

INVITATION TO BID

ARMD/2024/04

BID DESCRIPTION: THE APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS ARMSCOR DOCKYARD'S BUILDINGS' ROOFS AT ARMSCOR DOCKYARD, SIMON'S TOWN

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PROPRIETARY INFORMATION

- Bid documents may ONLY be obtained from the Armscor Supply Chain Management Department.
- Bid documents obtained from Armscor may NOT be given to a third party.
- Bid proposals received from companies whose bid documents were NOT obtained from Armscor will NOT be considered.

Bids must ONLY be submitted in hard copy; electronic bids submissions are NOT acceptable.

Kindly register on the National Treasury's Central Supplier Database (CSD) via www.csd.gov.za

RETURNABLE DOCUMENTS CHECKLIST

Bidders are required to develop a returnable schedule annexure in accordance with the following table of contents

	List of documents required.	Submitted [Yes or No]	
		Yes	No
1.	Central Supplier database (CSD) registration report or Unique Registration Reference Number	☐	☐
2.	Valid Tax Clearance Certificate (s) and or proof of application endorsed by SARS and / or SARS issued verification pin code.	☐	☐
3.	Copies of bidders CIPC Company registration documents listing all members with percentage. See bidding structure for required documents.	☐	☐
4.	Copy of the Joint Venture / Consortium Agreement duly signed by all parties	☐	☐
5.	Copy of the Sub-Contracting Agreement duly signed by all parties	☐	☐
6.	Valid proof of BBEE status for the bidder and its sub-contractor(s)	☐	☐
7.	Designated sectors: Local production and content. (Where applicable)	☐	☐
8.	Originally certified copy of Identity Document for the Company representative	☐	☐
9.	Copy of latest audited financial statements	☐	☐
10.	Bid conditions acceptance form on KD17	☐	☐

**ARMAMENTS CORPORATION OF SOUTH AFRICA SOC LTD
(ARMSCOR)**

Company registration: 1968/008611/06 Vat registration: 4500101169

**REQUEST FOR BID: ARMD/2024/04 - THE APPOINTMENT OF A SERVICE
PROVIDER TO REPAIR VARIOUS ARMSCOR DOCKYARD'S BUILDINGS'
ROOFS AT ARMSCOR DOCKYARD, SIMON'S TOWN**

1. INSTRUCTIONS ON SUBMISSION OF BIDS

- 1.1 Bid Closing at **11:00 am on 10/03/2025 (SOUTH AFRICAN TIME)**
- 1.2 Bids must be submitted in a sealed envelope marked with this bid reference number.
- 1.3 The sealed envelope must be deposited in the bid box at Armscor Dockyard, Cole Point Security gate, Simon's Town before the bid closing date and time addressed to:
- The Divisional Manager Procurement & Logistics
Armscor Dockyard
- Postal address: Armscor Dockyard
Private Bag X3
Simon's Town, 7995
- Delivery address: Armscor Dockyard Tender Box
Dockyard Security Entrance
Cole Point Road
Simon's Town
- 1.4 Bids dispatched by the courier service Company must be marked with bid reference number on the delivery note / packaging and the courier must ensure that the bid document is deposited in the bid box before the closing date and time. **Armscor will not be held responsible for any delays where bid documents are handed to the Armscor Reception.**
- 1.5 Bid proposals received after the closing time and date will not be considered.

2. ENQUIRIES

- 2.1 All queries regarding this bid must be addressed in writing to:
The Procurement Division E-mail Address: **Dockyardbid-enquiries@armscor.co.za**.
Questions/enquiries relating to this RFB should be received three working days prior to the closing date. Queries received after this period will not be entertained.

3. BID VALIDITY PERIOD

Bid proposals to remain valid for acceptance for a period of **hundred and twenty (120) days** counted from the closing date.

NOTE: Bids for the supply of the goods and/or services described in the attached documents are invited in accordance with the provisions of the General Conditions of Contract (A-STD-0020) Issue 5 dated 22 June 2022, as well as any special condition contained in these documents. Copies of the General Conditions of Contract and the Rules of Procedure are available on Armscor's website at www.armscor.co.za.

BID AWARD RESULTS:

**Result on bid awarding information is not sent to unsuccessful bidders.
Particulars of successful bidders are also NOT published on the Armscor
Acquisition Bulletin.**

BIDDING STRUCTURE

Indicate the type of bidding structure by marking with an 'X' in an appropriate box.	
Individual Bidder	
Joint Venture	
Consortium	
Using Sub-contractors	
Other	

Only fill the relevant category:

If individual bidder, indicate the following:	
Name of Bidder	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

If Joint Venture or Consortium, indicate the following: (To be completed for each JV/Consortium member)	
Name of Joint Venture / Consortium	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

If using subcontractors, indicate the following:	
Name of Prime -Contractor	
Percentage Value to be subcontracted	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
Subcontractor Details:	
Name of Subcontractor	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents for both Prime and Sub-Contractors:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

Other:	
Name of Bidder	
Company / Close Corporation Registration Number	
VAT Registration Number	
National Treasury Supplier Number	
Unique Registration Reference Number	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	
NB: Submit with the bid the following documents:	
Copies of the bidder's CIPC company registration documents listing all members with percentages, in case of a CC.	
In case of individual supply ID document for local and if foreigner supply passport number or identification as applicable in that country.	
Latest copies of all share certificates, in case of a company or any other form of a legal entity.	
Shareholding breakdown per race, gender and percentage shareholding with shareholders of the bidding entity.	

Declaration:

I, as the duly authorized representative of the bidder hereby authorize Armscor to request, investigate and process company information including tax compliance via the SARS website.

.....
Name

.....
ID number

BID CONDITIONS ACCEPTANCE FORM**Bidders shall complete and sign this bid conditions acceptance form**

I/We hereby offer to supply all of the supplies and/or services described in the Pricing Schedule and /or attached documents on the terms and conditions and in accordance with the conditions set out in A-STD-0020 Issue 5 dated 22 June 2022 (and I/we acknowledge that I/we am/are acquainted therewith) at the price and on the terms of delivery/execution inserted by me/us.

I/We agree -

1. that this bid shall remain binding on me/us and open for acceptance for the period stipulated above;
2. that if my/our bids is accepted, the acceptance will be communicated to me/us by letter or order through the post, and such acceptance shall constitute a contract between me/us and Armscor, subject to the terms and conditions set out in Armscor's General Conditions of Contract (A-STD-0020), Issue 5 dated 22 June 2022, the contents of which I/we acknowledge ourselves to be acquainted with.

I/We choose as domicilium citandi et executandi in the Republic

.....

 (no post box or private bag)

IN BLOCK LETTERS ON BEHALF OF -

Complete registered:

Name of bidder:.....

AUTHORISED SIGNATURE

..... Date:

Name in block letters:

Capacity:

SUPPLIER REGISTRATION

- 1.1 Bidders must register on the National Treasury Central Supplier Database (CSD) in terms of National Treasury Instruction Note 3 of 2016/17.
- 1.2 Bidders must electronically register for Security on Armscor website to be considered for orders which are administered by Armscor SOC Ltd on Behalf of clients.

For more information on security registration contact:-
The Security Registration
Private Bag X337
PRETORIA
0001

E-mail:- register@armscor.co.za

ALL BIDDERS SHALL COMPLY WITH THE FOLLOWING:

1. The pages of the KD17 document are numbered from one, and the final page bears the words "and last". Bidders should check the numbers of the pages as no liability arising from claims owing to the omission or duplication of pages will be recognised by Armscor. The appendices mentioned in these pages form part of the bids.
2. **All bidders shall -**
 - 2.1. insert their name at the top of each price schedule form used (a rubber stamp may be used);
 - 2.2. insert the information in the spaces provided in the price schedules by writing or typing on the dotted lines only (additional information should be contained in a separate annexure);
 - 2.3. if they wish to make more than one bid against an item, as an alternative, apply for additional copies of the bid documents or photocopy one or more pages, and not retype or redraft any of the forms used;
 - 2.4. indicate the prices quoted in the units shown and quote them per item;
 - 2.5. indicate in respect of each item whether the goods/services quoted comply strictly with the specified requirements, and furnish particulars of deviations if this is not so;
 - 2.6. complete all appendices.
3. **Value-added tax, customs duties, *ad valorem* customs duties and surcharges:**
 - 3.1. Value added tax levied by the Receiver of Revenue must not be included in the prices quoted but be shown as a separate line item.
 - 3.2. Where supplies are quoted which are subject to levying of any customs duty, *ad valorem* customs or excise duty or surcharge by the Department of Customs and Excise, such charges must not be included by the bidder in the prices quoted. The applicable customs duty, *ad valorem* customs or excise duty or surcharge must, however, be indicated separately where provided for on Armscor's Questionnaire (KD 18).
4. **Security:**
 - 4.1. Classified bids are to be handled in the manner set out in Armscor's Security Instruction, document number A-WI-014, copies of which are obtainable on request from the Contractor Security Section, P O Box 411, Pretoria, 0001.
 - 4.2. Attention is drawn particularly to the procedure set out in chapter 4 of the manual, which is to be complied with when forwarding classified documents.

5. **Advance payments:**

Bidders shall furnish the price without advance payment.

6. **Performance Guarantee:**

Armcor reserves the right to request the successful bidders to submit a performance guarantee for the proposed contract. Bidders must submit prices without provision for the performance guarantee as well as prices including the cost of such a guarantee.

7. **Commissions:**

If any commission is payable by yourself to any person(s) or body as a result of any order which may arise from this Request for Proposal, you must submit full details of the applicable person(s) or body and the amount payable, with this bids.

8. **Compliance with Arms Control and Non-Proliferation requirements**

Any bidder responding to this Request for Proposal (RFP) shall comply with the following when dealing with defence matériel:

8.1 All relevant South African legislation, including, but not restricted to, the following:

- a) National Conventional Arms Control Act, Act No. 41 of 2002, and its implementing Regulations; and
- b) Non-proliferation of Weapons of Mass Destruction Act, Act No. 87 of 1993, as amended, and its implementing Regulations.

8.2 Defence export legislation of supplier countries, i.e. countries from which defence matériel is exported to South Africa as well as countries of origin of the matériel.

8.3 It is the responsibility of the bidder to, when applicable, register with the Directorate Conventional Arms Control (DCAC), Defence Secretariat, in terms of section 13 of the National Conventional Arms Control Act and with the South African Council for the Non-Proliferation of Weapons of Mass Destruction Act.

8.4 If a contract with Armscor is being entered into, the Contractor shall comply with arms control and non-proliferation requirements as prescribed by the contract-

9. Submission of a NCACC Permit

9.1 In terms of the National Conventional Arms Control Act (Act No 41 of 2002, Chapter II, section 13), no person may trade in conventional arms, unless that person is:

- a) Registered with the National Conventional Arms Control Committee (NCACC)
- b) Is in possession of a permit authorised by the NCACC and issued by the Directorate Conventional Arms control (DCAC).

NOTE: Local bidders who trade in Conventional Arms as set out above are required to submit a certified copy of a valid NCACC permit when submitting a bid.

10. Tax Compliance

The conditions detailed in the Instruction for Application for Tax Compliance (KD 25) must be adhered to. Armscor Suppliers /Bidders must remain tax compliant for the duration of their contracts.

11. Defence Industrial Participation and National Industrial Participation

11.1 The DIP value threshold of foreign content is based on:

Any single agreement of which the foreign content exceeds USD 2 million; Multiple main agreements concluded within two years of each other, within the framework of a specific project or across different projects, for same and or similar products or services, awarded to the same Seller of which the aggregate value of the foreign content exceeds USD 2 million; Extensions or amendments to the main agreement within the active life of the agreement, which result in the aggregate foreign content value of the project exceeding USD 2 million; Where multiple suppliers are used to address a single Defence Acquisition for the same products or services and the value of the foreign content, in total, exceeds USD 2 million, each supplier shall incur pro rata 50% of the total DIP obligation.

11.2 Where a contract to the value of the equivalent of USD10 000 000 or more, is placed on a foreign company, a minimum of 30 % National Industrial Participation (NIP) shall be part of the foreign company's contractual obligations, in addition to the 50 % DIP. This condition is also applicable to all contracts placed on a local company, subcontracting a single foreign company to the aforesaid value or more.

12. Mandatory local production and content for designated sectors

12.1 A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

12.2 If there is no designated sector, Armscor will include as a specific condition of the bid, that only locally produced services or goods or locally manufactured goods with a stipulated minimum threshold for local production and content, will be considered.

13. **Awarding of Bids**

The awarding of bids will be in terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022 and Armscor Preference Point System of the Preferential Procurement Regulations, 2022.

The applicable points are:

Price: (Pp)	80 Points
Specific Goals:	20 Points
	Total: 100 Points

The following formula must be used to calculate the points in respect of a bid up to a rand value of R 50 000 000, 00 (all applicable taxes included).

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

80/20

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

Where

Ps	=	Points scored for price of bid under consideration
Pt	=	Price of bid under consideration
Pmin	=	Price of lowest acceptable bid

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BID NUMBER : ARMD/2024/04

CLOSING AT 11:00 ON : 10/03/2025

VALIDITY PERIOD: 120 DAYS

NAME OF BIDDER :

ITEM NO	DESCRIPTION	QTY	UNIT PRICE IN FOREIGN CURRENCY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
01	Transfer SUBTOTAL FROM ANNEXURE E, "BOQ Final Summary Total"	1			
	Single-envelope evaluation approach (using only critical criteria without functional criteria)				
	Transformation Requirements • Black Equity Ownership – 35% - applicable • Subcontracting –applicable • Specific Goals applicable: Table B. • Objective Criteria – Not applicable				
TOTAL (excluding VAT)					
VAT					
TOTAL (including VAT)					

1. Delivery address:
 2. * Period required for commencement of delivery, after receipt of order:
 3. * Rate of delivery:
 4. * Period required for completion of order, after receipt thereof:
- * Must be completed by Bidder if not completed by Armscor

Mark-up percentage for line item 01 in the pricing schedule table above: _____ %

-1-

**ARMAMENTS CORPORATION OF SOUTH AFRICA LTD
(ARMSCOR)**

QUESTIONNAIRE

REPLIES

1. What is the request for bids number?

.....

2. Price basis of bids (**Delivered into store**):

.....

3. Indicate which of the following applies:

3.1 The prices are fixed.

☐

3.2 The prices are not fixed

☐

4. The delivery period shall be fixed

5. Are you the accredited agent in the RSA for the manufacturer of the supplies quoted by you?

.....

WHERE SUPPLIES OFFERED ARE TO BE IMPORTED OR ARE OFFERED EX BONDED WAREHOUSE, THE ATTACHED SECURITY QUESTIONNAIRE (KD 22) MUST BE COMPLETED AND THE FOLLOWING QUESTIONS ANSWERED:

6. Is a special import permit required?

.....

If not, state your imports permit number

.....

7. What are the names and addresses of your overseas suppliers? (Give particulars in KD 22)

.....

8. Foreign content:

8.1 What amount in foreign currency must be remitted? overseas?

.....

8.2 What is the rate of exchange used in converting the ZAR1, 00 =

amount into SA Rand and the date on which this is based? DATE:

9. Statutory costs:

9.1 Are the goods quoted on subject to customs duty, ad valorem customs or surcharge?

.....

.../2

9.2 If so, what is the amount payable in respect of

- a) Customs duty
- b) Ad valorem customs duty?

PRICE BREAKDOWN

10. The following particulars must be furnished, failure of which may invalidate the bids.

- 10.1 FOB/FCA cost of item
- 10.2 Sea/Air freight
- 10.3 Insurance charges
- 10.4 Clearance charges
- 10.5 Customs duties
- 10.6 Ad valorem customs duties
- 10.7 Delivery costs from port/airport to your premises
- 10.8 Local content (excluding (10.10))
- 10.9 Delivery costs from your premises into store
- 10.10 Balance (detail to be submitted)

AMOUNT	% OF TOTAL PRICE

TOTAL

.....
DATE

.....
BIDDER'S SIGNATURE

**ARMAMENTS CORPORATION OF S.A. LIMITED
(ARMSCOR)**

PREVIOUS PURCHASES

LAST TWO BIDS

If any similar or identical equipment has been supplied to ARMSCOR,
or to any of ARMSCOR'S subsidiaries or the South African National Defence
Force, the completion of this form by bidders is compulsory.

DATE OF BIDS	ORGANIZATION	ORDER NO.	ITEMS PURCHASED	UNIT PRICE	MOTIVATION FOR PRICE DIFFERENCES

BIDDER:	
SURNAME AND INITIALS:	
DATE:	
SIGNATURE:	

**ARMAMENTS CORPORATION OF SOUTH AFRICA LIMITED
(ARMSCOR)**

SECURITY QUESTIONNAIRE ON THE IMPORTED CONTENT OF BIDS

1. In all cases where the supplies quoted are imported (either in full or in part), bidders shall furnish the following particulars (if space is insufficient, use additional pages):

1.1 COUNTRY OF ORIGIN:

Item No(s).	Country
.....	
.....	
.....	
.....	

1.2 NAME OF MANUFACTURER(S)/SUPPLIER(S)/STOCKIST(S):

Item No(s).	Name
.....	
.....	
.....	
.....	

1.3 NAME OF INTERMEDIARY (IES) (WHEN THERE IS NO DIRECT CONTACT WITH THE FIRMS LISTED IN 1.2):

Item No(s).	Name
.....	
.....	
.....	
.....	

1.4 NAME OF AGENTS RESPONSIBLE FOR SHIPPING AND CLEARANCE:

Item No(s)	Name
.....	
.....	
.....	
.....	

1.5 NAME OF BANK ARRANGING TRANSFER OF FUNDS OVERSEAS:

Item No(s).	Name
.....	
.....	
.....	
.....	

.../2

1.6 IS AN END-USER CERTIFICATE REQUIRED? YES/NO

If yes:-

Item No. (s).

.....

1.7 ARE THE ITEMS SUBJECT TO ANY SPECIAL EXPORT REQUIREMENTS? YES/NO

If Yes:-

Item No. (s).

Requirements

.....	
.....	
.....	
.....	

2. Failure to furnish the information requested may render the bid invalid.

.....
 NAME

.....
 DATE

.....
 BIDDER'S SIGNATURE

BROAD-BASED BLACK ECONOMIC EMPOWERMENT**ACRONYMS AND ABBREVIATIONS**

B-BBEE	Broad-Based Black Economic Empowerment
CIPC	Companies and Intellectual Property Commission
COTS	Commercial Off The Shelf
EME	Exempted Micro Enterprises
MOTS	Military Off The Shelf
QSE	Qualifying Small Enterprises
SANAS	South African National Accreditations Systems

1. PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000

1.1 The following preference points will be awarded in terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022; Armscor Preference Point System of the Preferential Procurement Regulations, 2022.

1.2 The 80/20 preference point system is applicable to all bids with a Rand value of up to R50 000 000,00 (all applicable taxes included)

1.3 Preference points for this bid shall be awarded for:

Price	80
Specific Goals	20
Total points for Price and Specific Goals must not exceed	100

1.4 Bidders who do not submit valid proof of Specific Goals claim will score zero (0).

2. ALLOCATION OF PREFERENCE POINTS FOR SPECIFIC GOALS

2.1 Specific Goals

2.1.1 The preference points that will be awarded in terms of the specific goals with regards to procurement processes shall be as follows (one table will be applicable for each bid):

TABLE A : Advancement of SMMEs

No	(i) Black owned entities or (ii) Black owned Military Veterans entities or (iii) Black women owned entities or (iv) Black youth owned entities or (v) Entities owned by Black people living with disabilities or (vi) Entities owned by Black people living in rural areas or (vii) Entities owned by Unemployed black people	90/10 preference points system	80/20 preference points system
1.	EMEs or QSEs entities which are 100% black owned	10	20
2.	EMEs or QSEs entities which are 51% - 99% black owned	8	16
3.	EMEs or QSEs entities which are 35% - 50% black owned	4	8
4.	EMEs or QSEs entities which are 0% - 34% black owned	0	0

TABLE B : Advancement of Local Content & Production

	Advancement of entities with local manufacturing capabilities for designated sectors	90/10 preference points system	80/20 preference points system
1.	Full compliance to the applicable minimum threshold for local content & production	2	4
2.	Non-compliance to the applicable minimum threshold for local content & production	0	0
	Advancement of South African Companies	90/10 preference points system	80/20 preference points system
1.	Level 1 and 100% black owned	8	16
2.	Level 2 and at least 51% black owned	6	12
3.	Level 3 and at least 35% black owned	1	2
4.	Below Level 3	0	0

TABLE C : Income Generation

	Income Generation, Disposal or Leasing of Assets Advancement of South African Companies	90/10 preference points system	80/20 preference points system
1.	Level 1	10	20
2.	Level 2	8	16
3.	Level 3	6	12
4.	Below level 3	0	0

TABLE D : Locality

No	Entities Located in Specific Province, Region or Municipality	90/10 preference points system	80/20 preference points system
1.	Entities located within the specific locality	2	4
2.	Entities located outside the specific locality	0	0
	Advancement of South African Companies	90/10 preference points system	80/20 preference points system
1.	Level 1 and 100% black owned	8	16
2.	Level 2 and at least 51% black owned	6	12
3.	Level 3 and at least 35% black owned	1	2
4.	Below Level 3	0	0

TABLE E : Advancement of BEE Compliant Suppliers

No	Advancement of BEE compliant suppliers	90/10 preference points system	80/20 preference points system
1.	100% black equity ownership	10	20
2.	51% - 99% black equity ownership	8	16
3.	35% - 50% black equity ownership	4	8
4.	0% - 34% black equity ownership	0	0
5.	Specialised Entities	10	20

3. PRINCIPLES

3.1 Valid proof of B-BBEE status is either of the following:

3.1.1 A B-BBEE Sworn Affidavit fully completed and

- 3.1.1.1 Deposed and signed in the presence of the Commissioner of Oaths (Certified true copy not acceptable)
- 3.1.1.2 Does not contradict itself (% black ownership matches compliance level)
- 3.1.1.3 Commissioner of Oaths credentials and signature are reflected.

3.1.2 A B-BBEE Certificate issued by either the CIPC or a SANAS Accredited Verification Agency.

3.1.3 An entity submitting an unincorporated Joint Venture / Consortium must attach a Consolidated B-BBEE Certificate in the name of the Joint Venture / Consortium issued by a SANAS accredited Verification Agency.

3.1.4 B-BBEE status must be based on the latest financial year-end information, otherwise it is invalid and unacceptable.

3.2 Local content and production

3.2.1 The complete list of sectors and sub-sectors which are designated for local production with minimum local content threshold can be found on the website of the Department of Trade, Industry & Competition via the link below.

<http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/>

3.2.2 The bidder shall submit with the Bid documents a completed Annexure C, D & E and an Exemption letter from the dtic and a letter from the manufacturer.

3.3. Locality

3.3.1 The bidder must submit the municipality bill/local councillor letter (must be not be older than 3 months).

3.3.2 In an event where the bidder is the lessee, the municipality bill and the lease agreement must be submitted.

3.3.3 In an event where the bidder owns the property, the municipality bill must be in the name of the owner of the property.

3.3 Sub-Contracting

3.3.1 It is a requirement of Armscor that subcontracting must be considered by a bidder. Therefore, where a contract from R10 000 000 (million) and above is awarded, Armscor shall endeavour to advance designated groups where applicable.

3.3.2 A bidder awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the bidder concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contracted activities or work..

3.3.3 A bidder awarded a contract must obtain the approval of Armscor prior to any changes in the subcontracting arrangement.

3.4 Ownership

3.4.1 In accordance with the provisions of the Defence Sector Code, it is a requirement of Armscor that all suppliers that do business with Armscor should achieve at least 35% black equity ownership and will be included as a bid condition where applicable.

3.5 Verification of bidders information

The Armscor Transformation Division reserves the right to require a bidder and/or its sub-contractor(s) to substantiate any claim at any stage in the bidding process to verify and confirm the specific goals claim of the bidder and/or its sub-contractor(s).

B-BBEE DECLARATION

1. Confirmation of the Bidder's Turnover

Name of the Bidder			
Registration Number			
Financial Year End			
Turnover (As at the latest financial year end)	R	Period Starting (Day, Month, Year)	Period Ending (Day, Month, Year)

2. Confirmation of Subcontractors involved in the execution of the order:

Bidder	% Black Ownership	B-BBEE Status	% Value to be Contracted
1.			
Subcontractors	% Black Ownership	B-BBEE Status	% Value to be Contracted
1.			
2.			
3.			

*Percentages of the bid value which will be subcontracted including main contractor must add up to 100%.

3. Confirmation of Suppliers involved in the execution of the order:

Supplier's name	% Black Ownership	B-BBEE status	% Value to be Supplied
1.			
2.			
3.			
4.			
5.			

-7-

I, the undersigned, am duly authorised to certify on behalf of the abovementioned entity that the information contained herein above is true and correct.

AUTHORISED SIGNATURE : Date:
 Name in block letters :
 Capacity :

It is a condition of bids that the successful bidder MUST be tax compliant, or that satisfactory arrangements have been made with the South African Revenue Service (SARS) to meet the bidder's tax obligations. FOREIGN COMPANIES ARE REQUIRED TO COMPLETE QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS OF ANNEXURE 1 TO KD 25

1. In order to meet this requirement the bidder is required to access SARS e-filing and complete the SARS ONLINE "SARS tax compliance status" under tax status. Tax compliance requirements are also applicable to individuals who wish to submit bids.
2. SARS will then furnish the bidder with a Tax compliance PIN code that will be valid for a period of 1 (one) year from the date of approval.
3. The Tax compliance PIN letter shall be submitted with the bids, with an authorisation letter for Armscor to use the PIN code for verification of tax compliance status of the bidder.
4. In bids where Consortia / Joint Ventures / are involved, each party must submit a separate tax compliance PIN with authorisation letter.
5. In the event of subcontracting, tax compliance PIN letter and authorisation letter for the subcontractor must also be submitted with the bids.
6. Tax compliance is done via e-filing on the SARS website www.sars.gov.za.

NOTE: Armscor Suppliers/ Bidders and Subcontractors must remain tax compliant for the duration of their contracts.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? YES/NO
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of institution	State

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

- 2.2.1 If so, furnish particulars:

.....

.....

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

- 2.3.1 If so, furnish particulars:

.....

.....

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

3 DECLARATION

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

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

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF
PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING
ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO
BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

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

**ARMAMENTS CORPORATION OF SOUTH AFRICA LIMITED
(ARMSCOR)**

INTELLECTUAL PROPERTY REQUIREMENTS

1 INTRODUCTION

1.1 What is Intellectual Property?

Intellectual Property (or "IP") means the result or outcome of human creative effort as typically, but not exclusively, manifested and embodied in or taking the form of data items or documents.

IP typically includes design and mental activities, e.g.:

- Bills of Material (BOM's)
- Instructions,
- Reports,
- Specifications,
- Interface designs,
- Manufacturing processes,
- Material Specifications,
- Processes,
- Product designs,
- Re-engineering (maintenance/obsolescence),
- Software,
- Algorithms,
- Source Codes,
- System/integration designs,
- Test and Evaluation Methods, etc.

IP typically excludes Project Management activities and Hardware created/built according to a design or following a "recipe".

1.2 How is IP manifested?

IP is typically manifested and embodied in Data Items or Documents.

"Data items or Documents" means any recorded information, however recorded, including but not limited to books, manuscripts, reports, studies, algorithms, computer software, invention descriptions, registered patents, drawings, designs, plans, analyses, calculations, standards, data packs, process documents, instructions, specifications, mathematical or simulation models, compositions, photographs, video recordings, audio recordings, reports, holographic recordings, trademarks, graphical images, etc.

NOTE:

- The document itself is not IP
- The contents of a document represent IP
- The document becomes the tangible and recordable carrier of IP

1.3 What is Background IP?

For definition, refer to A-STD-0020 "Armcor General Conditions of Contract".

"Background IP" belongs to a contractor because he fully paid for the generation thereof or had bought it at his own cost, which may be used or serve as a basis from which to develop new Foreground IP.

1.4 What is Historic IP?

"Historic IP" is existing IP which was created previously, and which may serve as a basis from which to develop new Foreground IP.

1.5 What is Foreground IP?

For definition, refer to A-STD-0020 "Armcor General Conditions of Contract".

"Foreground IP" is new intellectual property that is created during the execution of the order.

1.6 When is IP Shared or Jointly Owned or Co-owned?

For the definition, refer to A-STD-0020 "Armcor General Conditions of Contract".

"Shared" or "Jointly Owned" or "Co-owned" IP is IP which belongs to both the DOD and a contractor, because both contributed to the cost of generation thereof. Ownership is typically (and preferably) proportional to contribution.

Historic and Foreground IP may be either

1. Wholly owned by the DOD; or
2. Shared or Jointly Owned or Co-owned between DOD or the contractor

2. IP RECORDAL REQUIREMENTS

It is a requirement that prospective suppliers provide all information about applicable Intellectual Property (IP) to the bid. Armcor will record the information on their IP System that will generate a Statement of IP which will be appended to the order. The Statement of IP will serve as a contractual agreement between Armcor and the contractor in so far as IP related matters are concerned.

The recordal requirements are further described herein and broken down to an appropriate level, as follows:

2.1 Background IP Utilised

For each Background IP Item that will be modified or utilised to generate Foreground IP in the execution of the quoted scope of work, provide the following details:

- Short IP description
- Original Supplier
- Cost of Establishment (If available)

2.2 Historic IP Utilised

For each Historical IP item that will be modified or is required as a prerequisite in the execution of the quoted scope of work, provide the following details:

- Armcor IP Number (if available)
- Short IP description
- The next information is to be provided **per order**, on which Historic IP was established:
 - Order Number on which Historic IP was generated
 - Master record index (MRI) reference
 - Original Supplier
 - Cost of Establishment
 - Percentage Ownership (DOD)
 - Associated Milestone / Line item on the order under which the IP was established

2.3 Foreground IP to be generated

For each new Foreground IP item that will be generated in the execution of the quoted scope of work, provide the following details:

- IP number of Historic IP, if IP is enhanced (modified/improved/upgraded).
- Short IP description
- Master record index (MRI) reference with version and date
- Original Supplier
- Cost of Establishment
- Percentage Ownership (DOD)
- Associated Milestone / Line item on the order under which the IP will be established.

Note 1: The cost of establishment has always been included in item/milestone prices of order, and will continue to be so included, but will in future become visible by being shown separately in the Statement of IP appended to orders in order to properly manage such IP;

Note 2: To facilitate the easy and correct recording of IP, bidders and contractors will be required to utilise the specially constructed spread sheet from Armscor's web site.

After completion, the spreadsheet must be printed and attached to the bid, which will thus form an integral part of the bid.

3. SAFEGUARDING OF IP

3.1 IP Agreement

The IP agreement which will be embodied in the Statement of IP will be concluded with the main contractor in the name of the main contractor and will apply to the creating sub-contractor(s), who will remain the design authority for his particular IP.

3.2 Management and Safeguarding of IP

The main contractor will be responsible for the management of IP he generated during the execution of the order, as well as the management of IP generated by his sub-contractors. Upon completion of the project or order, the relevant IP will be formally transferred to the main contractor, who will then be responsible for the continued management of such IP.

The main contractor will be responsible for proper safeguarding and configuration control of IP, including off-site back-ups, as further described in various other Armscor documents, e.g. A-STD-0020 "Armscor General Conditions of Contract, K-STD-61 "Armscor Standard for Technical Contract Conditions", A-WI-014 "Armscor Security Instruction" and other documents that may be applicable.

3.3 IP Delivery

Notwithstanding 3.2 above, upon completion of the order, the main contractor will deliver all data items or documents relating to the IP generated during the execution of the order to Armscor ADAC Department.

3.4 IP Audits

Armscor is by law required to conduct an IP or intangible asset audit of all existing DOD IP every financial year. The main contractor will cooperate with Armscor's Intellectual Property Management Division and the Auditor General during the audit period and will make available all relevant information required to conduct the audit.

4. COMPLETION OF THE IP INFORMATION BY MEANS OF THE ELECTRONIC FORM

4.1 Background

The electronic form of the KD27 IP Information.xlsx is available as a Microsoft Excel workbook on the Armscor website (www.armscor.co.za/Downloads/Download.asp) and must be used as template to provide the relevant IP information.

The workbook consists of the following three spreadsheets:

- "Background IP" provides a form to capture all background IP information
- "Historic IP" provides a form to capture all historic IP information.
- "Foreground IP" provides a form to capture all foreground IP information.

4.2 Electronic Form Definitions

The column definitions as provided in the forms are as follows:

IP Name	A short descriptive name to identify the IP item.
IP Number	Armscor Number provided to Historic IP.
IP Description	An abridged description of the IP Item.
Original Supplier	The name of the supplier at which the IP item exists or was established.
Establishment Cost	The amount paid by Armscor to establish the IP Item (including VAT).
MRI Reference	The Master Record Index (MRI) or other document reference that uniquely describe the IP.
DOD Shareholding	The percentage of the IP that belongs to the DOD through Armscor.
Associated Milestone/Item	The contractual milestone or item, which when completed, will define the point in time at which the IP will be established.

5. INTELLECTUAL PROPERTY QUESTIONNAIRE

I/We, the undersigned, who warrant that I/we am/are duly authorised to do so on behalf of the firm certify that the following information is correct and complete in terms of Intellectual Property relevant to the offered scope of work. (Please circle the relevant answer)

Will Background IP be applicable during the execution of the quoted scope of work? Yes No

If yes, state particulars by completing the 'Background IP' worksheet. Indicate each IP item as a separate line.

Will Historic IP be utilised and/or is it required as a prerequisite to execute the quoted scope of work? Yes No

If yes, state particulars by completing the 'Historic IP' worksheet for each IP item. Indicate each IP item as a separate line;

Will any of these Historic IP items be enhanced during the execution of the quoted scope of work? Yes No

If yes, also complete the 'Foreground IP' worksheet for those IP items

Will new Foreground IP be generated during the execution of the quoted scope of work? Yes No

If yes, state particulars by completing the 'Foreground IP' worksheet for each IP item. Indicate each IP item as a separate line.

This completed form, along with all additional information, as requested above where relevant, populated on the KD27 Spreadsheet, have to be attached to the bid.

WITNESSES:

1. _____

2. _____

SIGNATURES OF BIDDER(S)

DATE: _____

ADDRESS: _____

DEFENCE SECTOR BBBEE SWORN AFFIDAVIT – EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"

ANNEXURE 1 TO KD24

3. I hereby declare under Oath that:

- The Enterprise has _____ % Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____ % Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____ % Black Designated Group Beneficiaries as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____ %
 - Black people living with disabilities % = _____ %
 - Black Unemployed % = _____ %
 - Black People living in Rural areas % = _____ %
 - Black Military Veterans % = _____ %
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was R5,000,000.00 (Five Million Rands) or less
- Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition)	
At Least 51% Black Owned	Level Two (125% B-BBEE procurement recognition)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Commissioner of Oaths	Deponent
Credentials and Signature	
	Signature
Date	Date

DEFENCE SECTOR BBBEE SWORN AFFIDAVIT – QUALIFYING SMALL ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"

3. I hereby declare under Oath that:

- The Enterprise has _____% Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise has _____% Black Designated Group Beneficiaries as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____%
 - Black people living with disabilities % = _____%
 - Black Unemployed % = _____%
 - Black People living in Rural areas % = _____%
 - Black Military Veterans % = _____%
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was between R5,000,000.00 (Five Million Rands) to R50,000,000.00 (Fifty Million Rands)
- Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition)	
At Least 51% Black Owned	Level Two (125% B-BBEE procurement recognition)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Commissioner of Oaths	Deponent
Credentials and Signature	
	Signature
Date	Date

ANNEXURE 1 TO KD25

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF ARMSCOR					
BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT :					
ARMSCOR BID BOX VISITORS ENTRANCE (BLOCK 8), 370 NOSSOB STREET,					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr. A.L Mmbengwa		CONTACT PERSON	Mr. A.L Mmbengwa	
TELEPHONE NUMBER	012 428 3610		TELEPHONE NUMBER	012 428 3610	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	scmbids@armscor.co.za		E-MAIL ADDRESS	scmbids@armscor.co.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES/WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			☐ YES ☐ NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			☐ YES ☐ NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			☐ YES ☐ NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			☐ YES ☐ NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			☐ YES ☐ NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

ANNEXURE 1 TO KD25

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT. 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED. 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

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

DATE:



RFB NUMBER: ARMD/2024/04

**THE APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS
ARMSCOR DOCKYARD'S BUILDINGS' ROOFS AT ARMSCOR
DOCKYARD, SIMON'S TOWN**

SUMMARY: THIS DOCUMENT CONTAINS THE REQUIREMENT FOR THE
APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS
ARMSCOR DOCKYARD'S BUILDINGS' ROOFS AT ARMSCOR
DOCKYARD, SIMON'S TOWN

Document Issue nr.: 01

AMENDMENT HISTORY		
DOCUMENT ISSUE	DATE	CHECKED BY
001	06 February 2025	

DISTRIBUTION PAGE

COPY NUMBER	DISTRIBUTION
01 (Master Copy)	Mr J Relihan Armscor Dockyard Procurement Secretariat

DEFINITIONS

The following non-standard terms have been used in this document, which are explained as follows:

Client	ARMSCOR Dockyard
Contractor/service provider	The company contracted by ARMSCOR to supply as per Specification
RFB	Request For Bid

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1 INTRODUCTION

1.1 INSTRUCTION TO BIDDER

The Bidder must strictly adhere to the requirements stipulated in this Request for Bid (RFB). The onus rests on the Bidder to submit an unambiguous bid in order to enable Armscor to carry out a transparent and fair bid evaluation.

1.2 SCOPE

The scope of this RFB covers the requirement to the appointment of a service provider to repair various Armscor Dockyard's buildings' roofs at Armscor Dockyard, Simon's town

2 DOCUMENTS

Armscor documents are available on the Armscor Website <https://www.armscor.co.za/> the following documents are applicable to this RFB to the extent specified herein:

2.1 APPLICABLE DOCUMENTS

No.	Document No	Title
1.	A-PROC-9053	Supplier Sourcing Procedure Issue 001
2.	A-DOC-9046	Terms of Reference for the Bid Specification Committee
3.	A-DOC-9045	Terms of Reference for the Bid Evaluation Committee
4.	A-PRAC-4011	Practice For Transformation in Armscor, Issue 8.
5.	Signed URS Dated 16 th January 2025	User Requirement Specification for the appointment of a service provider to repair various Armscor Dockyard's buildings' roofs at Armscor Dockyard, Simon's town
6.	OHSA	Occupational Health and Safety Act no. 85 of 1993 and Regulations
7.	Broadcaster	Guideline issued on 10 May 2023: Specific Goals for the Awarding of preference points in Terms of the 2022 Preferential Procurement Regulations
8.	PPPFA Regulations of 2022	PPPFA, 2000: Preferential Procurement Regulations of 2022
9.	A-STD-0010	Rules Applicable to Prospective Contractors
10.	A-STD-0020	Armscor's General Conditions of Contract

2.2 REFERENCE DOCUMENTS

No	Document No	Title
1.	A-TEMP-1019	Technical Contract Conditions Compliance Statement Issue 1
2.	A-GUID-1003	Industry Guide for Defining the Bid Scope of Work Issue 2
3.	AA-GUID-1014	Critical Criteria Guideline
4.	Act 5 of 2000	Preferential Procurement Policy Framework Act (PPPFA) & Regulations
5.	Act 52 of 2003	Broad-Based Black Economic Empowerment Act, as amended
6.	PPPFA Regulations of 2017	Preferential Procurement Regulations, 2017

3 BID REQUIREMENTS

3.1 GENERAL

The bid shall address each and every requirement of the RFB in a comprehensive and logical way. The following information and communication are to be observed:

3.1.1 Armscor Registration

In order to qualify as a potential supplier, prospective Bidders must be registered with Armscor as a supplier. Bidders that are not registered shall undertake to register before the bid submission closing date. Registration must take place prior to any contract placement.

3.1.2 Communication

- a. All communication with Armscor shall be made to: The Procurement Division, **E-mail address:** Dockyardbid-Enquiries@armscor.co.za.
- b. The Bidder shall appoint a single person for communication with Armscor. Communication shall not take place via an agent or representative other than a fulltime employee of the Bidder.
- c. All enquiries regarding the RFB shall be directed to the Procurement Secretariat and the RFB reference number shall be used in all correspondence.
- d. No direct contact or communication with Armscor or the Department of Defence personnel shall be allowed, unless through formally arranged

meetings or briefing sessions if and when required by the prospective Bidders.

3.1.3 Submission of Bids

Partial Bids: Armscor shall only consider a bid for the total requirement. Partial bids shall not be considered.

3.1.4 Validity of Bids

The validity of the bid shall be one hundred and twenty (120) days after the tender closing date.

3.1.5 Confidentiality of Information

The information contained in this RFB, as well as the response received shall be treated as "Company Confidential" between Armscor and the Bidder submitting the response. The receiver of this RFB may not disclose any information in connection with this RFB to the media or any third party, or allow information to be disclosed without prior written approval of Armscor. The potential Bidder shall ensure that any confidentiality arrangements between themselves and Armscor apply *mutatis mutandis* to partners and/or subcontractors or agents of the Bidder.

3.1.6 Submission of Offer Documentation

The original offer and two (2) copies thereof together with any supporting documentation such as brochures, handbooks and drawings shall be submitted to Armscor. The original must be marked as the original and each copy must be marked with a copy number. The original shall take precedence over any copy in the event of discrepancies.

3.2 MINIMUM REQUIREMENTS

The following is the minimum prescribed requirements of the bid:

3.2.1 Covering Letter

The covering letter shall give a brief introduction to the bid and briefly summarise the implementation methodology, time-scale and the total cost. The letter shall also state any other aspects the Bidder deems necessary and important. The Bidder shall use the company's official letterhead when providing the covering letter.

3.2.2 Forms to Be Completed

The following forms shall be completed by the Bidder and submitted as part of the bid:

- Commercial Bid: All Armscor KD forms as per Armscor Procurement

Secretariat requirements.

3.2.3 The Bidder shall demonstrate, as part of their bid and with the necessary evidence, that they have the necessary resources and appropriate expertise to supply the product should he be awarded the contract.

Note: Armscor Dockyard retains the right to perform an audit to confirm the integrity of the content of the bids received.

3.3 REGISTRATION OF E-PORTAL BIDS

In the case where potential bidders have downloaded the bid documents or obtained it from a party that downloaded it from the E-portal or any other bid notification service provider, they are requested to inform the following:

E-mail: Dockyardbid-Enquiries@armscor.co.za.

By doing so, they will ensure that they are captured on the list of potential bidders and receive tender related correspondence such as bidders briefing minutes etc. Failure to register as such may invalid the bidders bid as their bid may exclude updated information issued by means of Bidders briefing minutes or updates.

3.4 BIDDERS CONFERENCE

A COMPULSORY bidder's conference shall be held at Armscor Dockyard, Simon's Town on 19/02/2025 at 11:00 am. Potential bidders are required to RSVP with **E-mail address:** Dockyardbid-Enquiries@armscor.co.za.no later than 18/02/2025.

3.5 MANDATORY REQUIREMENTS

3.5.1 Tax Clearance Certificate Requirements

It is a condition of bid that the successful bidder must be tax compliant, or that satisfactory arrangements have been made with the South African Revenue Service (SARS) to meet the bidder's tax obligations (Not applicable to foreign companies).

- a. In order to meet this requirement, the bidder is required to access SARS e- filing and complete the SARS ONLINE "SARS tax compliance status" under tax status. Tax compliance requirements are also applicable to individuals who wish to submit offers.
- b. SARS will then furnish the bidder with a Tax compliance PIN code that will be valid for a period of 1 (one) year from the date of approval.
- c. The Tax compliance PIN letter shall be submitted with the bid, with an authorisation letter for Armscor to use the PIN code for verification of tax compliance status of the supplier.
- d. In bids where Consortia /Joint Ventures are involved, each party must submit a separate tax compliance PIN with authorisation letter.

- d. In bids where Consortia /Joint Ventures are involved, each party must submit a separate tax compliance PIN with authorisation letter.
- e. In the event of subcontracting, tax compliance PIN letter and authorisation letter for the subcontractor must also be submitted with the bid.
- f. Tax compliance is done via e-filing on the SARS website www.sars.gov.za
- g. Original valid tax clearance certificates issued before 18 April 2016 are still valid until the expiry date or on replacement with SARS tax compliance PIN.

NOTE: Armscor Suppliers/ Bidders and Subcontractors must remain tax compliant for the duration of their contracts.

4 BID EVALUATION

4.1 BID EVALUATION PROCESS

Received bids will be evaluated in 3-stages.

Bids received will be evaluated in accordance with an approved value model that was developed in accordance with A-DOC 9046 and A-PROC-9053.

The bids will be evaluated against the evaluation criteria that are reflected in this RFB. Failure by a bidder to comply with any of the single critical criterion will result in immediate elimination from the evaluation process.

STAGE 1	CRITICAL CRITERIA
STAGE 2	SPECIFIC GOALS
STAGE 3	PREFERENCE POINT SYSTEM (PPS) PRICE / 20 SEPCIFIC GOALS)

4.2 AWARDING OF BIDS

- a. The awarding of bids will be in terms Preference Point System (PPS). All bids meeting the stated critical criteria will be evaluated in terms of the following PPS:

- b. The applicable PPS points are:

Price: 80 points
Specific Goals: 20 points

4.3 STAGE1: CRITICAL CRITERIA

Should the bidder fail to comply with any one of the critical criteria, the bid will be eliminated from the evaluation process resulting in it not being eligible for the awarding of a bid.

Criterion 1: Compulsory bidder's briefing session	
<u>Requirement:</u> The Bidder shall attend: a) the bidder's briefing and b) site inspection which will be held at Armscor Dockyard, Simon's Town.	<u>Compliance Evidence:</u> The Bidder shall complete and sign the attendance registers provided at: a) the bidders briefing and b) the site inspection.
Criterion 2: CIDB registration	
<u>Requirement:</u>	<u>Compliance Evidence:</u>

The bidder shall be registered with the Construction and Industry Development Board (CIDB) as a General Building contractor grading designation of 4GB or higher AND Waterproofing of Basements, roofs and walls using specialist systems contractor grading designation of 4SN or higher.	The bidder shall submit with the bid a valid CIDB registration letter/status indicating a unique CIDB CRS number. The bidder's registration must be valid 4GB grading or higher AND 4SN grading or higher at the closing date of the bid. If the bidder is a Joint Venture, then the bidders shall submit a combined valid CIDB registration letter/status indicating a unique CIDB CRS number(s). Joint ventures are eligible to submit tenders provided that: 1. every member of the joint venture is registered with the CIDB; 2. the lead partner has a contractor grading designation in the 4GB grading or higher AND 4SN grading or higher class of construction work or not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition status 3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 4GB grading or higher AND 4SN grading or higher class of construction work or a value determined in accordance with Regulation 25 1 B) or 25 7 A) of the Construction Industry Development Regulations.
Criterion 3: SACPCMP Registered Construction Health & Safety Practitioner	
<u>Requirement:</u> The bidder shall allocate a Construction Health and Safety (CHS) Practitioner who is registered with the SACPCMP as a:	<u>Compliance Evidence:</u> The bidder shall submit with the bid a valid registration certificate or letter, issued by SACPCMP, for the allocated CHS Practitioner, as a:

a) Construction Health and Safety Officer OR b) Construction Health and Safety Manager OR c) Professional Construction Health and Safety Agent	a) Construction Health and Safety Officer OR b) Construction Health and Safety Manager OR c) Professional Construction Health and Safety Agent
Criterion 4: SACPCMP Registered Construction Project Manager	
<u>Requirement:</u> The bidder shall allocate a Construction Project Manager (CPM) who is registered with the SACPCMP as a Professional Construction Project Manager (PrCPM)	<u>Compliance Evidence:</u> The bidder shall submit with the bid a valid registration certificate or letter, issued by SACPCMP, for the allocated CPM, as a Professional Construction Project Manager (PrCPM)
Criterion 5: Registered Asbestos Contractor	
<u>Requirement:</u> The bidder and/or its subcontractor shall be a type 3 registered asbestos contractor by the Department of Employment and Labour	<u>Compliance Evidence:</u> The bidder and/or subcontractor shall submit a valid accreditation/ authorisation letter issued by the Chief Inspector from the Department of Employment and Labour.
Criterion 6: Relevant Experience	
<u>Requirement:</u> The bidder shall have completed at least one repair or installation of roofs project within the past 10 years.	<u>Compliance Evidence:</u> The Bidder shall submit at least one client reference letter or completion certificate signed by the duly authorized client representative or Principal Agent, with contact details, confirming the following: (a) The name of the bidder, (b) Confirmation of repair or installation of roofs project and (c) Project completion date. Should the completion certificate not indicate repairs or installation of roofs, then the bidder shall submit additional supporting documents, issued by the client or principal agent, confirming repairs or installation of roofs.

4.4 STAGE 2: SPECIFIC GOALS

- a) Bids that comply with all the critical criteria shall be further evaluated in terms of the Specific Goals.
- b) The Specific Goal applicable for this RFB is Advancement of Local Content and Production.

TABLE B: Advancement of Local Content and Production: Steel products and components for construction

Specific Goals: Advancement of Local Content & Production

	Advancement of entities with local manufacturing capabilities for designated sectors	80/20 preference points system
1.	Full compliance to the applicable minimum threshold for local content & production	4
2.	Non-compliance to the applicable minimum threshold for local content & production	0
	Advancement of South African Companies	80/20 preference points system
1.	Level 1 and 100% black owned	16
2.	Level 2 and at least 51% black owned	12
3.	Level 3 and at least 35% black owned	2
4.	Below Level 3	0

Proof of compliance

Designated Sector: The bidder shall submit with the Bid documents a completed Annexure C, D & E and an exemption letter from the DTIC. The applicable steel construction material and local content thresholds are as follows (refer to Annexure F of the RFB):

Steel Construction Materials	Components	Local Content Threshold
Roof and Cladding	Bare steel cladding, galvanised steel cladding, colour coated cladding	100%
Fasteners	Bolts, nuts, rivets and nails	100%
Wire Products	All fencing products: all	100%

	barbed wire and mesh fencing, fabric/mesh reinforcing, gabions, wire rope/strand and chains, welding electrodes, nails/tacks, springs and screws	
Gutters, Downpipes & Launderers	Fabricated materials made from sheeting associated with roof drainage systems	100%

Advancement of SA Companies: The Bidder shall submit with the Bid documents the BEE certificate (BBBEE certificate issued by a SANAS accredited verification agency), CIPC BBBEE certificate and or completed BBBEE Sworn affidavit as a proof of compliance to claim preference points. If the Bidder is an unincorporated Joint Venture (JV) or Consortium, the Bidder shall submit with the Bid, a consolidated proof of B-BBEE status.

4.5 COMPLIANCE TO CIDB REGULATIONS:

Bidders must take note of the CIDB Annexures A, B, C, F and G attached to the RFB and complete the relevant CIDB Annexures. Refer to RFB to Annexure D.

4.6 STAGE3: PREFERENCE POINT SYSTEM

Each bid that complies with all the critical criteria that have been set for the RFB shall be further evaluated in term of the 80 / 20 Preference Point System (PPS). A maximum of 80 points shall be awarded for Price and a maximum of 20 points shall be awarded for Specific Goals.

The bid shall be awarded to the bidder which scores the highest points in terms of 80 / 20 PPS.

The applicable PPS points are:

Price:	80 points
Specific goals:	20 points

4.7 SPECIAL REQUIREMENTS

Special Requirements will be negotiated with the preferred bidder and the bidder will not be disqualified.

a) Black equity ownership

- I. Minimum Black Equity Ownership of 35%: The Bidder shall at least have a 35% Black Equity Ownership.

- II. The bidder shall either submit a valid BEE Certificate (BBBEE certificate issued by SANAS accredited verification agency), CIPC BBBEE certificate or a completed BBBEE Sworn Affidavit as proof of compliance.
- III. Note for Joint Ventures: If the bidder is a Joint Venture (JV) or Consortium, the bidder shall submit with the bid, a consolidated proof of B-BBEE status
- IV. If the preferred bidder does not have a minimum of 35% Black Equity Ownership (BEO), Armscor will negotiate with the preferred bidder where they will commit to an equity they will meet and provide a transformation plan which will be monitored.

b) Sub-Contracting

It is a requirement of Armscor that subcontracting must be considered by a bidder where a contract from R10 000 000 (million) and above is awarded. This condition is a special condition that will be negotiated with the successful bidder. The bidder will not be disqualified.

Bidders are required to sub-contract 30% of the value of the contract to any of the following entities which are at least 51% black owned:

- i. EMEs or QSEs owned by Black people
- ii. EMEs or QSEs owned by military veterans
- iii. EMEs or QSEs owned by female(s)
- iv. EMEs or QSEs owned by youth
- v. EMEs or QSEs owned by people living with disabilities

Evidence Required:

The Bidder should submit with the Bid, the BBBEE Certificate (BBBEE certificate issued by SANAS accredited verification agency), CIPC BBBEE certificate and or a completed BBBEE Sworn Affidavit as a proof of compliance for all sub-contractors. The list of sub-contractors should indicate the percentage allocated to each sub-contractor including the total percentage of sub-contracting.

4.8. SPECIAL CONDITIONS

In addition to A-STD-0020: Armscor's General Conditions of Contract, the following conditions are applicable to this RFB:

- 4.8.1. The registered asbestos contractor accreditation/ authorisation letter shall be valid for the duration (until completion) of the project.
- 4.8.2. The preferred bidder shall submit the SHE file in accordance with the index in Annexure G (of Appendix A: Occupational Health And Safety Site Specific Safety Specification For Armscor Dockyard), in Annexure A, SOW, of the RFB, before commencement of work.

4.9. ADDITIONAL CONDITIONS

In addition to Armscor's General Conditions of Contract: A-STD-0020, the successful

Bidder/Supplier shall comply with the Statement of Work (SOW), The appointment of a service provider to repair various Armscor Dockyard's buildings' roofs at Armscor Dockyard, Simon's town as specified in Annexure A.

5. REQUIREMENT STATEMENT

5.1. INTRODUCTION

This section provides the necessary information on the Specification for this contract.

5.2. PURPOSE

The Purpose of this Request for Bid is to appoint a service provider to repair various Armscor Dockyard's buildings' roofs at Armscor Dockyard, Simon's town as set out in paragraph 5.4 in this document.

5.3. BACKGROUND

5.3.1. Armscor Dockyard personnel occupy a number of buildings in the East yard of the Simons Town Naval base. Currently these facilities have not been maintained timeously and have led to the significant deterioration and disruption of operations.

5.3.2. Defects such as missing roof sheets, missing/damaged gutter/s and damaged box gutter are some of the major concerns. These major defects have resulted in a cascade of negative impacts on the site, facilities and operations, but the most concerning of these are the number of health risks posed to the Armscor employees occupying the buildings.

5.3.3. As per Occupational Health and Safety Act No 85 of 1993; It is the responsibility of the employer to provide a safe working environment for the all its employees.

5.3.4. As such, Armscor Dockyard requires a service provider to undertake the critical maintenance and repairs to the seven (7) Armscor Dockyard facilities buildings roofs, gutters and gutter boxes for the restoration of the facilities.

5.4. SPECIFICATION

See Attached ANNEXURE A – SPECIFICATION: THE APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS ARMSCOR DOCKYARD'S BUILDINGS' ROOFS AT ARMSCOR DOCKYARD, SIMON'S TOWN

SECTION 2

A - ADDITIONAL CONDITIONS

1. ACCESS TO THE PREMISES

The Client shall grant the Contractor and/or his employees the necessary access at all reasonable times, in order to meet the obligations in terms of this Agreement, subject, however, to the Client's security arrangements. Access to the Client's premises may be refused under appropriate circumstances.

2. SECURITY

2.1 The Contractor shall be subject to the security rules and regulations as in place on any Client property he enters. These regulations shall be in line with Department of Defence unit security regulations. This includes controlled access through a security gate and prohibition of carrying photographic equipment (including cell phones with cameras), firearms, explosives, unlawful narcotics, etc. onto client property.

2.2 While on any Client property, the Contractor employees and vehicles may at all times be subjected to security searches by the security forces.

2.3 Transgression of any security rules and regulations can lead to detention by security and subsequent prosecution.

3. SAFETY

3.1 While on client property related to this contract, the contractor shall be responsible for the safety of his employees.

3.2 Should any of the contractor's employees sustain an injury, while on client property, through the contractor's action, the contractor shall be responsible for rendering medical attention.

3.3 The contractor enters client property at own risk. Treatment for any injury sustained by contractor's employee, caused by client action, but not due to negligence or malicious intent on the part of the client, shall be the responsibility of the contractor.

3.4 In any case, the client can, according to its discretion, render limited medical attention to the contractor, but the client will not accept any liability for the outcome of such medical assistance rendered. Furthermore, the client can, according to its discretion, charge the contractor for such service rendered.

3.5 The signed Appendix B, OHASA ACT AGREEMENT IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, NO 85 OF 1993 (AS AMENDED),

as submitted by the contractor as part of his tender, shall become a binding agreement between the contractor and the client on award of the contract.

4. IDENTIFICATION

The Contractor shall at all times, on site, positively identify all his employees and subcontractors by visually standardized dress/overalls and conspicuously attaching workers' respective name tags thereto.

5. CONTRACTOR'S STATUS AND RESPONSIBILITIES

- 5.1 The contractor shall not permit any worker to perform any task for which such worker has not been trained.
- 5.2 Under no circumstances may the contractor's employees' litter, roam, sleep or prepare food on site, unless otherwise arranged and agreed to by the client.
- 5.3 Under no circumstances may the contractor's employees accept tasks (with or without payment) from the client's personnel or any other instruction/request that is not part of this contract.
- 5.4 The contractor shall see to it that his employees do not interfere in any way with the client's employees or with occupants of the premises.
- 5.5 The contractor shall comply with the client's security requirements.
- 5.6 The contractor shall not damage the property of the client or his employees.
- 5.7 The contractor shall leave all areas where work has been executed in a clean and neat condition.
- 5.8 The contractor shall not erect any signs or advertisements on site.
- 5.9 The contractor shall not unreasonably encumber the site with his materials and equipment, and shall make such provisions and carry out his operations in such a manner that will permit continuous, safe traffic and pedestrian circulation, and he shall provide and maintain safe access to all buildings within the work boundaries.
- 5.10 The contractor shall confine his equipment, tools, and the operations of his employees as indicated by the client and within the limits of statutory requirements.

B - MAINTENANCE CONDITIONS

1. WORKING HOURS

Normal Armscor Dockyard working hours are:

Monday – Thursday: 07:15 - 16:30

Friday: 07:15 - 12:15

The work envisaged for this contract shall only be carried out during working hours. The contractor shall arrange with project manager to carry out any work during the weekend.

2. ADVERSE CONDITIONS AND DEFECTS

- 2.1 The Contractor shall report in writing to the Client any adverse conditions prior to delivery, which may adversely affect delivery.
- 2.2 The Contractor shall not commence or continue with delivery until such adverse conditions have been investigated and corrected, unless otherwise instructed in writing by the Client.

ANNEXURE A: STATEMENT OF WORK



SPECIFICATION

THE APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS ARMSCOR DOCKYARD'S BUILDINGS' ROOFS AT ARMSCOR DOCKYARD, SIMON'S TOWN

SUMMARY:

THIS DOCUMENT ESTABLISHES THE USER REQUIREMENTS FOR THE APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS ARMSCOR DOCKYARD'S BUILDINGS' ROOFS AT ARMSCOR DOCKYARD, SIMON'S TOWN

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1. INTRODUCTION

1.1. Scope

This document outlines the requirement for the appointment of a service provider to repair various Armscor Dockyard's buildings' roofs.

1.2. Executive Summary

1.2.1. Armscor Dockyard personnel occupy a number of buildings in the East yard of the Simons Town Naval base. Currently these facilities have not been maintained timeously and have led to the significant deterioration and disruption of operations.

1.2.2. Defects such as missing roof sheets, missing/damaged gutter/s and damaged box gutter are some of the major concerns. These major defects have resulted in a cascade of negative impacts on the site, facilities and operations, but the most concerning of these are the number of health risks posed to the Armscor employees occupying the buildings.

1.2.3. As per Occupational Health and Safety Act No 85 of 1993; It is the responsibility of the employer to provide a safe working environment for the all its employees.

1.2.4. As such, Armscor Dockyard requires a service provider to undertake the critical maintenance and repairs to the seven (7) Armscor Dockyard facilities buildings roofs, gutters and gutter boxes for the restoration of the facilities.

2. SPECIFICATION

All work carried out in accordance with the Occupational Health and Safety Act No 85 of 1993 and regulations in its entirety, and any other applicable regulations and SANS codes.

Applicable regulations:

- Asbestos Abatement Regulations, published under Government Notice R1196 of 10 November 2020 (as amended).
- National Building Regulations and Building Standards act, 1977 (as amended).
- SANS 10400: 1990: The Application of National Building Regulations (as amended).
- Construction Regulations, GNR.84 of 7 February 2014 (as amended).
- National Environmental Management: Waste Act, 2008 (as amended).

2.1. Any person who erects, maintains, alters, renovates, repairs or dismantles asbestos roof sheeting, gutters, fascia boards and barge boards shall ensure that all works shall be done in compliance with the Asbestos Abatement Regulations, 2020 (as amended), and that:

- 2.1.1. All run-off water must be filtered before entering the stormwater system.
- 2.1.2. Full compliance with the regulations in terms of the safe removal and/or the safe repair (patching) of the asbestos roof sheeting.
- 2.1.3. Seven days before the start of type 3 asbestos work as defined, the Chief Director, Provincial Operations Department of Employment and Labour, must be notified using the document provided in Annexure 2 of these Regulations. The notice shall also be provided to the APM.
- 2.1.4. The registered asbestos contractor should submit an approved plan of work to the Chief Director, Provincial Operations, at least 7 days prior to commencement of asbestos work and appoint in writing an asbestos supervisor to each asbestos work site. The approved plan of work and appointment of asbestos supervisor shall also be submitted to the APM.
- 2.1.5. An Approved Inspection Authority (AIA) involved in type 3 asbestos work, must ensure a written plan of work is compiled, approved and submitted for acknowledgment to the Department of Employment and Labour.
- 2.1.6. The AIA must perform asbestos air monitoring (personal and environmental), thereafter issue a written report with findings and recommendations to the APM.
- 2.1.7. All asbestos containing material i.e., roof sheeting, rainwater gutters and down pipes, shall be disposed of according to the asbestos abatement regulations.
- 2.1.8. Upon completion of type 3 asbestos work, the AIA shall provide Armscor with an asbestos clearance certificate.

Note: An approved inspection authority in this context means an accredited organisation, approved by the Chief Inspector as an inspection authority with respect to asbestos.

2.2. If the contractor notes roofing sheeting posing a risk of water seepage, where there is visible breakage and/or the roof sheeting integrity appears to be compromised, then the Contractor shall inform the Armscor Project Manager (APM) and, upon mutual agreement, replace the damaged/ compromised roof sheeting. The replacement roof sheeting for the asbestos roof sheeting shall be nutec fibre cement roof sheeting.

- 2.3. All works to be done will be type 3 asbestos works. i.e., the removal, repair or encapsulation of any asbestos and asbestos- containing material. The contractor shall be registered as a type 3 registered asbestos contractor with the Chief Inspector.
- 2.4. The profile and the colour of replacement roof sheeting shall match that of the existing roof sheeting.
- 2.5. The contractor must allocate SACPCMP (South African Council for the Project and Construction Management Professions) registered Site Manager and Safety Officer as site permanent staff for the duration of the project. Candidate safety officers shall not be appointed for this project.
- 2.6. If the contractor is the OEM of the waterproofing membrane and/ or asbestos encapsulating coating, the contractor shall provide the APM with a quality data pack that includes all relevant quality coating inspection checklists for the coating application signed off and approved by the contractor (in each case) and submitted to Armscor.
- 2.7. If the contractor is not the OEM of the waterproofing membrane and/ or asbestos encapsulating coating or does not have an internal paint quality inspector/ inspection process in place, the contractor shall appoint a 3rd party coating inspector that will provide the quality data pack (including, but not limited to, SOW, relevant data sheet, Quality Control Plan (QCP)).
- 2.8. Prior to commencement of work, the QCP shall be submitted to the APM, for consultation and acceptance by the relevant Armscor department. Upon acceptance of the QCP by Armscor, the service provider shall commence works.
- 2.9. All relevant quality coating inspection documentation and checklists for the coating application shall be signed off and approved by the contractor or its 3rd party, and submitted to Armscor.
- 2.10. The 3rd party coating inspector shall hold at least one of the following qualifications for paint inspection:
- NACE (National Association of Corrosion Engineers) /SSPC (The Society of Protective Coating) coating inspector level 1 and/or SAQCC (South African Qualification and Certification Committee) coating inspector level 1.
- 2.11. The contractor shall provide a minimum of a 5-year warranty on the asbestos encapsulation coating and waterproofing products and applications/works. The contractor shall provide Armscor with warranty documentation after completion of each roof/building.

- 2.12. Allowances shall be made by the contractor for safe access to roof paces. i.e., use of cherry pickers, scaffolding. The contractor shall ensure that all equipment is compliant with the regulations and all certification equipment and persons is provided to the APM.
- 2.13. The contractor shall assume that the existing roof surfaces are damaged/ cracked/ broken and shall provide the necessary additional equipment for walking on existing roof areas.
- 2.14. If the contractor notes any loose roof sheeting screws, the contractor shall secure the screws.
- 2.15. If it is not practical to secure the screws or there are missing screws, the contractor shall, upon mutual agreement with the APM, replace the screws.
- 2.16. The contractor shall note that the geographical location of the site has high wind speeds (>50km/h) and further securing of the roof may be recommended. The contractor shall inform the APM in such a case, and provide a remedial solution to the APM for consideration and approval.
- 2.17. The scope of work for each building is given below:

2.17.1. Shed 1, Shed 2 and Shed 3 (building 920)

- 2.17.1.1. All existing roof areas shall be high pressure cleaned.
- 2.17.1.2. The roof sheeting of the Sheds is, to our knowledge, secured by self-tapping screws, bolts and nuts (where the sheets cross the beams). The contractor shall verify what fastening method is used on the roof sheeting's and quote on a proposed fastening method (the proposal by Armscor is klip lok roof sheeting).
- 2.17.1.3. The existing translucent roof sheeting shall be removed and replaced with new (once a fastening method is mutually agreed upon by the APM and Contractor) – all replacement roof sheeting shall match with those existing onsite.
- 2.17.1.4. Prepare and clean the existing surface where the roof appears to be leaking.
- 2.17.1.5. Surface preparation and application of the waterproofing coating shall be as per manufacturers recommendation.
- 2.17.1.6. The contractor shall ensure that the waterproofing coating used is UV resistant, and its characteristics and properties shall be suitable for the application.

- 2.17.1.7. If any holes on the sheeting are smaller than 50mm x 50mm, then the hole shall be patched/ repaired (including areas where pin holes or any defect which may allow seepage of rain water are noted).
- 2.17.1.8. Where the contractor deems it impractical to repair holes less than 50mm x 50 mm, the contractor shall consult the APM for a remedial solution.
- 2.17.1.9. Where holes are larger than 50mm x 50mm, the contractor shall notify the APM and provide a list of damaged roof sheeting. Upon mutual agreement with the APM, the contractor shall replace the damaged roof sheeting.
- 2.17.1.10. All asbestos rainwater gutters and rainwater down pipes shall be removed and replaced with new.
- 2.17.1.11. All gutters shall be seamless 150mm x 150mm aluminium square gutters, with baked enamel finish, fixed with concealed brackets together with aluminium drop box funnels, with baked enamel finish suitable for 150mm box gutter.
- 2.17.1.12. The rainwater downpipes shall be $\varnothing$ 150mm aluminium down pipes with baked enamel finish. Note that gutter brackets shall be fixed at a minimum 500mm centres fixed to existing structural steel.
- 2.17.1.13. Figure 3- Figure 14 below shall be interpreted in conjunction with the above (2.17.1.1 - 2.17.1.12)
- 2.17.1.14. Building parameters:
- Roof area: 7000 m²
 - Height of building: +/- 20m
 - Box gutter (150mm x 150mm): 500m
 - Rainwater downpipe: 300m

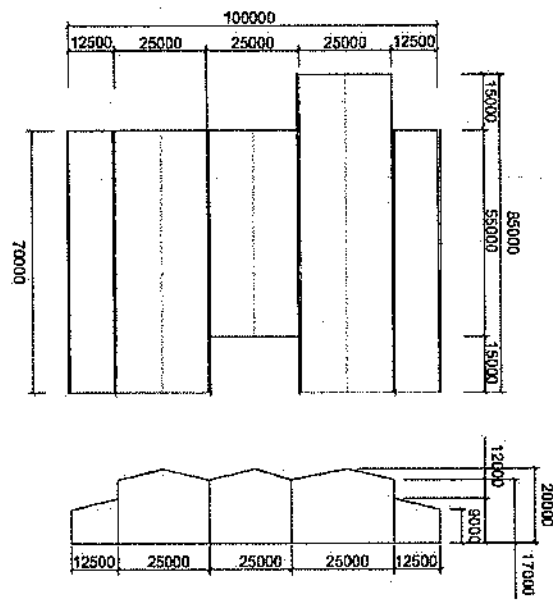


Figure 1: Plan and typical elevation for Shed 1, Shed 2 and Shed 3



Figure 2

1A- Replace gutters (entire length) (existing gutter size: 160mm half round)

2A- Replace 6x downpipes (existing downpipe size: Ø110mm diameter)

3A - Replace gutters and add fascia boards (entire length) (fascia boards size and material to match those existing onsite)

4A- Replace 6x downpipes (existing downpipe size: Ø110mm diameter)



Figure 3

4A- Replace all 6x downpipes (existing downpipe size: Ø110mm diameter)

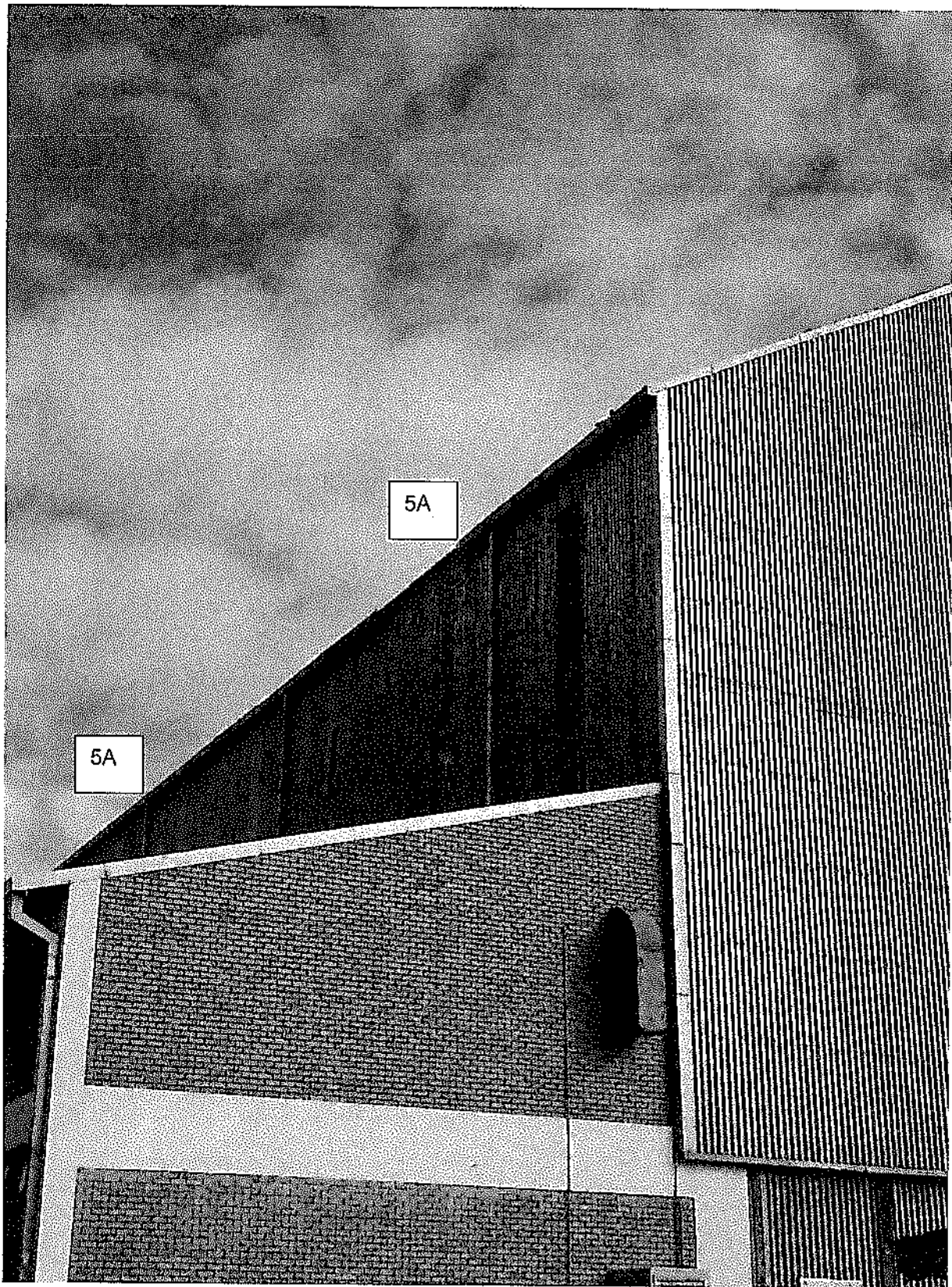


Figure 4

5A - Replace gutters (entire length) (size and material of gutters to match existing)

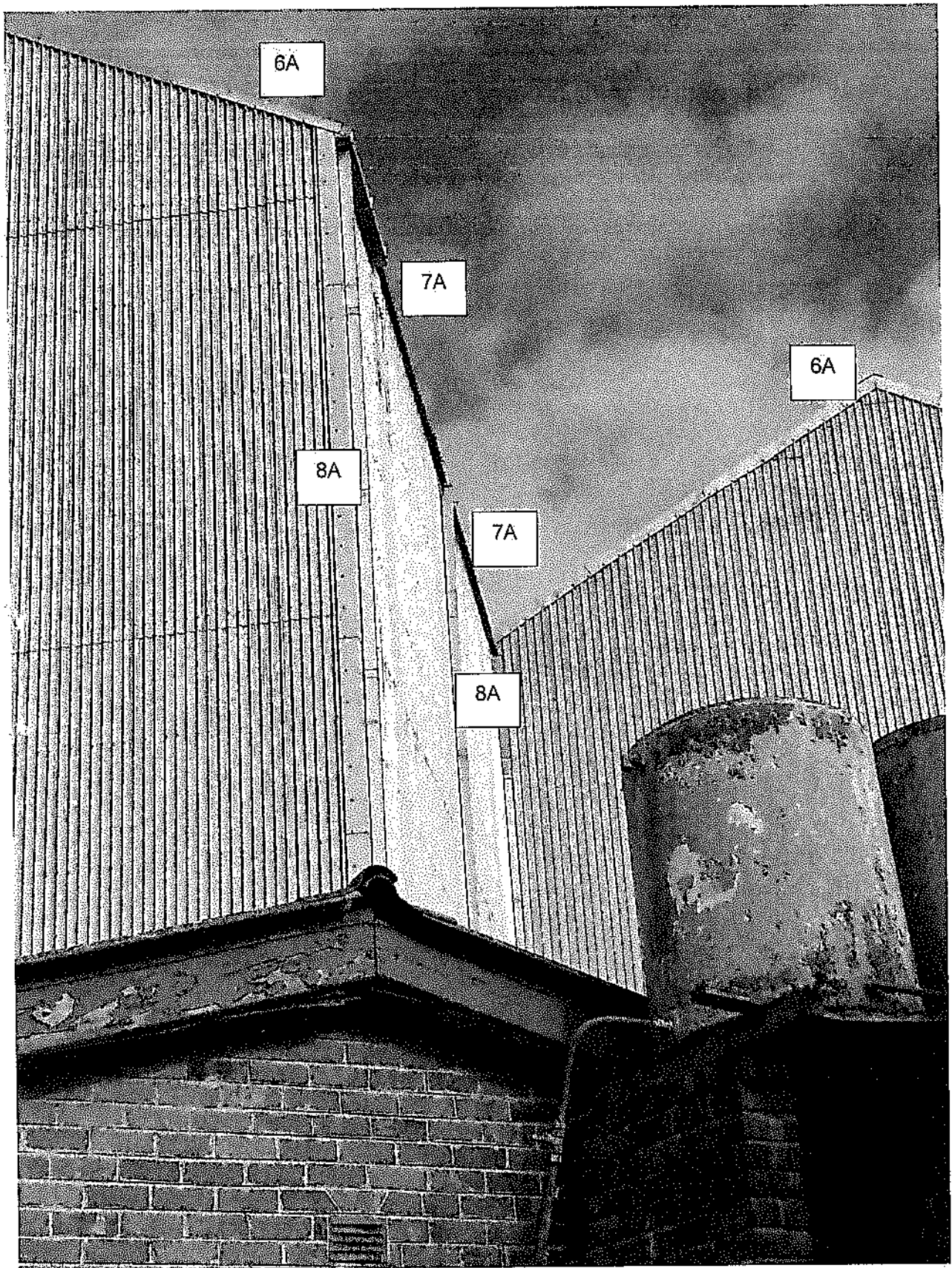


Figure 5

6A- Waterproof roof rake (entire length) (damaged sections to be replaced and waterproofed)

7A- Replace gutters (entire length) (size and material of gutters to match existing)

8A- Replace downpipes (size of downpipes to match existing)

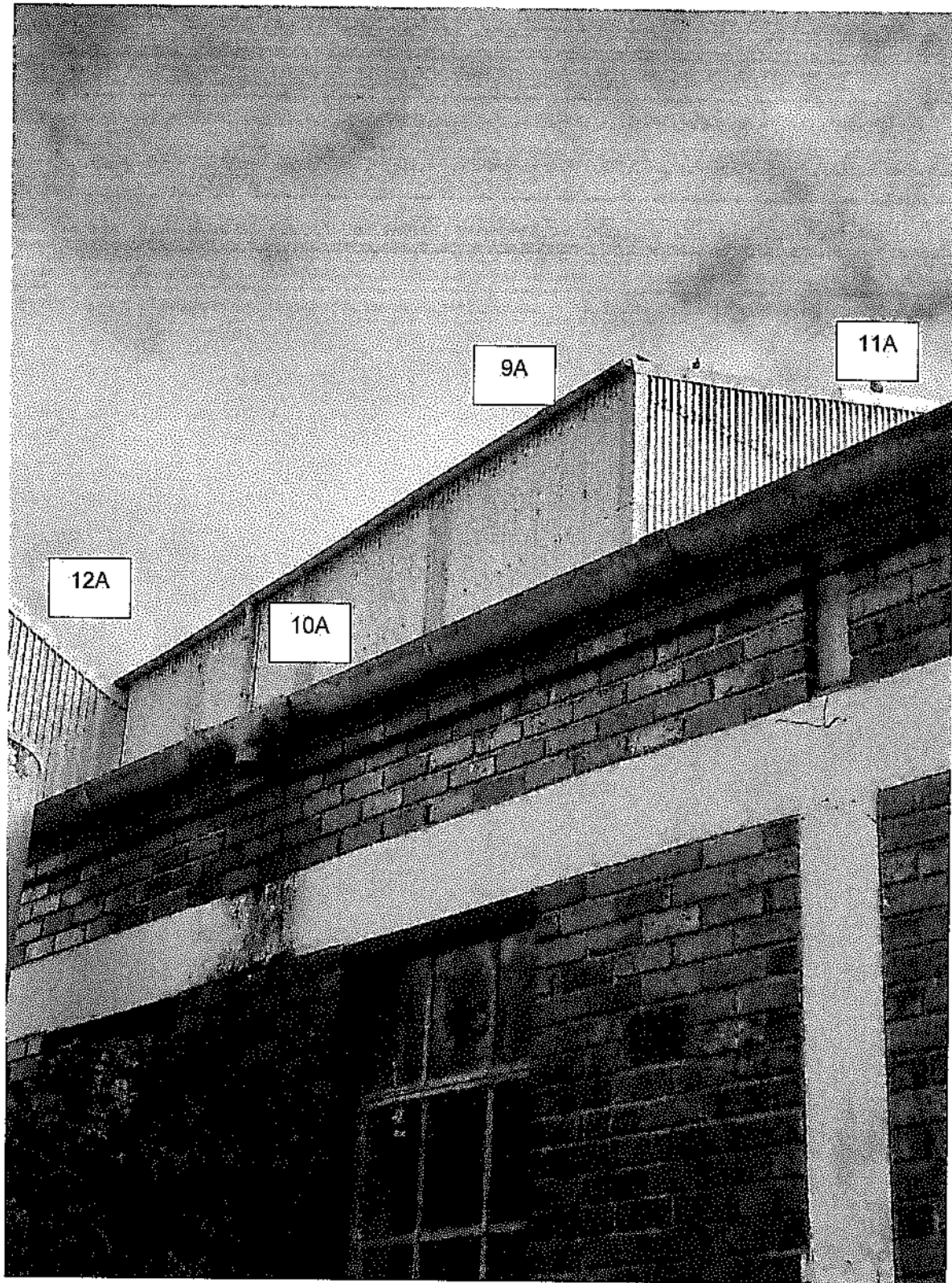


Figure 6

9A- Replace gutters (entire length) (size of gutter to match existing)

10A- Replace downpipes (size of downpipes to match existing)

11A- Waterproof roof rake (entire length) (damaged sections to be replaced and waterproofed)

12A- Waterproof roof rake (entire length) (damaged sections to be replaced and waterproofed)



Figure 7

13A- Replace all translucent roof sheeting and side cladding for all 3x sheds

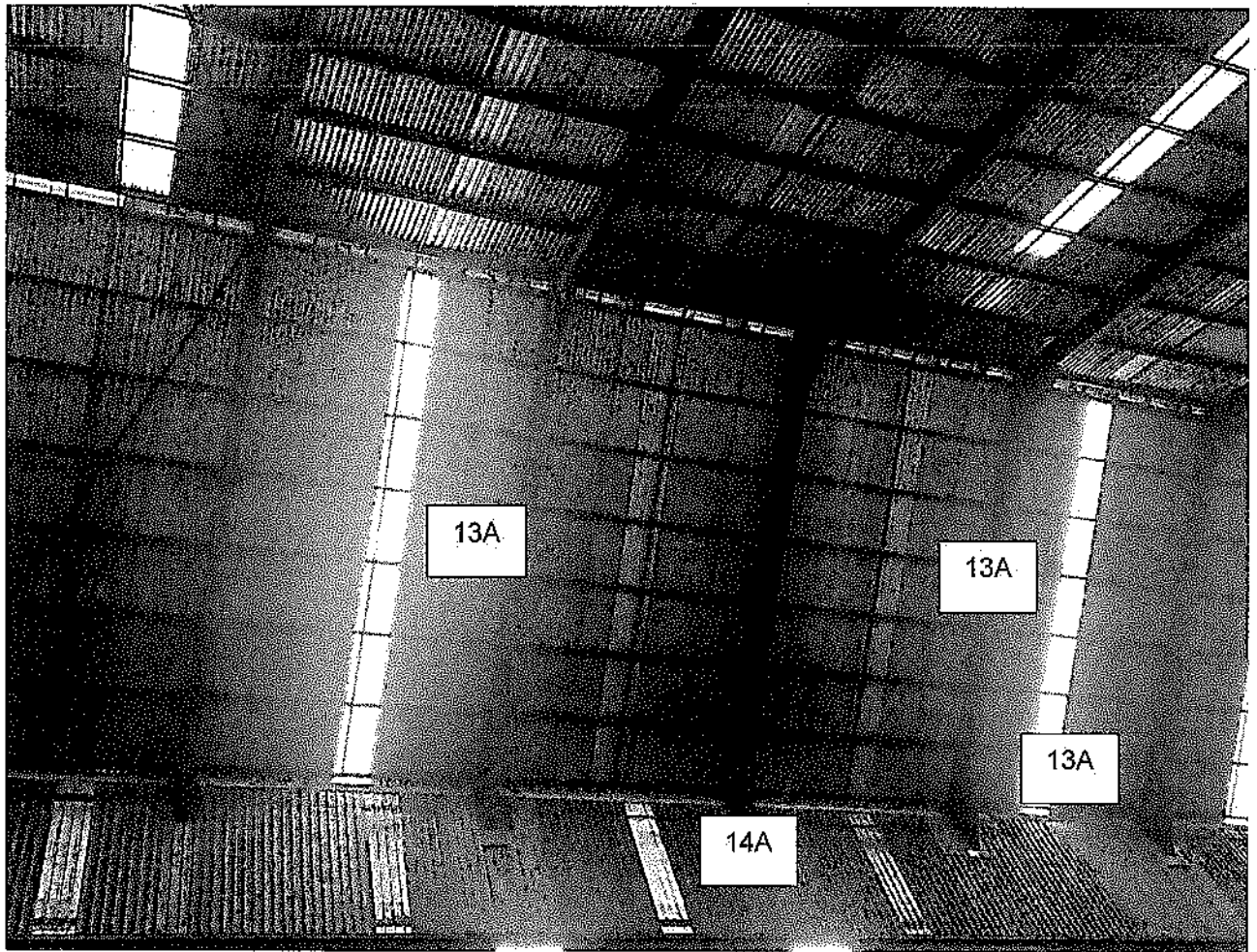


Figure 8

14A – Replace gutters for all 3x Sheds (size of gutters to match existing)

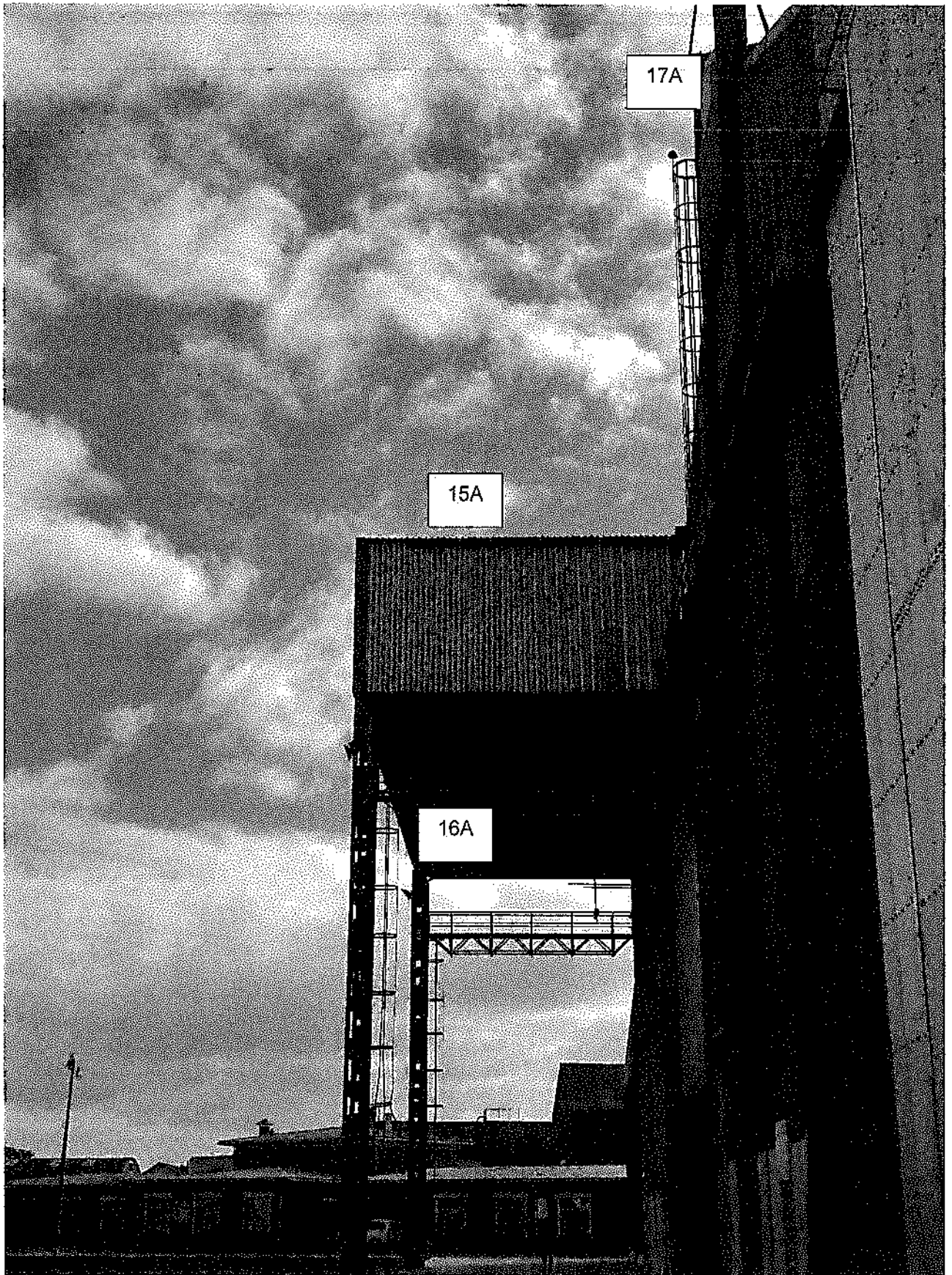


Figure 9

15A-- Replace gutters (size of gutters to match existing)

16A-- Replace gutters (size of gutters to match existing)

17A- Waterproof roof rake for all 3x sheds (entire length) (damaged sections to be replaced and waterproofed)

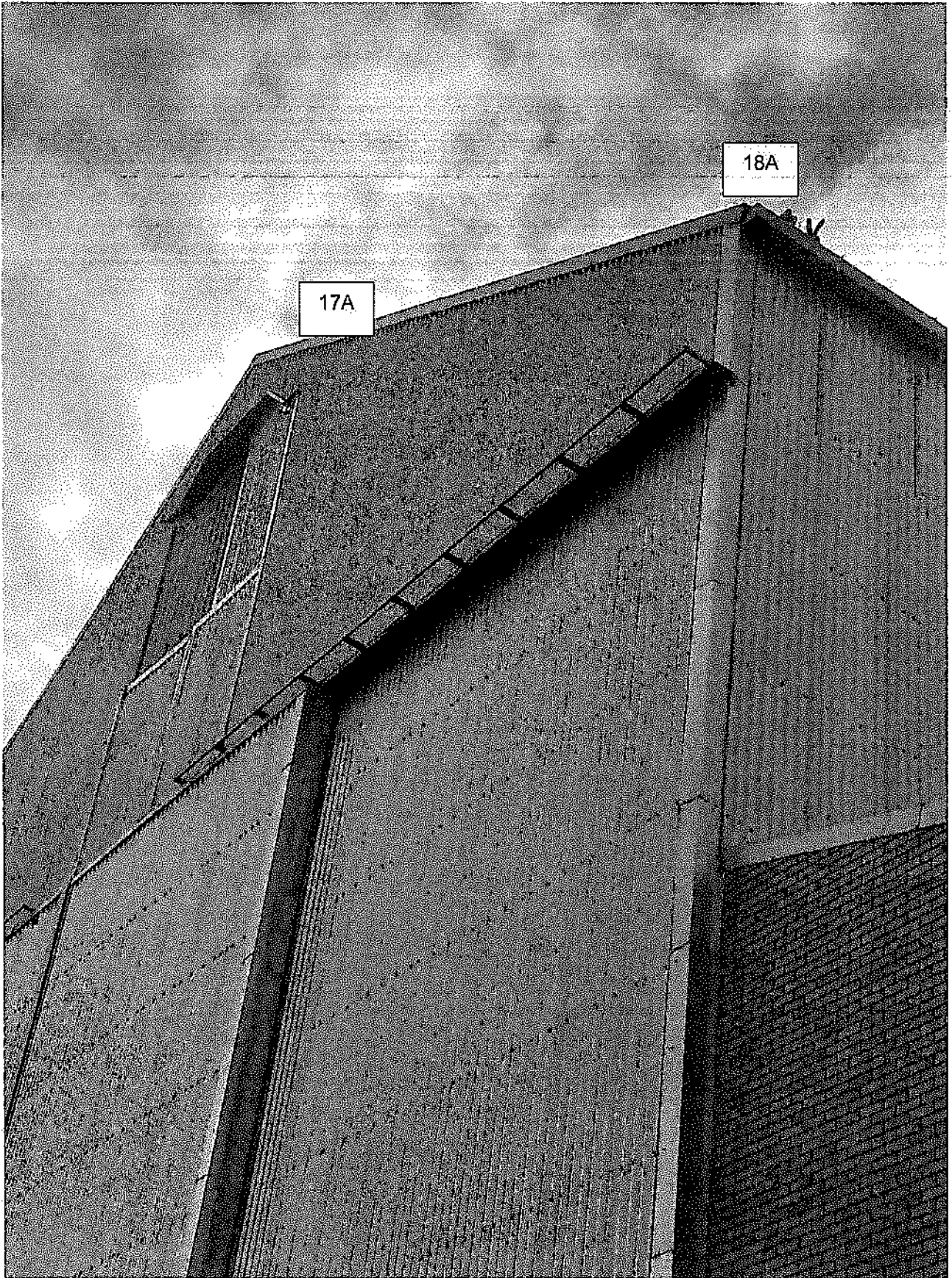


Figure 10

17A- Waterproof roof rake for all 3x sheds (entire length) (damaged sections to be replaced and waterproofed)

18A- Replace gutters (entire length) (size and material to match existing)

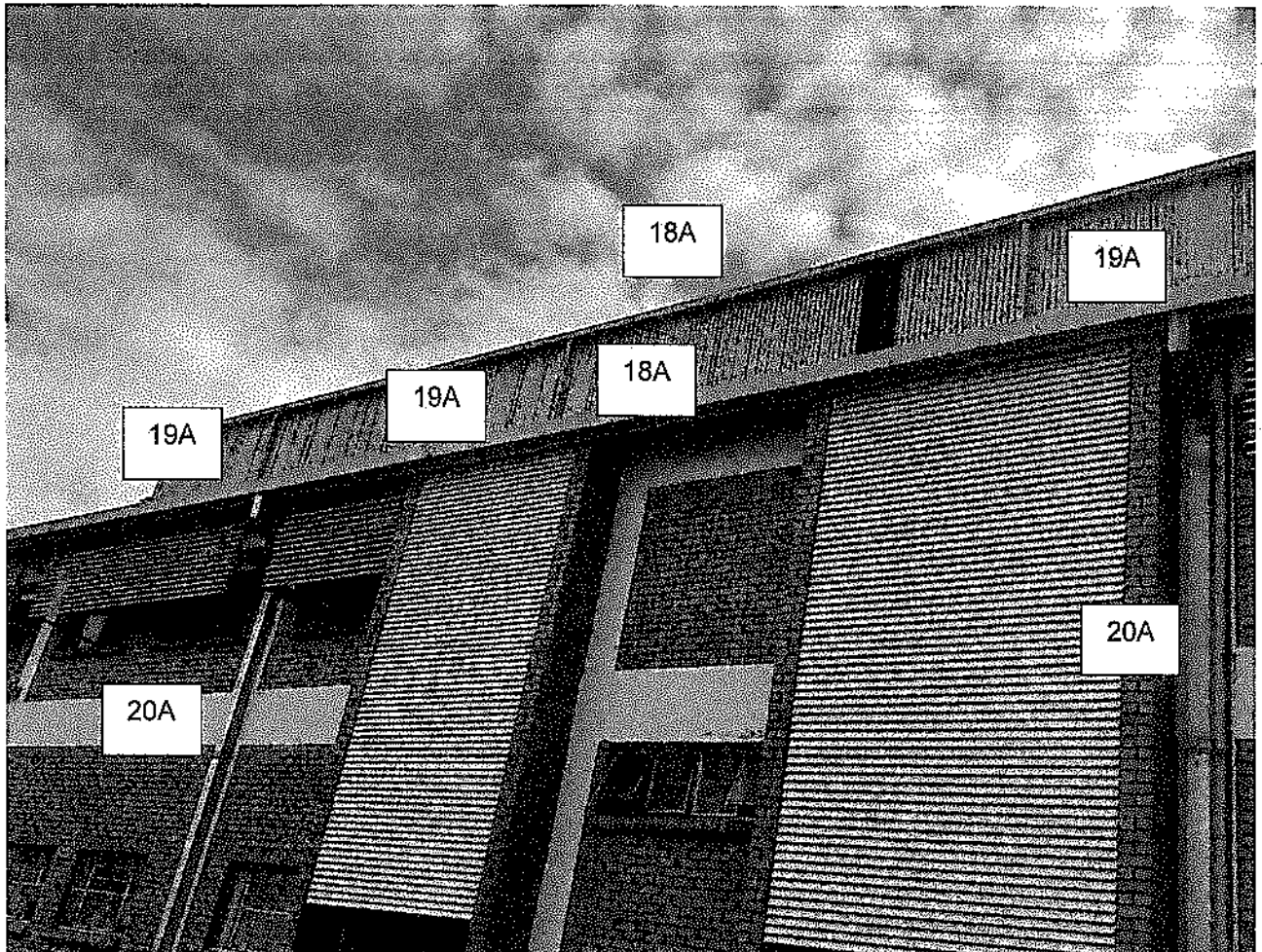


Figure 11

18A- Replace gutters (entire length) (size and material to match existing)

19A- Replace all downpipes (size and material to match existing)

20A- Replace all downpipes (size and material to match existing)

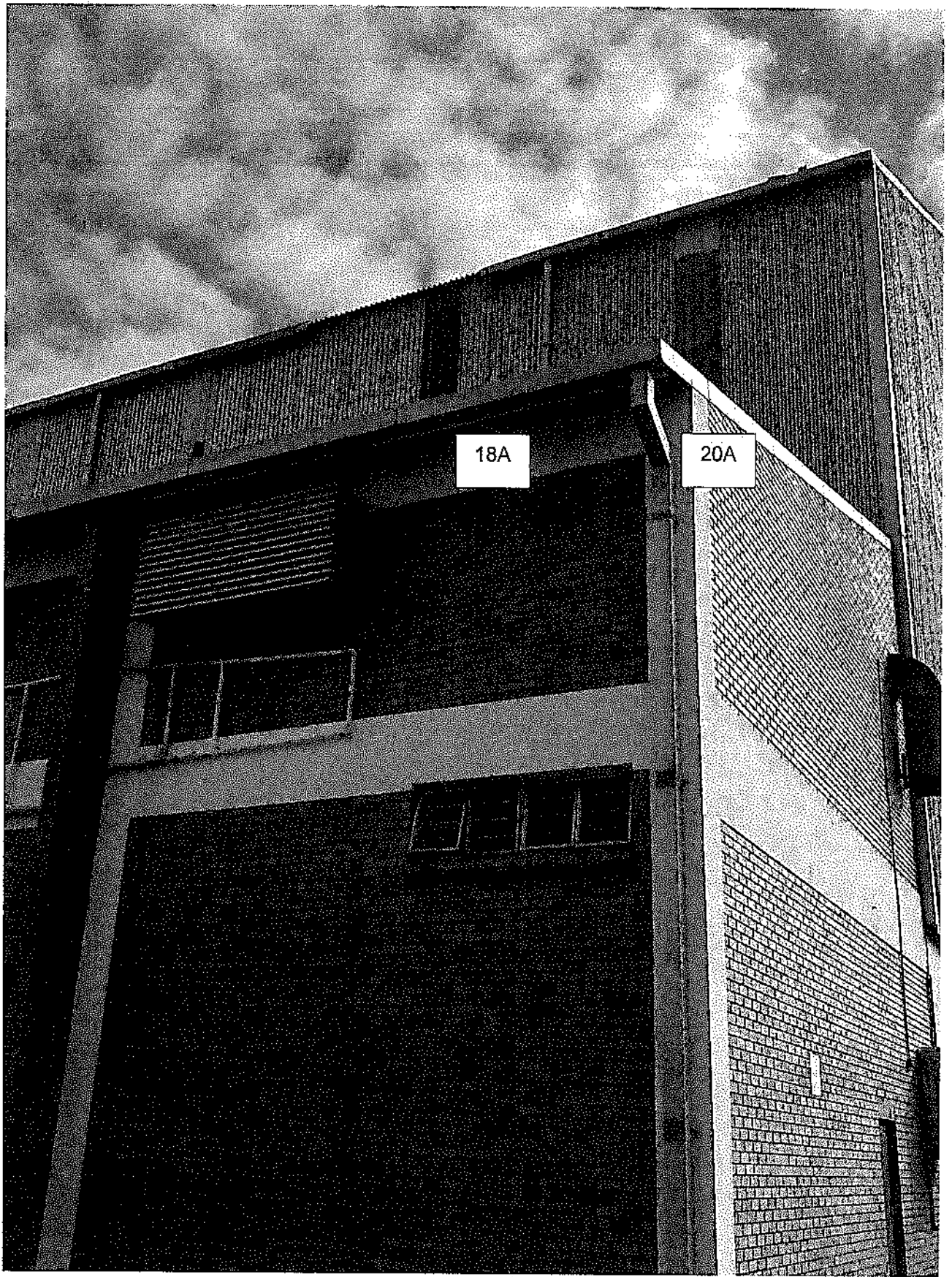


Figure 12

18A- Replace existing gutter (size and material to match existing)

20A- Replace all downpipes (size and material to match existing)

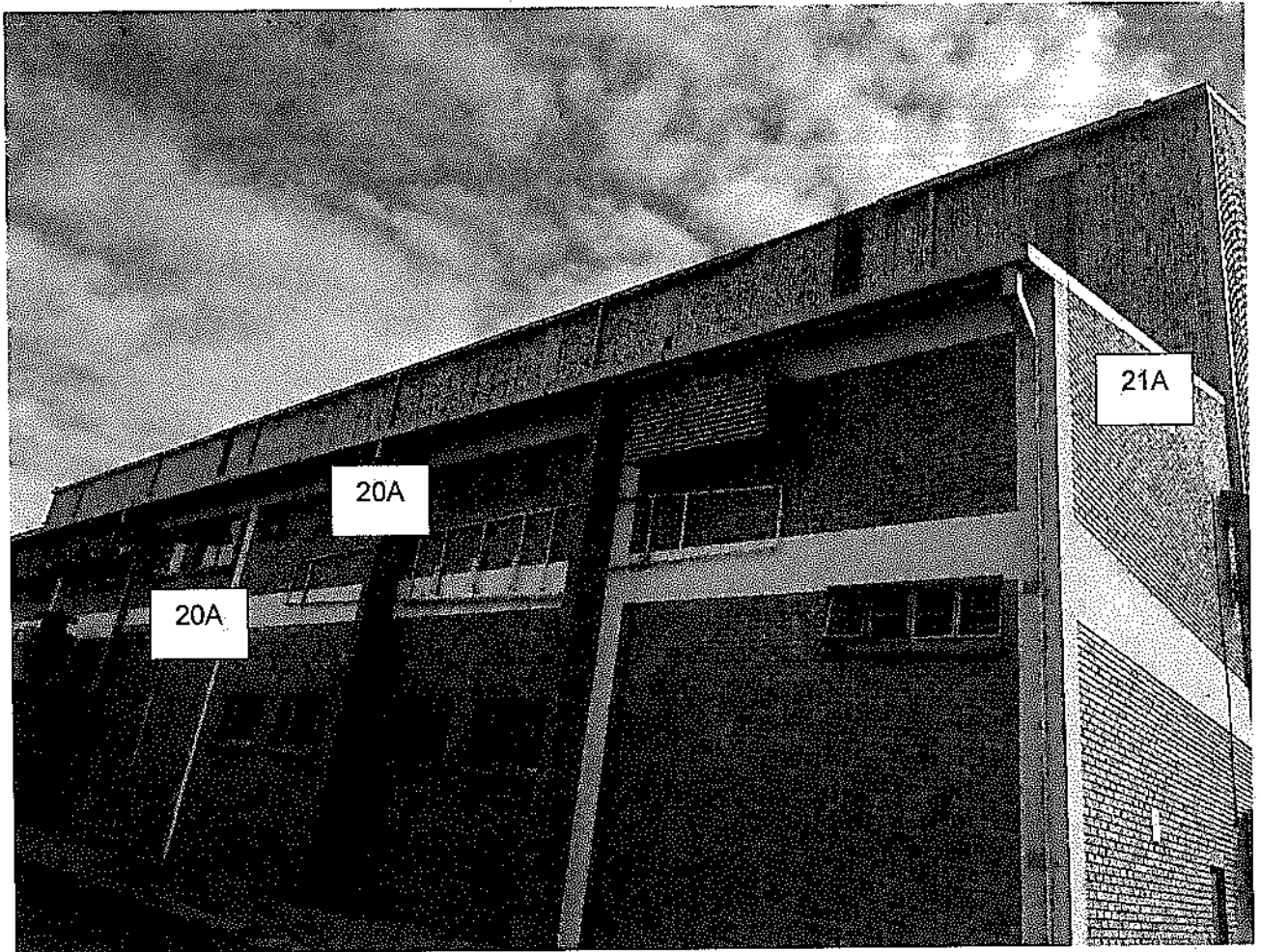


Figure 13

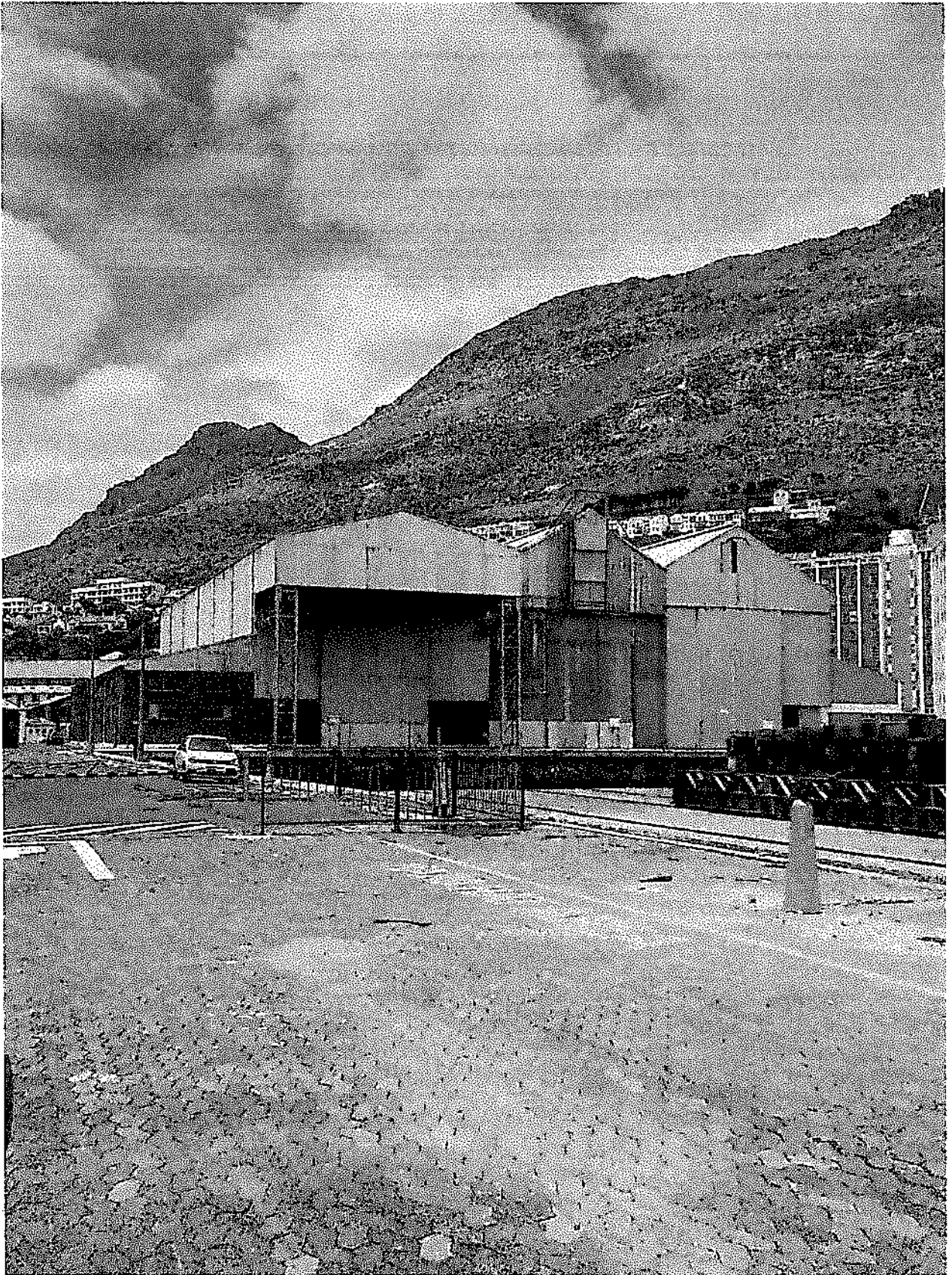


Figure 14

2.17.2. MESSROOM/ ABLUTIONS (BUILDING 921)

- 2.17.2.1. The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations.
- 2.17.2.2. The asbestos encapsulation coating shall be applied as per manufacturer's recommendations.
- 2.17.2.3. The asbestos encapsulation coating shall be applied only on the exterior of the roof sheeting.
- 2.17.2.4. The contractor shall ensure that the asbestos encapsulation coating is suitable for encapsulation and the sealing of asbestos, suitable for interior & exterior use and its characteristics and properties shall be suitable for the application.
- 2.17.2.5. All asbestos rainwater gutters and rainwater down pipes shall be removed and replaced with new.
- 2.17.2.6. All gutters shall be seamless 110mm x 110mm aluminium square gutters, with baked enamel finish fixed with concealed brackets together with aluminium drop box funnels, with baked enamel finish.
- 2.17.2.7. All rainwater downpipes shall be Ø110mm aluminium down pipes with baked enamel finish. Note gutter brackets shall be fixed at a minimum 500mm centres fixed to existing structural steel.
- 2.17.2.8. Figure 15 – Figure 19 below shall be interpreted in conjunction with the above (2.17.2.1 - 2.17.2.7)
- 2.17.2.9. Building parameters:
 - 2. Roof area: 120 m²
 - 3. Height of building: +/- 6.3m
 - 4. Box gutter (150mm x 150mm): 40m
 - 5. Rainwater downpipe Ø110mm: 30m

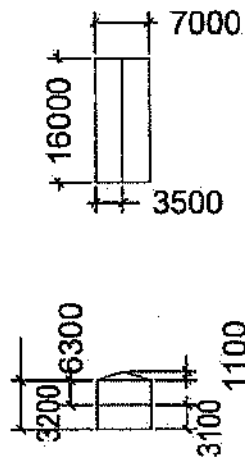


Figure 15: Plan and typical elevation for messroom/ ablutions (BLDG 921)



Figure 16

1B- Replace downpipe (size to match existing) (existing downpipe size: $\varnothing 75\text{mm}$ diameter)

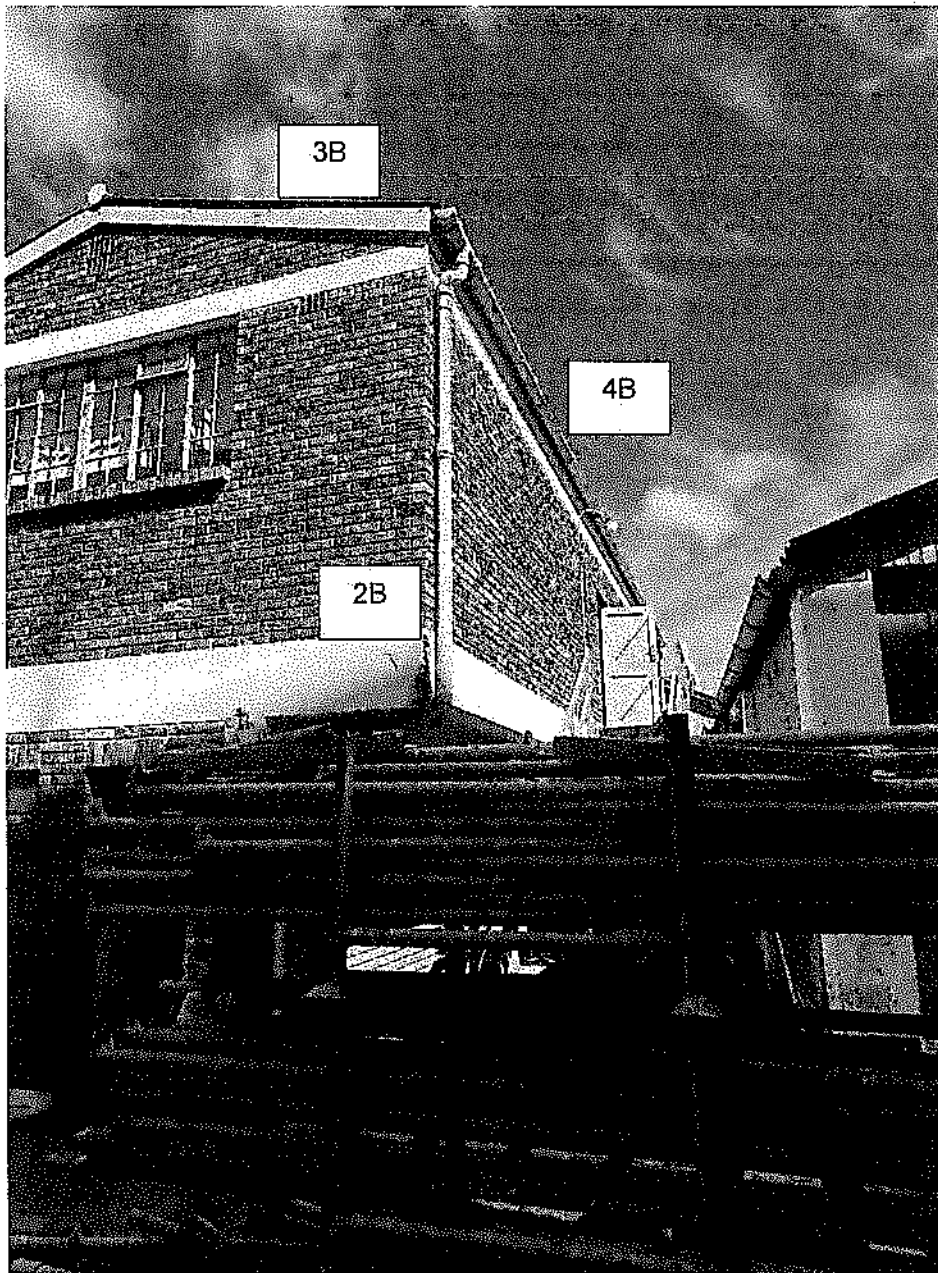


Figure 17

2B- Replace downpipe (existing downpipe size: Ø75mm diameter)

3B- Replace fascia boards for the entire building (size and material to match existing)

4B- Replace gutters (entire length) (existing gutter size: 110mm half round gutter)

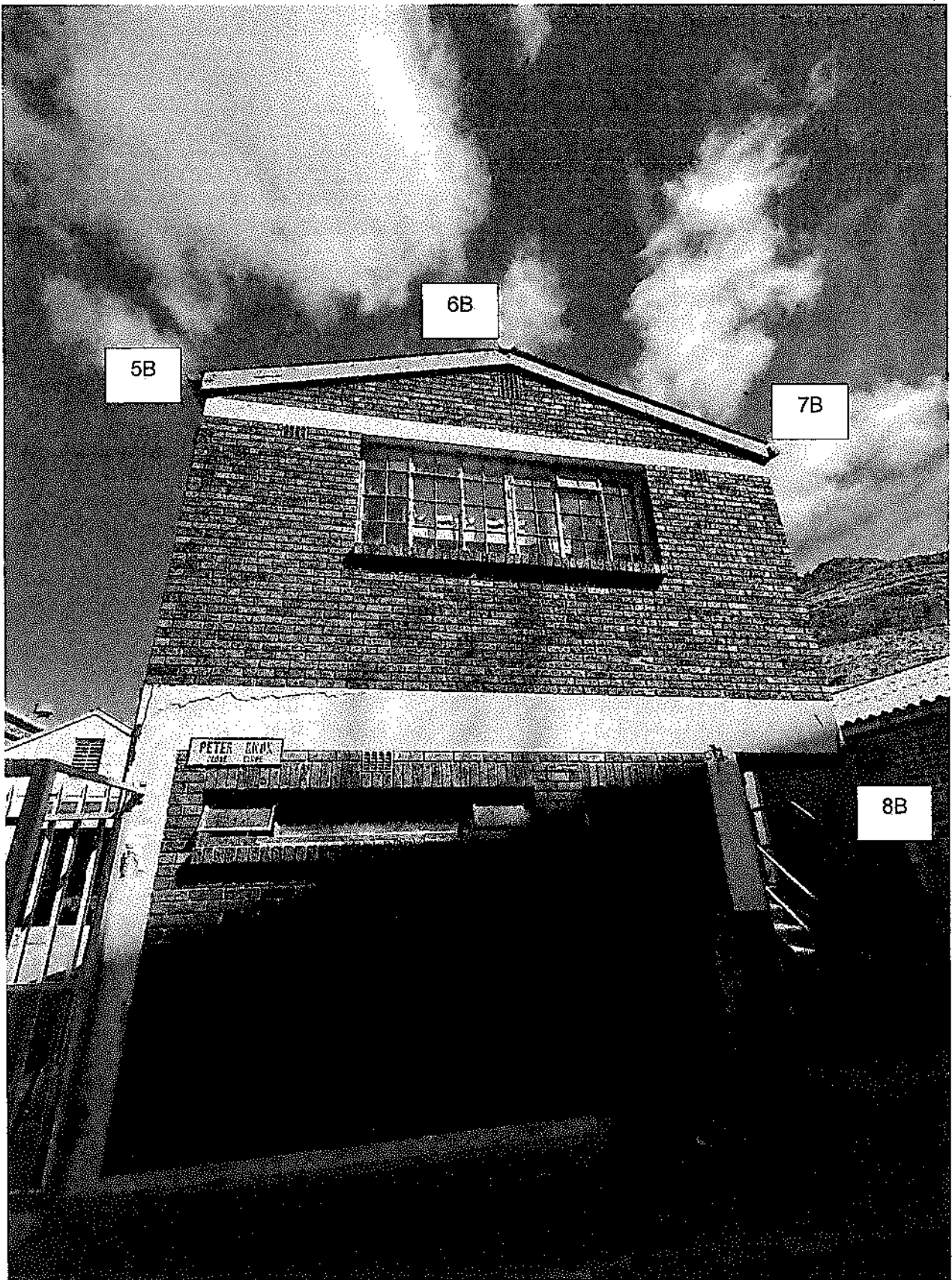


Figure 18

5B- Replace gutters (entire length) (existing gutter size: 110mm half round gutter)

6B- Replace fascia boards for the entire building (size and material to match that onsite)

7B- Replace gutters (entire length) (existing gutter size: 110mm half round gutter)

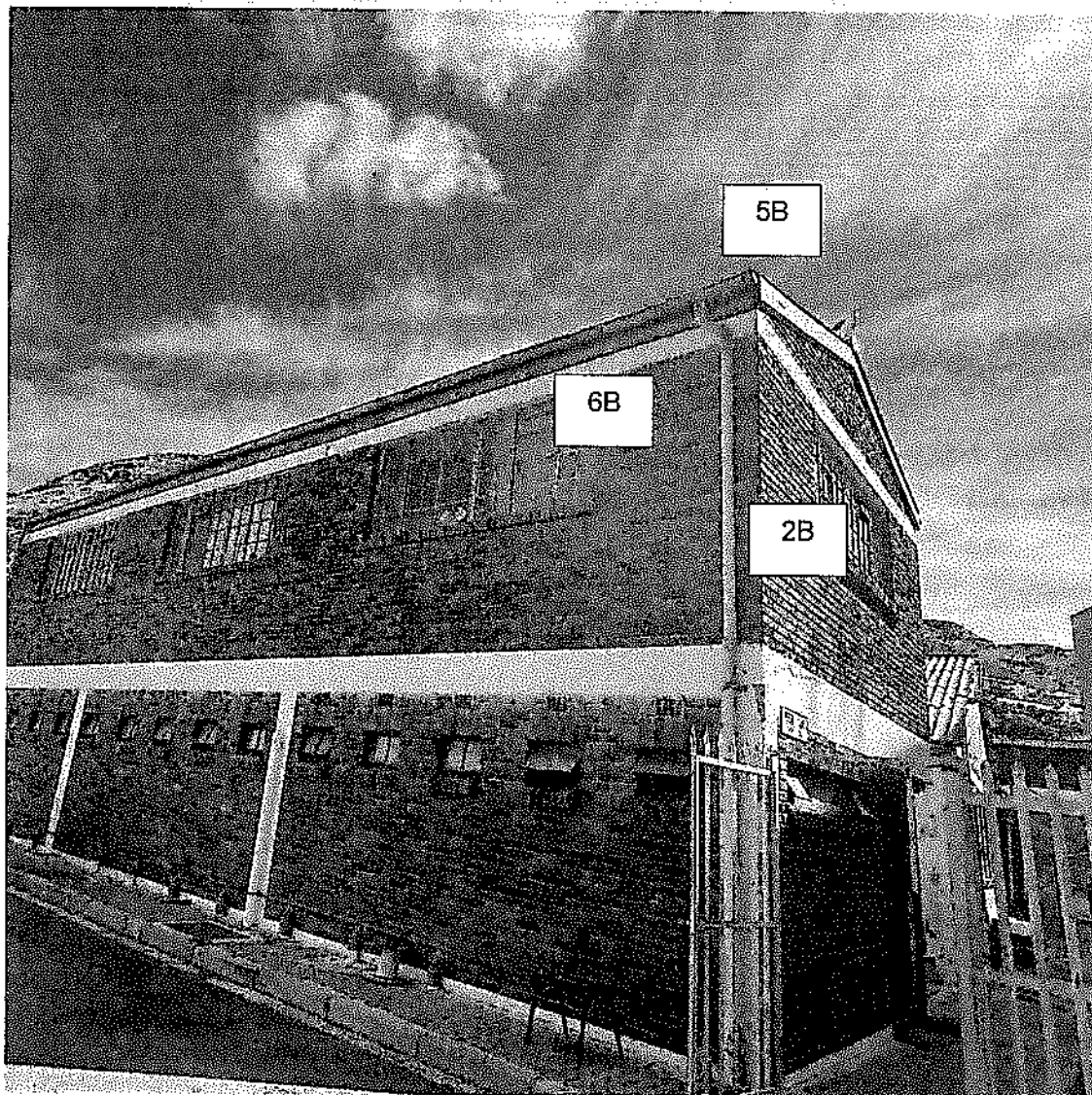


Figure 19

2.17.3. GENERATING STATION (BUILDING 676)

2.17.3.1. The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations

- 2.17.3.2. The asbestos encapsulation coating must be applied only on the exterior of the roof sheeting.
- 2.17.3.3. The contractor shall ensure that the asbestos encapsulation coating is suitable for encapsulation and the sealing of asbestos, suitable for interior & exterior use and its characteristics and properties shall be suitable for the application.
- 2.17.3.4. All asbestos rainwater gutters and rainwater down pipes shall be removed and replaced with new.
- 2.17.3.5. All gutters shall be seamless 160mm x 160mm aluminium square gutters, with baked enamel finish fixed with concealed brackets together with aluminium drop box funnels, with baked enamel finish.
- 2.17.3.6. All rainwater down pipes shall be Ø110mm aluminium down pipes with baked enamel finish. Note box gutter brackets shall be fixed at a minimum 500mm centres fixed to existing structural steel.
- 2.17.3.7. Figure 21 – Figure 37 below shall be interpreted in conjunction with the above (2.17.3.1 - 2.17.3.6)
- 2.17.3.8. Building parameters:
- Roof area: 1600 m²
 - Height of building: +/- 13m
 - Box gutter (160mm x 160mm): 220m
 - Rainwater downpipe Ø110mm: 150m

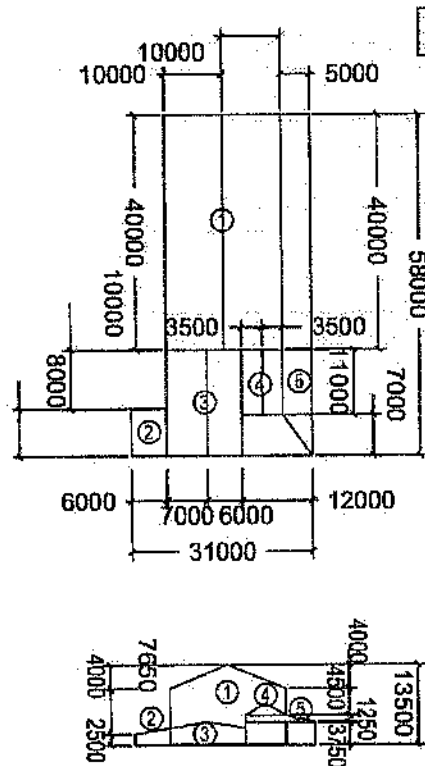


Figure 20: Plan and typical elevation for generating station (BLDG 676)

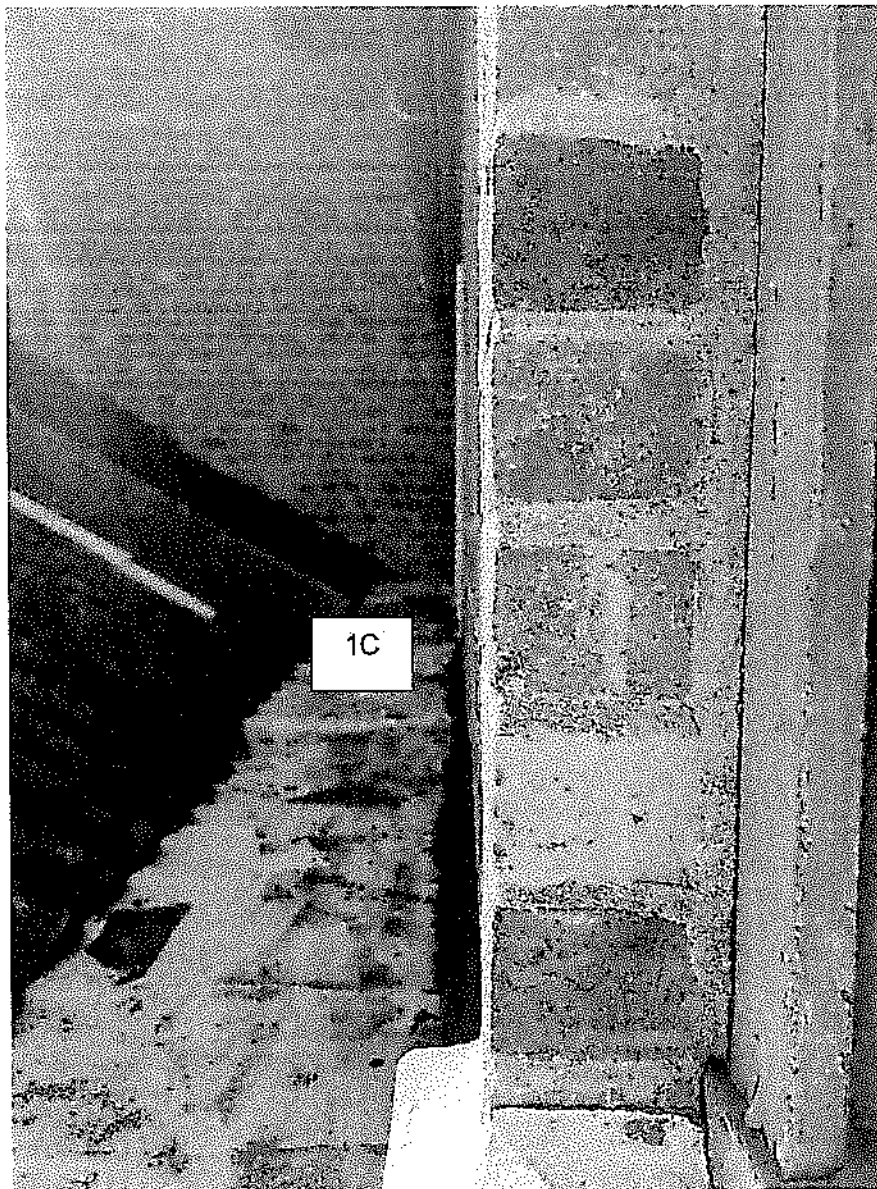


Figure 21

1C- Fit channel/box gutter to downpipe (existing box gutter size is 400mm x 400mm x 200mm; downpipe size is Ø160mm)



Figure 22

2C- Remove all 4x whirlybirds vents and close area. Waterproof all water ingress points.

3C- Replace all 6x downpipes (size to match existing downpipe)

4C- Encapsulate 5x square vents and waterproof all water ingress points (add meshing to each vent)

5C- Replace gutters (entire length) (size to match existing gutter)

6C- Replace fascia boards (size and material shall match existing)

7C- Flashing to be done on roof valleys/edges on both ends

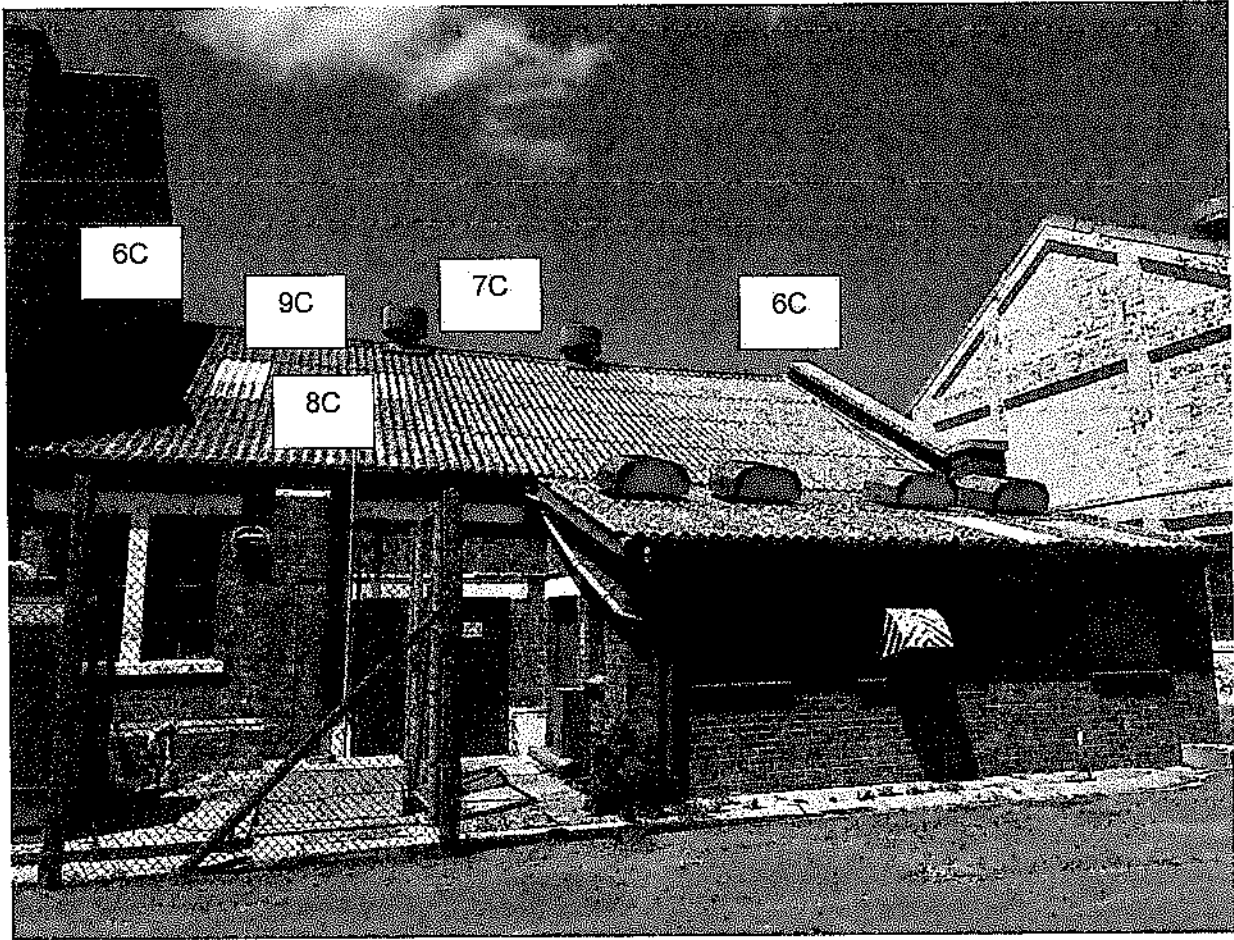


Figure 23

6C- Flashing to be done on roof valleys/edges on both ends

7C- Encapsulate 2x vents & birdproof/ add meshing.

8C- Secure all loose/ replace missing roof sheeting screws (this is applicable across the entire building)

9C- Replace all translucent roof sheeting (applicable across the entire building)

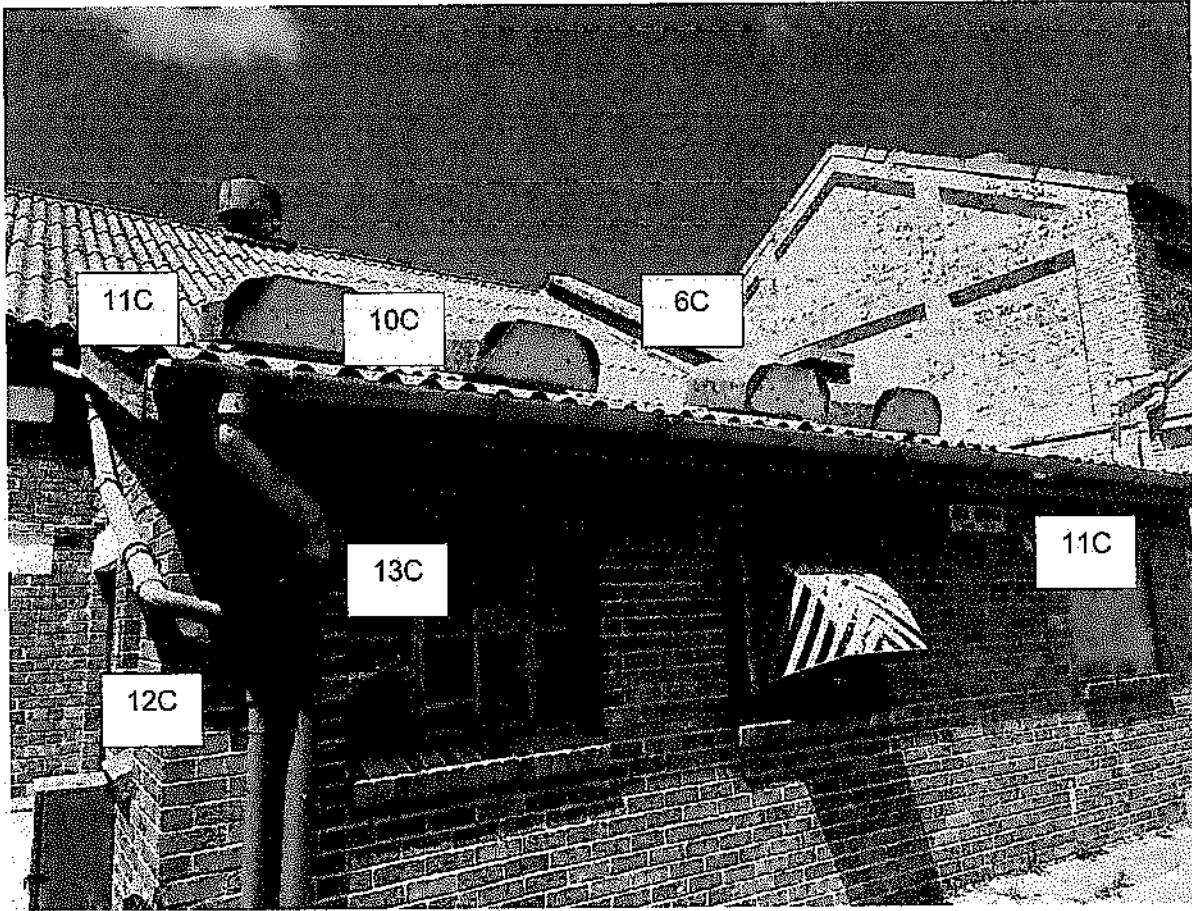


Figure 24

6C- Flashing to be done on roof valleys/edges on both ends

10C- Encapsulate 4x vents & waterproof all possible water ingress points

11C- Replace fascia boards (entire length) (size and material to match existing)

12C- Replace downpipe (existing downpipe size: Ø110mm) (size to match existing)

13C- Replace downpipe (existing downpipe size: Ø110mm) (size to match existing)



Figure 25

1C- Fit channel/box gutter to downpipe (existing box gutter size is 400mm x 400mm x 200mm; downpipe size is Ø160mm)

14C- Waterproof roof rakes (replace missing sections/ damaged of roof rakes and waterproof).

15C- Flashing to be done on roof valleys/edges on both ends



Figure 26

7C- Encapsulate 2x vents & birdproof/ add meshing

9C- Replace all translucent roof sheeting (this is applicable across the entire building)

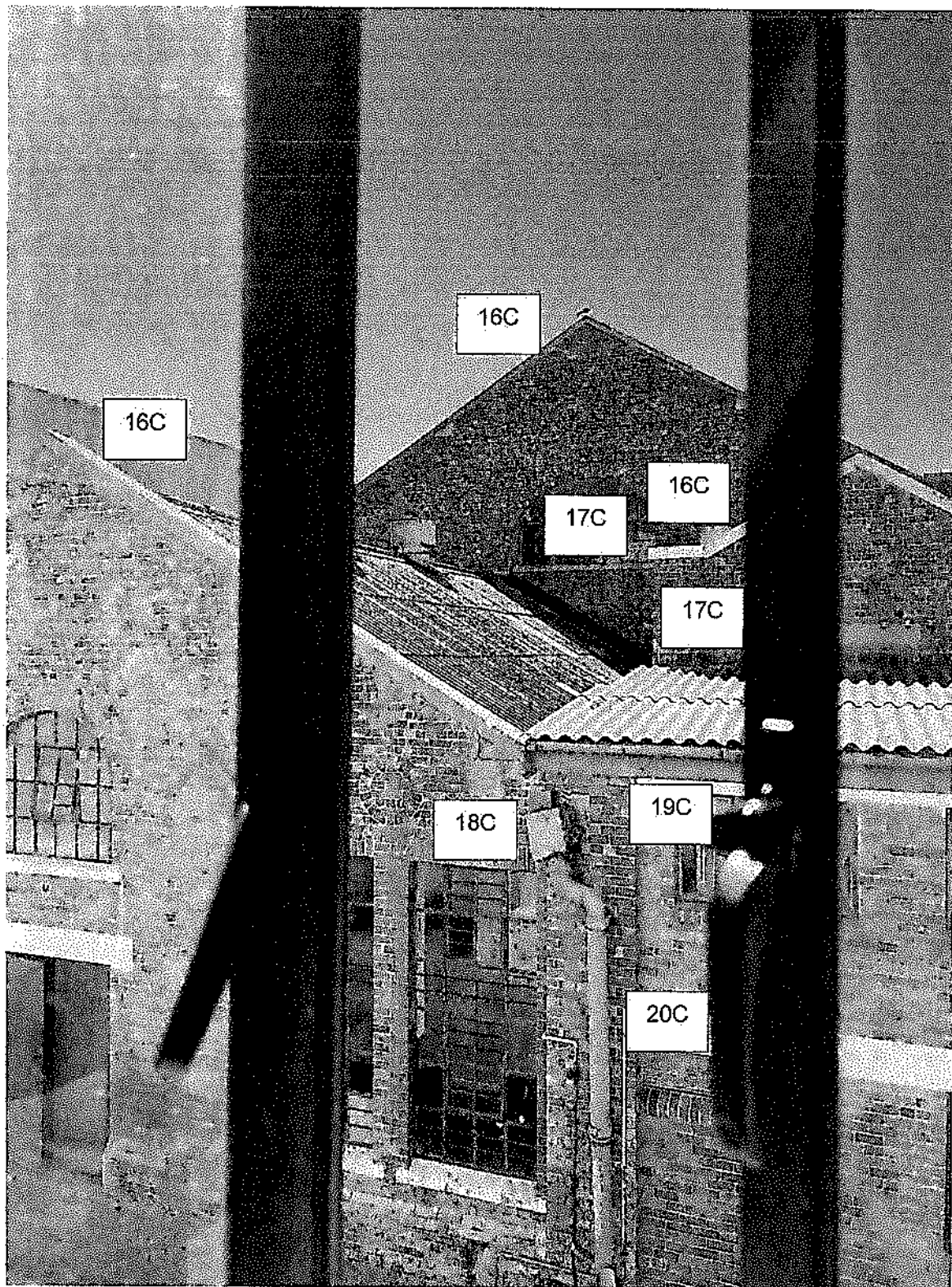


Figure 27

16C- Waterproof roof rakes (replace missing sections/ damaged of roof rakes and waterproof).

17C- Flashing to be redone on roof valleys/edges on both ends

18C- Replace box gutter (existing box gutter size is 400mm x 400mm x 200mm)

19C- Replace fascia boards (entire length) (size and material to match existing)

20C- Replace downpipe (size to match existing) (existing downpipe size: Ø110mm)

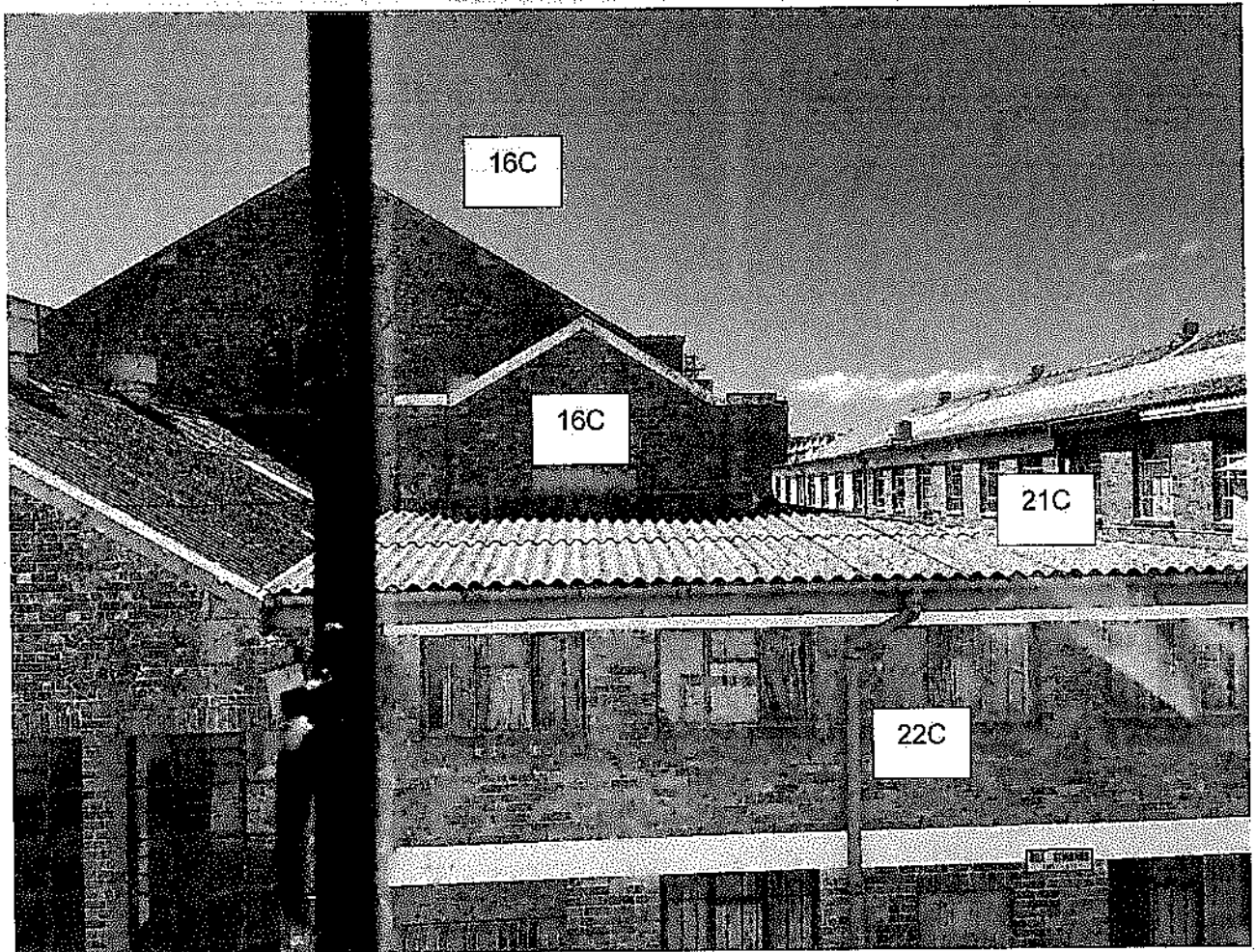


Figure 28

21C- Replace gutters, size to match existing (entire length) (size of existing gutter: 160mm)

22C- Replace downpipe, size to match existing (existing downpipe: Ø110mm)

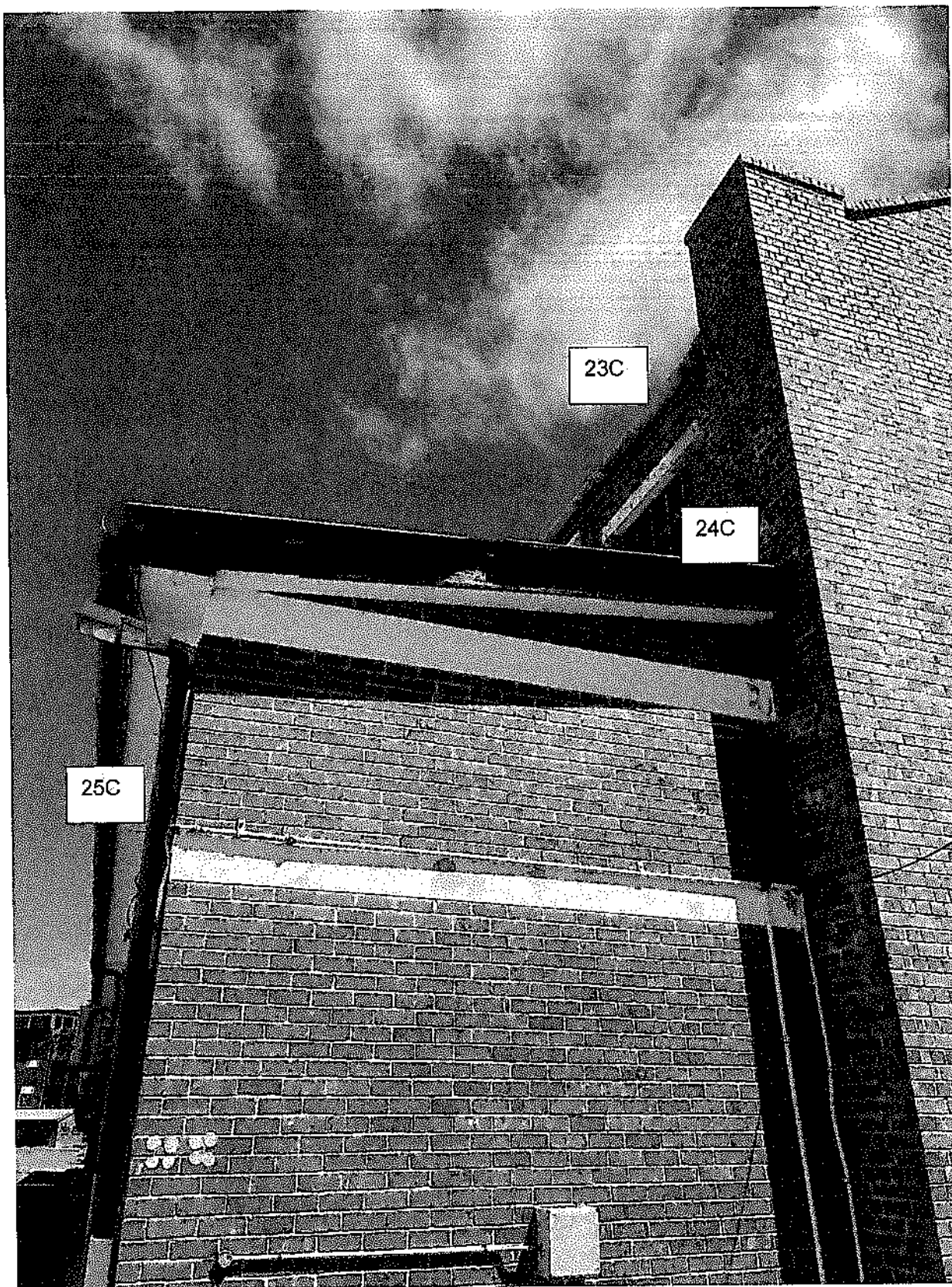


Figure 29

23C- Replace 5x downpipe (size to match existing) (existing downpipe size: Ø110mm diameter)

24C- Replace fascia board (entire length) (size and material to match existing)

25C- Replace 6x downpipes (size to match existing) (existing downpipe size: $\varnothing$ 110mm diameter)

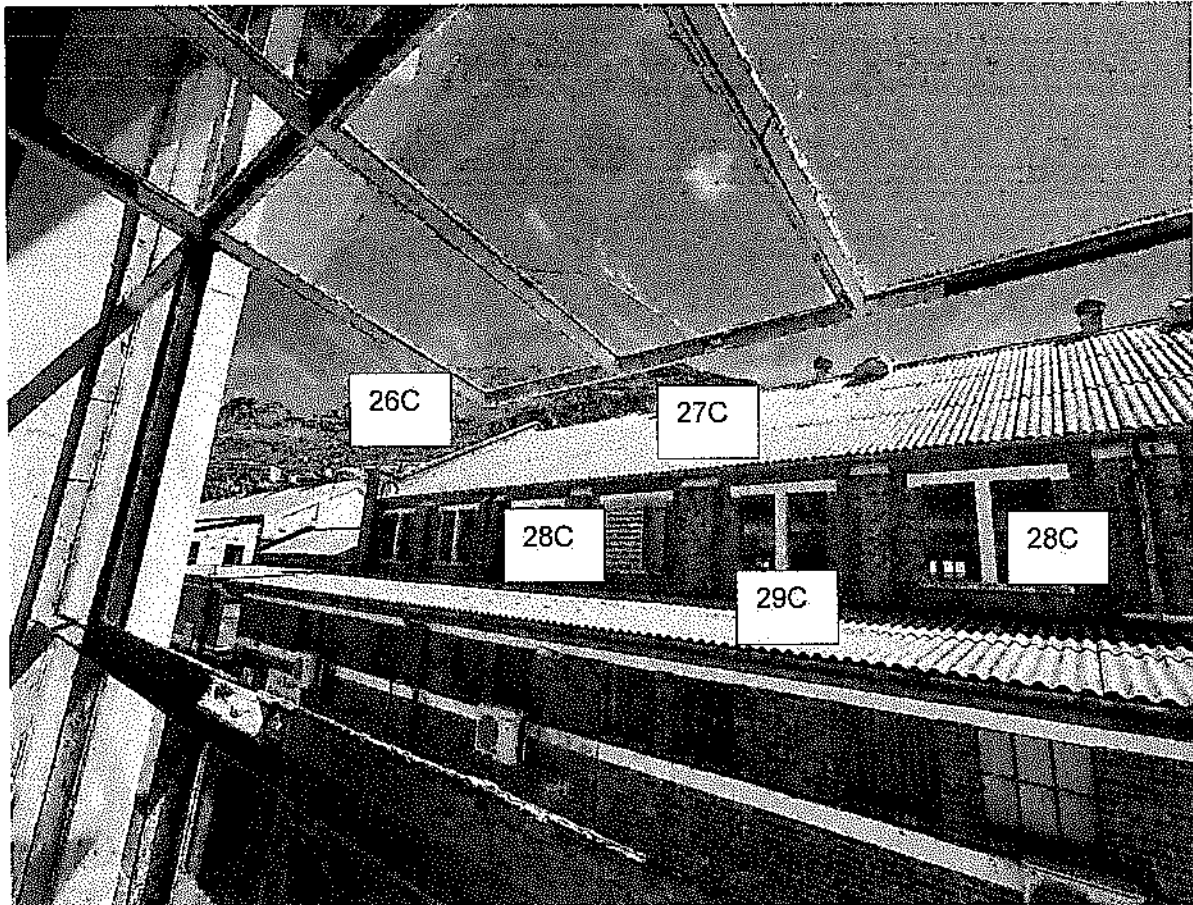


Figure 30

26C- Flashing to be redone on roof valleys/edges on both ends

27C- Replace gutters (entire length) (size to match existing)

28C- Replace downpipe (size to match existing), replace tee-piece with elbow

29C- Fit downpipe (size to match existing downpipes)

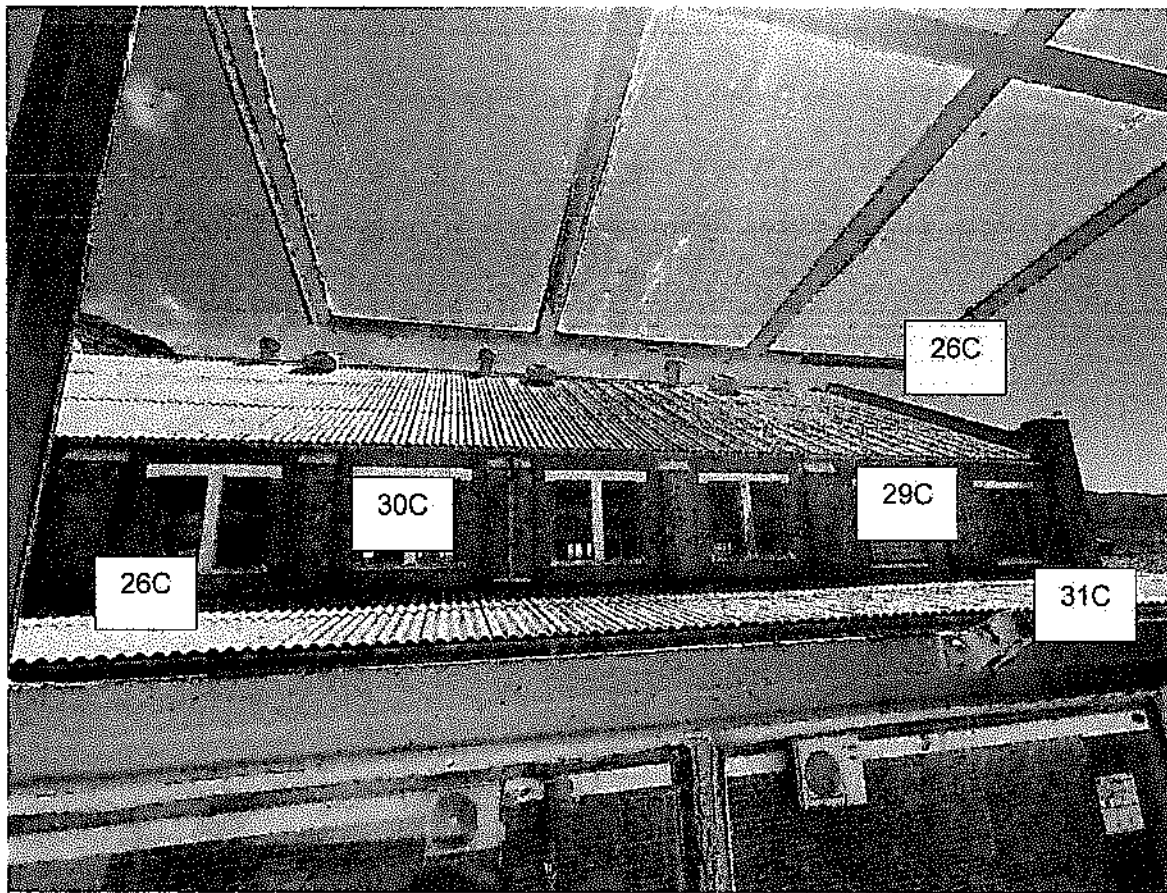


Figure 31

26C- Flashing to be redone on roof valleys/edges on both ends

29C- Fit downpipe (size to match existing downpipes)

30C- Replace downpipe (size to match existing), replace tee-piece with elbow

31C- Fit downpipe (size to match existing downpipes)

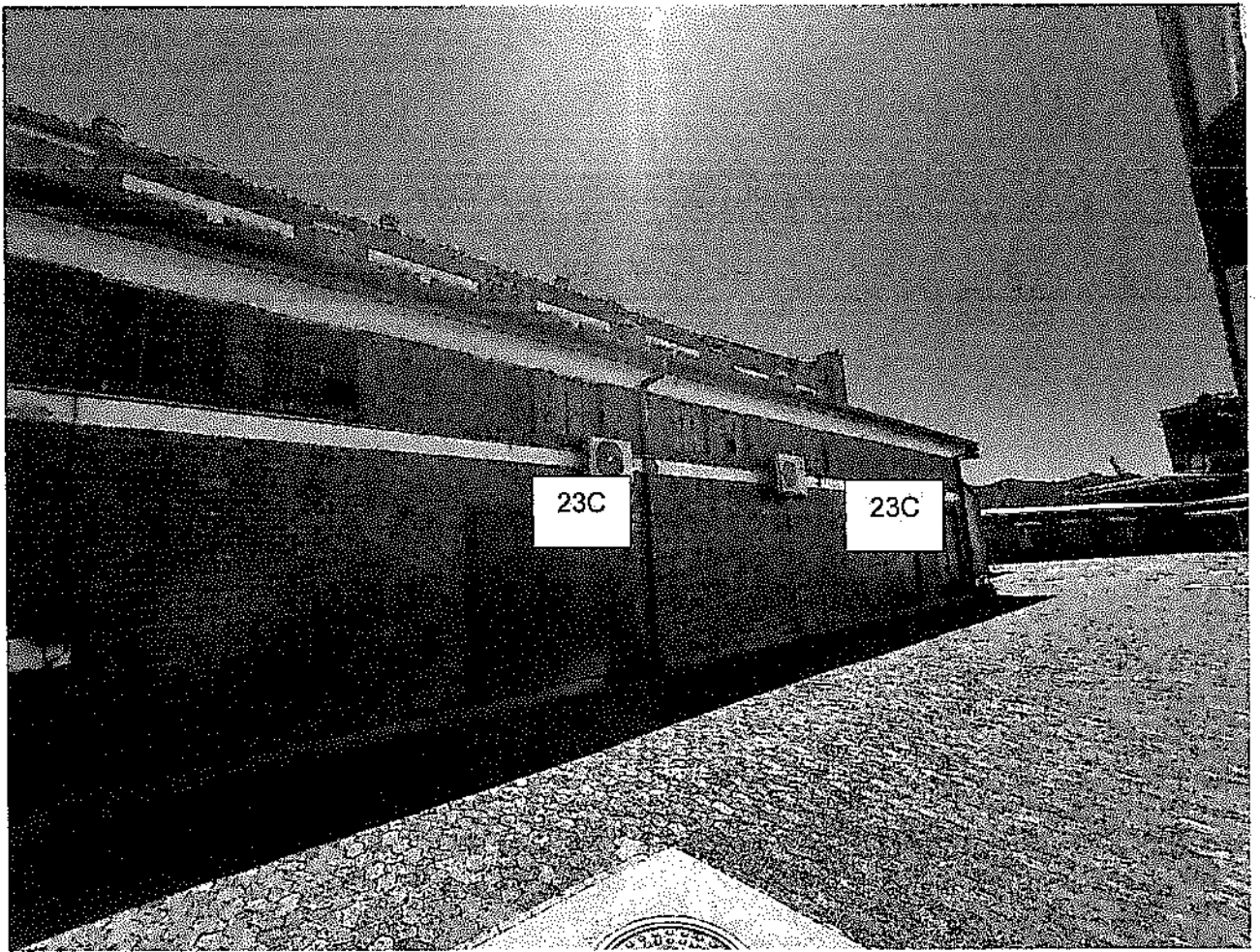


Figure 32

23C- Replace 5x downpipe (size to match existing) (existing downpipe Ø110mm diameter)

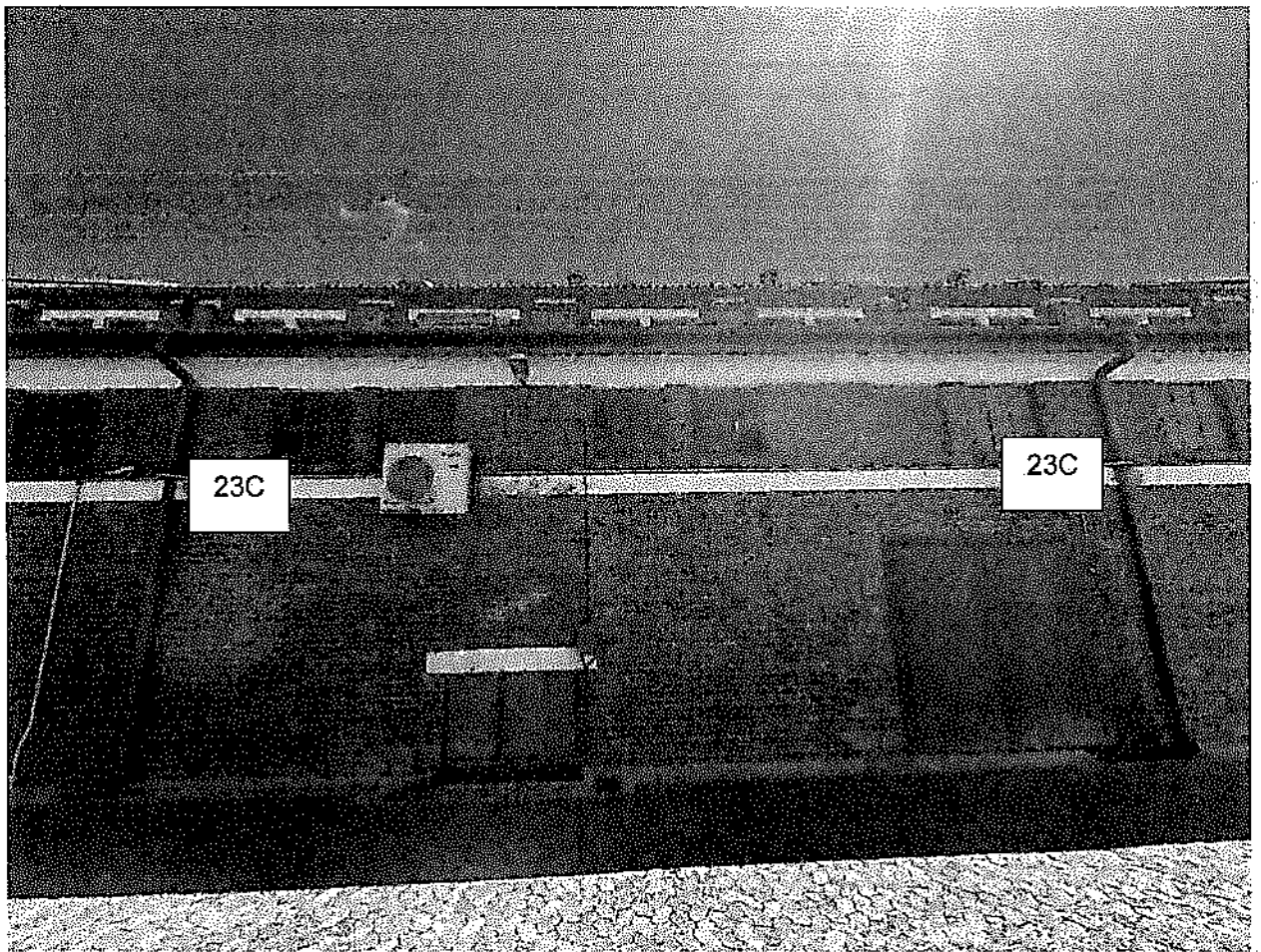


Figure 33

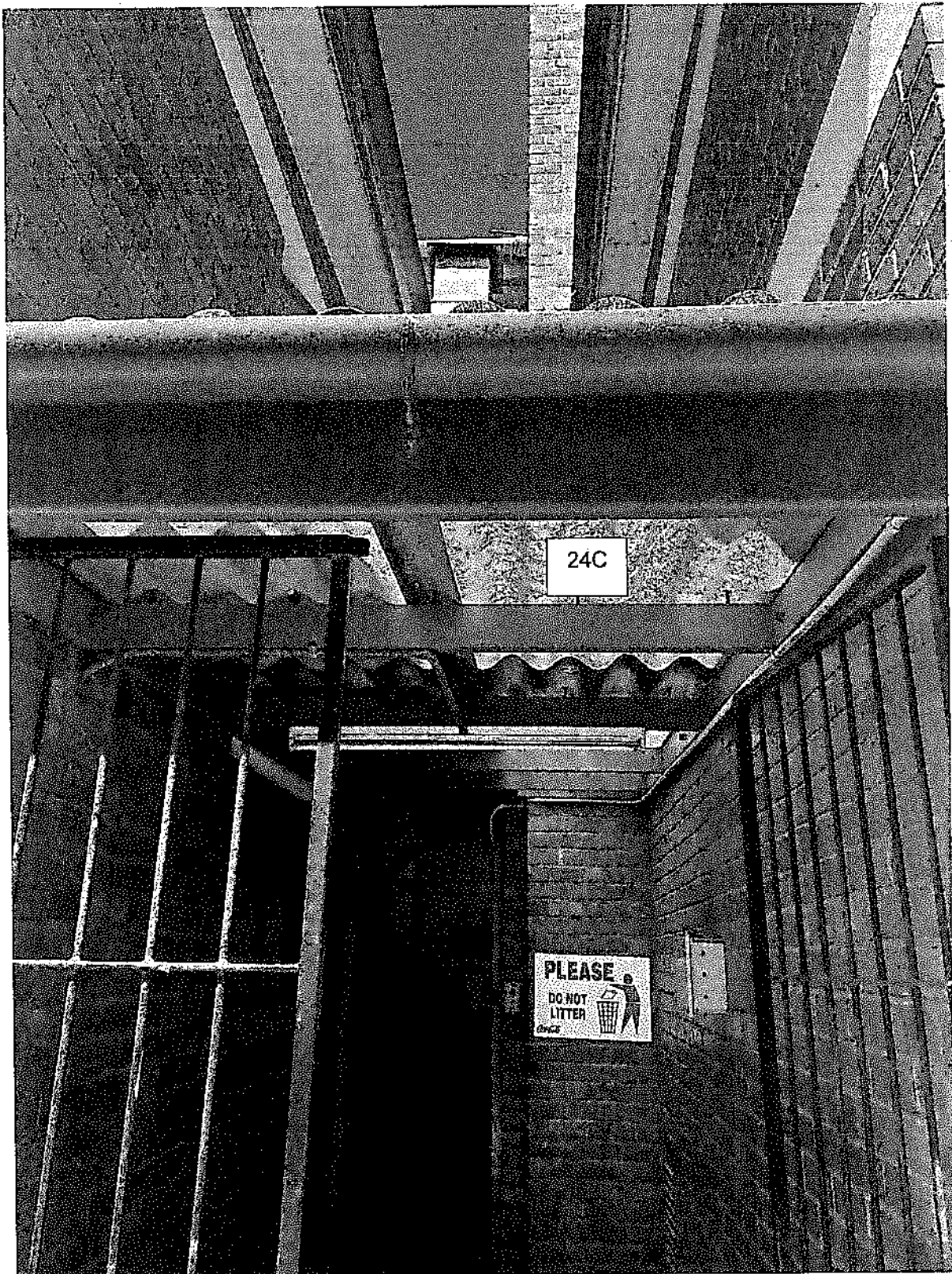


Figure 34.

24C- Replace all translucent roof sheeting (this is applicable to the entire building)



Figure 35

25C- Replace fascia boards (entire length) (size and material to match existing)

26C- Replace fascia boards (entire length) (size and material to match existing)

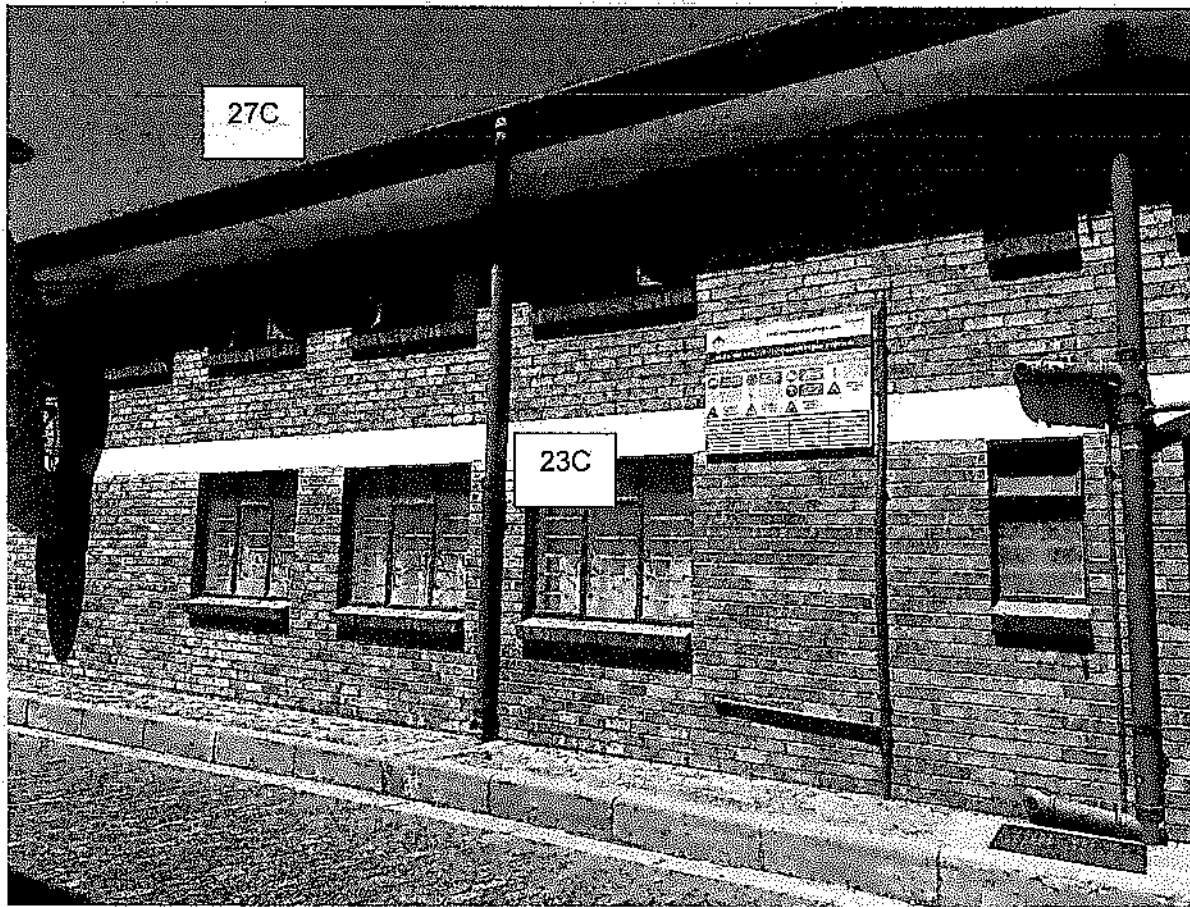


Figure 36

27C- Replace gutters (entire length) (size to match existing)

23C- Replace 5x downpipe (size to match existing) (size of existing downpipe: $\varnothing 110\text{mm}$ diameter)

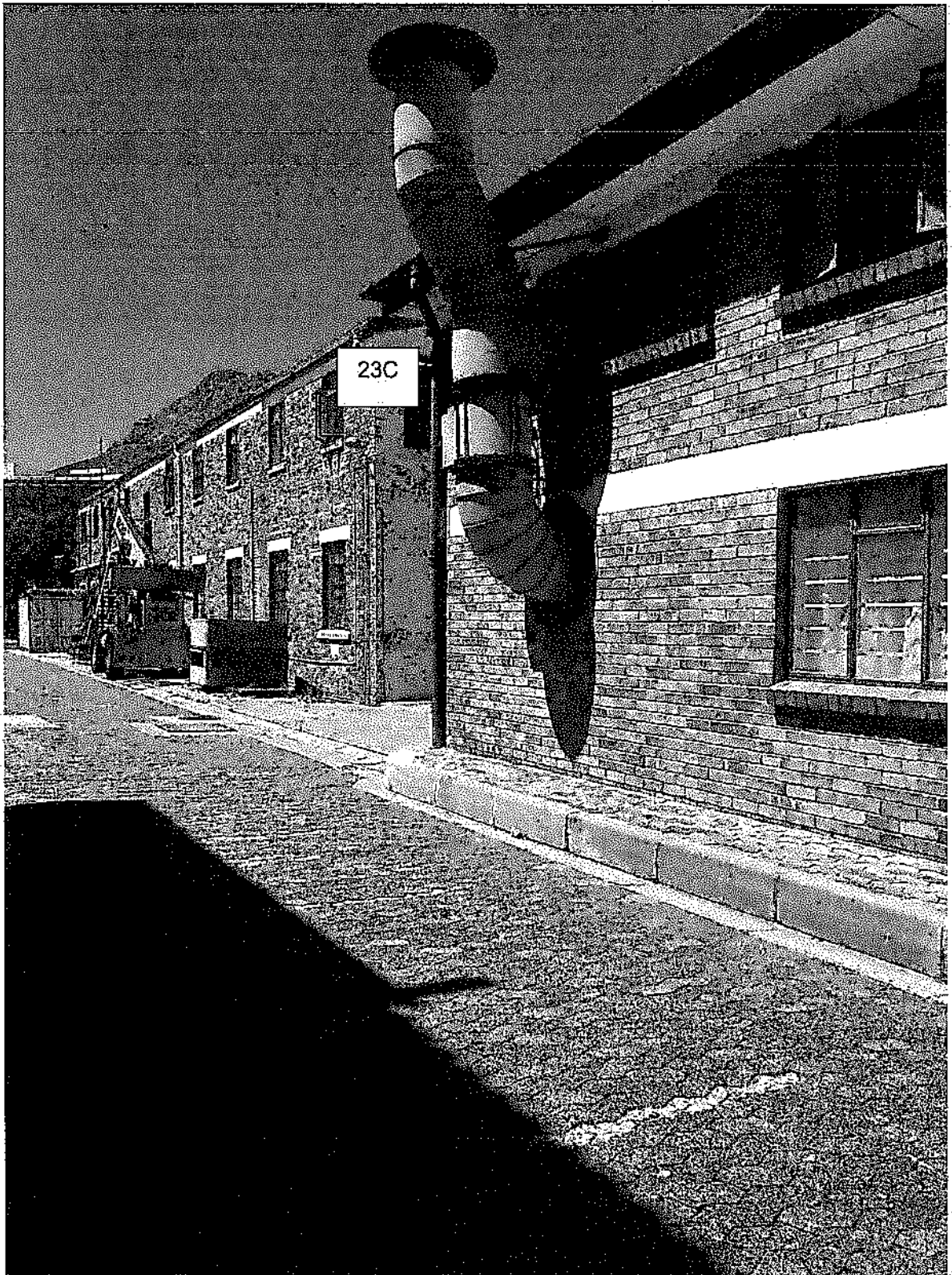


Figure 37

2.17.4. EXISTING TRANSIT STORE (BUILDING 669)

- 2.17.4.1. The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations
- 2.17.4.2. The asbestos encapsulation coating must be applied both on the exterior and interior of the roof sheeting.
- 2.17.4.3. The asbestos encapsulation coating shall be applied as per manufacturer's recommendations.
- 2.17.4.4. The contractor shall ensure that the asbestos encapsulation coating is suitable for encapsulation and the sealing of asbestos, suitable for interior & exterior use and its characteristics and properties shall be suitable for the application.
- 2.17.4.5. All asbestos rainwater gutters shall be removed and replaced with new.
- 2.17.4.6. All asbestos rainwater down pipes shall be removed and replaced with new Ø160mm uPVC.
- 2.17.4.7. All existing gutter boxes shall be removed and replaced with new aluminium gutter box (size: 300mm x 200mm x 200mm)
- 2.17.4.8. All images below shall be interpreted in conjunction with the above (2.17.4.1 - 2.17.4.7)
- 2.17.4.9. Building parameters:
- Roof area: 400 m²
 - Height of building: +/- 6.5m
 - Box gutter (300mm x 200mm x 200mm): 6 no.
 - Rainwater downpipe Ø160mm: 80m

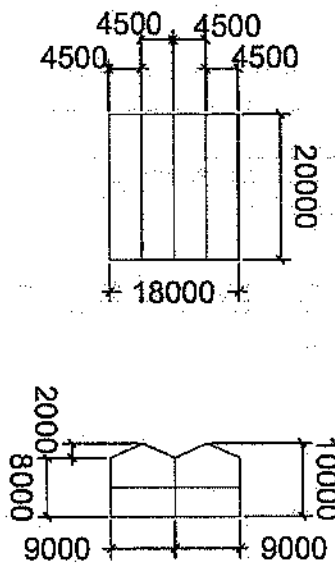


Figure 38: Plan and typical elevation for existing transit store (BLDG 669)



Figure 39

1D- Replace downpipe (existing downpipe: $\varnothing$ 160mm diameter)

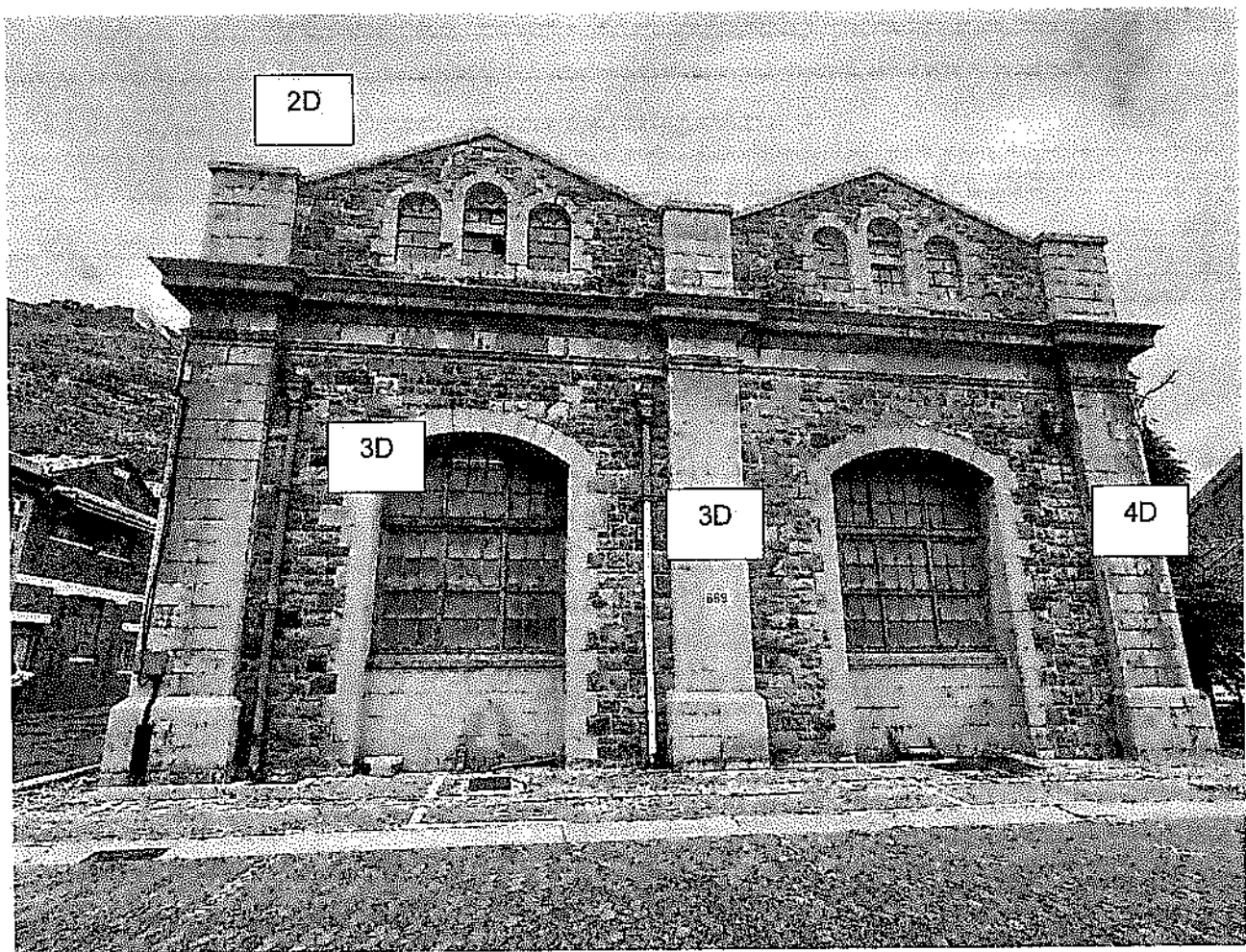


Figure 40

2D- Mesh to be fitted on all gutters

3D- Replace 2x downpipes (size to match existing) (existing downpipe size: Ø110mm diameter)

4D- Fit 1x missing downpipe (size to match existing downpipes) (existing downpipe size: Ø110mm diameter)



Figure 41

5D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.



Figure 42

6D- Replace downpipe (size to match existing)

7D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.

8D- Encapsulate exposed roof sheeting which is not enclosed



Figure 43

9D- Add meshing and waterproof around the vents.

10D- Replace all translucent roof sheeting (this is applicable to the entire building)

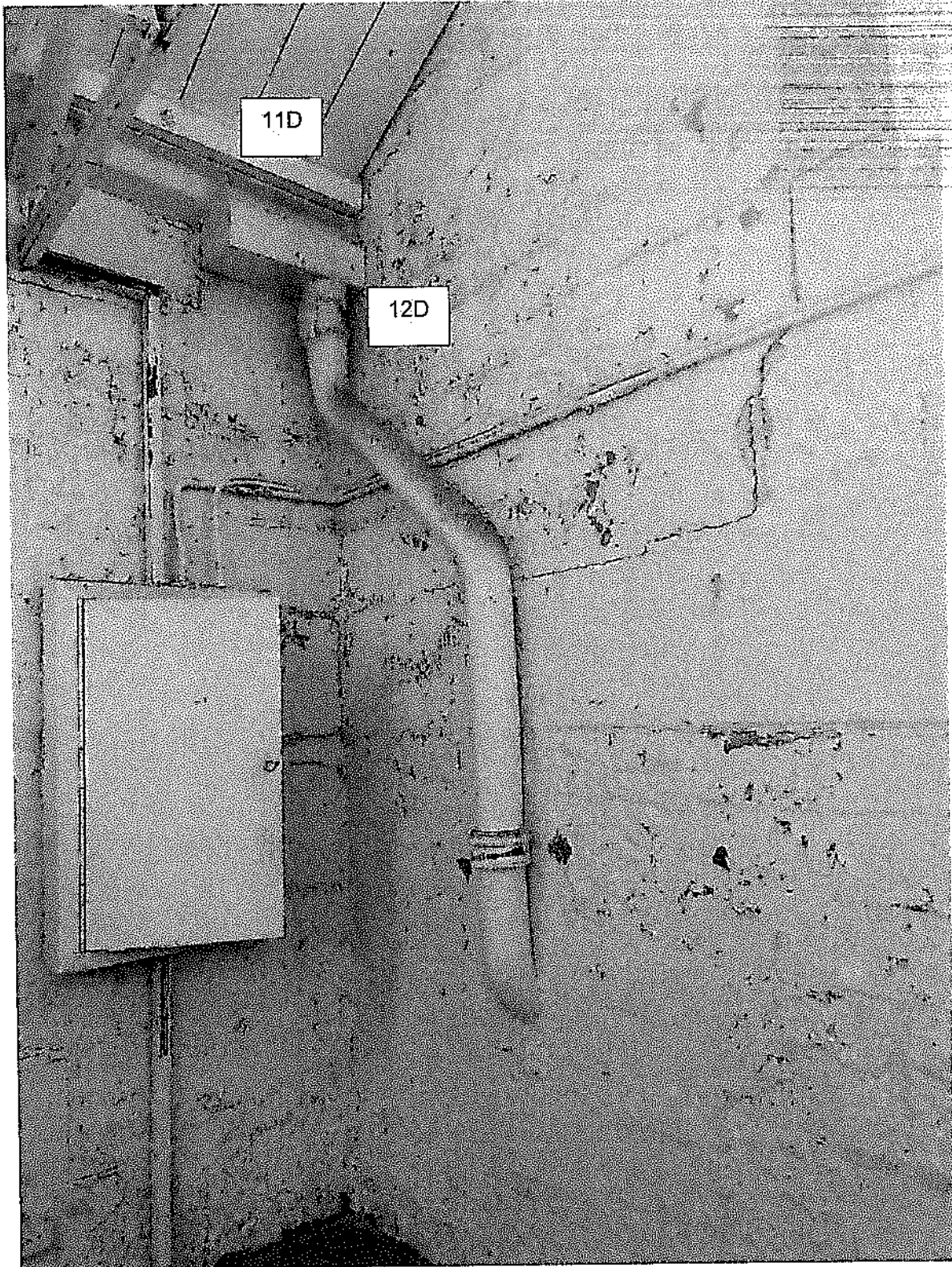


Figure 44

11D- Replace gutter (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.

12D- Replace downpipe (size to match existing)

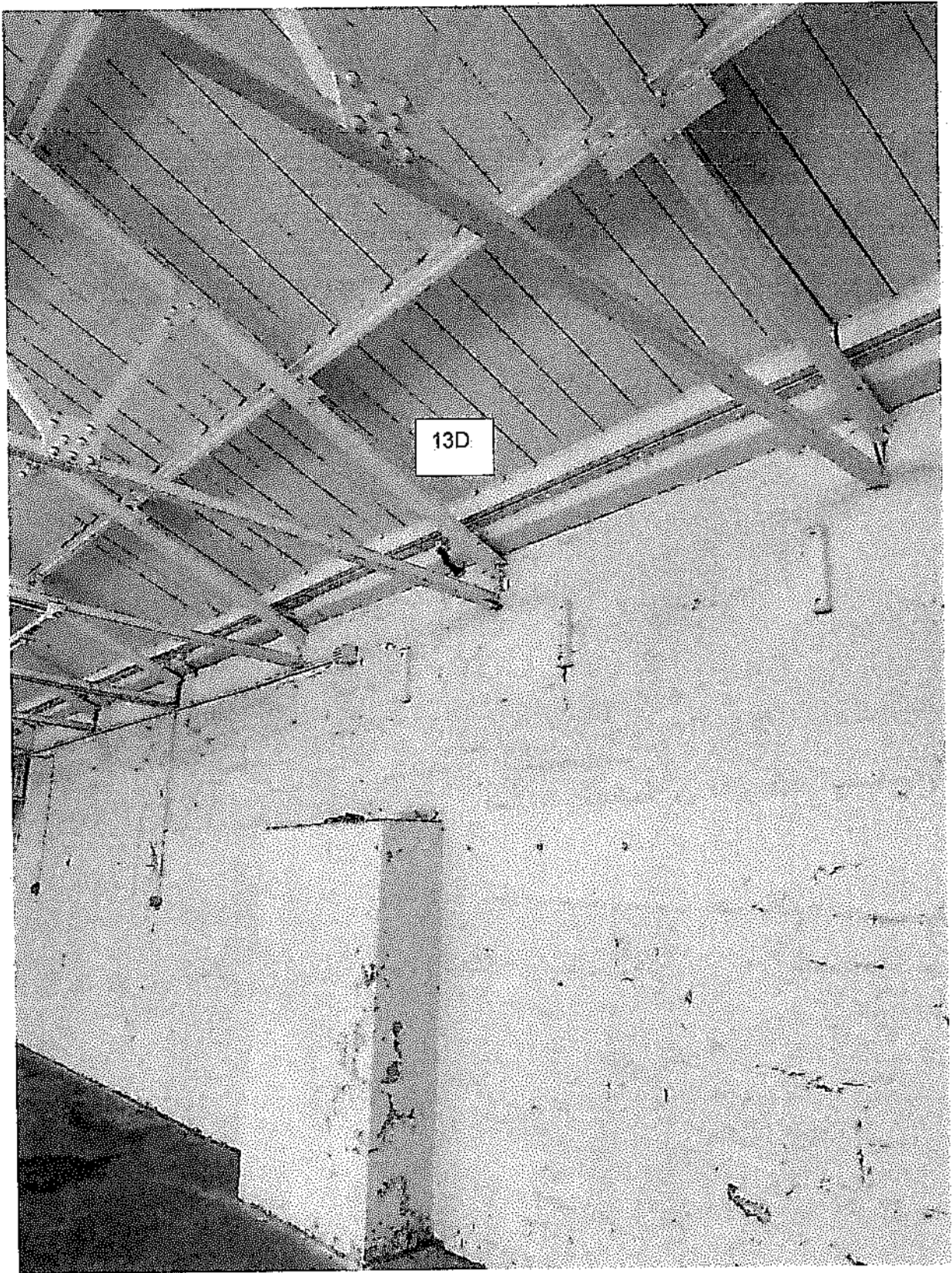


Figure 45

13D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.



Figure 46

8D- Encapsulate all exposed roof sheeting which is not enclosed

10D- Replace all translucent roof sheeting (this is applicable to the entire building)

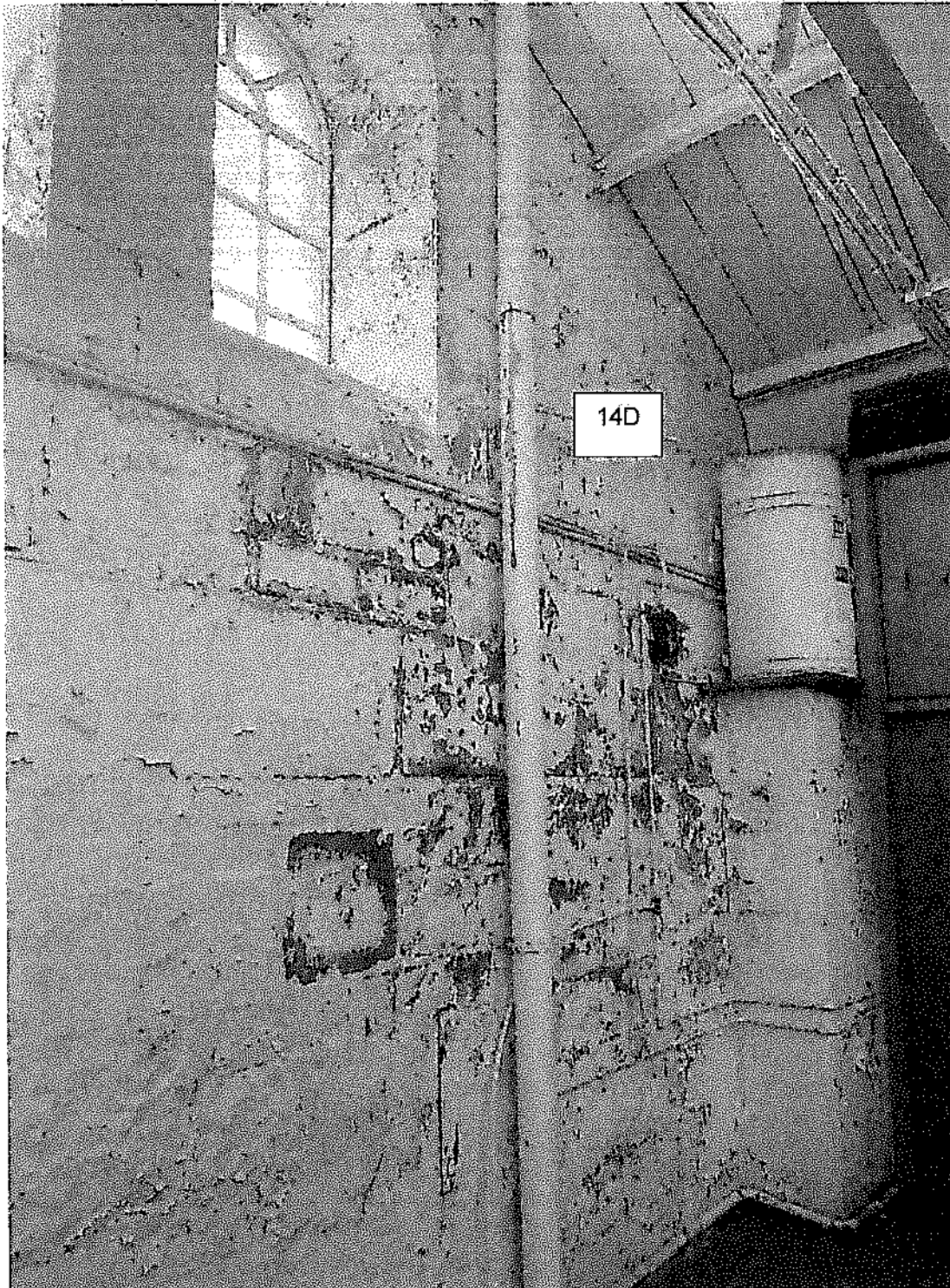


Figure 47

14D- Replace downpipe (size to match existing)



Figure 48

15D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.



Figure 49

2.17.5. SIGN WRITERS/ SPRAY PAINTERS (BUILDING 652)

- 2.17.5.1. The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations
- 2.17.5.2. The asbestos encapsulation coating must be applied only on the exterior of the roof sheeting.
- 2.17.5.3. The contractor shall ensure that the asbestos encapsulation coating is suitable for encapsulation and the sealing of asbestos, suitable for interior & exterior use and its characteristics and properties shall be suitable for the application.
- 2.17.5.4. All asbestos rainwater gutters and rainwater down pipes shall be removed and replaced with new.
- 2.17.5.5. All gutters shall be seamless 150mm x 150mm aluminium square gutters with baked enamel finish fixed with concealed brackets together with aluminium drop box funnels with baked enamel finish.
- 2.17.5.6. All rainwater down pipes shall be Ø110mm aluminium down pipes with baked enamel finish. Note gutter brackets shall be fixed at a minimum 500mm centres fixed to existing structural steel.
- 2.17.5.7. Figure 51 – Figure 62 below shall be interpreted in conjunction with the above (2.17.5.1 - 2.17.5.6)
- 2.17.5.8. Building parameters:
- Roof area: 950 m²
 - Height of building: +/- 6.5m
 - Box gutter: 150m
 - Rainwater downpipe Ø110mm: 50m

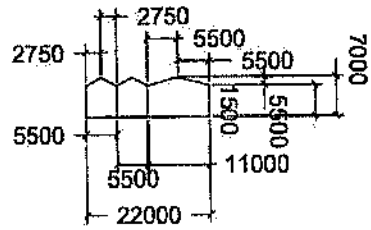
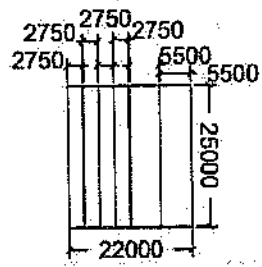


Figure 50: Plan and typical elevation for sign writers/ spray painters (BLDG 652)

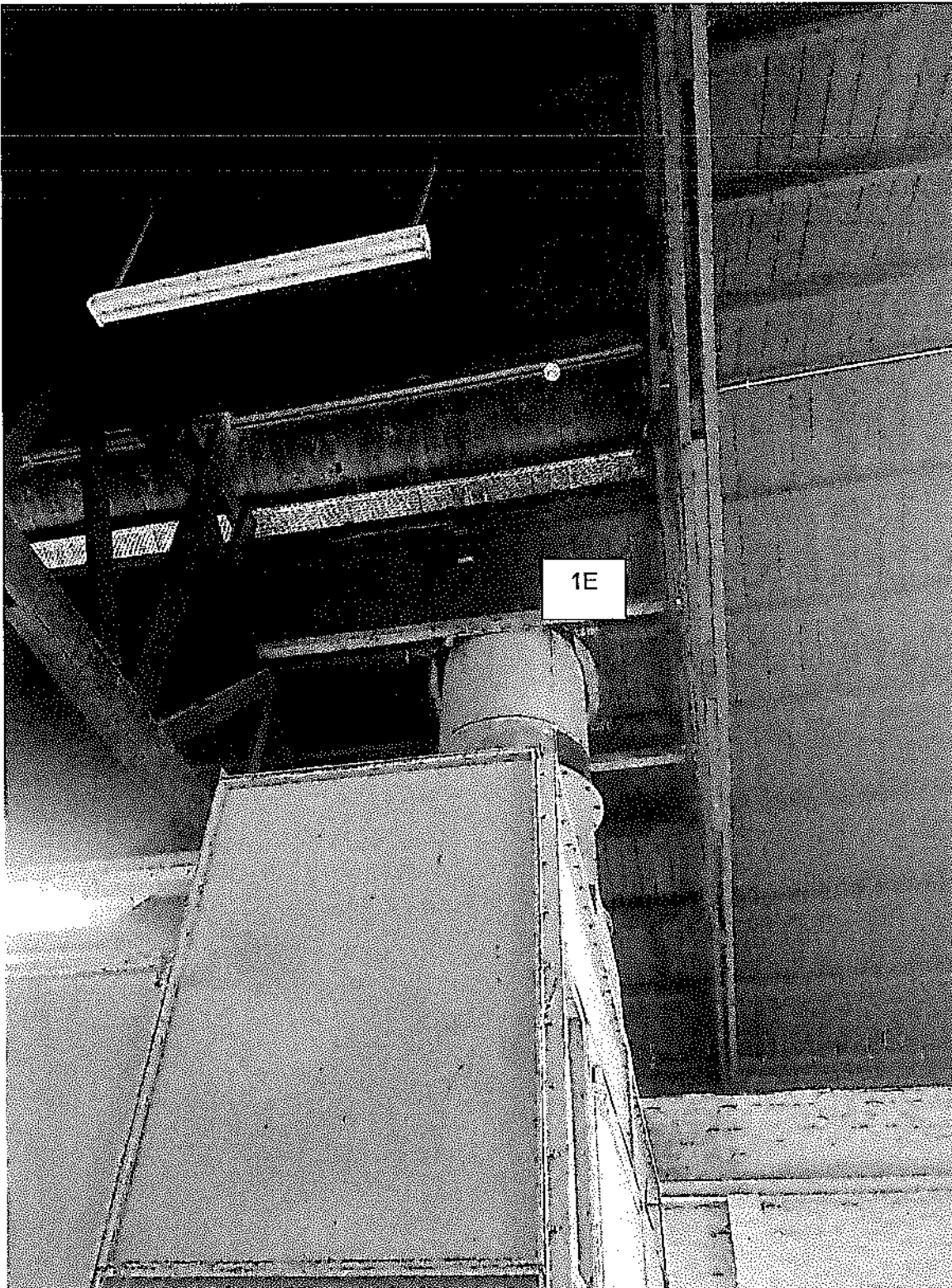


Figure 51

1E- Waterproof around vents to prevent water ingress and birdproof/add meshing

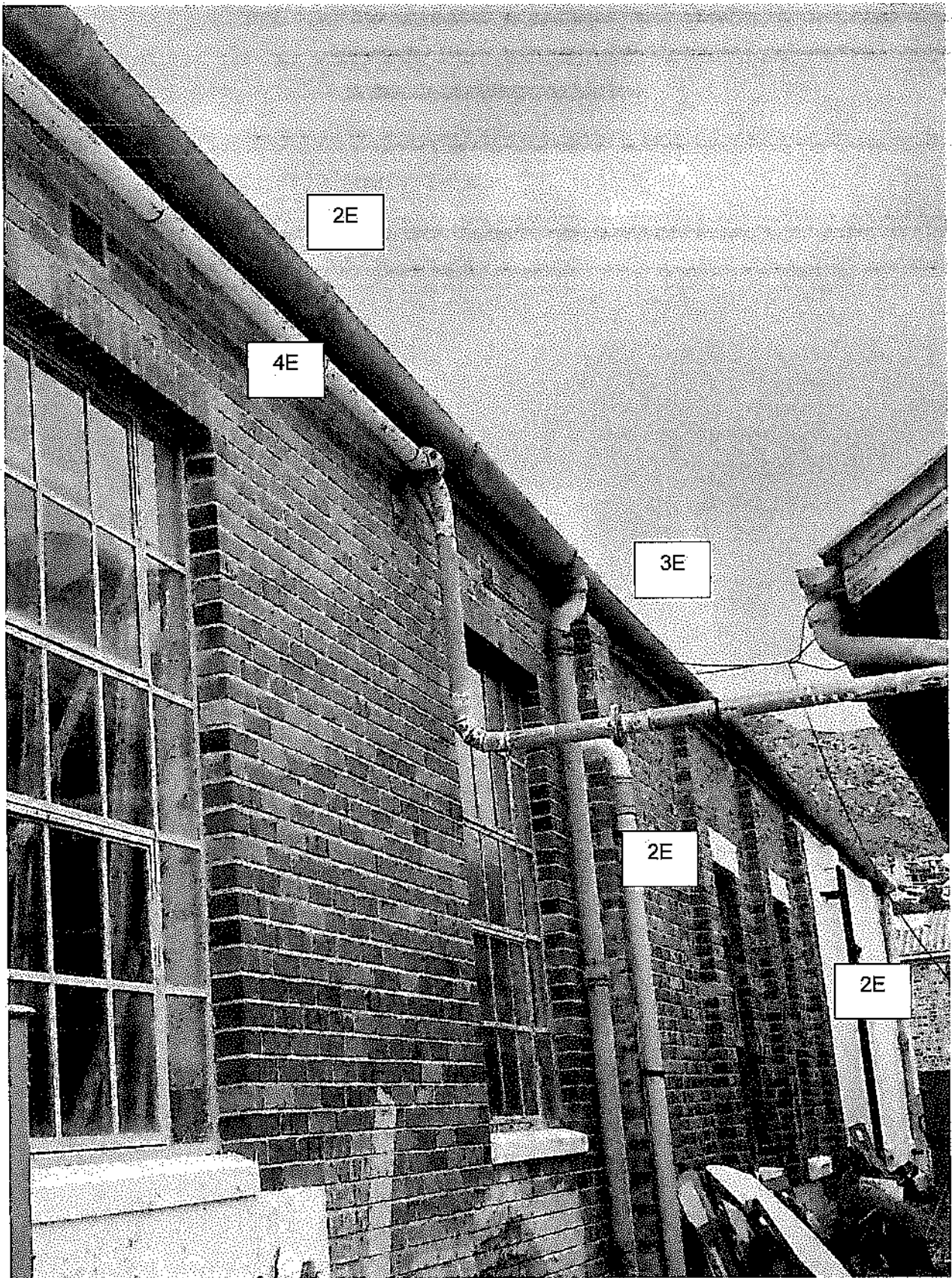


Figure 52

2E- Replace downpipes (size to match existing downpipe size)

3E- Replace gutters (entire length) (size to match existing)

4E- Replace all fascia boards (entire length) (size and material to match existing)

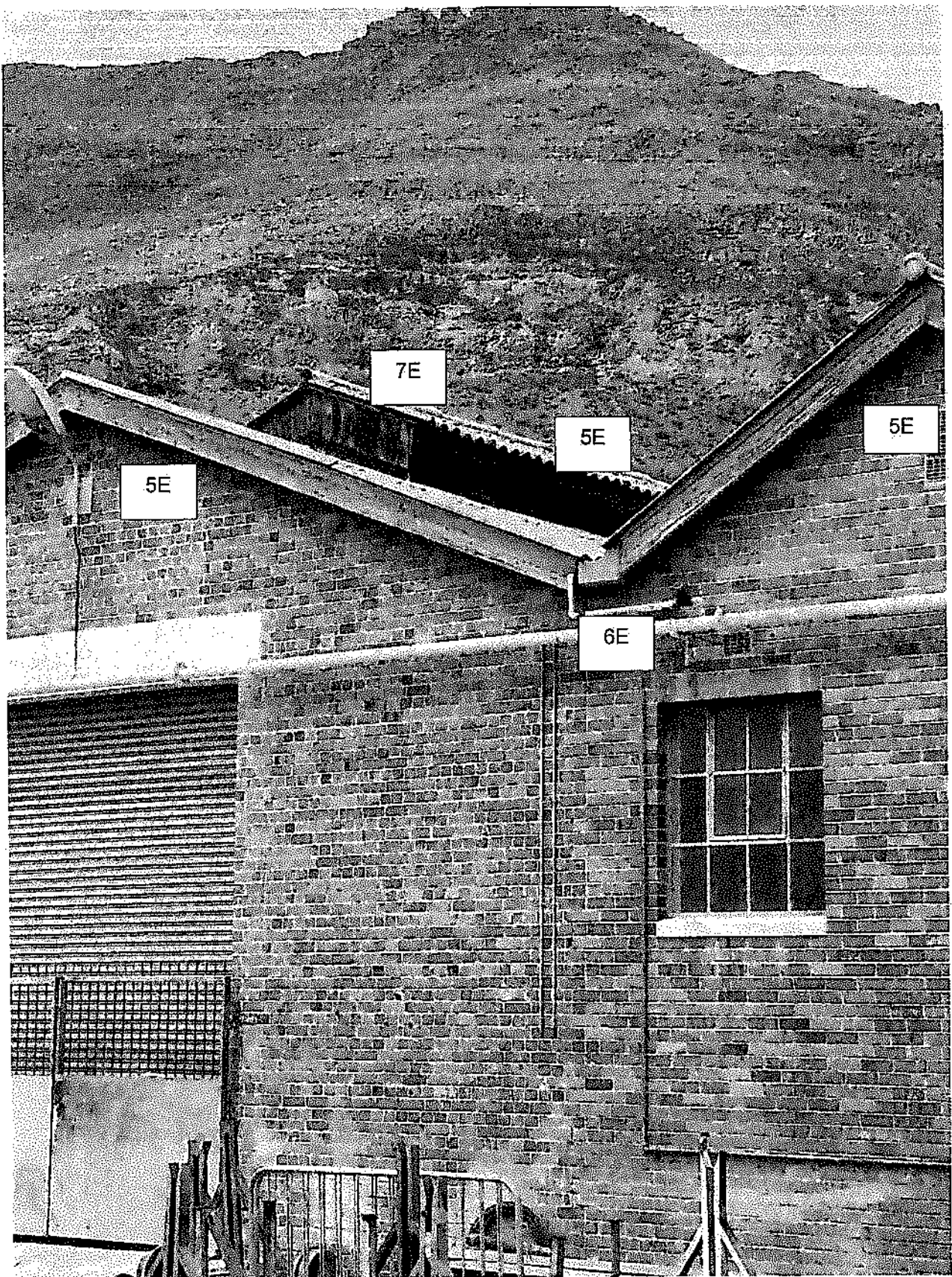


Figure 53

5E- Replace all fascia boards (size and material to match existing)

6E- Replace box gutter (entire length) (size of existing box gutter: 400mm x 400mm x 200mm)

7E- Apply wood treatment on wood



Figure 54

5E- Replace all fascia boards (entire length) (size and material to match existing)

6E- Replace box gutters (entire length) (size to match existing) (size of existing box gutter: 200mm x 300mm x 200mm)

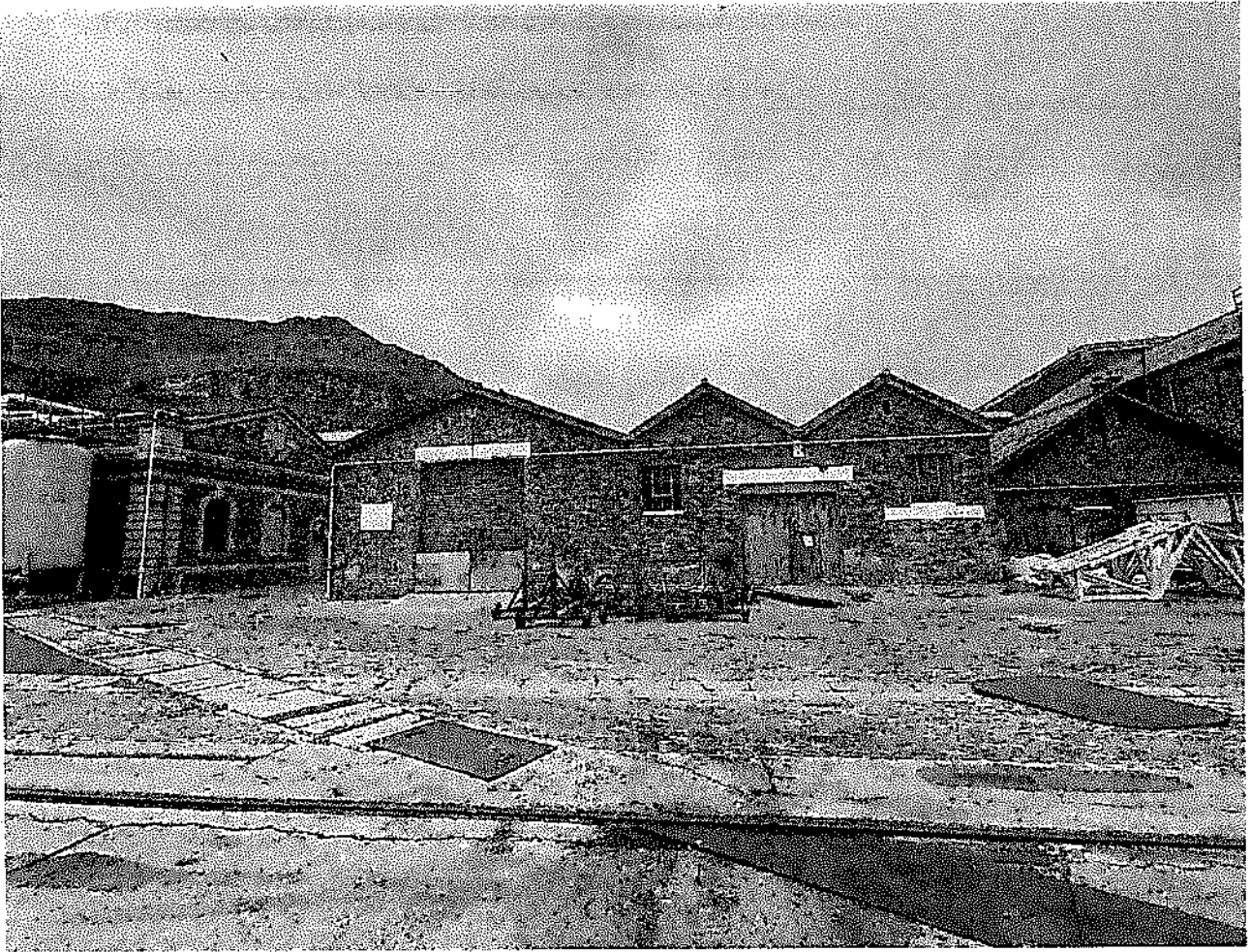


Figure 55

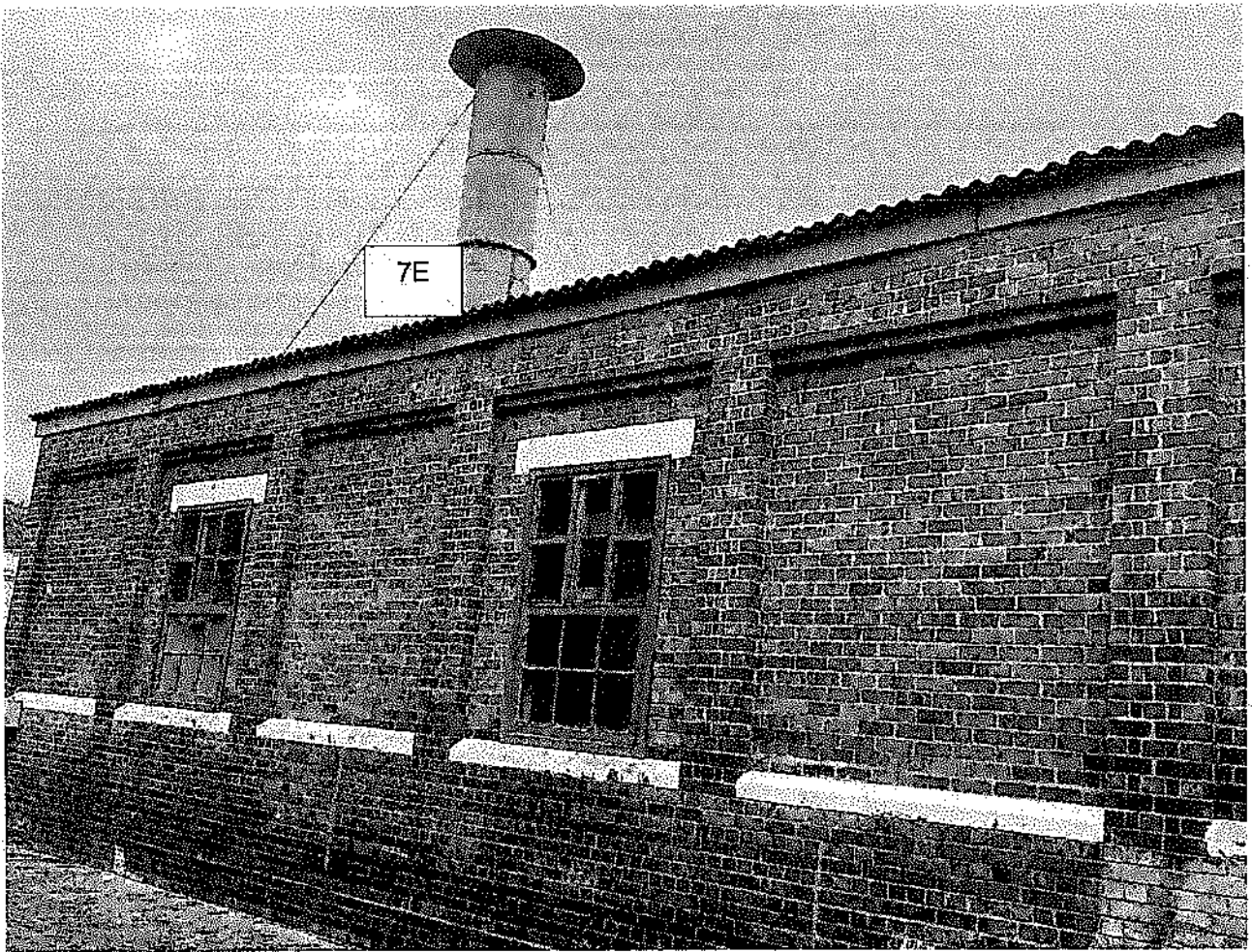


Figure 56

5E- Replace all fascia boards (entire length) (size and material to match existing)



Figure 57

1E- Waterproof around vent to prevent water ingress and birdproof/ add meshing

8E- Replace all fascia boards (entire length) (size and material to match existing)

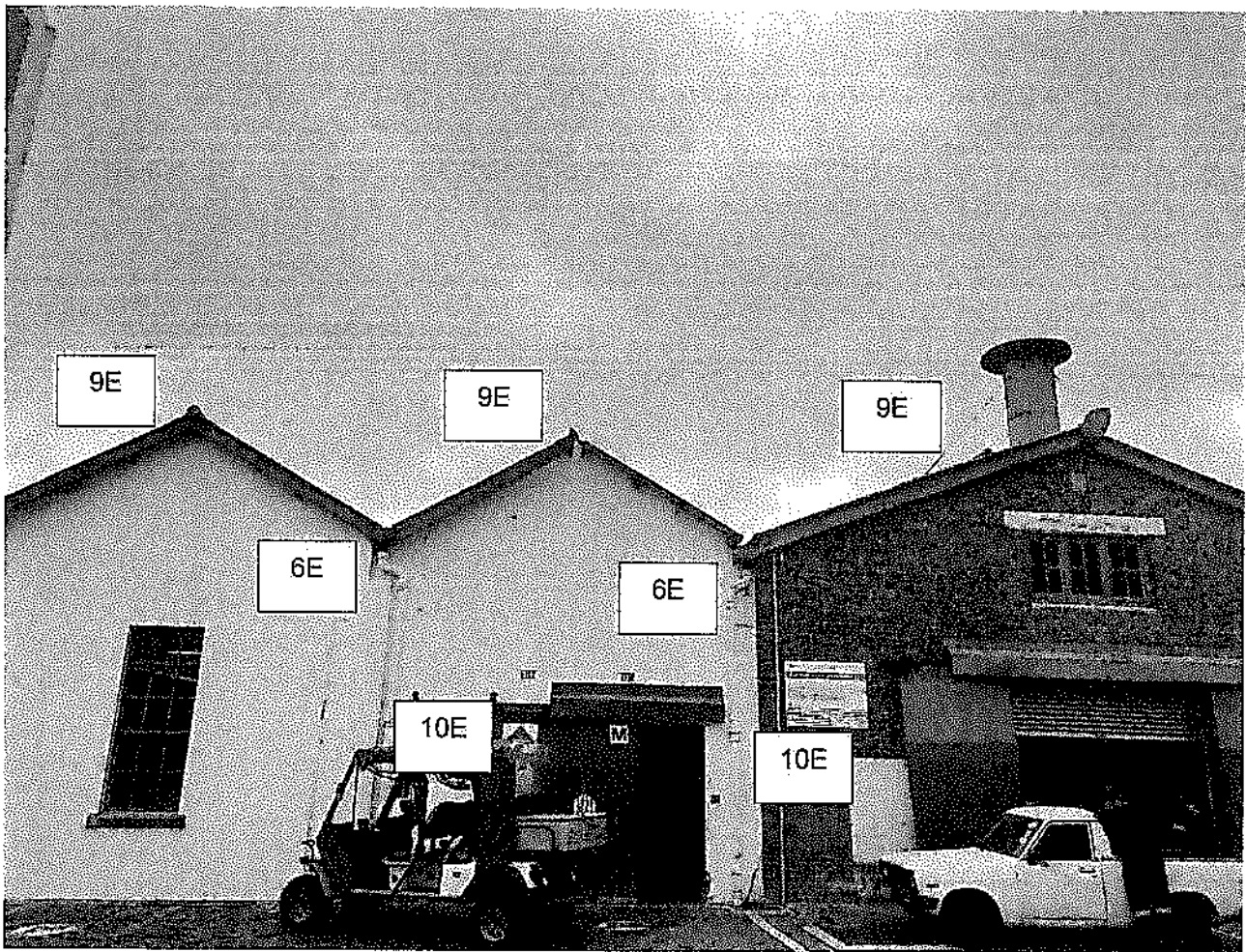


Figure 58

6E- Replace box gutter (entire length) (size of existing box gutter: 200mm x 300mm x 200mm)

9E- Replace all fascia boards (entire length) (size and material to match existing)

10E- Replace downpipes (size to match existing) (existing downpipe size: Ø110mm)

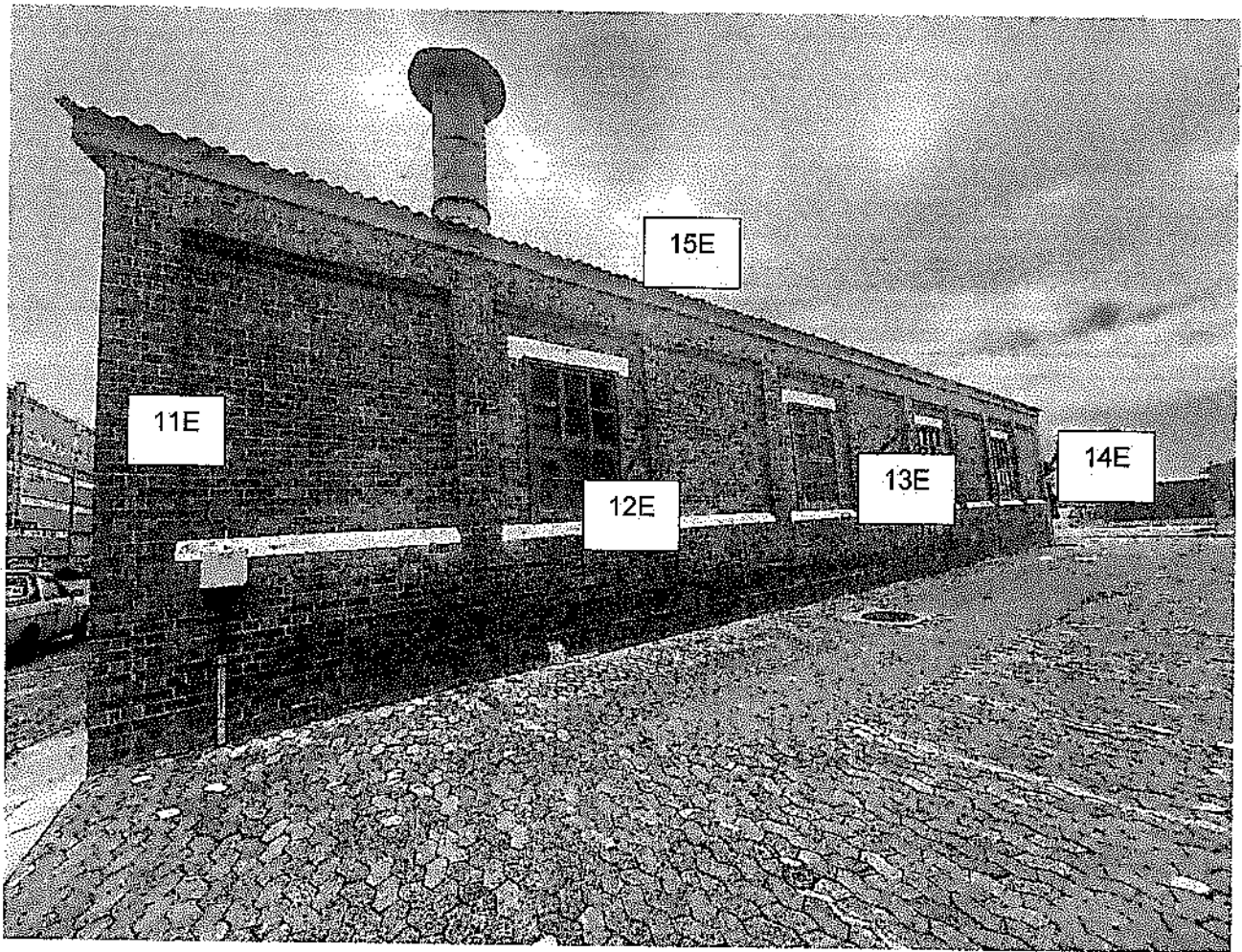


Figure 59

11E – 14E- Fit 4x downpipes (fit elbow from 12E to join 11E, and 13E to join 14E) (sizes to match existing on building)

15E- Fit gutters (sizes to match existing on building)



Figure 60

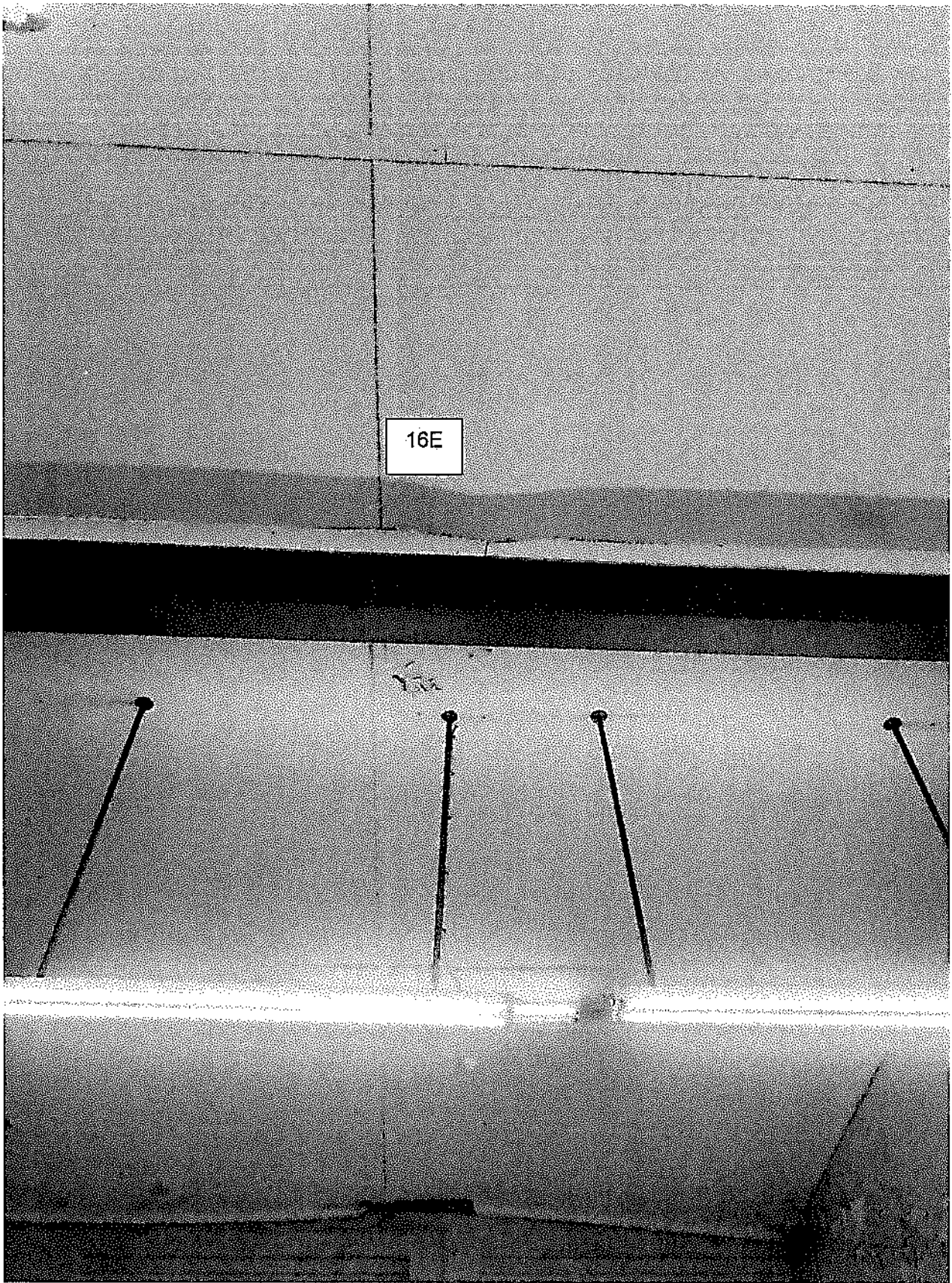


Figure 61

16E- Remove ceiling to access box gutter. Replace cove and dry walling once box gutter has been fitted – applicable for all box gutter replacement areas for this building.



Figure 62

2.17.6. RIGGERS WORKSHOP (BUILDING 649)

- 2.17.6.1. All existing roof sheeting and side cladding shall be demolished and replaced with new IBR roof sheeting.
- 2.17.6.2. The sheeting specification for a completely new roof and side cladding shall be 0.53mm colorbond or 0.55mm colorplus IBR profile sheeting, supplied in single lengths (from roof ridge to eaves gutter) fixed onto existing structural steel supports.
- 2.17.6.3. The colour of the new sheeting shall be confirmed on site in consultation with the APM.

- 2.17.6.4. Construct new aluminium gutters and rain water down pipes. All gutters shall be seamless 150mm x 150mm aluminium square gutters with baked enamel finish fixed with concealed brackets together with aluminium drop box funnels with baked enamel finish suitable for 150mm box gutter
- 2.17.6.5. All rainwater down pipes shall be $\varnothing 110$ mm aluminium downpipes with baked enamel finish. Note gutter brackets shall be fixed at a minimum 500mm centres fixed to existing structural steel.
- 2.17.6.6. Building parameters:
- Roof area: 1000 m²
 - Height of building: +/- 9m
 - Gutters (150mm x 150mm): 80m
 - Rainwater downpipe $\varnothing 110$ mm: 60m

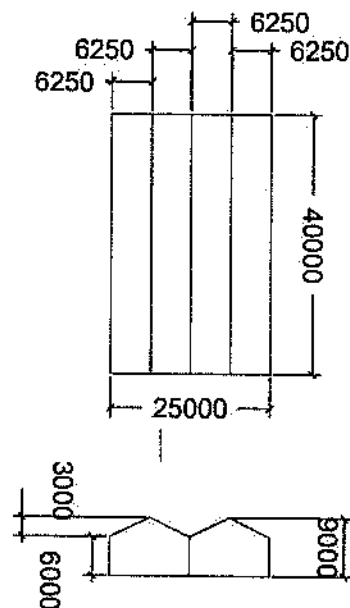


Figure 63: Plan and typical elevation for riggers workshop (BLDG 649)

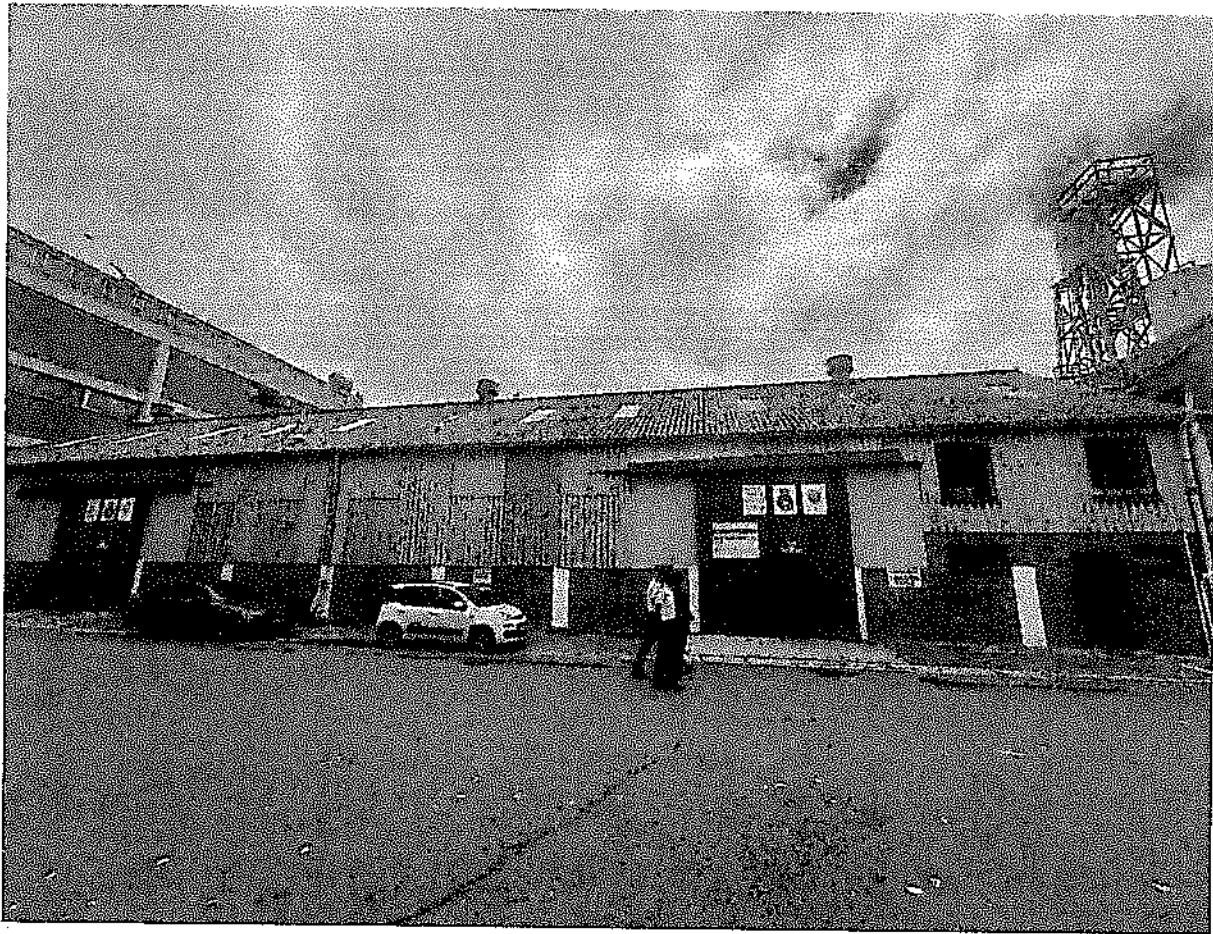


Figure 64

2.17.7. POLISHING SHOP (BUILDING 664)

- 2.17.7.1. The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations
- 2.17.7.2. The asbestos encapsulation coating must be applied both on the exterior and interior of the roof sheeting.
- 2.17.7.3. The contractor shall ensure that the asbestos encapsulation coating is suitable for encapsulation and the sealing of asbestos, suitable for interior & exterior use and its characteristics and properties shall be suitable for the application.
- 2.17.7.4. All asbestos gutters shall receive an asbestos encapsulation coating. The asbestos encapsulation coating shall be applied as per manufacturer's recommendations.

2.17.7.5. All asbestos rainwater gutters and rainwater down pipes shall be removed and replaced with new rainwater gutters and down pipes.

2.17.7.6. All gutters shall be seamless 200mm x 200mm aluminium square gutters with baked enamel finish fixed with concealed brackets together with aluminium drop box funnels with baked enamel finish.

2.17.7.7. All rainwater down pipes shall be Ø160mm aluminium down pipes with baked enamel finish. Note gutter brackets shall be fixed at a minimum 500mm centres fixed to existing structural steel.

2.17.7.8. Figure 66 – Figure 75 below shall be interpreted in conjunction with the above (2.17.7.1 - 2.17.7.7)

2.17.7.9. Building parameters:

- Roof area: 1000 m²
- Height of building: +/- 8.5m
- Gutters 150mm: 100m
- Rainwater downpipe Ø160mm: 60m

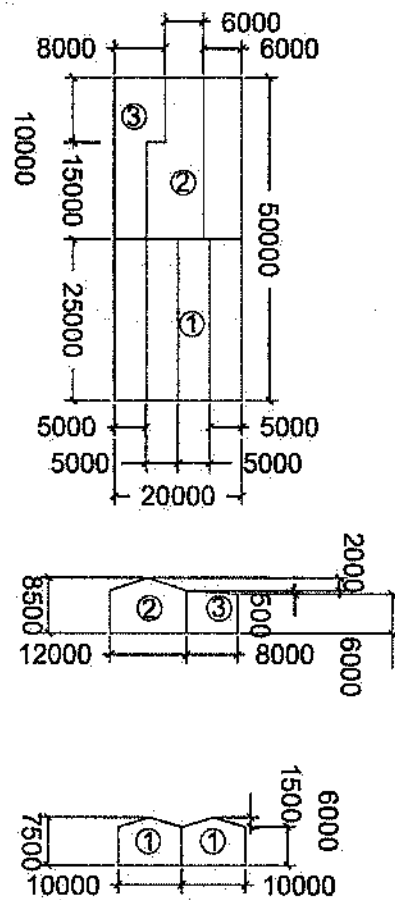


Figure 65: Plan and typical elevation for polishing shop (BLDG 664)

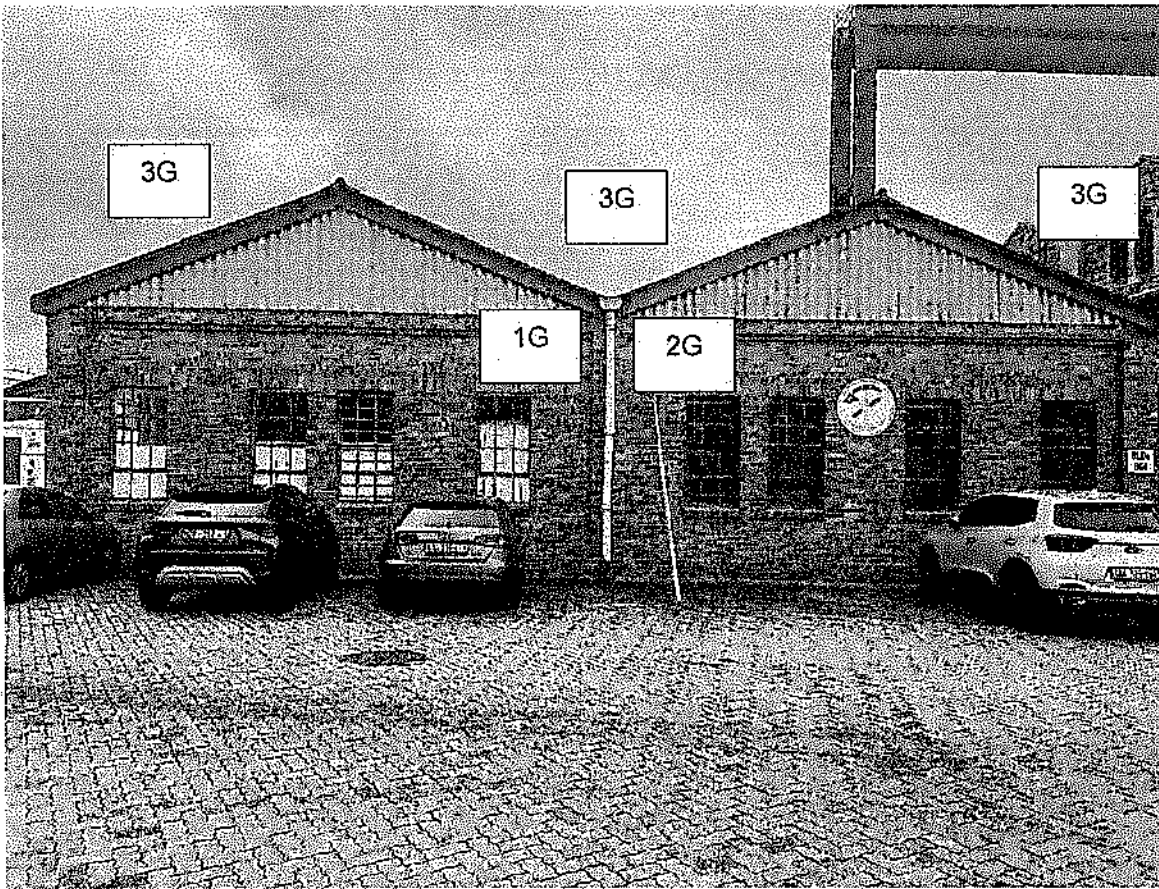


Figure 66

- 1G- Replace box gutter (entire length) (existing box gutter size: 120mm x 120mm x 400mm)
- 2G- Replace downpipe (size to match existing) (existing downpipe size: Ø160mm diameter)
- 3G- Replace all fascia boards (entire length) (size and material to match existing)

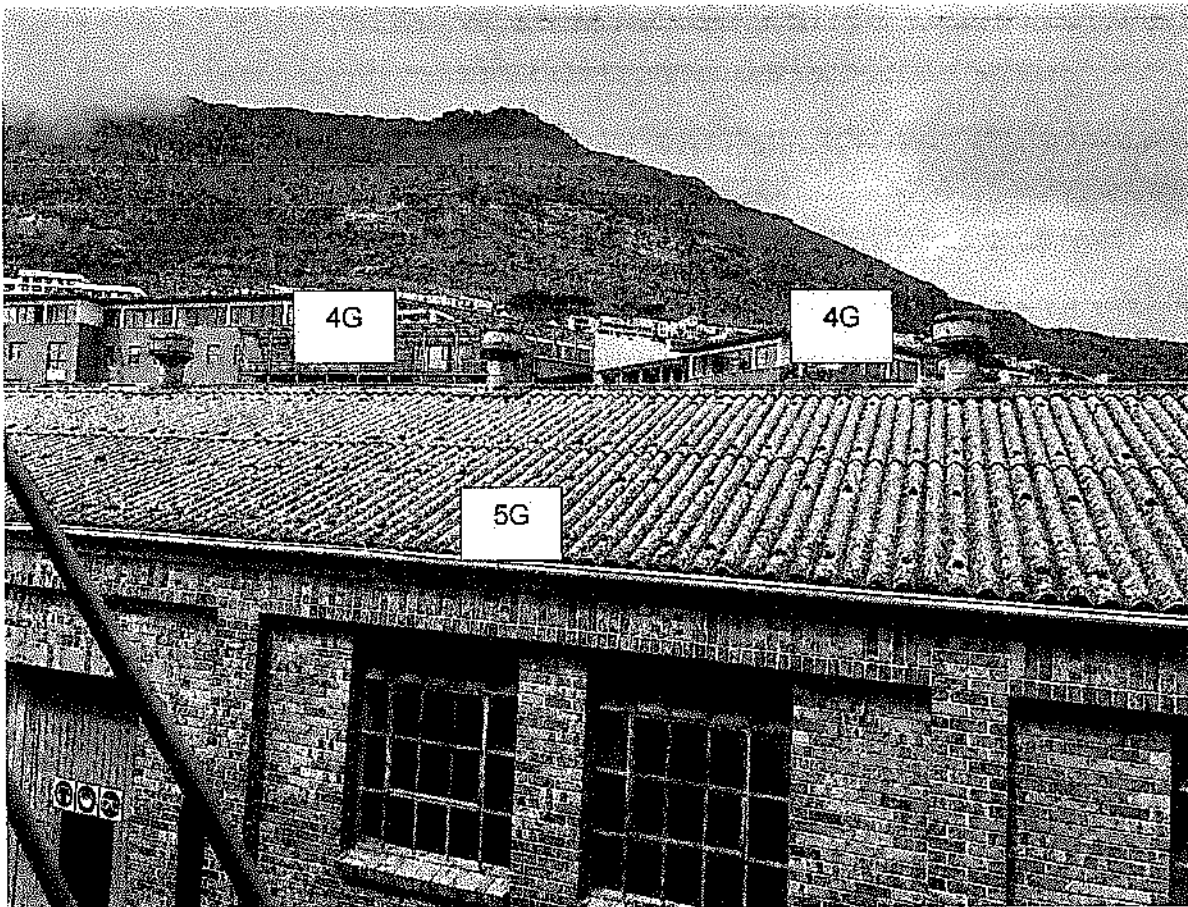


Figure 67

4G- Remove all 6x circular roof vents, close open area where vents were removed and waterproof.

5G- Replace fascia boards (entire length) (size and material to match existing)



Figure 68

6G- Fit down pipe (to match existing downpipes $\varnothing 75\text{mm}$; fit elbow to join downpipe with 7G)

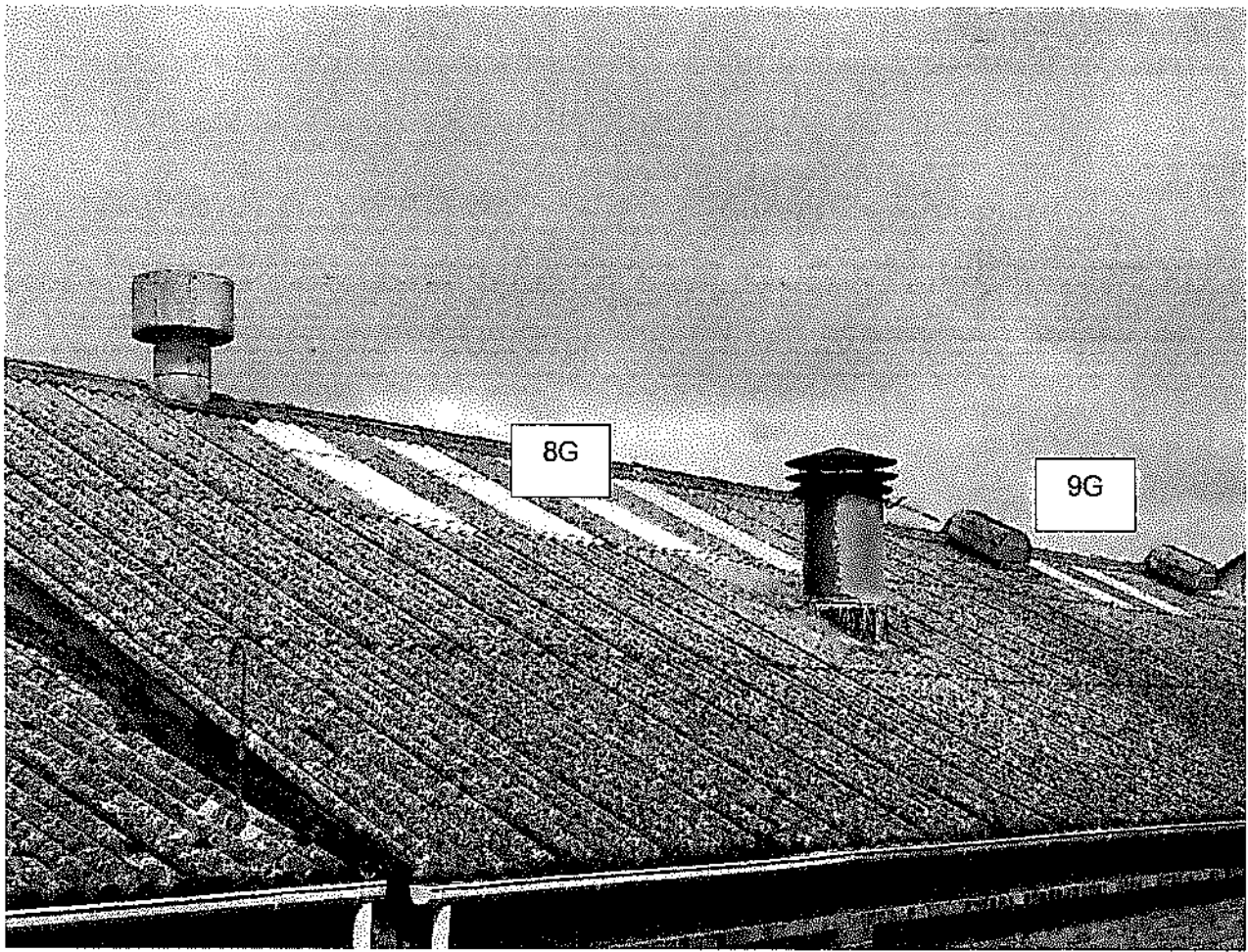


Figure 69

8G- Replace all translucent roof sheeting across the entire building

9G- Encapsulate, waterproof around square vents and birdproof/add meshing.

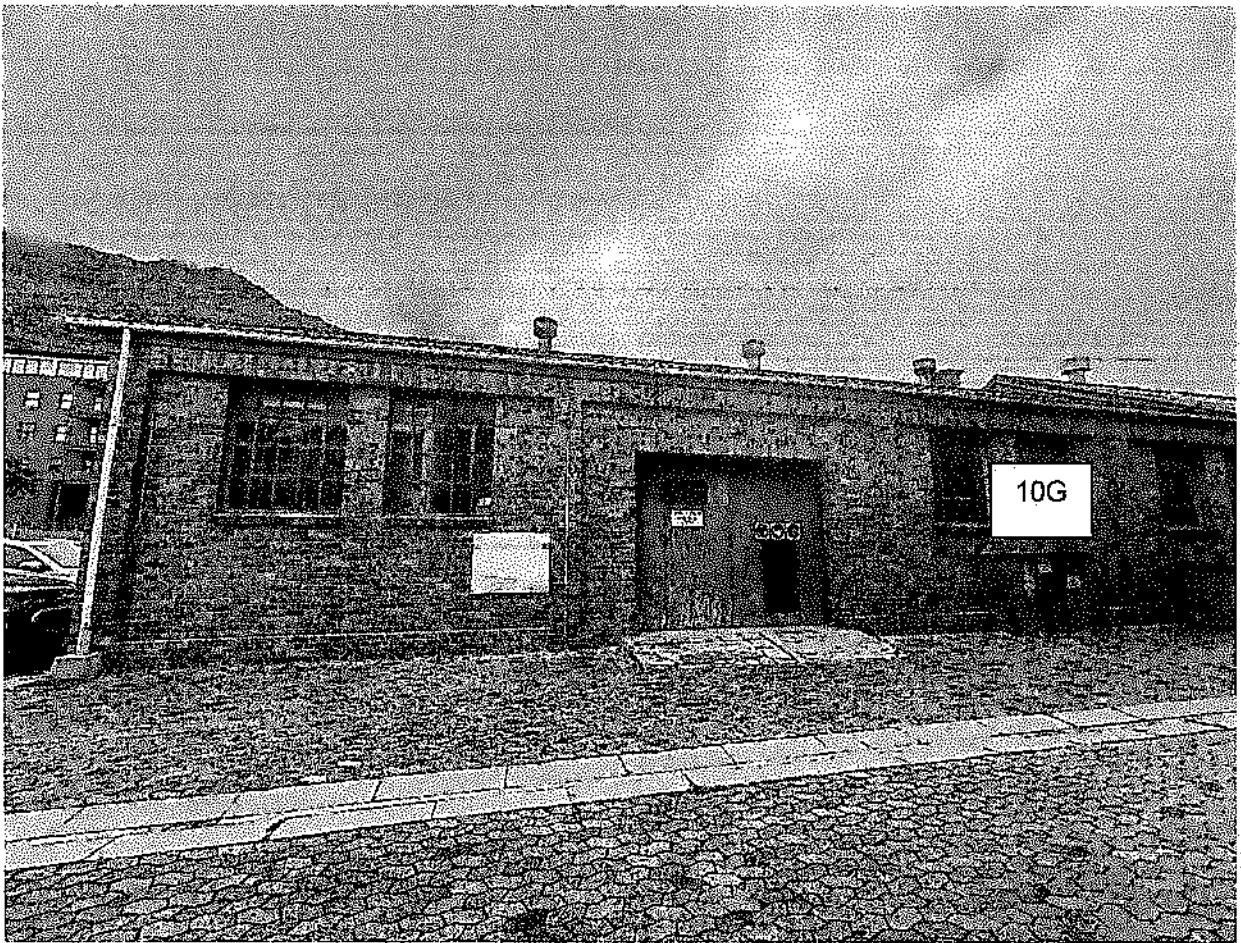


Figure 70

10G- Fit down pipe (to match existing downpipes $\varnothing 75\text{mm}$; fit elbow to join downpipe 11G)

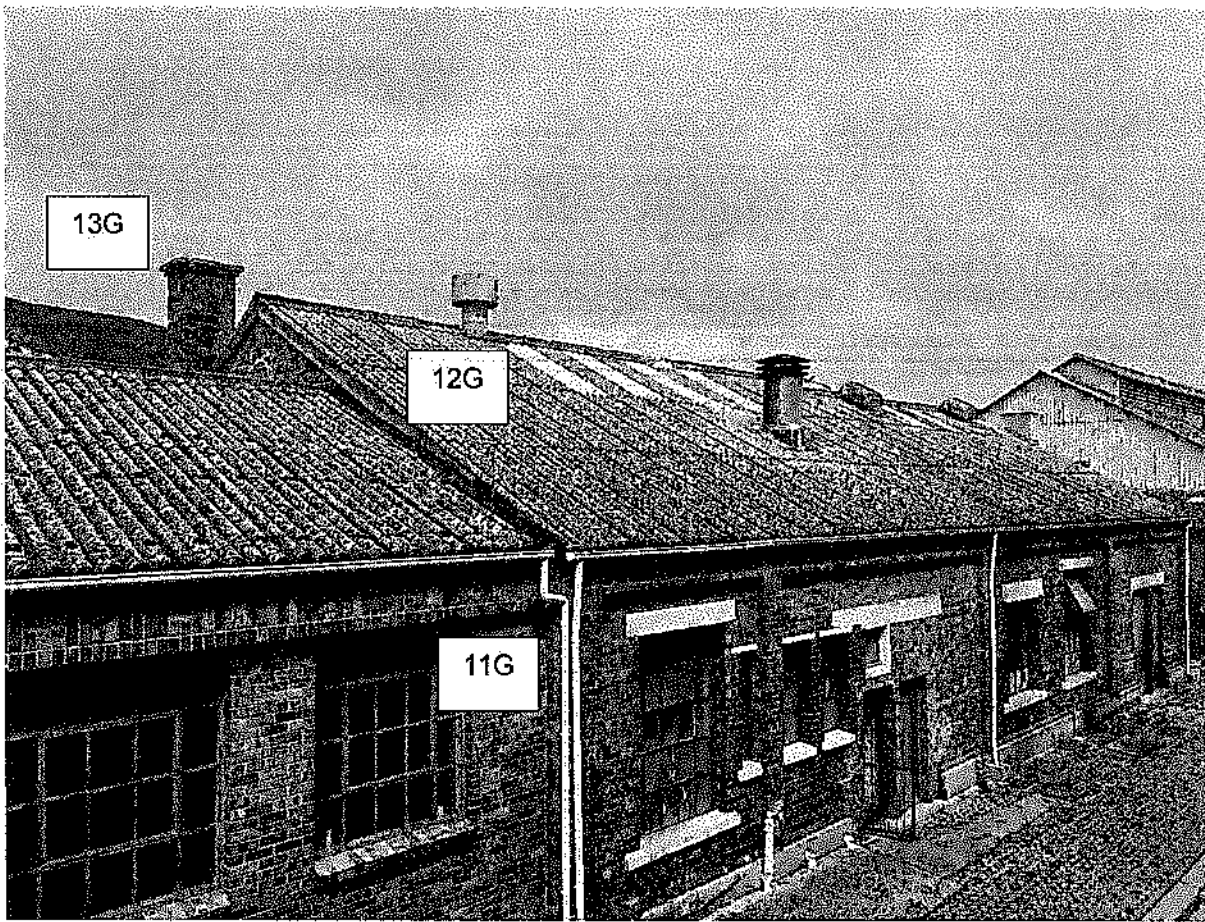


Figure 71

12G- Redo roof flashing on roof valleys/ areas

13G- Remove the chimney, enclose area and waterproof

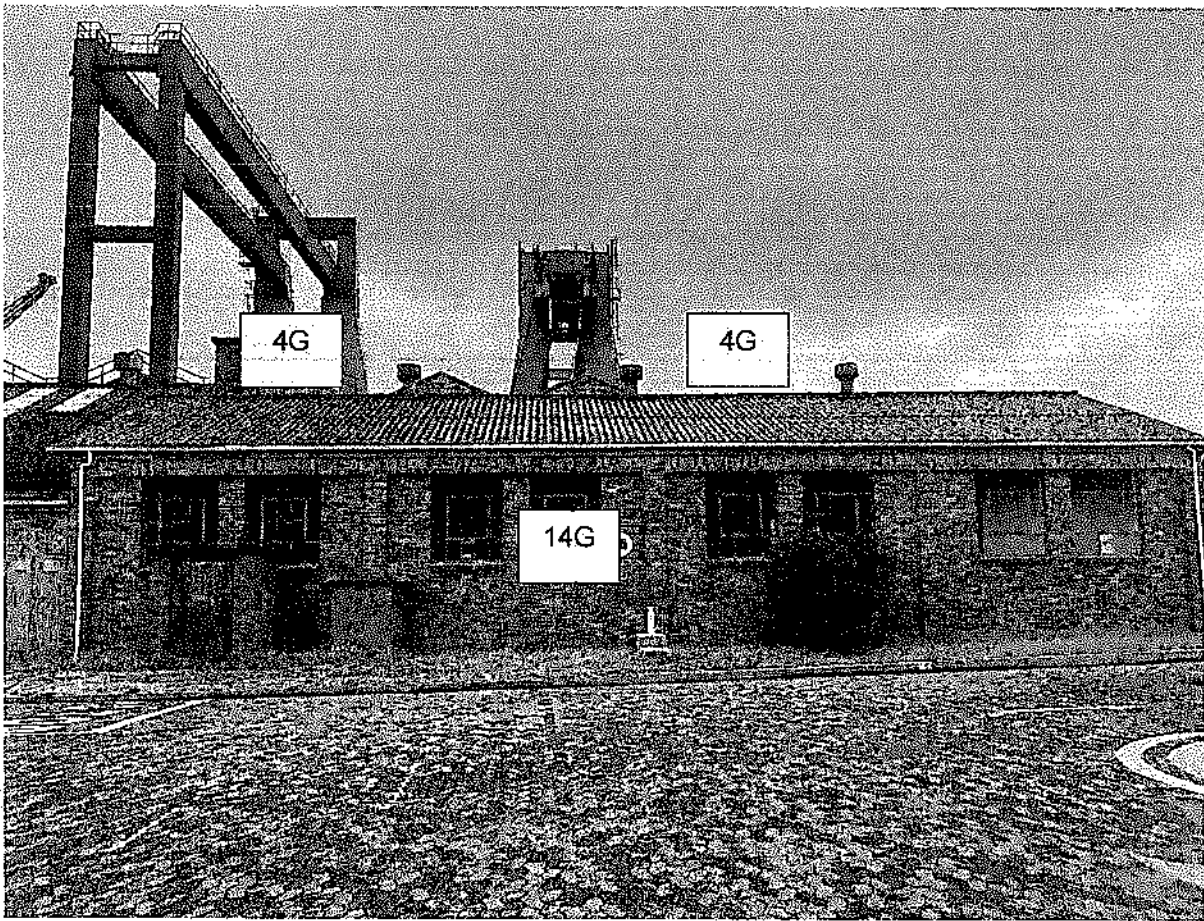


Figure 72

4G- Remove all 6x circular roof vents, close open area where vents were removed and waterproof.

14G- Fit down pipe (to match existing downpipes) (existing downpipe size: Ø75mm)

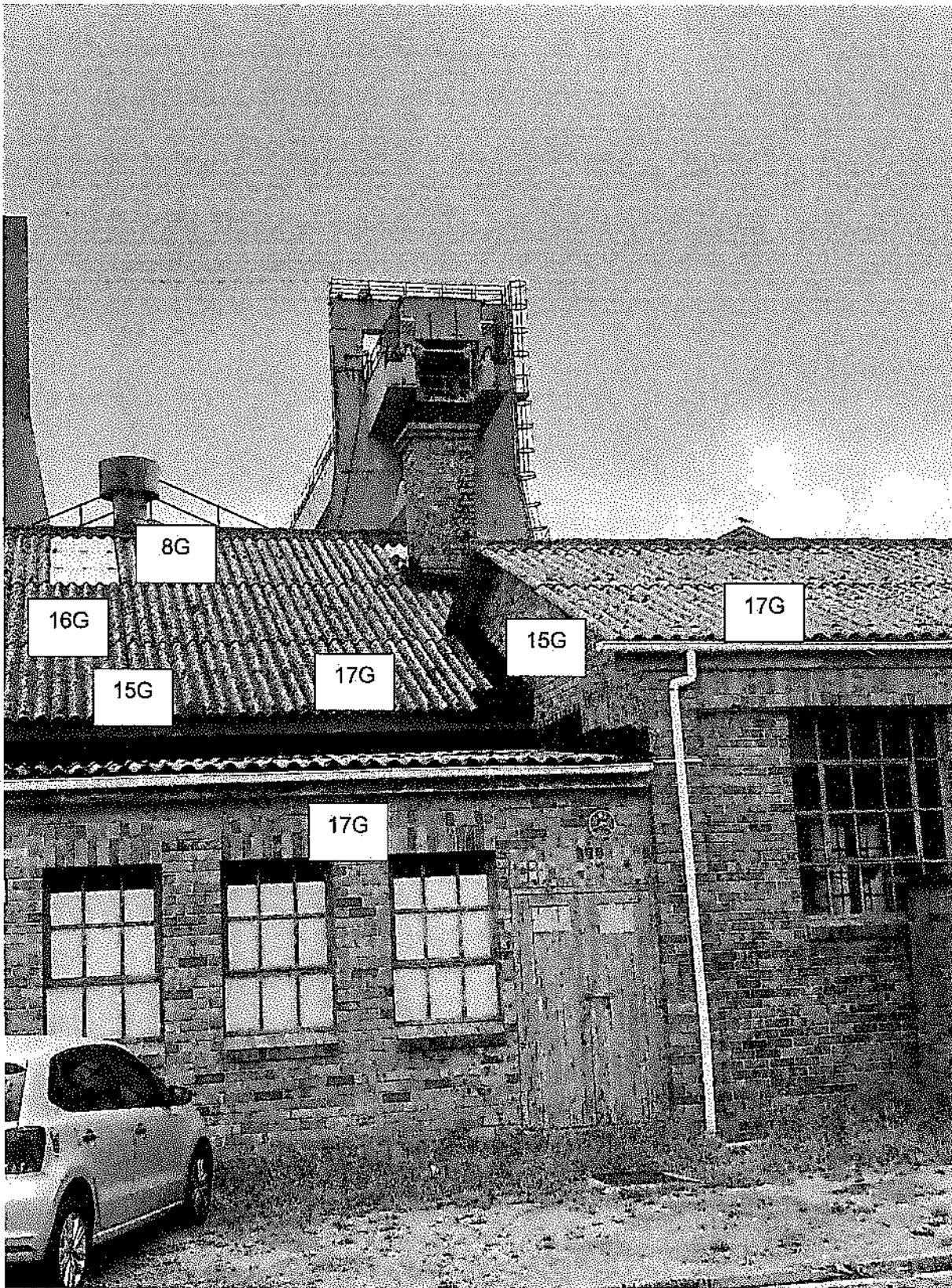


Figure 73

8G- Replace all translucent roof sheeting across the entire building

15G- Replace roof flashing on roof areas/ valleys

16G- Secure all loose roof sheeting screws/ replace missing roof sheeting screws on the entire building

17G- Replace fascia boards (entire length) (size and material to match existing)



Figure 74

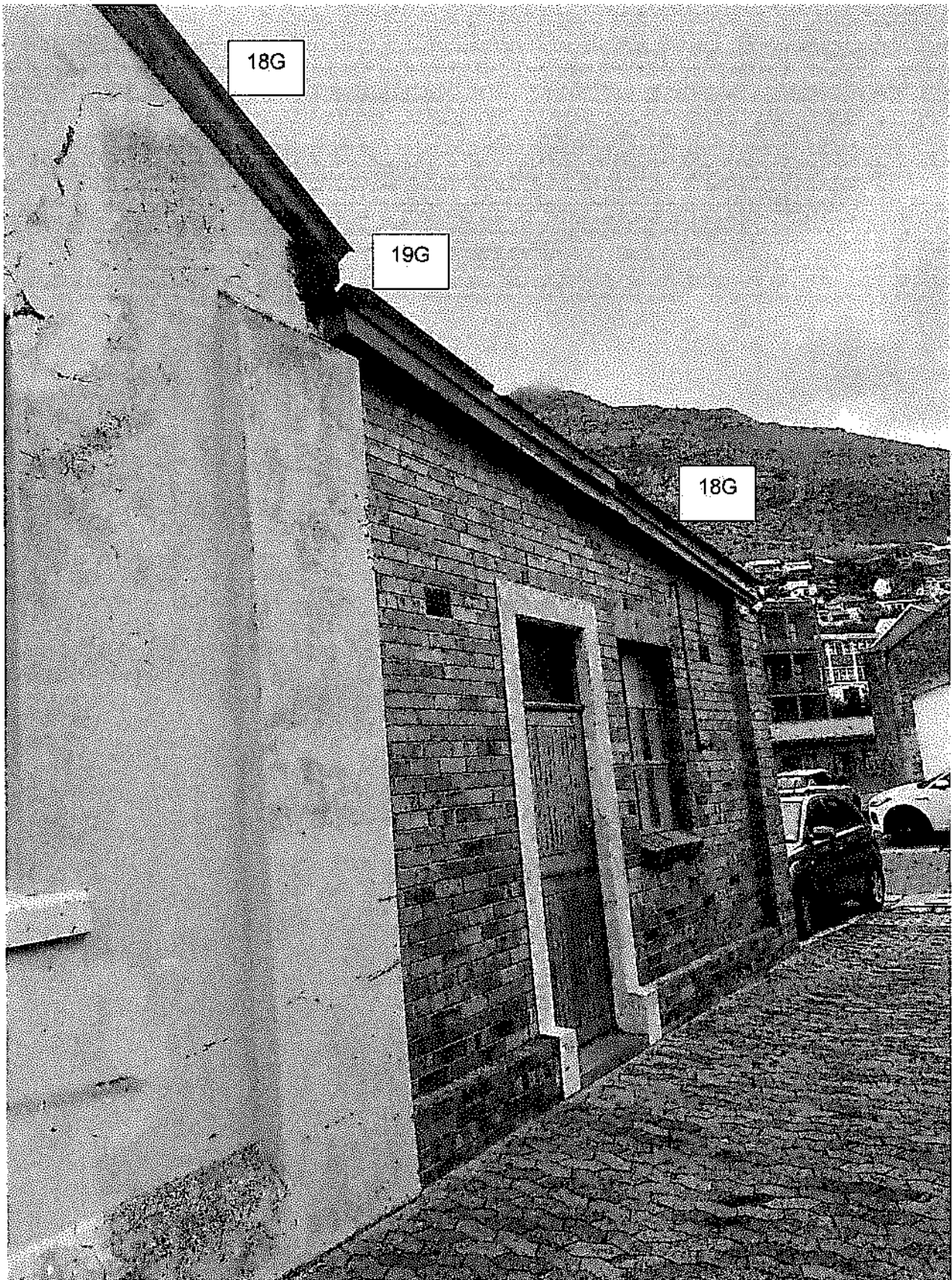


Figure 75

18G- Replace fascia boards (entire length) (size and material to match existing)

19G Replace roof flashing on roof areas/ valleys

3. ADDITIONAL CONTRACTUAL REQUIREMENTS:

3.1. Occupational Health and Safety:

Adherence to the Occupational Health and Safety Act of 1993 and as amended and the laws of the Republic of South Africa.

3.2. Asbestos Abatement Regulations:

3.2.1. Adherence to the Asbestos Abatement Regulations of 2020 noting the responsibilities of the Employer and Client as stated in the regulations will be transferred the Contractor.

3.2.2. The Contractor is to make allowance for this and no claims emanating from this will be entertained.

3.2.3. After the completion of type 3 asbestos work as defined, the contractor shall provide Armscor with an asbestos clearance certificate.

3.3. Provisional Bills of Quantities:

3.3.1. The Bills of Quantities is provisional and all quantities are re measurable.

3.3.2. Where possible allowances have been made for the works as included herein to the best of our knowledge and as per the information at hand. This could possibly change upon executing the works. Further allowances have been made for unforeseen or additional works under Contingencies.

3.3.3. The Contractor is deemed to have inspected the property and included for all the works required in their rates and pricing to reinstate the property to its state before the damages occurred.

3.4. Old Materials

Old materials resulting from the alterations and demolitions shall be removed from the site unless otherwise specified.

3.5. Demolitions

All demolition work shall be carried out in accordance with the Local By-laws and to the requirements of the Local Health Authorities All demolition work shall be carried out in strict accordance with the instructions and to the satisfaction of the APM.

3.6. Damage To Persons or Property

The Contractor shall be held responsible for any damage to persons or property and for the safety of the structures and shall allow for protection and indemnifying persons using the existing buildings from injury by virtue of the building operations, including providing necessary barriers, signs, etc.

3.7. Taking Out

Taking out doors, screens, windows, fittings, etc. is to include for their removal complete with frames, ironmongery, glass, etc., for removing architrave's, quadrants skirtings, blinds, burglar guards and all accessories to walls, reveals and around openings, for cutting out sills, etc., hacking up flooring in openings and for making good as previously described to walls, reveals, etc. unless otherwise described.

3.8. Removal of Asbestos

Removal of all asbestos shall be as per the Asbestos Abatement Regulations 2020. No payments will be made for these works without an approved disposal certificate.

3.9. Existing Building

The Contractor shall assume that the existing roof surfaces are damaged and frail. The Contractor shall provide for the necessary additional equipment requirement when working in these areas so as not to damage the roof further. Assessments of the roofs have been done and the costs for further repair emanating from the Contractor working on this roof will be for the Contractors cost.

3.10. Paint Specification

3.10.1. All paint shall be by a SABS approved Paint manufacturer.

3.10.2. Proof of SABS conformance shall be submitted to the APM.

3.11. Manufacturer's Instructions

All paint shall be applied as per the Manufacturer's instructions. The contractor shall provide all safety data sheets.

3.12. Previously Plastered Paint Surfaces

Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth.

3.13. Previously Painted Metal Surfaces

4. Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal.

3.14. Asbestos Encapsulation Coating

3.14.1. The Contractor shall provide a guarantee on the works and product for a minimum of 5 years.

3.14.2. The contractor shall submit a letter of guarantee upon completion.

3.15. Security classification

All the work is classified as Confidential, meaning that, the potential supplier will have their premises Security assessed and issued with a Confidential Facility Security Clearance Certificate (FSC) in case of compliant. All employees of potential suppliers will have to complete the Security Clearance application forms to the level of Confidential and submit them to the Vetting Division as soon as possible. Only positive Security Clearance results will be accepted as the only means of access in to the Naval Base. The prospective bidder and all employees who will be working on the project or whose work will expose them to the project, shall undergo a Security Clearance process (at their own expenses) and obtain a positive security clearance result. Any question regarding the Security Clearance process and costs shall be directed to Armscor HQ Security & Facilities Department.

APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD

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1. INTRODUCTION

In terms of the Construction Regulation 5(1) (b) of the Occupational Health and Safety Act, No.85 of 1993 and construction regulation 2014 the Client, is required to compile a Health & Safety Specification for any intended project and provide such specification to any prospective contractor who, on appointment shall submit a Health and Safety Plan which shall address the requirements of this specification.

This objective of safety specification is to ensure that the principal contractor entering into a Contract with the Client achieves an acceptable level of OHS performance. This document forms an integral part of the Contract and the principal contractor and Subcontractors should include it in part of any Contract that they may have with their Subcontractors and/or Suppliers.

Compliance with this document does not absolve the Client from complying with minimum legal requirements and the Client remains responsible for the health & safety of his employees and those of his Mandatories. The Client reserves the right to audit, monitor and where necessary regulate the site work activities of the principal appointed contractor as per Construction Regulation 7(1) a and 7(c) v.

1.1. Purpose of the Construction Health and Safety Specification

To assist in achieving compliance with the Occupational Health and Safety Act 85 / 1993 and the new promulgated Construction Regulation (2014) in order to reduce incidents and injuries. The Construction specifications shall act as basis for the drafting of the Construction Health and Safety Plan. These specifications in no way release contractors from compliance with the relevant legal compliance. The construction specification sets out the requirements to be followed by the principal contractor and Subcontractors so that the health and safety of all persons potentially at risk is reduced.

1.2. Implementation of the Construction Health and Safety Specification

This specification forms an integral part of the contract, and the principal contractor is required to use it at pre-tender phase when drawing up its project-specific construction phase health and safety plan. The principal contractor shall forward a copy of this specification to all Subcontractors at their bidding stage so that they can in turn prepare health and safety plans relating to their operations.

1.3. Abbreviations

- OHS Act: Occupational Health and Safety Act, Act 85 of 1993
- OHS: Occupational Health and Safety
- AAR: Asbestos Abatement Regulation, 2020 (as amended)
- CR: Construction Regulations GNR.84 of 7 February 2024 (as amended)
- EMR: Electrical Machinery Regulations, GNR. 250 of 25 March 2011 (as amended)
- DMR: Driven Machinery Regulations, GNR.540 of 24 June 2015 (as amended)
- FEM: The Federated Employers Mutual Assurance Company
- GMR: General Machinery Regulations, GNR.1521 of 5 August 1998 (as amended)
- ER: Environmental Regulations for Workplaces, GNR.2281 of 16 October 1987(as amended)
- GSR: General Safety Regulations, GNR.1031 of 30 May 1986 (as amended)
- HSC: Regulations for Hazardous Chemical Substances, 2020, GNR.280 of 29 March 2021 (as amended)
- HSS: Health & Safety Specifications
- COIDA: Compensation for Occupational Injuries and Diseases Act

2. PROJECT DETAILS AND SCOPE OF WORK

The scope of work is defined under "Specification", section 2 above.

2.1. Application

This specifications document is a legal compliance document drawn up in terms of the OHS Act and is therefore binding. The contractors and subcontractors shall, as a minimum, comply with the:

- 2.1.1. Occupational Health & Safety Act and Regulations (Act 85 of 1993).
- 2.1.2. A current, up-to-date copy of the OHS Act and Construction Regulations shall be available on site at all times.
- 2.1.3. Compensation for Occupational Injuries & Diseases Act (Act 130 of 1993).
- 2.1.4. The principal contractor shall submit a letter of registration and good-standing from the Compensation Insurer prior to awarding of the order.
- 2.1.5. All contractors shall comply with the Integration Labour Law Act and regulations.
- 2.1.6. All relevant National Building Regulations.

2.2. Definitions

The definitions as listed in the OHS Act and applicable regulations shall apply.

3. MINIMUM ADMINISTRATIVE REQUIREMENTS

3.1. Notification to Commence Construction Work

The principal contractor shall notify the Provincial Director of the Department of Labour in writing before construction work commences. A copy of this notification must be held in the principal contractor's health & safety file on site, a copy shall also be provided to Armscor SHE department and APM.

3.2. Assignment of Project Managers / Contractors' Responsible Persons to Supervise Health and Safety on Site.

The principal contractor and subcontractors shall make supervisory appointments as well as other relevant appointments in writing as stipulated by the OHS Act and Construction Regulations 2014.

Refer to Annexure B for more details and relevant appointments.

3.3. Site Establishment

Site establishment which may include:

- 3.3.1. Office/s
- 3.3.2. Secure/Safe Storage and storage areas for materials, plant & equipment
- 3.3.3. Ablution facilities for male and female
- 3.3.4. Shower facilities with hot and cold water
- 3.3.5. Sheltered dining area with seating
- 3.3.6. Vehicle access to the site
- 3.3.7. Hazardous chemical stores
- 3.3.8. Storage / lay down area
- 3.3.9. Changing facilities

The principal contractor shall liaise with the APM to plan and coordinate the site establishment upon award of order.

3.4. Competence of the Contractors' Appointed Competent Persons

The principal contractor and its subcontractor's competent persons for the various risk management portfolios shall fulfil the criteria as stipulated under the definition of 'Competent' in accordance with the Construction Regulations.

3.5. Compensation for Occupational Injuries and Diseases Act 130 of 1993 (COIDA)

The principal contractor and subcontractors shall hold proof of workman's compensation insurance registration in the form of a letter of good standing and forward a copy to the APM prior to commencement of work.

A copy of the letter of good standing shall also be available on site.

3.6. Health and Safety Organogram

The principal contractor and subcontractors shall prepare an organogram, outlining the site health & safety management structure and appoint competent persons.

In cases where appointments have not been made, the organogram shall reflect the intended positions.

The organogram shall be updated when there are changes in the Site Management Structure and dated accordingly.

3.7. Preliminary Hazard Identification and Risk Assessments

3.7.1. The principal contractor and subcontractors performing construction work shall, before the commencement of any construction work or work associated with the aforesaid construction work and during such work, carry out a risk assessment, which shall be performed by a competent person, appointed in writing, and the risk assessment shall form part of the OHS Plan and be implemented and maintained as contemplated in the Construction Regulations 9 (1).

3.7.2. The Risk Assessment shall include, at least:

3.7.2.1. The identification of the risks and hazards to which persons may be exposed to,

3.7.2.2. The analysis and evaluation of the risks and hazards identified,

3.7.2.3. A documented plan of safe work procedures to mitigate, reduce or control the risks and hazards that have been identified,

3.7.2.4. A monitoring plan and

3.7.2.5. A documented review plan.

3.7.3. Based on the risk assessments, principal contractor must develop a set of site-specific OHS rules that will be applied to regulate the OHS aspects of the construction.

3.8. General Record Keeping

3.8.1. The principal contractor and subcontractors shall keep and maintain health and safety records to demonstrate compliance with

these H&S Specifications, with the OHS Act 85 of 1993, and with the Construction Regulations.

3.8.2. Armscor shall also ensure that all records of incidents/injuries, emergency procedures, training, planned maintenance inspections, monthly contractor and subcontractor audits, etc. are kept in the health & safety file(s) held by Armscor SHE department.

3.8.3. The principal contractor shall ensure that every subcontractor keeps its own health & safety file, maintains the file and makes it available on request (the file must include the principal contractor's health & safety plan).

3.8.4. The principal contractor's safety files will be audited by Armscor.

3.9. Inspection Registers

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

Items that are listed below may change depending on the equipment being used on site:

3.9.1. First Aid dressing registers,

3.9.2. Fire equipment,

3.9.3. Lifting equipment,

3.9.4. Lifting gear,

3.9.5. Portable electrical equipment,

3.9.6. Stacking and storage inspections,

3.9.7. Ladders,

3.9.8. Safety Harnesses,

3.9.9. Scaffolding – static and mobile,

3.9.10. Construction Vehicles and Mobile Plant,

3.9.11. Health and Safety Representative Checklists, etc.

3.10. Injury / Incident Reporting and Investigation

3.10.1. Injuries shall be categorized into first aid; medical; disabling (lost day); and fatal.

3.10.2. When reporting injuries to the Armscor, these categories shall be used.

3.10.3. The principal contractor and subcontractor(s) shall investigate all injuries.

3.10.4. The principal contractor and subcontractor(s) shall report on the 4 categories of injuries to the Armscor SHE department at least monthly.

3.10.5. The principal contractor and subcontractor(s) shall investigate injuries and incidents involving their employees and forward a copy of the investigation report to the Armscor SHE department.

3.10.6. All incidents reportable in terms of the provisions of Section 24 of the OHS Act, 1993 must be reported to the local Dept. of Labour in the prescribed manner.

3.10.7. The principal contractor and subcontractors must report all incidents where an employee is injured on duty to the extent that he/she

3.10.7.1. Dies,

3.10.7.2. Becomes unconscious,

3.10.7.3. Loses a limb or part of a limb,

3.10.7.4. Is injured or becomes ill to such a degree that he/she is likely either to die or to suffer a permanent physical defect or likely to be unable for a period of at least 14 days either to work or continue with the activity for which he/she was usually employed.

Or where:

3.10.7.5. A major incident occurred,

3.10.7.6. The health or safety of any person was endangered,

3.10.7.7. A dangerous substance was spilled,

3.10.7.8. The uncontrolled release of any substance under pressure took place,

3.10.7.9. Machinery or any part of machinery fractured or failed resulting in flying, falling or uncontrolled moving objects,

3.10.7.10. Machinery ran out of control.

3.10.8. The principal contractor is required to provide the Armscor SHE department with copies of all internal and external accident/incident investigation reports including the reports contemplated above within 7 days of the incident occurring.

3.11. Permits

Permits may include, but not limited to, the following:

3.11.1. Closing of public roadways,

3.11.2. Parking and walkways Road works permit,

3.11.3. Demolition,

3.11.4. Specialized lifting,

3.11.5. Asbestos removal

The principal contractor shall manage and co-ordinate these permit procedures prior to work commencement.

3.12. Preparation of Health & Safety Documentation

It is the duty of principal contractor to ensure that all documentation that is required are kept or generated during the construction process and works are consolidated into one set of documents that must be handed over to the APM upon completion of the construction work.

3.13. Health and Safety Audits, Monitoring and Reporting

3.13.1. Armscor will conduct regular health and safety audits of the work operations including a full audit of physical site activities as well as an audit of the administration of health and safety.

3.13.2. The principal contractor is obligated to conduct similar audits on all subcontractors appointed by them.

3.13.3. Detailed reports of the audit findings and results shall be reported on at all levels of project meetings / forums.

3.13.4. Copies of Armscor's audit reports shall be kept in the contractor's SHE File while the principal contractor's audit reports shall be kept in their file, and a copy forwarded to Armscor SHE department.

3.13.5. Subcontractors shall audit their subcontractors and keep records of these audits in their health and safety files and shall be available on request.

3.14. Emergency Procedures

3.14.1. The principal contractor shall submit a detailed Emergency Procedure for approval by Armscor SHE department prior to commencement of work on site.

3.14.2. The procedure shall detail the response plan including the following key elements:

3.14.2.1. List of key competent personnel.

3.14.2.2. Details of emergency services.

3.14.2.3. Actions or steps to be taken in the event of the specific type of emergencies.

3.14.2.4. Information on hazardous materials / situations.

3.14.3. Emergency procedure(s) shall include, but shall not be limited to, fire, spills, accidents to employees, use of hazardous substances, bomb threats, major accidents / incidents etc.

3.14.4. The principal contractor shall advise Armscor SHE department and APM in writing forthwith of any emergencies, together with a record of actions taken. A contact list of all service providers (Fire department, Ambulance, Police, Medical and Hospital etc.) must be maintained and available to site personnel.

3.14.5. The principal contractor shall develop a Site Emergency Evacuation Plan detailing specifications for the appropriate appointments for the firefighting team, bulk first aid and the emergency coordinating team.

3.14.6. In addition to which, mustering points must be identified and depicted using the appropriate symbolic signage (SANS Approved).

3.14.7. The Emergency Evacuation Plan must be approved by in consultation with Armscor SHE department.

3.14.8. Should the early warning fire alarm system not be integrated, each zone / area must, be accommodated in the site Evacuation Plan (Section 9 – Environmental Regulations of the OHS Act).

3.14.9. The Site Manager shall conduct an emergency identification exercise and establish what emergencies could possibly develop. He / she shall then develop a detailed contingency plan and emergency procedure, considering any emergency plans that may already be in place.

3.14.10. The principal contractor and subcontractors shall hold regular practice drills of the contingency plans and emergency procedures to test them and to familiarize employees with them.

3.14.11. The principal contractor shall appoint a competent person to act as Emergency Controller / Coordinator.

3.14.12. A contact list of all emergency providers (Fire Department, Ambulance, Police Medical and Hospital) shall be maintained and available to all site personnel.

3.14.13. An emergency, which is likely to require outside emergency assistance, may attract mass circulation written media or electronic media attention and be harmful to Armscor's reputation. No person may comment on the incident on site without prior approval of Armscor.

3.15. Personal Protective Equipment (PPE) and Clothing

3.15.1. The principal contractor and subcontractors shall ensure that all workers are issued with, and not limited to, the following:

3.15.1.1. Hard hats.

3.15.1.2. Reflective vests.

3.15.1.3. Steel toe safety footwear.

3.15.1.4. Two-piece overalls.

3.15.1.5. Pig skin or similar gloves for labour intensive work.

3.15.1.6. PVC gloves to be used for any wet work or concrete work.

3.15.1.7. Ear plugs for machinery that produces under 85 Db's.

3.15.1.8. Earmuffs for operations that produce more than 85 Db's.

3.15.1.9. Eye protection in the form of safety glasses for any operations that produce dust or debris that can enter a person's eye.

3.15.1.10. Face shield to be used for any grinding operations.

3.15.1.11. Double lanyard safety harness for all work at height above 2 meters.

3.15.1.12. Leather apron for grinder operations.

3.15.1.13. Any other Personal Protective Equipment that may be required due to the nature of the work.

3.15.1.14. Asbestos PPE as recommended by the appointed AIA.

3.15.2. The above procedure applies to the principal contractor and their subcontractor(s), as they are all employers in their own right.

3.15.3. The principal contractor and subcontractors shall train all their employees on how to use PPE on site.

3.15.4. Records of these issue registers shall be kept in the contractor's file.

3.16. Occupational Health and Safety Signs

3.16.1. The principal contractor shall provide adequate on-site OHS signage, including but not limited to: No unauthorized entry, report to site office, beware of overhead work, hard hat area, etc in accordance with the type of work carried out.

3.16.2. Signage shall be posted up at all entrances to site as well as on site in strategic locations e.g., access routes, entrances to structures

and buildings, scaffolding, and other potential risk areas / operations, pedestrian access ways, roadways, construction work zones, as well as specific operations such as excavations and electrical installations.

3.17. Safety and Security

3.17.1. The principal contractor and subcontractor shall ensure that all persons under their control comply with all the security operations, security requirements, including stop and search procedures as required by the Armscor and the Naval Base.

3.17.2. Special permission may need to be obtained for after hours and / or weekend / public holiday access. This will be in consultation with the APM, and subject to approval by Armscor.

3.17.3. The principal contractor and subcontractor and his/ her employees shall enter and leave the premises only through the main gate(s) and / or checkpoint(s) designated by Armscor and the Naval Base.

3.17.4. The principal contractor shall ensure that employees and subcontractors observe Armscor and the Naval base security rules at all times.

3.17.5. Each of the contractor's employees will be issued with a company identification card which must on his / her persons at all times whilst on duty or on the premises.

3.17.6. Should any of the employees of the principal contractor and subcontractor:

3.17.6.1. Tamper or otherwise interfere with the principal's equipment, plant or other assets

3.17.6.2. Steal, or otherwise engage in acts of dishonesty

3.17.6.3. Appears to be under the influence of alcohol and drugs

3.17.6.4. Ignore any security, safety or occupational health rule; or engage in unsafe conduct;

Armscor has the right to take action in accordance with its practices, procedures, conditions of contract, etc and if appropriate, charge at law such relevant offence(s).

The principal contractor and subcontractor and their employees shall not enter any area of the premises that is not directly associated with the work.

3.17.7. The principal contractor and subcontractors shall ensure that all materials, machinery plant and equipment brought by him onto the premises are recorded at the main gate(s) and / or checkpoint(s).

3.17.8. A failure to do this may result in a refusal by the principal contractor to allow the materials, machinery or equipment to be removed from the premises.

3.17.9. The principal contractor and subcontractor acknowledges that its employees and vehicles may be subject to search at any time and that the principal contractor and subcontractor shall ensure that its employees co-operate fully with such arrangements.

3.17.10. The principal contractor shall ensure a written acknowledgment from each agent, subcontractor and service provider that its employees and vehicles will be subject to search at any time and the principal contractor shall ensure that its agent, subcontractor and service providers co-operate fully with the arrangements.

3.18. Medicals

3.18.1. All employees that will work on the project must be declared fit to do the work.

3.18.2. The medical certificate as prescribed in the Construction Regulations shall be done through an Occupational Health Practitioner.

3.18.3. Proof of the Medical surveillance certificates shall be available in the Health and Safety File.

3.18.4. Failure to submit the medical information on the prescribed form will result in work not being able to commence / or being temporarily suspended.

3.19. Scaffolding and Working at Heights

- 3.19.1. The principal contractor shall submit a risk specific fall prevention plan in accordance with the Construction Regulations before the work / activity is undertaken.
- 3.19.2. Armscor SHE department shall approve the Fall Prevention plan before the work may commence.
- 3.19.3. All employees of the principal contractor and subcontractor working at heights shall have valid Medical Fitness certificates.
- 3.19.4. All scaffolding structures on site must comply with SANS 10085.
- 3.19.5. All scaffold erectors and scaffold inspectors shall have proof of their competency certificates with their appointment letters.

3.20. Fall Protection

- 3.20.1. A pre-emptive risk assessment will be required for any work to be carried out for above two (2) metres from the ground or any floor level and it will be classified as "Working in elevated positions".
- 3.20.2. As far as practically possible, any person working in an elevated position will work from a platform, ladder or other device that is at least safe as if he / she is working at ground level.
- 3.20.3. Whilst working in this position the person shall wear a full body harness to prevent the person from falling from the platform, ladder or other device utilized.
- 3.20.4. The safety harness shall, as far as possible, be secured to a point away from the edge over which the person might fall. The double lanyard must be of such length that that the person will not be able to fall over the edge.
- 3.20.5. In addition, any platform, slab, deck or surface forming an edge over which a person may fall, must be fitted with guard rails at two (2) different heights as prescribed in SANS10085 – 1: Code of Practice for the design, erection, use and inspection of Access Scaffolding.
- 3.20.6. Employees working in elevated positions must be medically fit and trained to do this type of work safely.

3.20.7. Proof of the Medical Fitness Certificates shall be kept in the principal contractors' Health and Safety File.

3.20.8. Where roof work is being performed on a construction site, the principal contractor shall ensure that the following is also indicated in the fall protection plan –

3.20.8.1. The roof work has been properly planned.

3.20.8.2. The roof erectors are competent to carry out the work.

3.20.8.3. No employees are permitted to work on roofs during inclement weather conditions.

3.20.8.4. All covers to openings and fragile material are sufficient strength to withstand any imposed loads.

3.20.8.5. Suitable and sufficient platforms, coverings or other similar means of support to be used in such a way that the weight of any person passing across or working on or from fragile material is supported.

3.20.8.6. Suitable and sufficient guard-rails, barriers and toe-boards or other similar means of protection prevent, as far as is reasonably practicable, the fall of any person, material or equipment.

3.20.8.7. Fall Protection work must comply with the requirement as set out in the Construction Regulations, section 10.

3.20.9. No work may take place if all documentation is not in place.

3.21. Traffic Accommodation

3.21.1. The removal of asbestos will inevitably result in a temporary increase in traffic flow, as personnel, materials and equipment have to be transported to various points along the main road as well as internal roads within the Naval base staff.

3.21.2. Careful planning of the routes, the location of the construction areas and storage, lay down areas together with the timing of the transportation are considered to be the key to the minimization to

traffic disturbance, the impact on the Naval base staff and for the efficient delivery of materials and equipment.

3.21.3. Authority and responsibility will be delegated to the Site Safety Officer and the Construction Manager for:

Determining the Traffic Control at the work zones and ensuring that the following items are taken in consideration:

- 3.21.3.1. Implementation of statutory safety regulations on site,
- 3.21.3.2. Verifying that all traffic arrangements are safely implemented,
- 3.21.3.3. Carrying out of regular inspections,
- 3.21.3.4. Diversions, side-tracks and detours as required,
- 3.21.3.5. That temporary warning signs and devices are available,
- 3.21.3.6. Adequate delineation for night and wet conditions,
- 3.21.3.7. Special lighting when required,
- 3.21.3.8. Access ways to be kept clear for emergency vehicles,
- 3.21.3.9. Setting up of diversions when required when consulting with the local authorities, when necessary,
- 3.21.3.10. The traffic impact for work near traffic intersections and schools,
- 3.21.3.11. Temporary delineation, barriers and traffic signs until permanent measures are completed.
- 3.21.3.12. All temporary measures shall be maintained in an effective condition while in use and will be removed when permanent devices are completed,
- 3.21.3.13. Implementation and Maintaining of the Traffic Management Plan,
- 3.21.3.14. Assessing and monitoring the contractor's capability and performance in respect of the site activities.

4. PRINCIPAL CONTRACTOR AND SUBCONTRACTORS

4.1. Principal contractor and Subcontractors' Requirements

- 4.1.1. The principal contractor and subcontractors shall comply with these Specifications as well as the OHS Act, Construction Regulations, Asbestos Abatement Regulations, and other relevant legislation that may relate to the activities directly or indirectly.
- 4.1.2. The principal contractor, when appointing subcontractors, shall ensure compliance to the specification by its subcontractors.
- 4.1.3. The principal contractor shall only allow its subcontractor to begin work on site after approving the subcontractor's health & safety plan in writing.
- 4.1.4. The principal contractor shall audit its subcontractor(s) on a monthly basis, with audit reports filed in the health & safety file on site.
- 4.1.5. The audit shall include an administrative assessment as well as a physical inspection of the subcontractor's site activities.
- 4.1.6. Should the subcontractor(s) be unable to complete all the necessary documentation, an independent Safety Consultant shall be appointed by the principal contractor to assist, at the principal contractor's own cost.
- 4.1.7. The principal contractor shall stop the subcontractor(s) from carrying out construction work that is not in accordance with Armscor's or the subcontractor's health & safety plan or if there is an immediate threat to the health and safety of persons.
- 4.1.8. The principal contractor shall take all reasonable steps necessary to ensure co-operation between its subcontractors to enable each subcontractor to comply with the provisions of this specification.
- 4.1.9. The principal contractor shall take all reasonable steps to ensure that its subcontractor's health and safety plan is implemented and maintained on the construction site.
- 4.1.10. Steps shall be taken to include periodic audits at intervals mutually agreed upon between Armscor and principal contractor and its subcontractors, but at least once every month.

- 4.1.11. The principal contractor shall ensure that where changes are brought about the work, that sufficient health and safety information and appropriate resources are made available to its subcontractors to allow them to execute the work safely.
- 4.1.12. The principal contractor shall ensure that its subcontractor(s) is registered and in good standing with a recognized compensation fund or with a licensed compensation insurer prior to work commencing on site.
- 4.1.13. The principal contractor shall ensure that its subcontractors have made provision for the cost of health and safety measures.
- 4.1.14. The principal contractor shall discuss with its subcontractor the contents of the health and safety plan and shall finally approve that plan for implementation.
- 4.1.15. The principal contractor shall hand over a consolidated health and safety file to Armscor SHE department.
- 4.1.16. The principal contractor shall ensure that its appointed subcontractor performing work shall have the necessary competencies and resources to perform the construction work safely.

4.2. Principal contractor / Subcontractor – Competency Assessment

- 4.2.1. Armscor shall be reasonably satisfied that the contractor it intends to appoint has the necessary competency and resources to safely conduct the work they will be appointed for.
- 4.2.2. The principal contractor shall be reasonably satisfied that the subcontractor(s) he intends to appoint also have the necessary competencies and resources to safely conduct the work they will be appointed for.
- 4.2.3. This must be established prior to awarding of the order.
- 4.2.4. To ensure this, the principal contractor shall demonstrate to Armscor that it has a suitable and sufficiently documented OHS Plan and that its subcontractor(s) has the necessary competencies and resources to perform the construction work safely.

4.2.5. The principal contractor shall therefore submit the following documentation for perusal and verification by Armscor prior to awarding of the order:

4.2.5.1. Management Structure (organogram).

4.2.5.2. Registration certificate with the Compensation Commissioner or FEM.

4.2.5.3. Proof of management training on the Occupational Health & Safety Act and other related training.

4.2.5.4. Any previous convictions under the OHS-Act.

4.2.5.5. The contractor's previous two years injury claims as reported to their workman's compensation insurer.

4.2.5.6. The contractor's company's approach to co-ordination of health & safety – do you employ safety officers, etc.? If not, what alternative arrangements are used?

4.3. Costs for OHS –Compliance

4.3.1. The contractor shall ensure that they have made provision for the cost of complying with these specifications as well as with the OHS Act 1993 and Regulations.

4.3.2. The contractor shall allow sufficient time for the implementation of the minimum OHS standards.

4.3.3. No additional claims will be entertained at a later stage if a compliance requirement was prescribed in the OHS Act, 1993 and incorporated regulations or this specifications document and the contractor did not make such provisions.

4.4. Contractors' Health & Safety Plans [Construction Regulations 7(1)(a)]

4.4.1. Under the Construction Regulations [7(1)(a)], the principal contractor is required to develop the Health and Safety Plan before work commences on site and to keep it up to date throughout the construction phase.

4.4.2. The degree of detail required in the Health and Safety Plan for the construction phase and the time and effort in preparing it should be

in proportion to the nature, size and level of Health and Safety risks involved in the project.

4.4.3. The Construction Health and Safety Plan should include details of the following:

4.4.3.1. The Project description and any information that may affect the work.

4.4.3.2. The positioning of the site access and egress points to ensure that any nuisance or risk to the adjacent properties is minimized and controlled. This should be away from the adjacent occupied and sensitive premises.

4.4.3.3. The location of unloading, layout and storage areas to reduce and minimize excessive manual handling of construction materials, damage to adjacent property and the security of the plant, equipment and materials and the use of elevators out of normal office hours.

4.4.3.4. The planning of traffic and pedestrian routes, outside the site, to ensure adequate protection for employees, public footpath and road users. The use of suitable barriers, signs and the appointment of a signaller should be adopted to provide the required level of protection. The site must be enclosed by a ring fence/barrier system.

4.4.3.5. The arrangements for the reception of prospective visitors. All registers and Agreements with Mandatory documents must be signed before commencement on site.

4.4.3.6. Asbestos management in accordance with the OHS Act and asbestos abatement regulations.

4.5. Communication and Management of the work

4.5.1. Site Safety committee meetings will be held in accordance with the Act (3 monthly) or as determined by the associated risks on site.

- 4.5.2. Due to the nature of this project, safety committee meetings may be required to take place once a month, subject to confirmation by Armscor SHE department.
- 4.5.3. This does not preclude the requirement that the subcontractor shall implement and maintain their own safety meetings where applicable.
 - 4.5.3.1. In addition to the above, communication shall be directly to the Armscor SHE department and APM, in writing, as and when the need arises.
 - 4.5.3.2. Consultation with the workforce on OHS matters will be through their Supervisors, OHS Representatives, the OHS committee and their elected Trade Union Representatives, if any.
 - 4.5.3.3. The Site manager or his Site Safety Officer will be responsible for the dissemination of all relevant OHS information to the other Subcontractors e.g., changes agreed upon with Armscor, instructions by Armscor, exchange of information between subcontractors, the reporting of hazardous/dangerous conditions/situations etc.
 - 4.5.3.4. A due diligence, one-page report must be completed (and retained on file) by the principal contractor every week after he has performed a site inspection. This document may be referenced at each formal site safety meeting.
 - 4.5.3.5. The principal contractor shall conduct Toolbox Talks with their employees on a weekly basis and records of these must be kept on the OHS File.
 - 4.5.3.6. Employees shall acknowledge the receipt of Toolbox Talks which record must, likewise, be kept on the OHS File.
 - 4.5.3.7. The Contract Manager or suitable designate of each appointed subcontractor will be required to attend all

5. CLIENT IDENTIFIED HAZARDS AND POTENTIALLY HAZARDOUS SITUATIONS

5.1. Client identified Hazards

The following items have been identified by Armscor as potential hazards for this construction work and shall be incorporated in the principal contractor's risk assessments.

- 5.1.1. Removal of asbestos
- 5.1.2. Working with, around and above other subcontractors
- 5.1.3. Working on and from scaffolding and ladders
- 5.1.4. Roof work – repairs, removal, replacements, waterproofing, asbestos encapsulation.
- 5.1.5. Working work at heights
- 5.1.6. Lifting operations including mobile plant use, lifting tackle and other fixtures
- 5.1.7. Interface with the public – roads and pavements
- 5.1.8. Portable electrical tools and extension leads
- 5.1.9. Power tools (including rock drills, jackhammers, core drilling, high pressure air and water jets, etc.)
- 5.1.10. Construction vehicle and Mobile Plant

See attached Annexure D for details surrounding hazards already envisaged by Armscor and may be used as a starting point for the principal contractor and subcontractors to elaborate on their own risk assessments in terms of Section 8 of the OHS Act and General Safety Regulations 2(1).

5.2. Unforeseeable Hazards

The principal contractor shall immediately notify its subcontractors and Armscor, in writing, of any hazardous or potentially hazardous situations that may arise during the performance of construction activities so that the necessary precautions may be taken.

6. SITE OPERATIONAL REQUIREMENTS

6.1. Construction Health & Safety Officer

6.1.1. A part-time construction health & safety officer (in terms of Construction Regulation 8.5, safety officer shall be registered with SACPCMP as a safety officer, candidate safety officers cannot be appointed for this project, no person that is not registered may hold the position as safety officer without registration) will be required on the project.

6.1.2. The safety officer will be required to conduct at least the following duties:

6.1.2.1. Health & Safety audits and inspections including administrative and physical audits of the principal contractor and subcontractor's health & safety plans, files and activities, and record findings

6.1.2.2. Maintain the health & safety plan and file.

6.1.2.3. Conduct weekly inspection and forward inspection to Armscor.

6.1.2.4. Co-ordinate the function of reviewing the hazard identifications and risk assessments.

6.1.2.5. Assisting with Method Statements and checking whether the responsible persons follow safe work procedures.

6.1.2.6. Ensure that before the principal contractor and subcontractor commence work on site, that they have a legally compliant safety file which is site and scope specific for this project.

6.2. Health and Safety Representative(s)

6.2.1. The principal contractor and its subcontractor(s) shall ensure that Health and Safety Representative(s) are appointed under consultation with the employees and trained/informed to carry out their functions. The appointments shall be in writing.

6.2.2. The Health and Safety Representatives could carry out monthly inspections, keep records and report all findings to the Responsible

Person or safety officer forthwith and at monthly health & safety meetings.

- 6.2.3. At least one Health & safety representative is required by all Employers. (Appoint one for the first 20 employees and an additional one for each group of up to 50 employees on site).

6.3. Health and Safety Committee(s)

- 6.3.1. The principal contractor shall ensure that project health and safety committee meetings are held monthly with minutes kept.
- 6.3.2. Meetings shall be chaired by the principal contractor's Responsible Person [CR 8(1) person].
- 6.3.3. All the Subcontractors' Responsible Persons and Health & Safety Representatives shall attend the principal contractor's monthly health & safety meetings.
- 6.3.4. All the subcontractors appointed supervisors shall attend health & safety meetings.
- 6.3.5. The following topics must be tabled at meetings: management appointments; Subcontractor legal issues; injuries and incidents; hazards and risk assessments (present and foreseen); method statements; planned inspections and registers/record keeping, etc. The committee chairperson must sign off the minutes.

6.4. Health and Safety Training

6.4.1. Induction

- 6.4.1.1. The principal contractor and subcontractors shall ensure that all site personnel undergo a site-specific health & safety induction training session before any worker starts work. Armscor SHE department will facilitate the induction.

6.4.2. Awareness

- 6.4.2.1. The principal contractor shall ensure that, on site, periodic toolbox health & safety talks take place at least once every two weeks. These talks shall deal with risks relevant to the construction work at hand.

6.4.2.2. Records of attendance must be kept in the health & safety file.

6.4.3. Competence

6.4.3.1. All competent persons must have the knowledge, experience, training, and qualifications specific to the work they have been appointed to supervise, control, and carry out.

6.4.3.2. This must be assessed on a regular basis e.g., training, evaluation, and periodic audits by Armscor, progress meetings, etc.

6.4.3.3. The principal contractor is responsible to ensure that Competent Subcontractors are appointed to carry out construction work.

6.5. Health & Safety Audits, Monitoring and Reporting

Monthly Audit by Client (Construction Regulation 5(1) (o))

6.5.1. Armscor shall conduct a Monthly Audit to comply with Construction Regulation 5(1) (o) to ensure that the principal contractor has implemented and is maintaining the agreed and approved OHS Plan.

6.5.2. The principal contractor is obligated to conduct monthly audits on all subcontractors appointed by him and keep audit reports in its health & safety file.

6.5.3. The principal contractor shall audit their subcontractors and keep records of these audits in their health & safety files, made available on request.

6.6. Emergency Preparedness

6.6.1. The principal contractor shall develop a site Evacuation Plan detailing specification for the appropriate appointments for the firefighting team, bulk first aid and the emergency coordinating team. In addition to which, mustering points must be identified and depicted by the use of appropriate symbolic signage (SANS approved).

- 6.6.2. The Emergency Evacuation Plan shall be in consultation with the Armscor SHE department. Should the early warning fire alarm system not be integrated each zone/area must, by definition be accommodated in the site Evacuation Plan (ref Environmental Regulations Section 9).
- 6.6.3. The Site Manager shall conduct an emergency identification exercise and establish what emergencies could possibly develop.
- 6.6.4. He/she shall then develop a detailed contingency plan and emergency procedure, taking into account any emergency plans that may already be in place.
- 6.6.5. The principal contractors shall hold regular practice drills of the contingency plans and emergency procedures to test them and to familiarize employees with them.
- 6.6.6. The principal contractor / subcontractor must appoint a competent person to act as Emergency Controller/Coordinator.
- 6.6.7. A contact list of all emergency service providers (Fire Department, Ambulance, Police, Medical and Hospital, etc.) shall be maintained and available for site personnel.
- 6.6.8. An emergency, which is likely to require outside emergency assistance, may attract mass circulation, written media or electronic media attention and be harmful to Armscor's reputation. No person may comment on the incident on site without prior approval from Armscor.

6.7. First Aid Boxes and First Aid Equipment

- 6.7.1. The principal contractor and subcontractor(s) shall appoint First Aider(s) in writing.
- 6.7.2. The principal contractor shall appoint at least one First Aider who must be certificated. Copies of valid certificates are to be kept on site.
- 6.7.3. The principal contractor must provide at least 1 (one) first aid box, adequately stocked at all times.

6.7.4. Subcontractors with more than 5 employees shall supply their own first aid box. Subcontractors with more than 10 employees must have their own trained, certified first aider on site at all times.

6.7.5. The Contingency Plan of the principal contractor shall include the arrangements for speedily and promptly transporting injured persons to a medical facility or securing emergency medical help to persons that may require it.

6.8. Public and Site Visitor Health & Safety

6.8.1. Public walkways and roadways shall be kept clean and free of excessive construction materials so as to prevent a negative impact on the public.

6.8.2. Roadways and walkways shall be cleaned on a regular basis – daily inspections to be conducted by the principal contractor with action to be taken without delay.

6.8.3. Site visitors shall be briefed on the hazards they may be exposed to as well as what measures are in place or should be taken to control these hazards.

6.8.4. As per the Construction Regulations, a record of these 'Inductions' must be kept on site. It is advised that a visitor book with site rules leaflet be kept at the gate or at reception/ site office and all visitors to be directed to such point where they must read through the site safety information and sign the visitor book.

6.9. Access to Site

6.9.1. Where any permits are necessary from the local authorities, this will be the responsibility of the principal contractor.

6.9.2. Any road signage must be inspected by a designated person on a daily basis and the required cleaning and maintenance of signs will be the responsibility of this designated person.

6.9.3. The road surface of all public and private roadways and pavements/pedestrian walkways must remain in a reasonably clean state, free of excessive sand, stone, water or other construction related materials.

6.10. Security on Site

- 6.10.1. The principal contractor Site Manager will establish site access rules and implement and maintain these throughout the construction period.
- 6.10.2. Access control must include the rule that non-employees will not be allowed on site unaccompanied.
- 6.10.3. Both Armscor and the principal contractor have a duty in terms of the OHS Act to do all that is reasonably practicable to prevent members of the public and site visitors from being affected by the construction activities.
- 6.10.4. The site shall be suitably hoarded at all times with a limited number of access points which must be controlled to ensure safe access and egress.
- 6.10.5. The access points shall be kept closed and must have the adequate notices displayed.
- 6.10.6. Hoarding shall be at least 1.8m high and constructed of 'ready fence' panels (or Similar) with adequate supports to withstand strong wind conditions.
- 6.10.7. Hoarding shall be inspected on a daily basis and must be secured (closed and locked) at the end of every work shift.

6.11. Lighting

- 6.11.1. The principal contractor shall ensure that wherever work is performed where the lighting conditions are less than the minimum requirement as defined in ER Regulation 3 and relative schedules, that this is supplemented with additional lighting capacity to ensure that all works contemplated can be conducted safely.
- 6.11.2. Portable lights shall be fitted with a robust non-hygroscopic non-conducting handle.
- 6.11.3. The lamp shall be protected by a robust and weatherproof guard.
- 6.11.4. The cable lead-in shall withstand rough handling.
- 6.11.5. Registers shall be maintained for each piece of equipment and findings of regular inspections must be entered in the portable

electrical equipment register. Inspections must concentrate on plug, cord, switch and any obvious faults.

6.11.6. When used in wet/damp conditions, it shall be protected similarly to portable electrical tools, above.

7. PHYSICAL REQUIREMENTS

7.1. Traffic Diversions (Road Works)

7.1.1. Provision by means of a method statement shall be made for any traffic diversions to conduct your construction activities as well as any loading and off-loading of materials and waste.

7.1.2. The method statement shall include a drawing indicating traffic signage and the like. Please refer to Section 3.11 – Permits, of this specification.

7.2. Edge Protection and Penetrations

7.2.1. The principal contractor shall ensure that all exposed edges and openings are guarded and demarcated at all times until permanent protection has been erected. The principal contractor has the following options when contemplating the protection of openings, slabs and edges:

7.2.1.1. A physical barrier at the edge of the opening/slab, which shall be strong enough to carry the weight of a person in the process of falling (wire will not be deemed sufficient).

7.2.1.2. External façade scaffold complete with a fully boarded platform at the same level as the slab with a handrail, could serve as a fall protection measure.

7.2.1.3. A visual barrier in the form of orange webbing, at a distance of at least one meter from the actual edge of such slab, opening.

7.2.2. Should none of the above be achieved, as a last resort, the principal contractor must endeavour to gain exemption from Construction Regulation 10(4)(a) obtainable in writing from the Department of Labour.

- 7.2.3. The principal contractor's fall protection plan shall detail the following safety measures: Protection of decking edges; finished floor slab edges; stairways; floor penetrations; lift shafts; and all other openings and areas from where a person may fall.
- 7.2.4. The placement of edge protection at deck edges shall be coordinated so as to minimize the time that such edge protection is not in place (programming issue between the principal contractor and Formwork/support work contractor).
- 7.2.5. The removal of edge protection from formwork decks and the subsequent replacement thereof at the finished floor edge shall be systematically coordinated by the principal contractor.
- 7.2.6. During the erection of formwork and support work, edge protection may be waived in lieu of fall arrest equipment.
- 7.2.7. The principal contractor's and subcontractor's fall protection plans shall include the strategies for management of edge protection and penetrations.

7.3. Housekeeping

The principal contractor's shall ensure that:

- 7.3.1. Housekeeping is continuously implemented
- 7.3.2. Scrap, waste & debris are removed regularly
- 7.3.3. Materials placed for use are placed safely and not allowed to accumulate or cause obstruction to free movement of pedestrian and vehicle traffic
- 7.3.4. Waste & debris shall not to be removed by disposing from heights, but by chute or crane.
- 7.3.5. Where practicable, construction sites are fenced off to prevent access of unauthorized persons
- 7.3.6. An unimpeded workspace is maintained for every employee
- 7.3.7. Every workplace is kept clean, orderly and free of tools etc. that are not required for the work being done.

- 7.3.8. As far as is practicable, every floor, walkway, stair, passage and gangway are kept in good state of repair, slip and trip, skid-free and free of obstruction, waste and materials
- 7.3.9. The walls and roof of every indoor workplace is sound and leak-free
- 7.3.10. Openings in floors, hatchways, stairways and open sides of floors or buildings are barricaded, fences, boarded over or provided with protection to prevent persons from falling.

7.4. Stacking & Storage

- 7.4.1. The principal contractor shall ensure that a competent person is appointed in writing to supervise all stacking and storage on a construction site as per Construction Regulation 28.
- 7.4.2. Adequate storage areas are provided and demarcated
- 7.4.3. The base of any stack is level and capable of sustaining the weight exerted on it by the stack
- 7.4.4. The items in the lower layers can support the weight exerted by the top layers.
- 7.4.5. Cartons and other containers that may become unstable due to wet conditions are kept dry.
- 7.4.6. Pallets and containers are in good condition and no material is allowed to spill out.
- 7.4.7. The height of any stack does not exceed 3x the base unless stepped back at least half the depth of a single container at least every fifth tier or the approval of an inspector has been obtained to build the stacks higher with the aid of an appropriate machine.
- 7.4.8. The articles that make up a single tier are consistently of the same size, shape and mass.
- 7.4.9. Structures for supporting stacks are structurally sound and able to support the mass of the stack.
- 7.4.10. No articles are removed from the bottom of the stack, but from the top tier first.

- 7.4.11. Anybody climbing onto a stack can and does so safely and that the stack is sufficiently stable to support him/her.
- 7.4.12. Stacks that are in danger of collapsing are broken down and restacked
- 7.4.13. Stability of stacks are not threatened by vehicles or other moving plant and machinery.
- 7.4.14. Stacks are built in a header and stretcher fashion and that corners are securely bonded.
- 7.4.15. Persons climbing onto stacks do not approach unguarded moving machinery or electrical installations.

7.5. Fire Extinguishers and Fire Fighting Equipment

- 7.5.1. The principal contractor and subcontractor(s) shall provide adequate, regularly serviced firefighting equipment located at strategic points on site, specific to the classes of fire likely to occur. The appropriate notices and signs must be posted up as required.
- 7.5.2. A minimum of four (4) 9kg dry chemical powder fire extinguishers must be available in and around the site office establishment and stores. Wherever 'hot work' is taking place, additional fire extinguishers must be on hand.
- 7.5.3. The principal contractor is responsible for ensuring compliance with hot work procedures and must be in possession of method statements detailing the safe working procedures.
- 7.5.4. 'Hot work' includes all work that generates a spark or flame and may therefore result in a fire.

7.6. Fall Protection Working in Elevated Positions

- 7.6.1. A pre-emptive Risk Assessment will be required for any work to be carried out above two meters from the ground or any floor level and will be classified as "Work in Elevated Positions".
- 7.6.2. As far as is practicable, any person working in an elevated position will work from a platform, ladder or other device that is at least as safe as if he/she is working at ground level and whilst working in this position be wearing and using a full body harness that will be

worn to prevent the person falling from the platform, ladder or other device utilized.

- 7.6.3. This safety harness shall be, as far as is possible, secured to a point away from the edge over which the person might fall and the double lanyard must be of such a length that the person will not be able to move over the edge.
- 7.6.4. In addition, any platform, slab, deck or surface forming an edge over which a person may fall must be fitted with guard rails at two different heights as prescribed in SABS 10085-1 Code of Practice for the Design, Erection, Use and Inspection of Access Scaffolding. Workers working in elevated positions must be medically fit and trained to do this safely.
- 7.6.5. Proof of medical fitness and training must be maintained on the principal contractors site safety file.
- 7.6.6. The Risk Assessments shall place specific emphasis on the placing and handling of roofing materials such as IBR sheeting or similar materials, (including contingency safety measures), which when exposed to windy conditions represents a serious safety hazard.
- 7.6.7. Fall protection plan shall conform with Construction Regulation 10.

7.7. Roof work

- 7.7.1. All roof works shall be conducted in accordance with construction regulation 10, asbestos abatement regulations and relevant legislative requirements for such works being carried out.
- 7.7.2. A roof work risk assessment shall be compiled by the principal contractor and subcontractor prior to such work being undertaken.
- 7.7.3. The Risk Assessment must take into account, but not limited to, the possibility of persons falling through fragile material, skylights, soffits and openings in the roof, steel support work trusses and purlins so designed as to support the roof structure.
- 7.7.4. This consolidated roof safety plan must be forwarded to Armscor SHE department by the principal contractor and subcontractor prior to commencement of roof works.
- 7.7.5. The plan must include the following:

- 7.7.5.1. How the roof work is planned to be carried out;
- 7.7.5.2. What hazards (tasks and tools) are associated with the work;
- 7.7.5.3. That the roof workers are competent (trained, experienced, knowledgeable);
- 7.7.5.4. That no work is carried during inclement weather (Strong wind and rain)
- 7.7.5.5. That fragile material/areas are demarcated, and sign posted;
- 7.7.5.6. That suitable platforms are provided where fragile materials exist;
- 7.7.5.7. What safety measures will be implemented to ensure the safety of roof workers as well as persons working below the roof work?

7.8. Asbestos work

- 7.8.1. All asbestos work is shall be done by a register asbestos contractor.
- 7.8.2. The AIA shall provide asbestos requirements.

7.9. Severe Weather Plan

- 7.9.1. When high wind creates a hazard to craftsmen or work being performed, i.e., instability in elevated areas, limited visibility due to dust or particles in the air, unmanageable materials, etc., supervision will stop work activities, re-assign work and area, properly store and secure material which might blow away, injure or damage, lower/tie down crane booms and obtain further instruction from Site Management.
- 7.9.2. When rain creates a hazard to craftsmen on work being performed, i.e., un-stable footing conditions due to slippery structural steel, muddy and flooded work environments, unstable trenches or excavations, poor visibility due to rain or eye protection, the supervisor shall stop specific work due to hazard, re-assign work duties and/or areas, and obtain further instructions from Project Management.

7.9.3. All scaffolding equipment and lifting equipment to be inspected and proclaimed safe to use or rectified as to be safe to use after any inclement weather.

7.9.4. Signage shall be posted to indicate the status of the scaffolding.

7.10. Structures

The principal contractor shall ensure that in terms of the Construction Regulations 11. All employees are to be trained on the handling of asbestos.

7.10.1. That the structure on/in, which works, is to be performed has been inspected by a certified structural engineer declaring the structure to be safe for construction/demolition/renovations work processes.

7.10.2. Steps are taken to ensure that no structure becomes unstable or poses a threat of collapse due to demolition and construction work being performed on it, or in the vicinity of it.

7.10.3. No structure is overloaded to the extent where it becomes unsafe.

7.10.4. He/she has received the following information as applicable:

7.10.4.1. Information on known or anticipated hazards relating to the construction/demolition work and the relevant information required for the safe execution of the construction/demolition work

7.10.4.2. A geo-scientific report (where applicable)

7.10.4.3. The loading the structure is designed to bear

7.10.4.4. All drawings pertaining to the design are on site and available for inspection.

7.10.5. The structural engineer shall carry out inspections at appropriate and sufficient intervals of the construction work involving the design of the relevant structure to ensure compliance with the design and record the results of these inspections in writing. These records shall be maintained on the relevant site safety files as per Construction regulation 9(2) f.

7.11. Speed Restrictions and Protection

The principal contractor shall ensure that all persons in its employment, all Subcontractors, and all those that are visiting the site are aware and comply with the site speed restriction(s). Separate vehicle and pedestrian access routes shall be provided, maintained, controlled and enforced.

7.12. Hazardous Chemical Substances (HCS)

- 7.12.1. The principal contractor and other relevant Subcontractors shall provide the necessary training and information regarding the use, transport, and storage of Hazardous Chemical Substances.
- 7.12.2. The principal contractor shall ensure that the use, transport, and storage of Hazardous Chemical Substances are carried out as prescribed by the Hazardous Chemical Substances Regulations.
- 7.12.3. The Subcontractor shall ensure that all hazardous chemicals on site have a Material Safety Data Sheet (SDS) on site and the users are made aware of the hazards and precautions that need to be taken when using the chemicals.
- 7.12.4. The First Aiders must be made aware of the SDS and how to treat Hazardous Chemical Substances incidents appropriately.
- 7.12.5. Flammable substances shall be stored separately away from other materials, and in a well – ventilated area (appropriate cross ventilation). A competent person should be appointed to be in control of this portfolio.
- 7.12.6. The necessary safety signage shall be positioned near and around the cornered off areas.
- 7.12.7. Fire extinguishers should also be placed, no closer than five (5) meters of the area.
- 7.12.8. All containers must be clearly labelled.
- 7.12.9. Substances shall be stored separately, away from other materials, and in a well-ventilated area (appropriate cross ventilation).
- 7.12.10. A competent person shall be appointed to be in control of this portfolio.
- 7.12.11. Fuel storage tanks must conform to the general environmental legislation and Environmental Management Plan.

7.12.12. The necessary safety signage must be posted up on the tanks – 'no naked flames', 'no smoking'.

7.12.13. Fire extinguishers (type and no. as advised Armscor SHE department) must be placed near to fuel tanks, but not within 5m of the tanks. These extinguishers are over and above the minimum four required for the offices and stores.

7.13. Transportation of Workers

The principal contractor and subcontractor(s) shall not:

7.13.1. Transport persons together with goods or tools unless there is an appropriate area or section to store them

7.13.2. Transport persons in a non-enclosed vehicle e.g., truck, there must be a proper canopy (properly covering in the back and top) with suitable sitting area.

7.13.3. Workers shall not be permitted to stand or sit at the edge of the transporting vehicle.

7.14. Environmental Management

7.14.1. Dumping

7.14.1.1. Receipts for hazardous waste disposal shall be copied to the Armscor SHE department

7.14.1.2. Any proposal to dispose of vegetation cuttings, tree trunks or building waste products such as rubble or asphalt or similar such products as part of backfill or landscape shaping shall require a Method Statement.

7.14.2. Litter and refuse

7.14.2.1. Waste and litter shall be disposed of into scavenger and weatherproof bins, which shall be provided by the principal contractor.

7.14.2.2. The principal contractor shall then remove the refuse collected from the working areas, from site at least once a week.

7.14.2.3. Refuse must be disposed at a site approved by the Armscor SHE department.

7.14.2.4. The principal contractor shall make provision for workers to clean up.

7.14.2.5. The principal contractor's camp and working areas at least once a week.

7.14.3. Recycling

7.14.3.1. Wherever possible, materials used or generated by construction shall be recycled.

7.14.3.2. Containers for glass, paper, metals and plastics shall be provided.

7.14.3.3. Office and camp areas are particularly suited to this form of recycling process.

7.14.3.4. Where possible and practical, such as at stores and offices, waste shall be sorted for recycling purposes.

7.14.3.5. Recycling protocols shall sort materials into the following categories:

7.14.3.5.1. Paper / cardboard

7.14.3.5.2. Aluminium

7.14.3.5.3. Metals (other than aluminium)

7.14.3.5.4. Organic waste

7.14.3.5.5. Glass

7.14.4. Litter and oil traps

7.14.4.1. Refuse screens and oil traps shall be installed at runoff concentration points from large parking facilities, wash bays, storm water outlets, inlets to detention ponds, workshop drainage points, ablution and eating areas.

7.14.4.2. These facilities shall be serviced and monitored at the discretion of the Armscor SHE Department.

7.14.5. Wastewater management

7.14.5.1. A surface water management plan has been prepared and approved before construction commences. It has considered the following:

7.14.5.1.1. Appropriate cut-off drains to separate potentially contaminated flows from the open drainage system.

7.14.5.1.2. Containment of polluted flows.

7.14.5.1.3. Settling ponds/sludge dams/evaporation ponds for water with high suspended solids (e.g., batching, crusher, and sand washing areas).

7.14.5.2. The principal contractor shall take precautions to minimise water pollution as required.

7.14.5.3. All wastewater should comply with pre-determined standards as set out in the National Water Act, Act 36 of 1998, Government Notice No 398 and No 399 DWAF General Authorisations in terms of Section 39 of the National Water Act, Act 36 of 1998 and the South African Water Quality Guidelines for Fresh Water Second Edition, 1996, before it can be released into the environment.

7.14.5.4. Water quality monitoring shall be undertaken as described in the relevant section of this CEMP.

The principal contractor shall notify the Armscor SHE department and APM immediately of any pollution incidents on site.

7.14.6. Washing areas

7.14.6.1. Wash areas shall be placed and constructed in such a manner so as to ensure that the surrounding areas, which include groundwater, are not polluted.

7.14.6.2. A Method Statement shall be required for all wash areas where hydrocarbon and hazardous materials, and pollutants are expected to be used. This

includes, but is not limited to, vehicle washing, workshop wash bays, paint wash and cleaning

- 7.14.6.3. Wash areas for domestic use shall ensure that the disposal of contaminated "grey" water is sanctioned by the Armscor SHE department

7.14.7. Spillages

- 7.14.7.1. Streams, rivers and dams and underground water will be protected from direct or indirect spillage of pollutants such as refuse, garbage, cement, concrete, sewage, chemicals, fuels, oils, aggregate, tailings, wash water, organic materials and bituminous products.
- 7.14.7.2. In the event of a spillage during the construction phase, the responsibility for spill treatment will lie with the principal contractor will be liable to arrange for competent assistance to clear the affected area.
- 7.14.7.3. The principal contractor will compile and maintain environmental emergency procedures, to ensure that there will be an appropriate rapid response to unexpected or accidental environment-related incidents throughout the life cycle of the project.
- 7.14.7.4. The individual responsible for, or who discovers a hazardous waste spill must report the incident to the Armscor SHE department and APM.
- 7.14.7.5. The Armscor SHE department will assess the situation in consultation with the principal contractor and act as required.
- 7.14.7.6. In all cases, the immediate response will be to contain the spill.
- 7.14.7.7. The exact treatment of polluted soil/water will be determined by the principal contractor in consultation with the Armscor SHE department.

- 7.14.7.8. Areas cleared of hazardous waste will be re-vegetated according to the Armscor SHE department's instructions.
- 7.14.7.9. Should water downstream of the spill be polluted, and fauna and flora show signs of deterioration or death, specialist hydrological or ecological advice must be sought for appropriate treatment and remedial procedures to be followed.
- 7.14.7.10. The requirement for such input will be agreed with the Armscor SHE department.
- 7.14.7.11. The costs of containment and rehabilitation will be for the principal contractor's account, including the costs of specialist input.
- 7.14.7.12. No person shall be allowed to approach a spill unless he/she is equipped with the personal protective clothing.
- 7.14.7.13. The risk involved shall be assessed before anyone approaches the scene of the incident with the emergency response plan.
- 7.14.7.14. The Armscor SHE department shall establish, at the earliest opportunity, a temporary isolation zone to clear the area of onlookers.
- 7.14.7.15. A written report shall be completed and signed by the Armscor SHE department and forwarded to the relevant environmental authority within 24 hours of the incident.
- 7.14.7.16. Any known or discovered spillage of toxic substances into a stream or river should be followed by immediate monitoring of the receiving streams and rivers.

8. PLANT, MACHINERY AND EQUIPMENT

8.1. Vessels under Pressure and Gas Bottles

The principal contractor and all relevant Subcontractors shall comply with the Vessels under Pressure Regulations, including:

- 8.1.1. Providing competency and awareness training to the operators/users,
- 8.1.2. Providing the relevant PPE and clothing,
- 8.1.3. Inspect equipment regularly (every month) and keep records of inspections,
- 8.1.4. Providing appropriate firefighting equipment (Fire Extinguishers) on hand,
- 8.1.5. Oxygen and acetylene bottles must be secured in an upright position, must not show signs of corrosion or damage and must have flash back arrestors fitted.

8.2. Hired Plant and Machinery

- 8.2.1. The principal contractor shall ensure that any hired plant and machinery used on site is safe for use and complies with the minimum legislated requirements.
- 8.2.2. The necessary requirements as stipulated by the OHS Act and Construction Regulations (July 2014) shall apply.
- 8.2.3. The principal contractor shall ensure that operators hired with machinery are competent and that certificates are kept on site in the health & safety file.
- 8.2.4. Any load test requirements and inspections in terms of legislation must be complied with and copies of load test certificates and inspections must be kept in the health & safety file. All relevant Subcontractors must ensure the same.

8.3. Lifting Machines, Tackles and Lifting Operations

- 8.3.1. The principal contractor and subcontractor(s) shall ensure that lifting machinery and tackle are inspected before use and thereafter in accordance with the Driven Machinery Regulations and the Construction Regulations (regulation 22).
- 8.3.2. There must be a competent lifting machines inspector (registered with the Department of Labour, Gazette number 27305) and a competent

lifting tackle inspector who must inspect the equipment, taking into account that:

- 8.3.2.1. All lifting machinery and tackle have a safe working load clearly indicated;
- 8.3.2.2. Regular inspection and servicing are carried out (3-monthly inspections and records for tackle and 6-monthly inspections and records for lifting machines);
- 8.3.2.3. Records are kept of inspections and of service certificates;
- 8.3.2.4. There is proper supervision in terms of guiding the loads that includes a trained banks man to direct lifting operations and check lifting tackle and attachments daily;
- 8.3.2.5. Rigging of loads to be done in accordance with acceptable safe work practices;
- 8.3.2.6. Tower crane bases have been designed and finally approved by an engineer before loading such base;
- 8.3.2.7. Annual load test certificates for lifting machines are in place;
- 8.3.2.8. Tower cranes are fitted with wind speed meters and audible alarm/warning lights, crane hooters, and that the crane's load chart is posted up in the crane cab;
- 8.3.2.9. The operators are certified to operate the specific machine (valid certificate to be on site);
- 8.3.2.10. The operators are physically and psychologically fit to work and in possession of a medical certificate of fitness to be available on site.

8.3.3. The principal contractor must ensure that safe lifting operations are adhered to. This must include the following:

- 8.3.3.1. Pallets of bricks being lifted by a tower crane or mobile crane may only be lifted when secured in a brick cage or brick net, securing the entire load of bricks to the crane hook;

- 8.3.3.2. Mortar bins, waste bins and any other receptacle shall be deemed to be a lifting attachment and must be designed to carry the required load.
- 8.3.3.3. Such attachments shall be on register and inspected every 3 months by the competent lifting tackle inspector;
- 8.3.3.4. Formwork may only be lifted by using purposed designed and manufactured lifting tackles — eight-gauge wire and the like is prohibited;
- 8.3.3.5. A competent banks man must be in control of all rigging, slinging and lifting operations and must wear a high visibility vest, be in possession of a two-way radio and make use of a whistle warning persons of overhead loads.
- 8.3.3.6. The crane operator may only take commands and signals from the designated banks man;
- 8.3.3.7. Guide ropes (tag lines) must be used when lifting large shutters, long bundles of re-bar and other similar loads. This must be detailed in Armscor's and contractors' fall prevention plans.
- 8.3.4. Lifting operations must be re-evaluated once wind speeds reach 40 km/h unless otherwise specified by the lifting machine manufacturer.

8.4. Ladders

- 8.4.1. The principal contractor must ensure that all ladders are inspected daily with monthly records kept; in good safe working order; the correct height for the task; extend at least 1m above the landing; fastened and secured; and at a safe angle. Stepladders must be safe for use, must be the correct height for the task and the top two rungs may not be used.
- 8.4.2. Records of inspections must be kept in a register on site. Subcontractors using their own ladders must ensure the same.

8.5. General Machinery

The principal contractor and subcontractor(s) shall ensure compliance with the Driven Machinery Regulations, which includes carrying out risk assessments on the machines, inspecting machinery regularly, appointing a competent person to inspect and ensure maintenance, issuing PPE and relevant clothing, and training those who use machinery.

8.6. Electrical Installations, Portable Electrical Tools and Explosive power tools

- 8.6.1. Armscor will ensure, as far as possible, that the principal contractor is made aware of the positions of all electrical power lines.
- 8.6.2. The principal contractor must notify Armscor should it not be sure of the location of any electrical power lines.
- 8.6.3. The principal contractor shall comply with the Electrical Installation Regulations, the Electrical Machinery Regulations and the Construction Regulations (CR 24).
- 8.6.4. The principal contractor shall keep a copy of the Certificate of Compliance (CoC) for its electrical power supply.
- 8.6.5. A revised CoC is required whenever the installation is altered or changed in any way.
- 8.6.6. All temporary electrical installations must be inspected at least weekly by a competent person appointed in writing.
- 8.6.7. The principal contractor shall ensure that use and storage of all explosive powered tools and portable electrical tools are in compliance with relevant legislation.
- 8.6.8. The principal contractor shall ensure that all electrical, tools, electrical distribution boards, extension leads and plugs are kept in safe working order.
- 8.6.9. Regular inspections and toolbox talks shall be conducted to make workers aware of the dangers and control measures to be implemented e.g., personal protection equipment, guards etc.
- 8.6.10. The principal contractor shall consider the following:
 - 8.6.10.1. A competent person undertakes routine inspections and records are kept.
 - 8.6.10.2. Only authorized trained persons use the tools
 - 8.6.10.3. The Safe Working Procedures apply
 - 8.6.10.4. Awareness training is carried out and compliance is enforced at all times, and
 - 8.6.10.5. PPE and clothing are provided and maintained

- 8.6.10.6. Ensure that the cartridges and explosive tools is locked up separately.
- 8.6.10.7. Signs to be posted up in the areas where explosive powered tools are being used. (Warning: Explosive Powered Tools in use – Keep Clear)
- 8.6.10.8. Each item of power tool must be clearly marked so as to identify and tests /examinations must be recorded in the register.
- 8.6.10.9. Portable Power tool inspector must be appointed in writing.

8.7. Electrical & Mechanical Lockout

- 8.7.1. A system of control shall be established in order that no unauthorized person can energize a circuit, open a valve, or activate a machine on which people are working or doing maintenance, even if equipment, plant or machinery is out of commission for any period, thus eliminating injuries and damage to people and equipment as far as is reasonably practicable.
- 8.7.2. Physical/mechanical lock-out systems shall be part of the safety system and included in training.
- 8.7.3. Lockouts shall be tagged, and the system tested before commencing with any work or repairs.

9. OCCUPATIONAL HEALTH

9.1. Industrial Hygiene (exposure to physical and chemical stress factors)

- 9.1.1. Exposure of workers to occupational health hazards and risks is very common in any work environment, especially in construction.
- 9.1.2. Occupational exposure is a major problem and all contractors must ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards.
- 9.1.3. Prevent inhalation, ingestion, and adsorption through the skin of hazardous chemical substances.

9.2. Noise Induced Hearing Loss

- 9.2.1. Occupational noise emitted by construction machinery and power tools must be controlled as far as possible by implementing engineering solutions such as

noise dampening, regular maintenance, servicing and inspection, screening off the noise, and reducing the number of persons exposed.

9.2.2. It is generally accepted that all employees on a construction site will be exposed to varying degrees of noise. In view of this, the principal contractor shall ensure full compliance with the above-mentioned regulation; furthermore, provide proof of the relative management process.

9.2.3. The principal contractor is advised to refer to section 12 of the Noise-Induced Hearing Loss Regulations.

9.3. Ergonomics

Armcor advises the principal contractor and subcontractors to take ergonomics into consideration when conducting risk assessments, thereby improving the worker-task relationship, which will in turn improve productivity and reduce chronic conditions such as back strains, joint problems and mental fatigue, amongst others.

9.4. Welfare Facilities

9.4.1. The principal contractor shall supply sufficient toilets, clean, lockable changing facilities, hand washing facilities, soap, toilet paper, and hand drying material.

9.4.2. Waste bins must be strategically placed around site and emptied regularly.

9.4.3. Workers shall not be exposed to hazardous materials/substances while eating and must be provided with adequate, sheltered eating areas complete with benches and tables.

9.4.4. Stores may not double up as change rooms or mess areas.

9.5. Alcohol and other Drugs

9.5.1. No alcohol and drugs will be allowed on site.

9.5.2. No person may be under the influence of alcohol or any drug while on the construction site.

9.5.3. Any person on prescription medication must inform his/her superior, who shall in turn report this to Armcor forthwith.

- 9.5.4. Any person suffering from any illness/condition that may have a negative effect on his/her /anyone else's health or safety performance must report this to his/her superior.
- 9.5.5. Any person suspected of being under the influence of alcohol or other drugs must be sent home immediately.
- 9.6. Dust Control
- 9.6.1. The principal contractor shall be solely responsible for the control of dust arising from the principal contractor operations.
- 9.6.2. The principal contractor shall prepare and submit a Dust Control Method Statement.
- 9.6.3. As a minimum, the statement should address the following:
- 9.6.3.1. Schedule of spraying water on construction areas/components like the batching area, unpaved roads paying due attention to control of runoff.
 - 9.6.3.2. Speed limits for vehicles on unpaved roads and minimisation of haul distances.
 - 9.6.3.3. Measure to ensure that material loads are properly covered during transportation.
 - 9.6.3.4. Minimisation of the area disturbed at any one time and protection of exposed soil against wind erosion.
 - 9.6.3.5. Location of material stockpiles taking into consideration prevailing wind directions and location of sensitive receptors.
 - 9.6.3.6. Adherence to the dust loads and protective gear stipulated in the Occupational Health and Safety Act.
 - 9.6.3.7. Reporting mechanism and action plan in case of excessive wind and dust conditions.
 - 9.6.3.8. The quantity of water used to control dust must be monitored and documented.
- 9.6.4. The principal contractor shall take all reasonable measures to minimise the generation of dust as a result of construction activities to the satisfaction of the Armscor SHE department.

- 9.6.5. Removal of vegetation shall be avoided where possible and similarly exposed surfaces shall be re-vegetated or stabilised as soon as is practically possible.
- 9.6.6. Excavation, handling and transport of erodible materials shall be avoided under high wind conditions or when a visible dust plume is present.
- 9.6.7. During high wind conditions, Armscor SHE department will evaluate the situation and make recommendations as to whether dust-damping measures are adequate, or whether working will cease altogether until the wind speed drops to an acceptable level.
- 9.6.8. Where possible, soil stockpiles shall be located in sheltered areas where they are not exposed to the erosive effects of the wind.
- 9.6.9. Where erosion of stockpiles becomes a problem, erosion control measures shall be implemented at the discretion of the Armscor SHE department.
- 9.6.10. The contractor shall adhere to vehicle speeds as per traffic signs onsite.
- 9.6.11. Appropriate dust suppression measures shall be used when dust generation is unavoidable, e.g., dampening with water, particularly during prolonged periods of dry weather in winter.
- 9.6.12. Such measures may also include the use of temporary stabilising measures (e.g., chemical soil binders, straw, brush packs, chipping etc.

ANNEXURE A (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): PRIMARY HEALTH AND SAFETY COMPLIANCE

The principal contractor and subcontractors must submit compliance with Annexure A within 10 working days of receiving these Health & Safety Specifications.

Compliance with Annexure A must be maintained and proven to the Safety Agent at audits.

HSS Item No.	Requirement	Legal Reference	Compliance required by:
A1	Health & Safety Plan (H&S plan)	Constructions Regs.	Prior to work commencing
A2	Notification of Intention to Commence asbestos work	Complete Schedule 1. (Construction Regs)	Before commencement on site
A3	Assignment of Responsible Persons to Supervise Construction Work	OHS Act Section 8. (1) appointee. Construction Work Supervisor CR 8. (7)	Before commencement on site
A4	Competence of Responsible Persons in the form of CV's, related work history of CR 8 (7) and CR 8 (8) appointees	OHS Act Construction Work Supervisor CR 8. (7) Subordinate supervisors CR 8. (8)	Together with H&S plan
A5	Compensation for Occupational Injuries and Diseases – proof of registration	COIDA	Together with H&S plan
A6	Health and Safety Organogram showing all safety management portfolios and positions	Client Requirement	Together with H&S plan
A7	Initial Hazard Identification and Risk Assessment document	Construction Regs.	Together with H&S plan
A8	Fall protection plan (first draft) as defined in the Construction regulations Also, see CR 10. (1)(a)	Construction Regs.	Together with H&S plan

ANNEXURE B (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): ASSIGNMENT OF DUTIES BY THE PRINCIPAL CONTRACTOR AND SUBCONTRACTORS' RESPONSIBLE PERSONS

The principal contractor shall make all the appointments as set out below. (Further appointments may become necessary as the project progresses).

No	OHS Act Ref.	Appointment	Name of Appointee
1	Section 16. (1)	Overall Authority and Accountability	
2	Section 16. (2)	Assignment of Duties	
3	CR 8. (1)	Construction Manager	
4	CR 8. (2)	Assist Construction Manager	
5	CR 8. (7)	Construction Supervisor	
6	CR 8. (8)	Subordinate Construction Supervisor	
7	Section 17	Health and Safety Representative	
8	CR 16. (1)	Scaffold Erector, Inspector (separate appointments)	
9	GSR 3. (4)	First Aiders level 2	
10	CR 29. (h)	Fire Equipment Inspector	
11	EMR 9	Portable Electrical Tool Inspector	
12	DMR 18. (5)	Lifting Machinery Inspector	
13	DMR 18. (6)	Lifting Tackle Inspector	
14	GSR 13. (a)	Ladder Inspector	
15	HSC Regs	Hazardous Chemical Substances Inspector	
16	GSR 3.	Emergency Procedure Coordinator	
17	CR 14. (1)	Demolition Work Supervisor	
18	CR 23. (j)	Construction Vehicle and Mobile Plant Inspector	
19	CR24. (e)	Electrical Installation and Machinery Responsible Person	
20	CR 28. (a)	Stacking and Storage Supervisor	

21		Banksman	
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ANNEXURE C (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): GENERAL COMPLIANCE REQUIREMENTS

The principal contractor and subcontractors must comply with but not be limited to the requirements tabled below: Prove compliance with Annexure C at audits conducted by the safety agent.

OHS Act Section/Regulation	Subject	Requirements
AAR 10	Notice of carrying out Asbestos work	Department of Labour notified. Copy of Notice available on site.
General Admin. Regulation 4	Copy of OHS Act (Act 85 of 1993)	Updated copy of Act & Regulations on site. Readily available for perusal by employees.
COLD Act Section 80	Registration with Compensation Insurer	Written proof of registration/Letter of good standing available on site.
Construction Regulation 5 (B)	H&S Specification & Programme	H&S Specification received from Armscor. OHS programme developed & updated regularly.
Section 16. (1)	Overall Authority and Accountability	Overall Responsibility.
Section 16. (2)	Assignment of Duties	Responsible for contract management of the project. CV in file. Legal Liability and HIRA training in file.
Construction Regulation 8(1)	Construction Manager	Responsible for compliance with the OHS Act assigned to other person/s by S 16.2. CV in file. Legal Liability and HIRA training in file.
Construction Regulation 8(2)	Assist Construction Manager	To assist the construction manager on site CV in file Legal Liability and HIRA training on file

Construction Regulation 8 (7)	Designation of Person Responsible on Site	Competent person appointed in writing as Construction Supervisor with job description. CV in file. Legal Liability and HIRA training in file.
Construction Regulation 8(8)	Assistant	Competent person appointed in writing as Assistant Construction Supervisor with job description. CV in file. Legal Liability and HIRA training in file.
Construction Regulation 8(5)	Safety Officer	Competent person appointed in writing as Registered with SACPCMP. CV in file.
Section 17 & 18 General Administrative Regulations 6 & 7	Designation of Health & Safety Representatives	More than 20 employees - one H&S Representative, one additional H&S Rep. for each 50 employees or part thereof. Designation in writing, period and area of responsibility specified in terms of GAR 6 & 7. Safety Representatives name to be displayed on site notice board. H&S Rep. reports. Reports actioned by Management.
Section 19 & 20 General Administrative Regulations 5	Health & Safety Committee/s	H&S Committee/s established. All H&S Reps shall be members of H&S Committees. Additional members shall be appointed in writing. Meetings held monthly; Minutes shall be kept. All safety meeting schedules are to be displayed on site notice board. Actioned by Management.
Section 37(1) & (2)	Agreement with Mandatories/ Contractors	Written agreement with Contractors. List of Contractors displayed. Proof of Registration with Compensation Insurer/Letter of Good Standing. Construction Supervisor designated H&S Reps & H&S Committee. Written arrangements re. First Aid.
Section 8(2)(d) Construction Regulation 9(1)	Hazard Identification & Risk Assessment	Hazard Identification carried out/Recorded. Risk Assessment and -- Plan drawn up/Updated RA Plan available on Site. Risk assessments to be signed off by risk assessor and Contract manger. Method statement to be done for each activity which is taking place on site.

		All risk assessments to be done as per method statements Employees/contractors informed/trained.
	Reporting of Incidents (Dept. of Labour)	Incident Reporting Procedure and man-hours to be displayed on site notice board. All incidents in terms of Sect. 24 reported to the Provincial Director, Department of Labour, within 3 days and to Armscor. Copies of Reports shall be available on Site. Record of First Aid injuries kept
General Admin. Regulation 9	Investigation and Recording of Incidents	All injuries which resulted in the person receiving medical treatment other than first aid, recorded and investigated by investigator designated in writing. Copies of Reports shall be available on site. Tabled at H&S Committee meeting.
Construction Regulation 10. (1)(A)	Fall Prevention & Protection	Competent person appointed to draw up and supervise the Fall Protection Plan. Proof of appointees' competence available on site. Risk Assessment carried out for work at heights. Fall Protection Plan drawn up/updated and workers trained available on site.
Construction Regulation 10(5)(B)	Roof work	Competent person appointed to plan & supervise Roof work. Proof of appointees' competence available on site. Risk Assessment carried out and workers trained. Roof work Plan drawn up/updated. Roof work inspect before each shift. Inspection register shall be kept. Employees medically examined for physical & psychological fitness. Written proof shall be available on site.
Construction Regulation 11	Structures	Information re. the structure being erected received from the Designer including: geo-science technical report where relevant, the design loading of the structure, the methods & sequence of construction anticipated dangers/hazards/special measures to construct safely. Risk Assessment shall be carried out. Method statement shall be drawn up. All the above shall be available on site.

Construction Regulation 16.(1)	Scaffolding	Competent persons appointed in writing to: erect scaffolding (Scaffold Erector/s), inspect Scaffolding weekly and after inclement weather (Scaffold Inspector/s). Mobile scaffold to be inspected if any changes are made to the platform or structure. Names and contact numbers of Scaffold erectors and inspectors to be displayed. Written Proof of Competence of above appointees available on site. Risk Assessment shall be carried out. Inspected weekly/after bad weather. Inspection register/s kept
Construction Regulation 14.(1)	Demolition Work	Competent person/s appointed in writing to supervise and control Demolition work. Written Proof of Competence of above appointee/s available on site. Risk Assessment shall be carried out. Engineering survey and Method Statement available on site. Inspections to prevent premature collapse carried out by competent person before each shift. Inspection register shall be kept.
Construction Regulation 24/Electrical Machinery Regulations 9 & 10/ Electrical Installation Regulations	Inspection & Maintenance of Electrical Installation & Equipment (including portable electrical tools)	Competent person appointed in writing to inspect/test the installation and equipment. Written Proof of Competence of above appointee available on Site. Inspections: Electrical Installation & equipment inspected after installation, after alterations and quarterly. Inspection Registers shall be kept Portable electric tools, electric lights and extension leads must be uniquely identified and numbered. Weekly visual inspection by User/Issuer/Storeman. Register shall be kept.
Construction Regulation 28 General Safety Regulation 8(1)(a)	Stacking & Storage Supervisor.	Competent Person/s with specific knowledge and experience designated to supervise all Stacking & Storage. Written Proof of Competence of above appointee available on site.
Construction Regulation 29 Environmental Regulation 9	Designation of a Person to Co-ordinate Emergency Planning And Fire Protection	Person/s with specific knowledge and experience designated to coordinate emergency contingency planning and execution and fire prevention measures. Emergency Evacuation Plan developed:

		Drilled/Practiced Plan & Records of Drills/Practices available on Site Fire Risk Assessment carried out All Fire Extinguishing Equipment shall be identified and on register, and be inspected weekly. Inspection Register shall be kept. Fire Extinguishing Equipment shall be serviced annually.
General Regulation 3	Safety First Aid	Every workplace provided with sufficient number of First Aid boxes. (Required where 5 persons or more are employed). First Aid freely available. Equipment as per the list in the OHS Act. One qualified First Aider appointed for every 50 employees. (Required where more than 10 persons are employed). List of First Aid Officials and Certificates. Name of person/s in charge of First Aid box/es displayed. Location of First Aid box/es clearly indicated. Signs instructing employees to report all Injuries/illness including first aid injuries.
General Regulation 2	Safety Personal Equipment (PSE)	Items of PSE prescribed/use enforced. Records of Issue kept. PSE matrix to be displayed. Undertaking by Employee to use/wear PSE. PSE remain property of Employer, not to be removed from premises GSR 2(4).
Hazardous Chemical Substances (Hazardous Chemical Substances) Regulations Construction Regulation 25	Control of Storage & Usage of Hazardous Chemical Substances and Flammables	Competent Person/s with specific knowledge and experience designated to Control the Storage & Usage of Hazardous Chemical Substances (including Flammables). Hazardous chemical survey to be conducted. Risk Assessment carried out. Register of Hazardous Chemical Substances and SDS shall be kept on site.
Construction Regulation 23	Construction Vehicles & Earth Moving Equipment	Operators/Drivers appointed to: Carry out a daily inspection prior to use. Drive the vehicle/plant that he/she is competent to operate/drive All plant to be fitted with revolving lights. Plant to be fitted with Fire extinguishers.

		Written Proof of Competence of above appointee available on site. Medical Report available for each operator available on site Record of Daily inspections kept.
General Safety Regulation 13A	Inspection of Ladders	Competent person appointed in writing to inspect Ladders. Ladders shall be inspected on arrival on site and weekly thereafter. Inspection register shall be kept on site.

ANNEXURE D (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC
SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): HAZARD IDENTIFICATION

EQUIPMENT RISKS

Activity Situation	Personal Protective Equipment	Risk to Safety	Risk to Health	Risk Environment to
Construction Vehicles and Plant	High visibility bibs, hearing protection, safety shoes	Accidents	Noise, dust	
Electric Drill	Overalls, hard hats, safety shoes	Eye injuries, general injuries, electrical shocks		
Angle Grinder	Overalls, hard hats, safety shoes, goggles, hearing protection, respiratory protection.	Electrical shocks, severe injuries, noise induces hearing loss, respiratory problems	Permanent damage to ears. Silicosis in lungs	Noise & Dust pollution
Jack Hammer	Gloves, Safety Shoes, Eye protection, Hearing Protection, kidney belt for prolonged use.	Noise induced hearing loss, eye injuries, vibration related loss of sensitivity, kidney problems, bruises, hand injury	Certain conditions have been noted related to extended use of such equipment such as noise induced hearing loss and loss of sensitivity in hands and limbs as a result of continual vibration	Noise pollution
Skill Saw	Overalls, hard hats, safety shoes, goggles, hearing protection	Electrical shocks, severe injuries, guard malfunction		
Extension Leads	Hard hats, safe shoes, goggles	Electrical shocks, trips and falls		
Hand Tools	Overalls, hard hats, safety shoes, goggles, aprons	Cuts, bruises		

Compressed Air Tools	Overalls, hard hats, safety shoes, goggles	Injuries, ruptured eardrums, eye injuries		
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PHYSICAL RISKS

Situation	Personal Protective Equipment	Risk to Safety	Risk to Health	Risk to Environment
Tripping Hazards	Footwear, ramps and walkways with rails.	Ankle & knee injuries and foot injuries etc.		
Noise (General Machinery)	Ear plugs, earmuffs		Noise induced hearing loss	Noise pollution
Vibration (General Machinery)	Ear plugs, earmuffs, gloves		May result in kidney complications	
Bad Lighting		Injuries, falls, death		
Fire Prevention	Overalls, hard hats, safety shoes, aprons	Combustible refuse: paper & plastics. Flammable liquids: petrol, diesel, etc. Electrical equipment		
Removal of asbestos	Overalls, hard hats, safety shoes,	Exposed to asbestos fibres.		

ERGONOMIC RISKS

Situation	Personal Protective Equipment	Risk to Safety	Risk to Health	Risk to Environment
Visual Workplace		Falls from heights Materials falling from heights Tripping over materials		

Awkward Postures		Back injuries, etc.	Health complication from unnatural postures	
Heavy Manual Lifting		Back injuries, etc.		

ANNEXURE E (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): SAFE -WORK PROCEDURES / METHOD STATEMENTS REQUIRED

The hazardous operations listed below have been identified by the Client (list is not exhaustive) and must be managed by the principal contractor in the form of preparation of method statements / SWP's before such work begins.

The onus remains on Principal contractor to conduct risk assessments and compile method statements for all hazardous tasks (Construction Regulations).

Subcontractors appointed by the principal contractor will be required to conduct the necessary risk assessments and method statements and forward these to the principal contractor before such work begins.

No.	METHOD STATEMENT / SWP	DATE APPROVED	DATE LAST REVIEWED
1	Scaffolding Erection, alteration, dismantling Work thereon Inspections – when and who		
2	Asbestos removal		

ANNEXURE F (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): HEALTH AND SAFETY COST GUIDELINES

ITEMS COSTED		ESTIMATED COST
1	PERSONAL PROTECTIVE EQUIPMENT	Refer to BOQ, line item 1.2.1.14.1
	Overalls	R ---Refer to BOQ----
	Hard hats and safety glasses	R ---Refer to BOQ----
	Safety boots / shoes	R ---Refer to BOQ----
	Visors / gloves	R ---Refer to BOQ----
	Asbestos PPE	R ---Refer to BOQ----
	Other	R ---Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
2	FIRE FIGHTING EQUIPMENT	Refer to BOQ, line item 1.2.1.14.2
	Fire extinguishers	R ---Refer to BOQ----
	Training	R ---Refer to BOQ----
	Survey	R ---Refer to BOQ----
	Other	R ---Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
3.	HEALTH AND SAFETY PERSONNEL	Refer to BOQ, line item 1.8.
	Safety Manager	R ---Refer to BOQ----
	Full time safety officer	R ---Refer to BOQ----
	Full time safety representatives	R ---Refer to BOQ----
	First aiders	R ---Refer to BOQ----
	External auditors' cost	R ---Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
4.	FACILITIES	Refer to BOQ, line item 1.2.1.14.3
	Provision of ablution facilities	R ---Refer to BOQ----
	Service and maintenance of ablution facilities	R ---Refer to BOQ----
	Provision of eating area	R ---Refer to BOQ----
	Cleaning of lay down and other storage areas	R ---Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
5.	FALL PREVENTION AND PROTECTION	Refer to BOQ, line item 1.2.1.14.4.
	Safety harness with double lanyards	R ---Refer to BOQ----

	Lanyard extenders	R ---Refer to BOQ----
	Scaffold hooks	R ---Refer to BOQ----
	Lifelines and vertical fall arrest systems	R ---Refer to BOQ----
	Scaffolding – material, erection and inspection (estimate for project)	
TOTAL		

ITEMS COSTED		ESTIMATED COST
6.	LIFTING MACHINERY AND EQUIPMENT	Refer to BOQ, line item 1.1.1
	Annual inspections and load testing as per legal requirement	R ----Refer to BOQ----
	Certification of all lifting gear during the course of the project	R ----Refer to BOQ----
	Third party inspection	R ----Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
7.	INSURANCES	Refer to BOQ, line item 1.7.1.
	COID cover for the project	R ----Refer to BOQ----
	Liability insurance	R ----Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
8.	TRAINING	Refer to BOQ, line item 1.2.1.14.5
	Health and safety representatives	R ----Refer to BOQ----
	H & S Supervisory training	R ----Refer to BOQ----
	First aid training	R ----Refer to BOQ----
	Fire fighting	R ----Refer to BOQ----
	Legal liability training	R ----Refer to BOQ----
	Risk assessment training	R ----Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
9.	SIGNAGE	Refer to BOQ, line item 1.2.1.14.6
	All signage as required by law: regulatory, warning and information	R ----Refer to BOQ----
	Posters for awareness	R ----Refer to BOQ----
TOTAL		

ITEMS COSTED		ESTIMATED COST
10.	ELECTRICAL	Refer to BOQ, line item 1.2.1.14.7
	Numbering of portable equipment	R ----Refer to BOQ----
	Inspection of equipment	R ----Refer to BOQ----

TOTAL	
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ANNEXURE G (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): Contractor SHE file index

The contractor will be required to submit their SHE file to Armscor's SHE department prior to any commencement of work.

The index is given below:

Contractor Name: _____		Date: _____		
No	Description	Score/NA	Weight	Comment
1	HSE Plan (if applicable)	_____	_____	_____
2	Valid Letter of Good Standing *	_____	_____	_____
3	Public Liability Cover *	_____	_____	_____
4	37.2 Mandatory Agreement to be sign before work commence) *	_____	_____	_____
5	Induction Register (signed) or inducted	_____	_____	_____
6	Appointment of Contractor	_____	_____	_____
7	SHE Policy available and signed by CEO *	_____	_____	_____
8	Project Organogram	_____	_____	_____
9	15.2 Appointment *	_____	_____	_____
10	Safety Rep. Appointment training certificate	_____	_____	_____
11	Supervisor Appointment *	_____	_____	_____
12	First Aiders Appointment and certificate *	_____	_____	_____
13	Fire Fighter Appointment and certificate	_____	_____	_____
14	Risk assessor Appointment and certificate	_____	_____	_____
15	Incident Investigator Appointment	_____	_____	_____
16	Baseline risk assessment established, ISA, (signed and communicated, proof of attendance) *	_____	_____	_____
17	Safe Work Procedures (task specific) SWP eg. Fall Protection *	_____	_____	_____
18	COVID Forms WCL/RMA (Employer details) completed *	_____	_____	_____
19	PPE issue registers being kept. *	_____	_____	_____
20	Applicable checklists (e.g. Tools & Equipment)	_____	_____	_____
21	Emergency contact numbers *	_____	_____	_____
22	Register of employees' medical fitness certificates *	_____	_____	_____
23	MSDS for all HC available (if applicable)	_____	_____	_____
24	Copy of the OHS Act 85 of 1993 & Regulations *	_____	_____	_____
25	Toolbox Talks attendance register	_____	_____	_____
	Total	_____	_____	_____
	Comments: _____			

Contractor scoring(x2): _____ / 50	
File is approved if score is between 40 and 50. Failing to provide the above documentation or proof work cannot commence unless communication prior to commence the work. * Mandatory documents	
File evaluated by (Name and Surname): _____	Sign: _____

ANNEXURE H (OF APPENDIX A: OCCUPATIONAL HEALTH AND SAFETY SITE SPECIFIC
SAFETY SPECIFICATION FOR ARMSCOR DOCKYARD): Safety file Close-out requirements

Close-out files are to be submitted to Armscor by every contractor involved in works within 7 days of completion of work.

Index to be used for

1. Health and safety plan and training register
2. Fall protection plan and training register
3. Method statements, risk assessment, safe work procedures and training registers
4. Medicals and x-rays for all employees that have worked on this project
5. Legal appointments and CV's
6. Asbestos documentation This list is not exhaustive, and the principal contractor may expand all levels to include all relevancy H & S expenditure.

Armscor representative's approval:

Name: _____

Signature: _____

Date: _____

For the principal contractor

Principal contractor representative's acceptance:

Name: _____

Signature: _____

Date: _____

ANNEXURE B: OHASA ACT AGREEMENT

OHASA ACT AGREEMENT

WRITTEN AGREEMENT ON
OCCUPATIONAL HEALTH AND SAFETY

In accordance with the provisions of Section 37(2)
Of the Occupational Health and Safety Act, Act No 85 of 1993

AS ENTERED INTO BY AND BETWEEN

(Hereinafter referred to as the "Employer")

and

(Hereinafter referred to as "the Contractor")

Contractor Compensation Fund Certificate Number: _____
Vendor Number: _____
Contract Number: _____

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1 DEFINITIONS

In this agreement, unless the context indicates otherwise –

Contractor

Contractor will be understood to represent the word "mandatory" as defined in the Construction Regulations of the Occupational Health and Safety Act, 85 of 1993

Employer

Employer will be understood to represent the word "client" as defined in the Construction Regulations of the Occupational Health and Safety Act, 85 of 1993

Hazard

Means a source of or exposure to danger;

He/his/him/himself

Will be used for the sake of expediency and is meant to incorporate the feminine.

Mandatory

Includes an agent, a contractor or a subcontractor for work, but without derogating from his status in his own right as an employer or a user as defined in the Occupational Health and Safety Act 85 of 1993

Safe

means free from any hazard;

Workplace

means any premises or place where a person performs work in the course of his employment;

2 WARRANTY OF COMPLIANCE

In terms of this agreement the Contractor warrants agreement to the arrangements and procedures as prescribed by the Employer and as provided for in terms of Section 37(2) of the OHS Act for the purposes of compliance with the Act and its regulations.

The Contractor further accepts that this contract, made in terms of Section 37(2), shall be read with the Occupational Health and Safety Act and any Regulation made in terms of Section 43 and any Standard Incorporated in terms of Section 44.

The Contractor acknowledges that this agreement constitutes an agreement in terms of Section 37(2) of the OHS Act, whereby all responsibility for health and safety matters relating to the work that the Contractor and his employees are to perform on behalf of the Employer shall be the obligation of the Contractor.

3 CONTRACTOR AS AN EMPLOYER

The Contractor shall be deemed to be an employer in its own right while engaged in the execution of the project. In terms of Section 16(1) of the OHS Act, the Contractor shall accordingly ensure that the requirements of the OHS Act are complied with by itself and/or its nominated Chief Executive Officer.

4 ENVIRONMENTAL COMPLIANCE

The Contractor shall ensure that all National Environmental Management Act (NEMA) principles are considered. This shall not be considered in isolation but include the individual requirements of Specific Environmental Management Acts (SEMAs').

MSDS shall be available for all herbicides, pesticides, fertilisers and solvents where applicable, and sufficient safety briefings shall be conducted with appropriate employees regarding the risks associated with working with the aforementioned chemicals.

5 APPOINTMENTS AND TRAINING

The Contractor undertakes to ensure that he and all staff that will perform any work on behalf of the Employer will undergo induction training before doing any work what so ever.

The Contractor shall appoint competent persons as per Section 16(2) of the OHS Act. Any such appointed person shall be trained on any occupational health and safety matter and the OHS Act provisions pertinent to the work that is to be performed under his responsibility. Copies of any appointments made by the Contractor shall immediately be provided to the Employer.

The Contractor shall further ensure that all his employees are trained on the health and safety aspects relating to the work and that they understand the hazards associated with such work being carried out. Without derogating from the foregoing, the Contractor shall, in particular, ensure that all operators and users of any vehicles, materials, machinery or equipment are properly trained in the use of such materials, machinery or equipment.

Notwithstanding the provisions of the above, the Contractor shall ensure that he, his appointed responsible persons and his employees are at all times familiar with the provisions of the OHS Act, and that they comply with the provisions of the Act.

6 SUPERVISION, DISCIPLINE AND REPORTING

The Contractor shall ensure that all work performed is done under strict supervision and that no unsafe or unhealthy work practices are permitted. Discipline regarding health and safety matters shall be strictly enforced against any of his employees regarding non-compliance by such employee with any health and safety matters.

The Contractor shall further ensure that his employees report to him all unsafe or unhealthy work situations immediately after they become aware of them and that he in turn immediately reports these to the Employer and/or his representative.

7 ACCESS TO THE OHS ACT

The Contractor shall ensure that he has an updated copy of the OHS Act on site at all times and that this is accessible to his appointed responsible persons and employees.

8 CO-OPERATION

The Contractor and/or his responsible persons and employees shall provide full co-operation and information if and when the Employer or its representative inquiries into occupational health and safety issues concerning the Contractor. It is hereby recorded that the Employer and its representatives shall at all times be entitled to make such enquiry.

Without derogating from the generality of the above, the Contractor and his responsible persons shall make available to the Employer and its representative, on request, all and any checklists and inspection registers required to be kept in respect of any of machinery or equipment.

9 WORK PROCEDURES

The Contractor shall implement safe work practices and shall ensure that his responsible persons and employees are made conversant with and adhere to such safe work practices.

10 HEALTH AND SAFETY MEETINGS

In terms of the OHS Act, as applicable, the Contractor shall establish his own health and safety committee(s) and ensure that his employees, being the committee members, hold health and safety meetings as often as may be required and at least once every 3 months should it be required in terms of the Act.

11 COMPENSATION REGISTRATION

The Contractor shall ensure that he has a valid registration with the Compensation Commissioner, as required in terms of the Compensation for Occupational Injuries and Diseases Act 130 of 1993, and that all payments owing to the Commissioner are discharged. The Contractor shall further ensure that the cover shall remain in force while any such employee is present on the premises. Certified copies of valid letters of good standing shall be submitted to the employer before work commences.

12 MEDICAL EXAMINATIONS

The Employer reserves the right to compel the Contractor to ensure that all his employees undergo routine medical examinations, and that they are medically fit for the purposes of the work they are to perform.

13 INCIDENT REPORTING AND INVESTIGATION

All incidents referred to in Section 24 of the OHS Act shall be reported by the Contractor to the Department of Labour and to the Employer. The Employer shall further be provided with copies of any written documentation relating to any incident occurring in the execution of work under contract or agreement with the Employer.

The Employer retains an interest in the reporting of any incident as described above as well as in any formal investigation and/or inquiry conducted in terms of Section 32 of the OHS-Act into such incident.

14 FIRE PRECAUTIONS AND FACILITIES

The Contractor shall ensure that an adequate supply of fire-protection and first-aid facilities is provided for the work to be performed where indicated as being required in terms of a risk assessment.

The Contractor shall further ensure that all his employees are familiar with fire precautions at the, which include fire-alarm signals and emergency exits, and that such precautions are adhered to.

Smoking is only to be permitted in designated smoking areas.

15 HYGIENE AND HOUSEKEEPING

The Contractor shall ensure that the work site and surrounding area is at all times maintained to a reasonably practicable level of hygiene and cleanliness.

16 NO NUISANCE

The Contractor shall ensure that no hindrance, hazard, annoyance or inconvenience is inflicted on the Employer.

17 INTOXICATION NOT ALLOWED

No intoxicating substance of any form shall be allowed. The Contractor shall ensure that adequate measures are implemented to ensure that no employee is, or remains, under the influence of alcohol when engaged in the Employer's business. Any person required to take medication shall notify the relevant responsible person thereof, as well as the potential side effects of the medication.

18 PERSONAL PROTECTIVE EQUIPMENT

The Contractor shall ensure that his responsible persons and employees are provided with adequate personal protective equipment (PPE) for the work they may perform and in accordance with the requirements of General Safety Regulation 2(1) of the OHS Act. The Contractor shall further ensure that his responsible persons and employees wear the PPE issued to them at all material times.

The Employer reserves the right to instruct the Contractor to obtain and use specific PPE, appropriate to the nature of the work and with due regard to the principle of reasonable practicality.

The Contractor shall provide appropriate safety signage and barricading and demarcation where necessary and appropriate. The Employer reserves the right to inform the Contractor of inadequate signage, barricading or demarcation and to instruct him to improve it before work may continue.

19 PLANT, MACHINERY, EQUIPMENT AND VEHICLES

In accordance with the provisions of Section 10(4) of the OHS Act, the Contractor hereby confirms that he has noted his liability for taking the necessary steps to ensure that any machine, article or substance that is provided to it is safe to use. The mandatory further warrants that this agreement is one made in terms of Section 10(4) of the OHS Act.

20 QUALIFICATIONS

The Contractor will provide the Employer with certified copies of all certificates necessary to confirm the competence of the Contractor's employees, such as operators certificates of competence, drivers licenses, PDP's, first aid training certificates and any other appropriate documents that the Employer may require.

21 NO USAGE OF THE EMPLOYER'S EQUIPMENT

The Contractor hereby acknowledges that his employees shall not be permitted to use any materials, machinery or equipment of the Employer unless the prior written consent of the Employer has been obtained, in which case the Contractor shall ensure that only those persons authorised to make use of them, have access thereto.

22 TRANSPORT

The Contractor shall ensure that all road vehicles used on the premises are in a roadworthy condition and are licensed and insured. All drivers shall have relevant and valid driving licences and no vehicle shall carry passengers unless it is specifically designed to do so. All drivers shall adhere to the speed limits and road signs on the premises at all times. All occupants of a vehicle must wear safety belts and the drivers are not to use a hand-held cell phone.

In the event that any hazardous substances are to be transported on or to the premises, the Contractor shall ensure that the requirements of the Hazardous Chemical Substances Act 15 of 1973 are complied with at all times.

23 INDEMNITY

The Contractor indemnifies the Employer against any claim, whether based in common law or legislation, which any party, including employees of the Contractor, may have against the Employer arising out of the performance or execution of the work.

24 DURATION OF AGREEMENT

This agreement shall remain in force for the duration of the work to be performed by the Contractor.

25 HEADINGS

The headings as contained in this agreement are for reference purposes only and shall not be construed as having any interpretative value in themselves or as giving any indication as to the meaning of the contents of the paragraphs contained in this agreement.

26 COSTS

The Contractor accepts that ensuring full compliance with the relevant Legislation and other health and safety requirements may have a cost implication. The Contractor accepts these costs as for its account, and warrants that the potential cost implication was disclosed prior to entering into contract.

27 SIGNATURES

FOR AND ON BEHALF OF THE CONTRACTOR

SIGNED at _____ on this _____ day of _____ 2024

Name:

WITNESSES:

1. _____

2. _____

FOR AND ON BEHALF OF THE EMPLOYER

SIGNED at _____ on this _____ day of _____, 2024

Name: _____

WITNESSES:

1. _____

2. _____

ANNEXURE C:
CIDB ANNEXURES (ANNEXURE A, C, F & G)

CONSTRUCTION INDUSTRY DEVELOPMENT BOARD
STANDARD FOR UNIFORMITY IN ENGINEERING AND CONSTRUCTION
WORKS CONTRACTS

AUGUST 2019

- Annex A: Standard Tender Notice and Invitation to Tender
- Annex C: Standard Conditions of Tender
- Annex F: Record of Addenda to Tender Documents
- Annex G: Compulsory Enterprise Questionnaire

Annex A

Standard Tender Notice and Invitation to Tender

Armscor dockyard invites tenders for the appointment of a service provider to repair various Armscor Dockyard's buildings' roofs.
It is estimated that tenderers must have a CIDB contractor grading of 4GB or higher AND 4SN grading or higher.
Queries relating to the issue of these documents may be addressed to Ms. Bambanani, Tel No, +27 (021) 787 3149 E- Mail BambananiT@armscordy.co.za
A compulsory clarification meeting with representatives of the Employer will take place at Armscor Dockyard, Simon's town, on the date(s) and time(s) stated on tender document (RFB), with reference to paragraph 3.4.
The closing time for receipt of tenders is as stated in tender document (KD17) page 2. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted.
Tenders must only be submitted on the tender documentation that is issued.
Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

Annex C

Standard Conditions of Tender

C.1 General

C.1.1 Actions

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

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

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

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

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

C.1.2 Tender Documents

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

C.1.3 Interpretation

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

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

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

a) conflict of interest means any situation in which:

- i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially;
- ii) an individual or tenderer is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or

- iii) incompatibility or contradictory interests exist between an employee and the tenderer who employs that employee.
- b) comparative offer means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;
- c) corrupt practice means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;
- d) fraudulent practice means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels;

C.1.4 Communication and employer's agent

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

C.1.5 Cancellation and Re-Invitation of Tenders

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

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

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

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

C.1.6 Procurement procedures

C.1.6.1 General

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

C.1.6.2 Competitive negotiation procedure

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

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

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

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

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

C.1.6.3 Proposal procedure using the two stage-system

C.1.6.3.1 Option 1

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

C.1.6.3.2 Option 2

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

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

C.2 Tenderer's obligations

C.2.1 Eligibility

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

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

C.2.2 Cost of tendering

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

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

C.2.3 Check documents

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

C.2.4 Confidentiality and copyright of documents

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

C.2.5 Reference documents

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

C.2.6 Acknowledge addenda

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

C.2.7 Clarification meeting

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

C.2.8 Seek clarification

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

C.2.9 Insurance

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

C.2.10 Pricing the tender offer

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

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

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

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

C.2.11 Alterations to documents

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

C.2.12 Alternative tender offers

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

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

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

C.2.13 Submitting a tender offer

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

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

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

C.2.13.4 Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for

tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

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

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

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

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

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

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

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

C.2.15 Closing time

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

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

C.2.16 Tender offer validity

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

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

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

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

C.2.17 Clarification of tender offer after submission

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

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

C.2.18 Provide other material

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

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

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

C.2.19 Inspections, tests and analysis

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

C.2.20 Submit securities, bonds and policies

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

C.2.21 Check final draft

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

C.2.22 Return of other tender documents

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

C.2.23 Certificates

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

C.3 The employer's undertakings

C.3.1 Respond to requests from the tenderer

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

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

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

C.3.2 Issue Addenda

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

C.3.3 Return late tender offers

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

C.3.4 Opening of tender submissions

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

C.3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, number of points claimed for its BBBEE status level and time for completion for the main tender offer only.

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

C.3.5 Two-envelope system

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

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

C.3.6 Non-disclosure

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

C.3.7 Grounds for rejection and disqualification

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

C.3.8 Test for responsiveness

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

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

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

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

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

C.3.9 Arithmetical errors, omissions and discrepancies

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

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

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

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

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

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

C.3.10 Clarification of a tender offer

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

C.3.11 Evaluation of tender offers

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

Conditions of tender are by definition the document that establishes a tenderer's obligations in submitting a tender and the employer's undertakings in soliciting and evaluating tender offers. Such

conditions establish the rules from the time a tender is advertised to the time that a contract is awarded and require employers to conduct the process of offer and acceptance in terms of a set of standard procedures.

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

The activities associated with evaluating tender offers are as follows:

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

C.3.11.1 General

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

C.3.12 Insurance provided by the employer

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

C.3.13 Acceptance of tender offer

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

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

C.3.14 Prepare contract documents

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

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

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

C.3.15 Complete adjudicator's contract

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

C.3.16 Registration of the award

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

C.3.17 Provide copies of the contracts

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

C.3.18 Provide written reasons for actions taken

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender but withhold information which is not in the public interest to be divulged, which is

considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

Annex F

Record of Addenda to Tender Documents

The undersigned confirm that the following communications received from the employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed		Date	
Name		Position	
Tenderer			

Annex G

Compulsory Enterprise questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.		
Section 1: Name of enterprise:		
Section 2: VAT registration number, if any:		
Section 3: cidb registration number, if any:		
Section 4: CSD number:		
Section 5: Particulars of sole proprietors and partners in partnerships:		
Name*	Identity number*	Personal income tax number*
<i>* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners</i>		
Section 6: Particulars of companies and close corporations		
Company registration number:		
Close corporation number:		
Tax reference number:		
Section 7: SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement.		
Section 8: SBD 6 issued by National Treasury must be completed for each tender and be attached as a tender requirement.		
The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:		
i) authorizes the employer to verify the tenderers tax clearance status from the South African Revenue Services that it is in order;		
ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;		
iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;		
iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and		
iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.		

Signed		Date	
Name		Position	
Enterprise name			

ANNEXURE D:
DTIC ANNEXURE (ANNEXURE C, D & E)

Local Content Declaration - Summary Schedule

Tender No.	
Tender description:	
Designated product(s)	
Tender Authority:	
Tendering Entity name:	
Tender Exchange Rate:	
Specified local content %	

Note: VAT to be excluded from all calculations

589

23

Pulse

[illegible][illegible]

Signature of tenderer from Annex B

Date:

(01)	Tender No.	
(02)	Tender description:	
(03)	Designated Products:	
(04)	Tender Authority:	
(05)	Tendering Entity name:	
(06)	Tender Exchange Rate:	Pula

Note: VAT to be excluded from all calculations

R 9.00

GBP R 12.00

Calculation of imported content

					Calculation of imported content					Summary	
Tender item no's	Description of Imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate.	Local value of imports:	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost incl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
(D19) Total exempt imported value											

(D19) Total exempt imported value

This total must correspond with
Annex C-23

Calculation of imported content

[illegible]

(D32) Total imported value by tenderer

Calculation of imported content

Imported by a 3rd party and supplied to the tenderer				Calculation of imported content						Summary	
Description of Imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Total value of Imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity Imported	Total Imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total Imported value by 3rd party											

(D45) Total reported value by 3rd party

Calculation of foreign currency payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange
(D45)	(D47)	(D48)	(D49)	(D50)

Signature of tenderer from Annex B

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above

Dates:

This total must correspond with
Annex E, C23

(E1)	Tender No.	
(E2)	Tender description:	
(E3)	Designated products:	
(E4)	Tender Authority:	
(E5)	Tendering Entity name:	

[illegible]

This total must correspond with Annex C - C24.

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ANNEXURE E



**REQUIREMENT: THE APPOINTMENT OF A SERVICE PROVIDER TO REPAIR VARIOUS ARMSCOR DOCKYARD'S BUILDINGS'
ROOFS.**

BILL OF QUANTITIES

1. BILL OF QUANTITIES (BOQ)

Notes:

- a. QTY = Quantity
- b. Subtotal = QTY * Unit Price.
- c. Where quantity is not a numerical number, then the bidder shall provide the subtotal
- d. m² = Square meters
- e. R= Rand
- f. R/h= Rand per hour
- g. SUM= Sum of all quantities
- h. No.= Number
- i. Items that have been blanked out are costed elsewhere in the BOQ, and appear in the BOQ for reference.
- J. The contingency line items are provisional sums made by Armscor, and all claims are subject to approval by Armscor.

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1.	BILL NO. 1: PRELIMINARY AND GENERAL				
1.1.	LIFTING EQUIPMENT/ MACHINERY FOR ROOF ACCESS				
1.1.1.	Allowance shall be made by the contractor for safe access to roof paces. i.e., use of cherry pickers, scaffolding. The contractor shall ensure that all equipment is compliant with the regulations and all certification for equipment and persons is provided to the APM.	R	SUM		
1.1.2.	The Contractor to assume that the existing roof surfaces are damaged and frail.	R	SUM		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1.1.3.	Allowance shall be made by the Contractor to provide for the necessary additional equipment requirement when working in these areas so as not to damage the roof further. Assessments of the roofs have been done and the costs for further repair emanating from the Contractor working on this roof will be for the Contractors cost. Contingency				
1.2.	OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS				
1.2.1.	Allow for compliance to Health and Safety requirements as per employer's occupational health and safety site specific safety specification for Armscor Dockyard.				
1.2.1.1.	See RFB document, Annexure E, Appendix A: Occupational Health and Safety Site Specific Safety Specification for Armscor Dockyard Minimum Administrative Requirements				
	Notification to Commence Construction Work	R	SUM		
	Assignment of Project Managers / Contractors' Responsible Persons to Supervise Health and Safety on Site.				
	Refer to Annexure B and capture resources in Section 1.8: TECHNICAL PROFESSIONAL TEAM of this BOQ				
	Site Establishment	R	SUM		
	Competence of the Contractors' Appointed Competent Persons				
	Compensation for Occupational Injuries and Diseases Act 130 of 1993 (COIDA)				
	Health and Safety Organogram	R	SUM		
	Preliminary Hazard Identification and Risk Assessments	R	SUM		
	General Record Keeping	R	SUM		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	Inspection Registers				
	Injury / Incident Reporting and Investigation				
	Permits	R	SUM		
	Preparation of Health & Safety Documentation				
	Health and Safety Audits, Monitoring and Reporting				
	Emergency Procedures	R	SUM		
	Personal Protective Equipment (PPE) and Clothing				
	Occupational Health and Safety Signs				
	Safety and Security				
	Medicals				
	Scaffolding and Working at Heights				
	Fall Protection	R	SUM		
	Traffic Accommodation	R	SUM		
1.2.1.2.	Principal contractor and Subcontractors				
	Principal contractor and Subcontractors' Requirements				
	Principal contractor / Subcontractor – Competency Assessment				
	Costs for OHS –Compliance	R	SUM		
	Contractors' Health & Safety Plans	R	SUM		
	[Construction Regulations 7(1)(a)]				
	Communication and Management of the work				
1.2.1.3.	Client identified Hazards and Potentially Hazardous Situations				
	Client identified Hazards				
	Unforeseeable Hazards				
1.2.1.4.	Site Operational Requirements	R	SUM		
1.2.1.5.	Construction Health & Safety Officer				
1.2.1.6.	Health and Safety Representative(s)	R	SUM		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	Health and Safety Committee(s)				
	Health and Safety Training	R	SUM		
	Health & Safety Audits, Monitoring and Reporting				
	Emergency Preparedness				
	First Aid Boxes and First Aid Equipment	R	SUM		
	Public and Site Visitor Health & Safety				
	Access to Site				
	Security on Site				
	Lighting	R	SUM		
1.2.1.7.	Physical Requirements				
	Traffic Diversions (Road Works)	R	SUM		
	Edge Protection and Penetrations	R	SUM		
	Housekeeping				
	Stacking & Storage	R	SUM		
	Fire Extinguishers and Fire Fighting Equipment	R	SUM		
	Fall Protection Working in Elevated Positions				
	Roof work	R	SUM		
	Asbestos work	R	SUM		
	Severe Weather Plan	R	SUM		
	Structures				
	Speed Restrictions and Protection				
	Hazardous Chemical Substances (HCS)				
	Transportation of Workers				
	Environmental Management				
1.2.1.8.	Plant, Machinery and Equipment	R	SUM		
	Vessels under Pressure and Gas Bottles				
	Hired Plant and Machinery				
	Lifting Machines, Tackles and Lifting Operations				
	Ladders				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	General Machinery				
	Electrical Installations, Portable Electrical Tools and Explosive power tools	R	SUM		
	Electrical & Mechanical Lockout				
1.2.1.9.	Occupational Health				
	Industrial Hygiene (exposure to physical and chemical stress factors)				
	Noise Induced Hearing Loss				
	Ergonomics				
	Welfare Facilities				
	Alcohol and other Drugs				
	Dust Control	R	SUM		
	Annexure A shall be read in conjunction with 1.2.1.1 to 1.2.1.9				
1.2.1.10.	Annexure B				
1.2.1.11.	Annexure C				
1.2.1.12.	Annexure D				
1.2.1.13.	Annexure E				
1.2.1.14.	Annexure F				
1.2.1.14.1.	Personal Protective Equipment				
i.	Overalls	R	SUM		
ii.	Hard hats and safety glasses	R	SUM		
iii.	Safety boots / shoes	R	SUM		
iv.	Visors / gloves	R	SUM		
v.	Asbestos PPE	R	SUM		
vi.	Other, Specify:				
	a) _____	R			
	b) _____	R			
	c) _____	R			

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	d) _____ e) _____ f) _____	R R R			
1.2.1.14.2.	Fire Fighting Equipment				
i.	Fire extinguishers	R	SUM		
ii.	Training	R	SUM		
iii.	Other, Specify:				
	a) _____ b) _____ c) _____ d) _____ e) _____ f) _____	R R R R R R			
1.2.1.14.3.	Facilities				
i.	Provision of ablution facilities	R	SUM		
ii.	Maintenance of ablution facilities	R	SUM		
iii.	Provision of eating area	R	SUM		
iv.	Cleaning of lay down and other storage areas	R	SUM		
v.	Other, Specify:				
	a) _____ b) _____ c) _____	R R R			

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	d) _____ e) _____ f) _____	R R R			
1.2.1.14.4.	Fall Prevention and Protection				
i.	Safety harness	R	SUM		
ii.	Lanyard extenders	R	SUM		
iii.	Lifelines and vertical fall arrest systems	R	SUM		
iv.	Other, Specify: a) _____ b) _____ c) _____ d) _____ e) _____ f) _____	R R R R R R			
1.2.1.14.5	Training				
i.	Health and safety representatives	R	SUM		
ii.	H & S Supervisory training	R	SUM		
iii.	First aid training	R	SUM		
iv.	Fire fighting	R	SUM		
v.	Legal liability training	R	SUM		
vi.	Risk assessment training	R	SUM		
vii.	Other, Specify: a) _____	R			

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	b) _____ c) _____ d) _____ e) _____ f) _____	R R R R R			
1.2.1.14.6	Signage				
i.	All signage as required by law: regulatory, warning and information		SUM		
ii.	Posters for awareness		SUM		
iii.	Other, Specify: _____ a) _____ b) _____ c) _____ d) _____ e) _____ f) _____	R R R R R R			
1.2.1.14.7	Electrical equipment				
i.	Portable electrical equipment, Specify: a) _____ b) _____ c) _____	R R R R			

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	d) _____ e) _____ f) _____	R R R			
1.2.1.15.	Annexure G	R	1		
1.2.1.16.	Annexure H				
1.2.2.	Allowance for full compliance with the Asbestos Abatement Regulations, 2020 (as amended) in terms of the safe removal and/or the safe repair (patching) of the asbestos roof sheeting.				
1.2.3.	Allowances for removal of all asbestos from Armscor Dockyard shall be as per the Asbestos Abatement Regulations 2020. Asbestos containing material i.e., roof sheeting, rainwater gutters and down pipes, shall be disposed of according to the asbestos abatement regulations. No payments will be made for these works without an approved disposal certificate.	Per Skip (6m³)	10		
1.2.4.	General waste resulting from works requiring removal from the site. No payments will be made for these works without an approved disposal certificate.	Per Skip (6m³)	6		
1.2.5.	Allowance for an AIA to perform asbestos air monitoring (personal and environmental), thereafter issue a written report with findings and recommendations to the APM.	R	1		
1.2.6.	Contingency				
1.3.	QUALITY ASSURANCE				
1.3.1.	Contractor shall either cost for 1.3.1.1 OR 1.3.1.2 (DO NOT COST FOR BOTH)				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1.3.1.1.	Allowance for if the contractor is the OEM of the waterproofing membrane and/ or asbestos encapsulating coating, the contractor shall provide the APM with a quality data pack that includes all relevant quality coating inspection checklists for the coating application signed off and approved by the contractor (in each case) and submitted to Armscor OR	R			
1.3.1.2.	Allowance for if the contractor is not the OEM of the waterproofing membrane and/ or asbestos encapsulating coating or does not have an internal paint quality inspector/ inspection process in place, the contractor shall appoint a 3rd party coating inspector that will provide the quality data pack (including, but not limited to, SOW, relevant data sheet, Quality Control Plan (QCP)).	R			
1.4.	PROVISIONAL BILLS OF QUANTITIES				
1.4.1.	This Bills of Quantities is provisional and all quantities are re measurable. Where possible we have made allowances for the works as included herein to the best of our knowledge and as per the information at hand. This could possibly change upon executing the works. Further allowances have been made for unforeseen or additional works under Contingencies.				
1.4.2.	The Contractor is deemed to have inspected the property and included for all the works required in their rates and pricing to reinstate the property to its state before the damages occurred. All roof areas are measured on plan and do not include for additional quantities due to the gradient of the roof. The contractor shall make provision for this in their rates. (Roof measurements are taken as if viewed from above)				
1.5.	ACCOMMODATION				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
1.5.1.	Allowance for accommodation during duration of the project (Cost shall be as per contractor's project plan, which shall include a Gantt chart)	R	SUM		
1.6.	BIDDERS BRIEFING				
1.6.1.	Attend bidders briefing at Armscor Dockyard	R	SUM		
1.7.	PROVISION FOR APPLICABLE INSURANCES				
1.7.1.	- Material insurance cover; - COIDA submission; - Public liability Cover (minimum R10 million); and - Any other applicable cover/s.	R	SUM		
1.8.	TECHNICAL PROFESSIONAL TEAM				
1.8.1.	The contractor must allocate SACPCMP (South African Council for the Project and Construction Management Professions) registered Construction Project Manager.	Hour			
1.8.2.	The contractor must allocate SACPCMP (South African Council for the Project and Construction Management Professions) registered Construction Health & Safety Practitioner as site permanent staff for the duration of the project	Hour			
1.8.3.	Approved Asbestos Inspection Authority (AIA) for the project	Hour			
1.8.4.	Labour not specified but deemed necessary by the contractor for the successful completion of the works, Specify labour type below: (e.g., handymen, artisans, supervisors, first aiders, auditors, etc)				
a)	construction supervisor	Hour			

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	b) bricklayer	Hour			
	c) office administration	Hour			
	d) Construction labourer	Hour			
	e)	Hour			
1.9.	SUBTOTAL FOR BILL 1: PRELIMINARY AND GENERAL (EXCLUDING VAT)				
	Subtotal carried forward				
2.	BILL NO. 2: DAMAGED ROOF SHEETING AND FASTENING				
2.1.	If the contractor notes any roofing sheeting posing a risk of water seepage, where there is visible breakage and/or the roof sheeting integrity appears to be compromised, then the Contractor shall inform the Armscor Project Manager (APM) and, upon mutual agreement, replace the damaged/ compromised roof sheeting.				
2.2.	If the contractor notes any loose roof sheeting screws, the contractor shall secure the screws. If it is not practical to secure the screws or there are missing screws, the contractor shall, upon mutual agreement with the APM, replace the screws.				
2.3.	SUBTOTAL FOR BILL 2: DAMAGED ROOF SHEETING AND FASTENING (EXCLUDING VAT)				
	Subtotal carried forward				
3.	BILL NO. 3: CLEANING AND PREPARING OF SURFACES				
3.1.	Shed 1, Shed 2 and Shed 3 (building 920) (7000m²)				
3.1.1.	All existing roof areas shall be high pressure cleaned (Equipment ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	1		
3.2.	MESSROOM/ ABLUTIONS (BUILDING 921)				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
3.2.1.	The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations				
3.3.	GENERATING STATION (BUILDING 676)				
3.3.1.	The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations				
3.4.	EXISTING TRANSIT STORE (BUILDING 669)				
3.4.1.	The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations				
3.5.	SIGN WRITERS/ SPRAY PAINTERS (BUILDING 652)				
3.5.1.	The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations				
3.6.	RIGGERS WORKSHOP (BUILDING 649)				
3.6.1.	The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations				
3.7.	POLISHING SHOP (BUILDING 664)				
3.7.1.	The contractor is prohibited from cleaning or preparing all surfaces of asbestos prior to applying the asbestos encapsulation coating as per asbestos abatement regulations				
3.8.	SUBTOTAL FOR BILL 3: CLEANING AND PREPARING OF SURFACES (EXCLUDING VAT)				
	Subtotal carried forward				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
4.	BILL NO. 4: WATERPROOFING AND ASBESTOS ENCAPSULATION				
4.1.	SHED 1, SHED 2 AND SHED 3 (BUILDING 920) (7000 m²)				
4.1.1.	Surface preparation and application of the waterproofing coating shall be as per manufacturers recommendation. (Product ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	Litres (to cover the given area)		
4.2.	MESSROOM/ ABLUTIONS (BUILDING 921) (120 m²)				
4.2.1.	The asbestos encapsulation coating shall be applied only on the exterior of the roof sheeting. (Product ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	Litres (to cover the given area)		
4.3.	GENERATING STATION (BUILDING 676) (1600 m²)				
4.3.1.	The asbestos encapsulation coating must be applied only on the exterior of the roof sheeting. (Product ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	Litres (to cover the given area)		
4.4.	EXISTING TRANSIT STORE (BUILDING 669) (400 m²)				
4.4.1.	The asbestos encapsulation coating must be applied both on the exterior and interior of the roof sheeting. (Product ONLY)	R	Litres (to		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
	(Labour costs shall be excluded, and specified under P&G's, Technical professional team)		cover the given area)		
4.5.	SIGN WRITERS/ SPRAY PAINTERS (BUILDING 652) (950 m²)				
4.5.1.	The asbestos encapsulation coating must be applied only on the exterior of the roof sheeting. (Product ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	_____ Litres (to cover the given area)		
4.6.	RIGGERS WORKSHOP (BUILDING 649) (1000 m²)				
4.6.1.	Application of the waterproofing coating shall be as per manufacturers recommendation. (Product ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	_____ Litres (to cover the given area)		
4.7.	POLISHING SHOP (BUILDING 664) (1000 m²)				
4.7.1.	The asbestos encapsulation coating must be applied both on the exterior and interior of the roof sheeting. (Product ONLY) (Labour costs shall be excluded, and specified under P&G's, Technical professional team)	R	_____ Litres (to cover the given area)		
4.8.	SUBTOTAL FOR BILL 4: WATERPROOFING AND ASEBSTOS ENCAPSULATION (EXCLUDING VAT)				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
Subtotal carried forward					
5.	BILL NO. 5: ROOF SHEETING, RAINWATER GUTTERS, RAINWATER DOWN PIPES, FASCIA BOARDS & ROOF RAKES				
5.1.	SHED 1, SHED 2 AND SHED 3 (BUILDING 920)				
5.1.1.	Costing for the below shall be as per Figure 2 – Figure 14				
5.1.1.1.	Figure 2				
5.1.1.2.	1A- Replace gutters (entire length) (existing gutter size: 160mm half round)	m	85		
5.1.1.3.	2A- Replace 6x downpipes (existing downpipe size: Ø110mm diameter)	m	48 (*total length of all 6)		
5.1.1.4.	3A - Replace gutters (230mm) and add fascia boards (entire length) (fascia boards size and material to match those existing onsite)	m	70		
5.1.1.5.	4A- Replace 6x downpipes (existing downpipe size: Ø110mm diameter)	m	54 (*total length of all 6)		
5.1.1.6.	Figure 3				
5.1.1.7.	4A- Replace all 6x downpipes (existing downpipe size: Ø110mm diameter)				
5.1.1.8.	Figure 4				
5.1.1.9.	5A - Replace gutters (entire length) (size and material of gutters to match existing)	m	85		
5.1.1.10.	Figure 5				
5.1.1.11.	6A- Waterproof roof rake (entire length) (damaged sections to be replaced and waterproofed)	m	100		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.1.1.12.	7A- Replace gutters (entire length) (size and material of gutters to match existing)	m	70		
5.1.1.13.	8A- Replace downpipes (250mm x250mm) (size of downpipes to match existing)	m	51 (*total length)		
5.1.1.14.	Figure 6				
5.1.1.15.	9A- Replace gutters (entire length) (size of gutter to match existing)	m	85		
5.1.1.16.	10A- Replace downpipes (size of downpipes to match existing)	m	17 (*total length)		
5.1.1.17.	11A- Waterproof roof rake (entire length) (damaged sections to be replaced and waterproofed)	m	50		
5.1.1.18.	12A- Waterproof roof rake (entire length) (damaged sections to be replaced and waterproofed)				
5.1.1.19.	Figure 7				
5.1.1.20.	13A- Replace all translucent roof sheeting and side cladding for all 3x sheds	No.	171		
5.1.1.21.	Figure 8				
5.1.1.22.	14A – Replace gutters for all 3x Sheds (size of gutters to match existing)	m	210 (*total length of all 3 Sheds)		
5.1.1.23.	Figure 9				
5.1.1.24.	15A- Replace gutters (size of gutters to match existing)	m	15		
5.1.1.25.	16A- Replace gutters (size of gutters to match existing)	m	15		
5.1.1.26.	17A- Waterproof roof rake for all 3x sheds (entire length) (damaged sections to be replaced and waterproofed)	m	150		
5.1.1.27.	Figure 10				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.1.1.28.	17A- Waterproof roof rake for all 3x sheds (entire length) (damaged sections to be replaced and waterproofed)				
5.1.1.29.	18A- Replace gutters (200mm x 180mm) (entire length) (size and material to match existing)	m	70		
5.1.1.30.	Figure 11				
5.1.1.31.	18A- Replace gutters (entire length) (size and material to match existing)	m	70		
5.1.1.32.	19A- Replace all downpipes (size and material to match existing)	m	40 (*total length)		
5.1.1.33.	20A- Replace all downpipes (150mm x 150m) (size and material to match existing)	m	45 (*total length)		
5.1.1.34.	Figure 12				
5.1.1.35.	18A- Replace existing gutter (size and material to match existing)	m	7		
5.1.1.36.	20A- Replace all downpipes (size and material to match existing)				
5.1.1.37.	Figure 13				
5.1.1.38.	Figure 14				
5.1.2.	Plumbing accessories (fittings, fixings)	R	SUM		
5.1.3.	Roof fasteners and accessories	R	SUM		
5.1.4.	Contingency				
5.2.	MESSROOM/ ABLUTIONS (BUILDING 921)				
5.2.1.	Costing for the below shall be as per Figure 16 ~ Figure 19				
5.2.1.1.	Figure 16				
5.2.1.2.	1B- Replace downpipe (size to match existing) (existing downpipe size: Ø75mm diameter)	m	14,3		
5.2.1.3.	Figure 17				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.2.1.4.	2B- Replace downpipe (existing downpipe size: Ø75mm diameter)				
5.2.1.5.	3B- Replace fascia boards for the entire building (210mm x 25mm) (size and material to match existing)	m	60		
5.2.1.6.	4B- Replace gutters (entire length) (existing gutter size: 110mm half round gutter)	m	16		
5.2.1.7.	Figure 18				
5.2.1.8.	5B- Replace gutters (entire length) (existing gutter size: 110mm half round gutter)	m	16		
5.2.1.9.	6B- Replace fascia boards for the entire building (size and material to match that onsite)				
5.2.1.10.	7B- Replace gutters (entire length) (existing gutter size: 110mm half round gutter)				
5.2.1.11.	Figure 19				
5.2.1.12.	Plumbing accessories (fittings, fixings)	R	SUM		
5.2.1.13.	Roof fasteners and accessories	R	SUM		
5.2.1.14.	Contingency				
5.3.	GENERATING STATION (BUILDING 676)				
5.3.1.	Costing for the below shall be as per Figure 21 – Figure 37				
5.3.1.1.	Figure 21				
5.3.1.2.	1C- Fit channel/box gutter to downpipe (existing box gutter size is 400mm x 400mm x 200mm; downpipe size is Ø160mm)	m	18		
5.3.1.3.	Figure 22				
5.3.1.4.	2C- Remove all 4x whirlybirds vents and close area. Waterproof all water ingress points.	No.	4		
5.3.1.5.	3C- Replace all 6x downpipes (110mm) (size to match existing downpipe)	m	9,5		
5.3.1.6.	4C- Encapsulate 5x square vents and waterproof all water ingress points (add meshing to each vent)	No.	5		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.3.1.7.	5C- Replace gutters (170mm) (entire length) (size to match existing gutter)	m	40		
5.3.1.8.	6C- Replace fascia boards (size and material shall match existing)	m	40		
5.3.1.9.	7C- Flashing to be done on roof valleys/edges on both ends	m	40		
5.3.1.10.	Figure 23				
5.3.1.11.	6C- Flashing to be done on roof valleys/edges on both ends	m	26		
5.3.1.12.	7C- Encapsulate 2x vents & birdproof/ add meshing.	No.	2		
5.3.1.13.	8C- Secure all loose/ replace missing roof sheeting screws (this is applicable across the entire building)				
5.3.1.14.	9C- Replace all translucent roof sheeting (applicable across the entire building)				
5.3.1.15.	Figure 24				
5.3.1.16.	6C- Flashing to be done on roof valleys/edges on both ends				
5.3.1.17.	10C- Encapsulate 4x vents & waterproof all possible water ingress points	No.	4		
5.3.1.18.	11C- Replace fascia boards (entire length) (size and material to match existing)	m	24		
5.3.1.19.	12C- Replace downpipe (existing downpipe size: Ø110mm) (size to match existing)	m	31		
5.3.1.20.	13C- Replace downpipe (existing downpipe size: Ø110mm) (size to match existing)	m	2,5		
5.3.1.21.	Figure 25				
5.3.1.22.	1C- Fit channel/box gutter to downpipe (existing box gutter size is 400mm x 400mm x 200mm;				
5.3.1.23.	14C- Waterproof roof rakes (replace missing sections/ damaged of roof rakes and waterproof).				
5.3.1.24.	15C- Flashing to be done on roof valleys/edges on both ends	m	52		
5.3.1.25.	Figure 26				
5.3.1.26.	7C- Encapsulate 2x vents & birdproof/ add meshing				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.3.1.27.	9C- Replace all translucent roof sheeting (this is applicable across the entire building)				
5.3.1.28.	Figure 27				
5.3.1.29.	16C- Waterproof roof rakes (replace missing sections/ damaged of roof rakes and waterproof).	m	108		
5.3.1.30.	17C- Flashing to be redone on roof valleys/edges on both ends				
5.3.1.31.	18C- Replace box gutter (existing box gutter size is 400mm x 400mm x 200mm)				
5.3.1.32.	19C- Replace fascia boards (entire length) (size and material to match existing)	m	12		
5.3.1.33.	20C- Replace downpipe (size to match existing) (existing downpipe size: ø110mm)	m	3,75		
5.3.1.34.	Figure 28				
5.3.1.35.	21C- Replace gutters, size to match existing (entire length) (size of existing gutter: 160mm)	m	12		
5.3.1.36.	22C- Replace downpipe, size to match existing (existing downpipe: ø110mm)	m	3,75		
5.3.1.37.	Figure 29				
5.3.1.38.	23C- Replace 6x downpipe (size to match existing) (existing downpipe size: ø110mm diameter)	m	22,5 (*total length of all 6)		
5.3.1.39.	24C- Replace fascia board (entire length) (size and material to match existing)	m	5		
5.3.1.40.	25C- Replace 7x downpipes (size to match existing) (existing downpipe size: ø110mm diameter)	m	26,25 (*total length of all 7)		
5.3.1.41.	Figure 30				
5.3.1.42.	26C- Flashing to be redone on roof valleys/edges on both ends.	m	40		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.3.1.43.	27C- Replace gutters (170mm) (entire length) (size to match existing)	m	40		
5.3.1.44.	28C- Replace downpipe (size to match existing), replace tee-piece with elbow				
5.3.1.45.	29C- Fit downpipe (size to match existing downpipes)				
5.3.1.46.	Figure 31				
5.3.1.47.	26C- Flashing to be redone on roof valleys/edges on both ends.	m	40		
5.3.1.48.	29C- Fit downpipe (size to match existing downpipes)				
5.3.1.49.	30C- Replace downpipe (size to match existing), replace tee-piece with elbow				
5.3.1.50.	31C- Fit downpipe (size to match existing downpipes)				
5.3.1.51.	Figure 32				
5.3.1.52.	23C- Replace 5x downpipe (size to match existing) (existing downpipe Ø110mm diameter)				
5.3.1.53.	Figure 33				
5.3.1.54.	Figure 34				
5.3.1.55.	24C- Replace all translucent roof sheeting (this is applicable to the entire building)				
5.3.1.56.	Figure 35				
5.3.1.57.	25C- Replace fascia boards (entire length) (size and material to match existing)	m	5		
5.3.1.58.	26C- Replace fascia boards (entire length) (size and material to match existing)	m	5		
5.3.1.59.	Figure 36				
5.3.1.60.	27C- Replace gutters (entire length) (size to match existing)	m			
5.3.1.61.	23C- Replace 5x downpipe (size to match existing) (size of existing downpipe: Ø110mm diameter)	m			
5.3.1.62.	Figure 37				
5.3.2.	Plumbing accessories (fittings, fixings)	R	SUM		
5.3.3.	Roof fasteners and accessories	R	SUM		
5.3.4.	Contingency				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.4.	EXISTING TRANSIT STORE (BUILDING 669)				
5.4.1.	Costing for the below shall be as per Figure 39 – Figure 49				
5.4.1.1.	Figure 39				
5.4.1.2.	1D- Replace downpipe (existing downpipe: Ø160mm diameter)	m	8		
5.4.1.3.	Figure 40				
5.4.1.4.	2D- Mesh to be fitted on all gutters	No.	6		
5.4.1.5.	3D- Replace 2x downpipes (size to match existing) (existing downpipe size: Ø110mm diameter)	m	16 (*total length)		
5.4.1.6.	4D- Fit 1x missing downpipe (size to match existing downpipes) (existing downpipe size: Ø110mm diameter)	m	8		
5.4.1.7.	Figure 41				
5.4.1.8.	5D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.	m	20		
5.4.1.9.	Figure 42				
5.4.1.10.	6D- Replace downpipe (130mm) (size to match existing)	m	8		
5.4.1.11.	7D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.	m	20		
5.4.1.12.	8D- Encapsulate exposed roof sheeting which is not enclosed	No.	28		
5.4.1.13.	Figure 43				
5.4.1.14.	9D- Add meshing and waterproof around the vents.	No.	2		
5.4.1.15.	10D- Replace all translucent roof sheeting (this is applicable to the entire building)	No.	13		
5.4.1.16.	Figure 44				
5.4.1.17.	11D- Replace gutter (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.				
5.4.1.18.	12D- Replace downpipe (130mm) (size to match existing)	m	8		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.4.1.19.	Figure 45				
5.4.1.20.	13D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter.	m	20		
5.4.1.21.	Figure 46				
5.4.1.22.	8D- Encapsulate all exposed roof sheeting which is not enclosed				
5.4.1.23.	10D- Replace all translucent roof sheeting (this is applicable to the entire building)				
5.4.1.24.	Figure 47				
5.4.1.25.	14D- Replace downpipe (size to match existing)	m	8		
5.4.1.26.	Figure 48				
5.4.1.27.	15D- Replace gutters (entire length) (size to match existing) – prepare civil works where the gutter will be fitted prior to replacing the gutter				
5.4.1.28.	Figure 49				
5.4.2.	Plumbing accessories (fittings, fixings)	R	SUM		
5.4.3.	Roof fasteners and accessories	R	SUM		
5.4.4.	Contingency				
5.5.	SIGN WRITERS/ SPRAY PAINTERS (BUILDING 652)				
5.5.1.	Costing for the below shall be as per Figure 51 – Figure 62				
5.5.1.1.	Figure 51				
5.5.1.2.	1E- Waterproof around vents to prevent water ingress and birdproof/ add meshing	No.	1		
5.5.1.3.	Figure 52				
5.5.1.4.	2E- Replace downpipes (110mm) (size to match existing downpipe size)	m	11		
5.5.1.5.	3E- Replace gutters (170mm) (entire length) (size to match existing)	m	25		

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.5.1.6.	4E- Replace all fascia boards (entire length) (size and material to match existing) Figure 53	m	25		
5.5.1.7.	5E- Replace all fascia boards (size and material to match existing) Figure 54	m	44		
5.5.1.8.	6E- Replace box gutter (entire length) (size of existing box gutter: 400mm x 400mm x 200mm)	m	25		
5.5.1.9.	7E- Apply wood treatment on wood Figure 55	m	50		
5.5.1.10.	5E- Replace all fascia boards (entire length) (size and material to match existing) Figure 56	m	50		
5.5.1.11.	6E- Replace box gutters (entire length) (size to match existing) (size of existing box gutter: 200mm x 300mm x 200mm) Figure 57				
5.5.1.12.	5E- Replace all fascia boards (entire length) (size and material to match existing) Figure 58	m	25		
5.5.1.13.	1E- Waterproof around vent to prevent water ingress and birdproof/ add meshing Figure 59				
5.5.1.14.	8E- Replace all fascia boards (entire length) (size and material to match existing) Figure 59				
5.5.1.15.	6E- Replace box gutter (entire length) (size of existing box gutter: 200mm x 300mm x 200mm)	m	44		
5.5.1.16.	9E- Replace all fascia boards (entire length) (size and material to match existing) Figure 59	m	11		
5.5.1.17.	10E- Replace downpipes (size to match existing) (existing downpipe size: Ø110mm) Figure 59				
5.5.1.18.					
5.5.1.19.					
5.5.1.20.					
5.5.1.21.					
5.5.1.22.					
5.5.1.23.					
5.5.1.24.					

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.5.1.25.	11E – 14E- Fit 4x downpipes (fit elbow from 12E to join 11E, and 13E to join 14E) (sizes to match existing on building)	m	22 (*total length of all 4)		
5.5.1.26.	15E- Fit gutters (sizes to match existing on building)	m	25		
5.5.1.27.	Figure 60				
5.5.1.28.	Figure 61				
5.5.1.29.	16E- Remove ceiling to access box gutter. Replace cove and dry walling once box gutter has been fitted – applicable for all box gutter replacement areas for this building.		Sum of area		
5.5.1.30.	Figure 62				
5.5.2.	Plumbing accessories (fittings, fixings)	R	SUM		
5.5.3.	Roof fasteners and accessories	R	SUM		
5.5.4.	Contingency				
5.5.	RIGGERS WORKSHOP (BUILDING 649)				
5.6.1.	All existing roof sheeting and side cladding shall be demolished and replaced with new IBR roof sheeting.	m	SUM		
5.6.2.	Construct new aluminium gutters and rain water down pipes.	m	SUM		
5.6.3.	Roof parts not specified but deemed necessary by the contractor for the successful completion of the works, Specify: a) _____ b) _____ c) _____ d) _____ e) _____ f) _____				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.6.4.	Plumbing accessories (fittings, fixings)	R	SUM		
5.6.5.	Roof fasteners and accessories	R	SUM		
5.6.6.	Contingency				
5.7.	POLISHING SHOP (BUILDING 664)				
5.7.1.	Costing for the below shall be as per Figure 66 – Figure 75				
5.7.1.1.	Figure 66				
5.7.1.2.	1G- Replace box gutter (entire length) (existing box gutter size: 120mm x 120mm x 400mm)	m	25		
5.7.1.3.	2G- Replace downpipe (size to match existing) (existing downpipe size: Ø160mm diameter)	m	6		
5.7.1.4.	3G- Replace all fascia boards (entire length) (size and material to match existing)	m	40		
5.7.1.5.	Figure 67				
5.7.1.6.	4G- Remove all 6x circular roof vents, close open area where vents were removed and waterproof.	No.	6		
5.7.1.7.	5G- Replace fascia boards (entire length) (size and material to match existing)	m	25		
5.7.1.8.	Figure 68				
5.7.1.9.	6G- Fit down pipe (to match existing downpipes Ø75mm; fit elbow to join downpipe with 7G)	m	6		
5.7.1.10.	Figure 69				
5.7.1.11.	8G- Replace all translucent roof sheeting across the entire building	No.	22		
5.7.1.12.	9G- Encapsulate, waterproof around square vents and birdproof/add meshing.	No.	4		
5.7.1.12.	Figure 70				
5.7.1.13.	10G- Fit down pipe (to match existing downpipes Ø75mm; fit elbow to join downpipe 11G)	m	6		
5.7.1.14.	Figure 71				

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE IN S.A. CURRENCY	SUBTOTAL
5.7.1.15.	12G- Redo roof flashing on roof valleys/ areas	m	40		
5.7.1.16.	13G- Remove the chimney, enclose area and waterproof				
5.7.1.17.	Figure 72	Area			
5.7.1.18.	4G- Remove all 6x circular roof vents, close open area where vents were removed and waterproof.	No.	6		
5.7.1.19.	14G- Fit down pipe (to match existing downpipes) (existing downpipe size: Ø75mm)	m	6		
5.7.1.20.	Figure 73				
5.7.1.21.	8G- Replace all translucent roof sheeting across the entire building				
5.7.1.22.	15G- Replace roof flashing on roof areas/ valleys	m	25		
5.7.1.23.	16G- Secure all loose roof sheeting screws/ replace missing roof sheeting screws on the entire building				
5.7.1.24.	17G- Replace fascia boards (entire length) (size and material to match existing)	m	15		
5.7.1.25.	Figure 74				
5.7.1.26.	Figure 75				
5.7.1.27.	18G- Replace fascia boards (entire length) (size and material to match existing)	m	40		
5.7.1.28.	19G- Replace roof flashing on roof areas/ valleys	m	16		
5.7.1.29.	Figure 66				
5.7.2.	Plumbing accessories (fittings, fixings)	R	SUM		
5.7.3.	Roof fasteners and accessories	R	SUM		
5.7.4.	Contingency				
5.8.	SUBTOTAL FOR BILL 5: ROOF SHEETING, RAINWATER GUTTERS AND RAINWATER DOWN PIPES, FASCIA BOARDS, ROOF RAKES (EXCLUDING VAT)				
	Subtotal carried forward				
6.	BOQ FINAL SUMMARY AND TENDER PRICE OFFERED				



Private Bag X84, PRETORIA, 0001, the dtic Campus, 77 Meintjies Street, Sunnyside, 0002, Tel: (012) 394 0000
the dtic Customer Contact Centre local: 0861 843 384 International: +27 12 394 9500, www.thedtic.gov.za

1. INFORMATION FOR STEEL PRODUCTS AND COMPONENTS FOR CONSTRUCTION DESIGNATION

1.1 Steel products and components for construction refer to:

1.1.1 **Fabricated structural steel** which includes a wide range of free standing shapes, cross sections and sizes of steel metal pieces produced through a variety of operations according to a specific design, certain standards of chemical composition and mechanical properties. The fabricated components are produced from various primary and downstream steel products, including: channels (parallel and taper flanges); I-beams and H-beams; angles (equal and unequal); bars (flat; square and round); reinforcing bar and fasteners. The fabrication comprises of detailing (cutting, rolling, drilling, bending, grinding and machining), fitting, welding and/or, fastening, surface preparation (cleaning) and surface protection (coating) of steel components for application in an assortment structures.

1.1.2 In addition to the processes in 1.1.1; **joining components** such as gussets, cleats, stiffeners, splices, plates, cranks, kinks, doglegs, holes, girders, spacers, tabs, brackets, fasteners (bolts, nuts, rivets and nails) are used for connection and assembly of structures.

1.1.3 **Frames** refer to all rigid structures that surround doors, windows, patio, showers and built-in-cupboards made of steel.

1.1.4 **Roof Cladding** refers to a layer of covering applied to a roof in order to provide both weather protection and aesthetic appeal which consist of large sheets of material, or many small, overlapping units made of steel.

1.1.4.1 **Vertical cladding** refers to the protective or insulating layer fixed to the outside of a building or another structure for aesthetic appeal made of steel.

1.1.5 Wire Products refers to all downstream wire products manufactured from hot-rolled ferrous wire rod coils, including drawn wire — carbon/alloy steel (galvanised or plain), articles of wire — forged, wire rope/strand, fabric reinforcing, all fencing wire (barbed, welded mesh, hexagonal wire netting, diamond mesh), welding electrodes nails/tacks, chains, gabions, springs and screws.

1.1.6 **Fasteners** refer to hardware products that mechanically join or affix two or more steel components.

1.1.7 **Ducting and Structural Pipework** refers to non-conveyance tubing fabricated from steel sheeting and plate with structural supports.

1.1.8 **Gutters, downpipes & launders** refers to drainage systems made from sheeting associated with roofing.



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- 1.1.9 **Primary steel products** which includes flat and long products which are converted into value-added steel products in 1.1.1 to 1.1.8 as well as for reinforcement of buildings and structures.
- 1.2 Table 1 provides the stipulated minimum threshold for local content and production for steel products and component construction (as described in 1.1).

Table 1a: Minimum local content for Steel Value-added Products

Steel Construction Materials	Components	Local Content Threshold
Fabricated Structural Steel	Latticed steelwork, reinforcement steel, columns, beams, plate girders, rafters, bracing, cladding supports, stair stringers & treads, ladders, steel flooring, floor grating, hand-railing and balustrading, scaffolding, ducting, gutters, launders, downpipes and trusses	100%
Joining/Connecting Components	Gussets, cleats, stiffeners, splices, cranks, kinks, doglegs, spacers, tabs, brackets	100%
Frames	Doors and Windows	100%
Roof and Cladding	Bare steel cladding, galvanised steel cladding, colour coated cladding	100%
Fasteners	Bolts, nuts, rivets and nails	100%
Wire Products	All fencing products: all barbed wire and mesh fencing, fabric/mesh reinforcing, gabions, wire rope/strand and chains, welding electrodes, nails/tacks, springs and screws	100%
Ducting and Structural Pipework	Non-conveyance tubing fabricated from steel sheeting and plate with structural supports	100%
Gutters, downpipes & launders	Fabricated materials made from sheeting associated with roof drainage systems	100%

Table 1 b: Minimum local content for Primary Steel Products

Steel Construction Materials	Local Content
Plates (>4.5mm thick and supplied in flat pieces)	100%
Sheets (<4.5mm thick and supplied in coils)	100%
Galvanised and Colour Coated Coils	100%
Wire Rod and Drawn Wire	100%
Sections (Channels, Angles, I-Beams and H-Beams)	100%
Reinforcing bars	100%

Lefapha la Dikgwebisano, Dintaseteni le Tiholisano • Lefapha la Kgwebo Indasteri le Phadišano • uMnyango wezoRhwebo neZimboni kanye noMncintiswano • Muhasho wa zwa Mbambadzo, Makwevho na Mutajisano • Die Departement van Handel, Nywerheid en Mededinging • Kgoro ya Kgwebo Indasteri le Kgaisano • Ndzawulo ya Vuxavisi, Mabindzu na Mphikizano • Litiko le Tekuthweba eMboni neKundintswano • ISebe lezoRhwebo noShishino kanye noKhuphiswano • UmNyango wezokuRhwebelana, amaBubulo nama Phaliswano



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Department:
Trade, Industry and Competition
REPUBLIC OF SOUTH AFRICA

Private Bag X84, PRETORIA, 0001, the dtic Campus, 77 Meintjies Street, Sunnyside, 0002, Tel: (012) 394 0000
the dtic Customer Contact Centre local: 0861 843 384 International: +27 12 394 9500, www.thedtic.gov.za

- 1.3 In the designation, imported inputs raw materials (i.e. zinc and additives in the surface preparation and protection processes (cleaning and coating/galvanising)) used in the production of steel products and components for construction are deemed as locally manufactured input materials.
- 1.4 The imported input raw materials, as specified in 1.3, used in the manufacture and production of steel products and components for construction will be deemed to have been sourced locally for the purposes of calculating local content.
- 1.5 The application of this designation is applicable where an organ of state purchases directly from the manufacturer, in a case of turnkey projects (design, build, operate and/or transfer) and/or on purchases for maintenance and repairs where a contract is awarded for a project which the designated products are part of the bill of quantities or materials to be utilised in the entire project.
- 1.6 For further information, bidders and procuring State Organs may contact the Director Metals Fabrication, Capital and Rail Transport Equipment Unit within the dtic at telephone 012 394 1356 or email localcontent@thedtic.gov.za.