.9	Vibration Analyst Specialist	On the job and related experience and or specific OEM training workshop	< 12 months In Service previous experience included in CV in testing and compiling reports utilising vibration measuring and monitoring equipment	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
B2.10	Electrical Motor Conditioning Monitoring Specialist	On the job and related experience and or specific OEM training workshop	< 12 months In Service previous experience included in CV in testing and compiling reports utilising equipment such as or equivalent to PDMA (MCE Max) and All-Test Pro motor current signature analysis	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.	5
Total					50

B3. FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ON CATEGORY A INCLUDING 75 KILOWATT AND BELOW

Vehicles required per EAM Region and for all Regions selected			
Number	Vehicle Type	Minimum requirement	Applicable values/points
B3.1	1.0 ton Light Delivery Vehicle (LDV)	x1 (One) required per region tendered for. If more than one region is tendered for a minimum of 2 x (Two) vehicles are required. NO panels vans of motor vehicles will be eligible. Included a copy of registration document for each indicating owner.	10
B3.2	Truck, 3 ton or greater than, flat bed with truck mounted crane	x1 (One) required for an offer in one or more regions tendered for. Included a copy of registration document for each indicating owner.	20
Total			30

B4. FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ON CATEGORY B ABOVE 75 KILOWATT

Vehicles required per EAM Region and for all Regions selected			
Number	Vehicle Type	Minimum requirement	Applicable values/points
B4.1	1.0 ton Light Delivery Vehicle (LDV)	x1 (One) required per region tendered for. If more than one region is tendered for a minimum of 2 x (Two) vehicles are required. NO panels vans of motor vehicles will be eligible. Included a copy of registration document for each indicating owner.	10
B4.2	Truck, 3 ton flat bed with truck mounted crane	x1 (One) required for an offer in one or more regions tendered for. Included a copy of registration document for each indicating owner.	20
B4.3	Truck, 5-ton flat bed with truck mounted crane Should the tenderer own or have 24/7 daily access to a 5 ton flat bed with truck mounted crane, there is no requirement to also have a 3 ton flat bed with truck mounted crane in above no. 2	x1 (One) required for an offer in one or more EAM Regions tendered for. Included a copy of registration document for each indicating owner. If none of these vehicles are owned, the tenderer need to prove to the City of Cape Town that such fleet can be acquired by means of rental or agreement with a fleet supplier etc.	20
Total			50

B5. FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO ONLY TENDER ON CATEGORY A ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW

This facility will satisfy the criteria to service Category A electrical motors

Workshop facility required per EAM Region and for all Regions selected			
Number	Electrical motor rewinding repair facility	Minimum requirement	Applicable values/points
B5.1	The facility and equipment need to be presented upon site inspection/evaluation		
	B5.1.1 Mechanical machine fabrication shop for electrical motors up to 0.75 metric ton		B5.1.1 = 20
	B5.1.2 Electrical motor rewinding workshop for electrical motors up to 0.75 metric ton		B5.1.2 = 20
	B5.1.3 Electrical or gas fired baking oven for electrical motors up to 0.75 metric ton		B5.1.3 = 20
	B5.1.4 Workshops and repair facilities all located within the City of Cape Town Metropolitan Municipal boundary		B5.1.4 = 30
	B5.1.5 Sandblast facility		B5.1.5 = 10
	B5.1.6 Spray painting facility		B5.1.6 = 10
Total			110

B6. FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO TENDER ON CATEGORY B ELECTRICAL MOTORS ABOVE 75 KILOWATT
This facility will satisfy the criteria to service both Category A and B electrical motors

Workshop facility required per EAM Region and for all Regions selected			
Number	Electrical motor rewinding repair facility	Minimum requirement	Applicable values/points
B6.1	The facility and equipment need to be presented upon site inspection/evaluation		
	B6.1.1 Mechanical machine fabrication shop for electrical motors up to metric 3 ton		B6.1.1 = 20
	B6.1.2 Electrical motor rewinding workshop for electrical motors up to metric 3 metric ton		B6.1.2 = 20
	B6.1.3 Electrical or gas fired baking oven for electrical motors up to 3 metric ton		B6.1.3 = 20
	B6.1.4 Workshops and repair facilities all located within the City of Cape Town Metropolitan Municipal boundary		B6.1.4 = 30
	B6.1.5 Sandblast facility		B6.1.5 = 10
	B6.1.6 Spray painting facility		B6.1.6 = 10
Total			110

**B7. FUNCTIONALITY CRITERIA WHEN A TENDERER INDICATES TO ONLY TENDER ON CATEGORY ELECTRICAL MOTORS.
ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW**

Tools and equipment required per EAM Region and for all Regions selected			
Number	Electrical motor rewinding repair facility	Minimum requirement	Applicable values/points
B7.1	The following tests would be required depending the project and the following equipment need to be presented upon site inspection and evaluation	All of the tests, equipment and facilities need to be provided for evaluation	
	Electrical motor testing facility testing the following;		
	B7.1.1 Meggar test of windings for insulation resistance		B7.1.1 = 2
	B.7.1.2 Meggar test of windings for continuity of windings		B.7.1.2 = 2
	B.7.1.3 Polarity test		B.7.1.3 = 2
	B.7.1.4 Volt drop test		B.7.1.4 = 2
	B.7.1.5 Stator core test (Conventional current induction and thermography and electronic core tester)		B.7.1.5 = 5
	B.7.1.6 Rotor test		B.7.1.6 = 5
	B.7.1.7 Full voltage load test		B.7.1.7 = 4
	B.7.1.8 Stator and winding analyzer		B.7.1.8 = 5
B.7.1.9 Dynamic balance machine for rotors = and <75 kW	B.7.1.9= 3		
Total			30

B8. FUNCTIONALITY CRITERIA IS APPLICABLE WHEN A TENDERER INDICATES TO TENDER ONLY ON CATEGORY B OR BOTH A AND B FOR ELECTRICAL MOTORS BELOW AND ABOVE 75 KILOWATT

This will satisfy the criteria to service both Category A and B electrical motors

Tools and equipment required per EAM Region and for all Regions selected			
Number	Electrical motor rewinding repair facility	Minimum requirement	Applicable values/points
B8.1	The following tests would be required depending the project and the following equipment need to be presented upon site inspection and evaluation	All of the tests, equipment and facilities need to be provided for evaluation	
	Electrical motor testing facility capable of testing the following:		
	B8.1.1 Meggar test of windings for insulation resistance		B8.1.1 = 2
	B8.1.2 Meggar test of windings for continuity of windings		B.8.1.2 = 2
	B8.1.3 Polarity test		B.8.1.3 = 2
	B8.1.4 Volt drop test		B.8.1.4 = 2
	B8.1.5 Current endurance test		B.8.1.5 = 2
	B8.1.6 High voltage withstand test (Pressure test)		B.8.1.6 = 2
	B8.1.7 Stator core test (Conventional current induction and thermography and electric core tester)		B.8.1.7 = 2
	B8.1.8 Rotor test		B.8.1.8 = 5
	B8.1.9 Full voltage load test		B.8.1.9 = 2
	B8.1.10 Electronic winding and analyzer		B.8.1.10 = 3
	B8.1.11 Full load tests up to 500 kW		B.8.1.11 = 4
B8.1.12 Dynamic balance machine	B.8.1.12 = 3		
		B.8.1.12 = 4	
Total			35

Category A:

Area of evaluation	Applicable values/points	values/points scored
Key Staff Personnel	50	
Vehicles	30	
Workshop facility	110	
Tools and equipment	30	
Total Points	220	

Category B:

Area of evaluation	Applicable values/points	values/points scored
Key Staff Personnel	50	
Vehicles	50	
Workshop facility	110	
Tools and equipment	35	
Total Points	245	

Category A:

The minimum qualifying score for functionality is **70%** out of a maximum of **100%** based on the sum of all the points.

Category B:

The minimum qualifying score for functionality is **70%** out of a maximum of **100%** based on the sum of all the points.

Where the entity tendering is a Joint Venture the tender must be accompanied by a statement describing exactly what aspects of the work will be undertaken by each party to the joint venture.

Tenderers shall ensure that all relevant information has been submitted with the tender offer in the prescribed format to ensure optimal scoring of functionality points for each Evaluation Criteria. Failure to provide all information **IN THIS TENDER SUBMISSION** could result in the tenderer not being able to achieve the specified minimum scoring.

A more detailed explanation of the functionality criteria is given below:

1. The functionality criteria is a measure of a vendor/contractor's ability to perform typical work done in the City of Cape Town, Water and Sanitation Department.
2. The tenderer will only be deemed responsive for a selected Region, when all of the requirements of the functionality criteria has been established and meeting the minimum score criteria.
3. **The tenderer needs to attach all relevant proof and documentation as specified in Schedule 16.**
Read Schedule 16 in conjunction with EAM Regional functionality criteria requirements. Documentation required for staff or resources, CV, shall include the full names and identity of the persons, it shall list all relevant years and experience required to meet the functionality criteria. Qualifications shall be proven by copies of certificates, diplomas, degrees, driver licenses, operator licenses, professional registration cards or certificates. The information required shall be submitted in a clear, chronological and logical manner to enable ease of reference thereby limiting or eliminating the need to clarify after tender closure. No staff or resource shall be considered that person does not meet all the requirements at the time of tender closure. The tenderer will not be allowed to submit an alternative person or resource who qualifies after tender closure should the first or initial person or resource tendered, not meet the eligibility criteria.

2.2.2 Cost of tendering

The CCT will not be liable for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

2.2.3 Check documents

The documents issued by the CCT for the purpose of a tender offer are listed in the index of this tender document.

Before submission of any tender, the tenderer should check the number of pages, and if any are found to be missing or duplicated, or the figures or writing is indistinct, or if the Price Schedule contains any obvious errors, the tenderer must apply to the CCT at once to have the same rectified.

2.2.4 Confidentiality and copyright of documents

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

2.2.5 Reference documents

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

2.2.6 Acknowledge and comply with notices

Acknowledge receipt of notices to the tender documents, which the CCT may issue, fully comply with all instructions issued in the notices, and if necessary, apply for an extension of the closing time stated on the front page of the tender document, in order to consider the notices. Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the CCT can show proof of transmission thereof via electronic mail, facsimile or registered post.

2.2.7 Clarification meeting

Attend, where required, a clarification meeting at which tenderers may familiarise themselves with aspects of the proposed work, services or supply and pose questions. Details of the meeting(s) are stated in the General Tender Information.

Tenderers should be represented at the site visit/clarification meeting by a person who is suitably qualified and experienced to comprehend the implications of the work involved.

2.2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the CCT at least one week before the closing time stated in the General Tender Information, where possible.

2.2.9 Pricing the tender offer

2.2.9.1 Comply with all pricing instructions as stated on the Price Schedule.

2.2.10 Alterations to documents

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

2.2.11 Alternative tender offers

2.2.11.1 Unless otherwise stated in the tender conditions submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted.

If a tenderer wishes to submit an alternative tender offer, he shall do so as a separate offer on a complete set of tender documents. The alternative tender offer shall be submitted in a separate sealed envelope clearly marked "Alternative Tender" in order to distinguish it from the main tender offer.

Only the alternative of the highest ranked acceptable main tender offer (that is, submitted by the same tenderer) will be considered, and if appropriate, recommended for award.

Alternative tender offers of any but the highest ranked main tender offer will not be considered.

An alternative of the highest ranked acceptable main tender offer that is priced higher than the main tender offer may be recommended for award, provided that the ranking of the alternative tender offer is higher than the ranking of the next ranked acceptable main tender offer.

The CCT will not be bound to consider alternative tenders and shall have sole discretion in this regard.

In the event that the alternative is accepted, the tenderer warrants that the alternative offer complies in all respects with the CCT's standards and requirements.

2.2.11.2 Accept that an alternative tender offer may be based only on the criteria stated in the tender conditions or criteria otherwise acceptable to the CCT.

2.2.12 Submitting a tender offer

2.2.12.1 Submit one tender offer only on the original tender documents as issued by the CCT, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract conditions and described in the specifications. Only those tenders submitted on the tender documents as issued by the CCT together with all Returnable Schedules duly completed and signed will be declared responsive.

2.2.12.2 Return the entire document to the CCT after completing it in its entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

2.2.12.3 Submit the parts of the tender offer communicated on paper as an original with an English translation for any part of the tender submission not made in English.

1 (One) copy(ies) of the following elements of the bid submission must be submitted separately bound in the same envelope where possible:

Part	Heading
5	Pricing Schedules
6	Supporting Schedules
	All other attachments submitted by bidder

2.2.12.4 Sign the original tender offer where required in terms of the tender conditions. The tender shall be signed by a person duly authorised to do so. Tenders submitted by joint ventures of two or more firms shall be accompanied by the document of formation of the joint venture or any other document signed by all parties, in which is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorised to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner.

2.2.12.5 Where a two-envelope system is required in terms of the tender conditions, place and seal the returnable documents listed in the tender conditions in an envelope marked “financial proposal” and place the remaining returnable documents in an envelope marked “technical proposal”. Each envelope shall state on the outside the CCT’s address and identification details stated in the General Tender Information, as well as the tenderer’s name and contact address.

2.2.12.6 Seal the original tender offer and copy packages together in an outer package that states on the outside only the CCT’s address and identification details as stated in the General Tender Information. If it is not possible to submit the original tender and the required copies (see 2.2.12.3) in a single envelope, then the tenderer must seal the original and each copy of the tender offer as separate packages marking the packages as “ORIGINAL” and “COPY” in addition to the aforementioned tender submission details.

2.2.12.7 Accept that the CCT shall 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.

2.2.12.8 Accept that tender offers submitted by facsimile or e-mail will be rejected by the CCT, unless stated otherwise in the tender conditions.

2.2.12.9 By signing the offer part of the Form of Offer (**Section 2, Part A**) the tenderer warrants that all information provided in the tender submission is true and correct.

2.2.12.10 Tenders must be properly received and deposited in the designated tender box (as detailed on the front page of this tender document) on or before the closing date and before the closing time, in the relevant tender box at the Tender & Quotation Boxes Office situated on the 2nd floor, Concourse Level, Civic Centre, 12 Hertzog Boulevard, Cape Town. If the tender submission is too large to fit in the allocated box, please enquire at the public counter for assistance.

2.2.12.12 The tenderer must record and reference all information submitted contained in other documents for example cover letters, brochures, catalogues, etc. in the returnable schedule titled **List of Other Documents Attached by Tenderer**.

2.2.13 Information and data to be completed in all respects

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

2.2.14 Closing time

2.2.14.1 Ensure that the CCT receives the tender offer at the address specified in the General Tender Information prior to the closing time stated on the front page of the tender document.

2.2.14.2 Accept that, if the CCT extends the closing time stated on the front page of the tender document for any reason, the requirements of these Conditions of Tender apply equally to the extended deadline.

2.2.14.3 Accept that, the CCT shall not consider tenders that are received after the closing date and time for such a tender (late tenders).

2.2.15 Tender offer validity and withdrawal of tenders

2.2.15.1 Warrants that the tender offer(s) remains valid, irrevocable and open for acceptance by the CCT at any time for a period of 120 days after the closing date stated on the front page of the tender document.

2.2.15.2 Notwithstanding the period stated above, bids shall remain valid for acceptance for a period of twelve (12) months after the expiry of the original validity period, unless the City is notified in writing of anything to the contrary by the bidder. The validity of bids may be further extended by a period of not more than six months subject to mutual agreement and administrative processes and upon approval by the City Manager.

2.2.15.3 A tenderer may request in writing, after the closing date, that the tender offer be withdrawn. Such withdrawal will be permitted or refused at the sole discretion of the CCT after consideration of the reasons for the withdrawal, which shall be fully set out by the tenderer in such written request for withdrawal. Should the tender offer be withdrawn in contravention hereof, the tenderer agrees that:

- a) it shall be liable to the CCT for any additional expense incurred or losses suffered by the CCT in having either to accept another tender or, if new tenders have to be invited, the additional expenses incurred or losses suffered by the invitation of new tenders and the subsequent acceptance of any other tender;
- b) the CCT shall also have the right to recover such additional expenses or losses by set-off against monies which may be due or become due to the tenderer under this or any other tender or contract or against any guarantee or deposit that may have been furnished by the tenderer or on its behalf for the due fulfilment of this or any other tender or contract. Pending the ascertainment of the amount of such additional expenses or losses, the CCT shall be entitled to retain such monies, guarantee or deposit as security for any such expenses or loss.

2.2.16 Clarification of tender offer, or additional information, after submission

Provide clarification of a tender offer, or additional information, in response to a written request to do so from the CCT during the evaluation of tender offers within the time period stated in such request. No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: This clause does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the CCT elect to do so.

Failure, or refusal, to provide such clarification or additional information within the time for submission stated in the CCT's written request may render the tender non-responsive.

2.2.17 Provide other material

2.2.17.1 Provide, on request by the CCT, any other material that has a bearing on the tender offer, the tenderer's commercial position (including joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the CCT for the purpose of the evaluation of the tender. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the CCT's request, the CCT may regard the tender offer as non-responsive.

2.2.17.2 Provide, on written request by the CCT, where the transaction value inclusive of VAT **exceeds R 10 million**:

- a) audited annual financial statement for the past 3 years, or for the period since establishment if established during the past 3 years, if required by law to prepare annual financial statements for auditing;
- b) a certificate signed by the tenderer certifying that the tenderer has no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days;
- c) particulars of any contracts awarded to the tenderer by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract;
- d) a statement indicating whether any portion of the goods or services are expected to be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality or municipal entity is expected to be transferred out of the Republic.

Each party to a Consortium/Joint Venture shall submit separate certificates/statements in the above regard.

2.2.17.3 Tenderers undertake to fully cooperate with the CCT's external service provider appointed to perform a due diligence review and risk assessment upon receipt of such written instruction from the CCT.

2.2.18 Samples, Inspections, tests and analysis

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

If the **Specification** requires the tenderer to provide samples, these shall be provided strictly in accordance with the instructions set out in the Specification.

If such samples are not submitted as required in the bid documents or within any further time stipulated by the CCT in writing, then the bid concerned may be declared non-responsive.

The samples provided by all successful bidders will be retained by the CCT for the duration of any subsequent contract. Bidders are to note that samples are requested for testing purposes therefore samples submitted to the CCT may not in all instances be returned in the same state of supply and in other instances may not be returned at all. Unsuccessful bidders will be advised by the Project Manager or dedicated CCT Official to collect their samples, save in the aforementioned instances where the samples would not be returned.

2.2.19 Certificates

The tenderer must provide the CCT with all certificates as stated below:

2.2.19.1 Broad-Based Black Economic Empowerment Status Level Documentation

In order to qualify for preference points, it is the responsibility of the tenderer to submit documentary proof, either as certificates, sworn affidavits or any other requirement prescribed in terms of the B-BBEE Act, of its B-BBEE status level of contribution in accordance with the applicable Codes of good practise as issued by the Department of Trade and Industry, to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5) or included with the tender submission.

Consortiums/Joint Ventures will qualify for preference points, provided that the **entity** submits the relevant certificate/scorecard in accordance with the applicable codes of good practise. Note that, in the case of unincorporated entities, a verified consolidated B-BBEE scorecard must be submitted in the form of a certificate with the tender.

Tenderers are further referred to the content of the **Preference Schedule** for the full terms and conditions applicable to the awarding of preference points.

The applicable code for this tender is the **Amended Codes of Good Practise (Generic Scorecard)** unless in possession of a valid sector certificate.

The tenderer shall indicate in Section 4 of the **Preference Schedule** the Level of Contribution in respect of the enterprise status or structure of the tendering entity (the supplier).

2.2.19.2 Evidence of tax compliance

Tenderers shall be registered with the South African Revenue Service (SARS) and their tax affairs must be in order and they must be tax compliant subject to the requirements of clause 2.2.1.1.2.h. In this regard, it is the responsibility of the Tenderer to submit evidence in the form of a valid Tax Clearance Certificate issued by SARS to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5), or included with this tender. The tenderer must also provide its Tax Compliance Status PIN number on the **Details of Tenderer** pages of the tender submission.

Each party to a Consortium/Joint Venture shall submit a separate Tax Clearance Certificate.

Before making an award, the City must verify the bidder's tax compliance status. Where the recommended bidder is not tax compliant, the bidder should be notified of the non-compliant status and be requested to submit to the City, within 7 working days, written proof from SARS that they have made arrangement to meet their outstanding tax obligations. The proof of tax compliance submitted by the bidder must be verified by the City via CSD or e-Filing. The City should reject a bid submitted by the bidder if such bidder fails to provide proof of tax compliance within the timeframe stated herein.

Only foreign suppliers who have answered “NO” to all the questions contained in the Questionnaire to Bidding Foreign Suppliers section on the **Details of Tenderer** pages of the tender submission, are not required to register for a tax compliance status with SARS.

2.2.20 Compliance with Occupational Health and Safety Act, 85 of 1993

Tenderers are to note the requirements of the Occupational Health and Safety Act, 85 of 1993. The Tenderer shall be deemed to have read and fully understood the requirements of the above Act and Regulations and to have allowed for all costs in compliance therewith.

In this regard the Tenderer shall submit **upon written request to do so by the CCT**, a Health and Safety Plan in sufficient detail to demonstrate the necessary competencies and resources to deliver the goods or services all in accordance with the Act, Regulations and Health and Safety Specification.

2.2.21 Claims arising from submission of tender

The tenderer warrants that it has:

- a) inspected the Specifications and read and fully understood the Conditions of Contract.
- b) read and fully understood the whole text of the Specifications and Price Schedule and thoroughly acquainted himself with the nature of the goods or services proposed and generally of all matters which may influence the Contract.
- c) visited the site(s) where delivery of the proposed goods will take place, carefully examined existing conditions, the means of access to the site(s), the conditions under which the delivery is to be made, and acquainted himself with any limitations or restrictions that may be imposed by the Municipal or other Authorities in regard to access and transport of materials, plant and equipment to and from the site(s) and made the necessary provisions for any additional costs involved thereby.
- d) requested the CCT to clarify the actual requirements of anything in the Specifications and Price Schedule, the exact meaning or interpretation of which is not clearly intelligible to the Tenderer.
- e) received any notices to the tender documents which have been issued in accordance with the CCT's Supply Chain Management Policy.

The CCT will therefore not be liable for the payment of any extra costs or claims arising from the submission of the tender.

2.3 The CCT's undertakings

2.3.1 Respond to requests from the tenderer

2.3.1.1 Unless otherwise stated in the Tender Conditions, respond to a request for clarification received up to one week (where possible) before the tender closing time stated on the front page of the tender document.

2.3.1.2 The CCT's representative for the purpose of this tender is stated on the General Tender Information page.

2.3.2 Issue Notices

If necessary, issue addenda in writing that may amend or amplify the tender documents to each tenderer during the period from the date the tender documents are available until one week before the tender closing time stated in the Tender Data. The Employer reserves its rights to issue addenda less than one week before the tender closing time in exceptional circumstances. If, as a result a tenderer applies for an extension to the closing time stated on the front page of the tender document, the CCT may grant such extension and, shall then notify all tenderers who drew documents.

Notwithstanding any requests for confirmation of receipt of notices issued, the tenderer shall be deemed to have received such notices if the CCT can show proof of transmission thereof via electronic mail, facsimile or registered post.

2.3.3 Opening of tender submissions

2.3.3.1 Unless the two-envelope system is to be followed, open tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender conditions.

Tenders will be opened immediately after the closing time for receipt of tenders as stated on the front page of the tender document, or as stated in any Notice extending the closing date and at the closing venue as stated in the General Tender Information.

2.3.3.2 Announce at the meeting held immediately after the opening of tender submissions, at the closing venue as stated in the General Tender Information, the name of each tenderer whose tender offer is opened and, where possible, the prices and the preferences indicated.

2.3.3.3 Make available a record of the details announced at the tender opening meeting on the CCT's website (<http://www.capetown.gov.za/en/SupplyChainManagement/Pages/default.aspx>.)

2.3.4 Two-envelope system

Not applicable

2.3.5 Non-disclosure

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

2.3.6 Grounds for rejection and disqualification

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

2.3.7 Test for responsiveness

2.3.7.1 Appoint a Bid Evaluation Committee and determine after opening whether each tender offer properly received:

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

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

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

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of any material deviation or qualification.

The CCT reserves the right to accept a tender offer which does not, in the CCT's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender documents.

2.3.8 Arithmetical errors, omissions and discrepancies

2.3.8.1 Check the responsive tenders for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the Price Schedule; or
- c) arithmetic errors in:
 - i) line item totals resulting from the product of a unit rate and a quantity in the Price Schedule; or
 - ii) the summation of the prices; or
 - iii) calculation of individual rates.

2.3.8.2 The CCT must correct the arithmetical errors in the following manner:

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

Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of the arithmetical error in the manner described above.

2.3.8.3 In the event of tendered rates or lump sums being declared by the CCT to be unacceptable to it because they are not priced, either excessively low or high, or not in proper balance with other rates or lump sums, the tenderer may be required to produce evidence and advance arguments in support of the tendered rates or lump sums objected to. If, after submission of such evidence and any further evidence requested, the CCT is still not satisfied with the tendered rates or lump sums objected to, it may request the tenderer to amend these rates and lump sums along the lines indicated by it.

The tenderer will then have the option to alter and/or amend the rates and lump sums objected to and such other related amounts as are agreed on by the CCT, but this shall be done without altering the tender offer in accordance with this clause.

Should the tenderer fail to amend his tender in a manner acceptable to and within the time stated by the CCT, the CCT may declare the tender as non-responsive.

2.3.9 Clarification of a tender offer

The CCT may, after the closing date, request additional information or clarification from tenderers, in writing on any matter affecting the evaluation of the tender offer or that could give rise to ambiguity in a contract arising from the tender offer, which written request and related response shall not change or affect their competitive position or the substance of their offer. Such request may only be made in writing by the Director: Supply Chain Management using any means as appropriate.

2.3.10 Evaluation of tender offers

2.3.10.1 General

2.3.10.1.1 Reduce each responsive tender offer to a comparative price and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender conditions.

2.3.10.1.2 For evaluation purposes only, the effects of the relevant contract price adjustment methods will be considered in the determination of comparative prices as follows:

- a. If the selected method is based on bidders supplying rates or percentages for outer years, comparative prices would be determined over the entire contract period based on such rates or percentages.
- b. If the selected method is based on a formula, indices, coefficients, etc. that is the same for all bidders during the contract period, comparative prices would be the prices as tendered for year one.
- c. If the selected method is based on a formula, indices, coefficients, etc. that varies between bidders, comparative prices would be determined over the entire contract period based on published indices relevant during the 12 months prior to the closing date of tenders.
- d. If the selected method includes an imported content requiring rate of exchange variation, comparative prices would be determined based on the exchange rates tendered for the prices as tendered for year one. The rand equivalent of the applicable currency 14 days prior to the closing date of tender will be used (the CCT will check all quoted rates against those supplied by its own bank).
- e. If the selected method is based on suppliers' price lists, comparative prices would be the prices as tendered for year one.
- f. If the selected method is based on suppliers' price lists and / or rate of exchange, comparative prices would be determined as tendered for year one whilst taking into account the tendered percentage subject to rate of exchange (see sub clause (d) for details on the calculation of the rate of exchange).

2.3.10.1.3 Where the scoring of functionality forms part of a bid process, each member of the Bid Evaluation Committee must individually score functionality. The individual scores must then be interrogated and calibrated if required where there are significant discrepancies. The individual scores must then be added together and averaged to determine the final score.

2.3.10.2 Decimal places

Score financial offers, preferences and functionality, as relevant, to two decimal places.

2.3.10.3 Scoring of tenders (price and preference)

2.3.10.3.1 Points for price will be allocated in accordance with the formula set out in this clause based on the price per item / rates as set out in the **Price Schedule (Part 5)**:

- based on the sum of the prices/rates in relation to the estimated quantities which for the purpose of this tender evaluation means, a weighting allocation per tender line item which has been predetermined.
- all tendered rates will be used in the financial offer and a typical basket of Works Projects and a weighting is predetermined for evaluation purposes

2.3.10.3.2 Points for preference will be allocated in accordance with the provisions of **Preference Schedule** and the table in this clause.

2.3.10.3.3 The terms and conditions of **Preference Schedule** as it relates to preference shall apply in all respects to the tender evaluation process and any subsequent contract.

2.3.10.3.4 Applicable formula:

The 90/10 price/preference points system will be applied to the evaluation of responsive tenders over a Rand value of R50'000'000 (all applicable taxes included), whereby the order(s) will be placed with the tenderer(s) scoring the highest total number of adjudication points.

Price shall be scored as follows:

$$Ps = 90 \times \left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where: Ps is the number of points scored for price;
Pt is the price of the tender under consideration;
Pmin is the price of the lowest responsive tender.

Preference points shall be scored as follows:

Points will be awarded to tenderers who are eligible for preferences in respect of the B-BBEE level of contributor attained in terms of **Preference Schedule**.

A maximum of 10 tender adjudication points will be awarded for preference to tenderers with responsive tenders who are eligible for such preference, in accordance with the criteria listed below.

Up to **10** adjudication points (N_P) will be awarded for the level of B-BBEE contribution, in accordance with the tables below:

B-BBEE Status Level of Contributor	Number of Points for Preference
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0

**A non-compliant contributor is one who does not meet the minimum score for a level 8 contributor.*

or, in respect of Exempted Micro Enterprises (EMEs):

Black Ownership of EME	Deemed Status Contributor	B-BBEE Level of Contributor	Number of Points for Preference
less than 51%	4		5
at least 51% but less than 100%	2		9
100%	1		10

or, in respect of Qualifying Small Enterprises (QSEs):

Black Ownership of QSE	Deemed Status Contributor	B-BBEE Level of Contributor	Number of Points for Preference
at least 51% but less than 100%	2		9
100%	1		10

The total number of adjudication points (N_T) shall be calculated as follows:

$$N_T = P_S + N_P$$

Where: P_S is the number of points scored for price;
 N_P is the number of points scored for preference.

The terms and conditions of the **Preference Schedule** shall apply in all respects to the tender evaluation process and any subsequent contract.

2.3.10.5 Risk Analysis

Notwithstanding compliance with regard to any requirements of the tender, the CCT will perform a risk analysis in respect of the following:

- a) reasonableness of the financial offer
- b) reasonableness of unit rates and prices
- c) the tenderer's ability to fulfil its obligations in terms of the tender document, that is, that the tenderer can demonstrate that he/she possesses the necessary professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, capacity, experience, reputation, personnel to perform the contract, etc.; the CCT reserves the right to consider a tenderer's existing contracts with the CCT in this regard
- d) any other matter relating to the submitted bid, the tendering entity, matters of compliance, verification of submitted information and documents, etc.

The conclusions drawn from this risk analysis will be used by the CCT in determining the acceptability of the tender offer.

No tenderer will be recommended for an award unless the tenderer has demonstrated to the satisfaction of the CCT that he/she has the resources and skills required.

2.3.11 Negotiations with preferred tenderers

The CCT may negotiate the final terms of a contract with tenderers identified through a competitive tendering process as preferred tenderers provided that such negotiation:

- a) does not allow any preferred tenderer a second or unfair opportunity;
- b) is not to the detriment of any other tenderer; and
- c) does not lead to a higher price than the tender as submitted.

If negotiations fail to result in acceptable contract terms, the City Manager (or his delegated authority) may terminate the negotiations and cancel the tender, or invite the next ranked tenderer for negotiations. The original preferred tenderer should be informed of the reasons for termination of the negotiations. If the decision is to invite the next highest ranked tenderer for negotiations, the failed earlier negotiations may not be reopened by the CCT.

Minutes of any such negotiations shall be kept for record purposes.

The provisions of this clause will be equally applicable to any invitation to negotiate with any other tenderers.

In terms of the PPPFA Regulations, 2017, tenders must be cancelled in the event that negotiations fail to achieve a market related price with any of the three highest scoring tenderers.

2.3.12 Acceptance of tender offer

Notwithstanding any other provisions contained in the tender document, the CCT reserves the right to:

2.3.12.1 Accept a tender offer(s) which does not, in the CCT's opinion, materially and/or substantially deviate from the terms, conditions, and specifications of the tender document.

2.3.12.2 Accept the whole tender or part of a tender or any item or part of any item or items from multiple manufacturers, or to accept more than one tender (in the event of a number of items being offered), and the CCT is not obliged to accept the lowest or any tender.

2.3.12.3 Accept the tender offer(s), if in the opinion of the CCT, it does not present any material risk and only if the tenderer (s)

- a) is not under restrictions, has any principals who are under restrictions, or is not currently a supplier to whom notice has been served for abuse of the supply chain management system, preventing participation in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract, has the legal capacity to enter into the contract,
- d) is not insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, bankrupt or being wound up, has his affairs administered by a court or a judicial officer, has suspended his business activities, or is subject to legal proceedings in respect of any of the foregoing, complies with the legal requirements, if any, stated in the tender data, and
- e) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

If an award cannot be made in terms of anything contained herein, the Employer reserves the right to consider the next ranked tenderer(s).

2.3.12.4 Not to make an award, or revoke an award already made, where the implementation of the contract may result in reputational risk or harm to the City as a result of (inter alia):

- a) reports of poor governance and/or unethical behaviour;
- b) association with known family of notorious individuals;
- c) poor performance issues, known to the City;
- d) negative social media reports; and
- e) adverse assurance (e.g. due diligence) report outcomes.

2.3.12.5 The CCT reserves the right to nominate an alternative bidder at the time when an award is made and in the event that a contract is terminated during the execution thereof, the CCT may consider the award of the contract, or non-award, to the alternative bidder in terms of the procedures included its SCM Policy.

2.3.13 Prepare contract documents

2.3.13.1 If necessary, revise documents that shall form part of the contract and that were issued by the CCT as part of the tender documents to take account of:

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

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

2.3.14 Notice to successful and unsuccessful tenderers

2.3.14.1 Before accepting the tender of the successful tenderer the CCT shall notify the successful tenderer in writing of the decision of the CCT's Bid Adjudication Committee to award the tender to the successful tenderer. No rights shall accrue to the successful tenderer in terms of this notice

2.3.14.2 The CCT shall, at the same time as notifying the successful tenderer of the Bid Adjudication Committee's decision to award the tender to the successful tenderer, also give written notice to the other tenderers informing them that they have been unsuccessful.

2.3.15 Provide written reasons for actions taken

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

TENDER DOCUMENT GOODS AND SERVICES		 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD	
SUPPLY CHAIN MANAGEMENT			
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TENDER NO: 76S/2021/22

**TENDER DESCRIPTION: SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND
SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS**

CONTRACT PERIOD: 01 July 2022 to 30 June 2025

VOLUME 2: RETURNABLE DOCUMENTS

TENDERER	
NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual	
TRADING AS (if different from above)	

NATURE OF TENDER OFFER (please indicate below)	
Main Offer (see clause 2.2.11.1)	
Alternative Offer (see clause 2.2.11.1)	

VOLUME 2: RETURNABLE DOCUMENTS

(3) DETAILS OF TENDERER

1.1 Type of Entity (Please tick one box)

☐ Individual / Sole Proprietor

☐ Close Corporation

☐ Company

☐ Partnership or Joint Venture or Consortium

☐ Trust

☐ Other:

1.2 Required Details (Please provide applicable details in full):

Name of Company / Close Corporation or Partnership / Joint Venture / Consortium or Individual /Sole Proprietor	
Trading as (if different from above)	
Company / Close Corporation registration number (if applicable)	
Postal address	Postal Code _____
Physical address (Chosen domicilium citandi et executandi)	Postal Code _____
Contact details of the person duly authorised to represent the tenderer	Name: Mr/Ms _____ (Name & Surname) Telephone:(____) _____ Fax:(____) _____ Cellular Telephone: _____ E-mail address: _____
Income tax number	
VAT registration number	
SARS Tax Compliance Status PIN	
City of Cape Town Supplier Database Registration Number (See Conditions of Tender)	
National Treasury Central Supplier Database registration number (See Conditions of Tender)	

Is tenderer the accredited representative in South Africa for the Goods / Services / Works offered?	☐ Yes ☐ No If yes, enclose proof
Is tenderer a foreign based supplier for the Goods / Services / Works offered?	☐ Yes ☐ No If yes, answer the Questionnaire to Bidding Foreign Suppliers (below)
Questionnaire to Bidding Foreign Suppliers	a) Is the tenderer a resident of the Republic of South Africa or an entity registered in South Africa? ☐ Yes ☐ No
	b) Does the tenderer have a permanent establishment in the Republic of South Africa? ☐ Yes ☐ No
	c) Does the tenderer have any source of income in the Republic of South Africa? ☐ Yes ☐ No
	d) Is the tenderer liable in the Republic of South Africa for any form of taxation? ☐ Yes ☐ No
Other Required registration numbers	

(4) FORM OF OFFER AND ACCEPTANCE

TENDER 76S/2021/22 SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

OFFER: (TO BE FILLED IN BY TENDERER):

Required Details (Please provide applicable details in full):

Name of Tendering Entity* ("the tenderer")	
Trading as (if different from above)	

AND WHO IS represented herein by: (full names of signatory)

duly authorised to act on behalf of the tenderer in his capacity as: (title/ designation)

HEREBY AGREES THAT by signing the *Form of Offer and Acceptance*, the tenderer:

1. confirms that it has examined the documents listed in the Index (including Schedules and Annexures) and has accepted all the Conditions of Tender;
2. confirms that it has received and incorporated any and all notices issued to tenderers issued by the CCT;
3. confirms that it has satisfied itself as to the correctness and validity of the tender offer; that the price(s) and rate(s) offered cover all the goods and/or services specified in the tender documents; that the price(s) and rate(s) cover all its obligations and accepts that any mistakes regarding price(s), rate(s) and calculations will be at its own risk;
4. offers to supply all or any of the goods and/or render all or any of the services described in the tender document to the CCT in accordance with the:
 - 4.1 terms and conditions stipulated in this tender document;
 - 4.2 specifications stipulated in this tender document; and
 - 4.3 at the prices as set out in the **Price Schedule**.
5. accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on it in terms of the Contract.

Signature(s)

Print name(s):
On behalf of the tenderer (duly authorised)

Date

INITIALS OF CITY OFFICIALS		
1	2	3

FORM OF OFFER AND ACCEPTANCE (continued)

TENDER 76S/2021/22 SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

ACCEPTANCE (TO BE FILLED IN BY THE CITY OF CAPE TOWN)

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 supplier the amount due in accordance with the conditions of contract. 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:

- (7) & (8): Special and General Conditions of Tender
- (5) Price schedule
- 13: Specifications

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 two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documents to be provided in terms of the conditions of contract identified in the special contract conditions. 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 parties have signed the table below and confirms receipt from the employer of one fully completed original copy of this agreement, including the schedule of deviations (if any). The tenderer (now supplier) shall within five working days of the agreement coming into effect notify the employer in writing of any reason why he cannot accept the contents of this agreement as a complete and accurate memorandum thereof, failing which the agreement presented to the contractor shall constitute the binding contract between the parties.

The Parties	Employer	Supplier
Business Name		
Business Registration		
Tax number (VAT)		
Physical Address		
Accepted contract sum including tax		
Accepted contract duration		
Signed – who by signature hereto warrants authority		
Name of signatory		
Signed: Date		
Signed: Location		
Signed: Witness		
Name of Witness		

FORM OF OFFER AND ACCEPTANCE (continued)

(TO BE FILLED IN BY THE CITY OF CAPE TOWN)

Schedule of Deviations

Notes:

1. The extent of deviations from the tender documents issued by the CCT before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

1 Subject

Details

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.....
.....

2 Subject

Details

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.....

3 Subject

Details

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.....
.....

4 Subject

Details

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.....

By the duly authorised representatives signing this agreement, the CCT and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to this tender document and addenda thereto as listed in the returnable schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the CCT during this process of offer and acceptance.

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

(5) PRICE SCHEDULE

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words “or equivalent”.

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS ‘OR EQUIVALENT’

Pricing Instructions:

- 5.1 State the rates and prices in Rand unless instructed otherwise in the tender conditions.
- 5.2 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the General Tender Information.
- 5.3 All prices tendered must include all expenses, disbursements and costs (e.g. transport, accommodation etc.) that may be required for the execution of the tenderer's obligations in terms of the Contract, and shall cover the cost of all general risks, liabilities and obligations set forth or implied in the Contract as well as overhead charges and profit (in the event that the tender is successful). All prices tendered will be final and binding.
- 5.4 All prices shall be tendered in accordance with the units specified in this schedule.
- 5.5 Where a value is given in the Quantity column, a Rate and Price (the product of the Quantity and Rate) is required to be inserted in the relevant columns.
- 5.6 The successful tenderer is required to perform all tasks listed against each item. The tenderer must therefore tender prices/rates on all items as per the section in the Price Schedule.
- 5.7 The City of Cape Town reserves the right to appoint the highest ranked tender (winner) in a region.
- 5.7 The City of Cape Town reserves the right to appoint a standby tenderer in a region for a specific category of work, when the highest ranked tenderer (winner) is unable to meet the conditions of contract, specifications or a combination of.
- 5.8 The City of Cape Town reserves the right to appoint a tenderer in another region when that tenderer has been found responsive in more than one other region ensuring each region has an appointed Contractor.
- 5.8 Provide fixed rates and prices for the duration of the contract that are not subject to adjustment except as otherwise provided for in clause 17 of the Conditions of Contract and as amplified in the Special Conditions of Contract.

INITIALS OF CITY OFFICIALS		
1	2	3

AREA OF PREFERENCE

Indicate the Region of preference 1,2 or 3, with 1 being the first preference or no preference.

Region 1 (Schaapkraal)	Waste Water Plants Athlone - Pump Stations, Athlone - Treatment works, Campsbay – Outfall, Cape Flats - Treatment Works, Greenpoint – Outfalls, Houtbay – Outfall, Llandudno - Treatment works, Miller's Point - Treatment Works, Mitchells Plain - Treatment works, Oudekraal - Treatment works, Simonstown - Treatment Works, Wildevoëlvlei - Treatment Works Bulk Water Plants Albion Springs Pump Station, Brooklands – Dams, Brooklands - Pump Station, Brooklands - Treatment Works, Constantia Nek - Treatment Plant, Garlandale - Pump Station, Kildare - Pump Station, Monterey - Pump Station, Monterey – Reservoir, Newlands – Reservoir, Table Mountain – Dams, Wynberg – Pumpstation, Wynberg – Reservoir, All Rectification pump stations in this region	Submitting a tender for this region? Yes/No	Indicated the preference rating 1, 2 or 3 or no preference Preference
Region 2 (Blomtuin)	Waste Water Plants Bellville - Pump Stations, Bellville - Treatment Works, Bloekombos [Water]- Pump Station, Borchard's Quarry - Treatment Works, Fisante Kraal Treatment Works, Gordonsbay - Treatment Works, Klipheuwel - Treatment works, Kraaifontein - Treatment Works, Macassar - Treatment Works, Macassar Pump Stations, Northpine - Pump Station, Scottsdale - Pump station, Scottsdale - Treatment Works, Wallacedene - Pump Station Bulk Water Plants Blackheath Reservoir, Blackheath Treatment Plant, Faure – Reservoir, Faure - Treatment Plant, Firlands - Pump Station, Glen Garry - Electrolytic Chlorination, Glen Garry – Reservoir, Helderberg - Treatment Plant, Steenbras – Catchment, Steenbras – Dam, Steenbras - Treatment Works, Wemmerhoek – Dam, Wemmershoek – Catchment, Wemmershoek - Treatment Works All Rectification pump stations in this region	Submitting a tender for this region? Yes/No	Indicated the preference rating 1, 2 or 3 or no preference Preference
Region 3 (Killarney)	Waste Water Plants Melkbos - Treatment works, Parow - Treatment Works, Potsdam - Pump Stations, Potsdam - Treatment works, Westfleur - Treatment works Bulk Water Plants Hospital - Pump Station, Hospital – Reservoir, Kloofnek - Treatment Plant, Melkbos – Reservoir, Melkbos Booster Pump Station, Midlands – Reservoir, Pella – Reservoir, Platteklouf - Electrolytic Chlorination, Platteklouf - Pipe Yard, Platteklouf – Reservoir, Silwerstroom - Pump stations, Silwerstroom - Treatment Works, Silwerstroom – Wellfield, Tygerberg - Electrolytic Chlorination, Tygerberg – Reservoir, Voëlvlei - Pump Station, Voëlvlei - Treatment Works, Witzands - Treatment Works, Witzands - Well Field All Rectification pump stations in this region	Submitting a tender for this region? Yes/No	Indicated the preference rating 1, 2 or 3 or no preference Preference

Complete table below by indicating the Region of preference 1,2 or 3:

All REGIONS (Insert tick at Yes or No)	Tender Yes?	Tender No?	Indicate the order of preference by numbering
Region 1 Pricing schedule for category 1			
Region 1 Pricing schedule for category 2			
Region 2 Pricing schedule for category 1			
Region 2 Pricing schedule for category 2			
Region 3 Pricing schedule for category 1			
Region 3 Pricing schedule for category 2			

INITIALS OF CITY OFFICIALS		
1	2	3

A. EQUIPMENT SERVICE: STANDARD THREE PHASE INDUCTION ELECTRIC MOTORS

REGION 1: SCHAAPKRAAL:

Note: Tenders to comply with criteria Category A (Electrical Motors including 75 kilowatts and below).

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category 1 (Electrical Motors including 75 kilowatts and below) – 4 poles 400 Volt AC machines									
A1.1 to A1.8	Motors of sizes all makes. 0.18 - 0.75 kW. 4 pole machines, 63-80 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A2.1 to A2.8	Motors of sizes all makes. 1.1 – 1.5 kW. 4 pole machines, 1.2 90 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A3.1 to A3.8	Motors of sizes all makes. 2.2 – 3.0 kW. 4 pole machines, 100 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A4.1 to A4.8	Motors of sizes all makes. 4.0 kW. 4 pole machines, 112 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A5.1 to A5.8	Motors of sizes all makes. 5.5 – 9.2 kW. 4 pole machines, 132 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

A6.1 to A6.8	Motors of sizes all makes. 11.0 - 15 kW. 4 pole machines, 160 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A7.1 to A7.8	Motors of sizes all makes. 18.5 - 22 kW. 4 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A7.1 to A7.8	Motors of sizes all makes. 18.5 - 22 kW. 4 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A8.1 to A8.8	Motors of sizes all makes. 30 kW. 4 pole machines, 200 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A9.1 to A9.8	Motors of sizes all makes. 37 - 45 kW. 4 pole machines, 255 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A10.1 to A10.8	Motors of sizes all makes. 55 - 75 kW. 4 pole machines, 250 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 1 Category B: SCHAAPKRAAL:**Note: Tenders to comply with criteria Category B (Electrical Motors 75 kilowatts and above)****Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package**

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical Motors above 75 kilowatts) – 4 poles 400 Volt AC machines									
A11.1 to A11.8	Motors of sizes all makes. 90 – 110 kW. 4 pole machines, 280 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A12.1 to A12.8	Motors of sizes all makes. 132 – 160 kW. 4 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A13.1 to A13.8	Motors of sizes all makes. 185 – 200 kW. 4 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A14.1 to A14.8	Motors of sizes all makes. 200, 250 kW. 4 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A15.1 to A15.8	Motors of sizes all makes. 300, 315 kW. 4 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A16.1 to A16.8	Motors of sizes all makes. 220, 260 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

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NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
A17.1 to A17.8	Motors of sizes all makes. 300, 315 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A18.1 to A18.8	Motors of sizes all makes. 330 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A19.1 to A19.8	Motors of sizes all makes. 355 kW. 4 pole machines, 315 C/D/E frame sizes	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A20.1 to A20.8	Motors of sizes all makes. 355 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A21.1 to A21.8	Motors of sizes all makes. 400 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

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REGION 1: SCHAAPKRAAL:**Note: Tenders to comply with Eligibility criteria Category A (Electrical Motors including 75 kilowatts and below)****Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package**

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatt and below) – 6 pole 400 Volt AC machines									
A22.1 to A22.8	Motors of sizes all makes. 0.25 – 0.55 kW. 6 pole machines, 80 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A23.1 to A23.8	Motors of sizes all makes. 0.75 – 1.1 kW. 6 pole machines, 90 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A24.1 to A24.8	Motors of sizes all makes. 1.5 kW. 6 pole machines, 100 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A25.1 to A25.8	Motors of sizes all makes. 2.2 kW. 6 pole machines, 112 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A26.1 to A26.8	Motors of sizes all makes. 3.0 – 5.5 kW. 6 pole machines, 132 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A27.1 to A27.8	Motors of sizes all makes. 7.5 - 11 kW. 6 pole machines, 160 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A28.1 to A28.8	Motors of sizes all makes. 15.0 kW. 6 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A29.1 to A29.8	Motors of sizes all makes. 18.5 - 22 kW. 6 pole machines, 200 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A30.1 to A30.8	Motors of sizes all makes. 30 kW. 6 pole machines, 225 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

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NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatt and below) – 6 pole 400 Volt AC machines									
A31.1 to A31.8	Motors of sizes all makes. 37 - 45 kW. 6 pole machines, 250 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A32.1 to A32.8	Motors of sizes all makes. 55 - 75 kW. 6 pole machines, 280 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

REGION 1: SCHAAPKRAAL:

Note: Tenders to comply with Eligibility criteria **Category B** (Electrical Motors 75 kilowatts and above)

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
<u>Category B</u> (Electrical Motors above 75 kilowatts) – 6 pole 400 Volt AC machines									
A33.1 to A33.8	Motors of sizes all makes. 90 - 132 kW. 6 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A34.1 to A34.8	Motors of sizes all makes. 160, 185 kW. 6 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A35.1 to A35.8	Motors of sizes all makes. 200, 220 kW. 6 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A36.1 to A36.8	Motors of sizes all makes. 250 kW. 6 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A37.1 to A37.8	Motors of sizes all makes. 300, 315 kW. 6 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
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B 38	DESCRIPTION GENERATOR SET ALTERNATOR	TYPE I	TYPE J	TYPE K
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical machines including 55 kVa to 2000kVa 400 Volt AC machines)				
B38.1 to B38.3	Generator set alternator of sizes all makes. 55 kVa – 100 kVa	R_____	R_____	R_____
B38.4 to B38.6	Generator set alternator of sizes all makes. 100 kVa – 200 kVa	R_____	R_____	R_____
B38.7 to B38.9	Generator set alternator of sizes all makes. 250 kVa – 350 kVa	R_____	R_____	R_____
B38.10 to B38.12	Generator set alternator of sizes all makes. 450 kVa – 630 kVa	R_____	R_____	R_____
B38.13 to B38.15	Generator set alternator of sizes all makes. 800 kVa – 1000 kVa	R_____	R_____	R_____
B38.16 to B38.18	Generator set alternator of sizes all makes. 1250 kVa – 1500 kVa	R_____	R_____	R_____
B38.19 to B38.21	Generator set alternator of sizes all makes. 1800 kVa	R_____	R_____	R_____
B38.22 to B38.24	Generator set alternator of sizes all makes. 2000 kVa	R_____	R_____	R_____
B38.25 to B38.27	Generator set alternator of sizes all makes. 2500 kVa	R_____	R_____	R_____

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B. EQUIPMENT SERVICE: ONE OFF TYPE THREE PHASE ELECTRIC MOTORS

Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above) Located in Region 1.

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
B1	Rates schedule for <u>electric motors</u> at <u>Raapenburg Pump Station (Major CMC Pump Station)</u>. Rates requested are for the supply and installation of goods and equipment and also where there could be a combination of labour and goods forming part of a task and tender line item.		
	Motor data: Make: Lawrence Scott, Variable Speed brush gear motor HP: 197.5 Volts: 380 Hz: 50 RPM: 535/420 Serial number: 4533601 – 4533601/6 Regulator number: 4533D02/6 Regulator rating: CMR BS 2613/57 Stator ampere: 243/140 Rotor volts: 151 Rotor ampere: 337/200 Frame: N/A Year of manufacture: 1971 Manufactured under one or more of the following patent numbers: 533706, 549536, 546699, 551387, 696693, 742919		
B1.1	Replace all mounting nuts and bolts in and on cable connection box	Sum	R_____
B1.2	Replace brush tension spring	Each	R_____
B1.3	Install complete set of new carbon brushes as per original specification. Record type and manufacturer of brushes. (Labour only)	Sum	R_____
B1.4	Refurbish brush box (Refurbishment of existing). This excludes any cost associated for the insulation required between the brush box and the motor frame. Commutator type	Each	R_____

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NR	DESCRIPTION	UNIT	RATE Excl.VAT R
B1.5	Brush box insulators	Each	R_____
B1.6	Manufacture/Supply new brush box. This includes any cost associated for the insulation required between the brush box and the motor frame. Commutator type	Each	R_____
B1.7	Skim and undercutting of commutator. Bevel the segments. Issue a profile report before and after the refurbishment of the commutator.	Sum	R_____
B1.8	Check and test commutator for short circuits	Sum	R_____
B1.9	Rewind stator windings. Tasks would include but are not limited to; Removing of the old copper windings Core test of the stator core and report to the employer Rewind the stator core to original O&M standards VPI and bake stator core windings	Sum	R_____
B1.10	Wash, dry, bake and VPI windings	Sum	R_____
B1.11	Repair mechanical wear on both the Drive End and Non Drive End end-shields, by measuring tolerances against the original specification. Repair by means of re-sleeving each end shield. Measure and compare with specifications.	Sum	R_____
B1.12	Fitting of new motor Drive End bearings. Bearings numbers to be recorded for inspection.	Sum	R_____
B1.13	Fitting of new motor Non Drive End bearings. Bearings numbers to be recorded for inspection.	Sum	R_____
B1.14	Dynamically balance the rotor. Issue report to the employer.	Sum	R_____
B1.15	Services including stripping, sandblasting when required, electrical and mechanical test, report, assembly, spray-painting, electrical test and report	Sum	R_____
	Supply rate for electrical commutator and slip ring carbon brushes These items are listed as such due to the technical OEM specifications on record for each motor in Water and Sanitation, City of Cape Town		
B1.16	Supply and install new brushes as per original specification. Record type and manufacturer of brushes. Le Carbone Drawing number 66-C-8, Grade BG 28 (Raapenburg Major Pump Station)	Each	R_____

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Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
B2	Rates schedule for electric motor regulators from Raapenburg Pump Station (Major CMC Pump Station)		
	Regulator data Make: Lawrence and Scott double induction regulator KVA: 23 Volts: 380 Ampere Primary: 380V, 30/37 ampere, 50 Cycles Ampere Secondary: 54/32.2, 337/200 ampere Hz: 50 Transformer oil: 60 Gallons Regulator number: 4533D02/6 Regulator rating: CMR BS 2613/57 Year of manufacture: 1971 Manufactured under one or more of the following patent numbers: 533706, 549536, 546699, 551387, 696693, 742919 Services include but not limited to,		
B2.1	On site regulator oil filtration	Sum	R_____
B2.2	Transformer oil filtration off site in contractors workshop	Sum	R_____
B2.3	Virgin transformer oil supplied, delivered and installed	/Litre	R_____
B2.4	Electrical testing and reporting of transformer windings	Sum	R_____
B2.5	Servicing of regulator motor including the replacement of the drive V belts	Sum	R_____
B.2.6	Replace all gaskets complete set	Sum	R_____
B2.7	Replace limit switches and adjust accordingly to ensure proper functioning	Each	R_____
B2.8	Rewinding of regulator core windings	Sum	R_____

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Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

NR	DESCRIPTION							
B3	Rates schedule for services of <u>Blower motor no. 1</u> at <u>Athlone Waste Water Treatment Works</u>							
Motor data Blower motor no. 1: Make: Alstom Output: 500 kW Stator Volts: 3300 Hz: 50 RPM: 1489 Insulation: Class F Motor mass: 4020 kg Stator mass: 2520 Rotor mass: 935 kg Specification: IEC34 Stator ampere: 103								
Tenderer is required to supply a pricing schedule listed below on this motor. The pricing schedule is in the same format as the standard 400 Volt 3 phase motor service plans. The type of service plans for this motor is the same as the standard 400 Volt 3 phase motor with the exception that this is a unique one of a kind motor in Water and Sanitation.								
DESCRIPTION	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
	B3.1 EXCL. VAT R	B3.2 EXCL. VAT R	B3.3 EXCL. VAT R	B3.4 EXCL. VAT R	B3.5 EXCL. VAT R	B3.6 EXCL. VAT R	B3.7 EXCL. VAT R	B3.8 EXCL. VAT R
Alstom 3.3 kV motor of Blower no. 1 at Athlone WWTW B3.1 to B3.9	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B3.9 Alstom 3.3 kV motor of Blower no. 1 <u>Rotor (new supplied)</u>	R_____							

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Note: Tenders to comply with Eligibility scoring criteria Category B (Electrical Motors 75 kilowatts and above)

NR	DESCRIPTION							
B4	Rates schedule for services of <u>Blower motor no. 2, 3 and 4</u> at <u>Athlone Waste Water Treatment Works</u>							
Motor data Blower motor no. 2, 3 and 4: Make: Siemens Output: 500 kW Stator Volts: 3300 Hz: 50 RPM: 1482 Stator ampere: 106 Serial numbers: K 4623, K4624, K4625								
Tenderer is required to supply a pricing schedule listed below on this motor. The pricing schedule is in the same format as the standard 400 Volt 3 phase motor service plans. The types of service plans for this motor is the same as the standard 400 Volt 3 phase motor with the exception that this is a unique one of a kind motor in Water and Sanitation.								
DESCRIPTION	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
	B4.1 EXCL. VAT R	B4.2 EXCL. VAT R	B4.3 EXCL. VAT R	B4.4 EXCL. VAT R	B4.5 EXCL. VAT R	B4.6 EXCL. VAT R	B4.7 EXCL. VAT R	B4.8 EXCL. VAT R
Siemens 3.3 kV motor of Blower no. 2, 3, 4 at Athlone WWTW B4.1 to B4.8	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B4.9 Siemens 3.3 kV motor of Blower no. 2, 3, 4 <u>Rotor (new supplied)</u>	R_____							

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Note: Tenders to comply with Eligibility scoring criteria Category B (Electrical Motors 75 kilowatts and above)

NR	DESCRIPTION							
B5	Rates schedule for services of <u>Blower motor</u> at <u>Cape Flats Waste Water Treatment Works</u>							
Blower motor data Make: Actom Output: 880 kW Stator Volts: 3300V Hz: 50 RPM: 1489 contract number: A002273/04 Specification: IEC60034 Power factor: 0.86 Bearing NDE:NU 226 C3 Bearing DE: NU + 6226 C3 Lubrication: 80g every 6000HRS Lubricant: Shell Gadus S2 V100 Altitude: Sea level Duty: S1 Cooling: IC 411 Motor mass: 4880								
Tenderer is required to supply a pricing schedule listed below on this motor. The pricing schedule is in the same format as the standard 400 Volt 3 phase motor service plans. The types of service plans for this motor is the same as the standard 400 Volt 3 phase motor with the exception that this is a unique one of a kind motor in Water and Sanitation.								
DESCRIPTION	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
	B5.1 EXCL. VAT R	B5.2 EXCL. VAT R	B5.3 EXCL. VAT R	B5.4 EXCL. VAT R	B5.5 EXCL. VAT R	B5.6 EXCL. VAT R	B5.7 EXCL. VAT R	B5.8 EXCL. VAT R
Actom motor of Blowers no. 1, 2,3 and 4 at Cape Flats wwtw B5.1 to B5.8	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B5.9 Actom motor of Blowers no. 1, 2,3 and 4 <u>Rotor (new supplied)</u>	R_____							

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Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

NR	DESCRIPTION							
B6	Rates schedule for services of <u>Phase 2 Blower motor</u> at <u>Mitchells Plain Waste Water Treatment Works</u>							
Blower motor data Make: Actom Output: 250kW Stator Volts: 400V Hz: 50 RPM: 2975 contract number: 1Q/2013/14 Specification: IEC60034 Power factor: 0.91 Bearing NDE: 6315 Bearing DE: 6315 Lubrication: 50g every 3000HRS Lubricant: Shell Albida EP2 Altitude: Sea level Duty: S1 Cooling: IC 411 Motor mass: 1452								
Tenderer is required to supply a pricing schedule listed below on this motor. The pricing schedule is in the same format as the standard 400 Volt 3 phase motor service plans. The types of service plans for this motor is the same as the standard 400 Volt 3 phase motor with the exception that this is a unique, one of a kind motor in Water and Sanitation.								
DESCRIPTION	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
	B6.1 EXCL. VAT R	B6.2 EXCL. VAT R	B6.3 EXCL. VAT R	B6.4 EXCL. VAT R	B6.5 EXCL. VAT R	B6.6 EXCL. VAT R	B6.7 EXCL. VAT R	B6.8 EXCL. VAT R
Actom motor of Blower no. 1,2 & 3 at Mitchells Plain wwtw B6.1 to B6.8	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B6.9 Actom motor of Blower no. 1,2 & 3 <u>Rotor (new supplied)</u>	R_____							

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Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

NR	DESCRIPTION							
B7	Rates schedule for services of <u>Phase 4 Blower motor</u> at <u>Mitchells Plain Waste Water Treatment Works</u>							
Motor data Blower motor no. 1, 2 and 3 Make: Actom Output: 510kW Stator Volts: 3300 V Hz: 50 RPM: 2976 contract number: 1Q/2013/14 Specification: IEC60034 Power factor: 0.9 Bearing NDE:NU 217 C3 Bearing DE: NU 217 + 6017 C3 Lubrication: 40g every 3000HRS Lubricant: Shell Gadus S2 V100 Altitude: Sea level Duty: S1 Cooling: IC 411 Motor mass: 2820								
Tenderer is required to supply a pricing schedule listed below on this motor. The pricing schedule is in the same format as the standard 400 Volt 3 phase motor service plans. The types of service plans for this motor is the same as the standard 400 Volt 3 phase motor with the exception that this is a unique, one of a kind motor in Water and Sanitation.								
DESCRIPTION	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
	B7.1 EXCL. VAT R	B7.2 EXCL. VAT R	B7.3 EXCL. VAT R	B7.4 EXCL. VAT R	B7.5 EXCL. VAT R	B7.6 EXCL. VAT R	B7.7 EXCL. VAT R	B7.8 EXCL. VAT R
Actom motor of Blower Mitchells Plain wwtw B7.1 to B7.8	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B7.9 Actom motor of Blower <u>Rotor (new supplied)</u>	R_____							

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REGION 1: SCHAAPKRAAL: Supply of new electrical motors (All line items to be tendered on by all tenderers)

Payment reference in Specifications Section 5, Standard Specification for Electrical motors

4 POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR

MOTOR SPECIFICATION:

1. DOL AND VSD CONTROL
2. DIRECT AND PULLEY COUPLINGS
3. IP 55 INGRESS PROTECTION
4. CLASS H INSULATION
5. SAFE ZONE AREA
6. GENERAL PURPOSE MOTOR
7. PUMP APPLICATION
8. MOUNTING: FOOT, FLANGE, FOOT/FLANGE

C	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C1.1	0.55 kW, 1415 rpm, frame size 80, foot and flange mount type	R _____
C1.2	1.1 kW, 1430 rpm, frame size 90S, foot and flange mount type	R _____
C1.3	1.5 kW, 1410 rpm, frame size 90L, foot and flange mount type	R _____
C1.4	2.2 kW, 1410 rpm, frame size 100L, foot and flange mount type	R _____
C1.5	5.5 kW, 1465 rpm, frame size 132S, foot and flange mount type	R _____
C1.6	7.5 kW, 1455 rpm, frame size 132M, foot and flange mount type	R _____
C1.7	11 kW, 1460 rpm, frame size 160M, foot and flange mount type	R _____
C1.8	15 kW, 1460 rpm, frame size 160M, foot and flange mount type	R _____
C1.9	18.5 kW, 1465 rpm, frame size 180M, foot and flange mount type	R _____
C1.10	22 kW, 1465 rpm, frame size 180L, foot and flange mount type	R _____
C1.11	30 kW, 1470 rpm, frame size 200L, foot and flange mount type	R _____

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C	DESCRIPTION FOUR POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	EXCL. VAT R VALUE
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C1.12	37 kW, 1470 rpm, frame size 225S/M, foot and flange mount type	R
C1.13	45 kW, 1475 rpm, frame size 225S/M, foot and flange mount type	R
C1.14	55 kW, 1475 rpm, frame size 250S/M, foot and flange mount type	R
C1.15	75 kW, 1480 rpm, frame size 250 S/M, foot and flange mount type	R
C1.16	90 kW, 1485 rpm, frame size 280 S/M, foot and flange mount type	R
C1.17	110 kW, 1485 rpm, frame size 250 S/M, foot and flange mount type	R
C1.18	132 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.19	160 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.20	185 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.21	200 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.22	300 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R
C1.23	315 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R
C1.24	355 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R

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4 POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR

MOTOR SPECIFICATION:

1. DOL AND VSD CONTROL
2. DIRECT AND PULLEY COUPLINGS
3. IP 55 INGRESS PROTECTION
4. CLASS H INSULATION
5. SAFE ZONE AREA
6. GENERAL PURPOSE MOTOR
7. PUMP APPLICATION
8. MOUNTING: FOOT, FLANGE, FOOT/FLANGE

C	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C2.1	0.55 kW, 1415 rpm, frame size 80, foot and flange mount type	R
C2.2	1.1 kW, 1430 rpm, frame size 90S, foot and flange mount type	R
C2.3	1.5 kW, 1410 rpm, frame size 90L, foot and flange mount type	R
C2.4	2.2 kW, 1410 rpm, frame size 100L, foot and flange mount type	R
C2.5	5.5 kW, 1465 rpm, frame size 132S, foot and flange mount type	R
C2.6	7.5 kW, 1455 rpm, frame size 132M, foot and flange mount type	R
C2.7	11 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
C2.8	15 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
C2.9	18.5 kW, 1465 rpm, frame size 180M, foot and flange mount type	R
C2.10	22 kW, 1465 rpm, frame size 180L, foot and flange mount type	R
C2.11	30 kW, 1470 rpm, frame size 200L, foot and flange mount type	R

INITIALS OF CITY OFFICIALS		
1	2	3

C	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C2.12	37 kW, 1470 rpm, frame size 225S/M, foot and flange mount type	R _____
C2.13	45 kW, 1475 rpm, frame size 225S/M, foot and flange mount type	R _____
C2.14	55 kW, 1475 rpm, frame size 250S/M, foot and flange mount type	R _____
C2.15	75 kW, 1480 rpm, frame size 250 S/M, foot and flange mount type	R _____
C2.16	90 kW, 1485 rpm, frame size 280 S/M, foot and flange mount type	R _____
C2.17	110 kW, 1485 rpm, frame size 250 S/M, foot and flange mount type	R _____
C2.18	132 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.19	160 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.20	185 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.21	220 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.22	315 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
C2.23	355 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
C2.24	400 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____

INITIALS OF CITY OFFICIALS		
1	2	3

D. TRANSPORT RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D1.1	Light Delivery Vehicle (LDV)	R/km	R_____
D1.2	Truck, 3 ton flat bed	R/km	R_____
D1.3	Truck, 5 ton flat bed	R/km	R_____
D1.4	Truck, 10 ton flat bed	R/km	R_____
D1.5	Truck, 3 ton with crane	R/km	R_____
D1.6	Truck, 5 ton with crane	R/km	R_____
D1.7	Truck, 10 ton with crane	R/km	R_____
D1.8	Mobile crane with 5 ton lifting capacity	Daily	R_____
D1.9	Mobile crane with 10 ton lifting capacity	Daily	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

D. LABOUR WORKING HOURS RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D2.1	Driver	R/hr	R_____
D2.2	Technical supervisor	R/hr	R_____
D2.3	Artisan electrician, Rigger, Armature winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D2.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D2.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D2.6	Rigging specialist labour rate	R/hr	R_____

D. LABOUR SATURDAY RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D3.1	Driver	R/hr	R_____
D3.2	Technical supervisor	R/hr	R_____
D3.3	Artisan electrician, Rigger, Armature winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D3.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D3.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D3.6	Rigging specialist labour rate	R/hr	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

D. LABOUR SUNDAY AND PUBLIC HOLIDAY RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D4.1	Driver	R/hr	R_____
D4.2	Technical supervisor	R/hr	R_____
D4.3	Artisan electrician, Rigger, Armature Winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D4.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D4.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D4.6	Rigging specialist labour rate	R/hr	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

E. PROVISIONAL SUM (line item to be tendered on by all tenderers)

NR	DESCRIPTION		(Percentage Mark Up)
E1		Provisional Sum	Tenderer to indicate the % allowance up to a maximum of 5%
E1.1	Allow for the provisional sum for the selection, supply, delivery to site and installation for any electrical motor, generator or related parts not listed in the pricing schedule and could not be specified and are unforeseen before the time of tender.	R 300 000.00 Incl VAT	

F: INSPECTIONS AND TESTS (all line items to be tendered on by all tenderers)

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
F.1.1	Thermal image survey of installation, including a motor and gearbox and/or fan unit and submit report	Per hour	R_____
F.1.2	Vibration analysis of motor or gearbox or ancillary equipment and submit report	Per hour	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

F: PREDICTIVE MAINTENANCE ASSESMENTS AND TESTS (all line items to be tendered on by all tenderers)

Item	Payment reference	Description	Workscope	Unit	Unit Price (Excl. VAT)
F.2.1	Specification Section 4.17, Predictive maintenance assessment of motor circuit and analysis	On site testing of Motor Circuit Analysis (MCA) by means of PdMA (Predictive Maintenance Assessment)	As per specification	Rand per hour	R_____
F2.2	Specification Section 6, Electrical motor predictive maintenance monitor sensor	Electrical Motor Smart predictive condition monitoring sensor	As per specification	Each	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

A. EQUIPMENT SERVICE: STANDARD THREE PHASE INDUCTION ELECTRIC MOTORS

REGION 2: BLOMTUIN:

Note: Tenders to comply with criteria Category A (Electrical Motors including 75 kilowatts and below).

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatt and below) – 4 poles 400 Volt AC machines									
A1.1 to A1.8	Motors of sizes all makes. 0.18 - 0.75 kW. 4 pole machines, 63-80 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A2.1 to A2.8	Motors of sizes all makes. 1.1 – 1.5 kW. 4 pole machines, 1.2 90 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A3.1 to A3.8	Motors of sizes all makes. 2.2 – 3.0 kW. 4 pole machines, 100 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A4.1 to A4.8	Motors of sizes all makes. 4.0 kW. 4 pole machines, 112 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A5.1 to A5.8	Motors of sizes all makes. 5.5 – 9.2 kW. 4 pole machines, 132 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A6.1 to A6.8	Motors of sizes all makes. 11.0 - 15 kW. 4 pole machines, 160 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A7.1 to A7.8	Motors of sizes all makes. 18.5 - 22 kW. 4 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
A8.1 to A8.8	Motors of sizes all makes. 30 kW. 4 pole machines, 200 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A9.1 to A9.8	Motors of sizes all makes. 37 - 45 kW. 4 pole machines, 255 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A10.1 to A10.8	Motors of sizes all makes. 55 - 75 kW. 4 pole machines, 250 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 2: BLOMTUIN:

Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical Motors above 75 kilowatts) – 4 poles 400 Volt AC machines									
A11.1 to A11.8	Motors of sizes all makes. 90 – 110 kW. 4 pole machines, 280 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A12.1 to A12.8	Motors of sizes all makes. 132 – 160 kW. 4 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A13.1 to A13.8	Motors of sizes all makes. 185 – 200 kW. 4 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A14.1 to A14.8	Motors of sizes all makes. 200, 250 kW. 4 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A15.1 to A15.8	Motors of sizes all makes. 300, 315 kW. 4 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A16.1 to A16.8	Motors of sizes all makes. 220, 260 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
A17.1 to A17.8	Motors of sizes all makes. 300, 315 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A18.1 to A18.8	Motors of sizes all makes. 330 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A19.1 to A19.8	Motors of sizes all makes. 355 kW. 4 pole machines, 315 C/D/E frame sizes	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A20.1 to A20.8	Motors of sizes all makes. 355 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A21.1 to A21.8	Motors of sizes all makes. 400 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 2: BLOMTUIN:

Note: Tenders to comply with Eligibility criteria Category A (Electrical Motors including 75 kilowatts and below).
Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatt and below) – 6 pole 400 Volt AC machines									
A22.1 to A22.8	Motors of sizes all makes. 0.25 – 0.55 kW. 6 pole machines, 80 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A23.1 to A23.8	Motors of sizes all makes. 0.75 – 1.1 kW. 6 pole machines, 90 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A24.1 to A24.8	Motors of sizes all makes. 1.5 kW. 6 pole machines, 100 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A25.1 to A25.8	Motors of sizes all makes. 2.2 kW. 6 pole machines, 112 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A26.1 to A26.8	Motors of sizes all makes. 3.0 – 5.5 kW. 6 pole machines, 132 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A27.1 to A27.8	Motors of sizes all makes. 7.5 - 11 kW. 6 pole machines, 160 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A28.1 to A28.8	Motors of sizes all makes. 15.0 kW. 6 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A29.1 to A29.8	Motors of sizes all makes. 18.5 - 22 kW. 6 pole machines, 200 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A30.1 to A30.8	Motors of sizes all makes. 30 kW. 6 pole machines, 225 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatt and below) – 6 pole 400 Volt AC machines									
A31.1 to A31.8	Motors of sizes all makes. 37 - 45 kW. 6 pole machines, 250 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A32.1 to A32.8	Motors of sizes all makes. 55 - 75 kW. 6 pole machines, 280 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 2: BLOMTUIN:

Note: Tenders to comply with Eligibility criteria **Category B** (Electrical Motors 75 kilowatts and above).

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical Motors above 75 kilowatts) – 6 pole 400 Volt AC machines									
A33.1 to A33.8	Motors of sizes all makes. 90 - 132 kW. 6 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A34.1 to A34.8	Motors of sizes all makes. 160, 185 kW. 6 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A35.1 to A35.8	Motors of sizes all makes. 200, 220 kW. 6 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A36.1 to A36.8	Motors of sizes all makes. 250 kW. 6 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A37.1 to A37.8	Motors of sizes all makes. 300, 315 kW. 6 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

A 38	DESCRIPTION GENERATOR SET ALTERNATOR	TYPE I	TYPE J	TYPE K
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical machines including 55 kVa to 2000kVa 400 Volt AC machines				
B38.1 to B38.3	Generator set alternator of sizes all makes. 55 kVa – 100 kVa	R_____	R_____	R_____
B38.4 to B38.6	Generator set alternator of sizes all makes. 100 kVa – 200 kVa	R_____	R_____	R_____
B38.7 to B38.9	Generator set alternator of sizes all makes. 250 kVa – 350 kVa	R_____	R_____	R_____
B38.10 to 38.12	Generator set alternator of sizes all makes. 450 kVa – 630 kVa	R_____	R_____	R_____
B38.13 to 38.15	Generator set alternator of sizes all makes. 800 kVa – 1000 kVa	R_____	R_____	R_____
B38.16 to 38.18	Generator set alternator of sizes all makes. 1250 kVa – 1500 kVa	R_____	R_____	R_____
B38.19 to 38.21	Generator set alternator of sizes all makes. 1800 kVa	R_____	R_____	R_____
B38.22 to 38.24	Generator set alternator of sizes all makes. 2000 kVa	R_____	R_____	R_____
B38.25 to 38.27	Generator set alternator of sizes all makes. 2500 kVa	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 2: BLOMTUIN:

Supply of new electrical motors (all line items to be tendered on by all tenderers)

Payment reference in Specifications Section 5, Standard Specification for Electrical motors

4 POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR

MOTOR SPECIFICATION:

1. DOL AND VSD CONTROL
2. DIRECT AND PULLEY COUPLINGS
3. IP 55 INGRESS PROTECTION
4. CLASS H INSULATION
5. SAFE ZONE AREA
6. GENERAL PURPOSE MOTOR
7. PUMP APPLICATION
8. MOUNTING: FOOT, FLANGE, FOOT/FLANGE

B	DESCRIPTION FOUR POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	EXCL. VAT R VALUE
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
B1.1	0.55 kW, 1415 rpm, frame size 80, foot and flange mount type	R _____
B1.2	1.1 kW, 1430 rpm, frame size 90S, foot and flange mount type	R _____
B1.3	1.5 kW, 1410 rpm, frame size 90L, foot and flange mount type	R _____
B1.4	2.2 kW, 1410 rpm, frame size 100L, foot and flange mount type	R _____
B1.5	5.5 kW, 1465 rpm, frame size 132S, foot and flange mount type	R _____
B1.6	7.5 kW, 1455 rpm, frame size 132M, foot and flange mount type	R _____
B1.7	11 kW, 1460 rpm, frame size 160M, foot and flange mount type	R _____
B1.8	15 kW, 1460 rpm, frame size 160M, foot and flange mount type	R _____
B1.9	18.5 kW, 1465 rpm, frame size 180M, foot and flange mount type	R _____
B1.10	22 kW, 1465 rpm, frame size 180L, foot and flange mount type	R _____
B1.11	30 kW, 1470 rpm, frame size 200L, foot and flange mount type	R _____

INITIALS OF CITY OFFICIALS		
1	2	3

B	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
B1.12	37 kW, 1470 rpm, frame size 225S/M, foot and flange mount type	R _____
B1.13	45 kW, 1475 rpm, frame size 225S/M, foot and flange mount type	R _____
B1.14	55 kW, 1475 rpm, frame size 250S/M, foot and flange mount type	R _____
B1.15	75 kW, 1480 rpm, frame size 250 S/M, foot and flange mount type	R _____
B1.16	90 kW, 1485 rpm, frame size 280 S/M, foot and flange mount type	R _____
B1.17	110 kW, 1485 rpm, frame size 250 S/M, foot and flange mount type	R _____
B1.18	132 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B1.19	160 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B1.20	185 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B1.21	200 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B1.22	300 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
B1.23	315 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
B1.24	355 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____

INITIALS OF CITY OFFICIALS		
1	2	3

4 POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR

MOTOR SPECIFICATION:

1. DOL AND VSD CONTROL
2. DIRECT AND PULLEY COUPLINGS
3. IP 55 INGRESS PROTECTION
4. CLASS H INSULATION
5. SAFE ZONE AREA
6. GENERAL PURPOSE MOTOR
7. PUMP APPLICATION
8. MOUNTING: FOOT, FLANGE, FOOT/FLANGE

B	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
B2.1	0.55 kW, 1415 rpm, frame size 80, foot and flange mount type	R
B2.2	1.1 kW, 1430 rpm, frame size 90S, foot and flange mount type	R
B2.3	1.5 kW, 1410 rpm, frame size 90L, foot and flange mount type	R
B2.4	2.2 kW, 1410 rpm, frame size 100L, foot and flange mount type	R
B2.5	5.5 kW, 1465 rpm, frame size 132S, foot and flange mount type	R
B2.6	7.5 kW, 1455 rpm, frame size 132M, foot and flange mount type	R
B2.7	11 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
B2.8	15 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
B2.9	18.5 kW, 1465 rpm, frame size 180M, foot and flange mount type	R
B2.10	22 kW, 1465 rpm, frame size 180L, foot and flange mount type	R
B2.11	30 kW, 1470 rpm, frame size 200L, foot and flange mount type	R

INITIALS OF CITY OFFICIALS		
1	2	3

B	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
B2.12	37 kW, 1470 rpm, frame size 225S/M, foot and flange mount type	R _____
B2.13	45 kW, 1475 rpm, frame size 225S/M, foot and flange mount type	R _____
B2.14	55 kW, 1475 rpm, frame size 250S/M, foot and flange mount type	R _____
B2.15	75 kW, 1480 rpm, frame size 250 S/M, foot and flange mount type	R _____
B2.16	90 kW, 1485 rpm, frame size 280 S/M, foot and flange mount type	R _____
B2.17	110 kW, 1485 rpm, frame size 250 S/M, foot and flange mount type	R _____
B2.18	132 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B2.19	160 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B2.20	185 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B2.21	220 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
B2.22	315 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
B2.23	355 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
B2.24	400 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____

INITIALS OF CITY OFFICIALS		
1	2	3

C. TRANSPORT RATE (Excl VAT) all line items to be tendered on by all tenderers

	DESCRIPTION	UNIT	RATE Excl.VAT R
C1.1	Light Delivery Vehicle (LDV)	R/km	R_____
C1.2	Truck, 3 ton flat bed	R/km	R_____
C1.3	Truck, 5 ton flat bed	R/km	R_____
C1.4	Truck, 10 ton flat bed	R/km	R_____
C1.5	Truck, 3 ton with crane	R/km	R_____
C1.6	Truck, 5 ton with crane	R/km	R_____
C1.7	Truck, 10 ton with crane	R/km	R_____
C1.8	Mobile crane with 5 ton lifting capacity	Daily	R_____
C1.9	Mobile crane with 10 ton lifting capacity	Daily	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

D. LABOUR WORKING HOURS RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D2.1	Driver	R/hr	R_____
D2.2	Technical supervisor	R/hr	R_____
D2.3	Artisan electrician, Rigger, Armature winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D2.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D2.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D2.6	Rigging specialist labour rate	R/hr	R_____

D. LABOUR SATURDAY RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D3.1	Driver	R/hr	R_____
D3.2	Technical supervisor	R/hr	R_____
D3.3	Artisan electrician, Rigger, Armature winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D3.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D3.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D3.6	Rigging specialist labour rate	R/hr	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

D. LABOUR SUNDAY AND PUBLIC HOLIDAY RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D4.1	Driver	R/hr	R_____
D4.2	Technical supervisor	R/hr	R_____
D4.3	Artisan electrician, Rigger, Armature Winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D4.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D4.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D4.6	Rigging specialist labour rate	R/hr	R_____

INITIALS OF CITY OFFICIALS		
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E. PROVISIONAL SUM (line item to be tendered on by all tenderers)

NR	DESCRIPTION		(Percentage Mark Up)
E1		Provisional Sum	Tenderer to indicate the % allowance up to a maximum of 5%
E1.1	Allow for the provisional sum for the selection, supply, delivery to site and installation for any electrical motor, generator or related parts not listed in the pricing schedule and could not be specified and are unforeseen before the time of tender.	R 300 000.00 Incl VAT	

F: INSPECTIONS AND TESTS (all line items to be tendered on by all tenderers)

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
F.1.1	Thermal image survey of installation, including a motor and gearbox and/or fan and submit report	R/hr	R_____
F.1.2	Vibration analysis of motor or gearbox or ancillary equipment and submit report	R/hr	R_____

INITIALS OF CITY OFFICIALS		
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F: PREDICTIVE MAINTENANCE ASSESMENTS AND TESTS (all line items to be tendered on by all tenderers)

Item	Payment reference	Description	Work scope	Unit	Unit Price (Excl. VAT)
F.2.1	Specification Section 4.17, Predictive maintenance assessment of motor circuit and analysis	On site testing of Motor Circuit Analysis (MCA) by means of PdMA (Predictive Maintenance Assessment)	As per specification	R/hr	R_____
F2.2	Specification Section 6, Electrical motor predictive maintenance monitor sensor	Electrical Motor Smart predictive condition monitoring sensor	As per specification	Each	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

A. EQUIPMENT SERVICE: STANDARD THREE PHASE INDUCTION ELECTRIC MOTORS

REGION 3: KILLARNEY:

Note: Tenders to comply with Eligibility criteria Category A (Electrical Motors including 75 kilowatts and below).

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatts and below) – 4 poles 400 Volt AC machines									
A1.1 to A1.8	Motors of sizes all makes. 0.18 - 0.75 kW. 4 pole machines, 63-80 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A2.1 to A2.8	Motors of sizes all makes. 1.1 – 1.5 kW. 4 pole machines, 1.2 90 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A3.1 to A3.8	Motors of sizes all makes. 2.2 – 3.0 kW. 4 pole machines, 100 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A4.1 to A4.8	Motors of sizes all makes. 4.0 kW. 4 pole machines, 112 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A5.1 to A5.8	Motors of sizes all makes. 5.5 – 9.2 kW. 4 pole machines, 132 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A6.1 to A6.8	Motors of sizes all makes. 11.0 - 15 kW. 4 pole machines, 160 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A7.1 to A7.8	Motors of sizes all makes. 18.5 - 22 kW. 4 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A8.1 to A8.8	Motors of sizes all makes. 30 kW. 4 pole machines, 200 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
A9.1 to A9.8	Motors of sizes all makes. 37 - 45 kW. 4 pole machines, 255 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A10.1 to A10.8	Motors of sizes all makes. 55 - 75 kW. 4 pole machines, 250 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 3: KILLARNEY:

Note: Tenders to comply with Eligibility criteria **Category B** (Electrical Motors 75 kilowatts and above).

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical Motors above 75 kilowatts) – 4 poles 400 Volt AC machines									
A11.1 to A11.8	Motors of sizes all makes. 90 – 110 kW. 4 pole machines, 280 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A12.1 to A12.8	Motors of sizes all makes. 132 – 160 kW. 4 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A13.1 to A13.8	Motors of sizes all makes. 185 – 200 kW. 4 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A14.1 to A14.8	Motors of sizes all makes. 200, 250 kW. 4 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A15.1 to A15.8	Motors of sizes all makes. 300, 315 kW. 4 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A16.1 to A16.8	Motors of sizes all makes. 220, 260 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A17.1 to A17.8	Motors of sizes all makes. 300, 315, 330 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A18.1 to A18.8	Motors of sizes all makes. 355 kW. 4 pole machines, 315 C/D/E frame sizes	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

NO.	DESCRIPTION FOUR POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
A19.1 to A19.8	Motors of sizes all makes. 330 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A20.1 to A20.8	Motors of sizes all makes. 355 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A21.1 to A21.8	Motors of sizes all makes. 400 kW. 4 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
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REGION 3: KILLARNEY

Note: Tenders to comply with Eligibility criteria **Category A** (Electrical Motors including 75 kilowatts and below).

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category A (Electrical Motors including 75 kilowatts and below) – 6 pole 400 Volt AC machines									
A22.1 to A22.8	Motors of sizes all makes. 0.25 – 0.55 kW. 6 pole machines, 80 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A23.1 to A23.8	Motors of sizes all makes. 0.75 – 1.1 kW. 6 pole machines, 90 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A24.1 to A24.8	Motors of sizes all makes. 1.5 kW. 6 pole machines, 100 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A25.1 to A25.8	Motors of sizes all makes. 2.2 kW. 6 pole machines, 112 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A26.1 to A26.8	Motors of sizes all makes. 3.0 – 5.5 kW. 6 pole machines, 132 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A27.1 to A27.8	Motors of sizes all makes. 7.5 - 11 kW. 6 pole machines, 160 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A28.1 to A28.8	Motors of sizes all makes. 15.0 kW. 6 pole machines, 180 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A29.1 to A29.8	Motors of sizes all makes. 18.5 - 22 kW. 6 pole machines, 200 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A30.1 to A30.8	Motors of sizes all makes. 30 kW. 6 pole machines, 225 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A31.1 to A31.8	Motors of sizes all makes. 37 - 45 kW. 6 pole machines, 250 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A32.1 to A32.8	Motors of sizes all makes. 55 - 75 kW. 6 pole machines, 280 frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

REGION 3: KILLARNEY:

Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

Payment reference in Specifications Section 4.16 Standard maintenance plans/Works Package

NO.	DESCRIPTION SIX POLE INDUCTION MOTORS	TYPE A	TYPE B	TYPE C	TYPE D	TYPE E	TYPE F	TYPE G	TYPE H
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
<u>Category B</u> (Electrical Motors above 75 kilowatts) – 6 pole 400 Volt AC machines									
A33.1...A33.8	Motors of sizes all makes. 90 - 132 kW. 6 pole machines, 315 S/M frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A34.1...A34.8	Motors of sizes all makes. 160, 185 kW. 6 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A35.1...A35.8	Motors of sizes all makes. 200, 220 kW. 6 pole machines, 315 B frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A36.1...A36.8	Motors of sizes all makes. 250 kW. 6 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
A37.1...A37.8	Motors of sizes all makes. 300, 315 kW. 6 pole machines, 355 M/L frame	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
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B 38	DESCRIPTION GENERATOR SET ALTERNATOR	TYPE I	TYPE J	TYPE K
		EXCL. VAT R	EXCL. VAT R	EXCL. VAT R
Category B (Electrical machines including 55 kVa to 2000kVa 400 Volt AC machines				
B38.1 to B38.3	Generator set alternator of sizes all makes. 55 kVa – 100 kVa	R_____	R_____	R_____
B38.4 to B38.6	Generator set alternator of sizes all makes. 100 kVa – 200 kVa	R_____	R_____	R_____
B38.7 to B38.9	Generator set alternator of sizes all makes. 250 kVa – 350 kVa	R_____	R_____	R_____
B38.10 to B38.12	Generator set alternator of sizes all makes. 450 kVa – 630 kVa	R_____	R_____	R_____
B38.13 to B38.15	Generator set alternator of sizes all makes. 800 kVa – 1000 kVa	R_____	R_____	R_____
B38.16 to B38.18	Generator set alternator of sizes all makes. 1250 kVa – 1500 kVa	R_____	R_____	R_____
B38.19 to B38.21	Generator set alternator of sizes all makes. 1800 kVa	R_____	R_____	R_____
B38.22 to B38.24	Generator set alternator of sizes all makes. 2000 kVa	R_____	R_____	R_____
B38.25 to B38.27	Generator set alternator of sizes all makes. 2500 kVa	R_____	R_____	R_____

INITIALS OF CITY OFFICIALS		
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EQUIPMENT SERVICE: ONE OFF TYPE THREE PHASE ELECTRIC MOTORS

Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

B1		Rates schedule for <u>electric motors</u> at Voelvlei High Lift Pump Station. Rates requested are for the supply and installation of parts and also where there could be a combination of labour and parts forming part of a task.							
		Motor data: ACTOM large motors South Africa Cage Induction Motor Specification IEC 60034 Size UD450/125 Output 1450 kW Stator voltage 3300 Volt, Stator Current 301 Amps Speed 1489 rpm Temp rise 77K by resistance (S) 0 degree Celsius <or= Ambient <or= 43 degree Celsius Class F Insulation 3 phase, 50 Hertz Motor mass _____ kg, Duty S1, Mounting IM1001 Cooling IC 616 DE bearing: GB Bearings Size 14 dia 140, NDE bearing: GB Bearings Size 14 dia 140 Lubricant: ISO VG 32 Oil, Sump capacity 7.3 litre, oil change intervals 5000 Hrs							
NO.	DESCRIPTION	TYPE A B1.1	TYPE B B1.2	TYPE C B1.3	TYPE D B1.4	TYPE E B1.5	TYPE F B1.6	TYPE G B1.7	TYPE H B1.8
B1.1 to B1.8	ACTOM CAGE INDUCTION MOTOR 1450 kW, 3300 Volt	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B1.9	ACTOM CAGE INDUCTION MOTOR 1450 kW, 3300 Volt <u>Rotor (new supplied)</u>	R_____							

INITIALS OF CITY OFFICIALS		
1	2	3

Note: Tenders to comply with Eligibility criteria Category B (Electrical Motors 75 kilowatts and above)

B2		Rates schedule for <u>electric motors</u> at Voelvlei Low Lift Pump Station. Rates requested are for the supply and installation of parts and also where there could be a combination of labour and parts forming part of a task.							
		Motor data: Alstom large motors South Africa IEC34 Size 1LA145 Output 500 kW Stator voltage 3300 Volt Stator Current 108 Amps Speed 991 rpm Temp rise 80K Class F Insulation Ambient Air 40 degree Celsius 3 phase, 50 Hertz Motor mass 3400 kg, Duty S1, IM1001 mounting DE bearing NU226+6226 C3, NDE bearing NU 226 C3							
NO.	DESCRIPTION	TYPE A B2.1	TYPE B B2.2	TYPE C B2.3	TYPE D B2.4	TYPE E B2.5	TYPE F B2.6	TYPE G B2.7	TYPE H B2.8
B2.1 to B2.8	ALSTOM CAGE INDUCTION MOTOR 500 kW, 3300 Volt	R_____	R_____	R_____	R_____	R_____	R_____	R_____	R_____
B2.9	ALSTOM CAGE INDUCTION MOTOR 500 kW, 3300 Volt <u>Rotor (new supplied)</u>	R_____							

INITIALS OF CITY OFFICIALS		
1	2	3

REGION 3: KILLARNEY:

Supply of new electrical motors (all line items to be tendered on by all tenderers)

Payment reference in Specifications Section 5, Standard Specification for Electrical motors

4 POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR

MOTOR SPECIFICATION:

9. DOL AND VSD CONTROL
10. DIRECT AND PULLEY COUPLINGS
11. IP 55 INGRESS PROTECTION
12. CLASS H INSULATION
13. SAFE ZONE AREA
14. GENERAL PURPOSE MOTOR
15. PUMP APPLICATION
16. MOUNTING: FOOT, FLANGE, FOOT/FLANGE

C	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C1.1	0.55 kW, 1415 rpm, frame size 80, foot and flange mount type	R
C1.2	1.1 kW, 1430 rpm, frame size 90S, foot and flange mount type	R
C1.3	1.5 kW, 1410 rpm, frame size 90L, foot and flange mount type	R
C1.4	2.2 kW, 1410 rpm, frame size 100L, foot and flange mount type	R
C1.5	5.5 kW, 1465 rpm, frame size 132S, foot and flange mount type	R
C1.6	7.5 kW, 1455 rpm, frame size 132M, foot and flange mount type	R
C1.7	11 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
C1.8	15 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
C1.9	18.5 kW, 1465 rpm, frame size 180M, foot and flange mount type	R
C1.10	22 kW, 1465 rpm, frame size 180L, foot and flange mount type	R
C1.11	30 kW, 1470 rpm, frame size 200L, foot and flange mount type	R

INITIALS OF CITY OFFICIALS		
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C	DESCRIPTION FOUR POLE IE 1 STANDARD EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	EXCL. VAT R VALUE
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C1.12	37 kW, 1470 rpm, frame size 225S/M, foot and flange mount type	R
C1.13	45 kW, 1475 rpm, frame size 225S/M, foot and flange mount type	R
C1.14	55 kW, 1475 rpm, frame size 250S/M, foot and flange mount type	R
C1.15	75 kW, 1480 rpm, frame size 250 S/M, foot and flange mount type	R
C1.16	90 kW, 1485 rpm, frame size 280 S/M, foot and flange mount type	R
C1.17	110 kW, 1485 rpm, frame size 250 S/M, foot and flange mount type	R
C1.18	132 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.19	160 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.20	185 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.21	200 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R
C1.22	300 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R
C1.23	315 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R
C1.24	355 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R

INITIALS OF CITY OFFICIALS		
1	2	3

4 POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR**MOTOR SPECIFICATION:**

9. DOL AND VSD CONTROL
10. DIRECT AND PULLEY COUPLINGS
11. IP 55 INGRESS PROTECTION
12. CLASS H INSULATION
13. SAFE ZONE AREA
14. GENERAL PURPOSE MOTOR
15. PUMP APPLICATION
16. MOUNTING: FOOT, FLANGE, FOOT/FLANGE

C	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR	
	ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C2.1	0.55 kW, 1415 rpm, frame size 80, foot and flange mount type	R
C2.2	1.1 kW, 1430 rpm, frame size 90S, foot and flange mount type	R
C2.3	1.5 kW, 1410 rpm, frame size 90L, foot and flange mount type	R
C2.4	2.2 kW, 1410 rpm, frame size 100L, foot and flange mount type	R
C2.5	5.5 kW, 1465 rpm, frame size 132S, foot and flange mount type	R
C2.6	7.5 kW, 1455 rpm, frame size 132M, foot and flange mount type	R
C2.7	11 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
C2.8	15 kW, 1460 rpm, frame size 160M, foot and flange mount type	R
C2.9	18.5 kW, 1465 rpm, frame size 180M, foot and flange mount type	R
C2.10	22 kW, 1465 rpm, frame size 180L, foot and flange mount type	R
C2.11	30 kW, 1470 rpm, frame size 200L, foot and flange mount type	R

INITIALS OF CITY OFFICIALS		
1	2	3

C	DESCRIPTION	EXCL. VAT R VALUE
	FOUR POLE IE 3 TOP PREMIUM EFFICIENCY CAST IRON 400 VOLT 50 HERTZ THREE PHASE ELECTRICAL MOTOR ELECTRICAL MOTORS ARE NOT STANDARDISED TO A SPECIFIC BRAND. BIDDERS WILL TENDER ON MOST POPULAR BRANDS SUCH AS MOTORELLI, ACTOM, SMG, WEG ETC.	
C2.12	37 kW, 1470 rpm, frame size 225S/M, foot and flange mount type	R _____
C2.13	45 kW, 1475 rpm, frame size 225S/M, foot and flange mount type	R _____
C2.14	55 kW, 1475 rpm, frame size 250S/M, foot and flange mount type	R _____
C2.15	75 kW, 1480 rpm, frame size 250 S/M, foot and flange mount type	R _____
C2.16	90 kW, 1485 rpm, frame size 280 S/M, foot and flange mount type	R _____
C2.17	110 kW, 1485 rpm, frame size 250 S/M, foot and flange mount type	R _____
C2.18	132 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.19	160 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.20	185 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.21	220 kW, 1490 rpm, frame size 315 S/M, foot and flange mount type	R _____
C2.22	315 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
C2.23	355 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____
C2.24	400 kW, 1490 rpm, frame size 355 M/L, foot and flange mount type	R _____

INITIALS OF CITY OFFICIALS		
1	2	3

D. TRANSPORT RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D1.1	Light Delivery Vehicle (LDV)	R/km	R_____
D1.2	Truck, 3 ton flat bed	R/km	R_____
D1.3	Truck, 5 ton flat bed	R/km	R_____
D1.4	Truck, 10 ton flat bed	R/km	R_____
D1.5	Truck, 3 ton with crane	R/km	R_____
D1.6	Truck, 5 ton with crane	R/km	R_____
D1.7	Truck, 10 ton with crane	R/km	R_____
D1.8	Mobile crane with 5 ton lifting capacity	Daily	R_____
D1.9	Mobile crane with 10 ton lifting capacity	Daily	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

D. LABOUR WORKING HOURS RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D2.1	Driver	R/hr	R_____
D2.2	Technical supervisor	R/hr	R_____
D2.3	Artisan electrician, Rigger, Armature winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D2.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D2.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D2.6	Rigging specialist labour rate	R/hr	R_____

D. LABOUR SATURDAY RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D3.1	Driver	R/hr	R_____
D3.2	Technical supervisor	R/hr	R_____
D3.3	Artisan electrician, Rigger, Armature winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D3.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D3.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D3.6	Rigging specialist labour rate	R/hr	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

D. LABOUR SUNDAY AND PUBLIC HOLIDAY RATE (Excl VAT) all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
D4.1	Driver	R/hr	R_____
D4.2	Technical supervisor	R/hr	R_____
D4.3	Artisan electrician, Rigger, Armature Winder, Millwright, Fitter, Fitter and turner	R/hr	R_____
D4.4	Artisan assistant, Handyman, Labourer	R/hr	R_____
D4.5	Laser Alignment Specialist, Vibration Analyst	R/hr	R_____
D4.6	Rigging specialist labour rate	R/hr	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

E. PROVISIONAL SUM line item to be tendered on by all tenderers

NR	DESCRIPTION		(Percentage Mark Up)
E1		Provisional Sum	Tenderer to indicate the % allowance up to a maximum of 5%
E1.1	Allow for the provisional sum for the selection, supply, delivery to site and installation for any electrical motor, generator or related parts not listed in the pricing schedule and could not be specified and are unforeseen before the time of tender.	R 300 000.00 Incl VAT	

F: INSPECTIONS AND TESTS all line items to be tendered on by all tenderers

NR	DESCRIPTION	UNIT	RATE Excl.VAT R
F.1.1	Perform a thermal image survey of installation, including a motor and gearbox and/or fan and submit report	R/hr	R _____
F.1.2	Do vibration analysis of motor or gearbox or ancillary equipment and submit report	R/hr	R _____

INITIALS OF CITY OFFICIALS		
1	2	3

F: PREDICTIVE MAINTENANCE ASSESMENTS AND TESTS all line items to be tendered on by all tenderers

Item	Payment reference	Description	Work scope	Unit	Unit Price (Excl. VAT)
F.2.1	Specification Section 4.17, Predictive maintenance assessment of motor circuit and analysis	On site testing of Motor Circuit Analysis (MCA) by means of PdMA (Predictive Maintenance Assessment)	As per specification	R/hr	R_____
F2.2	Specification Section 6, Electrical motor predictive maintenance monitor sensor	Electrical Motor Smart predictive condition monitoring sensor	As per specification	Each	R_____

INITIALS OF CITY OFFICIALS		
1	2	3

(6) SUPPORTING SCHEDULES

Schedule 1: Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums

This schedule is to be completed if the tender is submitted by a partnership/joint venture/ consortium.

1. We, the undersigned, are submitting this tender offer as a partnership/ joint venture/ consortium and hereby authorize Mr/Ms _____, of the authorised entity _____, acting in the capacity of Lead Partner, to sign all documents in connection with the tender offer and any contract resulting from it on the partnership/joint venture/ consortium's behalf.
2. By signing this schedule, the partners to the partnership/joint venture/ consortium:
 - 2.1 warrant that the tender submitted is in accordance with the main business and objectives of the partnership/joint venture/ consortium;
 - 2.2 agree that the CCT shall make all payments in terms of this Contract into the following bank account of the Lead Partner:

Account Holder: _____

Financial Institution: _____

Branch Code: _____

Account No.: _____
 - 2.3 agree that in the event that there is a change in the partnership/ joint venture/ consortium and/or should a dispute arise between the partnership/joint venture/ consortium partners, that the CCT shall continue to make any/all payments due and payable in terms of the Contract into the aforesaid bank account until such time as the CCT is presented with a Court Order or an original agreement (signed by each and every partner of the partnership/joint venture/ consortium) notifying the CCT of the details of the new bank account into which it is required to make payment.
 - 2.4 agree that they shall be jointly and severally liable to the CCT for the due and proper fulfilment by the successful tenderer/supplier of its obligations in terms of the Contract as well as any damages suffered by the CCT as a result of breach by the successful tenderer/supplier. The partnership/joint venture/ consortium partners hereby renounce the benefits of excussion and division.

SIGNED BY THE PARTNERS OF THE PARTNERSHIP/ JOINT VENTURE/ CONSORTIUM		
NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....
		Signature..... Name..... Designation.....

Note: A copy of the Joint Venture Agreement shall be appended to List of other documents attached by tenderer schedule.

Schedule 2: Declaration for Procurement above R10 million

If the value of the transaction is expected to exceed R10 million (VAT included) the tenderer shall complete the following questionnaire, attach the necessary documents and sign this schedule:

1. Are you by law required to prepare annual financial statements for auditing? (Please mark with X)

YES		NO	
-----	--	----	--

1.1 If YES, submit audited annual financial statements:

- (i) for the past three years, or
- (ii) since the date of establishment of the tenderer (if established during the past three years)

By attaching such audited financial statements to **List of other documents attached by tenderer** schedule.

2. Do you have any outstanding undisputed commitments for municipal services towards the CCT or other municipality in respect of which payment is overdue for more than 30 (thirty) days? (Please mark with X)

YES		NO	
-----	--	----	--

2.1 If NO, this serves to certify that the tenderer has no undisputed commitments for municipal services towards any municipality for more than three (3) (three) months in respect of which payment is overdue for more than 30 (thirty) days.

2.2 If YES, provide particulars:

3. Has any contract been awarded to you by an organ of state during the past five (5) years? (Please mark with X)

YES		NO	
-----	--	----	--

3.1 If YES, insert particulars in the table below including particulars of any material non-compliance or dispute concerning the execution of such contract. Alternatively attach the particulars to **List of other documents attached by tenderer** schedule in the same format as the table below:

Organ of State	Contract Description	Contract Period	Non-compliance/dispute (if any)

4. Will any portion of the goods or services be sourced from outside the Republic, and if so, what portion and whether any portion of payment from the CCT is expected to be transferred out of the Republic? (Please mark with X)

YES		NO	
-----	--	----	--

4.1 If YES, furnish particulars below

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule 3: Preference Schedule

1 Definitions

The following definitions shall apply to this schedule:

All applicable taxes: Includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

Applicable Code: Shall be either the Amended Codes of Good Practice (published on 11 October 2013) or Sector Specific Codes as indicated in the tender conditions

B-BBEE: Broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act.

B-BBEE status level of contributor: The B-BBEE status of an entity in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act

Bid (Tender): A written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals.

Black Designated Groups: The meaning assigned to it in the codes of good practice issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act, 2003, (Act 53 of 2003).

Black People: The meaning assigned to it in section 1 of the Broad-Based Black Economic Empowerment Act.

Broad-Based Black Economic Empowerment Act: The Broad-Based Black Economic Empowerment Act, Act 53 of 2003.

Consortium or Joint Venture: 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.

Contract The agreement that results from the acceptance of a bid by an organ of state.

Co-operative: A co-operative registered in terms of section 7 of the Co-operatives Act, 2005 (Act no. 14 of 2005).

Designated Group: Black designated groups, black people, women, people with disabilities or small enterprises as defined in section 1 of the National Small Enterprises Act, 1996 (act no. 102 of 1996)

Designated Sector: A sector, sub-sector or industry or product that has been designated in terms of any relevant regulation of the Preferential Procurement Regulations, 2017.

Exempted Micro Enterprise (EME): An exempted micro enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act

Firm Price: The price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract.

Functionality: The ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.

Military Veteran: The meaning assigned to it in section 1 of the Military Veterans Act, 2011 (Act No. 18 of 2011).

National Treasury: The meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 18 of 1999).

Non-firm prices: All prices other than "firm" prices.

Person: Includes a juristic person.

People with disabilities: The meaning assigned to it in section 1 of the Employment Equity Act, 1998 (Act No. 55 of 1998).

Price: Includes all applicable taxes less unconditional discounts.

Proof of B-BBEE status level of contributor: The B-BBEE status level certificate issued by an authorised body or person, a sworn affidavit as prescribed by the B-BBEE Codes of good Practice or any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act.

Qualifying Small Enterprise (QSE): A qualifying small enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act.

Rand Value: means the total estimated value of a contract in Rand, calculated at the time of bid invitations.

Rural Area: A sparsely populated area in which people farm or depend on natural resources, including villages and small towns that are dispersed through the area or an area including a large settlement which depends on migratory labour and remittances and government social grants for survival, and may have a traditional land tenure system.

Stipulated Minimum Threshold: The minimum threshold stipulated in terms of any relevant regulation of the Preferential Procurement Regulations, 2017.

Sub-contract: The primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract.

The Act: The Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2000).

Total Revenue: Bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007.

Township: An urban living area that at any time from the late 19th century until 27 April 1994, was reserved for black people, including areas developed for historically disadvantaged individuals post 27 April 1994.

Treasury: The meaning assigned to it in section 1 of the Public Finance Management Act, 1999 (Act No. 18 of 1999).

Trust: The arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.

Trustee: Any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

Youth: The meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008).

2 Conditions associated with the granting of preferences

A supplier that is granted a preference undertakes to:

- 1) accept that the number of preference points allocated will be based on the B-BBEE status level of contributor of the supplier as at the closing date for submission of tender offers;
- 2) not sub-contract more than 25% of the value of the contract to sub-contractors that do not have an equal or higher B-BBEE status level of contributor than the supplier, unless the intended sub-contractors are exempted micro enterprises that have the capability and ability to execute the sub-contract works or unless otherwise declared in terms of Section 5 below;
- 3) accept that a contract may not be awarded if the price offered is not market related;
- 4) accept the sanctions set out in Section 3 below should Condition 2(2) be breached, or should the tenderer have submitted any false information regarding its B-BBEE status level of contributor, local production and content, or any other matter required in terms of this bid that will affect, or has affected the bid evaluation;
- 5) accept that, in order to qualify for preference points, it is the responsibility of the supplier to submit documentary proof of its BBEE level of contribution in accordance with the Codes of Good Practise, 2013, to the CCT at the Supplier Management Unit located within the Tender Distribution Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5);
- 6) accept that, further to 5) above, Consortiums/Joint Ventures will qualify for preference points, provided that the entity submits the relevant certificate/scorecard in terms of the Preferential Procurement Regulations, 2017. Note that, in the case of unincorporated entities, a verified scorecard in the name of the consortium/Joint Venture must be submitted with the quotation (attached to this schedule);
- 7) accept that if it is found that, in the performance of the contract, the participation of the various partners in a Consortium/ Joint Venture differs substantially from that upon which the consolidated scorecard submitted in terms of 5) above was based, and the impact of which is that the Joint Venture would not have been awarded the contract in terms of the actual B-BBEE level of contribution achieved by the Joint Venture, then a financial penalty shall be applied (in addition to any other remedies that the CCT may have) in accordance with Section 3 below;

- 8) accept that the CCT will verify the B-BBEE level of contributor of the supplier as at the closing date for submission of tender offers, to determine the number of preference points to be awarded to the supplier. In the case of Consortiums/Joint Ventures which tender as unincorporated entities, a verified scorecard submitted with the tender and valid as at the closing date will be used to determine the number of preference points to be awarded to the supplier;
- 9) accept that, notwithstanding 8) above, a supplier will **not** be awarded points for B-BBEE status level of contributor if he indicates in his tender that he intends sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the points that the supplier qualifies for unless the intended sub-contractors are exempted micro enterprises that have the capability and ability to execute the sub-contract works;
- 10) accept that any subcontracting arrangements after the award of the tender may only be entered into upon the prior approval of the City of Cape Town; and
- 11) immediately inform the City of Cape Town of any change that may affect the tenderer's B-BBEE level of contribution upon which preference points will be or have been allocated.

3 Sanctions relating to breaches of preference conditions

The sanctions for breaching the conditions associated with the granting of preferences are:

- 1) disqualify the supplier from the tender process;
- 2) recover costs, losses or damages the CCT has incurred or suffered as a result of the supplier's or contractor's conduct;
- 3) cancel the contract in whole or in part and claim any damages which the CCT has suffered as a result of having to make less favourable arrangements due to such cancellation;
- 4) restrict the supplier, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from the CCT for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied and inform the National Treasury accordingly;
- 5) forward the matter for criminal prosecution; and/or
- 6) financial penalties payable to the CCT, as set out below.

Financial penalty for breach of Condition 2 in Section 2 above:

The penalty to be applied for sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the preference points that the supplier qualified for (unless so declared or proven to be beyond the control of the supplier, or the sub-contractors are EMEs that have the capability and ability to execute the sub-contract works) shall be as provided for in the following formula:

$$\text{Penalty} = 0.5 \times E(\%) \times P^*$$

where:

E = The value of work (excluding VAT) executed by sub-contractors that do not qualify for at least the preference points that the supplier qualified for, expressed as a percentage of P*, less 25%

P* = Value of the contract

Financial penalty for breach in terms of condition 6 in Section 2 above:

The penalty to be applied where, in the performance of the contract, the participation of the various partners in a Consortium/ Joint Venture differs substantially from that upon which the consolidated scorecard submitted in terms of 5) in Section 2 above was based, and the impact of which is that the Joint Venture would not have been awarded that contract in terms of the actual B-BBEE level of contribution achieved by the Joint Venture, shall be as provided for in the following formula:

$$\text{Penalty} = 5/100 \times (\text{B-BBEE}^a - \text{B-BBEE}^t) \times P^*$$

where:

B-BBEE^a = The B-BBEE level of contribution that is achieved, determined in accordance with the actual participation of the Joint Venture partners in the performance of the contract

B-BBEE^t = The B-BBEE level of contribution that was used to determine the number of preference points granted to the Joint Venture at the time of tender evaluation

P* = Value of the contract

Financial penalty for breach in terms of condition 10 in Section 2 above:

The penalty to be applied where the supplier fails to disclose subcontracting arrangement after the award of the tender is up to a maximum of 10% of the value of the contract.

4 Level of Contribution in respect of enterprise status or structure of the tendering entity (the supplier)

In the interest of transparency, suppliers are required to complete Table 1: Level of Contribution below.

Table 1: Level of Contribution

Type of B-BBEE Contributor	Status (tick box(es) below as applicable)
Exempted Micro Enterprise (EME), 100% black-owned	☐
Exempted Micro Enterprise (EME), at least 51% but less than 100% black-owned	☐
Exempted Micro Enterprise (EME), less than 51% black-owned	☐
Qualifying Small Enterprise (QSE), 100% black-owned	☐
Qualifying Small Enterprise (QSE), at least 51% but less than 100% black-owned	☐
Qualifying Small Enterprise (QSE), less than 51% black-owned	☐
Verified B-BBEE contributor ☐ B-BBEE Status Level of Contributor ¹	☐
Non-compliant contributor	☐

¹ If it is indicated that the company/firm/entity is a verified B-BBEE contributor, then the verified status level of contributor must be inserted in the box provided (insert a number from 1 to 8 as applicable)

5 Declarations

- 1) With reference to Condition 8 in Section 2 above, the supplier declares that:

I/we hereby forfeit my preference points because I /we DO intend sub-contracting more than 25% of the value of the contract to sub-contractors that do not qualify for at least the points that I/we as supplier qualify for or are not exempted micro enterprises that have the capability and ability to execute the sub-contract works

☐

Note:

Suppliers who do not tick this box will be allocated preference points but the sanctions relating to breaches of preference conditions in Section 3 will be applicable if the supplier contravenes the conditions in Section 2.

- 2) The undersigned, who warrants that he/she is duly authorized to do so on behalf of the supplier, hereby certifies that the preference claimed based on the B-BBEE status level of contribution indicated in Table 1, qualifies the supplier, subject to condition 8 in Section 2 above, for such preference claimed, and acknowledges that:
- (i) the information furnished is true and correct;
 - (ii) the preference claimed is in accordance with the conditions of this schedule;
 - (iii) the supplier may be required to furnish documentary proof to the satisfaction of the CCT that the BBBEE level of contributor as at the closing date is correct; and
 - iv) he/she understands the conditions under which preferences are granted, and confirms that the supplier will satisfy the conditions pertaining to the granting of preferences.

Signature

Date

Name (PRINT)

(For and on behalf of the Supplier (duly authorised))

For official use.		
SIGNATURE OF CITY OFFICIALS AT TENDER OPENING		
1.	2.	3.

Schedule 4: Declaration of Interest – State Employees (MBD 4 amended)

1. No bid will be accepted from:
 - 1.1 persons in the service of the state¹, or
 - 1.2 if the person is not a natural person, of which any director, manager or principal shareholder or stakeholder is in the service of the state, or
 - 1.3 from persons, or entities of which any director, manager or principal shareholder or stakeholder, has been in the service of the City of Cape Town during the twelve months after the City employee has left the employ of the City, or
 - 1.4 from an entity who has employed a former City employee who was at a level of T14 or higher at the time of leaving the City's employ and involved in any of the City's bid committees for the bid submitted, if:
 - 1.4.1 the City employee left the City's employment voluntarily, during a period of 12 months after the City employee has left the employ of the City;
 - 1.4.2 the City employee left the City's employment whilst facing disciplinary action by the City, during a period of 24 months after the City employee has left the employ of the City, or any other period prescribed by applicable legislative provisions, after having left the City's employ.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the tenderer or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 3.1 Full Name of tenderer or his or her representative:.....
 - 3.2 Identity Number:.....
 - 3.3 Position occupied in the Company (director, trustee, shareholder²)
 - 3.4 Company or Close Corporation Registration Number:.....
 - 3.5 Tax Reference Number.....
 - 3.6 VAT Registration Number:.....
 - 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
 - 3.8 Are you presently in the service of the state? **YES / NO**
 - 3.8.1 If yes, furnish particulars
 - 3.9 Have you been in the service of the state for the past twelve months? **YES / NO**
 - 3.9.1 If yes, furnish particulars
 - 3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**
 - 3.10.1 If yes, furnish particulars
 - 3.11 Are you, aware of any relationship (family, friend, other) between any other tenderer and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**
 - 3.11.1 If yes, furnish particulars.....
 - 3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? **YES / NO**

3.14.1 If yes, furnish particulars

3.15 Have you, or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company been in the service of the City of Cape Town in the past twelve months? **YES / NO**

3.15.1 If yes, furnish particulars

3.16 Do you have any employees who was in the service of the City of Cape Town at a level of T14 or higher at the time they left the employ of the City, and who was involved in any of the City's bid committees for this bid? **YES / NO**

3.16.1 If yes, furnish particulars

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

Full Name	Identity Number	State Employee Number

If the above table does not sufficient to provide the details of all directors / trustees / shareholders, please append full details to the tender submission.

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

¹*MSCM Regulations: “in the service of the state” means to be –*

- (a) a member of –
 - (i) any municipal council;*
 - (ii) any provincial legislature; or*
 - (iii) the national Assembly or the national Council of provinces;**
- (b) a member of the board of directors of any municipal entity;*
- (c) an official of any municipality or municipal entity;*
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);*
- (e) an executive member of the accounting authority of any national or provincial public entity; or*
- (f) an employee of Parliament or a provincial legislature.*

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

Schedule 5: Conflict of Interest Declaration

1. The tenderer shall declare whether it has any conflict of interest in the transaction for which the tender is submitted. (Please mark with X)

YES		NO	
-----	--	----	--

- 1.1 If yes, the tenderer is required to set out the particulars in the table below:

2. The tenderer shall declare whether it has directly or through a representative or intermediary promised, offered or granted:

2.1 any inducement or reward to the CCT for or in connection with the award of this contract; or

2.2 any reward, gift, favour or hospitality to any official or any other role player involved in the implementation of the supply chain management policy. (Please mark with X)

YES		NO	
-----	--	----	--

If yes, the tenderer is required to set out the particulars in the table below:

Should the tenderer be aware of any corrupt or fraudulent transactions relating to the procurement process of the City of Cape Town, please contact the following:

the City's anti-corruption hotline at 0800 32 31 30 (toll free)

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule 6: Declaration of Tenderer's Past Supply Chain Management Practices (MBD 8)

Where the entity tendering is a partnership/joint venture/consortium, each party to the partnership/joint venture/consortium must sign a declaration in terms of the Municipal Finance Management Act, Act 56 of 2003, and attach it to this schedule.

- 1 The tender offer of any tenderer may be rejected if that tenderer or any of its directors/members have:
 - a) abused the municipality's / municipal entity's supply chain management system or committed any fraudulent conduct in relation to such system;
 - b) been convicted for fraud or corruption during the past five years;
 - c) willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d) been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004) or Database of Restricted Suppliers.

- 2 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
2.1	Is the tenderer or any of its directors/members listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
2.1.1	If so, furnish particulars:		
2.2	Is the tenderer or any of its directors/members listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004) or Database of Restricted Suppliers? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
2.2.1	If so, furnish particulars:		
2.3	Was the tenderer or any of its directors/members convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐

2.3.1	If so, furnish particulars:		
Item	Question	Yes	No
2.4	Does the tenderer or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
2.4.1	If so, furnish particulars:		
2.5	Was any contract between the tenderer and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
2.7.1	If so, furnish particulars:		

The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, , restriction of the tenderer or the exercise by the employer of any other remedies available to it.

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule 7: Authorisation for the Deduction of Outstanding Amounts Owed to the City of Cape Town

To: THE CITY MANAGER, CITY OF CAPE TOWN

From: _____
(Name of tenderer)

RE: AUTHORISATION FOR THE DEDUCTION OF OUTSTANDING AMOUNTS OWED TO THE CITY OF CAPE TOWN

The tenderer:

- a) hereby acknowledges that according to SCM Regulation 38(1)(d)(i) the City Manager may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the tenderer (or any of its directors/members/partners) to the CCT, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months; and
- b) therefore hereby agrees and authorises the CCT to deduct the full amount outstanding by the Tenderer or any of its directors/members/partners from any payment due to the tenderer; and
- c) confirms the information as set out in the tables below for the purpose of giving effect to b) above;
- d) The tenderer hereby certifies that the information set out in this schedule and/or attached hereto is true and correct, and acknowledges that failure to properly and truthfully complete this schedule may result in steps being taken against the tenderer, the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract, restriction of the tenderer or the exercise by the employer of any other remedies available to it.

Physical Business address(es) of the tenderer	Municipal Account number(s)

If there is not enough space for all the names, please attach the information to **List of other documents attached by tenderer** schedule in the same format:

Name of Director / Member / Partner	Identity Number	Physical residential address of Director / Member / Partner	Municipal Account number(s)

Signature
Print name:
On behalf of the tenderer (duly authorised)

Date

Schedule 8: Contract Price Adjustment and/or Rate of Exchange Variation

The tenderer shall indicate at time of tender the applicable Contract Price Adjustment (CPA) mechanism for each item which will be subject to price increases for the duration of the contract.

1. Contract price adjustment based on SEIFSA tables or LME indices
2. Contract price adjustment based on Producer Price Index (PPI) Statistics South Africa
3. Contract price adjustment based on Consumer Price Index (CPI) South Africa
4. Consumer Price List indices (Tender line items subjected to consumer price list escalations)
5. Rate of exchange for direct or indirect imported goods

1. Contract price adjustment based on SEIFSA tables or LME indices	Page no. _____
EAM Region no.: _____	

1. Contract price adjustment based on SEIFSA tables or LME indices	Page no. _____
EAM Region no.: _____	

1. Contract price adjustment based on SEIFSA tables or LME indices	Page no. _____
EAM Region no.: _____	

[illegible]

2. Contract price adjustment based on Producer Price Index (PPI) Statistics South Africa	Page no. _____
EAM Region no.: _____	

2. Contract price adjustment based on Producer Price Index (PPI) Statistics South Africa	Page no. _____
EAM Region no.: _____	

2. Contract price adjustment based on Producer Price Index (PPI) Statistics South Africa	Page no. _____
EAM Region no.: _____	

[illegible]

3. Contract price adjustment based on Consumer Price Index (CPI) South Africa	Page no. _____
EAM Region no.: _____	

3. Contract price adjustment based on Consumer Price Index (CPI) South Africa	Page no. _____
EAM Region no.: _____	

3. Contract price adjustment based on Consumer Price Index (CPI) South Africa	Page no. _____
EAM Region no.: _____	

[illegible]

Page no. _____

[illegible]

Schedule 9: Certificate of Independent Tender Determination

I, the undersigned, in submitting this tender **DP5924S/2020/21 SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS** in response to the tender invitation made by THE CITY OF CAPE TOWN, do hereby make the following statements, which I certify to be true and complete in every respect:

I certify, on behalf of: _____ (Name of tenderer)

That:

1. I have read and I understand the contents of this Certificate;
2. I understand that this tender will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorised by the tenderer to sign this Certificate, and to submit this tender, on behalf of the tenderer;
4. Each person whose signature appears on this tender has been authorised by the tenderer to determine the terms of, and to sign, the tender on behalf of the tenderer;
5. For the purposes of this Certificate and this tender, I understand that the word 'competitor' shall include any individual or organisation other than the tenderer, whether or not affiliated with the tenderer, who:
 - (a) has been requested to submit a tender in response to this tender invitation;
 - (b) could potentially submit a tender in response to this tender invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the tenderer and/or is in the same line of business as the tenderer.
6. The tenderer has arrived at this tender independently from and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium¹ will not be construed as collusive price quoting.
7. In particular, without limiting the generality of paragraphs 5 and 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation);
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit a tender;
 - (e) the submission of a tender which does not meet the specifications and conditions of the tender; or
 - (f) tendering with the intention not to win the contract.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this tender invitation relates.
9. The terms of this tender have not been and will not be disclosed by the tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, tenders 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, Act 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 10 (ten) years in terms of the Prevention and Combating of Corrupt Activities Act, Act 12 of 2004, or any other applicable legislation.

Signature

Date

Name (PRINT)

(For and on behalf of the Tenderer (duly authorised))

(¹ Consortium: 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.)

Schedule 10: Local Content Declaration / Annexure C

Not Used

Schedule 11: Price Basis for Imported Resources
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Not Used

Schedule 12: Schedule of Pre-Qualification Criteria Sub-Contractors

The tenderer shall provide information for the evaluation of their compliance with any sub-contracting pre-qualification criteria set in the tender conditions.

[illegible]

A	Price of tender under consideration (Pt) including VAT	R
B	Total value of sub-contracting including VAT	R
	Total sub-contracting percentage – (B/A)*100	%
	MINIMUM SUB-CONTRACTING TARGET AS CONTAINED IN CLAUSE 2.2.1.1.6	%

Tenderers must submit proof of all subcontracting arrangements identified on this schedule as an attachment hereto.

SIGNED ON BEHALF OF TENDERER:

Schedule 13: List of other documents attached by tenderer
--

The tenderer has attached to this schedule, the following additional documentation:

	Date of Document	Title of Document or Description (refer to clauses / schedules of this tender document where applicable)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		

Attach additional pages if more space is required.

 Signature
 Print name:
 On behalf of the tenderer (duly authorised)

 Date

Schedule 14: Record of Addenda to Tender Documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

SIGNED ON BEHALF OF TENDERER:

Schedule 15: Information to be provided with the tender

Not used

SIGNED ON BEHALF OF TENDERER:

Schedule 16: Information to be provided with the tender

The following information shall be provided with the Tender:

- a. **Some Key Staff Personnel** required are part of the Eligibility Criteria and others are part of the Functionality Criteria where the requirements are stipulated in the Conditions of Contract. The contractor is required to comply with all requirements for key staff personnel and provide a Curriculum Vitae for staff and labour with proof and a portfolio of evidence in support of all the key staff. Every staff member may or may not be in the permanent employment of the tenderer. Sub-contacted staff shall be listed in the Sub-Contractor declaration, Schedule 12. For all listed staff required, attach a short Curriculum Vitae with relevant trade related and or relevant work experience, number of years of work experience, qualification/s and copy of identity document with a clearly identifiable picture of the person. Where staff and labour resources are contracted, a detailed clarification will be included in the CV of such persons with a detailed Memorandum of Understanding (MOU) between the tendering entity and the contracted party of such a person. Documentation required for staff or resources, CV, shall include the full names and identity of the persons, it shall list all relevant years and experience required to meet the eligibility criteria. Qualifications shall be proven by copies of certificates, diplomas, degrees, driver licenses, operator licenses, professional registration cards or certificates. The information required shall be submitted in a clear, chronological and logical manner to enable ease of reference thereby limiting or eliminating the need to clarify after tender closure. No staff or resource shall be considered eligible if that person does not meet all the requirements at the time of tender closure. The tenderer will not be allowed to submit an alternative person who qualifies after tender closure should the first or initial person tendered, did not meet the criteria.
- b. **Workshop and office facilities** required, are part of the Functionality Criteria where the requirements are stipulated in the Conditions of Contract. The contractor is required to comply with all the requirements for workshop and office facilities and provide proof per category listed. For sub-contracted work, those facilities and locations shall be declared in the sub-contracting Schedule 12. Equipment will be sent for service and repairs to respective workshop facilities which may be sub-contracted or not. All equipment sent for service and repair by Engineering and Asset Management (EAM), needs to be made available for inspection before, after stripping or scoping of work and completion inspections. All serviced and repaired equipment needs to be made available for inspection and testing upon request, prior to dispatching back to origin to Engineering and Asset Management personal. It is therefore a requirement that repair facilities and workshops are all located within the City of Cape Town Metropolitan Municipal boundary.
- c. All key vehicles required are part of the Functionality Criteria where the requirements are stipulated in the Conditions of Contract. It would be required as and when required to comply with the general scope of work. The contractor is required to comply with all y criteria for Vehicles and provide proof of availability. Some vehicles may or may not be owned by the tenderer. Hired fleet, plant and equipment listed in the portfolio of evidence. The contractor is required to comply with all requirements for vehicles and provide proof of the following per category listed. Attach copies of the license disc or registration numbers of owned vehicles. For relevant licensed, attach verifiable proof of the existence or agreements with owner/s or rental company/s that will be used during the contract period.
- d. Where the entity tendering is a Joint Venture the tender must be accompanied by a statement and Memorandum of Understanding (MOU) describing exactly what aspects of the work will be undertaken by each party to the joint venture.
- e. Where the entity tendering would be using sourced labour and resources this shall be clarified in a Memorandum of Understanding (MOU) between parties and included in the Curriculum Vitae of such persons accompanied by a statement describing exactly what aspects of the work will be undertaken by each party.
- f. Tenderers shall ensure that all relevant information has been submitted with the tender offer in the prescribed format and requirements to ensure eligibility. Failure to provide all information **IN THIS TENDER SUBMISSION** could result in the tenderer not being able to achieve eligibility and thus declared non-responsive.

A more detailed explanation of the eligibility and functionality criteria is given below:

- a. The eligibility and functionality criteria is a measure of a vendor/contractor's ability to perform typical work done in the City of Cape Town, Water and Sanitation Department.
- b. The tenderer will only be deemed responsive for a selected Region, when all of the requirements of the eligibility and functionality criteria has been established.

SIGNED ON BEHALF OF TENDERER:

TENDER NO:

Indicate the Region of preference 1,2 or 3, with 1 being the first preference, 2 for second preference and 3 for third preference or no preference.

Region 1 (Schaapkraal)	Waste Water Plants Athlone - Pump Stations, Athlone - Treatment works, Camps bay – Outfall, Cape Flats - Treatment Works, Green point – Outfalls, Hout Bay – Outfall, Llandudno - Treatment works, Miller's Point - Treatment Works, Mitchells Plain - Treatment works, Oudekraal - Treatment works, Simonstown - Treatment Works, Wildevoeëlvlei - Treatment Works Bulk Water Plants Albion Springs Pump Station, Brooklands – Dams, Brooklands - Pump Station, Brooklands - Treatment Works, Constantia Nek - Treatment Plant, Garlandale - Pump Station, Kildare - Pump Station, Monterey - Pump Station, Monterey – Reservoir, Newlands – Reservoir, Table Mountain – Dams, Wynberg – Pump station, Wynberg – Reservoir, All Reticulation pump stations in this region	Are you tendering for this region? Circle your selection below. Yes/No	Indicated the preference rating 1, 2 or 3 or no preference Preference
Region 2 (Blomtuin)	Waste Water Plants Bellville - Pump Stations, Bellville - Treatment Works, Bloekombos [Water]- Pump Station, Borchard's Quarry - Treatment Works, Fisante Kraal Treatment Works, Gordons Bay - Treatment Works, Klipheuwel - Treatment works, Kraaifontein - Treatment Works, Macassar - Treatment Works, Macassar Pump Stations, Northpine - Pump Station, Scottsdene - Pump station, Scottsdene - Treatment Works, Wallacedene - Pump Station Bulk Water Plants Blackheath Reservoir, Blackheath Treatment Plant, Faure – Reservoir, Faure - Treatment Plant, Firlands - Pump Station, Glen Garry - Electrolytic Chlorination, Glen Garry – Reservoir, Helderberg - Treatment Plant, Steenbras – Catchment, Steenbras – Dam, Steenbras - Treatment Works, Wemmerhoek – Dam, Wemmershoek – Catchment, Wemmershoek - Treatment Works All Reticulation pump stations in this region	Are you tendering for this region? Circle your selection below. Yes/No	Indicated the preference rating 1, 2 or 3 or no preference Preference
Region 3 (Killarney)	Waste Water Plants Melkbos - Treatment works, Parow - Treatment Works, Potsdam - Pump Stations, Potsdam - Treatment works, Westfleur - Treatment works Bulk Water Plants Hospital - Pump Station, Hospital – Reservoir, Kloofnek - Treatment Plant, Melkbos – Reservoir, Melkbos Booster Pump Station, Midlands – Reservoir, Pella – Reservoir, Platteklouf - Electrolytic Chlorination, Platteklouf - Pipe Yard, Platteklouf – Reservoir, Silwerstroom - Pump stations, Silwerstroom - Treatment Works, Silwerstroom – Wellfield, Tygerberg - Electrolytic Chlorination, Tygerberg – Reservoir, Voëlvlei - Pump Station, Voëlvlei - Treatment Works, Witzands - Treatment Works, Witzands - Well Field All Reticulation pump stations in this region	Are you tendering for this region? Circle your selection below. Yes/No	Indicated the preference rating 1, 2 or 3 or no preference Preference

TENDER NO:

Complete table below by indicating the Region in order of preference 1,2 or 3:

All REGIONS	Are you tendering? Yes (tick your selection below)	Are you tendering? No ((tick your selection below)	Indicate the order of preference from 1 – 3 (number 1 being the most preferred) or no preference
Region 1 Schaapkraal			
Region 2 Blomtuin			
Region 3 Killarney			

SIGNED ON BEHALF OF TENDERER:

The table below lists all the key staff required during the contract period. The tenderer is required to complete the portfolio of evidence in support of all the requirements for every position/designation for key personal.

1. Key Staff Personnel Requirement			
Designation	Qualification	Experience	Minimum requirement
Technical Supervisor/Site foreman/Site agent (Legislative requirement in terms of Occupational Health and Safety Act and Regulations)	Trade tested Electrician or Professional qualification (N6 National Diploma Electrical Engineering or National Diploma Electrical Engineering or B-Tech Electrical Engineering)	>3 Years Post Qualification. Supervision of staff, scoping and estimating of work Quality assurance of construction works Quoting on estimates of work Knowledge of Occupational Health and Safety Act and Regulations 85 of 1993	x1 (One) required per region tendered for. It may be the same person in one or more regions tendered for.
Estimator and quotations specialist	On the job and related experience	>3 Years Post Qualification/In Service training and experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.
Electrician	Trade tested RSA Red Seal or SAQA equivalent certified for foreign nationals Electrician (three phase)	>3 Years Post Qualification	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.
Electrical motor winder	Electrical rewinder	>3 Years Post Qualification/In Service training and work related experience	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.
Mechanical Fitter	Trade test	>3 Years Post Qualification	x1 (One) required per region tendered for. It may NOT be the same person in one or more regions tendered for.
Spay painter	On the job and related experience	< 6 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the

TENDER NO:

			same person in one or more regions tendered for.
Sandblaster	On the job and related experience	< 6 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.
Assistant to artisan	On the job and related experience	< 6 months In Service training and work related experience	x2 (Two) required per region tendered for. It may NOT be the same persons in one or more regions tendered for.
Laser alignment specialist/artisan	On the job and related experience	< 12 months In Service training and work related experience	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.
Vibration Analyst Specialist	On the job and related experience and or specific OEM training workshop	< 12 months In Service previous experience included in CV in testing and compiling reports utilising vibration measuring and monitoring equipment	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.
Electrical Motor Conditioning Monitoring Specialist	On the job and related experience and or specific OEM training workshop	< 12 months In Service previous experience included in CV in testing and compiling reports utilising equipment such as or equivalent to PDMA (MCE Max) and All-Test Pro motor current signature analysis	x1 (One) required for an offer in one or more EAM Regions tendered for. It may be the same person in one or more regions tendered for.

1. Key Staff Personnel Requirement (Complete a duplicate page if required, for more staff) Page no. _____					
Complete the regional sections relevant for which the tenderer is offering to tender.					
Designation	Name and Surname	Qualification offered of listed person	Qualification as per tender specification	Years of experience offered	Years of experience as per tender specification
Technical Supervisor/Site foreman/Site agent (Eligibility Criteria)			Trade tested Electrician or Professional qualification (N6 National Diploma Electrical Engineering or National Diploma Electrical Engineering or B-Tech Electrical Engineering)		>3 Years Post Qualification. Supervision of staff, scoping and estimating of work Quality assurance of construction works Quoting on estimates of work Knowledge of Occupational Health and Safety Act and Regulations 85 of 1993
Estimator and quotations specialist			On the job and related experience		>3 Years Post Qualification/In Service training and experience
Electrician Region 1			Trade tested RSA Red Seal or SAQA equivalent certified for foreign nationals Electrician (three phase)		>3 Years Post Qualification
Electrician Region 2			Trade tested RSA Red Seal or SAQA equivalent certified for foreign nationals Electrician (three phase)		>3 Years Post Qualification

1. Key Staff Personnel Requirement (Complete a duplicate page if required, for more staff) Page no. _____					
Complete the regional sections relevant for which the tenderer is offering to tender.					
Designation	Name and Surname	Qualification offered of listed person	Qualification as per tender specification	Years of experience offered	Years of experience as per tender specification
Electrician Region 3			Trade tested RSA Red Seal or SAQA equivalent certified for foreign nationals Electrician (three phase)		>3 Years Post Qualification
Electrical motor winder Region 1			Electrical rewinder		>3 Years Post Qualification/In Service training and work related experience
Electrical motor winder Region 2			Electrical rewinder		>3 Years Post Qualification/In Service training and work related experience
Electrical motor winder Region 3			Electrical rewinder		>3 Years Post Qualification/In Service training and work related experience
Mechanical Fitter Region 1			Trade test		>3 Years Post Qualification
Mechanical Fitter Region 2			Trade test		>3 Years Post Qualification
Mechanical Fitter Region 3			Trade test		>3 Years Post Qualification
Spay painter			On the job and related experience		< 6 months In Service training and work related experience

1. Key Staff Personnel Requirement (Complete a duplicate page if required, for more staff) Page no. _____					
Complete the regional sections relevant for which the tenderer is offering to tender.					
Designation	Name and Surname	Qualification offered of listed person	Qualification as per tender specification	Years of experience offered	Years of experience as per tender specification
Sandblaster			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience
Assistant to artisan #1 Region 1			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience
Assistant to artisan #2 Region 1			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience
Assistant to artisan #1 Region 2			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience
Assistant to artisan #2 Region 2			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience
Assistant to artisan #1 Region 3			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience
Assistant to artisan #2 Region 3			< 6 months In Service training and work related experience		< 6 months In Service training and work related experience

1. Key Staff Personnel Requirement (Complete a duplicate page if required, for more staff) Page no. _____					
Complete the regional sections relevant for which the tenderer is offering to tender.					
Designation	Name and Surname	Qualification offered of listed person	Qualification as per tender specification	Years of experience offered	Years of experience as per tender specification
Laser alignment specialist/artisan			On the job and related experience and or specific OEM training workshop		< 12 months In Service training and work related experience
Vibration Analyst Specialist			On the job and related experience and or specific OEM training workshop		< 12 months In Service previous experience included in CV in testing and compiling reports utilising vibration measuring and monitoring equipment
Electrical Motor Conditioning Monitoring Specialist			On the job and related experience and or specific OEM training workshop		< 12 months In Service previous experience included in CV in testing and compiling reports utilising equipment such as or equivalent to PDMA (MCE Max) and All-Test Pro motor current signature analysis

2. Vehicles required per EAM Region or all Regions selected		
Number	Vehicle Type	Minimum requirement
1	1.0-ton Light Delivery Vehicle (LDV)	x1 (One) required per region tendered for. If more than one region is tendered for a minimum of 2 x (Two) vehicles are required. NO panels vans of motor vehicles will be eligible. Included a copy of registration document for each indicating owner.
2	Truck, 3 ton flat bed with truck mounted crane	x1 (One) required for an offer in one or more regions tendered for. Included a copy of registration document for each indicating owner.
3	Truck, 5-ton flat bed with truck mounted crane Should the tenderer own or have 24/7 daily access to a 5 ton flat bed with truck mounted crane, there is no requirement to also have a 3 ton flat bed with truck mounted crane in above no. 2 Not applicable for a Category A tender	x1 (One) required for an offer in one or more EAM Regions tendered for. Included a copy of registration document for each indicating owner. If none of these vehicles are owned, the tenderer need to prove to the City of Cape Town that such fleet can be acquired by means of rental or agreement with a fleet supplier etc.

The table below lists all the vehicles/fleet required during the contract period. The tenderer is required to complete the portfolio of evidence in support of all the listed vehicles/fleet.

2. Vehicles requirement per EAM Region or all Regions selected. Page no. _____		
Vehicles required per EAM Region or all Regions selected. (Complete a duplicate page if required, for more information)	Minimum requirement	Vehicles offered with tender Make, Model, load capacity, registration number, Owned or Sub-Contracted
1.0-ton Light Delivery Vehicle (LDV) #1 Region 1	x1 (One) required per region tendered for. If more than one region is tendered for a minimum of 2 x (Two) vehicles are required. NO panels vans of motor vehicles will be eligible. Included a copy of registration document for each indicating owner..	
1.0-ton Light Delivery Vehicle (LDV) #1 Region 2	x1 (One) required per region tendered for. If more than one region is tendered for a minimum of 2 x (Two) vehicles are required. NO panels vans of motor vehicles will be eligible. Included a copy of registration document for each indicating owner..	
1.0-ton Light Delivery Vehicle (LDV) #1 Region 3	x1 (One) required per region tendered for. If more than one region is tendered for a minimum of 2 x (Two) vehicles are required. NO panels vans of motor vehicles will be eligible. Included a copy of registration document for each indicating owner..	
Truck, 3 ton flat bed with truck mounted crane	x1 (One) required for an offer in one or more regions tendered for. Included a copy of registration document for each indicating owner..	

TENDER NO:

Truck, 5-ton flat bed with truck mounted crane Should the tenderer own or have 24/7 daily access to a 5 ton flat bed with truck mounted crane, there is no requirement to also have a 3 ton flat bed with truck mounted crane in above no. 2 Not applicable for a Category A tender	x1 (One) required for an offer in one or more EAM Regions tendered for. Included a copy of registration document for each indicating owner.	
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The table below lists all the workshop facilities required during the contract period. The tenderer is required to complete the portfolio of evidence in support of all the listed facilities.

3. Workshop facility required per EAM Region or all Regions selected and tendered for. THIS CRITERIA IS APPLICABLE WHEN A TENDERER INDICATES TO ONLY TENDER ON: <u>CATEGORY A</u> ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW	
Workshop and office facilities required per EAM Region or all Regions selected. This facility will satisfy the criteria to service <u>Category A</u> electrical motors. The following would be required and need to be presented upon evaluation site inspection:	Minimum requirement
The facility and equipment need to be presented upon evaluation site inspection: 3.1 Mechanical machine fabrication shop for electrical motors up to 0.75 metric ton 3.2 Electrical motor rewinding workshop for electrical motors up to 0.75 metric ton 3.3 Electrical or gas fired baking oven for electrical motors up to 0.75 metric ton 3.4 Workshops and repair facilities all located within the City of Cape Town Metropolitan Municipal boundary 3.5 Sandblast facility 3.6 Spray-painting facility	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report.

3. Workshop facilities requirement

The following would be required and need to be presented upon evaluation site inspection:

Page no. _____

Complete the regional sections relevant for which the tenderer is offering a tender. (Complete a duplicate page if required, for more information)		CATEGORY A ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW
Workshop and office facilities required per EAM Region or all Regions selected	Minimum requirement	In compliance with for an electro-mechanical workshop and activities offered with tender. Address where the facility may be inspected: Name of business, Address, Contact details/number, Owned or Sub-Contracted _____ _____ _____ _____
Mechanical machine fabrication shop for electrical motors up to 0.75 metric ton	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report	Tenderer to indicate does the facility comply? (Yes/No)
Electrical motor rewinding workshop for electrical motors up to 0.75 metric ton		Tenderer to indicate does the facility comply? (Yes/No)
Electrical or gas fired baking oven for electrical motors up to 0.75 metric ton		Tenderer to indicate does the facility comply? (Yes/No)
Workshops and repair facilities all located within the City of Cape Town Metropolitan Municipal boundary		Tenderer to indicate does the facility comply? (Yes/No)
Sandblast facility		Tenderer to indicate does the facility comply? (Yes/No)
Spray painting booth with extraction ventilation		Tenderer to indicate does the facility comply? (Yes/No)

4. Workshop facility required per EAM Region or all Regions selected THIS CRITERIA IS APPLICABLE WHEN A TENDERER INDICATES TO TENDER ON: <u>CATEGORY A</u> and <u>CATEGORY B</u> ELECTRICAL MOTORS BELOW AND ABOVE 75 KILOWATT		
Number	Workshop and office facilities required per EAM Region or all Regions selected. This facility will satisfy the criteria to service both <u>Category A</u> and <u>Category B</u> electrical motors. The following would be required and need to be presented upon evaluation site inspection:	Minimum requirement
	The facility and equipment need to be presented upon eligibility site inspection: 4.1 Mechanical machine fabrication shop for electrical motors up to metric 3 ton 4.2 Electrical motor rewinding workshop for electrical motors up to metric 3 ton 4.3 Electrical or gas fired baking oven for electrical motors up to 3 metric ton 4.4 Workshops and repair facilities all located within the City of Cape Town Metropolitan Municipal boundary 4.5 Sandblast facility 4.6 Spray-painting facility	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report. tendered for.

4. Workshop facilities requirement

Page no. _____

The following would be required and need to be presented upon evaluation site inspection:

Complete the regional sections relevant for which the tenderer is offering a tender. (Complete a duplicate page if required, for more information)		CATEGORY A and CATEGORY B ELECTRICAL MOTORS BELOW AND ABOVE 75 KILOWATT
Workshop and office facilities required per EAM Region or all Regions selected	Minimum requirement	In compliance with for an electro-mechanical workshop and activities offered with tender. Address where the facility may be inspected: Name of business, Address, Contact details/number, Owned or Sub-Contracted _____ _____ _____ _____
Mechanical machine fabrication shop for electrical motors up to 3.0 metric ton	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report	Tenderer to indicate does the facility comply? (Yes/No)
Electrical motor rewinding workshop for electrical motors up to 3.0 metric ton		Tenderer to indicate does the facility comply? (Yes/No)
Electrical or gas fired baking oven for electrical motors up to 3.0 metric ton		Tenderer to indicate does the facility comply? (Yes/No)
Workshops and repair facilities all located within the City of Cape Town Metropolitan Municipal boundary		Tenderer to indicate does the facility comply? (Yes/No)
Sandblast facility		Tenderer to indicate does the facility comply? (Yes/No)
Spray painting booth with extraction ventilation		Tenderer to indicate does the facility comply? (Yes/No)

5. Tools and equipment required per EAM Region or all Regions selected

The following would be required and need to be presented upon evaluation site inspection:

THIS CRITERIA IS APPLICABLE WHEN A TENDERER INDICATES TO ONLY TENDER ON CATEGORY A ELECTRICAL MOTORS.

ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW

Number	Electrical motor rewinding repair facility	Minimum requirement
	The following tests would be required depending the application and the following equipment need to be presented upon site inspection: Electrical motor testing facility testing the following; 5.1 Meggar test of windings for insulation resistance 5.2 Meggar test of windings for continuity of windings 5.3 Polarity test 5.4 Volt drop test 5.5 Stator core test (Conventional current induction and thermography and electric core tester) 5.6 Rotor test 5.7 Full voltage load test 5.8 Stator and winding analyzer 5.9 Dynamic balance machine for rotors = and < 75 kW	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report.

5. Tools and equipment required per EAM Region or all Regions selected

Page no. _____

The following would be required and need to be presented upon evaluation site inspection:

Complete the regional sections relevant for which the tenderer is offering a tender. (Complete a duplicate page if required, for more information)		CATEGORY A ELECTRICAL MOTORS. ELECTRICAL MOTORS INCLUDING 75 KILOWATT AND BELOW
Electrical motor testing facility testing the following;	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report.	Tenderer to indicate does the test equipment comply with requirements? (Yes/No)
5.1 Meggar test of windings for insulation resistance 5.2 Meggar test of windings for continuity of windings 5.3 Polarity test 5.4 Volt drop test 5.5 Stator core test (Conventional current induction and thermography and electric core tester) 5.6 Rotor test 5.7 Full voltage load test 5.8 Stator and winding analyzer 5.9 Dynamic balance machine for rotors = and < 75 kW		

6. Tools and equipment required per EAM Region or all Regions selected

The following would be required and need to be presented upon evaluation site inspection:

**THIS CRITERIA IS APPLICABLE WHEN A TENDERER INDICATES TO TENDER ON
CATEGORY A and or CATEGORY B ELECTRICAL MOTORS BELOW and or ABOVE 75 KILOWATT**

Number	Electrical motor rewinding repair facility	Minimum requirement
	The following tests would be required depending the application and the following equipment need to be presented upon site evaluation inspection: Electrical motor testing facility capable of testing the following: 6.1 Meggar test of windings for insulation resistance 6.2 Meggar test of windings for continuity of windings 6.3 Polarity test 6.4 Volt drop test 6.5 Current endurance test 6.6 High voltage withstand test (Pressure test) 6.7 Stator core test (Conventional current induction and thermography and electric core tester) Mechanical test 6.8 Rotor test 6.9 Full voltage load test up to 500 kW 6.10 Electronic winding and analyzer 6.11 Full load test rig up to 500 kW 6.12 Dynamic balance machine	x1 (One) required per region tendered for

6. Tools and equipment required per EAM Region or all Regions selected

Page no. _____

The following would be required and need to be presented upon evaluation site inspection:

Complete the regional sections relevant for which the tenderer is offering a tender. (Complete a duplicate page if required, for more information)		CATEGORY A and or CATEGORY B ELECTRICAL MOTORS BELOW and or ABOVE 75 KILOWATT
Electrical motor testing facility capable of testing the following:	x1 (One) required for an offer in one or more EAM Regions tendered for. Capacity to satisfy the contract expectations and workload will be determined by the due diligence report.	
6.1 Meggar test of windings for insulation resistance 6.2 Meggar test of windings for continuity of windings 6.3 Polarity test 6.4 Volt drop test 6.5 Current endurance test 6.6 High voltage withstand test (Pressure test) 6.7 Stator core test (Conventional current induction and thermography and electric core tester) Mechanical test 6.8 Rotor test 6.9 Full voltage load test up to 500 kW 6.10 Electronic winding and analyzer 6.11 Full load test rig up to 500 kW 6.12 Dynamic balance machine		Tenderer to indicate does the test equipment comply with requirements? (Yes/No)

SIGNED ON BEHALF OF TENDERER:

TENDER DOCUMENT GOODS AND SERVICES		 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD	
SUPPLY CHAIN MANAGEMENT			
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TENDER NO: 76S/2021/22

**TENDER DESCRIPTION: SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF
AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS**

CONTRACT PERIOD: 01 July 2022 to 30 June 2025

VOLUME 3: DRAFT CONTRACT

TENDERER	
NAME of Company/Close Corporation or Partnership / Joint Venture/ Consortium or Sole Proprietor /Individual	
TRADING AS (if different from above)	

NATURE OF TENDER OFFER (please indicate below)	
Main Offer (see clause 2.2.11.1)	
Alternative Offer (see clause 2.2.11.1)	

VOLUME 3: DRAFT CONTRACT

(7) SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract, referring to the National Treasury – Conditions of Contract (revised July 2010), are applicable to this Contract:

1. Definitions

Delete Clause 1.15 and substitute with the following

- 1.15 The word 'Goods' is to be replaced everywhere it occurs in the GCC with the phrase 'Goods and / or Services' which means all of the equipment, machinery, materials, services, products, consumables, etc. that the supplier is required to deliver to the purchaser under the contract. This definition shall also be applicable, as the context requires, anywhere where the words "supplies" and "services" occurs in the GCC.

Delete Clause 1.19 and substitute with the following

- 1.19 The word 'Order' is to be replaced everywhere it occurs in the GCC with the words 'Purchase Order' which means the official purchase order authorised and released on the purchaser's SAP System

Delete Clause 1.21 and substitute with the following:

- 1.21 'Purchaser' means the **City of Cape Town**. The address of the Purchaser is **12 Hertzog Boulevard, Cape Town, 8001**.

Add the following after Clause 1.25:

- 1.26 'Supplier' means any provider of goods and / or services with whom the contract is concluded
- 1.27 "Intellectual Property" means any and all intellectual property rights of any nature anywhere in the world whether registered, registerable or otherwise, including patents, trademarks, registered designs and domain names, applications for any of the foregoing, trade or business names, copyright and rights in the nature of copyright, design rights, rights in databases, know-how, trade secrets and any other intellectual property rights which subsist in computer software, computer programs, websites, documents, information, techniques, business methods, drawings, logos, instruction manuals, lists and procedures and particulars of customers, marketing methods and procedures and advertising literature, including the "look and feel" of any websites

3. General Obligations

Delete Clause 3.2 in its entirety and replace with the following clauses.

- 3.2 The parties will be liable to each other arising out of or in connection with any breach of the obligations detailed or implied in this contract, subject to clause 28.
- 3.3 All parties in a joint venture or consortium shall be jointly and severally liable to the purchaser in terms of this contract and shall carry individually the minimum levels of insurance stated in the contract, if any.
- 3.4 The parties shall comply with all laws, regulations and bylaws of local or other authorities having jurisdiction regarding the delivery of the goods and give all notices and pay all charges required by such authorities.
- 3.4.1 The parties agree that this contract shall also be subject to the CCT's Supply Chain Management Policy ('SCM Policy') that was applicable on the date the bid was advertised, **save that if the Employer adopts a new SCM Policy which contemplates that any clause therein would apply to the contract emanating from this tender, such clause shall also be applicable to that contract.** Please refer to this document contained on the CCT's website.
- 3.4.2 Abuse of the supply chain management system is not permitted and may result in cancellation of the

contract, restriction of the supplier, and/or the exercise by the City of any other remedies available to it as described in the SCM Policy.

3.5 The supplier shall:

3.5.1 Arrange for the documents listed below to be provided to the Purchaser prior to the issuing of the order:

- a) Proof of Insurance (Refer to Clause 11) or Insurance Broker's Warrantee
- b) Letter of good standing from the Compensation Commissioner, or a licensed compensation insurer (Refer to Clause 11)
- c) Initial delivery programme
- d) Other requirements as detailed in the tender documents

3.5.2 Only when notified of the acceptance of the bid by the issuing of the order, the supplier shall commence with and carry out the delivery of the goods in accordance with the contract, to the satisfaction, of the purchaser

3.5.3 Provide all of the necessary materials, labour, plant and equipment required for the delivery of the goods including any temporary services that may be required

3.5.4 Insure his workmen and employees against death or injury arising out of the delivery of the goods

3.5.5 Be continuously represented during the delivery of the goods by a competent representative duly authorised to execute instructions;

3.5.6 In the event of a loss resulting in a claim against the insurance policies stated in clause 11, pay the first amount (excess) as required by the insurance policy

3.5.7 Comply with all written instructions from the purchaser subject to clause 18

3.5.8 Complete and deliver the goods within the period stated in clause 10, or any extensions thereof in terms of clause 21

3.5.9 Make good at his own expense all incomplete and defective goods during the warranty period

3.5.10 Pay to the purchaser any penalty for delay as due on demand by the purchaser. The supplier hereby consents to such amounts being deducted from any payment to the supplier.

3.5.11 Comply with the provisions of the OHAS Act & all relevant regulations.

3.5.12 Comply with all laws relating to wages and conditions generally governing the employment of labour in the Cape Town area and any applicable Bargaining Council agreements.

3.5.13 Deliver the goods in accordance with the contract and with all reasonable care, diligence and skill in accordance with generally accepted professional techniques and standards.

3.6 The purchaser shall:

3.6.1 Issue orders for the goods required under this Contract. No liability for payment will ensue for any work done if an official purchase order has not been issued to the supplier.

3.6.2 Make payment to the supplier for the goods as set out herein.

3.6.3 Take possession of the goods upon delivery by the supplier.

3.6.4 Regularly inspect the goods to establish that it is being delivered in compliance with the contract.

3.6.5 Give any instructions and/or explanations and/or variations to the supplier including any relevant advice to assist the supplier to understand the contract documents.

3.6.6 Grant or refuse any extension of time requested by the supplier to the period stated in clause 10.

- 3.6.7 Inspect the goods to determine if, in the opinion of the purchaser, it has been delivered in compliance with the contract, alternatively in such a state that it can be properly used for the purpose for which it was intended.
- 3.6.8 Brief the supplier and issue all documents, information, etc. in accordance with the contract.

5. Use of contract documents and information; inspection, copyright, confidentiality, etc.

Add the following after clause 5.4:

- 5.5 Copyright of all documents prepared by the supplier in accordance with the relevant provisions of the copyright Act (Act 98 of 1978) relating to contract shall be vested in the purchaser. Where copyright is vested in the supplier, the purchaser shall be entitled to use the documents or copy them only for the purposes for which they are intended in regard to the contract and need not obtain the supplier's permission to copy for such use. Where copyright is vested in the purchaser, the supplier shall not be liable in any way for the use of any of the information other than as originally intended for the contract and the purchaser hereby indemnifies the supplier against any claim which may be made against him by any party arising from the use of such documentation for other purposes.

The ownership of data and factual information collected by the supplier and paid for by the purchaser shall, after payment, vest with the purchaser

- 5.6 **Publicity and publication**
The supplier shall not release public or media statements or publish material related to the services or contract within two (2) years of completion of the services without the written approval of the purchaser, which approval shall not be unreasonably withheld.
- 5.7 **Confidentiality**
Both parties shall keep all information obtained by them in the context of the contract confidential and shall not divulge it without the written approval of the other party.
- 5.8 **Intellectual Property**
- 5.8.1 The supplier acknowledges that it shall not acquire any right, title or interest in or to the Intellectual Property of the Employer.
- 5.8.2 The supplier hereby assigns to the Employer, all Intellectual Property created, developed or otherwise brought into existence by it for the purposes of the contract, unless the Parties expressly agree otherwise in writing.
- 5.8.3 The supplier shall, and warrants that it shall:
- 5.8.3.1 not be entitled to use the Employer's Intellectual Property for any purpose other than as contemplated in this contract;
- 5.8.3.2 not modify, add to, change or alter the Employer's Intellectual Property, or any information or data related thereto, nor may the supplier produce any product as a result of, including and/or arising from any such information, data and Intellectual Property, and in the event that it does produce any such product, the product shall be, and be deemed in law to be, owned by the Employer;
- 5.8.3.3 not apply for or obtain registration of any domain name, trademark or design which is similar to any Intellectual Property of the Employer;
- 5.8.3.4 comply with all reasonable directions or instructions given to it by the Employer in relation to the form and manner of use of the Employer Intellectual Property, including without limitation, any brand guidelines which the Employer may provide to the supplier from time to time;
- 5.8.3.5 procure that its employees, directors, members and contractors comply strictly with the provisions of clauses 5.8.3.1 to 5.8.3.3 above;
unless the Employer expressly agrees thereto in writing after obtaining due internal authority.
- 5.8.4 The supplier represents and warrants to the Employer that, in providing goods, services or both, as the case may be, for the duration of the contract, it will not infringe or make unauthorised use of the Intellectual Property rights of any third party and hereby indemnifies the Employer from any claims, liability, loss, damages, costs, and expenses arising from the infringement or unauthorised use by the supplier of any third party's Intellectual Property rights.
- 5.8.5 In the event that the contract is cancelled, terminated, ended or is declared void, any and all of the Employer's Intellectual Property, and any and all information and data related thereto, shall be immediately handed over to the Employer by the supplier and no copies thereof shall be retained by

the supplier unless the Employer expressly and in writing, after obtaining due internal authority, agrees otherwise.

7. Performance Security

No performance guarantee is applicable to this tender.

8. Inspections, tests and analyses

Delete Clause 8.2 and substitute with the following:

- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organisation acting on behalf of the purchaser.

10. Delivery and documents

Delete clauses 10.1 and 10.2 and replace with the following:

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The time for delivery of the goods shall be the date as stated on the order. Orders for the supply and delivery of goods may be raised up until the expiry of a framework agreement bid, provided that the goods can be delivered within 30 days of expiry of the framework contract. All orders, other than for the supply and delivery of goods, must be completed prior to the expiry of the contract period.
- 10.2 The purchaser shall determine, in its sole discretion, whether the goods have been delivered in compliance with the contract, alternatively in such a state that it can be properly used for the purpose for which it was intended. When the purchaser determines that the goods have been satisfactorily delivered, the purchaser must issue an appropriate certification, or written approval, to that effect. Invoicing may only occur, and must be dated, on or after the date of acceptance of the goods.

11. Insurance

Add the following after clause 11.1:

- 11.2 Without limiting the obligations of the supplier in terms of this contract, the supplier shall effect and maintain the following additional insurances:
- a) Public liability insurances, in the name of the supplier, covering the supplier and the purchaser against liability for the death of or injury to any person, or loss of or damage to any property, arising out of or in the course of this Contract, in an amount not less than **R20 million** for any single claim;
 - b) Motor Vehicle Liability Insurance, in respect of all vehicles owned and / or leased by the supplier, comprising (as a minimum) "Balance of Third Party" Risks including Passenger Liability Indemnity;
 - c) Registration / insurance in terms of the Compensation for Occupational Injuries and Disease Act, Act 130 of 1993. This can either take the form of a certified copy of a valid Letter of Good Standing issued by the Compensation Commissioner, or proof of insurance with a licenced compensation insurer, from either the bidder's broker or the insurance company itself (see **Proof of Insurance / Insurance Broker's Warranty** section in document for a pro forma version).

In the event of under insurance or the insurer's repudiation of any claim for whatever reason, the CCT will retain its right of recourse against the supplier.

- 11.3 The supplier shall be obliged to furnish the CCT with proof of such insurance as the CCT may require from time to time for the duration of this Contract. Evidence that the insurances have been effected in terms of this clause, shall be either in the form of an insurance broker's warranty worded precisely as per the pro forma version contained in the **Proof of Insurance / Insurance Broker's Warranty** section of the document or copies of the insurance policies.

15. Warranty

Add to Clause 15.2:

15.2 This warranty for this contract shall remain valid for **twelve (12) months** after the goods have been delivered.

The warranty conditions for this contract shall be as contained in the specifications.

16. Payment

Delete Clause 16.1 in its entirety and replace with the following:

16.1 A monthly payment cycle will be the norm. All invoices which are dated on or before the 20th of a particular month will typically be paid between the 23rd and 26th of the following month. The supplier may submit a fully motivated application regarding more frequent payment to the Employer's Director: Expenditure for consideration. Requests for more frequent payments will be considered at the sole discretion of the Employer and is not a right in terms of this contract.

Delete Clause 16.2 in its entirety and replace with the following:

16.2 The supplier shall furnish the purchaser's Accounts Payable Department with an original tax invoice, clearly showing the amount due in respect of each and every claim for payment.

Add the following after clause 16.4

16.5 Notwithstanding any amount stated on the order, the supplier shall only be entitled to payment for goods actually delivered in terms of the Project Specification and Drawings, or any variations in accordance with clause 18. Any contingency sum included shall be for the sole use, and at the discretion, of the purchaser.

The CCT is not liable for payment of any invoice that pre-dates the date of delivery of the goods.

16.6 The purchaser will only make advanced payments to the supplier in strict compliance with the terms and details as contained on **Proforma Advanced Payment Guarantee** and only once the authenticity of such guarantee has been verified by the City's Treasury Department.

17. Prices

Add the following after clause 17.1

17.2 If as a result of an award of a contract beyond the original tender validity period, the contract execution will be completed beyond a period of twelve (12) months from the expiry of the original tender validity period, then the contract may be subject to contract price adjustment for that period beyond such twelve (12) months. An appropriate contract price adjustment formula will be determined by the Director: Supply Chain Management if such was not included in the bid documents.

17.3 If as a result of any extension of time granted the contract execution will be completed beyond a period of twelve (12) months from the expiry of the original tender validity period, then contract price adjustment may apply to that period beyond such twelve (12) months. An appropriate contract price adjustment formula will be determined by the Director: Supply Chain Management if such was not included in the bid documents.

17.4 The prices for the goods delivered and services performed shall be subject to contract price adjustment and the following conditions will be applicable:

17.4.1 Pricing Instructions:

17.4.1.1 The Contract Price Adjustment mechanism, contained in this schedule is compulsory and binding on all tenderers.

17.4.1.2 Failure to complete this schedule or any part thereof may result in the tender offer being declared non-responsive.

17.4.1.3 Tenderers are not permitted to amend, vary, alter or delete this schedule or any part thereof unless otherwise stated in this schedule, failing which the tender offer shall be declared non-responsive.

17.4.1.4 Tenderers are not permitted to offer firm prices except as provided for in the Price Schedule, and if

the tenderer offers firm prices in contravention of this clause the tender offer shall be declared non-responsive.

Any claim for an increase in the Contract price shall be submitted in writing to the:

Director Supply Chain Management, City of Cape Town,

P O Box 655, Cape Town, 8000 or

by email to: CPA.Request@capetown.gov.za and carbon copy (cc)

Rene.Wyngaard@capetown.gov.za

by fax to: (021) 400 2717 / 086 588 5170 for attention: Rene Wyngaard

prior to the date upon which the price adjustment would become effective.

- 17.4.1.5 The CCT reserves the right to withhold payment of any claim for contract price adjustment while only provisional figures are available and until the final (revised) figures are issued by the relevant authority.
- 17.4.1.6 When submitting a claim for contract price adjustment a supplier shall indicate the actual amount claimed for each item. A mere notification of a claim for contract price adjustment without stating the new price claimed for each item shall, for the purpose of this clause, not be regarded as a valid claim.
- 17.4.1.7 The CCT reserves the right to request the supplier to submit auditor's certificates or such other documentary proof as it may require in order to verify a claim for contract price adjustment. Should the supplier fail to submit such auditor's certificates or other documentary proof to the CCT within a period of 30 (thirty) days from the date of the request, it shall be presumed that the supplier has abandoned his claim.
- 17.4.1.8 The tenderer shall indicate at tender stage the contract price adjustment mechanism chosen for items tendered for by completing the table/s in returnable Schedules 8.
- 17.4.1.9 Provisional sum is an allowance for the selection, supply, delivery to site and installation for any electrical motor, generator or related parts not listed in the pricing schedule and could not be specified and are unforeseen before the time of tender. The Provisional Sum is the Defined Cost plus the percentage/s for overheads and profit.

Procedure for the selection of sub-contractors/suppliers (Ad hoc items):

Where monetary allowances for provisional sums or prime cost items have been provided for in the contract, and where the work or items to which the allowances relate are to be executed/supplied by sub-contractors/suppliers, then the following selection process shall be followed in respect of the required sub-contractors/suppliers:

Where the monetary allowance is *less than or equal to R300 000*, the Contractor shall invite three quotations from suitably qualified sub-contractors/suppliers for the required work or items. The selection of the three sub-contractors/suppliers shall be in consultation with, and to the approval of the Employer's Agent. The evaluation of the quotations received must include a preference points system as described in Tender Data.

Where the monetary allowance is *in excess of R300 000*, an open competitive tender process shall be followed in respect of the selection of a sub-contractor/supplier for the required work or items. In such circumstances, tender documentation will be prepared by the Employer's Agent in consultation with and to the approval of the Contractor, invitations.

1. GENERAL

- 1.1 It will be assumed that prices included in the Price List 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 <https://www.sabs.co.za/> <https://www.iso.org/member/1485.html> or www.iso.org for information on standards).
- 1.2 The Contractor is paid for completed work i.e. work without Defects. The Price List comprises items using quantities and rates or stated as lump sums. Time related items are items measured using rates where the rate is a unit of time.
- 1.3 The Price List needs to be read in conjunction with any drawings, schematics and annexures (if any) identified in the Scope and Specification.

1.4 The units of measurement described in the Price List are metric units abbreviated as follows:

Abbreviation	Unit
%	percent
h	hour
ha	hectare
kg	kilogram
kl	kilolitre
km	kilometre
km-pass	kilometre-pass
kPa	kilopascal
kW	kilowatt
l	litre
m	metre
mm	millimetre
m ²	square metre
m ² -pass	square metre pass
m ³	cubic metre
m ³ -km	cubic metre-kilometre
MN	meganewton
MN.m	meganewton-metre
MPa	megapascal
No.	number
Prov sum	provisional sum
PC-sum	prime cost sum
R/only	Rate only
sum	Lump sum
t	ton (1000kg)
W/day	Work day

1.5 For the purpose of the Price List, the following words have the meanings hereby assigned to them:

Unit: The unit of measurement for each item of work as defined in the relevant Standards or Specifications stated in the Scope of this document.

Quantity: The number of units of work for each item.

Rate: The agreed payment per unit of measurement.

Price: The product of the quantity and the agreed rate for an item, or an agreed amount for an item, the extent of which is described in the Price List but the quantity of work of which is not measured in any units.

1.6 Descriptions in the Price List are abbreviated and comply generally with those in the Scope, Standards or Specifications stated in this document.

1.7 Instructions to do work or how it is to be done are not included in the Price List but in the Scope and Specifications. The Price List is only a pricing document.

1.8 The Contractor has an obligation to correct defects (Pricing Instruction Clause 17.4.1.8) and there is no compensation event for this unless the defect was due to a City of Cape Town's risk. Lump sum prices and rates must also include for the correction of defects.

- 1.9 If the Contractor has decided not to identify or to price a particular item of work, it will be assumed that Contractor has included the cost to the Contractor of doing the work within the other Prices or rates in order to fulfil the obligation to complete the service for the tendered total of the Prices.
- 1.10 The Contractor does not have to allow in his Prices for matters that may arise as a result of a compensation event.
- 1.11 All Prices tendered for in the Price List exclude VAT.

2. COMPENSATION EVENTS

- 2.1 Payment for items in the Price List which are associated with any budgetary allowances, provisional sums and prime costs are dealt with in the same manner as payment for compensation events, i.e. Defined Cost plus the percentage/s for overheads and profit. as stated in the Contract Data.

17.4.2 CONSUMER PRICE INDEX (CPI)

Tenderers may select to base contract adjustments for tendered items based on consumer price index (CPI) and shall complete only the following option and the appropriate section in Schedule 8, failing which no claim for contract price adjustment on the basis of CPI.

CONTRACT PRICE ADJUSTMENT MECHANISMS FOR ITEMIZED EQUIPMENT:

Prices will be FIRM for 12 months from date of award of contract and will be subject to contract price adjustment from the 13th month. Contract price adjustment will be calculated using the latest CPI index.

Price Adjustment Mechanism:

17.4.2.1 The Contract Price as per GCC shall remain **Firm** for the first 12 months (from date of closure of tender, meaning date of contract award) and no claims for contract price adjustment will be considered for the first 12 months of the contract period subject to the provisions in the price schedule.

17.4.2.2 Subject to 17.4.2.1 above, Contract Price Adjustment will be applicable as from commencement of the 13th month of the contract period. Tenderers shall be entitled to claim contract price adjustment as follows:

90% of the tendered price will be subject to adjustment **annually** based on the **average** Consumer Price Index (CPI) as follows:

From start of 13th month to the end of the 24th month: Subject to contract price adjustment in accordance with the **Consumer Price Index (P0141–Table B2 - CPI headline year-on-year rates)**. **Base month** for the price adjustment shall be two (2) calendar months prior to the date of closure of tender. The **end month** shall be two (2) calendar months prior to the 12th month.

From start of 25th month to end of the contract: Subject to the contract price adjustment in accordance with the **Consumer Price Index (P0141–Table B2 - CPI headline year-on-year rates)**. **Base month** for the price adjustment shall be two (2) calendar months prior to the 13th month. The **end month** shall be two (2) calendar months prior to 24th month.

The **average CPI** calculated, the base month to the end month (both included) divided by the number of months.

The claim will be based on the **average** between the “base month” and the “end month” e.g.: $7+6+9+6 = 28$ ($28/4 = 7$) therefore the claim will be 7%.

10% of the rate will remain fixed.

17.4.3 CONTRACT PRICE ADJUSTMENT - SUPPLIER/MANUFACTURER PRICE LIST VARIATIONS

The following clauses are added to ensure good governance in terms of Contract Management by exercising contractual provisions relating the Contract Price Adjustments.

It is recorded for purposes of calculating CPA, that it shall be as follows without affecting or increasing the contract value in the first year of the contract.

The Contractor shall be entitled to claim contract price adjustment as follows:

17.4.3.1 The Contractor must supply the following documentation when applying for a price variation:

The price list that the tender was based upon clearly indicating the item numbered according to the tender pricing schedule.

The new price list on the Supplier/Manufacturers letter head clearly indicating the item according to the tender /contract pricing schedule from the same Supplier/Manufacturer from date of contract, 1 January 2020.

Detailed calculations indicating how the “new” price is established.

Covering letter on a letterhead from contractor requesting the variation.

All documents to be signed by relevant parties prior to the date upon which the price variation would become effective.

17.4.3.2 The effective date of any price increases granted will be at 1 January 2021, when all the above mentioned documentation is submitted.

17.4.3.3 In instances where the Contractor’s price claimed is less than entitled, the lesser price will be accepted.

17.4.3.4 Orders placed prior to the effective date will not be varied.

17.4.3.5 Only the difference in cost will be allowed to be varied and under no circumstances may the Contractor increase their profit margin.

17.4.3.6 In the event of a Contractor changing their supplier/ manufacturer during the tenure of the Contract, any request for price variations will not be considered unless the Contractor obtains prior approval from the City.

Process that will be followed:

17.4.3.7 Contractor must submit all documentation indicated above prior to the effective day of the variation.

17.4.3.8 The City will consider the variation and based on the documentary evidence, the City may approve the variation.

17.4.3.9 Letters authorising the price variation will be communicated to the Contractor.

17.4.3.10 All purchase orders from the effective date will be generated at the approved contract price.

17.4.3.11 A mere notification of any price variation will not be considered under any circumstances as valid and no relevance will be attached to such a claim.

17.4.3.12 The City reserves the right to request the Contractor to submit an Auditor's Certificate or such other documentary proof as it may require in order to verify a claim for contract price variation. Should the Contractor fail to submit such auditor's certificates or other documentary proof to the City within a period of 30 (thirty) days from the date of the request, it shall be presumed that the supplier has abandoned his claim.

17.4.4 RATE OF EXCHANGE VARIATIONS (ROE)

Where the base price for direct and or indirectly imported resources are subjected to variations in RATES OF EXCHANGE, the Tenderer SHALL complete the appropriate section in Schedule 11, Price Basis for Imported Resources, failing which no claim for contract price adjustment on the basis of rate of exchange variations will be granted.

The Supplier (Contractor) tenderer shall following the Rate of Exchange conditions during the contract period;

RATE OF EXCHANGE VARIATIONS

In order to deal with Rate of exchange variations, Supplier (Contractor) will take out Forward Cover on each purchase order.

Process that will be followed:

On receipt of a purchase order, the Supplier (Contractor) will arrange for a quotation for Forward Cover from its banking institution.

This Forward Cover quotation will be submitted to the City within seven days from date of receipt of the purchase order.

Only when the Forward Cover quotation rate is approved, will the Supplier (Contractor) engage in a formalised contract with their banking institution and submit the Forward Cover contract to the City. This will be done within two days from the City's approval.

On delivery of the product, the contractor will submit the following documentation:

The Bill of Landing/Waybill/Customs Invoice (**clearly indicating the items as identified on the purchase order**). Calculations detailing the difference in the rate of exchange at the time of entry and the date of contract will also be submitted in a covering letter.

Exchange rate on which Pricing is based

EUR___ 1 = SA Rand_____

USD___ 1 = SA Rand_____

Foreign Currency_____ 1 = SA Rand _____

Foreign Currency_____ 1 = SA Rand _____

Foreign Currency_____ 1 = SA Rand _____

a) Name of Bank: _____

b) Date of quoted rate of exchange: _____

The end date applicable for variation will be the Bill of Landing/Waybill/Customs Invoice

The Contract Price shall remain **Firm** for the first 12 months (from date of closure of contract) and no claims for contract price adjustment will be considered for the first 12 months of the contract period.

Contract Price Adjustment will be applicable as from commencement of the 13 month of the contract period and will be subject to ROE (rate of exchange) variations for the remainder of the contract.

Replacing "Cost Price Index" clause in the quotation of the contract with new clauses below:

Rate of Exchange Variations is effective from date of commencement of the contract, based on purchase orders being raised.

The contract makes provision for forward cover claims as the goods could be directly or indirectly imported internationally.

It is a requirement of the contract that forward cover claims must be taken out and proof thereof provided by the Supplier (Contractor).

- a) The value in foreign currency inserted in the original quotation of the contractor, shall be subject to recalculating the Rand value. The value in foreign currency inserted in column (A) shall be subject to clause (h) below when recalculating the Rand value.
- b) The rate of exchange inserted in column (B) shall be the closing spot selling rate quoted by Council's main banker, NEDBANK, on the Base Date, rounded to the second decimal place, subject to sub-paragraph (c) below.
- c) If the rate of exchange inserted by the Tenderer differs from the NEDBANK rate referred to above, then the NEDBANK rate shall apply and the Rand value in columns (C) and (F) shall be recalculated accordingly, without altering the price in the Price Schedule for the relevant items.
- d) The Contractor provides for variations in rates of exchange for directly imported goods, and may only claim for variations in rates of exchange if he binds the supplier or sub-contractor to the same provision to take out forward cover as described in sub-paragraph (e) below
- e) The Contractor or sub-contractor shall within five working days from the date of placing a firm order on an overseas supplier, cover or recover forward by way of a contract with a bank which is an authorised foreign exchange dealer, the foreign exchange component of the cost of any imported Plant and Materials inserted on their contract quotation.
- f) When the Supplier (Contractor) so obtains forward cover, the Supplier shall immediately notify the CCT of the rate obtained and furnish the CCT with a copy of the foreign exchange contract note.
- g) Based on the evidence provided in sub-paragraph (f) above, the value in Rand inserted in column (C) of on the schedule titled "**Price Basis for Imported Resources**" shall be recalculated using the forward cover rate obtained, and any increase or decrease in the Rand value defined in this clause shall be adjusted accordingly, subject to sub-paragraph (h) below
- h) The adjustments shall be calculated upon the value in foreign currency in the Supplier's (or sub-contractor's) **forward cover contract**, provided that, should this value exceed the value in foreign currency inserted in column (A) of on the schedule titled "**Price Basis for Imported Resources**", then the value in column (A) shall be used.
- i) Adjustment for variations in customs surcharge and customs duty;

Any increase or decrease in the Rand value between the amounts of Customs Surcharge and Customs Duty inserted in the contract quotation and those amounts actually paid to the Customs and Excise Authorities, which are due to changes in the percentage rates applicable or to the foreign exchange rate used by the authorities, shall be adjusted accordingly.

The Contractor shall state the Customs Duty Tariff Reference applicable to each item and the Supplier shall advise the City of Cape Town's Agent of any changes which occur.

- j) Only if Forward Cover rate is approved, may the Contractor engage in a formalised contract with their banking institution and submit the Forward Cover contract to the City. This must be done within two days

from the City's approval.

On delivery of the product, the Contractor must submit the following documentation:

The Bill of Landing/Waybill/Customs Invoice (clearly indicating the items as identified on the Purchase Order.

Calculation detailing the difference in the rate of exchange at the time of entry and the date of the contract.

This must be submitted on a covering letter.

k) Adjustment for variation in labour and material costs

If the prices for imported Plant and Materials are not fixed, the Supplier shall in his Tender specify the formula for calculating Contract Price Adjustments normally used in the country of manufacture and the indices and relative proportions of labour and material on which his Tender prices are based. Evidence of the indices applicable shall be provided with each claim. The indices applicable 42 days before contractual dispatch date from the factory will be used for the purposes of Contract Price Adjustment.

7.4.4.5 CONTRACT PRICE ADJUSTMENT USING SEIFSA indices OR LME indices

Tenderers may select to base contract adjustments based on SEIFSA Indices/London Metal Exchange and/or Materials Supplier's price lists and shall complete only the following option. Tenderer shall complete the appropriate section in Schedule 8, failing which no claim for contract price adjustment on the basis of SEIFSA or LME.

Increase using SEIFSA indices OR LME indices

Contract price adjustment based on SEIFSA tables or LME indices				
Tender line item number	Applicable SEIFSA table/LME index	Description	Unit	Rate/Price ZAR (Excl.Vat) R c

Published indices shall be applied using the calendar month prior to the month of the closing date for tenders as base month. Contract price adjustment shall be calculated using the indices of 2 (two) months prior to the month of delivery.

A minimum of 10% of the tender price shall be fixed and free of variation for the duration of the contract.

17.4.6 Producer Price Index (PPI)

Where the base price for resources are subjected to variations in Producer Price Index (PPI), the Tenderer shall complete the appropriate section in Schedule 8, failing which no claim for contract price adjustment on the basis of (PPI) will be granted.

Contract price adjustment based on Producer Price Index (PPI) Statistics South Africa					
Tender line item number	PPI Consumer Price Code CPC Code	PPI Consumer Price Code SIC Code	Description	Unit	Rate/Price ZAR (Excl.Vat) R c

17.4.9 Adjustment for contract price and variation in terms of labour rates

The tenderer will use and base the labour rate per unit on **SEIFSA indices tables** in determining the minimum labour rates.

17.4.10 Adjustment for contract price and variation in terms of transport cost and rates

The tenderer will use and base the transport rate per unit on **SEIFSA indices tables** in determining the transport costs and rates.

Failure to specify a formula in the Tender shall mean that the prices are fixed or shall be deemed to be fixed.

18. Contract Amendments and Variations

Variations means changes to the goods, extension of the duration or expansion of the value of the contract that the purchaser issues to the supplier as instructions in writing, subject to prior approval by the purchaser's delegated authority. Should the supplier deliver any goods not described in a written instruction from the purchaser, such work will not become due and payable until amended order has been issued by the purchaser.

20. Subcontracts

20.1 The supplier shall be liable for the acts, defaults and negligence of any subcontractor, his agents or employees as fully as if they were the acts, defaults or negligence of the supplier.

20.2 Any appointment of a subcontractor shall not amount to a contract between the CCT and the subcontractor, or a responsibility or liability on the part of the CCT to the subcontractor and shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 If at any time during the performance of the contract the supplier or its sub-contractors should encounter conditions beyond their reasonable control which impede the timely delivery of the goods, the supplier shall notify the purchaser in writing, within 7 Days of first having become aware of these conditions, of the facts of the delay, its cause(s) and its probable duration. As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation, and may at his discretion extend the time for delivery.

Where additional time is granted, the purchaser shall also determine whether or not the supplier is entitled to payment for additional costs in respect thereof. The principle to be applied in this regard is that where the purchaser or any of its agents are responsible for the delay, reasonable costs shall be paid. In respect of delays that were beyond the reasonable control of both the supplier and the purchaser, additional time only (no costs) will be granted.

The purchaser shall notify the supplier in writing of his decision(s) in the above regard.

21.2 No provision in a contract shall be deemed to prohibit the obtaining of goods from a national department, provincial department, or a local authority.

22. Penalties (GCC Clause 22)

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum as stated herein for each day of the delay until actual delivery or performance.
- 22.2 The purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, financial penalties as contained on the **Preference Schedule** relating to breaches of the conditions upon which preference points were awarded.

The penalty for this contract shall be for failing to provide;

A. Maintenance Schedule:

1. A penalty will be imposed upon the supplier for late commencement of work after 48 hours of receipt of a purchase order, where the purchaser requires and instructs the supplier to commence with a Works Project due to operational requirements.
2. A penalty will be imposed upon the supplier for failing to respond to a call out or emergency work, within 12 hours of the official notification for work required.

B. Quotation:

1. A penalty will be imposed upon the supplier for failing to provide a quotation within 7 calendar days after work has been scoped and specified by the City of Cape Town.

C. Maintenance and Service reports:

1. A penalty will be imposed upon the supplier for failing to provide service and maintenance reports within 7 calendar days after services or maintenance repairs has been done.

D. Equipment:

A penalty will be imposed upon the supplier should goods and services not be supplied within 7 calendar days after receipt of a purchase order.

23. Termination for default (GCC)

Add the following to the end of clause 23.1:

if the supplier fails to remedy the breach in terms of such notice

Add the following after clause 23.7:

- 23.8 In addition to the grounds for termination due to default by the supplier, the contract may also be terminated:
- 23.8.1 Upon the death of the supplier who was a Sole Proprietor, or a sole member of a Close Corporation, in which case the contract will terminate forthwith.
- 23.8.2 The parties by mutual agreement terminate the contract.
- 23.8.3 If an Order has been issued incorrectly, or to the incorrect recipient, the resulting contract may be terminated by the purchaser by written notice
- 23.8.4 If a material irregularity vitiates the procurement process leading to the conclusion of the contract, rendering the procurement process and the conclusion of the resulting contract unfair, inequitable, non-transparent, uncompetitive or not cost-effective, provided the City Manager follows the processes as described in the purchasers SCM Policy.
- 23.8.5 After providing notice to the supplier, if the implementation of the contract may result in reputational risk or harm to the City as a result of (inter alia):

- 23.8.5.1 reports of poor governance and/or unethical behaviour;
- 23.8.5.2 association with known family of notorious individuals;
- 23.8.5.3 poor performance issues, known to the Employer;
- 23.8.5.4 negative social media reports; or
- 23.8.5.5 adverse assurance (e.g. due diligence) report outcomes..

23.9 If the contract is terminated in terms of clause 23.8, all obligations that were due and enforceable prior to the date of the termination must be performed by the relevant party.

26. Termination for insolvency

Delete clause 26.1 and replace with the following:

- 26.1 The purchaser may make either of the following elections to ensure its rights are protected and any negative impact on service delivery is mitigated:
- 26.1.1 accept a supplier proposal (via the liquidator) to render delivery utilising the appropriate contractual mechanisms; or
 - 26.1.2 terminate the contract, as the liquidator proposed supplier is deemed unacceptable to the purchaser, at any time by giving written notice to the supplier (via the liquidator).
- 26.2 Termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

Amend clause 27.1 as follows:

- 27.1 If any dispute or difference of any kind whatsoever, with the exception of termination in terms of clause 23.1(c), arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve such dispute or difference amicably, by mutual consultation.

Delete Clause 27.2 in its entirety and replace with the following:

- 27.2 Should the parties fail to resolve any dispute by way of mutual consultation, either party shall be entitled to refer the matter for mediation before an independent and impartial person appointed by the City Manager in accordance with Regulation 50(1) of the Local Government: Municipal Finance Management Act, 56 of 2003 – Municipal Supply Chain Management Regulations (Notice 868 of 2005). Such referral shall be done by either party giving written notice to the other of its intention to commence with mediation. No mediation may be commenced unless such notice is given to the other party.

Irrespective whether the mediation resolves the dispute, the parties shall bear their own costs concerning the mediation and share the costs of the mediator and related costs equally.

The mediator shall agree the procedures, representation and dates for the mediation process with the parties. The mediator may meet the parties together or individually to enable a settlement.

Where the parties reach settlement of the dispute or any part thereof, the mediator shall record such agreement and on signing thereof by the parties the agreement shall be final and binding.

Save for reference to any portion of any settlement or decision which has been agreed to be final and binding on the parties, no reference shall be made by or on behalf of either party in any subsequent court proceedings, to any outcome of an amicable settlement by mutual consultation, or the fact that any particular evidence was given, or to any submission, statement or admission made in the course of amicable settlement by mutual consultation or mediation.

28. Limitation of Liability

Delete clause 28.1 (b) and replace with the following:

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or

otherwise, shall not exceed the sums insured in terms of clause 11 in respect of insurable events, or where no such amounts are stated, to an amount equal to twice the contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

Add the following after clause 28.1:

28.2 Without detracting from, and in addition to, any of the other indemnities in this contract, the supplier shall be solely liable for and hereby indemnifies and holds harmless the purchaser against all claims, charges, damages, costs, actions, liability, demands and/or proceedings and expense in connection with:

- a) personal injury or loss of life to any individual;
- b) loss of or damage to property;

arising from, out of, or in connection with the performance by the supplier in terms of this Contract, save to the extent caused by the gross negligence or wilful misconduct of the purchaser.

28.3 The supplier and/or its employees, agents, concessionaires, suppliers, sub-contractors or customers shall not have any claim of any nature against the purchaser for any loss, damage, injury or death which any of them may directly or indirectly suffer, whether or not such loss, damages, injury or death is caused through negligence of the purchaser or its agents or employees.

28.4 Notwithstanding anything to the contrary contained in this Contract, under no circumstances whatsoever, including as a result of its negligent (including grossly negligent) acts or omissions or those of its servants, agents or contractors or other persons for whom in law it may be liable, shall any party or its servants (in whose favour this constitutes a *stipulatio alteri*) be liable for any indirect, extrinsic, special, penal, punitive, exemplary or consequential loss or damage of any kind whatsoever, whether or not the loss was actually foreseen or reasonably foreseeable), sustained by the other party, its directors and/or servants, including but not limited to any loss of profits, loss of operation time, corruption or loss of information and/or loss of contracts.

28.5 Each party agrees to waive all claims against the other insofar as the aggregate of compensation which might otherwise be payable exceeds the aforesaid maximum amounts payable.

31. Notices

Delete clauses 31.1 and 31.2 and replace with the following:

- 31.1 Any notice, request, consent, approvals or other communications made between the Parties pursuant to the Contract shall be in writing and forwarded to the addresses specified in the contract and may be given as set out hereunder and shall be deemed to have been received when:
- a) hand delivered – on the working day of delivery
 - b) sent by registered mail – five (5) working days after mailing
 - c) sent by email or telefax – one (1) working day after transmission

32. Taxes and Duties

Delete the final sentence of 32.3 and replace with the following:

In this regard, it is the responsibility of the supplier to submit documentary evidence in the form of a valid Tax Clearance Certificate issued by SARS to the CCT at the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5).

Add the following after clause 32.3:

32.4 The **VAT registration** number of the City of Cape Town is **4500193497**.

ADDITIONAL CONDITIONS OF CONTRACT

Add the following Clause after Clause 34:

35. Reporting Obligations.

35.1 The supplier shall complete, sign and submit with each delivery note, all the documents as required in the Specifications. Any failure in this regard may result in a delay in the processing of any payments.

36. Resources.

36.1 Health and Safety File:

The Contractor shall submit a Generic Health and Safety file to the City of Cape Town's Contract Manager within 14 calendar days after date of award of the contract.

Failure to comply with the instruction may result GCC Clause 23 Termination for default.

1. Content and specification of generic health and safety file:

- 1.1 Template of Notice of Construction work – DOL
- 1.2 City of Cape Town, Health and Safety Specification
- 1.3 HSSE Plan & Risk Assessment (reviewed annually)
- 1.4 Letter of Good standing. Issued by the office of the compensation commissioner
- 1.5 BBBEE rating scorecard
- 1.6 City of Cape Town vendor registration certificate or copy of confirmation
- 1.7 Unemployment Insurance Fund (UIF) certificate of compliance
- 1.8 Electrical Construction Association registration certificate
- 1.9 Department of labour registration as an electrical contractor (Entity representing the tenderer)
- 1.10 Company policies:
 - 1.10.1 Alcohol and drug policy
 - 1.10.2 Environmental policy
 - 1.10.3 Health and Safety policy
 - 1.10.4 Smoking policy
 - 1.10.5 Disciplinary code
- 1.11 Contact numbers/ Emergency
- 1.12 Health and Safety appointment letters
- 1.13 Records of Health and Safety induction training
- 1.14 Records of Toolbox talks
- 1.15 Training certificates
 - 1.15.1 Health and Safety induction
 - 1.15.2 Health and Safety and Environmental Representative
 - 1.15.3 Fire awareness
 - 1.15.4 First Aid
 - 1.15.5 ORHVS Responsible person course Modules 1, 2, 3, 4, 7
 - 1.15.6 Erection, dismantling and handling of prefabricated scaffolding
 - 1.15.7 Truck mounted crane operator certificate
 - 1.15.8 Workshop crane operator certificate
- 1.16 Health and Safety Inspection registers
 - 1.16.1 Ladder inspections
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1.17 Procedures

- 1.17.1 Safe Working Procedures (vendor to supply an audited copy of safe working procedures for;
 - 1.17.1.1 Disconnecting an electrical LV motor for servicing
 - 1.17.1.2 Connection of electrical LV motor supply cables
 - 1.17.1.3 Disconnecting an electrical LV motor for servicing
 - 1.17.1.4 Connection of electrical LV motor supply cables
 - 1.17.1.5 Drilling of metal with a portable handheld drilling machine
 - 1.17.1.6 Erection and dismantling of prefabricated aluminium alloy scaffold
 - 1.17.1.7 Use of 6 foot and 8-foot aluminium step ladders
 - 1.17.1.8 Safe use of power tools
 - 1.17.1.9 Operating a Medium Voltage/High Voltage megger
 - 1.17.1.10 Operating a crane truck

1.18 Occupational Health and Safety Act 85 of 1993 as amended by OHS Act, no.181 of 1993. Copy of **OHS Act and Regulations 8, 9 and 14 of the Act** printed.

36.2 Compulsory resources for this contract.

The Contractor shall submit a file with comprehensive and accurate returnable schedules detailing all resources available and dedicated for this contract. The file shall be supplied to the City of Cape Town's Contract Manager within 7 calendar days after date of award of the contract as contained in the Project Specifications, SCC's and Schedule 16 of this tender document.

Failure to comply with the instruction may result in GCC Clause 23 Termination for default.

36.2.1 Plant materials and equipment

The Contractor shall supply all the plant and equipment required and all plant and equipment shall comply with the requirements as stipulated in the Environmental and Occupational Health and Safety Act and the Construction Regulation Act (2014).

The rates and services supplied under this contract shall include compliance with the Health and Safety Specification and Regulations, Hepatitis A and B injections for contractor's staff. Compliance with the requirements of the Occupational Health and Safety Act, 85 of 1993 and Construction Regulations, 2014. Provision of and adherence to a Health and Safety Specification and Plan. Liaison, co-ordination and chairing of meetings in respect of Health and Safety requirements. Any other Health and Safety expenses incurred in complying with the requirements of the contract. Compliance with the Environmental Management Specification in the Scope of Work and Environmental Management expenses incurred in complying with the requirements of the contract. The Contractor shall submit a Safety File to the City of Cape Town's Contract Manager within 7 calendar days after date of award of the contract.

36.2.2 Key Staff Personal and labour resources

The Contractor shall supply all key staff labour and resources required for when work is required. This labour component may or may not be in the permanent employment of the contractor. Sourced labour shall be declared and listed in the sub-contractor declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Key Staff and Labour resources appointed and intended to be used for the contract period. This include all staff and labour resources that could not be deemed as eligibility at the time of tendering.

36.2.3 Workshop and office facilities

The Contractor shall supply all workshop and office facilities required for when work is required. This component may or may not be in the permanent possession of the contractor. Sourced workshop and office facilities shall be declared and listed in the respective declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Workshop and Office facilities resources intended to be used for the contract period. This include all workshop and office facilities resources that could not be deemed as eligibility criteria at the time of tendering.

36.2.4 Vehicles plant and equipment

The Contractor shall supply all vehicles plant and equipment resources required for when work is required. This component may or may not be in the permanent possession of the contractor. Sourced vehicles plant and equipment shall be declared and listed in the respective declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Vehicles plant and equipment intended to be used for the contract period. This include all vehicles plant and equipment that could not be deemed as eligibility criteria at the time of tendering.

36.2.5 Joint Venture staff labour and resources

The Contractor shall supply all joint venture staff, labour and resources required for when work is required. This component may or may not be in the permanent employment of the contractor. Sourced labour and resources shall be declared and listed in the respective declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all joint venture staff and labour resources appointed and intended to be used for the contract period. This include all Staff and Labour resources that could not be deemed as eligibility criteria at the time of tendering included in a detailed and motivated Memorandum of Understanding (MOU) between all affected parties and individuals.

36.2.6 Tools and equipment required in electrical rewinding repair facility

The Contractor shall supply all the tools and equipment required in electrical rewinding repair facility resources required for when work is required. This may or may not be in the permanent possession of the contractor. This has to be available to the contractor 24/7 with no additional cost to the City. Sourced equipment shall also be declared and listed in returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all tools and equipment in an electrical rewinding and repair facility available and intended to be used for the contract period. This include all Tools and Equipment that could not be deemed as eligibility criteria at the time of tendering.

(8) GENERAL CONDITIONS OF CONTRACT

(National Treasury - General Conditions of Contract (revised July 2010))

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34. Prohibition of restrictive practices

1. Definitions

1. The following terms shall be interpreted as indicated:

- 1.1 'Closing time' means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 'Contract' means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 'Contract price' means the price payable to the supplier under the contract for the full and proper performance of his or her contractual obligations.
- 1.4 'Corrupt practice' means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 'Countervailing duties' are imposed in cases in which an enterprise abroad is subsidised by its government and encouraged to market its products internationally.

- 1.6 'Country of origin' means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognised new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 'Day' means calendar day.
- 1.8 'Delivery' means delivery in compliance with the conditions of the contract or order.
- 1.9 'Delivery ex stock' means immediate delivery directly from stock actually on hand.
- 1.10 'Delivery into consignee's store or to his site' means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 'Dumping' occurs when a private enterprise abroad markets its goods on its own initiative in the RSA at lower prices than that of the country of origin, and which action has the potential to harm the local industries in the RSA.
- 1.12 'Force majeure' means an event beyond the control of the supplier, not involving the supplier's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 'Fraudulent practice' means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 'GCC' means the General Conditions of Contract.
- 1.15 'Goods' means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 'Imported content' means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 'Local content' means that portion of the bidding price which is not included in the imported content, provided that local manufacture does take place.
- 1.18 'Manufacture' means the production of products in a factory using labour, materials, components and machinery, and includes other, related value-adding activities.
- 1.19 'Order' means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 'Project site', where applicable, means the place indicated in bidding documents.
- 1.21 'Purchaser' means the organisation purchasing the goods.
- 1.22 'Republic' means the Republic of South Africa.
- 1.23 'SCC' means the Special Conditions of Contract.

1.24 'Services' means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance, and other such obligations of the supplier covered under the contract.

1.25 'Written' or 'in writing' means handwritten in ink or any form of electronic or mechanical writing.

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders, including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable, a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za.

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for the purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1, except for purposes of performing the contract.

5.3 Any document, other than the contract itself, mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from the use of the goods or any part thereof by the purchaser.

7. Performance Security

- 7.1 Within 30 (thirty) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in the SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.2 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser, and shall be in one of the following forms:
 - a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - b) a cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than 30 (thirty) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in the SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organisation acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention of such is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier, who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of the GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in the SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in the SCC.
- 10.2 Documents to be submitted by the supplier are specified in the SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured, in a freely convertible currency, against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental Services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services (if any) specified in the SCC:
- (a) performance or supervision of on-site assembly, and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for the assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

- 14.1 As specified in the SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
 - (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications), or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for 12 (twelve) months after the goods, or any portion thereof, as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for 18 (eighteen) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in the SCC.

15.3 The purchaser shall notify the supplier promptly, in writing, of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in the SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in the SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in the SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of any other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than 30 (thirty) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated in the SCC.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices tendered by the supplier in his bid, with the exception of any price adjustments authorized in the SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract Amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during the performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly

notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his or her discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure, outside of the contract, small quantities of supplies; or to have minor essential services executed if an emergency arises, or the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and, without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

- 22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services, using the current prime interest rate, calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

The penalty for this contract shall be for failing to provide;

A. Maintenance Schedule:

3. A penalty will be imposed upon the supplier for late commencement of work after 48 hours of receipt of a purchase order, where the purchaser requires and instructs the supplier to commence with a Works Project due to operational requirements.
4. A penalty will be imposed upon the supplier for failing to respond to a call out or emergency work, within 12 hours of the official notification for work required.

B. Quotation:

2. A penalty will be imposed upon the supplier for failing to provide a quotation within 7 calendar days after work has been scoped and specified by the City of Cape Town.

C. Maintenance and Service reports:

2. A penalty will be imposed upon the supplier for failing to provide service and maintenance reports within 7 calendar days after services or maintenance repairs has been done.

D. Equipment:

A penalty will be imposed upon the supplier should goods and services not be supplied within 7 calendar days after receipt of a purchase order.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than 14 (fourteen) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated 14 (fourteen) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer/Authority will, at the discretion of the Accounting Officer/Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person is or was, in the opinion of the Accounting Officer/Authority, actively associated.

23.6 If a restriction is imposed, the purchaser must, within 5 (five) working days of such imposition, furnish the National Treasury with the following information:

- (i) the name and address of the supplier and/or person restricted by the purchaser;
- (ii) the date of commencement of the restriction;
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, Act 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period of not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction, and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidised import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall, on demand, be paid forthwith by the contractor to the State, or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he or she delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him or her.

25. Force majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if, and to the extent that, his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall notify the purchaser promptly, in writing, of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve such dispute or difference amicably, by mutual consultation.

27.2 If, after 30 (thirty) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due to the supplier.

28. Limitation of Liability

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6:

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable Law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in the SCC.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail, and any other notice to him shall be posted by ordinary mail, to the address furnished in his bid or to the address notified later by him in writing; and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and Duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, licence fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, licence fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

33. National Industrial Participation (NIP) Programme

33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of Restrictive practices

34.1 In terms of section 4 (1) (b) (iii) of the Competition Act, Act 89 of 1998, as amended, an agreement between or concerted practice by firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is/are or a contractor(s) was/were involved in collusive bidding (or bid rigging).

34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has/have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act, Act 89 of 1998.

34.3 If a bidder(s) or contractor(s) has/have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and/or terminate the contract in whole or part, and/or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding 10 (ten) years and/or claim damages from the bidder(s) or contractor(s) concerned.

(9) FORM OF GUARANTEE / PERFORMANCE SECURITY

Not applicable to this tender

ANNEXURE

LIST OF APPROVED FINANCIAL INSTITUTIONS

The following financial institutions are currently (07/02/2020) approved for issue of contract guarantees to the City:

National Banks:

ABSA Bank Ltd.
FirstRand Bank Ltd.
Investec Bank Ltd.
Nedbank Ltd.
Standard Bank of SA Ltd.

International Banks (with branches in SA):

Barclays Bank plc.
Citibank n.a.
Credit Agricole Corporate and Investment Bank
HSBC Bank plc.
JP Morgan Chase Bank
Societe Generale
Standard Chartered Bank

Insurance companies:

ABSA Insurance
Coface s.a.
Compass Insurance Co.
Constantia Insurance Co.
Credit Guarantee Insurance Co.
Guardrisk Insurance Co.
Hollard Insurance Company Ltd.
Infiniti Insurance Limited
Lombard Insurance
New National Assurance Co.
Regent Insurance Co.
Renasa Insurance Company Ltd.
Santam Limited
Zurich Insurance Co.

(10) FORM OF ADVANCE PAYMENT GUARANTEE

Not applicable to this tender. The City of Cape Town will not accept any claim for advanced payment deposits.

(10.1) ADVANCE PAYMENT SCHEDULE

Not applicable to this tender. The City of Cape Town will not accept any claim for advanced payment deposits.

(11) OCCUPATIONAL HEALTH AND SAFETY AGREEMENT**AGREEMENT MADE AND ENTERED INTO BETWEEN THE CITY OF CAPE TOWN (HEREINAFTER CALLED THE "CCT") AND**

..... ,
 (Supplier/Mandatory/Company/CC Name)

IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 85 OF 1993 AS AMENDED.

I, , representing

..... , as an employer
 in its own right, do hereby undertake to ensure, as far as is reasonably practicable, that all work will be performed, and all equipment, machinery or plant used in such a manner as to comply with the provisions of the Occupational Health and Safety Act (OHSA) and the Regulations promulgated thereunder.

I furthermore confirm that I am/we are registered with the Compensation Commissioner and that all registration and assessment monies due to the Compensation Commissioner have been fully paid or that I/We are insured with an approved licensed compensation insurer.

COID ACT Registration Number:

OR Compensation Insurer: Policy No.:

I undertake to appoint, where required, suitable competent persons, in writing, in terms of the requirements of OHSA and the Regulations and to charge him/them with the duty of ensuring that the provisions of OHSA and Regulations as well as the Council's Special Conditions of Contract, Way Leave, Lock-Out and Work Permit Procedures are adhered to as far as reasonably practicable.

I further undertake to ensure that any subcontractors employed by me will enter into an occupational health and safety agreement separately, and that such subcontractors comply with the conditions set.

I hereby declare that I have read and understand the Occupational Health and Safety Specifications contained in this tender and undertake to comply therewith at all times.

I hereby also undertake to comply with the Occupational Health and Safety Specification and Plan submitted and approved in terms thereof.

Signed aton the.....day of.....20....

Witness

Mandatory

Signed at on the.....day of.....20

 Witness

 for and on behalf of
 City of Cape Town

(12) INSURANCE BROKER'S WARRANTY (PRO FORMA)

Logo

Letterhead of supplier's Insurance Broker

Date _____

CITY OF CAPE TOWN
City Manager
Civic Centre
12 Hertzog Boulevard
Cape Town
8000

Dear Sir

TENDER NO.: 76S/2021/22

**TENDER DESCRIPTION: SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND
TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS**

NAME OF SUPPLIER: _____

I, the undersigned, do hereby confirm and warrant that all the insurances required in terms of the abovementioned contract have been issued and/or in the case of blanket/umbrella policies, have been endorsed to reflect the interests of the CITY OF CAPE TOWN with regard to the abovementioned contract, and that all the insurances and endorsements, etc., are all in accordance with the requirements of the contract.

I furthermore confirm that all premiums in the above regard have been paid.

Yours faithfully

Signed: _____

For: _____ (Supplier's Insurance Broker)

(13) SPECIFICATION(S)**1. INTRODUCTION**

This three-year Framework Rates Based Agreement is part and an extension of the electrical motor and generator systems maintenance program ensuring the City of Cape Town makes provision for a service provider/s to provide and maintain existing installed motor and generator assets at various City of Cape Town sites. The tender is required for operational and management purposes and is a mechanism to improve service delivery and product quality within the City of Cape Town – Water and Waste Directorate.

The City of Cape Town promotes and encourages their service providers to conform to statutory and legal requirements. In addition, the City of Cape Town embraces the protection of the environment.

The City of Cape Town has a vast array of plant, machinery and equipment in operation at Water and Sanitation facilities.

The City of Cape Town reserves the right to select service providers closest to the sites where the service is required. This is to ensure equipment removed from site can be inspected by City of Cape Town maintenance staff employed by EAM before work resumes and to inspect the serviced or repaired equipment on completion of repair before being delivered to a City of Cape Town facility. It has to be understood that out of City of Cape Town boundary visits and trip authority for potentially multiple Work Orders per week is both impractical and not cost effective should the above mentioned not be available within the boundary of the City of Cape Town Metro.

The service provider/contractor shall provide all workshops/facilities, workshop machining tools, personal hand tools, equipment and consumables for work to be conducted. Therefore all liability of tools and equipment is that of the suppliers and the contractor.

Every maintenance program and works project has to adhere to the existing design, control philosophy, integration and compatibility when equipment are selected during maintenance and replacement programs with no unauthorised and unapproved modifications to existing equipment and design. Where the tenderer priced alternative parts and equipment without taking into consideration of the existing infrastructure design, all work from design, approval, potential re-wire and modifications will for the full account of the appointed contractor of the contract.

2. TYPE OF WORKS PROJECTS AND MAINTANANCE ACTIVITIES ACCOCIATED WITH AUTOMATED PLANT MAINTENANCE

Engineering and Asset Management maintains a vast array and varied complex plant automation and electrical controls systems, therefore the company tendering will be required to have extensive experience, skills, resources and equipment available to successfully comply with the scope of work and conditions of the contract for ALL the types of work described further.

The following type of work will be executed through the contract of this tender.

4.1 Electrical motors ranging in speeds from 2 pole 3000 RPM to 6 pole 1000 RPM, 0.37kW – 500kW 400 Volt, 50 Hz AC and up to 1500 kW 3300 Volt 50 Hz AC.

- 4.1.1 Routine maintenance and service
- 4.1.2 Overhaul and rewind
- 4.1.3 Mechanical fitting and turning and machining of parts
- 4.1.4 Washing, baking/stoving
- 4.1.5 Sandblasting
- 4.1.6 Spray-painting
- 4.1.7 Supply and fitting of serviceable parts and components
- 4.1.8 On-site condition monitoring vibration, temperature and electrical current signature analysis
- 4.1.9 On-site alignment
- 4.1.10 On-site removal by rigging and fitting of electrical motors
- 4.1.11 Transportation
- 4.1.12 Heavy lifting and rigging and transport

4.2 Electrical generator 400 Volt 50 Hz up to 2000 kVa

- 4.2.1 Routine maintenance and service
- 4.2.2 Overhaul and rewind
- 4.2.3 Mechanical fitting and turning and machining of parts
- 4.2.4 Washing, baking/stoving
- 4.2.5 Sandblasting
- 4.2.6 Spray-painting
- 4.2.7 Supply and fitting of serviceable parts and components
- 4.2.8 On-site condition monitoring vibration, temperature and electrical current signature analysis
- 4.2.9 On-site alignment
- 4.2.10 On-site removal by rigging and fitting of electrical motors
- 4.2.11 Transportation
- 4.2.12 Heavy lifting and rigging and transport
- 4.2.13 Mechanical dismantling of a generator out of a container, enclosure or building to remove the alternator for service or repair and making good of all trades.
- 4.2.14 Mechanical installation and connection of a generator into a container or building after service or repair and making good of all trades.

4.3 Minor works on submersible and immersible pump electrical motors

- 4.3.1 Mechanical fitting and turning and machining of parts
- 4.3.2 Supply and fitting of serviceable parts and components
- 4.3.3 On-site condition monitoring vibration, temperature and electrical current signature analysis
- 4.3.4 On-site removal by rigging and fitting of electrical motors
- 4.3.5 Transportation
- 4.3.6 Heavy lifting and rigging and transport

3. TRADE NAMES OR PROPRIETARY PRODUCTS

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words “or equivalent”.

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS ‘OR EQUIVALENT’

4. EMPLOYMENT OF SECURITY PERSONNEL

Not applicable

5. FORMS FOR CONTRACT ADMINISTRATION

The supplier shall complete, sign and submit with each invoice, the following:

- a) Monthly Project Labour Report (Annex 3).
- b) B-BBEE Sub-Contract Expenditure Report (Annex 4).
- c) Joint Venture Expenditure Report (Annex 5).

The Monthly Project Labour Report must include details of all labour (including that of sub-contractors) that are South African citizens earning less than R350.00 per day, as adjusted from time to time (excluding any benefits), who are employed on a temporary or contract basis on this contract in the month in question.

In addition to the Monthly Project Labour Report the Supplier shall simultaneously furnish the CCT's Agent with copies of the employment contracts entered into with such labour, together with certified copies of identification documents, proof of attendance in the form of attendance register or timesheets as well as evidence of payments to such labour in the form of copies of payslips or payroll runs. If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it and proof of such acknowledgement shall be furnished to the CCT's Agent.

The Monthly Project Labour Reports shall be completed and submitted in accordance with the instructions therein.

The **B-BBEE Sub-Contract Expenditure Report** is required for monitoring the supplier's compliance with the sub-contracting conditions of the **Preference Schedule**.

The Joint Venture Expenditure Report is required for monitoring the joint venture's/consortium/partnership compliance with the percentage contributions of the partners as tendered, where the joint venture/consortium/partnership has been awarded preference points in respect of its consolidated B-BBEE scorecard.

SPECIFICATIONS

City of Cape Town

CONTRACT NO: 76S/2021/22

SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

CONTENTS

1. SCOPE OF WORK
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1. SCOPE OF WORK

2.1 Employer's objectives

City of Cape Town, Water and Waste Directorate recognizes that the maintenance of the water related infrastructure is one of the main pillars of service delivery .

The purpose of this contract is to provide, through the services of a competent and experienced Contractor, the ad hoc supply, installation, servicing, repairing and reconditioning of existing installed electrical automation control and switchgear and associated electrical infrastructure that are vital to the functioning of the City's water infrastructure.

1.1.1.Engineering and Asset Management (EAM) is seeking the services of suitable qualified service provider/s to render a service for the servicing of various types of electric motors.

1.1.2.The tender is on an as and when required basis.

1.1.3.This tender shall not be used by any other City of Cape Town directorate or department without the approval for transversal use to the Director Supply Chain Management at the sole discretion of the Contract Manager.

1.1.4.Due to the volume of work envisaged, the target would be to appoint as many contractors as possible in the three regions and in the geographical areas.

1.1.5.The City reserves the right to award a region or more than one region to one contractor, depending on the contractors capacity, resources and the best financial offer to the City.

1.1.6.The City reserves the right to award to one main contractor and one alternative contractor per category per region, depending on the contractors capacity, resources and the best financial offer to the City.

1.1.7.The City of Cape Town reserves the right to use alternative appointed contractor per region, should the main contractor fail to meet the obligations of the conditions of contract.

The City of Cape does not guarantee work to the alternative contractors.

1.1.8.Tenderers must submit prices for all items as per schedule of rates per category per region to be considered responsive.

1.1.9.Failure to complete the selected region schedule in full will lead to a non-responsive tender.

1.1.10. No project establishment charges (to cover costs associated with setting up a site office and toilet facilities, investigation of the work involved in the particular project, preparation of quotes, communication with clients, or other administrative costs) will be allowed. Any such costs must be recovered through the rates applicable to other items.

1.1.11. The pricing for the installation of materials on the schedule of rates must include the cost for all labour, health and safety, transport, comprehensive safety plans, electrical compliance certificates and training of staff.

1.1.12. Where job specific and required, the contractor will submit a site specific health and safety plan for each Works Project at each site. The contractor will be responsible for the cost of the health and safety plan.

1.1.13. Where applicable and requested by the Engineering maintenance section of EAM, the contractor shall supply the employer with a compliance certificate on completion of work for each project at each site. This clause would come into effect once the electrical connection is made by the contractor.

1.1.14. All materials shall be SABS approved.

1.1.15. All items shall be as specified or similar and approved by the Contract Manager or the appointed Works Package Manager responsible and assigned for the maintenance.

1.1.16. All services will be co-ordinated and managed by Engineering and Asset Management maintenance sections. No work shall be undertaken without prior approval of the Department's Representative.

1.1.17. The majority of the estimated 2300 electrical motors within Water and Sanitation is below 55 kilowatt. It is estimated that up to 80 % of all electrical motors falls into the category size. It is therefore imperative to take cognizance of the fact that the targeted smaller contractor (SME's) may not be able to service the large amount of motors requiring servicing and overhauling in the tender period. This would ultimately lead to delays, disruptions and penalties imposed upon a non performing contractor. It was therefore decided to divide the work into more equal and manageable size categories, where the small contractor (SME's) would be able to manage the volume of work sent to it and the larger and similar equal work to the larger type contractor where the quality checks and tests required from the Engineering Contractors complying with Eligibility Criteria number one will service electrical motors including 45 kilowatt and below.

1.1.18. Contractors complying with Eligibility Criteria number one will service and repair all electrical motors including and below 45 kilowatt.

1.1.19. Contractors complying with Eligibility Criteria number two will service and repair all electrical motors above 55 kilowatt.

2.2 Scope of Work

All services will be co-ordinated and managed by City of Cape Town, Engineering and Asset Management staff.

The- scope of work include:

Type of works projects and maintenance activities associated with electrical motor repairs and maintenance.

Engineering and Asset Management maintains a vast amount of electrical motors ranging in size and design applications.

Services may consist of the following:

- 2.2.1 Various factors could warrant condition monitoring of equipment such as vibration analysis, bearing condition monitoring, laser alignment etc. in order to ensure reliability and availability of equipment and also fault-finding to determine certain undesirable conditions.
- 2.2.2 High degree of administration of technical on site recorded data is required and reporting thereof to the Engineering and Asset Management section. This will include the completion of the service records of all equipment in the vendors workshop facilities and also on site work performed.
- 2.2.3 Mechanical disconnection of electrical motors at the various Water and Sanitation plants, when requested by EAM maintenance sections.
- 2.2.4 Electrical disconnection of electrical motors at the various Water and Sanitation plants, when requested by EAM maintenance sections.
- 2.2.5 Transport for the collection of equipment from and delivery to the City Of Cape Town's premises as required, when requested by EAM maintenance sections.
- 2.2.6 Provision of all materials, consumables, spares, contractor's equipment, supervision, skilled labour necessary for the repair of equipment described elsewhere
- 2.2.7 Dismantling, cleaning, inspection, reporting, repair, servicing, reconditioning of equipment,
- 2.2.8 Testing of equipment and submission of prescribed test reports and guarantees,
- 2.2.9 Delivery to and off-loading of equipment to sites advised by the Employer,
- 2.2.10 Installation of equipment and mechanical aligning as prescribed.
- 2.2.11 Feedback required from the contractor will demand the ability of the contractor to collect, record and report the data collected. The information required from the contractor would be such as documents listed elsewhere in the document such as motor test reports, vibration reports, alignment reports, SAP Attribute returnable etc.

2.2.12 Testing and repairs to standby generators.

2.2.13 Generator maintenance and test reports.

2.3 Location of works

Services during the contract will be at a facility identified by the City of Cape Town (CCT). The Works are located within three regions within City of Cape Town Metro. Engineering and Asset Management operate in the following Water and Sanitation area map which is divided into three operational regions namely:

Region 1: South Schaapkraal

Region 2: East Blomtuin

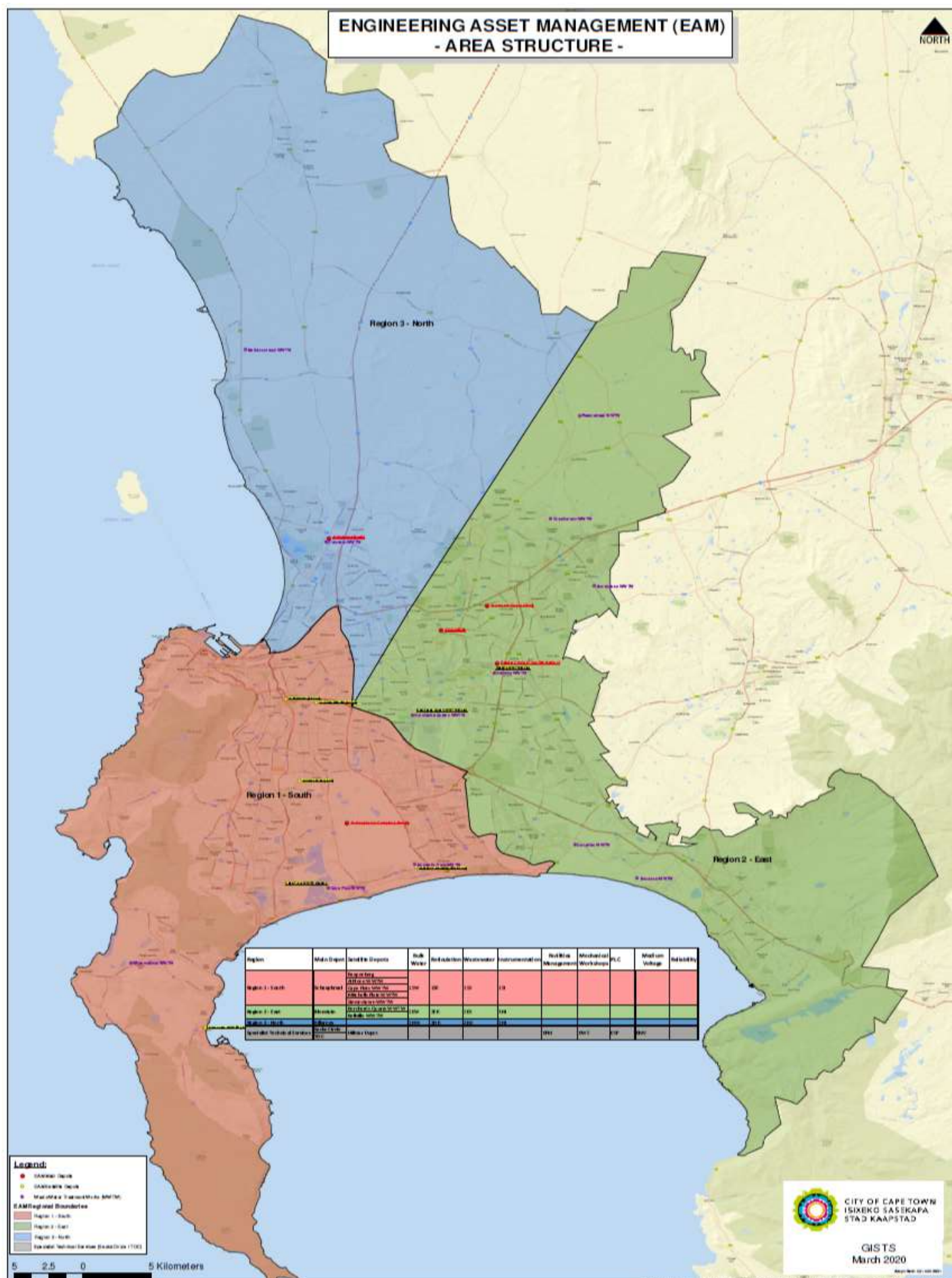
Region 3: North Killarney

The sites will be the buildings or ground or any other place in or on where work has to be executed. These include Waste Water, Bulk Water, Reticulation and Treated Effluent type facilities owned and operated by the City of Cape Town.

Contractors must acquaint themselves and abide by the applicable site conditions.

Services and units need to be positioned and operated within approved positions on each site. The Contractor shall occupy only such ground as is necessary to carry out the work. He shall provide and maintain such access to the various sections of the Works as he requires for the proper execution of the work.

Facilities are in daily operation 24/7. Shut downs for extended time periods will not be allowed. Shut down of portions of plant may be considered for approval by the CCT when the contractor submits a project plan and method statement. The Contractor shall plan and program his work to ensure downstream operations are not adversely affected.



WORK EXECUTION

2.4 Plant materials and equipment

The Contractor shall supply all the plant and equipment required and all plant and equipment shall comply with the requirements as stipulated in the Environmental and Occupational Health and Safety Act and the Construction Regulation Act (2014).

The rates and services supplied under this contract shall include compliance with the Health and Safety Specification and Regulations, Hepatitis A and B injections for contractor's staff. Compliance with the requirements of the Occupational Health and Safety Act, 85 of 1993 and Construction Regulations, 2014. Provision of and adherence to a Health and Safety Specification and Plan. Liaison, co-ordination and chairing of meetings in respect of Health and Safety requirements. Any other Health and Safety expenses incurred in complying with the requirements of the contract. Compliance with the Environmental Management Specification in the Scope of Work and Environmental Management expenses incurred in complying with the requirements of the contract.

2.5 Key Staff Personal and labour resources

The Contractor shall supply all key staff labour and resources required for when work is required. This labour component may or may not be in the permanent employment of the contractor. Sourced labour shall be declared and listed in the sub-contractor declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Key Staff and Labour resources appointed and intended to be used for the contract period. This include all staff and labour resources that could not be deemed as eligibility at the time of tendering.

2.6 Workshop and office facilities

The Contractor shall supply all workshop and office facilities required for when work is required. Workshops and repair facilities shall be all located within the City of Cape Town Metropolitan Municipal boundary. This component may or may not be in the permanent possession of the contractor. Sourced workshop and office facilities shall be declared and listed in the respective declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Workshop and Office facilities resources intended to be used for the contract period. This include all workshop and office facilities resources that could not be deemed as eligibility criteria at the time of tendering.

2.7 Vehicles plant and equipment

The Contractor shall supply all vehicles plant and equipment resources required for when work is required. This component may or may not be in the permanent possession of the contractor. Sourced vehicles plant and equipment shall be declared and listed in the respective declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Vehicles plant and equipment intended to be used for the contract period. This include all vehicles plant and equipment that could not be deemed as eligibility criteria at the time of tendering.

2.8 Joint Venture staff labour and resources

The Contractor shall supply all joint venture staff, labour and resources required for when work is required. This component may or may not be in the permanent employment of the contractor. Sourced labour and resources shall be declared and listed in the respective declaration returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all joint venture staff and labour resources appointed and intended to be used for the contract period. This include all Staff and Labour resources that could not be deemed as eligibility criteria at the time of tendering included in a detailed and motivated Memorandum of Understanding (MOU) between all affected parties and individuals.

2.9 Workshop and office facilities

The Contractor shall supply all the workshop and office facilities required in an electrical rewinding and repair facility required for when work is required. Workshops and repair facilities shall be all located within the City of Cape Town Metropolitan Municipal boundary. This may or may not be in the permanent possession of the contractor. This has to be available to the contractor 24/7 with no additional cost to the City. Sourced equipment and facilities shall also be declared and listed in returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all Workshop and Office facilities resources available and intended to be used for the contract period. This include all Workshop and Office facilities resources that could not be deemed as eligibility criteria at the time of tendering.

2.10 Tools and equipment required in electrical rewinding repair facility

The Contractor shall supply all the tools and equipment required in electrical rewinding repair facility resources required for when work is required. This may or may not be in the permanent possession of the contractor. This has to be available to the contractor 24/7 with no additional cost to the City. Sourced equipment shall also be declared and listed in returnable Schedule 16.

The contractor shall within 7 calendar days after award of the contract supply the City of Cape Town's project manager a detailed list of all tools and equipment in an electrical rewinding and repair facility available and intended to be used for the contract period. This include all Tools and Equipment that could not be deemed as eligibility criteria at the time of tendering.

2.11 Treatment of existing services

The contractor shall familiarise himself with all existing services and liaise with all relevant authorities for the location and detection of existing services. The contractor shall also use all necessary means to locate and expose services without damage to such services, should it be necessary.

2.12 Damage to services

The Contractor shall ensure that his employees do not interfere with, or cause damage to any existing services and he shall instruct them to refrain from entering areas where they are not required to carry out any work related to the contract.

2.13 Reinstatement of services and structure damaged during execution of the works.

The Contractor shall be responsible for the reinstatement of all services damaged as a result of his activities while on site. All reinstatement and repair costs shall be fully borne by the Contractor no claims against the Employer will be entertained.

2.14 Service and facilities provided by the employer

2.14.1 Source of Water Supply

It is not expected that the Contractor may need to obtain his own connection points for the execution of this Contract.

The Contractor shall make himself thoroughly acquainted with the regulations relating to the use of water and shall take adequate measures to prevent the wastage of water.

The Employer accepts no responsibility for the shortage of water due to any cause whatsoever, nor additional costs incurred by the Contractor as a result of such shortage or interruption.

The Contractor shall take note that no direct payment will be made for any costs incurred neither for the provision of a water supply point nor for the cost of water drawn.

2.14.2 Source of Power Supply

The Contractor may use the Employer's existing electricity supply and shall not be charged for reasonable use for the execution of tasks that fall under this Contract.

The employer accepts no responsibility for the availability, or lack thereof, of electricity. No payment shall be made for the costs incurred in that regard.

2.14.3 Location of Services and Materials Storage Area

It is not expected that the Contractor may need or require storage areas under this Contract. However, storage areas where required, will be provided on the various sites and shall be indicated to the Contractor on an ad hoc basis. The Contractor shall confine his storage of materials to the areas designated. On completion of the works, the surface of the areas utilised shall be re-instated,

The contractor shall continuously clear up and make good when any service or facility is no longer required. He shall leave the employers facilities in the condition they were before the Contractor first made use of them, with fair wear and tear excepted.

The Contractor shall continuously clear and dispose of waste and surplus materials to maintain the site in a tidy state.

2.15 Advertising rights

All notices, signs and barricades, as well as advertisements; may be used only if approved by the Employer. The Contractor shall be responsible for the supply, erection, maintenance and ultimate removal.

2.16 Site usage

Access to site shall be limited to the contractor and his personnel. The contractor shall be responsible to control unauthorized entry to the site and shall inform the Employer of any breach of such rules. The site shall be managed and used for its intended purpose.

2.17 Site establishment

No site establishment will be required under this Contract.

2.18 Alterations, additions, extensions and modifications to existing works

No alterations, additions, extensions and modifications to Works will be required under this Contract, unless specifically instructed or specified by the Employer.

2.19 Spares

Spares shall be managed and kept safe by the contractor until it has been supplied or installed, commissioned and handed over to the City of Cape Town.

2.20 Modification protocol

Original plant equipment design changes and modifications shall only be authorised by the Engineer. Such changes and modifications may have to be updated in all the volumes of the OEM manuals which will include the specifications, drawings, part lists and the distribution of all the changes to the owners of the manuals at the cost of the tenderer. It is imperative to note that a change of installed parts and components due to the supply of an equivalent offered by the contractor, it shall be deemed as a modification of the original engineering design which has been amplified in (13) Specification(s) section 1.

2.21 Warranty

The warranty for goods and services are specified under this contract in GCC, clause 15.

The contractor is further obligated to provide the City of Cape Town a warranty for supplied goods from date of delivery for the full term specified by the Original Manufacturer's warranty. This warranty may exceed the timeframe of GCC, clause 15.

All workmanship, materials and components shall have a warranty valid for twelve (12) months after the goods and/or services have been delivered. Where products procured will be supplied with the Original Equipment Manufacturer guarantee and warranty, conditions applicable to the specific product may exceed twelve (12) months from date of purchase. The OEM guarantee and warranty conditions shall take preference for the products supplied.

2.22 Method Statement

The City of Cape Town Works Package Manager (WPM) may require the contractor to compile and submit a Method Statement before work may be scheduled. This need be reviewed and approved by the WPM and plant manager.

Hereunder is a format serving as a guideline which will be required as a minimum standard for a method statement.

CONTRACTORS METHOD STATEMENT REQUIREMENTS

What is a Method Statement?

A method statement is a written document that essentially details a safe system of work and identifies the conceivable hazards that may arise during the work that is undertaken. Method statements are usually provided to the client by the principal contractor.

The Method statement shall explain in detail the work that is to be undertaken and the necessary remedial measures that need to be in place in order to protect the site workforce and in some cases members of the public who may be affected by work actions.

What Should a Method Statement Include?

Method statement should include the following segments as a minimum:

1. Basic Contract/Job Information

The name and number (where applicable) of the contract or job

.....

2. Contract/Job Details

- The name and address of the company that is undertaking the works
-

- The intended start date on site
-

- Details of the nature of the work that is to be undertaken
-

- The number of operatives/workers who will be involved in the works
-

- The name(s) of the supervisor(s) or person(s) responsible for health and safety
-

- The anticipated date for completion of the works
-

3. Method of Work

- A description of how the works are to be carried out in relation to the task and site-specific hazards
-
-
-

- A schedule of the works and a sequence of the operations/tasks
-
-

- Details of where the work is to take place and whether this designated area requires segregation

- Where applicable the inclusion of details regarding other subcontractors who may affect your works or details of how you will affect the works of other subcontractors

- For high risk works provide a detailed description of intended emergency procedures

4. Risk and HIRA Assessments

The inclusion of any risk/HIRA assessments and/or site specific health and safety issues which will assist in the identification and management of task specific hazards

5. Plant/Equipment

The inclusion of details regarding any equipment or plant that is to be provided for the works

6. Drawings/Sketches

The inclusion of simple illustrations that can communicate tasks or procedures to the operatives where necessary or possible

7. Monitoring and Review

- Details of how the works will be monitored supervised and evaluated

- Details of the person(s) who will communicate the method statement to the relevant operatives and when this communication will take place

Remember every job and every site is different so method statements must always be site specific and must be compiled by a competent person who is familiar with health and safety guidelines, the process of works and the site specifics.

Maintenance Manager: _____ Date: _____

Principal Contractor: _____ Date: _____

2.23 SAP Attributes

When the contractor receives an asset from the City of Cape Town the following format shall serve as a

guideline which will be required as a minimum standard for the recording of the information about the asset received. Some of the information could already be completed, but if not, the contractor shall ensure all available relevant information fields are completed.

When the asset is returned from the contractor to the City of Cape Town this completed document shall form part of the document pack submitted.

SAP ASSET ATTRIBUTES

SAP Data Attributes		
Number	SAP Attribute Information	Recorded Information
1	Address/Plant name (where is it from)	
2	City of Cape Town contact person name	
1	Description of asset (What/type)	
2	SAP Functional location	
3	Main Work Centre	
4	SAP equipment number	
5	Serial number (where applicable)	
6	Weight	
7	Size and/or dimensions	
8	Manufacturer	
9	Manufacturer part number (where applicable)	
10	Make/Manufacturer (where applicable)	
11	Model (where applicable)	
12	Technical identification number	
13	Date of last service	
14	Warranty start date	
15	Warranty end date	
16	Startup date	
17	Acquisition date	
18	Acquisition value	
It is the responsibility of the contractor to ensure that every work request is accompanied by a SAP maintenance work order. The Engineering and Asset Maintenance department will supply the contractor with the SAP work order. The work order will specify the SAP master data details regarding that specific asset which requires servicing or repairs. The purpose of the SAP Attribute schedule is to ensure the asset location is carefully recorded and reported where the asset will be re-installed and commissioned after the service activity to ensure the upholding of the SAP master data integrity.		

2.24 Maintenance and repair reports

The Contractor shall submit the following documentation to the Works Project Manager on completion of all work before payment is expected and may be expedited by the Works Project Manager;

2.24.1 Test report after service or repair

2.24.2 SAP Attribute datasheet

2.24.3 Guarantee of service, repair or supplied goods

2.24.4 Goods Receipt Note

2.24.5 Invoice

3. PROJECT SPECIFICATIONS

3.1 Scope

This specification covers the supply, installation, servicing, repairing and reconditioning of electrical motors and associated equipment.

3.2 Work Projects Specifications

This specification is a broad outline of activities and tender requirements therefore each Works Project will be detailed by the Works Package Managers in their detailed Works Package Specifications which is specific to each maintenance project.

It shall be the responsibility of the Contractor to obtain the most recent copies of the relevant editions of the General Electrical Motor Technical Specification documents referred to in this document, particular reference is made to the City of Cape Town's Standard Specifications for Electrical Motors.

The Contractor shall obtain copies of the Standard Specifications listed; which are available from the South African Bureau of Standards.

3.3 Applicable legislations and SANS standards for the execution of the works.

The latest edition, including all amendments up to date of tender, of the following Specifications, publications and codes of practice shall be read in conjunction with this specification and shall be deemed to form part thereof. Where South African National Standards (SANS) specifications or a code of practice exists it must be adhered to and no costs thereof are to be accounted for in the contractor's rates.

The following acts, regulations and specifications shall take prevalence unless stated otherwise in the document or Specifications.

- 3.3.1** SANS 101111 Engineering drawings
- 3.3.2** SANS 1186 Symbolic Safety Signs
- 3.3.3** SANS 101042-1 Wiring of premises, Low Voltage 50 VAC – 1000 VAC
- 3.3.4** SANS 101042-2 Medium Voltage fixed installation above 1000VAC – 22000VAC
- 3.3.5** Occupational Health and Safety Act 85 of 1993 (OHS Act 85, 1993) as amended including all Regulations promulgated since.
- 3.3.6** Environment Conservation Act, 1989
- 3.3.7** SANS 1561-1, Rewound and refurbished rotating electrical machines Part 1: Low-voltage three-phase induction motors
- 3.3.8** SANS 5770, Preparation of steel substrates before the application of paints and related products - Test for the assessment of cleanliness of blast-cleaned steel surfaces - Freedom from certain soluble salts
- 3.3.9** SANS 60034-1, Rotating electrical machines Part 1: Rating and performance
- 3.3.10** SANS 60034-2, Rotating electrical machines Part 2: Methods for determining losses and efficiency of rotating electrical machinery from tests (excluding machines for traction vehicles)
- 3.3.11** SANS 60034-2-1, Rotating electrical machines Part 2-1: Standard methods for determining losses and efficiency from tests (excluding machines for traction vehicles)
- 3.3.12** SANS 60034-2A, rotating electrical machines Part 2A: Methods for determining losses and efficiency of rotating electrical machinery from tests (excluding machines for traction vehicles) First supplement: Measurement of losses by the calorimetric method
- 3.3.13** SANS 60034-5, Rotating electrical machines Part 5: Degrees of protection provided by the integral design of rotating electrical machines (IP code) – Classification
- 3.3.14** SANS 60034-6, Rotating electrical machines Part 6: Methods of cooling (IC Code)
- 3.3.15** SANS 60034-7, Rotating electrical machines Part 7: Classification of types of construction, mounting arrangements and terminal box position (IM Code)
- 3.3.16** SANS 60034-8, Rotating electrical machines Part 8: Terminal markings and direction of rotation
- 3.3.17** SANS 60034-9, Rotating electrical machines Part 9: Noise limits
- 3.3.18** SANS 60034-11, Rotating electrical machines Part 11: Thermal protection
- 3.3.19** SANS 60034-12, Rotating electrical machines Part 12: Starting performance of single-speed three-phase cage induction motors
- 3.3.20** SANS 60034-14, Rotating electrical machines Part 14: Mechanical vibration of certain machines with shaft heights 56 mm and higher - Measurement, evaluation and limits of vibration severity
- 3.3.21** SANS 60034-15, Rotating electrical machines Part 15: Impulse voltage withstand levels of form-wound

stator coils for rotating Alternating Current machines

- 3.3.22** SANS 60034-17, Rotating electrical machines Part 17: Cage induction motors when fed from converters - Application guide
- 3.3.23** SANS 60034-18-1, Rotating electrical machines Part 18: Functional evaluation of insulation systems Section 1: General guidelines
- 3.3.24** SANS 60034-18-21, Rotating electrical machines Part 18: Functional evaluation of insulation systems Section 21: Test procedures for wire-wound windings - Thermal evaluation and classification
- 3.3.25** SANS 60034-18-22, Rotating electrical machines Part 18-22: Functional evaluation of insulation systems - Test procedures for wire-wound windings - Classification of changes and insulation component substitutions
- 3.3.26** SANS 60034-18-31, Rotating electrical machines Part 18: Functional evaluation of insulation systems Section 31: Test procedures for form-wound windings - Thermal evaluation and classification of insulation systems used in machines up to and including 50 MVA and 15 kV
- 3.3.27** SANS 60034-18-33, Rotating electrical machines Part 18: Functional evaluation of insulation systems Section 33: Test procedures for form-wound windings - Multifactor functional evaluation - Endurance under combined thermal and electrical stresses of insulation systems used in machines up to and including 50 MVA and 15 kV
- 3.3.28** SANS 60034-18-34, Rotating electrical machines Part 18-34: Functional evaluation of insulation systems - Test procedures for form-wound windings - Evaluation of thermomechanical endurance of insulation systems
- 3.3.29** SANS 60034-18-41, Rotating electrical machines Part 18-41: Qualification and type tests for Type I electrical insulation systems used in rotating electrical machines fed from voltage converters
- 3.3.30** SANS 60034-19, Rotating electrical machines Part 19: Specific test methods for Direct Current machines on conventional and rectifier-fed supplies
- 3.3.31** SANS 60034-22, Rotating electrical machines Part 22: AC generators for reciprocating internal combustion (RIC) engine driven generating sets
- 3.3.32** SANS 60034-23, Rotating electrical machines Part 23: Specification for the refurbishing of rotating electrical machines
- 3.3.33** SANS 60034-25, Rotating electrical machines Part 25: Guide for the design and performance of a.c motors specifically designed for converter supply
- 3.3.34** SANS 60034-26, Rotating electrical machines Part 26: Effects of unbalanced voltages on the performance of three-phase cage induction motors
- 3.3.35** SANS 60034-27, Rotating electrical machines Part 27: Off-line partial discharge measurements on the stator winding insulation of rotating electrical machines
- 3.3.36** SANS 60034-28, Rotating electrical machines Part 28: Test methods for determining quantities of equivalent circuit diagrams for three-phase low-voltage cage induction motors
- 3.3.37** SANS 60034-29, Rotating electrical machines Part 29: Equivalent loading and superposition techniques - Indirect testing to determine temperature rise
- 3.3.38** SANS 60034-30, Rotating electrical machines Part 30: Efficiency classes of single-speed, three-phase, cage-induction motors (IE-code)
- 3.3.39** SANS 60072-1, Dimensions and output series for rotating electrical machines Part 1: Frame numbers 56 to 400 and flange numbers 55 to 1080
- 3.3.40** SANS 60072-3, Dimensions and output series for rotating electrical machines Part 3: Small built-in motors - Flange numbers BF10 to BF50
- 3.3.41** SANS 60252-1, AC motor capacitors Part 1: General - Performance, testing and rating - Safety requirements - Guide for installation and operation
- 3.3.42** SANS 60947-4-1, Low-voltage switchgear and control gear Part 4-1: Contactors and motor-starters - Electromechanical contactors and motor-starters
- 3.3.43** SANS 60947-4-2, Low-voltage switchgear and control gear Part 4-2: Contactors and motor-starters - AC semiconductor motor controllers and starters
- 3.3.44** SANS 60947-4-3, Low-voltage switchgear and control gear Part 4-3: Contactors and motor-starters - A.C. semiconductor controllers and contactors for non-motor loads
- 3.3.45** SANS 9000, Quality management systems – Fundamentals and Vocabulary
- 3.3.46** SANS 9001, Quality management systems – Requirements
- 3.3.47** SANS 9004, Quality management systems – Guidelines for Performance Improvements
- 3.3.48** SANS 14001, Environmental Management Systems – Requirements with guidance for use.
- 3.3.49** National Environmental Management Act 1998 (as amended) (Act 107 of 1998)
- 3.3.50** NRS 040-3, High-voltage operating regulations Part 3: Model regulations - Recommended model regulations relating to power systems for operating, access control and supervision of systems that exceed 1 000 V, for the transmission and distribution of electricity
- 3.3.51** 1.56 NRS 040-4, High-voltage operating regulations Part 4: Recommended model for the training, competency assessment and authorization of the Electricity Supply Industry for network operations
- 3.3.52** NRS 040-5, High-voltage operating regulations Part 5: Standard procedure and terminology for the issuing of operating instructions

3.3.53 NRS 040-6, High-voltage operating instructions Part 6: Code of practice for earthing.

The contractor shall ensure that he is in possession of the latest specification and acts

4. Measurement and payment

4.1 Plant and equipment charges

Unit: hour (hr)

The unit of measurement shall be an hourly rate to establish and operate plant and equipment. The rates for plant shall, in addition, cover the cost of insurance, transport, hiring where required, consumable stores, fuel and maintenance.

4.2 Large plant establish and removal

Unit: kilometre (km)

The unit of measurement shall be a kilometre rate to supply a large and mobile plant. The rate shall include charges for overheads, fuel, maintenance, charges and profit for the supply delivery, offloading, loading and removal etc. of a large plant including the delivery of all woven slings, steel rope steel chains, shackles etc. as required for rigging and lifting. The requirements for rigging and lifting equipment shall be the responsibility of the Contractor. The rates shall include full compensation for all costs related to traveling, inspecting and assessing the site.

4.3 Large plant operate and maintain

Unit: hour (hr)

The unit of measurement shall be an hourly rate to operate a large plant. The rate shall include charges for overheads, fuel, maintenance, charges and profit including woven slings, steel rope, steel chains, shackles etc. as required for rigging and lifting. The requirements for rigging and lifting equipment shall be the responsibility of the Contractor.

4.4 Transport charges

Unit: kilometre (km)

The unit of measurement shall be a kilometre rate for the transport and delivery of materials, equipment or labour into storage or on the site (excluding large or mobile plant measured elsewhere). The rate shall include all charges including overheads such as fuel, maintenance charges, hire and rental cost, insurances, licensing and registration and profit etc. The tenderer may use and base the transport rate per unit on the **Automobile Association (AA) transport rates calculator**.

4.5 Labour charges

Unit: hour (hr)

The unit of measurement shall be an hourly rate to supply the required labour. Rates include all incidental costs such as equipment, hand tools, power tools, PPE, safety equipment, medicals and all trade related training to comply with Occupational Health and Safety Act 85 of 1993 etc. The tenderer may use and base the labour rate per unit on the **Building Industry Bargaining Council's wage schedules** or **SEIFSA indices tables** in determining the minimum labour rates. The unit rates for labour and plant, or the percentage allowance for addition to the net cost of labour and materials shall cover overhead charges and profit, site supervision and site staff, insurances, holidays with pay, and use and maintenance of tools and equipment. The rates or allowances shall also cover traveling allowances or traveling costs lodging allowances and any other emoluments and allowances payable to the workmen.

4.6 Detailed works programme and method statement

Unit: hour (hr)

The unit of measurement per works programmes and method statement.

4.7 Inspection and maintenance reports

Unit: hour (hr)

The unit of measurement shall be the number of reports required by the City of Cape Town as per Clause 3.7 of this specification. The rates shall include all costs associated with the site survey, submission of Contractor's documents, including submission of drawings, inspection and repair reports.

The Contractor shall hand to the City of Cape Town representative, immediately after each service, a detailed report of a repair or service that was carried out. The detailed report shall include:

The equipment serviced

The service test report together with recommendation/s shall be submitted to the Works Package Manager immediately upon completion of the service.

On completion of the scheduled service or call out, the Contractor must submit a test / fault report based on the maintenance schedules and / or Work Package data for record purposes. The report must also minute the readings on all meters. A report on the conditions of all equipment serviced shall be submitted to the Works Package Manager immediately after completion of the routine service.

No payment shall be done without a detailed report being submitted. Where applicable, the original supplier's invoices must be attached with the contractor's payments.

4.8 As Built information

Unit: No.

The unit of measurement shall be the number of sets of "as built" drawings required by the City of Cape Town for installations where no drawings are available:

Rates shall include all survey and drafting work required to produce a set of as built-drawings as per the requirements of the Standard Specifications for Electrical Work.

4.9 Installation, Operation and Maintenance Manual drafts

Unit: No.

The unit measurement shall be the number of sets (three documents per set) of draft copies of an Installation, Operation and Maintenance Manual prior to commissioning required by the City of Cape Town and for installations where no installation, Operation and Maintenance Manuals are available.

Rates shall include all work required to produce an installation, operation and maintenance manual as per the requirements of Standard Specifications for Electrical Work.

4.10 Installation, Operation and Maintenance Manual

Unit: No.

The unit of measurement shall be the number of sets (six copies per set) copies of an installation, Operation and Maintenance Manual prior to the issue of the Taking-Over Certificate required by the City of Cape Town and for installations where no Installation, Operation and Maintenance Manuals are available.

Rates shall include all work required to produce an installation, operation and maintenance manual for Standard Specifications for Electrical Work.

4.11 Operational and Maintenance Training

Unit: No.

The unit of measurement shall be per number officials for Operational and Maintenance Training

4.12 Remove existing equipment and materials

Unit: hour (hr)

The unit of measurement shall be the time worked on equipment and materials removed.

The rates shall include the complete dismantling, removal, re-instatement and installation of electrical components and parts.

4.13 Installation, testing and commissioning of works

Unit: hour (hr)

The unit of measurement shall be the time worked on equipment on City of Cape Town sites.

The tendered rates shall include full compensation for the installation, testing commissioning and making good all the damaged civil structures, including patching, plastering and painting where required.

Separate items will be listed in the Schedule of Rates for different types and sizes of equipment.

4.14 Alternative or equivalent offers to the specified brand, model and make

The contractor shall bear all costs when supplying an item of goods, part of goods and/or material when offering an alternative equivalent to the specified brand, model and make when such goods, parts of goods and/or material is found to be non-compatible with any existing electrical asset or infrastructure. Any alternative equivalent supplied item shall be 100% compatible requiring zero modification to existing install base of plant and infrastructure. The contractor shall be solely and financially responsible to ensure the alternatively equivalent supplied item of goods, part of goods and/or material is installed to ensure 100% compatibility within 7 calendar days of when the Works Package Manager becomes aware of a non-compatibility issue.

4.15 Tender prices includes

All prices tendered shall factor in minor expenses, disbursements and costs per unit associated with sourcing and

supplying parts or goods which include general internal administrative processes. It is generally accepted that transport to deliver the goods or parts to the City of Cape Town, excludes transport cost to deliver a product/s, which forms part of the scope of work developed by the respective Engineering and Asset Management maintenance section representative.

4.16 Provisional sum

Allow for the provisional sum for the selection, supply, delivery to site and installation for any electrical motor, generator or related parts not listed in the pricing schedule and could not be specified and are unforeseen before the time of tender. The Provisional Sum is the Defined Cost plus the percentage/s for overheads and profit.

Procedure for the selection of sub-contractors/suppliers (Ad hoc items):

Where monetary allowances for provisional sums or prime cost items have been provided for in the contract and where the work or items to which the allowances relate are to be executed/supplied by sub-contractors/suppliers, then the following selection process shall be followed in respect of the required sub-contractors/suppliers:

Where the monetary allowance is *less than or equal to R300 000*, the Contractor shall invite three quotations from suitably qualified sub-contractors/suppliers for the required work or items. The selection of the three sub-contractors/suppliers shall be in consultation with, and to the approval of the Employer's Agent. The evaluation of the quotations received must include a preference points system as described in Tender Data.

Where the monetary allowance is *in excess of R300 000*, an open competitive tender process shall be followed in respect of the selection of a sub-contractor/supplier for the required work or items. In such circumstances, tender documentation will be prepared by the Employer's Agent in consultation with and to the approval of the Contractor, invitations.

4.17 Standard maintenance plans pricing structure/Work Package**Types of standard induction motor service plans (Works Package)****TYPE A SERVICE**

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Wash, dry, bake and varnish windings.
7	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
8	Fit new dust and/or oil seal
9	Dynamically balance the rotor and coupling combination and report
10	Assemble , test and prepare report. This report will be additional/supplementary to the report as per item 3.
11	Submit a consolidated service report including the test results mentioned under items 3 and 10

TYPE B SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Repair both end shields
7	Wash, dry, bake and varnish windings.
8	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
9	Fit new dust and/or oil seal
10	Dynamically balance the rotor and coupling combination and report
11	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
12	Submit a consolidated service report including the test results mentioned under items 3 and 11

TYPE C SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Repair both end shields
7	Supply and fit new terminal box complete with lid and terminal block.
8	Wash, dry, bake and varnish windings.
9	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
10	Fit new dust and/or oil seal
11	Dynamically balance the rotor and coupling combination and report
12	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
13	Submit a consolidated service report including the test results mentioned under items 3 and 12

TYPE D SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Wash, dry, bake and varnish windings.
7	Shaft repair. Inspect and measure both shaft ends. Repair as required. Record measurements before and after repairs.
8	Repair both end shields
9	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
10	Fit new dust and/or oil seal
11	Dynamically balance the rotor and coupling combination and report
12	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
13	Submit a consolidated service report including the test results mentioned under items 3 and 12

TYPE E SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Wash, dry, bake and varnish windings.
7	Inspect and measure both shaft ends. Repair as required. Record measurements before and after repairs.
8	Repair both end shields
9	Supply and fit new fan
10	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
11	Fit new dust and/or oil seal
12	Dynamically balance the rotor and coupling combination and report
13	Supply and install new fan cowl
14	Supply and fit new terminal box complete with lid and terminal block.
15	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
16	Submit a consolidated service report including the test results mentioned under items 3 and 15

TYPE F SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Repair both end shields
7	Rewind stator to SABS standards. Record as per quality plan.
8	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
9	Fit new dust and/or oil seal
10	Dynamically balance the rotor and coupling combination and report
11	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
12	Submit a consolidated service report including the test results mentioned under items 3 and 11

TYPE G SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Rewind stator to SABS standards. Record as per quality plan.
7	Shaft repair. Inspect and measure both shaft ends. Repair as required. Record measurements before and after repairs.
8	Repair both end shields
9	Supply and fit new fan
10	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
11	Fit new dust and/or oil seal
12	Dynamically balance the rotor and coupling combination and report
13	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
14	Submit a consolidated service report including the test results mentioned under items 3 and 13

TYPE H SERVICE

STEP	DESCRIPTION OF TASK
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast motor casing, prepare and spray to colour specified as per specification
5	Fit new nameplate
6	Rewind stator to SABS standards. Record as per quality plan.
7	Shaft repair. Inspect and measure both shaft ends. Repair as required. Record measurements before and after repairs.
8	Repair both end shields
9	Supply and fit new fan
10	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
11	Fit new dust and/or oil seal
12	Dynamically balance the rotor and coupling combination and report
13	Supply and install new fan cowl
14	Supply and fit new terminal box complete with lid and terminal block.
15	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
16	Submit a consolidated service report including the test results mentioned under items 3 and 15

Types of standard generator alternator service plans (Works Package)

TYPE I SERVICE

STEP	DESCRIPTION OF TASK (Generator alternator)
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast <u>alternator</u> casing, prepare and spray to colour specified as per specification
5	Fit new nameplate if the nameplate is missing or illegible
6	Rewind stator to SABS standards. Record as per quality plan.
7	Shaft repair. Inspect and measure both shaft ends. Repair if and as required. Record measurements before and after repairs.
8	Repair both end shields
9	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
10	Fit new dust and/or oil seal
11	Dynamically balance the rotor and coupling combination and report
12	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
13	Submit a consolidated service report including the test results mentioned under items 3 and 12

TYPE J SERVICE

STEP	DESCRIPTION OF TASK (Generator alternator)
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast <u>alternator</u> casing, prepare and spray to colour specified as per specification
5	Fit new nameplate if the nameplate is missing or illegible
6	Rewind armature coils to SABS standards. Record as per quality plan.
7	Shaft repair. Inspect and measure both shaft ends. Repair if and as required. Record measurements before and after repairs.
8	Repair both end shields
9	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
10	Fit new dust and/or oil seal
11	Dynamically balance the rotor and coupling combination and report
12	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
13	Submit a consolidated service report including the test results mentioned under items 3 and 12

TYPE K SERVICE

STEP	DESCRIPTION OF TASK (Generator alternator)
1	Dismantle. Protect parts against rust and damage
2	Test, examine, measure and inspect all components. Record all measurements
3	Prepare and submit report to the Employer
4	Abrasive blast <u>alternator</u> casing, prepare and spray to colour specified as per specification
5	Fit new nameplate if the nameplate is missing or illegible
6	Rewind stator to SABS standards. Record as per quality plan.
7	Rewind armature coils to SABS standards. Record as per quality plan.
8	Shaft repair. Inspect and measure both shaft ends. Repair if and as required. Record measurements before and after repairs.
9	Repair both end shields
10	Fit new bearings. Only FAG, Timken and SKF bearings will be accepted. Bearing numbers to be recorded on inspection for.
11	Fit new dust and/or oil seal
12	Dynamically balance the rotor and coupling combination and report
13	Assemble, test and prepare report. This report will be additional/supplementary to the report as per item 3.
14	Submit a consolidated service report including the test results mentioned under items 3 and 13

4.18 Predictive Maintenance Assessment of Motor Circuit and Analysis

The contractor shall make available the following on site motor and circuit analysis service.

This service may be from a specialist predictive maintenance assessor who will perform the tests, analyse and report the tested condition of the motor, the supply circuit or power quality issues. The report needs to contain the following information, as listed further below, as a minimum.

The software shall enable the tester and assessor of the report to analyse the condition against industry and accepted engineering standards to inform the EAM (Engineering and Asset Management maintenance section of any conditions which warrants further investigation and possible preventative maintenance tactics to employ.

The contactors shall use the guidelines below to provide similar or equal service as specified below.

Previous similar condition monitor assessments were done utilising technology from PdMA Corporation and All Test Pro. For further information and clarification on the type of services on offer, consult the following websites. Both technologies offer similar benefits some of which are detailed below.

More information on www.PdMA.com or <https://alltestpro.com/>

The term MCE refers to de-energized motor testing capability and EMAX refers to energized motor testing capability. MCEMAX refers to both de-energized and energized motor testing capabilities in one tester.

MCE testing can be performed for quality assurance, trending, and diagnostic troubleshooting.

- Quality Assurance (QA) testing of motors, when they are new or refurbished, ensures that only the highest quality motors are placed in service.
- Trending motor health over time allows for repair or replacement of motors, prior to failure. This can prevent unexpected down time and minimize costs associated with unexpected shutdowns.
- When problems exist in a motor circuit, the MCE can be used to troubleshoot the circuit and narrow the problem down to a specific component or section of the motor circuit.

MCE testing is non-destructive and measures inherent characteristics of a de-energized motor circuit. The Standard Test takes approximately 1 1/2 (DC motor) to 3 1/2 (AC motor) minutes and measures the following characteristics:

- Resistance-to-ground (RTG)
Temperature corrected RTG tests the ground wall insulation of the motor and circuit cables, indicating the condition of the insulation.
- Capacitance-to-ground (CTG)
CTG is an indicator of the motor cleanliness, identifying contamination build up on the insulation.
- Phase-to-phase resistance
Phase-to-phase resistance tests the circuit and the stator coils for resistance, calculates resistance imbalance, and indicates when these imbalances are unsatisfactory. High resistance imbalances indicate hot spots, high resistance connections, or coil shorting in the stator.
- Phase-to-phase inductance
Phase-to-phase inductance tests the circuit, stator coil, iron, and rotor components for inductive imbalances and indicates when these imbalances are unsatisfactory. High inductive imbalances indicate winding faults and rotor defects.

Additionally, MCE performs a Rotor Influence Check (RIC) on AC motors, insulation and step voltage tests on AC and DC motors, and a commutator bar-to-bar test on DC motors.

- Rotor Influence Check (RIC)

The RIC is performed to isolate problems to either the rotor or stator in a motor. As the rotor is turned incrementally by hand, a plot of its influence on the stator coils is developed using inductance measurements. If the influence on the pole groups is uniform, the effects are caused by the rotor. If the influence on the pole groups is non-uniform, the effects are caused by the stator.

- Insulation tests—Dielectric Absorption (DA), Polarization Index (PI), and Step Voltage.

The **EMAX** tester allows testing motors while they are operating. Energized motor testing allows you to determine when the motor needs to be shut down for further testing and/or maintenance. Two types of energized motor testing are possible with **EMAX**, current analysis and power analysis. Like MCE, **EMAX** testing is *non-destructive*. The Current Analysis portion of **EMAX** takes current measurements of the three phases of an AC motor circuit. It can perform the following tests on AC motors operating at a *recommended* steady state load of greater than 70% of full load.

- Demodulation

Demodulation filters out the carrier frequency and reveals the hidden signals, representing repetitive load variations allowing identification of potential faults with belts, bearings, gears, pumps, compressor stages and other mechanical related anomalies.

- Low/High Resolution

Low/High Resolution current analysis testing is performed to identify rotor damage.

- Eccentricity

Eccentricity testing is performed to determine motor eccentricity or an uneven air gap.

- In-Rush/Start-Up

In-Rush/Start-Up testing is performed to monitor in-rush current and start-up signatures, providing early signs of motor degradation. This test can also be used to monitor changes in motor operation during a change in process parameters.

The Power Analysis portion of **EMAX** takes voltage and current measurements of the three phases of an AC motor circuit. It provides the following information:

- Voltage, current, and power signals, with respect to time, are used to indicate the relationship between voltage and current verifying proper phase sequence, stator health, and incoming power quality.

- Voltage, current, and power FFT graphs are used to detect abnormal amplitudes of various known fault-frequencies.

- Voltage, current, and power harmonics are used to determine power quality of the incoming signal.

- A results page, with a variety of parameters, is used to document the readings taken during each test.

SPECIAL APPLICATIONS

AC SYNCHRONOUS

The MCE tests for an AC synchronous motor are Standard (stator) or Synchronous (rotor), Polarization Index (PI), Dielectric Absorption (DA), Step Voltage and RIC (stator only). The following is the recommended testing order for MCE testing of AC synchronous motors.

1. RIC
2. Standard Test
3. PI or DA Test
4. Step Voltage

EMAX tests for AC synchronous motors are Power, High Resolution, Low Resolution, Eccentricity, and In-Rush/Start-Up.

WOUND ROTOR MOTORS

Testing the stator with MCE and EMAX is the same for a wound rotor motor or an AC induction motor. The MCE tests for wound rotor motors on the stator are Standard, Polarization Index (PI), Dielectric Absorption (DA), Step Voltage and Rotor Influence (RIC). Tests performed on the rotor are Standard, PI, DA, and Step Voltage. Tests performed on the resistor bank are Resistor Bank, PI, DA, and Step Voltage.

The following is the recommended testing order for MCE testing of a wound rotor motor stator, rotor, or resistor bank.

1. RIC
2. Standard Test or Resistor Bank
3. PI or DA Test
4. Step Voltage

EMAX tests for wound rotor motors are Power, High Resolution, Low Resolution, Eccentricity, and In-Rush/Start-Up.

GENERATORS

The MCE test performed on generators is a standard test.

5. Standard Specifications for Electrical Motors

Contractor shall refer to the Standard Specification for Electrical Motors after contract award. This document outlines all the applicable engineering standards and specifications for all new electrical motors including maintenance activities. The contractor shall familiarise himself with the content and be in compliance for all electrical engineering works.

5.1 Rating

All electric motors shall be rated for operation on a 3-phase, 4-wire, 400/230 volt, 50 Hz, AC supply at sea level, with an ambient temperature of up to 40 °C.

The rated power of the motor shall be selected to be not less than 20 % in excess of the designed power requirement of the associated plant unless the motor forms part of a packaged unit and/or where the size of the motor is specified and/or as otherwise approved by the Engineer.

A motor shall be selected so that it shall reach full operating speed within 10 seconds for the method of starting and drive arrangement used.

5.2 Specifications

Except as otherwise specified, motors shall be standard squirrel cage or slip-ring motors complying with SANS 1804 as amended, with IP55 enclosure and IC 0141 cooling, and suitable for a damp environment. Motors shall be suitable for both "continuous running duty", Duty Class S1, and "intermittent periodic duty", Duty Class S3. Windings shall be copper conductors insulated with Class F material (100 °C rise capability). The motors shall be suitable for 6 starts per hour, two of which shall be consecutive.

5.2.1 Type

The type of motor (and starter if applicable) to be supplied is determined by the requirements of the application specified in the Detailed Mechanical Specification and by the starting limitations specified in the Electrical Specification. In the absence of such specifications, a standard squirrel cage motor complying with this Clause shall be offered.

5.2.2 Construction

Motor frames shall be of the totally enclosed fan cooled type with cast iron frames and cast iron end covers. Sheet steel is not acceptable for fan cowls and these shall be of cast iron, tough plastic or stainless steel. The end covers shall be properly machined and each cover shall locate on a spigot register to ensure concentricity and parallelism. Bearings shall be of grease lubricated roller and/or ball type, provided with grease nipples (with extension tubes where access is restricted) and sealed to suit external use. Motors required for external use shall be fully weatherproofed.

5.2.3 Bearings

Mechanical roller element bearings shall be selected to operate for up to 45000 hours before a replacement is required. Bearings requiring greasing/lubrication shall be supplied with lubrication specifications and maintenance frequency and requirements.

For electrical motors larger than 110 kW, NDE and DE bearing temperature monitoring by means of PT100 shall be supplied.

5.2.4 Terminal Boxes

Terminal boxes shall be top mounted wherever possible and arranged for cable entry from either side. The two ends of each stator winding shall be "brought out" to the terminal box. Squirrel cage motors shall be wired to permit Variable Speed Drive (VSD) control and also direct-on-line and star-delta starting.

5.2.5 Thermistors

Motors between sizes 55 kW and up to 350 kW, as well as motors for variable speed drives (VSD) shall be provided with thermistors embedded in the windings of each phase. The thermistor tails shall be "brought out" to separate terminals mounted near the motor winding terminal block. The contractor shall ensure with City of Cape Town EAM maintenance section which type of thermal protection devices are currently fitted and suitable with MCC panel control

circuits before installing onto refurbished motors.

5.2.6 RTDs

Motors rated at 110 kW and above, both fixed and variable speed, shall be provided with PT 100 type RTDs. Two RTDs shall be provided per phase winding. All six shall be incorporated into the control system; three to provide monitoring and three to provide high temperature trip functions. The contractor shall ensure with City of Cape Town EAM maintenance section which type of thermal protection devices are currently fitted and suitable with MCC panel control circuits before installing onto refurbished motors.

5.2.7 Heaters

Motors of size 75 kW and above shall be fitted with 220V volt space heaters. The heater shall be mounted at the bottom of the motor frame and shall be replaceable without dismantling the motor. These shall be arranged to switch on when the motor stops operating and switch off when it starts operating.

5.2.8 Slip-Ring Motors

Slip-ring (wound rotor) motors shall be of the totally enclosed fan cooled type with stainless steel slip-rings. The slip-rings shall be mounted inboard of the non-drive end bearing and shall be fitted and keyed to the shaft as a single unit. The terminal box shall be common to both stator and rotor connections.

The brush holders shall be manufactured from fibreglass and shall be removable from the terminal box as a complete unit. Where the current density in a single brush at the full operating load approaches or is above 80 % of the capability of the brush, then an additional brush shall be provided in a separate brush box.

5.2.9 Motor Speed

Motor speeds shall be selected as follows:

All motors between 2 pole and 8 pole are applicable to this tender.

5.2.10 Variable Speed Applications

In applications where the motor speed is controlled by variable frequency drive, the motors shall be cooled by a separate, 50 Hz motor driven forced ventilation fan. This requirement will be waived if the Contractor can provide documentation to confirm that the drive and motor design can operate in the application, with shaft-mounted fan, without overheating. This requirement does not apply to submerged motor applications.

Should we include minimum voltage spike threshold?

Motor rated voltage	Voltage spikes	dV/dt*	Rise Time*	Maximum Time Between Successive Pulses
	at motor terminals (phase-phase)	at motor terminals (phase-phase)		
$V_{rated} < 460V$	$\leq 1600V$	$\leq 5200V/\mu s$	$\geq 0.1\mu s$	$\geq 6\mu s$
$460V \leq V_{rated} < 575V$	$\leq 2000V$	$\leq 6500V/\mu s$		
$575V \leq V_{rated} < 1000V$	$\leq 2400V$	$\leq 7800V/\mu s$		

* dV/dt and Rise Time definition according to NEMA Std. MG1 - part 30.

5.2.11 Hazardous Locations

When required to suit a hazardous location in terms of SANS 10108 or in terms of this Specification, suitable motors complying with SANS 60034-5 or SANS 61241, as appropriate, shall be supplied. The relevant SANS certificates, clearly indicating the location classification in which the machine may be operated, shall be submitted to the Engineer before delivery of the motors. Each motor shall be clearly and permanently marked with the applicable certificate number.

5.2.12 Special Motors

Should the Tenderer wish to offer a different type of motor to those specified so as to obtain special starting characteristics and/or variable speed, a full technical specification of the motor must be supplied and such specification shall be for equipment to a standard at least equal to that of the motors specified above. In particular, no item of electrical protection shall be omitted.

5.2.13 Warning

Motor manufacturers and suppliers are informed that the motors are to be installed in an extremely corrosive and often damp environment. All motors shall therefore be adequately protected against corrosion.

5.3 Bearings

Bearing systems shall be designed to provide safe start-up and shut-down, under normal stoppages as well as electrical supply failure, without damage.

Unless prevented from running in a particular direction, rotational bearings shall be designed to support shaft rotation in both directions.

5.3.1 Bearing Selection

Bearings shall be chosen primarily to suit the equipment manufacturer's requirements and the plant's design conditions but the following guidelines shall be considered:

- a) Greased lubricated bearings are generally acceptable for units with power ratings up to 100 kW.
- b) Units with power ratings between 100 kW and 1 000 kW shall preferably be provided with rolling element bearings.
- c) Units with power ratings above 1 000 kW and with high speed shafts shall preferably be provided with plain bearings (oil-film type).
- d) Plain bearings shall be provided with oil ring lubrication or positively fed lubrication.

5.3.2 Design Life for Rolling Element Bearings

Ball and roller bearings shall generally be selected for a design life of greater than 45000 hours; i.e. the bearing manufacturer's category for machines required to work with a high degree of reliability 24 hours per day.

5.3.3 Thermal Alarms

Thermal alarms on bearing systems shall be set in accordance with the specific instructions of the equipment manufacturer or, if it necessary for these to be set on Site, such alarms shall be set after no less than 24 hours of operation have occurred.

5.4 Standard paint colour for electrical motors

- 5.4.1** Motor stator body; light grey, colour standard code RAL 7035
- 5.4.2** Motor terminal cover; pastel orange, colour standard code RAL 2003
- 5.4.3** Motor fan cover/cowl; pastel orange, colour standard code RAL 2003

5.5 Maintenance, Service and Inspection reports

Various reports are required from the Contractor or Specialist Sub-Contractors. This would include on-site inspection reports, site service reports for electrical infrastructure services and service reports from specialist repair agents of OEM equipment.

5.6 Commissioning

When all tests have been completed to the satisfaction of the Employers Agent (WPM) the works shall be commissioned. The completed work including all control functions and control systems shall be commissioned as a unit and the process performance requirements shall be achieved during normal Operation.

Once the Works has been commissioned to the satisfaction of the Employers Agent, (WPM) the operational acceptance period shall start and shall consist of a continuous period of operation free from trouble. Unless otherwise stated, this period shall be four calendar weeks. During the operational acceptance period, the Contractor shall carry out all necessary servicing and any adjustments required. The plant operational staff will assist the Contractor in operating the Works during this period.

6. Electrical motor predictive maintenance monitor sensor

Specifications for externally mounted condition monitoring device and sensor for fitment to electrical motor stator body.

These devices are intended to inform the operator of various conditions and the healthy status of the electrical motor. The device shall be programmable for a specific motor, irrespective of brand and model, duty and a range of programmable settings for the various alarm conditions. It is required the device communicates wirelessly to an Android mobile device via Bluetooth. The supplier's free downloadable application will be utilised for motor diagnostics and fault recognition and reporting on the mobile application platform.

The sensor will download as per default setting the motor condition up to once per hour and stored internally. The sample frequency may be set by the user. The device must be able to store data for at least 90 days before the stored memory is over-written.

The device shall be powered by an internally battery power source with a lifespan of at least 3 – 5 years depending on the frequency of data samples recorded.

The sensor shall not require an internet connection for recording of data once mounted on the electrical motor.

The sensor shall not require a specific licence fee to record and download the data to a mobile device for the full duration of the lifespan of the sensor. Should a licence be required, that cost shall be included in the cost of the unit and maintained by the contractor to ensure every sensor installed remains fully functional during its lifespan.

Typical suppliers of this equipment but not limited to would be WEG, iAlert and ABB.

6.1 Temperature measurement

Measurement range -40 degree C - + 80 Degree C

Resolution 0.05 degree C

Accuracy approximately 0.5 degree C

Mounted externally on electrical motor 0 – 40 Degree C

6.2 Vibration measurement (Overall Velocity Values)

Amplitude range 0.04 – 700 mm/s (25 Hz)

Frequency range 10Hz – 1 kHz

Detection RMS

6.3 Wireless communication technology

Network Bluetooth 4.0

Frequency 2.4 GHz free ISM band

Range approximately 10 meter line of sight

6.4 Power

Lithium battery powered device

Estimated battery power lifespan of 5 years. Required to last between 3 -5 years depending of the rate of data downloaded and number of samples per day programmed.

6.5 Environment

Operating temperature 0 degree C – 85 degree C

IP rating of at least IP 66

6.6 Mounting

Mounted externally on motor stator casing with specifically manufactured and supplied mounting brackets.

6.7 Condition monitoring parameters

Vibration: Axial, radial, tangential (X, Y, Z)

Bearing condition

Surface temperature

Running hours

Number of starts

Remaining battery life of unit

7. HEALTH AND SAFETY SPECIFICATION AND PLAN

HEALTH AND SAFETY SPECIFICATION AND PLAN FOR MINOR CONTRACTS

7.1 PURPOSE:

In terms of the Construction Regulations 2003 of the Occupational Health and Safety Act, Act No. 85 of 1993 as amended, the Client must provide the Contractor with a Health and Safety Specification to which the Contractor must respond with a Health and Safety Plan for approval by the Client.

This document is intended to cater for the contracts up to one million rand in value by providing the Health and Safety Specification in table form to which the Contractor must respond by completing the last column, which is then deemed to constitute the Health and Safety Plan for this contract.

7.2 SCOPE:

This contract comprises: SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

In terms of the OHS Act and the Construction Regulations, 2014 the Employer must provide the Contractor with a Health and Safety Specification, to which the Contractor must respond with a Health and Safety Plan for approval by the Employer.

The purpose of this Specification is to ensure that a contractor entering into a contract with the Employer maintains an acceptable level of compliance with regard to health and safety issues during the performance of the Contract. In this regard the Health and Safety Specification forms an integral part of the Contract and the Contractor shall ensure that his subcontractors and/or suppliers comply with the requirements of this Specification.

7.3 GENERAL:

This specification covers health and safety matters applicable during construction.

The Contractor shall comply with the Occupational Health and Safety Act and Regulations, Act No. 85 of 1993 as amended (OHSA) and in particular with the Construction Regulations, 2003. In this regard refer also the Health and Safety Agreement and Conditions in terms of OHSA Section 37(2), attached to these contract documents.

All the work included in this Contract shall, for the purpose of complying with OHSA and the Construction Regulations, be deemed to be "construction work".

It should be noted that, with a few exceptions, the Standard Specifications and the Project Specifications are "end product specifications" and not "method specifications". As the methods of construction to be used are generally determined by the Contractor, detailed safety requirements applicable to all the operations to be carried out on Site are not provided in the project documentation. The Contractor shall apply all the relevant and/or amended regulations and requirements to the work methods and materials used.

7.4 DEFINITIONS

For the purposes of this Specification, the definitions given in the Occupational Health and Safety Act, 85 of 1993 and the Construction Regulations, 2014, and the following definitions, shall apply:

- 1.1.1. "Construction Regulations, 2014" means the Construction Regulations (GNR. 84 of 7 February 2014) published in terms of the OHS Act.
- 1.1.2. "Contractor" means the Principal Contractor as defined in the Construction Regulations, 2014.
- 1.1.3. "Employer" means the Client or his agent as defined in the Construction Regulations, 2014.
- 1.1.4. "Engineer" means the person/firm so named in the Contract Data whose function is to administer the Contract as agent of the Employer, acting through, if appointed, a Health and Safety Agent.
- 1.1.5. "OHS Act" means the Occupational Health and Safety Act, 85 of 1993.
- 1.1.6. "subcontractor" means any contractor employed by the Contractor to perform construction work.

7.5 SCOPE

In terms of the OHS Act and the Construction Regulations, 2014 the Employer must provide the Contractor with a Health and Safety Specification, to which the Contractor must respond with a Health and Safety Plan for approval by the Employer.

The purpose of this Specification is to ensure that a contractor entering into a contract with the Employer maintains an acceptable level of compliance with regard to health and safety issues during the performance of the Contract. In this regard the Health and Safety Specification forms an integral part of the Contract and the Contractor shall ensure that his subcontractors and/or suppliers comply with the requirements of this Specification.

7.6 INTERPRETATION

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

Responsibility for health and safety relating to the Works lies with the Contractor as described in this Specification. Nothing stated in or omitted from this Specification shall in any way limit the Contractor's obligations and liabilities in terms of the OHS Act.

7.7 GENERAL REQUIREMENTS

The Contractor shall:

- 7.7.1** create and maintain a safe and healthy work environment;
- 7.7.2** execute the Works in a manner that complies with all the requirements of the OHS Act and all its associated regulations, and in so doing, minimize the risk of incidents occurring; and
- 7.7.3** respond to the instructions issued by the Engineer through the Engineer's Representative, except in the case of a health and safety issue which requires the Contractor's immediate attention, in which case the Employer's Health and Safety Agent can issue an instruction directly to the Contractor.

7.8 ADMINISTRATION

7.8.1 Application for construction work permit

Applicable from 7 August 2015.

7.8.2 Notification of intention to commence construction work

The Contractor shall notify the Provincial Director of the Department of Labor in writing using the pro forma contained in Annexure 2 of the Construction Regulations, 2014 before construction work commences, and retain a copy of such notification in the health and safety file, if such work will:

- 7.8.2.1** include excavation work;
- 7.8.2.2** include working at a height where there is a risk of falling;
- 7.8.2.3** include the demolition of a structure; or
- 7.8.2.4** include the use of explosives to perform construction work.

The Contractor shall ensure that no work commences on an electrical installation which requires a new supply or an increase in electricity supply before the person who supplies or contracts or agrees to supply electricity to that electrical installation has been notified of such work.

The Contractor shall ensure that no asbestos work is carried out before the Provincial Director of the Department of Labor has been notified in writing.

7.8.3 Occupational Health and Safety Agreement

The Contractor shall enter into an Agreement with the Employer before the commencement of the Works on Site.

7.8.4 Good standing with the Compensation Fund or a licensed compensation insurer

The Contractor shall provide the Engineer with a letter of good standing from the Compensation Commissioner or a licensed compensation insurer before the commencement of the Works on Site.

7.8.5 Emergency procedures

The Contractor shall submit for acceptance to the Engineer a health and safety emergency procedure, which includes but is not limited to fire, spills, accidents and exposure to hazardous substances, which:

- 7.8.5.1** identifies the key personnel who are to be notified of any emergency;
- 7.8.5.2** sets out details of available emergency services, including contact particulars; and
- 7.8.5.3** the actions or steps which are to be taken during an emergency.

The Contractor shall within 24 hours of an emergency taking place notify the Engineer in writing of the emergency and briefly outline what happened and how it was dealt with.

7.8.6 Health and Safety file

The Contractor shall ensure that a Health and Safety file, which shall include all documentation required in terms of the provisions of the OHS Act, the Construction Regulations, 2014 and this Health and Safety Specification, is open and kept on Site at all times.

The Health and Safety file shall be made available for inspection by any inspector, subcontractor, the Employer, the Engineer, the Employer's Health and Safety Agent, or employee of the Contractor, upon the request of such persons.

The Contractor shall hand over the Health and Safety file to the Engineer upon Works completion of the Contract and, if applicable, a certificate of compliance accompanied by a test report for the electrical installation in accordance with the provisions of the Electrical Installation Regulations, 1992.

7.8.7 Health and Safety committee

Where applicable, the Contractor shall establish a health and safety committee, and shall convene health and safety meetings as provided for in the OHS Act.

The Engineer or the Employer's Health and Safety Agent shall be invited to attend such meetings as an observer.

The Contractor shall ensure that minutes of the health and safety committee meetings are kept.

7.8.8 Inspections, formal enquires and incidents

The Contractor shall inform the Engineer:

- 7.8.8.1** beforehand of inspections, investigations or formal inquiries of which he has been notified by an inspector; and
- 7.8.8.2** as soon as reasonably practicable of the occurrence of an incident (as defined in the OHS Act) on the Site.

The Contractor shall record all incidents and notify the Engineer of any incident, except in the case of a traffic accident on a public road, as soon as possible after it has occurred and report such incident to an inspector as designated in terms of the OHS Act.

The Contractor shall investigate all incidents and issue the Engineer with copies of such investigations.

7.8.9 Personal protective equipment and clothing

The Contractor shall ensure that all workers are issued with the necessary personal protective clothing.

7.8.10 APPOINTMENTS**7.8.10.1 Appointment of construction manager**

The Contractor shall, prior to commencing the Works on Site, appoint a full-time competent person as the construction manager, with the duty of managing all construction work on a single site, including the duty of ensuring occupational health and safety compliance. In the absence of the construction manager an alternative must be appointed by the Contractor.

The Contractor may, having considered the size of the project, appoint, in writing, one or more assistant construction managers for different sections thereof.

No construction manager may manage any construction work on or in any construction site other than the Site in respect of which he or she has been appointed.

7.8.10.2 Appointment of construction supervisor, and health and safety officers

A maintenance project could be regarded as a construction project depending on the nature of the project specifications.

The construction manager shall appoint a competent employee(s) in writing as the construction supervisor(s) for the Site, who will be responsible for construction activities and ensuring occupational health and safety compliance on the construction site. The Contractor may, having considered the size of the project, appoint, in writing, one or more competent employees to assist the appointed construction supervisor(s).

The Contractor may, having considered the size of the project, the degree of danger likely to be encountered or the accumulation of hazards or risks on the Site, appoint a full-time or part-time construction health and safety officer in writing, who has in the Contractor's opinion the necessary competencies and resources, to assist the Contractor in the control of all health and safety related aspects on the Site.

The Contractor shall compile and maintain an organogram which outlines the roles and responsibilities of the construction supervisor's assistants, and health and safety officers.

7.8.10.3 Other competent persons

The Contractor shall appoint in writing competent persons to supervise or inspect, as relevant, any of the following:

- a) temporary works operations;
- b) excavation work;
- c) demolition work;
- d) scaffolding work operations;
- e) suspended platform work operations;
- f) rope access work;
- g) material hoists;
- h) operation of bulk mixing plant;
- i) explosive activated fastening device;
- j) cranes;
- k) construction vehicles and mobile plant (equipment);
- l) the stacking and storage of articles on the Site; and
- m) fire equipment.

The Contractor shall appoint in writing competent persons to:

- a) induct employees in health and safety; and
- b) prepare a fall protection plan.

7.8.11 Health and safety representative(s)

The Contractor shall appoint in writing, if necessary in terms of the OHS Act, a health and safety employee representative(s), whose duties shall be as described in the OHS Act.

7.8.12 EMPLOYER'S HEALTH AND SAFETY AGENT

The Employer's Health and Safety Agent shall:

- a) audit the Contractor's compliance with the requirements of this Specification prior to the commencement of any physical construction activities on the Site;
- b) accept or reject all safety plans, giving reasons for rejecting such plans;
- c) monitor the effective implementation of all safety plans;
- d) conduct periodic and random audits on the health and safety file to establish compliance with the requirements of this Specification and the Contractor's health and safety plan; and
- e) visit the site at regular intervals to conduct site inspections, and based upon such visits issue, wherever necessary, any notices and/or instructions to the Contractor or any of the Contractor's subcontractors with a copy to the Engineer and, where relevant, to the Contractor.

The Contractor shall invite the Employer's Health and Safety Agent to audit compliance with the requirements of this Specification before commencing with any new construction activity on the Site.

The Contractor shall permit the Employer's Health and Safety Agent to audit the Contractor's compliance with the approved Health and Safety Plan, and shall provide any assistance and/or documentation as may be required in this regard.

7.8.13 CREATING AND MAINTAINING A SAFE AND HEALTHY WORK ENVIRONMENT

7.8.13.1 General

The Contractor shall with respect to the Site and the construction works that are contemplated:

- a) cause a preliminary hazard identification to be performed by a competent person before commencing any physical construction activity;
- b) evaluate the risks associated with such work constituting a hazard to the health and safety of such employees and the steps that need to be taken to comply with the OHS Act; and
- c) as far as is reasonably practicable, prevent the exposure of such employees to the hazards concerned or, where prevention is not reasonably practicable, minimize such exposure.

The Contractor shall ensure that:

- a) all reasonably practicable steps are taken to prevent the uncontrolled collapse of any new or existing structure or any part thereof, which may become unstable or is in a temporary state of weakness or instability due to the carrying out of construction work;

- b) no structure or part of a structure is loaded in a manner which would render it unsafe;
- c) relevant information, if any, provided by the designer of the structure is taken into account in the risk assessment; and
- d) the designer of any temporary works complies with the requirements of regulation 6(2) of Construction Regulations, 2014.

The Contractor shall carry out regular inspections and audits to ensure that the Works are being performed in accordance with the requirements of this Specification and the Contractor's health and safety plan

7.8.13.2 Risk assessment/Job Hazard Analysis (JHA)

The Contractor shall before the commencement of any construction work on Site and during such construction work, cause risk assessment(s) to be performed by a competent person appointed in writing. Such assessment(s) shall as a minimum:

- a) identify the risks and hazards to which persons may be exposed to;
- b) analyze and evaluate the identified risks and hazards based on a documented method;
- c) document a plan of safe work procedures, including the use of any personal protective equipment or clothing and the undertaking of periodic "toolbox talks" or inductions before undertaking hazardous work, in order to mitigate, reduce or control the risks and hazards that have been identified;
- d) provide a monitoring plan; and
- e) provide a review plan.

The Contractor shall ensure that as far as is reasonably practicable, ergonomic related hazards are analyzed, evaluated and addressed in the risk assessment.

The Contractor must review the relevant risk assessment -

- f) where changes are effected to the design and or construction that result in a change to the risk profile; or
- g) when an incident has occurred.

7.8.13.3 Health and Safety plans

The Contractor shall prior to commencing the Works to which this Specification applies, submit to the Employer's Health and Safety Agent for approval a suitable and sufficiently documented health and safety plan, based on this Specification and the risk assessment that is conducted.

The health and safety plan shall include, but not be limited to, the following:

- a) The safety management structure, including the names of all designated persons such as the construction supervisor and any other competent persons;
- b) Safety method statements and procedures to be adopted to ensure compliance with the OHS Act; Construction Regulations, 2014 and this Health and Safety Specification;
- c) The provision and use of temporary services;
- d) Personal protective equipment, devices and clothing required;
- e) Emergency procedures;
- f) Provision of workers' welfare facilities;
- g) Induction and training;
- h) Arrangements for monitoring and control to ensure compliance with the safety plan; and
- i) Provision and maintenance of the health and safety file and all other relevant documentation.

The Contractor shall provide each subcontractor with the sections of this Health and Safety Specification pertaining to the construction work to be performed by that subcontractor. The subcontractor shall provide the Contractor with a health and safety plan pertaining to his work, for incorporation into the Contractor's health and safety plan.

The Contractor shall discuss the submitted health and safety plan with the Employer's Health and Safety Agent, modify such plan in the light of the discussions and resubmit the modified plan for approval.

The Contractor shall apply the approved health and safety plan from the date of its approval and for the duration of the Works to which this Specification applies.

The Contractor shall conduct periodic audits for compliance with the approved health and safety plan at intervals agreed upon with the Employer's Health and Safety Agent, but at least once every month.

The Contractor shall update the health and safety plan whenever changes to the Works are brought about.

7.8.13.4 Responsibilities towards employees and visitors

The Contractor shall, as far as is reasonably practicable, cause every employee to be made conversant with the hazards to his health and safety attached to any work which he has to perform, any article or substance which he has to produce, process, use, handle, store or transport and any plant or machinery which he is required or permitted to use, as well as with the precautionary measures which should be taken and observed with respect to those hazards or safe work procedures.

The Contractor shall ensure that all employees under his control are informed, instructed and trained by a competent person regarding any hazard and the related work procedures before any work commences, and thereafter at such times as may be determined in the risk assessment.

The Contractor shall cause a record of all induction training to be kept, which indicates the names, identity numbers and job description of all those who attended such training.

The Contractor shall not allow or permit any employee to enter the Site, unless such person has undergone health and safety induction training pertaining to the hazards prevalent on the Site at the time of entry.

The Contractor shall ensure that all of his employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner on the prescribed form.

The Contractor shall ensure that each visitor to the Site, save where such visitor only visits the site office and is not in direct contact with the construction work activities:

- a) undergoes health and safety instruction pertaining to the hazards prevalent on the Site; and
- b) is in possession of and using the necessary personal protective equipment.

The Contractor shall cause a record of all induction training to be kept in the Health and Safety file.

The Contractor shall provide suitable on-site signage to alert workers and visitors to health and safety hazards and requirements. Such signage shall include but not be limited to:

- c) prohibited unauthorized entrance;
- d) signage to indicate what personal protective equipment is to be worn; and
- e) activity related signs.

The Contractor shall not permit any person who is or who appears to be under the influence of intoxicating liquor or drugs, to enter or remain at a workplace.

7.8.13.5 Subcontractors

The Contractor may only subcontract work in terms of a written subcontract and shall only appoint a subcontractor should he be reasonably satisfied that such a subcontractor has the necessary competencies and resources to safely perform the work falling within the scope of the subcontract.

The Contractor shall ensure that all of his obligations in respect of subcontractors in terms of the Construction Regulations, 2014 are adhered to.

7.8.13.6 Work permits and wayleaves

The Contractor shall be responsible for obtaining all the wayleaves, permissions or permits applicable to working near any existing services or other infrastructure on Site, and shall abide by the safety conditions imposed by such wayleaves, permissions or permits.

7.8.13.7 Access to the Site

The Contractor shall ensure that access to the Site is strictly controlled and that, where possible, only authorized persons are permitted onto the Site.

The Contractor shall control the access to Site of his own personnel and equipment, and that of his subcontractors and suppliers, in such a way so as to ensure that the safety of all public pedestrian and vehicular traffic is not compromised.

7.8.13.8 First aid and emergency procedures

The Contractor shall, where more than five employees are employed at a workplace, provide a first aid box or boxes at or near the workplace, which shall be available and accessible for the treatment of injured persons at that workplace. Such first aid boxes shall contain suitable first aid equipment.

The Contractor shall ensure, where there are more than 10 employees employed on the Site, that for every group of up to 50 employees at that workplace at least one person is readily available during normal working hours who

is in possession of a valid certificate of competency in first aid.

The following information shall be conspicuously posted in the offices of the Contractor for the duration of the Contract:

- a) Telephone numbers of emergency services;
- b) The names of all safety representatives and safety officers; and
- c) The name(s) of the competent first aider(s).

The Contractor shall post, in prominent places, notices indicating where the first aid box(es) is/are kept, as well as the name of the person in charge of the first aid box.

7.8.13.9 Housekeeping

The Contractor shall ensure, *inter alia*, that suitable housekeeping is continuously implemented on the Site, including provision for the:

- d) removal of scrap, waste and debris, and materials which are no longer required for use, at appropriate intervals (in accordance with Construction Regulation 27); and
- e) proper stacking and storage of materials and equipment (in accordance with Construction Regulations 27 and 28).

CITY OF CAPE TOWN
HEALTH AND SAFETY SPECIFICATION AND PLAN FOR MINOR CONTRACTS
WITH AN ESTIMATED VALUE UP TO R1 000 000

Note: An * denotes items applicable to both construction sites and contractors plant/storage yard

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- ◆ CR 7: Risk Assessment
- ◆ CR 8: Fall prevention and protection
- ◆ CR 8(5): Roof work
- ◆ CR 9: Structures
- ◆ CR10: Formwork & Support work
- ◆ CR11: Excavations
- ◆ CR12: Demolition Work
- ◆ CR13: Tunnelling Mine H&S Act
- ◆ CR14: Scaffolding
- ◆ CR15: Suspended Platforms
- ◆ CR 16: Boatswain's Chair
- ◆ CR17: Material Hoists
- ◆ CR18: Batch Plants
- ◆ CR19: Explosive Powered Tools
- ◆ CR 20: Cranes
- ◆ CR 21: Construction Vehicles & Earth Moving Equipment
- ◆ CR 22: Electrical Installations and Machinery on Construction Sites
- ◆ CR 23: GSR4: Use and temporary storage of flammable liquids
- ◆ CR 24: Water Environments
- ◆ CR 25: Housekeeping on Construction Sites
- ◆ CR 26: Stacking & Storage on Construction Sites
- ◆ CR 27: Fire precautions on Construction Sites
- ◆ CR 28(1) Construction Welfare Facilities
- ◆ AR 11: Control of exposure to Asbestos
- ◆ DR 7: Control of Diving Operations
- ◆ (GAR)(2) 9: *Recording and Investigation of Incidents
- ◆ GSR 2: *Personal Safety Equipment (PSE)
- ◆ GSR 3: *First Aid
- ◆ GSR 9: *Inspection & use of welding/flame cutting equipment
- ◆ GSR 13A: *Inspection of Ladders
- ◆ GSR 13B: *Ramps
- ◆ HCSR 10: Control of exposure to HCS
- ◆ Sect 16(2) Assigned duties (Managers)
- ◆ Sect 17 & 18: GAR 6 & 7: *Designation of Occupational Health and Safety Rep
- ◆ Sect 19 & 20: GAR(2) 5: *Occupational Health and Safety Committee/s
- ◆ Sect 24: GAR 8: COLD Act Sect 38, 39 & 41: *Reporting of incidents
- ◆ Section 37(1) & (2): *H&S Agreement with Employer and Mandataries
- ◆ VUPR 13: Vessels under Pressure (VUP)

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2. EDUCATION & TRAINING

- ◆ Sect 7(1): *Company H&S Policy
- ◆ Sect 13(a): *Company/Site H&S Rules
- ◆ Sect 13(a): *Induction & Task Safety Training
- ◆ Sect 8: *General H&S Training
- ◆ Sect 8: *Occupational health and safety promotion

3. PUBLIC SAFETY, SECURITY MEASURES & EMERGENCY PREPAREDNESS

- ◆ ERW9: MHIR6: *Emergency Preparedness
- ◆ ERW9: MHIR6: *Emergency Drill & Evacuation
- ◆ GSR2C: *Admittance of Persons
- ◆ GSR2: *Personal safety equipment and facilities

4. PERSONAL PROTECTIVE EQUIPMENT

- ◆ GSR2: *PPE needs analysis
- ◆ GSR2: *Head Protection
- ◆ GSR2: *Foot Protection
- ◆ GSR2: *Eye and Face Protection
- ◆ GSR2: *Hearing Protection
- ◆ GSR2: *Hand Protection
- ◆ GSR2: *Respiratory Protection
- ◆ GSR2: *Fall Prevention Equipment
- ◆ GSR2: *Protective Clothing
- ◆ GSR2: *PPE Issue & Control

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ABBREVIATIONS AND DEFINITIONS:

COID	-	Compensation for Occupational Injuries and Diseases
CR	-	Construction Regulations
DMR	-	Driven Machinery Regulations
EMR	-	Electrical Machinery Regulations
GAR	-	General Administrative Regulations
GSR	-	General Safety Regulations
H&S	-	Health and Safety
HCS	-	Hazardous Chemical Substance
MHIR	-	Major Hazard Installation Regulations
OHSA	-	Occupational Health and Safety Act and Regulations, Act No. 85 of 1993 as amended
RA	-	Risk assessment
RHCS	-	Regulations for Hazardous Chemical Substances
Sect	-	Section of the Occupational Health and Safety Act
Site	-	Means the demarcated construction site
VUP	-	Vessels under Pressure
VUPR	-	Vessels under Pressure Regulations
WCL1 Form	-	Form to be completed for every work related disease requiring medical treatment that may lead to COID claims.
WCL2 Form	-	Form to be completed for every work related injury requiring medical treatment that may lead to COID claims.

1. ADMINISTRATIVE & LEGAL REQUIREMENTS

OHSA REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 3(1): Notice of carrying out Construction work	The Department of Labour must be notified, if applicable. A copy of notice must be available on site.			
CR 4: Appointment of Contractors and H&S Specification by Client	The Client shall appoint each principal Contractor in writing and prepare a H&S Specification for each construction project and inform the contractors of any specific risks to the health and safety of the construction workers on Site.	Yes		
CR 4: *Registration with Compensation Insurer	Each Contractor must be registered with an approved compensation insurer and the Client must verify that proof of registration/letter of good-standing is available on Site	Yes		
CR 5: Contractor and Sub-contractor's H&S Plans	H&S Specifications received from the Client must be provided to sub-Contractors. H&S Plans must be completed by Contractor and sub-contractors and submitted for approval by the Client.	Yes		
CR 6(1): Designation of person responsible for the construction site	A competent employee shall be appointed in writing as Construction Supervisor.			
CR 6(2): Designation of Assistant for above	A competent employee shall be appointed in writing as Assistant Construction Supervisor.			

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OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR7: *Risk Assessment	A competent person must be appointed to manage the Risk Assessment and Plan. Risk Assessment Plan must be available on Site. Employees / Sub-Contractors must be informed and trained.	Yes		
CR 8: Fall prevention and protection	A competent person shall be appointed to draw-up and supervise the Fall Protection Plan. Risk Assessment must be carried out for work at heights. The Fall Protection Plan must be available on Site with the Construction Supervisor.	Yes		
CR 8(5): Roof work	In the case of roof work the Fall Protection Plan must include the Risk Assessment for the roof work. The roof work structures and safety equipment must be inspected before each shift. Employees must be medically examined for physical and psychological fitness and trained for the tasks.	Yes		
CR 9: Structures	The following information must be available on Site: Drawings of the structure being erected received from the Designer including: • Geo-science technical report where appropriate. • The design loading of the structure.			

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	- The methods and sequence of construction. - Anticipated dangers /hazards			
OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 9: Structures Continued	Risk Assessment must be carried out and a Methods Statement drawn-up. Structures must be inspected before each shift. Inspections register must be kept.			
CR 10: Formwork & Support Work	Competent person must be appointed in writing to supervise the erection, maintenance, use and dismantling of Support & Formwork. Design drawings must be available on site. Risk Assessment must be carried out. Support & formwork must be inspected: - Before use for suitability. - Before and after pouring of concrete. - Daily whilst in place. - Before stripping/dismantling. An Inspection register must be kept for the above.			
CR 11: Excavations	Competent person/s must be appointed in writing to supervise and inspect excavation work. Risk Assessment must be carried out. Excavations must be inspected:			

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	• Before every shift and after rain. • After any blasting. • After an unexpected fall of ground. • After any substantial damage to the shoring. A Method Statement must be developed where explosives will be used.			
CR 12: Demolition Work	Competent person/s must be appointed in writing to supervise and control Demolition work.			
OHSA REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 12: Demolition Work Continued.	Engineering survey and Method Statement must be available on site. Inspections to prevent premature collapse must be carried out by the competent person before each shift and an inspection register kept.			
CR 13: Tunnelling Mine H&S Act	Tunnelling shall comply with Mines Health & Safety Act (29 of 1996).			
CR 14: Scaffolding	Competent persons must be appointed in writing to supervise: • Erection of scaffolding. • Act as Scaffold Team Leaders. • Inspect Scaffolding weekly and after inclement weather. Copy of SABS 085 must be available on Site.	Yes		

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	The scaffolding must be Inspected weekly and after bad weather. Inspection register/s must be kept.			
CR 15: Suspended Platforms	Certificate of system design must be issued by a registered professional engineer available on site; A copy must be forwarded to the Provincial Director. Employees working on Suspended Platform must be medically examined for physical & psychological fitness and be trained for the task. Written proof must be available on Site.			
OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 15: Suspended Platforms, continued	The following performance and safety test of the whole installation must be carried out by an appointed competent persons: • After erection and before use. • Daily prior to use. • Load test of whole installation and working parts every 12 months. • Hoisting ropes / hooks / load attaching devices quarterly Test log book and register must be kept and be available on Site. .			
CR 16: Boatswain's Chair	The Contractor shall ensure that each boatswain's chair:			

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	♦ Is inspected and tested prior to use the first time ♦ Is securely suspended ♦ Constructed to prevent persons from falling out ♦ Is inspected daily before use An inspection record must be kept.			
CR 17: Material Hoists	Competent person must be appointed in writing to inspect Material Hoists. The competent person must inspect the Material Hoists weekly. Inspection registers must be kept.			
CR 18: Batch Plants	A Competent person must be appointed to supervise the operation, maintenance and safety of Batch Plants and execute the requirements stipulated in CR18(2) through to CR18(11)			
OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 19: Explosive Powered Tools	Competent person must be appointed to control the issue and the service, maintenance and cleaning of the explosive powered tools & cartridges. Registers must be kept of above. Empty cartridge cases/nails/fixing bolts returned must be recorded. The tools must be cleaned daily after use.			

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CR 20: Cranes DMR 18: Lifting Equipment and Tackle	The Contractor must ensure compliance regarding the placement and operation of tower cranes. All Cranes, Lifting Equipment and Tackle must be identified, numbered and registers kept. A Log Book must be kept for each individual Crane and inspected as follows: • All cranes - Daily by operator • Tower Cranes - after erection and 6 monthly • Other cranes – after erection and annually • Lifting tackle - 3 monthly (i.e. slings / ropes / chain slings etc.)	Yes		
CR 21: Construction Vehicles & Earth Moving Equipment	Only competent Operators/Drivers must be appointed. Vehicles must be used in accordance with the vehicles designed capabilities. Routes and road signs on Site must be appropriate and safe. Vehicles must be inspected daily by an appointed competent person and maintained fit for service. Registers must be kept for inspections carried out and maintenance work done. Warning signs must be clear and visible for vehicles parked at night near public roads.			

OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 22: Electrical Installations and Machinery on Construction Sites	A competent person must be appointed in writing to inspect/test the temporary electrical installations and machinery. Inspections: - Electrical Installation & equipment inspected after installation, after alterations and weekly. - Machinery – daily before use An inspection register must be kept. Portable electric tools, lights and extension leads must be identified / numbered. Monthly visual inspections must be done by User / Issuer / Store man and registers kept.			
CR 23: *Use and temporary storage of flammable liquids on construction sites	The construction supervisor must ensure the safe usage and storage of flammable liquids, adequate ventilation for storage and smoking / open flames prohibited in the vicinity of flammable liquids and vapours.			
CR 24: Water Environments	A contractor shall ensure that where construction is done over or in close proximity to water, provision is made for: - Preventing workers from falling into water; and - The rescuing of workers in danger of drowning. A life jacket is provided if there is a risk of falling into water and drowning.	Yes		

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OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 25: Housekeeping on Construction Sites	A contractor shall ensure: • Proper storage • Scrap removal • No unnecessary obstructions by loose materials • Site is fenced off • Catch platforms or nets erected where necessary			
CR 26: *Stacking & Storage on Construction Sites	Competent Person/s with specific knowledge and experience designated to supervise all Stacking & Storage. Written Proof of Competence of above appointee available on Site.			
CR27: Fire precautions on Construction Sites	Person/s with specific knowledge and experience must be designated to co-ordinate emergency contingency planning and fire prevention measures. A Fire Risk Assessment must be carried out and the appropriate precautions taken to prevent fires and pollution of the environment. All Fire extinguishing equipment must be identified and listed on registers. Inspection of fire extinguishing equipment must be carried out monthly. Inspection registers must be kept. Fire extinguishers must be serviced annually.			

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OHS REF & TOPIC	CR 28(1): Construction Welfare Facilities	The Contractor shall provide the necessary ablution, toilet and sheltered eating facilities on Site. Where necessary living accommodation shall also be provided.	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
CR 28(1): Construction Welfare Facilities	The Contractor shall provide the necessary ablution, toilet and sheltered eating facilities on Site. Where necessary living accommodation shall also be provided.			
AR 11: Control of exposure to Asbestos	The Provincial Director shall be advised of any asbestos work to be undertaken. A risk assessment shall be done Employees shall be trained Air shall be monitored as required Each asbestos worker shall be monitored medically Written Work Procedures shall be available prior to the commencement of asbestos work			
DR 7: Control of Diving Operations	Diving Supervisor must be appointed in writing to Supervise Diving Operations. Proof of registration of all divers present on site must be available. Risk Assessment must be carried out. The Diving Operations Manual must be available on Site. A record of Voice Communications must be kept. Each Diver must keep a personal logbook. The Diving Supervisor must countersign entries. Decompression tables must be available on Site. A certificate of Manufacture for Compression Chambers or Diving Bells in use must be available on Site.			

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OHSA REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
(GAR)(2) (9): Recording Investigation Incidents and of	All injuries, which resulted in the person receiving medical treatment other than first aid, shall be recorded and investigated within 7 days by an investigator designated in writing. Copies of Reports (Annexure 1) must be available on Site. All incidents must be tabled at the H&S Committee meeting. The Site Construction Supervisor and Management must take the necessary actions recommended by the H&S Committee.			
GSR 2: Personal Safety Equipment (PSE)	A Risk Assessment shall be carried out to determine the requirement for personal safety equipment. The wearing or use of identified PSE shall be enforced. Records of PSE issued must be kept. A written undertaking by each employee to use/wear PSE must be kept on Site.	Yes		
GSR 3: *First Aid	Every workplace must be provided with a sufficient number of First Aid boxes. (Required where 5 persons or more are employed). A minimum of First Aid equipment must be provided as per the list in the OHSA Act, GSR 3 (annexure).	Yes		

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	One qualified First Aider must be appointed for every 50 employees. (Required where more than 10 persons are employed). A list of First Aiders and Certificates must be kept on Site. Location of First Aid boxes and person responsible must be clearly indicated. Signs instructing employees to report all injuries and illness, including first aid injuries, must be displayed.			
GSR9: *Welding, flame cutting, soldering and similar operations	Only trained competent employees with specific knowledge and experience may be appointed to do Electric Arc, Gas Welding and Flame Cutting operations. No welding or flame cutting operations may be allowed in confined spaces before all the necessary precautions have been taken for the safety of the welding operators.	Yes		
GSR 13A: *Inspection of Ladders	Ladders must be inspected at arrival on site and monthly thereafter. Inspection registers must be kept.	Yes		
GSR 13B: Ramps	The Contractor must ensure that Ramps are constructed as per the requirements of GSR 13B. Design calculations and inspection certificate of compliance must be available on site.			

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OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
HCSR 10: Control of exposure to HCS	Exposure to HCS shall be prevented, or adequately controlled, or limited by introducing appropriate work procedures. The emission of an HCS shall be limited in accordance with the Atmospheric Pollution Prevention Act, 1965			
Sect 16(2): *Assigned duties (Managers)	CEO must assign the responsibility of complying with the OHSA to sub-ordinates on the Construction Site. Appointment letters must be available on Site.			
Sect 17 & 18: GAR 6 & 7: *Designation of Occupational Health & Safety Representatives	H&S Representatives (Reps) must be appointed as follows: More than 20 employees – One H&S Rep plus one additional H&S Rep for every 50 employees or part thereof. Designations must be in writing and the period and area of responsibility specified. H&S Reps must report to the H&S Committees. Reports must receive management's attention and necessary action.			
Sect 19 & 20: GAR(2) 5: *Occupational Health and Safety Committee/s	OH&S Committee/s must be established. Members must be elected and appointed in writing. Meetings must be held monthly (Minimum 3-monthly). Minutes must be kept – Management must			

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	take appropriate action regarding non-compliances reported.			
OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
Sect 24: GAR 8: COID Act Sect 38, 39 & 41: *Reporting of incidents	Incident Reporting Procedure must be displayed. All incidents in terms of Sect 24 must be reported to the Provincial Director, Department of Labour, within 3 days re Annexure 1 and WCL1/ 2 forms. Cases of Occupational Disease must be reported. Copies of Reports must be kept available on Site. Register of First Aid Injuries must be available on Site.	Yes		
Section 37(2): *H&S Agreement with Employer and Mandataries	Written H&S Agreements must be concluded with the Employer and each Sub-Contractor prior to moving onto Site. Proof of registration with a Compensation Insurer and a letter of good standing must be provided when the H&S Agreements are submitted for signature.	Yes		
VUPR 13: Vessels under Pressure (VUP)	All pressure vessels installed on Site during construction must be listed and comply with the inspection and pressure tests specified in OHS Regulation VUPR13.			

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2. EDUCATION & TRAINING

OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
Sect 7 (1) *Company H&S Policy	The Contractors H&S Policy, signed by the CEO, must be circulated to the employees and displayed on the employee notice boards. Re-assurance must be given that safety receives the same priority as reaching the construction goals, budget control and cost saving.	Yes		
Sect 13 (a): *Company/Site H&S Rules	The H&S rules must be published and displayed on the employee notice boards. The rules must be issued and explained to the employees during the induction courses and a register kept. Monthly audits must be done to ensure the employees understand and adhere to the rules.	Yes		
Sect 13(a) *Induction & Task Safety Training	All new employees must receive H&S induction training. Training must include "Task Safety Instructions". Employees must acknowledge receipt of training. An Induction Training register must be kept on Site.	Yes		

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Sect 8: * General H&S Training	All employees must receive basic H&S training. Written proof must be kept on a register. Operators of Plant & Equipment must receive specialised training.	Yes		
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3. PUBLIC SAFETY, SECURITY MEASURES & EMERGENCY PREPAREDNESS

OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
ERW9: MHIR 6: *Emergency Preparedness	Contractor shall liaise with Client and compile an Emergency Response Plan based on risks identified for the project. The Emergency Response Plan shall be made available to all on Site. Emergency contact numbers shall be displayed near telephones. Emergency evacuation instructions shall be posted up on all notice boards			
ERW9: MHIR 6: *Emergency Drill & Evacuation	An adequate number of employees shall be trained to use Fire equipment. The Emergency Response Plan must be available, displayed and practised at regular intervals (depending on the duration or the Contract).			

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GSR2C: Admittance of persons	“No Unauthorised Entry” notice & signs shall be placed at entrances and along perimeters. Notice & signs shall be placed at the entrance instructing visitors and non-employees to report to the Site Manager's office e.g. “Visitors to report to Manager’s Office” Notices & Signs shall be posted to warn of overhead work and other hazardous activities i.e. general warning signs.			
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OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
GSR2C: Admittance of persons, continued	Access control measures: • Register kept of all visitors. • Security patrols after hours/weekdays. • Sufficient lighting after dark. • Guard has access to telephone/other means of emergency communication.			
GSR2: Personal safety equipment and facilities	The Contractor shall provide the following if applicable: Nets, Canopies, Stalls, Fans etc. to protect employees and members of the public passing or entering the Site.			

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4. PERSONAL PROTECTIVE EQUIPMENT

OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
GSR 2: *PPE needs analysis	The Contractor shall determine the PPE required for each task of the project and prescribe the use of PPE in writing.	Yes		
GSR 2: *Head Protection	All persons on Site shall wear Safety Helmets including Sub-Contractors and Visitors (where prescribed).	Yes		
GSR2 *Foot Protection	All persons on Site shall wear Safety Footwear including Gumboots for concrete/wet work and non-slip shoes for roof work (where prescribed).	Yes		
GSR2: *Eye and Face Protection	Eye and Face Protection (Goggles, Face Shields, Welding Helmets etc.) shall be used when operating the following: • Jack / Kango Hammers • Angle / Bench Grinders • Electric Drills. • Explosive Powered tools. • Concrete Vibrators / Pokers. • Hammers & Chisels • Skill / Bench Saws. • Lathes.	Yes		

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OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
GSR 2: *Hearing Protection	Hearing Protectors (Muffs, Plugs etc.) shall be used when operating the following: • Jack / Kango Hammers. • Explosive Powered Tools. • Wood / Aluminium Working Machines e.g. saws, planers, routers.	Yes		
GSR2: *Hand Protection	Protective Gloves shall be worn by employees handling / using: • Cement / Brick / Steel / Chemicals • Welding Equipment. • Hammers & Chisels. • Jack / Kango Hammers etc. ...	Yes		
GSR2: *Respiratory Protection	Suitable/efficient respiratory protection shall be worn by employees handling / using: • Dry cement. • Dusty areas • Hazardous chemicals • Angle Grinders • Spray Painting etc. ...	Yes		

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OHS REF & TOPIC	REQUIREMENTS	APPLICABLE YES // NO	PROJECT SPECIFIC H&S SPECIFICATION	CONTRACTOR H&S PLAN
GSR 2: *Fall Prevention Equipment	Suitable Safety Belts / Fall Arrest Equipment shall be used by persons working on / in unguarded, elevated positioning e.g. : • Scaffolding • Riggers • Lift shafts. • Edge work. • Ring beam edges etc... Other methods of fall prevention shall be applied, e.g. catch nets, if necessary.	Yes		
GSR 2: *Protective Clothing	All jobs requiring protective clothing (overalls, rain wear, welding aprons etc.) shall be identified and the clothing worn.	Yes		
GSR 2: *PPE Issue & Control	Identified Equipment shall be issued free of charge by the Contractor/s All PPE shall be maintained in good condition. (Regular checks). Workers shall be instructed in the proper use & maintenance of PPE. Commitment shall be obtained from each employee, accepting the conditions and to wear the PPE as required. Record of PPE issued shall be kept on file.	Yes		

NAME OF CONTRACTOR: _____ SIGNATURE OF CONTRACTOR: _____ DATE: _____

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(14.1) MONTHLY PROJECT LABOUR REPORT (EXAMPLE)

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Note: An * denotes items applicable to both construction sites and contractors plant/storage yards

ANNEX 1

CITY OF CAPE TOWN
MONTHLY PROJECT LABOUR REPORT



CITY OF CAPE TOWN
 ISIXEKO SASEKAPA
 STAD KAAPSTAD

Instructions for completing and submitting forms

General

- 1 The Monthly Project Labour Reports must be completed in full, using typed, proper case characters; alternatively, should a computer not be available, handwritten in black ink.
- 2 Incomplete / incorrect / illegible forms will not be accepted.
- 3 Any conditions relating to targeted labour stipulated in the Contract (in the case of contracted out services or works) shall apply to the completion and submission of these forms.
- 4 This document is available in Microsoft Excel format upon request from the City's EPWP office, tel 021 400 9406, email EPWPLR@capetown.gov.za.

Project Details

- 5 If a field is not applicable insert the letters: NA
- 6 Only the Project Number supplied by the Corporate EPWP Office must be inserted. The Project Number can be obtained from the Coordinator or Project Manager or from the e-mail address in point 4 above.
- 7 On completion of the contract or works project the anticipated end date must be updated to reflect the actual end date.

Beneficiary Details and Work Information

- 8 Care must be taken to ensure that beneficiary details correspond accurately with the beneficiary's ID document.

- 9 A new beneficiary is one in respect of which a new employment contract is signed in the current month. A certified ID copy must accompany this labour report on submission.
- 10 Was the beneficiary sourced from the City's job seeker database?
- 11 The contract end date as stated in the beneficiary's employment contract.
- 12 Where a beneficiary has not worked in a particular month, the beneficiary's name shall not be reflected on this form at all for the month in question.
- 13 Training will be recorded separately from normal working days and together shall not exceed the maximum of 23 days per month
- 14 Workers earning more than the maximum daily rate (currently R450 excluding any benefits) shall not be reflected on this form at all.

Submission of Forms

- 15 Signed hardcopy forms must be scanned and submitted to the City's project manager in electronic (.pdf) format, together with the completed form in Microsoft Excel format.
- 16 Scanned copies of all applicable supporting documentation must be submitted along with each monthly project labour report. Copies of employment contracts and ID documents are only required in respect of new beneficiaries.
- 17 If a computer is not available hardcopy forms and supporting documentation will be accepted.

PROJECT DETAILS

Numbers in cells below e.g (6) refer to the relevant instruction above for completing and submitting forms

CONTRACT OR WORKS PROJECT NAME: (6)		EPWP SUPPLIED PROJECT NUMBER: (6)														
DIRECTORATE:		DEPARTMENT:														
CONTRACTOR OR VENDOR NAME:		CONTRACTOR OR VENDOR E-MAIL ADDRESS:														
CONTRACTOR OR VENDOR CONTACT PERSON:		CONTRACTOR OR VENDOR TEL. NUMBER:														
PROJECT LABOUR REPORT CURRENT MONTH (mark with "X")																
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR				
ACTUAL START DATE (yyyy/mm/dd)				ANTICIPATED / ACTUAL END DATE (yyyy/mm/dd)		(7)										
TOTAL PROJECT EXPENDITURE / VALUE OF WORK DONE TO-DATE (INCLUDING ALL COSTS, BUT EXCLUDING VAT)																
R																

CITY OF CAPE TOWN
HEALTH AND SAFETY SPECIFICATION AND PLAN FOR MINOR CONTRACTS
WITH AN ESTIMATED VALUE UP TO R1 000 000

Note: An * denotes items applicable to both construction sites and contractors plant/storage yards

ANNEX 1 (continued)

MONTHLY PROJECT LABOUR REPORT

BENEFICIARY DETAILS AND WORK INFORMATION



CITY OF CAPE TOWN
 ISIXEKO SASEKAPA
 STAD KAAPSTAD

CONTRACT OR WORKS PROJECT NUMBER:				Year Month		Sheet 1 of		
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No.	(8) First name	(8) Surname	(8) ID number	(9) New Beneficiary (Y/N)	Gender (M/F)	Disabled (Y/N)	(10) Job seeker database (Y/N)	Contract start date (DDMMYY)	(11) Contract end date (DDMMYY)	(12) No. days worked this month (excl. training)	(13) Training days	(14) Rate of pay per day (R – c)
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												

0 0 R -

Declared by Contractor or Vendor to be true and correct:	Name		Signature	
	Date			

Received by Employer's Agent / Representative:	Name		Signature	
	Date			

(14.2) BBBEE SUB-CONTRACT EXPENDITURE REPORT (PRO FORMA)

TENDER NO. AND DESCRIPTION: 76S/2021/22 SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

SUPPLIER:

B-BBEE SUB-CONTRACT EXPENDITURE REPORT

Rand Value of the contract (as defined in Schedule 4: Preference Schedule) (P*)	R	B-BBEE Status Level of Prime Supplier	
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Name of Sub-contractor (list all)	B-BBEE Status Level of supplier ¹	Total value of Sub-contract (excl. VAT) ¹	Value of Sub-contract work to date (excl. VAT) ¹	Value of Sub-contract work to Sub-contractors with a lower B-BBEE Status Level than supplier
Sub-contractor A		R	R	R
Sub-contractor B		R	R	R
Sub-contractor C		R	R	R
Total:				R
Expressed as a percentage of P*				%

¹Documentary evidence to be provided

Signatures

Declared by supplier
to be true and correct:

Date:

Verified by CCT
Project Manager:

Date:

CITY OF CAPE TOWN
HEALTH AND SAFETY SPECIFICATION AND PLAN FOR MINOR CONTRACTS
WITH AN ESTIMATED VALUE UP TO R1 000 000
 Note: An * denotes items applicable to both construction sites and contractors plant/storage yards

(14.3) PARTNERSHIP/ JOINT VENTURE (JV) / CONSORTIUM/ EXPENDITURE REPORT (PRO FORMA)

TENDER NO. AND DESCRIPTION: 76S/2021/22 SERVICING, REPAIRS, REFURBISHMENT, MAINTENANCE AND SUPPLY OF AND TECHNICAL ASSESSMENTS AND ANALYSIS OF ELECTRICAL MOTORS

SUPPLIER:

PARTNERSHIP/ JOINT VENTURE (JV)/ CONSORTIUM EXPENDITURE REPORT

Rand value of the contract (as defined in Schedule 4: Preference Schedule) (P*)		R		B-BBEE Status Level of Partnership/ Joint Venture (JV)/ Consortium	
Name of partners to the Partnership/ JV / Consortium (list all)	B-BBEE Status Level of each partner at contract award	Percentage contribution of each partner as per the Partnership/ JV/ Consortium Agreement ¹	Total value of partner's contribution (excl. VAT) ¹	Value of partner's contribution to date (excl. VAT) ¹	Value of partner's contribution as a percentage of the work executed to date
		A	B = A% x P*	C	D = C/P*x100
Partner A		%	R	R	%
Partner B		%	R	R	%
Partner C		%	R	R	%

¹Documentary evidence to be provided

Signatures

Declared by supplier to be true and correct: _____

Date: _____

Verified by CCT Project Manager: _____

Date: _____

