



Spatial Requirements

To be completed for each building

Department: **SOCIAL DEVELOPMENT**
Town: **QUEENSTOWN SERVICE OFFICE**

District: **CHRIS HANI**
Building: **TBA**

AREA PER LEVE	m ²	Support Areas			Supporting which	
		Description	Qty	m ²	Component Name	Area Req
16	28	Reception	1	12		12
15	24	Waiting Area	1	20		20
14	20	Store Room	3	12		36
13	16	Strong Room	1	20		20
11-12	12	Registry	1	50		50
SEC	12					
9-10	9	Main Boardroom	2	40	with a wooden consertina door inbetween	80
ADMIN	6	Sick Bay	1	12		12
DRIVER / CLEANER	3	Consulting Room	6	12		72
PLUS CIRCULATION	10.00%	Childs Play room	1	20		20
		Server Room	1	12		12

* Please do not alter the table above *

Other Please Specify

Public toilets	3	6	1x Unisex, 1 Male, 1 Female	18
Cleaners Room	1	12		12
Cleaners Store room	1	6		6
Kitchen	1	12		12
Sub Total				382

Office area Requirements		Levels									Area Req:
Component		16	15	14	13	11 12	PA	9 10	Admin	Driver / cleaner	m ²
1	SERVICE OFFICE	0	0	0	0	1	0	4	27	0	231
2		0	0	0	0	0	0	0	0	0	0
3	Edit Name	0	0	0	0	0	0	0	0	0	0
4	Edit Name	0	0	0	0	0	0	0	0	0	0
5	Edit Name	0	0	0	0	0	0	0	0	0	0
6	Edit Name	0	0	0	0	0	0	0	0	0	0
7	Edit Name	0	0	0	0	0	0	0	0	0	0
8	Edit Name	0	0	0	0	0	0	0	0	0	0
9	Edit Name	0	0	0	0	0	0	0	0	0	0
10	Edit Name	0	0	0	0	0	0	0	0	0	0
Sub Total											231

Complied by: _____
Date: _____
Signature: _____

Verified by: _____
Date: _____
Signature: _____

Approved by: _____
Date: _____

Signature: _____

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Office area Requirements		Levels									Area Req:
Component		16	15	14	13	11 12	PA	9 10	Admin	Driver / cleaner	m²
11	Edit Name	0	0	0	0	0	0	0	0	0	0
12	Edit Name	0	0	0	0	0	0	0	0	0	0
13	Edit Name	0	0	0	0	0	0	0	0	0	0
14	Edit Name	0	0	0	0	0	0	0	0	0	0
15	Edit Name	0	0	0	0	0	0	0	0	0	0
16	Edit Name	0	0	0	0	0	0	0	0	0	0
17	Edit Name	0	0	0	0	0	0	0	0	0	0
18	Edit Name	0	0	0	0	0	0	0	0	0	0
19	Edit Name	0	0	0	0	0	0	0	0	0	0
20	Edit Name	0	0	0	0	0	0	0	0	0	0
21	Edit Name	0	0	0	0	0	0	0	0	0	0
22	Edit Name	0	0	0	0	0	0	0	0	0	0
23	Edit Name	0	0	0	0	0	0	0	0	0	0
24	Edit Name	0	0	0	0	0	0	0	0	0	0
25	Edit Name	0	0	0	0	0	0	0	0	0	0
26	Edit Name	0	0	0	0	0	0	0	0	0	0
27	Edit Name	0	0	0	0	0	0	0	0	0	0
28	Edit Name	0	0	0	0	0	0	0	0	0	0
29	Edit Name	0	0	0	0	0	0	0	0	0	0
30	Edit Name	0	0	0	0	0	0	0	0	0	0
Sub Total											0

Complied by: _____

Date: _____

Signature: _____

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Signature: _____

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Date: _____

Signature: _____

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Spatial Requirements - pg. 3

Additional Cellular Offices		Levels						
Component		12	11	10	9	8	7	PA
1	Edit Name	0	0	0	0	0	0	0
2	Edit Name	0	0	0	0	0	0	0
3	Edit Name	0	0	0	0	0	0	0
4	Edit Name	0	0	0	0	0	0	0
5	Edit Name	0	0	0	0	0	0	0
6	Edit Name	0	0	0	0	0	0	0
7	Edit Name	0	0	0	0	0	0	0
8	Edit Name	0	0	0	0	0	0	0
9	Edit Name	0	0	0	0	0	0	0
10	Edit Name	0	0	0	0	0	0	0

Spatial Summary	
Space Type	Area
Office Area	231 m ²
Support Area	382 m ²

Total area	613 m ²
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plus 5% 3 year growth 36.41

TOTAL USEABLE AREA	649.41 m²
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Note: TO BE READ TOGETHER WITH MINIMUM TECHNICAL REQUIREMENTS -BID DOCUMENT

Remarks / Comments:

PARKING TO BE ALLOCATED AS PER BID DOCUMENT (MINIMUM TECHNICAL REQUIREMENTS)

Complied by: _____	Verified by: _____
Date: _____	Date: _____
Signature: _____	Signature: _____
Approved by: _____ Date: _____ Signature: _____	