



## TENDER

# TERM CONTRACT FOR ELECTRICAL MAINTENANCE, REPAIRS AND ACCESS CONTROL AT VARIOUS PRESTIGE BUILDINGS IN BISHO, KING WILLIAMS TOWN (KWT) AND EAST LONDON FOR A PERIOD OF EIGHT (8) MONTHS

**HO5-23/24-0152**

**NAME OF COMPANY:**

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**CSD Nr:**

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**CLOSING DATE: 15 November 2023**

**TIME: 11:00 am**



Department of Public Works &  
Infrastructure  
Independence Avenue  
Qhasana Building  
Bhisho



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## THE TENDER



## **PART T1**

### **TENDERING PROCEDURES**



## **PART T1.1: TENDER NOTICE AND INVITATION TO TENDER**



## T1.1 Tender Notice and Invitation to Tender

The Eastern Cape Department of Public Works and Infrastructure invites contractors with a CIDB Grading of **3EB or Higher** in the following Class of works (**Electrical Engineering Works – Buildings**) to tender for the **“Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months”**.

The contract will be based on the JBCC minor works edition 5.2 May 2018 and the Eastern Cape Public Works and Infrastructure will enter into a contract with the successful tenderer.

Only tenderers who have suitable experience and suitably qualified personnel in providing similar services to those that are required are eligible to submit tenders.

Bid documents are downloadable free of charge from Department of Public Works and Infrastructure website ([www.ecdpw.gov.za/tenders](http://www.ecdpw.gov.za/tenders)) . Bid documents will be available on **02 November 2023**. No bid documents will be available at departmental offices.

There will be a non-compulsory briefing meeting on **09 November 2023**, at Department of Public Works & Infrastructure Offices, Qhasana Building, 3 Independence Avenue, Bisho.

Prospective bidders to meet at the **at the main entrance of** Department of Public Works & Infrastructure Offices, Qhasana Building, Bisho **at 11h00**.

Queries relating to the issue of these documents may be addressed in writing to SCM email: [supply.chain@ecdpw.gov.za](mailto:supply.chain@ecdpw.gov.za) **Technical enquiries:** may be addressed in writing to **Mr. V. Mpondo**— email: [vukile.mpondo@ecdpw.gov.za](mailto:vukile.mpondo@ecdpw.gov.za)

## B. TENDER SUBMISSIONS

The closing time for receipt of tenders by the ECDPWI is **11:00am on 15 November 2023**. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted. Bids must be submitted in sealed envelopes clearly marked **“HO5-23/24-0152: “Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months”** must be deposited in the bid box, **DEPARTMENT OF PUBLIC WORKS, FRONT CORNER OF QHASANA BUILDING ON THE WAY TO CIDB OFFICES LABELLED “TENDERS”, BISHO**.

It is the responsibility of the tenderer/s to ensure that bid documents /proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Tenderers using courier services for delivery of their bid documents must ensure the delivery is at the correct place / location and time as the department will not be held responsible for wrong delivery. Not delivered to Departmental officials. The Department will not accept responsibility if bids received by officials are not timely deposited in the Bid Box.

Tenders may only be submitted on the tender documentation that is issued. Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal (<https://secure.csd.gov.za>). Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.



**C. BID EVALUATION:**

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

**Phase One:** Compliance, responsiveness to the bid rules and conditions

**Phase Two:** Preferential Procurement Policy Framework Act (PPPFA), and Preferential Procurement Regulations 2022.

**PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT POINTS WILL BE AWARDED AS FOLLOWS:**

Maximum points on price	-	<b>80 points</b>
Maximum points for Specific goals	-	<b>20 points</b>
<b>Maximum points</b>	-	<b>100 points</b>

**D. BID SPECIFICATIONS, CONDITIONS AND RULES**

1. The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data
2. The Department of Public Works and Infrastructure SCM policy applies.
3. Tender validity period is **60 days**.

**E. ENQUIRIES WITH REGARD TO THIS ADVERT MAY BE DIRECTED TO:**

- **SCM RELATED ENQUIRIES**

Email Address: [supply.chain@ecdpw.gov.za](mailto:supply.chain@ecdpw.gov.za)

**TECHNICAL ENQUIRIES**

Mr. V. Mpondo

Tel No: **040 602 4187**

Email Address: [yukile.mpondo@ecdpw.gov.za](mailto:yukile.mpondo@ecdpw.gov.za)

**FOR COMPLAINTS, FRAUD, & TENDER ABUSE:**

**Call: 0800 701 701**



## **PART T1.2: TENDER DATA**





## T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3, *Standard conditions of tender*. SANS 10845-3 makes several references to the Tender Data for details that apply specifically to this tender.

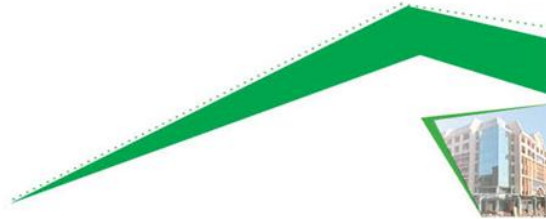
The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3 and as contained in **Annexure C of Standard for Uniformity in Construction Procurement (Board Notice 423 of 2009 Government Gazette No 42622 of August 2019)**.

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The Employer is Public Works and Infrastructure – Eastern Cape Province
3.2	<p>The tender documents issued by the employer comprise the following documents:</p> <p><b>THE TENDER</b></p> <p><b>Part T1: Tendering procedures</b></p> <p>T1.1 - Tender notice and invitation to tender</p> <p>T1.2 - Tender data</p> <p><b>Part T2: Returnable documents</b></p> <p>T2.1 - List of returnable documents</p> <p>T2.2 - Returnable schedules</p> <p><b>THE CONTRACT</b></p> <p><b>Part C1: Agreements and Contract data</b></p> <p>C1.1 - Form of offer and acceptance</p> <p>C1.2 - Contract data</p> <p>C1.3 - Dispute Resolution Mechanism</p> <p><b>Part C2: Pricing data</b></p> <p>C2.1 - Pricing Instructions</p> <p>C2.2 - Bills of Quantities</p> <p><b>Part C3: Scope of work</b></p> <p>C3 - Scope of work</p> <p><b>Part C4: Site information</b></p> <p>C4 - Site information</p>
3.3	The tender documents issued by the employer comprise the documents listed on the contents page
3.4	<p>The employer's agent is:</p> <p>Name: Mr. V. Mpondo</p> <p>Department of Public Works &amp; Infrastructure</p> <p>Qhasana Building, Independence Avenue, Bhisho, 5605</p> <p>Tel No: (040) 602 4187</p> <p>Email Address: <a href="mailto:vukile.mpondo@ecdpw.gov.za">vukile.mpondo@ecdpw.gov.za</a></p>
3.5	The language for communication is English
3.6	The competitive negotiation procedure shall be applied.
3.7	Method 2: Two (2) stage procurement procedure shall be applied.



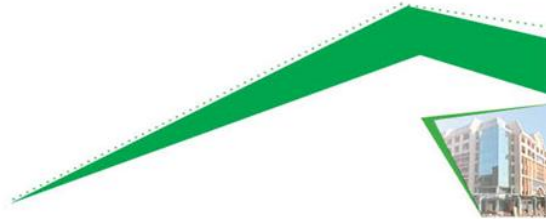
<b>4</b>	<b>Tender's obligations</b>
4.1	<p>The following tenderers who are registered with the CIDB, or are capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated:</p> <p>a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations, for a CIDB <b>Grade 3EB or Higher</b> class of construction work; and</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> <li>every member of the joint venture is registered with the CIDB;</li> <li>the lead partner has a contractor grading designation in the CIDB <b>must be one grade lower than is required in the</b> class of construction work; and</li> <li>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 CIDB <b>Grade 3EB</b> class of construction work or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations.</li> </ol> <p>4. Joint Venture Agreement.</p>
4.2	<p>The employer will compensate the tender as follows JBCC MINOR WORKS EDITION 5.2 MAY 2018, The employer <b>will not</b> compensate the tenderer for any costs incurred in attending interviews or making any submissions in the office of the employer.</p>
4.3	<p>It is the responsibility of the tenderer to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.</p>
4.4	<p><b>Confidentiality and copyright of documents</b> 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.</p>
4.5	<p>Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are incorporated into the tender documents by reference.</p>
4.6	<p>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.</p>
4.7	<p>The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. Tenderers must sign the attendance list in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list. <b>Tender documents will not be made available at the clarification meeting</b></p>
4.8	<p><b>Seek clarification</b> <i>Request clarification of the tender documents, if necessary, by notifying the employer at least <b>7 (Seven) working days before the closing time stated in the tender data.</b></i></p>
4.9	<p>Tenderers are required to state the rates and currencies in Rands. Include in the rates, prices, and the tendered total of the prices (if any), all duties, taxes which the law requires to be paid [except value added tax (VAT)], and other levies payable by the successful tenderer, that are applicable 14 days before the closing time stated in the tender data. Show the VAT payable by the employer separately as an addition to the tendered total of the prices. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data. State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data.</p>



4.10	Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer or to correct errors made by the tenderer and ensure that all signatories to the tender offer initial all such alterations. Do not make erasures using masking fluid.
4.11	Main tender offers are not required to be submitted together with alternative tenders.
4.12	No alternative tender offers will be considered
4.13.1	Parts of each tender offer communicated on paper shall be submitted as an original. Submit a) the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with a translation of any documentation in a language other than the language of communication established in 3.5, and b) The parts communicated electronically by the employer or its agents on paper format with the tender.
4.13.2	Sign the original and all copies of the tender offer where required in terms of the tender data. State in the case of a joint venture which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer. NOTE The employer holds all authorized signatories liable on behalf of the tenderer.
4.13.3	A tender security in the amount of <b>N/A</b> is required and shall remain valid for a period not exceeding <b>N/A</b> days after the closing date for tender offers. The form of the tender security shall not differ substantially from the sample provided in Annex D of SANS 10845-3.
4.13.4	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: <b>Location of tender box: DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, FRONT CORNER OF QHASANA BUILDING ON THE WAY TO CIDB OFFICES LABELLED "TENDERS", BISHO.</b> <b>Physical address: Independence avenue, Ground Floor, Qhasana Building, Bisho 5605</b> <b>Identification details: HO5-23/24-0152 "TERM CONTRACT FOR ELECTRICAL MAINTENANCE, REPAIRS AND ACCESS CONTROL AT VARIOUS PRESTIGE BUILDINGS IN BISHO, KING WILLIAMS TOWN (KWT) AND EAST LONDON FOR A PERIOD OF EIGHT (8) MONTHS"</b> <b>Closing time and date 15 November 2023 at 11:00</b>
4.13.5	The tenderer is required to submit with his tender the following certificates: 1) A copy of the CSD report showing, amongst other things, that tax matters of the service provider are in order the South African Revenue Services. <i>In the case of a Joint Venture/Consortium/each party must submit a separate CSD report showing, amongst other things, that tax matters of the service provider are in order the South African Revenue Services.</i> 2) CIDB Grading certificate or CRS number.
4.13.6	A two-envelope procedure will not be required.
4.13.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted. The tenderer accepts that the employer does not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
4.14	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of the standard conditions of tender in this part of SANS 10845 apply equally to the extended deadline.
4.15.1	The tender offer validity period is <b>60 days</b> . Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data. If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional



	period, with or without any conditions attached to such extension. Extend the period of the tender security, if any, to cover any agreed extension requested by the employer.
4.15.2	<p><b>Placing of contractors under restrictions / withdrawal of tenders</b></p> <p>If any tenderer who has submitted a tender offer or a contractor who has concluded a contract has, as relevant: withdrawn such tender or quotation after the advertised closing date and time for the receipt of submissions; after having been notified of the acceptance of his tender, failed or refused to commence the contract; had their contract terminated for reasons within their control without reasonable cause; offered, promised or given a bribe in relation to the obtaining or the execution of such contract; acted in a fraudulent, collusive or anti-competitive or improper manner or in bad faith towards the Provincial Government; or, made any incorrect statement in any affidavit or declaration with regard to a preference claimed and is unable to prove to the satisfaction of the Provincial Government that the statement was made in good faith or reasonable steps were taken to confirm the correctness of the statements, such tenderer/s may be placed under restriction from tendering with the state.</p> <p>Procedures are outlined in the EC SCM Policy for Infrastructure procurement and Delivery Management and also on <b>CIDB</b> Inform Practice Note #30. Excerpts of the policy can be availed on request of any interested tenderer.</p>
4.16	Access shall be provided for the following inspections, tests and analysis: <b>N/A</b>
4.17	the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Performance indemnity after 21 days of appointment
<b>5</b>	<b>Employer's undertakings</b>
5.1	<p>The Employer will respond to requests for clarification received up to <b>Seven (7)</b> working days before the tender closing time.</p> <p>If, as a result of the issuing of addenda, it is necessary to extend the closing time stated in the tender data, grant such extension and notify all respondents accordingly.</p>
5.2	The employer shall issue addenda until <b>Seven (7)</b> working days before tender closing time.
5.3	Tenders will be opened immediately after the closing time for tenders at <b>11:00am hours</b> .
5.4	Do not disclose to tenderers, or to any person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.
5.5	<p>Determine, after opening and before detailed evaluation, whether each tender offer that was properly received</p> <ul style="list-style-type: none"> <li>a) complies with the requirements of the standard conditions of tender in this part of SANS 10845,</li> <li>b) has been properly and fully completed and signed, and</li> <li>c) is responsive to the other requirements of the tender documents.</li> </ul> <p>A responsive tender is one that conforms to all the terms, conditions, and scope of work of the tender documents, without material deviation or qualification. A material deviation or qualification is one which, in the employer's opinion, would</p> <ul style="list-style-type: none"> <li>d) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work,</li> <li>e) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or</li> <li>f) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.</li> </ul> <p>Reject a non-responsive tender offer, and do not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>
5.6	<p><b>Arithmetical errors, omission and discrepancies</b></p> <p>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.</p> <p>For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.</p>



5.7.1	<p>The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule.</p> <p><b>Table F.1: Formulae for calculating the value of A</b></p> <table><tr><th>Formula</th><th>Comparison aimed at achieving</th><th>Option 1<sup>a</sup></th><th>Option 2<sup>a</sup></th></tr><tr><td>1</td><td>Highest price or discount</td><td><math>A = \left( 1 + \frac{(P - P_m)}{P_m} \right)</math></td><td><math>A = P / P_m</math></td></tr><tr><td>2</td><td>Lowest price or percentage commission / fee</td><td><math>A = \left( 1 - \frac{(P - P_m)}{P_m} \right)</math></td><td><math>A = P_m / P</math></td></tr></table> <p><sup>a</sup> <math>P_m</math> is the comparative offer of the most favourable comparative offer. <math>P</math> is the comparative offer of the tender offer under consideration.</p>	Formula	Comparison aimed at achieving	Option 1 <sup>a</sup>	Option 2 <sup>a</sup>	1	Highest price or discount	$A = \left( 1 + \frac{(P - P_m)}{P_m} \right)$	$A = P / P_m$	2	Lowest price or percentage commission / fee	$A = \left( 1 - \frac{(P - P_m)}{P_m} \right)$	$A = P_m / P$
Formula	Comparison aimed at achieving	Option 1 <sup>a</sup>	Option 2 <sup>a</sup>										
1	Highest price or discount	$A = \left( 1 + \frac{(P - P_m)}{P_m} \right)$	$A = P / P_m$										
2	Lowest price or percentage commission / fee	$A = \left( 1 - \frac{(P - P_m)}{P_m} \right)$	$A = P_m / P$										
5.7.2	<p>The procedure for the evaluation of responsive tenders is <b>Method 2: Administrative Compliance, Price and Preference</b></p> <p>Phase 1: Administrative requirements and Mandatory requirements</p> <p>Phase 2: Price and preference (80/20 system)</p>												
	<p><b>1. <u>PHASE ONE: RESPONSIVENESS TO THE BID REQUIREMENTS AND RULES</u></b></p> <p><b>Bidders' proposals must meet the following minimum requirements and supporting documents must be submitted with the completed bid document in a sealed envelope in the bid box at the closing date and time. Failure to comply will automatically eliminate the bid for further consideration:</b></p> <ol style="list-style-type: none"><li>1. Bid Document (This Document must be submitted in its original format)</li><li>2. Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.</li><li>3. Bidder must be registered with CIDB in the correct grading and class of works as per the tender notice and requirements. The status on CIDB must be active. It is the responsibility of the bidder to keep the status on CIDB active throughout bidding process (advert till award stage).</li><li>4. Bidders must be a legal entity or partnership or consortia.</li><li>5. Form of offer and Acceptance (fully completed and signed).</li><li>6. SBD 4- Declaration of Interest (fully completed and signed). <b>SBD4 must be duly completed and signed. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract, such interest must be disclosed on question 2.3.1.</b></li><li>7. Incomplete or unsigned or poorly completed forms <b>SBD 4 will lead to a bidder being declared non-responsive.</b></li><li>8. Compulsory Enterprise Questionnaire (Completed and signed) (JV partners must complete separate Questionnaire forms and submit).</li><li>9. If the offer (any of the items quoted for) is "Vat Inclusive", the VAT registration number of service provider must be indicated. Bidders are not entitled to claim the VAT if they are not VAT registered.</li><li>10. If the Bid Sum (amount in words) differ from the Bid Sum (amount in figures), the Bid Sum (amount in words) will govern.</li><li>11. Resolution to Sign (must be completed, if applicable).</li><li>12. Declaration of Employees of the State or other State Institutions.</li><li>13. Only one offer per bidder is allowed and alternative offers will not be considered. If more than one offer is received, none of the offers will be considered.</li></ol> <p><b>Other Conditions of bid (Non eliminating unless expressly mentioned in the document):</b></p> <ol style="list-style-type: none"><li>1. The bidder must be registered on the Central Supplier Database (CSD) prior the award</li><li>2. All bidders' tax matters must be in order prior award. Bidders' tax matters will be verified through CSD. In cases where bidder's status found non-compliant the bidder will be granted 7 days to</li></ol>												

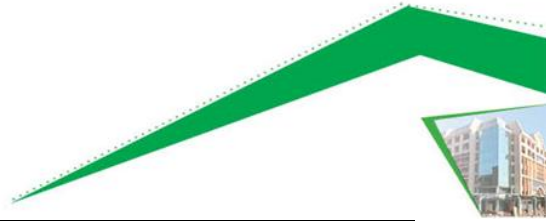




	<p>correct status. <b>A bidder that fails to rectify its tax matters with SARS will declared non-responsive.</b></p> <ol style="list-style-type: none"> <li>The bidder has duly completed and signed the <b>SBD 1</b>, and <b>SBD 6.1</b>.</li> <li>Bidders need to complete and sign <b>SBD 6.1</b> to claim points for specific goals. <b>Failure will lead in non-awarding of points for specific goals.</b></li> <li>Bidders must submit a minimum of three (3) written contactable references for projects successfully completed in the past (clearly indicating client name, contract value, contract term, contact person, contact details). Refer to Annexure I and Annexure M. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.</li> <li>Bidders must submit a list of projects where he or she has submitted tender offers but tender results have not been confirmed by the client. Refer to Annexure L. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.</li> <li>Bidders must submit their company profiles, list of available resources, plant and machinery and any other additional capacity with the bid. Refer to Annexure K and H. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.</li> <li>The bidder must also list all projects where there are pending litigations or litigations have been concluded. The form for this is also attached after Annexure J.</li> <li>The Department will contract with the successful bidder by signing a formal contract.</li> <li>This tender will be awarded as a whole. All trades listed in the Bills of Quantities or Pricing schedule must be priced for (except provisional sums and allowances which also need to be added to the total), failure to do so will increase commercial risk of the bid and may lead to elimination or passing over of the bidder.</li> <li>Wherever a brand name is specified in this document (i.e. specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.</li> <li>DPWI Policy applies.</li> <li>Protection of personal information: Consent (POPIA)</li> </ol>								
	<ol style="list-style-type: none"> <li>The successful tenderer (after being informed) will be required to bring along an unsigned copy of the form of contract to be signed by parties (e.g. JBCC MINOR WORKS EDITION 5.2 MAY 2018)</li> </ol>								
	<p><b>2. PHASE TWO: EVALUATION POINTS ON PRICE AND SPECIFIC GOALS/PPR2022</b></p> <p>The <b>80/20 preference point system</b> shall be applied for the purposes of this bid as per the requirements of the <i>Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000)</i> and Preferential Procurement Regulations 2022</p> <table border="1"> <thead> <tr> <th>Criteria</th><th>Points</th></tr> </thead> <tbody> <tr> <td><b>POINTS ON PRICE</b></td><td><b>80</b></td></tr> <tr> <td><b>SPECIFIC GOALS</b></td><td><b>20</b></td></tr> <tr> <td><b>TOTAL</b></td><td><b>100</b></td></tr> </tbody> </table> <p><b>Please note:</b></p> <ol style="list-style-type: none"> <li><b>Bidders need to complete and sign SBD 6.1 to claim points for specific goals. Failure will lead in non-awarding of points for specific goals</b></li> <li><b>The Department intends to award this to the highest point scorer as whole, unless circumstances justifies otherwise</b></li> <li><b>All information will be verified through CSD</b></li> <li><b>SBD 6.1 is attached</b></li> </ol> <p><b>The 90/10 preference point system for acquisition of services, works or goods exceeding Rand value of R50 million:</b></p> <p>(a) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included):</p>	Criteria	Points	<b>POINTS ON PRICE</b>	<b>80</b>	<b>SPECIFIC GOALS</b>	<b>20</b>	<b>TOTAL</b>	<b>100</b>
Criteria	Points								
<b>POINTS ON PRICE</b>	<b>80</b>								
<b>SPECIFIC GOALS</b>	<b>20</b>								
<b>TOTAL</b>	<b>100</b>								

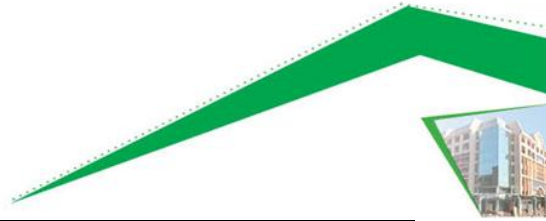


	<p>The financial offer will be scored using the following formula:</p> $A = (1 - \frac{(P - P_m)}{P_m})$ <p>The value of value of <math>W_1</math> is:</p> <p>1) <b>90</b> where the financial value inclusive of VAT of all responsive tenders received have a value in <b>excess of R50 000 000</b> or</p> <p>2) <b>80</b> where the financial value inclusive of VAT of one or more responsive tender offers have a value that <b>equals or is less than R 50 000 000</b>.</p>
5.7.3	The procedure for the evaluation of responsive tenders is <b>Method 2</b> ( Administrative compliance, price and specific goals)
5.7.4	The quality criteria and maximum score in respect of each of the criteria are as follows: <b>N/A</b>
5.7.5	Each evaluation criteria will be assessed in terms of five indicators – <b>N/A</b>
5.7.6	The prompts for judgment and the associated scores used in the evaluation of quality shall be as follows: <b>N/A</b>
5.8	<p><b>Tender offers will only be accepted if:</b></p> <ul style="list-style-type: none"> <li>a) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a> ) unless it is a foreign supplier with no local registered entity</li> <li>b) the tenderer is in good standing with SARS according to the Central Supplier Database. Bidders must submit a CSD no. or tax status compliance pin.</li> <li>c) the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security / Performance indemnity after 21 days of appointment.</li> <li>d) the tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation;</li> <li>e) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.</li> <li>f) the tenderer has not: <ul style="list-style-type: none"> <li>i) abused the Employer's Supply Chain Management System; or</li> <li>ii) failed to perform on any previous contract and has been given a written notice to this effect.</li> </ul> </li> <li>g) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.</li> </ul>
	<ul style="list-style-type: none"> <li>h) the tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract;</li> <li>i) the tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer;</li> <li>j) The tenderer undertakes to maximize the sourcing of building material or infrastructure input material from Eastern Cape based suppliers or manufacturers.</li> <li>k) the employer is reasonably satisfied that the tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely.</li> <li>l) The tender has offered a market related offer. If the offer is believed not to be market related, the department through its Supply Chain Management bid committees will attempt to negotiate</li> </ul>

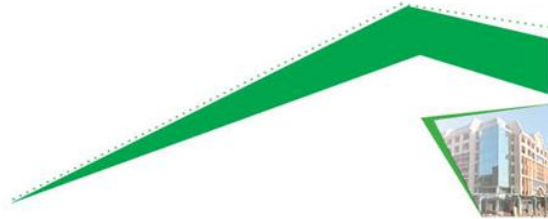


	<p>the offer with identified bidder/s to a reasonable amount. Bidders are not allowed to increase their tender offers during this process.</p> <p>m) A Resolution of signatory form has been completed and signed by director/s or a letter bearing a letterhead of the tenderer has been attached (specific to this bid) to the bid submission; it must be duly signed by all directors and submitted the bid. Only a duly authorized official can sign the bid.</p> <p>n) <b>NOTE:</b> The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in bidder's tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer.</p> <p>o) The department reserves the right not to award the bid to the most favourable tenderer, if any of the situations occur: if it is not assisting in the advancement of designated groups; risk profile of the favourable firm is too high; the bidder has been awarded a considerable number of projects by the department or provincial government; has performed unsatisfactorily in the past, etc.</p>
5.9	The number of paper copies of the signed contract to be provided by the employer is 1.
	<p>The additional conditions of tender are:</p> <ul style="list-style-type: none"> <li>Wherever a brand name is specified in this document (i.e., specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.</li> </ul>
T.2.1	<b>A. List of returnable documents</b>
1	<p><b>Documentation to demonstrate eligibility to have tenders evaluated i.e. List all documentation to demonstrate eligibility to have a submission evaluated.</b></p> <ul style="list-style-type: none"> <li>Appropriate CIDB grading suitable for the works (as stated in 4.1).</li> </ul>
2	<p><b>Returnable Schedules required for tender evaluation purposes</b></p> <p>The tenderer must fully and appropriately complete and sign the following returnable schedules as relevant:</p> <ul style="list-style-type: none"> <li>Record of Addenda to Tender Documents</li> <li>Proposed amendments and qualifications</li> <li>Compulsory Enterprise Questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).</li> <li>SBD 1, 4, 6.1,</li> <li>Protection of personal content: Consent</li> <li>Form of Offer and Acceptance</li> <li>Complete priced Bills of Quantities, including Final Summary</li> </ul>
3	<p><b>Other documents required for tender evaluation purposes</b></p> <p>The tenderer must provide the following returnable documents:</p> <ul style="list-style-type: none"> <li>A CSD Report for a contractor with valid and correct information.</li> <li>A letter if good standing from the Compensation Fund or a licensed insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act 1993 (Act No. 130 of 1993)</li> </ul>
4	<p><b>Returnable Schedules that will be used for tender evaluation purposes and be incorporated into the contract</b></p> <p>The tenderer must complete the following returnable documents:</p> <ul style="list-style-type: none"> <li>A duly completed form of Offer and Acceptance (and any revision of prices if there are any).</li> </ul>
5	<p><b>Only authorized signatories may sign the original and all copies of the tender offer where required.</b></p> <ul style="list-style-type: none"> <li>In the case of a <b>ONE-PERSON CONCERN</b> submitting a tender, this shall be clearly stated.</li> </ul>





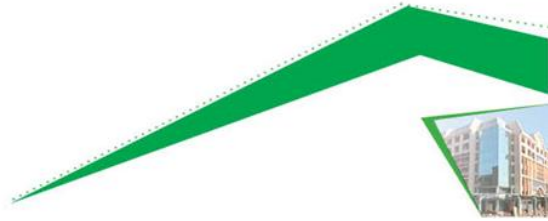
	<ul style="list-style-type: none"> <li>In the case of a <b>COMPANY</b> submitting a tender, include a copy of a <b><u>resolution by its board of directors</u></b> authorizing a director or other official of the company to sign the documents on behalf of the company.</li> <li>In the case of a <b>CLOSE CORPORATION</b> submitting a tender, include a copy of a <b><u>resolution by its members</u></b> authorizing a member or other official of the corporation to sign the documents on each member's behalf.</li> <li>In the case of a <b>PARTNERSHIP</b> submitting a tender, <b><u>all the partners</u></b> shall sign the documents, unless one partner or a group of partners has been authorized to sign on behalf of each partner, in which case <b><u>proof of such authorization</u></b> shall be included in the Tender.</li> <li>In the case of a <b>JOINT VENTURE/CONSORTIUM</b> submitting a tender, include <b><u>a resolution of each company</u></b> of the joint venture together with a <b><u>resolution by its members</u></b> authorizing a member of the joint venture to sign the documents on behalf of the joint venture. <b><u>Accept that failure to submit proof of authorization to sign the tender shall result in the tender offer being regarded as non-responsive.</u></b></li> </ul>
6	<p><b>Information and data to be completed in all respects</b> 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 nonresponsive.</p>
7	<p><b>Canvassing and obtaining of additional information by tenderers</b> The Tenderer shall not make any attempt either directly or indirectly to canvass any of the Employer's officials or the Employer's agent in respect of his tender, after the opening of the tenders but prior to the Employer arriving at a decision thereon. The Tenderer shall not make any attempt to obtain particulars of any relevant information, other than that disclosed at the opening of tenders.</p>
8	<p><b>Prohibitions on awards to persons in service of the state</b> The Employer is prohibited to award a tender to a person -</p> <ol style="list-style-type: none"> <li>who is in the service of the state; or</li> <li>if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or</li> <li>a person who is an advisor or consultant contracted with the Department or municipal entity.</li> </ol> <p><b>In the service of the state</b> means to be -</p> <ol style="list-style-type: none"> <li>a member of:- <ol style="list-style-type: none"> <li>any municipal council;</li> <li>any provincial legislature; or</li> <li>the National Assembly or the National Council of Provinces;</li> </ol> </li> <li>a member of the board of directors of any municipal entity;</li> <li>an official of any Department or municipal entity;</li> <li>an employee of any national or provincial department;</li> <li>provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);</li> <li>a member of the accounting authority of any national or provincial public entity; or</li> <li>an employee of Parliament or a provincial legislature.</li> </ol> <p>In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.</p>
9	<p><b>Awards to close family members of persons in the service of the state</b> Accept that the notes to the Employer's annual financial statements must disclose particulars of any award of more than R2000 to a person who is a spouse, child, or parent of a person in the service of the state (defined in clause 8 above), or has been in the service of the state in the previous twelve months, including -</p>



	<p>a) the name of that person;</p> <p>b) the capacity in which that person is in the service of the state; and</p> <p>c) the amount of the award.</p> <p>In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.</p>
10	<p><b>Respond to requests from the tenderer</b></p> <p>The employer will respond to requests for clarification up to <b>7 (seven) working days</b> before the tender closing time.</p>
11	<p><b>Opening of tender submissions</b></p> <p>Tenders will be opened immediately after the closing time for tenders</p>
12	<p><b>Scoring quality / functionality:</b> N/A</p>
13	<p><b>Cancellation and re-invitation of tenders</b></p> <p>An organ of state may, prior to the award of the tender, cancel the tender if-</p> <ul style="list-style-type: none"> <li>(a) due to changed circumstances, there is no longer a need for the services, works or goods requested; or</li> <li>(b) funds are no longer available to cover the total envisaged expenditure; or</li> <li>(c) no acceptable tenders are received.</li> <li>(d) Tender validity period has expired.</li> <li>(e) Gross irregularities in the tender processes and/or tender documents.</li> <li>(f) No market related offer received (after attempts of negotiation processes)</li> </ul> <p>Where applicable, the decision to cancel the tender will be published in the CIDB website and in the Tender Bulletin or the media in which the original tender invitation as advertised.</p>
14	<p>Dispute resolution mechanism will be done through the <b>Adjudication</b> route.</p>
15	<p>The department must when be acting against the tenderer or person awarded the contract on a fraudulent basis, considers the provisions of Regulation 14: The remedies provided for in Preferential Procurement Regulations 2017 do not prevent an institution from instituting remedies arising from any other prescripts or contract.</p>
16	<p>Where the employer terminates the contract due to default of the contractor in whole or in part, the employer may decide to: a) Refer the breach in contract to the <b>cidb</b> for investigation as a breach of the <b>cidb Code of Conduct</b> in terms of the <b>cidb Regulations</b>; or b) may impose a restriction penalty on the contractor in terms of Section 14 of the Preferential Procurement Regulations. The outcomes of such investigations in terms of both the cidb Regulations and the Preferential Procurement Regulations may prohibit the contractor from doing business with the public sector for a period not exceeding 10 years.</p>



## **PART T2 RETURNABLE DOCUMENTS**



## **PART T2.1: LIST OF RETURNABLE DOCUMENTS**



## T2.1 List of Returnable Documents

The tenderer must complete the following returnable documents:

### 1 Returnable Schedules required for quotation evaluation purposes

- Compulsory enterprise questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).
- Record of addenda issued (Only if addenda is issued)

### 2 Other documents required for quotation evaluation purposes

- Form of Offer and Acceptance
- Complete Priced Bills of Quantities & Final Summary

### 3 Returnable Schedules that will be incorporated into the contract

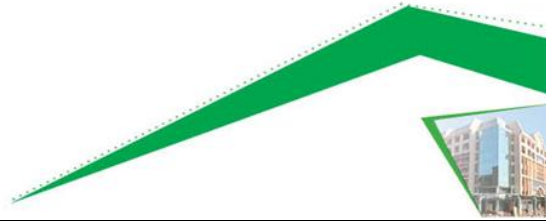
- Details of the Project Team and CV with Qualifications & Proof of Registration completed for each individual of proposed
- Schedule of Plant and Equipment
- Record of projects: current, past and on tender.
- Project References – at least 3
- SBD 1, 4, 6.1,
- Protection of personal content: Consent



**PART A**

**SBD 1**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE</b>					
BID NUMBER:	<b>HO5-23/24-0152</b>		CLOSING DATE:	<b>15 November 2023</b>	CLOSING TIME: 11:00
DESCRIPTION:	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT</b>					
DEPARTMENT OF PUBLIC WORKS, FRONT CORNER OF QHASANA BUILDING ON THE WAY TO CIDB OFFICES LABELLED "TENDERS", BHISHO.					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON			CONTACT PERSON	<b>Vukile Mpondo</b>	
TELEPHONE NUMBER			TELEPHONE NUMBER	<b>(040) 602 4187</b>	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:supply.chain@ecdpw.gov.za">supply.chain@ecdpw.gov.za</a>		E-MAIL ADDRESS	<a href="mailto:vukile.mpondo@ecdpw.gov.za">vukile.mpondo@ecdpw.gov.za</a>	
<b>SUPPLIER INFORMATION</b>					
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
<del>B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE</del>	<del>TICK APPLICABLE BOX]</del> <input type="checkbox"/> Yes <input type="checkbox"/> No		<del>B-BBEE STATUS LEVEL SWORN AFFIDAVIT</del>	<del>[TICK APPLICABLE BOX]</del> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
(a) ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		a) ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, COMPLETE QUESTIONNAIRE BELOW ]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> 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.

## INVITATION TO BID

### PART B

#### TERMS AND CONDITIONS FOR BIDDING

##### 1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR 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.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

##### 2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS 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](http://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."

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....



## Compulsory Enterprise Questionnaire

A

### Compulsory Enterprise questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1: Name of enterprise:** .....

**Section 2: VAT registration number, if any:** .....

**Section 3: CIDB registration number, if any:** .....

**Section 4: Particulars of sole proprietors and partners in partnerships**

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 5: Particulars of companies and close corporations**

Company registration number .....

Close corporation number ..... Tax  
reference number .....

**Section 6: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.**

**Section 7: The attached SBD 6.1 must be completed for each tender and be attached as a requirement.**

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- 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;
- 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
- 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 .....





## **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 interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

.....  
.....

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

2.3.1 If so, furnish particulars:

.....  
.....

<sup>1</sup> *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 consortium<sup>2</sup> 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.

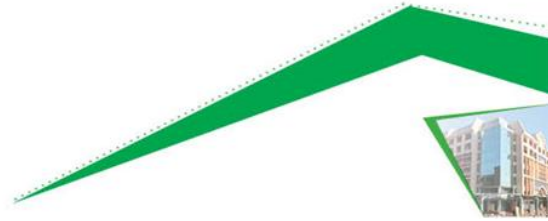
.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

<sup>2</sup> **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.**



## SBD 6.1

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

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

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

#### 1. GENERAL CONDITIONS

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

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

#### 1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The lowest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

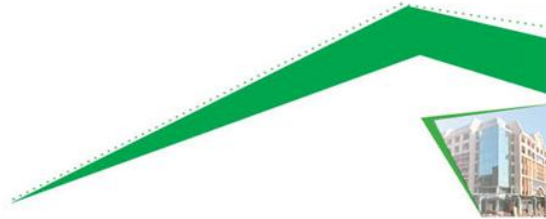
#### 1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner



required by the organ of state.

## 2. DEFINITIONS

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

## 3. FORMULA FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

<b>80/20</b>	<b>or</b>	<b>90/10</b>
$Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$	<b>or</b>	$Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$

Where

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

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

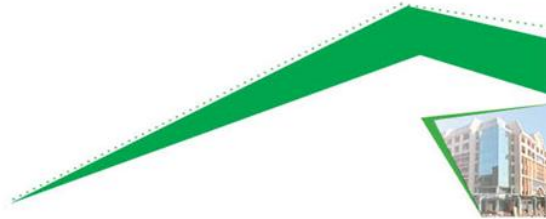
#### 3.2.1. POINTS AWARDED FOR PRICE

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

<b>80/20</b>	<b>or</b>	<b>90/10</b>
$Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)$	<b>or</b>	$Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)$

Where

Ps = Points scored for price of tender under consideration  
 Pt = Price of tender under consideration  
 Pmax = Price of highest acceptable tender



#### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**  
(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

**Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)**

The specific goals allocated points in terms of this tender		Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
<b>Historically Disadvantaged Individual:-</b>			
	(a) 100% black ownership	6	
	(b) 51% to 99% black ownership	4	
	(c) Less than 51% black ownership	0	
<b>Black women ownership:-</b>			
	(a) 100% black women ownership	4	
	(b) 30% to 99% black women ownership	2	
	(c) Less than 30% black women ownership	0	
<b>Black youth ownership:-</b>			
	(a) 100% black youth ownership	4	
	(b) 30% to 99% black youth ownership	2	
	(c) Less than 30% black youth ownership	0	
<b>People with disability:-</b>			
	(a) 20% or more disabled people ownership	4	
	(b) Less than 20% disabled people ownership	0	
<b>Locality:-</b>			
	(a) Within the Eastern Cape	2	
	(b) Outside the Eastern Cape	0	



**DECLARATION WITH REGARD TO COMPANY/FIRM**

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

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

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

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

.....

.....



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

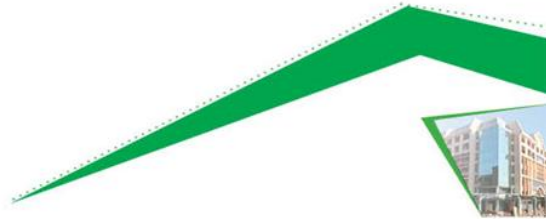
(ATTACH HERE)





***VALID CIDB CERTIFICATE OF A TENDERER***  
**(ATTACH HERE)**





## **PROTECTION OF PERSONAL INFORMATION: CONSENT (POPIA)**

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

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

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

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

## **AGREEMENT**

1. The Department of Public Works and Infrastructure and the Bidder (the Parties) agree and undertake that upon obtaining and having access to personal information relating to either of them, they shall always ensure that:
  - a) They process the information only for the express purpose for which it was obtained.
  - b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.
  - c) They will introduce, and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
  - d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
  - e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
  - f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.
2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject



to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organization.

### 3. Bidder's Obligations

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

#### On behalf of the Bidder:

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of the Bidder

#### On behalf of the Client:

.....  
Signature

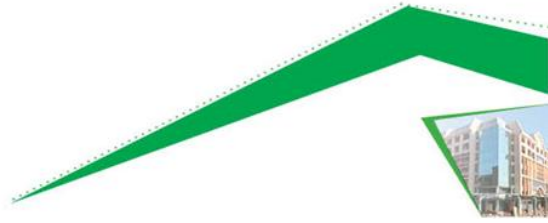
.....  
Date

.....  
Position

.....  
Name of Client Representative



## THE CONTRACT



## **PART C1**

### **AGREEMENTS AND CONTRACT DATA**



## **PART C1.1: FORM OF OFFER AND ACCEPTANCE**



**Annex C**  
(normative)

**FORM OF OFFER AND ACCEPTANCE**

<b>Project title</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>HO5 number</b>	<b>HO5-23/24-0152</b>

**OFFER**

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

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

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

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

..... Rand (in words);

R .....(in figures) (or other suitable wording)

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

Signature

.....  
Name

.....  
Capacity

.....  
**for the tenderer**

.....  
(Name and address of organization)

Name and signature

of witness ..... Date .....

**ACCEPTANCE**

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

The terms of the contract, are contained in:



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

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

The tenderer shall within 3 weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

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

Signature

.....  
Name

.....  
Capacity

.....  
**for the Employer**

.....  
(Name and address of organization)

Name and signature

of witness ..... Date .....

### Schedule of Deviations

1 Subject .....  
Details .....

2 Subject .....  
Details .....

3 Subject .....  
Details .....

4 Subject .....  
Details .....

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

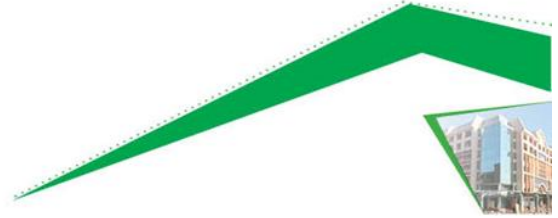


It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender/ quotation documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the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

<sup>1</sup> As an alternative, the following wording may be used:

*Notwithstanding anything contained herein, this agreement comes into effect two working days after the submission by the employer of one fully completed original copy of this document including the schedule of deviations (if any), to a courier-to-counter delivery / counter-to-counter delivery / door-to-counter delivery /door-to-door delivery /courier service (delete that which is not applicable), provided that the employer notifies the tenderer of the tracking number within 24 hours of such submission. Unless the tenderer (now contractor) within seven working days of the date of such submission notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties*





**A**

**RECORD OF ADDENDA TO BID DOCUMENTS**

<b>PROJECT TITLE</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>		
<b>HO5 NUMBER</b>	<b>HO5-23/24-0152</b>		
I / We confirm that the following communications received from the Department of Public Works & Infrastructure before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)			
<b>Item</b>	<b>Date</b>	<b>Title or Details</b>	<b>No. of Pages</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attach additional pages if more space is required.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Tenderer \_\_\_\_\_



## **B**

### **PROPOSED AMENDMENTS AND QUALIFICATIONS**

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

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

<b>PROJECT TITLE</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>HO5 NUMBER</b>	<b>HO5-23/24-0152</b>

<b>Page</b>	<b>Clause /Item</b>	<b>Proposal</b>

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

Signed

Date

-----

-----

Name

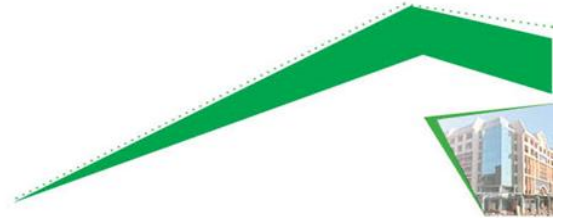
Position

-----

-----

*Enterprise name*

-----



## **C**

### **RESOLUTION FOR SIGNATORY**

#### **A: CERTIFICATE OF AUTHORITY FOR SIGNATORY**

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or on company letter head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on \_\_\_\_\_

Mr/Ms \_\_\_\_\_, whose signature appears below, has been duly authorised to

sign all documents in connection with the tender for Contract No. \_\_\_\_\_

and any Contract which may arise there from on behalf of (Block Capitals) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNED ON BEHALF OF THE COMPANY: \_\_\_\_\_

IN HIS/HER CAPACITY AS: \_\_\_\_\_

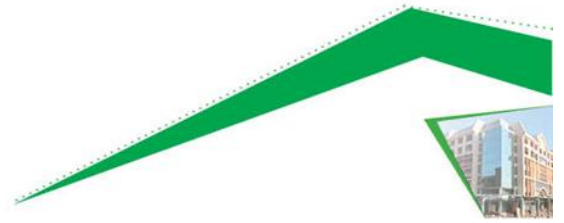
DATE: \_\_\_\_\_

SIGNATURE OF SIGNATORY: \_\_\_\_\_

#### **WITNESSES:**

<b>DIRECTOR (NAMES)</b>		<b>SIGNATURE</b>	
<b>DIRECTOR (NAMES)</b>		<b>SIGNATURE</b>	
<b>DIRECTOR (NAMES)</b>		<b>SIGNATURE</b>	
<b>DIRECTOR (NAMES)</b>		<b>SIGNATURE</b>	
<b>DIRECTOR (NAMES)</b>		<b>SIGNATURE</b>	

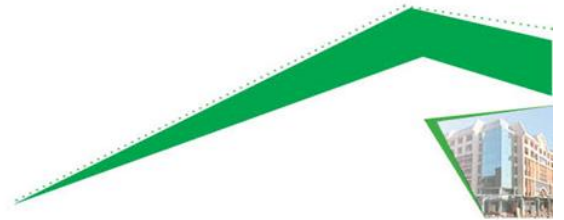
If you cannot complete this form, attach a separate sheet (in a company letter head, project specific and signed by all directors):



## D

### CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This Returnable Schedule is to be completed by joint ventures.		
We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorize Mr/Ms . . . . ....., authorized signatory of the company . . . . . ....., acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.		
<b>PROJECT TITLE</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>	
<b>HO5 NUMBER</b>	<b>HO5-23/24-0152</b>	
<b>NAME OF FIRM</b>	<b>ADDRESS</b>	<b>DULY AUTHORISED SIGNATORY</b>
Lead partner: ..... .		Signature. . . . . Name ..... Designation.....
..... .		Signature. . . . . Name ..... Designation.....
..... .		Signature. . . . . Name ..... Designation.....
..... .		Signature. . . . . Name ..... Designation.....



## E

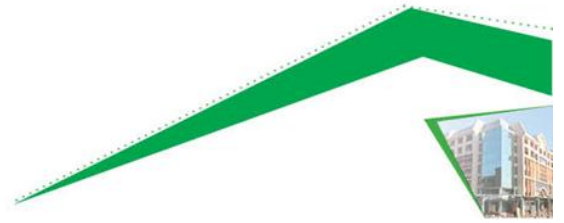
### CAPACITY OF THE BIDDER

<b>PROJECT TITLE</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>HO5 NUMBER</b>	<b>HO5-23/24-0152</b>
<p>WORK CAPACITY: (The Bidder is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Bid being disregarded.)</p> <p><i>Artisans and Employees: (Artisans and Employees to be, or are ,employed for this project )</i></p>	

Quantity / No. of Resources	Categories of Employee - Key Personnel (part of Business Enterprise)	Professional Registration No.	Date of Employment
	Site Agent		
	Project Manager		
	Foreman		
	Quality Control & Safety Officer-Construction Supervisor		
	Artisans		
	Unskilled employees		
	Others		

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

<b>Signed:</b>	.....	<b>Date</b>	.....
<b>Name:</b>	.....	<b>Position</b>	.....
<b>Enterprise Name:</b> .....			



## **F**

### **RELEVANT PROJECT EXPERIENCE – COMPLETED PROJECTS**

Tenderers must submit a max one-page description of at least three projects successfully completed.

#### **Attach a Completion Certificate for each of the project provided.**

The description of each project must include the following information:

1. Essential introductory information:
  - 1.1. Name of project.
  - 1.2. Name of client.
  - 1.3. Contact details of client.
  - 1.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
  - 1.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer's team members were contracted.
  - 1.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	DATE COMPLETED
1					
2					
3					

*If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes).*

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

Signed.....

Date.....

Name.....

Position.....

Enterprise name.....



## **G**

### **RELEVANT PROJECT EXPERIENCE – CURRENT PROJECTS**

Tenderers must submit a max one-page description of at least three projects under construction/ on hold/ just handed over/ towards completion (if they exist). **Attach an Appointment letter for each of the project provided.**

The description of each project must include the following information:

2. Essential introductory information:
  - 2.1. Name of project.
  - 2.2. Name of client.
  - 2.3. Contact details of client.
  - 2.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
  - 2.5. The period during which the project was performed, and if this is different, the period during which the tenderer's team members were contracted.
  - 2.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.		NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	STAGE OF PROJECT
1						
2						

***Attach a separate page to address this issue (the above table is just for reference purposes).***

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

Signed.....

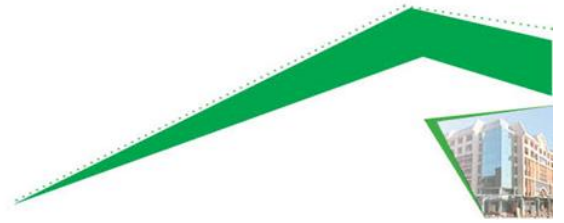
Date.....

Name.....

Position.....

Enterprise name.....





**H**

**OTHER OFFERS SUBMITTED AT TIME OF THIS TENDER FOR WHICH RESULTS ARE PENDING (if they exist)**

*(Any other client's tender must also be included)*

BID NO. / PROJECT NUMBER	PROJECT NAME	CLIENT NAME & CONTACT NO.	VALUE TENDERED IN Rands	DATE SUBMITTED	CONTACT DETAILS (CLIENT)
1					
2					
3					
4					

***If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes)***

Signed

Date

-----

-----

Name

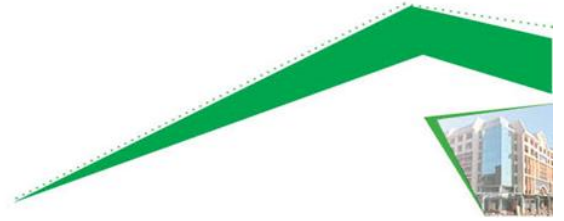
Position

-----

-----

Enterprise name

-----



**I**

**SCHEDULE OF TENDERER'S LITIGATION HISTORY**

The tenderer shall list below details of any litigation with which the tenderer (including its directors, shareholders or other senior members in previous companies) has been involved with any organ of state or state department within the last ten years. The details must include the year, the litigating parties, the subject matter of the dispute, the value of any award or estimated award if the litigation is current and in whose favour the award, if any, was made.

NO.	NAME OF CLIENT.	OTHER LITIGATING PARTY	BRIEF DETAILS OF DISPUTE	PROJECT VALUE	DATE RESOLVED OR STATUS OF LITIGATION
1					
2					
3					

Signed

Date

-----

-----

Name

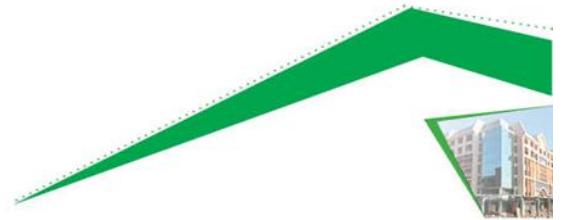
Position

-----

-----

*Enterprise name*

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**J**

**Project Reference Forms – 1**

<b>Project title:</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>Project Number:</b>	<b>HO5-23/24-0152</b>

**NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of  
\_\_\_\_\_ (company name) declare

that I was the Project Manager on the following building construction project successfully  
executed by \_\_\_\_\_ (name of tenderer):

Project name: \_\_\_\_\_

Project location: \_\_\_\_\_

Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_

Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

<b>Key Performance Indicators</b>	<b>Very Poor 1</b>	<b>Poor 2</b>	<b>Fair 3</b>	<b>Good 4</b>	<b>Excellent 5</b>	<b>Total</b>
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc.						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

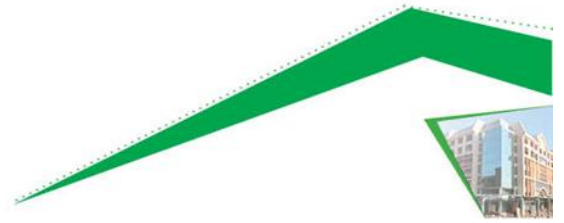
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D. My contact details are:



Province of the  
**EASTERN CAPE**  
PUBLIC WORKS & INFRASTRUCTURE



Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_

Signature of principal agent

**COMPANY STAMP**

**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date



## Project Reference Forms – 2

<b>Project title:</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>Project Number:</b>	<b>HO5-23/24-0152</b>

**‘NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of  
\_\_\_\_\_ (company name) declare

that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):

Project name: \_\_\_\_\_

Project location: \_\_\_\_\_

Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_

Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting “Yes” in the relevant box below:

<b>Key Performance Indicators</b>	<b>Very Poor 1</b>	<b>Poor 2</b>	<b>Fair 3</b>	<b>Good 4</b>	<b>Excellent 5</b>	<b>Total</b>
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc.						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

---

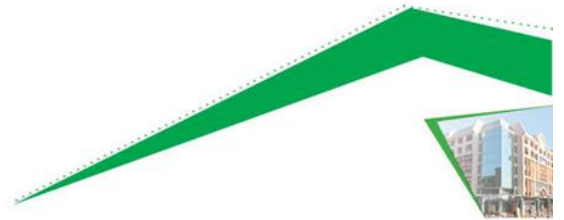


---

D. My contact details are:

Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_



Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Signature of principal agent

**COMPANY STAMP**

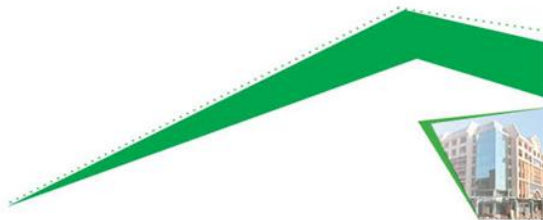
**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date



### Project Reference Forms – 3

<b>Project title:</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>Project Number:</b>	<b>HO5-23/24-0152</b>

**NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of  
\_\_\_\_\_ (company name) declare

that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):

Project name: \_\_\_\_\_

Project location: \_\_\_\_\_

Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_

Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

<b>Key Performance Indicators</b>	<b>Very Poor 1</b>	<b>Poor 2</b>	<b>Fair 3</b>	<b>Good 4</b>	<b>Excellent 5</b>	<b>Total</b>
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc.						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

---



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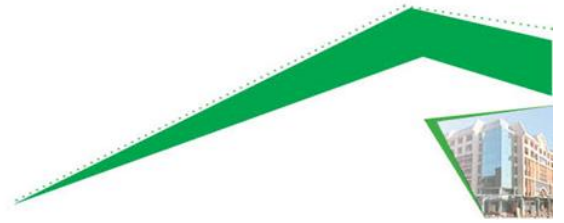
D. My contact details are:

Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_





Province of the  
**EASTERN CAPE**  
PUBLIC WORKS & INFRASTRUCTURE



E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Signature of principal agent

**COMPANY STAMP**

**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date



**J**

### **BASELINE RISK ASSESSMENT**

<b>PROJECT TITLE</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>HO5 NUMBER</b>	<b>HO5-23/24-0152</b>
<i>PLEASE NOTE THAT THIS IS A BASELINE RISK ASSESSMENT AND NOT A DETAILED RISK ASSESSMENT OF ALL ANTICIPATED ACTIVITIES ON SITE</i>	

<b>Activity</b>	<b>Risk to Safety</b>	<b>Risk to Health</b>	<b>Risk to Environmental</b>	<b>Risk to Public Safety</b>	<b>Control Measures</b>
Working on electricity	Electrocution	Amputation		Electrocution	Safety Test Apparatus; Lock Out; Signage; Barricading
Working at heights	Physical injury, Fatality	Physical Injury		Physical Injury	PPE, Use of harness; Signs
Working on Generators	Physical Harm	Long term breathing problems	Ground contamination	Oil Spillage	Use of PPE, Oil bunds; Warning Signs; Safety Test
Construction activities / demolition	Temporary deafness	Permanent deafness	Noise pollution	Noise pollution	Guarding / barricading of site
Moving machines	Driven over by machines	Injury to workers	Fuel spillage	Driven over by machines	Signage and slow driving

*You can list all activities on a separate page to address this issue (the above table is just for reference purposes).*



## K

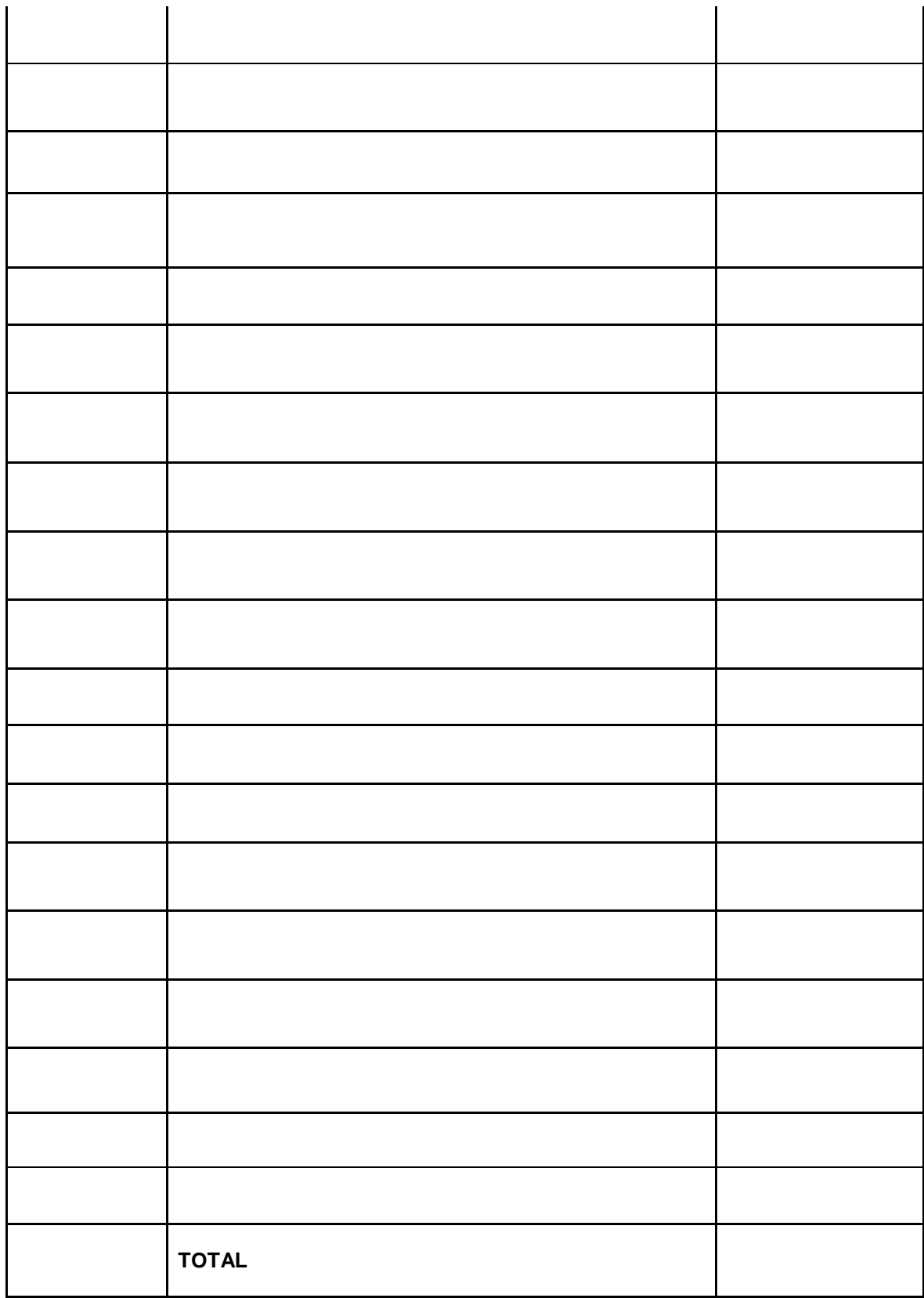
### A. EASTERN CAPE INFRASTRUCTURE INPUT MATERIAL

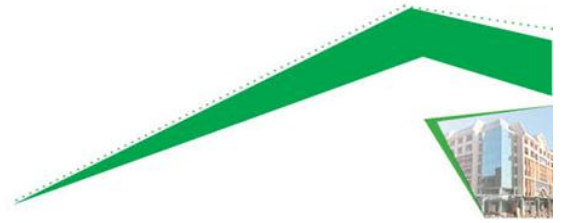
<b>PROJECT NAME</b>	Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months
<b>PROJECT DESCRIPTION (SCOPE)</b>	Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months
<b>HO5 NUMBER</b>	HO5-23/24-0152
<b>CONTRACTOR NAME:</b>	

1. Below is the list of building material which must be sourced from Eastern Cape based suppliers, manufacturers or accredited agents.
2. On monthly basis, the contractor will report the purchasing of any of this material.
3. The report will then be communicated to PT & OTP on quarterly basis or in whichever intervals, as prescribed by PT & OTP.

### A. BUILDING MATERIAL LISTS– BUILDING RELATED STRUCTURES (NEW, REFURBISHMENTS & RENOVATIONS)

ITEM	BUILDING MATERIAL (TYPE)	ESTIMATE AMOUNT (Rands)





## B. CONFIRMATION

1. I..... (**Contractor name**) acknowledge and confirm the above mentioned material will be sourced in the Eastern Cape Province, from Eastern Cape based material suppliers and manufacturers.
2. I confirm that on monthly basis I will produce a proof of purchase of this material used or to be used, either in the form of delivery notes, tax invoices or any formal document which verifies that the material or goods were sourced from an Eastern Cape based supplier or manufacturer.

-----  
**Representative of the Contractor (Name)**

-----  
**Signature**

-----  
**Date**



## PART C1.2: CONTRACT DATA

<p align="center"><b>The Joint Building Contracts Committee® - NPC</b>  <b>CONTRACT DATA</b>  For use by ORGANS OF STATE and other PUBLIC SECTOR BODIES  <b>Minor Works Agreement</b>  <b>Edition 5.2 - May 2018</b></p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### A PROJECT INFORMATION

#### A1.0 Works [1.1]

Project name	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
Reference number	<b>HO5-23/24-0152</b>
Works description	Refer to document C3 – Scope of Work

#### A2.0 Site [1.1]

Erf / stand number	Refer to document C4 – Site Information
Township / Suburb	Bhisho, Eastern Cape.
Site address	Refer to document C4 – Site Information
Local authority	Buffalo City Metropolitan Municipality (BCMM)

#### A3.0 Employer [1.1]

Official Name of Organ of State / Public Sector Body	Eastern Cape Department of Public Works and Infrastructure
Business registration number	N/A
VAT/GST number	N/A
Country	South Africa
Employer's representative: Name	Norman Bholi



E-mail	<a href="mailto:yukile.mpondo@ecdpw.gov.za">yukile.mpondo@ecdpw.gov.za</a>		
Mobile number		Telephone number	040 602 4187
Postal address	Private Bag, X0002, Bhisho		Postal Code 5605
Physical address	Qhasana Building, Independence Avenue, Bhisho		Postal Code 5605

#### A4.0 Agent [1.1]

Discipline	Project Manager		
Name	Eastern Cape Department of Public Works & Infrastructure		
Legal entity of above		Contact person	Norman Bholi
Practice number		Telephone number	(040) 602 4207
		Mobile number	
Country		E-mail	Norman.bholi@ecdpw.gov.za
Postal address	Private Bag, X0002, Bhisho		Postal Code 5605
Physical address	Qhasana Building, Independence Avenue, Bhisho		Postal Code 5605

#### A5.0 Agent [1.1]

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

#### A6.0 Agent [1.1]

Discipline			
Name			
Legal entity of above		Contact person	





Practice number		Telephone number	
		Mobile number	
Country		E-mail	
Postal address		Postal code	
Physical address		Postal code	

## B CONTRACT INFORMATION

### B 1.0 Definitions [1.1]

<b>Bills of quantities:</b> System/Method of measurement	<b>Standard System of Measuring Building Work (Sixth Edition) as amended</b>
-------------------------------------------------------------	------------------------------------------------------------------------------

### B 2.0 Law, regulations and notices [2.0]

<b>Law</b> applicable to the <b>works</b> , state country [2.1]	<b>Republic of South Africa</b>
--------------------------------------------------------------------	---------------------------------

### B 3.0 Offer and acceptance [3.0]

Currency applicable to this <b>agreement</b> [3.2]	<b>South African Rand</b>
-------------------------------------------------------	---------------------------

### B 4.0 Documents [5.0]

The original signed <b>agreement</b> is to be held by the <b>principal agent</b> [5.2], if not, indicate by whom	<b>Employer</b>
Number of copies of <b>construction information</b> issued to the <b>contractor</b> at no cost [5.6]	<b>Three (3)</b>
Documents comprising the <b>agreement</b>	Page numbers
The <b>JBCC®</b> Minor Works Agreement, Edition 6.2 May 2018	1 to 19
The <b>JBCC®</b> Minor Works Agreement - Contract Data for Organs of State and other Public Sector Bodies, Edition 5.2 May 2018	1 to 11
The <b>JBCC®</b> General Preliminaries for use with the <b>JBCC®</b> Minor Works Agreement, Edition 5.2 May 2018	1 to 7



Contract drawings – description	Number	Revision	Date

#### Employer's Agents [6.0]

Authority is delegated to the following **agents** to issue **contract instructions** and perform duties for specific aspects of the **works** [5.2]

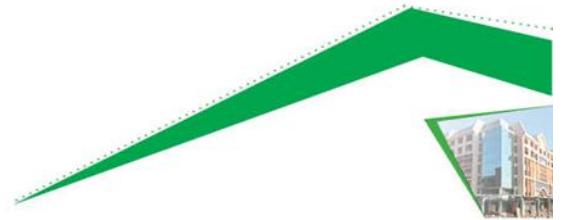
**Principal Agent**

**Principal agent's** and **agents'** interest or involvement in the **works** other than a professional interest [5.3]

**None**

#### B 6.0 Insurances [10.0]

Insurances by <b>employer</b>		Amount including tax	Deductible amount including tax
Yes / No:	No		
Contract works insurance:			
	New <b>works</b> [18.2.1] ( <b>contract sum</b> or amount)		
or	<b>Works</b> with <b>practical completion</b> in <b>sections</b> [8.2.1] ( <b>contract sum</b> or amount		
or	<b>Works</b> with alterations and additions [8.2.1] (reinstatement value of existing structures with or including new <b>works</b> )		
	<b>Direct contractors</b> [13.0] where applicable, to be included in the contract works insurance		
	<b>Free issue</b> [10.1.12] where applicable, to be included in the contract works insurance		
	Escalation, professional fees and reinstatement costs if not included above		
Total of the above contract works insurance amount			



Supplementary insurance [8.2.2]				
Public liability insurance [8.2.3]				
Removal of lateral support insurance [8.2.4]				
Other insurances [8.2.5]				
Yes/ No?	No	If yes, description 1		
Yes/ No?	No	If yes, description 2		

and/or

Insurances by <b>Contractor</b>			Amount including tax	Deductible amount including tax
<b>Yes / No:</b>	<b>Yes</b>			
	New <b>works</b> [10.1.1] ( <b>contract sum</b> or amount)		N/A	N/A
or	<b>Works</b> with <b>practical completion</b> in <b>sections</b> [10.2] ( <b>contract sum</b> or amount)		N/A	N/A
or	<b>Works</b> with alterations and additions [10.3] (reinstatement value of existing structures with or including new <b>works</b> )		<b>To the minimum value of the contract sum + 10%</b>	<b>With a deductible not exceeding 5% of each and every claim</b>
	<b>Direct contractors</b> [10.1.1; 10.2] where applicable, to be included in the contract works insurance		N/A	
	<b>Free issue</b> [10.1.1; 10.2] where applicable, to be included in the contract works insurance		N/A	
	Escalation, professional fees and reinstatement costs if not included above		N/A	
Total of the above contract works insurance amount			To the minimum value of the contract sum + 10%	
Supplementary insurance [10.1.2; 10.2]			R20 million	With a deductible not exceeding 5% of each and every claim
Public liability insurance [10.1.3; 10.2]			R5 million	
Removal of lateral support insurance [10.1.4; 10.2]			No	
Other insurances [10.1.5]				
Yes/ No?	No	If yes, description 1		
Hi Risk Insurance [10.1.5.1]				
Yes/ No?	No	If yes, description 2		



#### B 7.0 Obligations of the employer [12.1]

<b>Existing premises will be in use and occupied [12.1.2]</b>		<b>Yes / No?</b>	<b>Yes</b>
If yes, description	Taylor Bequest Hospital is a working hospital and construction will take place within this premises		
<b>Restriction of working hours [12.1.2]</b>		<b>Yes / No?</b>	<b>Yes</b>
If yes, description	The completion of the project is urgent and work shall be executed during normal working hours i.e. 7h00 until 17h00 daily including weekends. Work required to be executed outside of these hours must be arranged with the Project Manager, Vukile Mpondo in advance		
<b>Natural features and known services to be preserved by the contractor [12.1.3]</b>		<b>Yes / No?</b>	<b>No</b>
If yes, description			
<b>Restrictions to the site or areas that the contractor may not occupy [12.1.4]</b>		<b>Yes / No?</b>	<b>Yes</b>

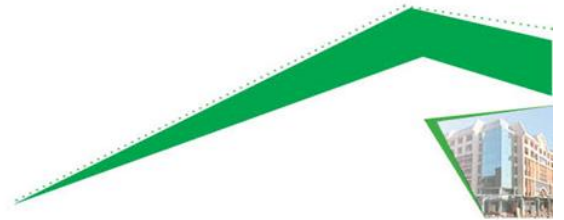
If yes, description	Work areas and restricted areas shall be defined at Site Handover		
<b>Supply of free issue [12.1.10]</b>		<b>Yes / No?</b>	<b>No</b>
If yes, description			

#### B 8.0 Nominated subcontractors [14.0]

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

#### B 9.0 Selected subcontractors [15.0]

Yes / No?	No	If yes, description of specialisation
Specialisation 1		



Specialisation 2	
Specialisation 3	
Specialization 4	
Specialization 5	
Specialisation 6	
Specialisation 7	
Specialisation 8	
Specialisation 9	
Specialisation 10	

#### **B 10.0 Direct contractors [16.0]**

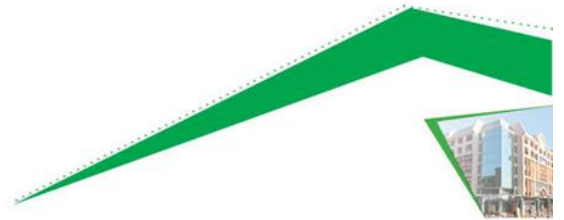
Yes / No?	Yes	If yes, description of extent of work
Extent of work [12.1.11]		Borehole installation
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		

#### **B 11.0 Description of sections [20.1]**

<b>Section 1</b>	N/A
<b>Section 2</b>	N/A
<b>Section 3</b>	N/A
<b>Section 4</b>	N/A
<b>Section 5</b>	N/A
<b>Section 6</b>	N/A
<b>Section 7</b>	N/A

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

Practical completion for the works as a	Intended date of possession of the site	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the	Penalty for late completion [24.1]
-----------------------------------------	-----------------------------------------	-----------------------------------------------------	------------------------------------------------	------------------------------------



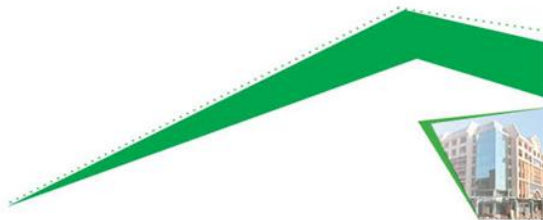
Whole	Refer B17.0 [12.1.5; 12.2.22]		period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	
		working days	Period in months	Penalty amount per calendar day (excl. tax)
		<b>10 Working days</b>	<b>3 Calendar months</b>	<b>11 cents/R100 of Contract amount</b>

or where **sections** are applicable

Practical completion of a section of the works	Intended date of possession of the site Refer B17.0 [12.1.5; 12.2.22]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]
		Working days	Period in months	Penalty amount per calendar day (excl. tax)
Section 1				
Section 2				
Section 3				
Section 4				
Section 5				
Section 6				
Section 7				
Section 8				
Remainder of the				

Criteria to achieve <b>practical completion</b> not covered in the definition of <b>practical completion</b>
No further Criteria

**B 13.0 Defects liability period [21.0]**



Extended defects liability period: Refer B17.0 [21.13]	Yes / No?	Yes
If yes, description of applicable elements	All works	

#### B 14.0 Payments [25.0]

Date of month for issue of regular <b>payment certificates</b> [25.2]	15th		
Contract price adjustment / Cost fluctuations [25.3.4; 26.9.5]	Yes / No?	No	
If yes, method to calculate	N/A		
<b>Employer</b> shall pay the <b>contractor</b> within: [25.10]	Thirty (30) calendar days		

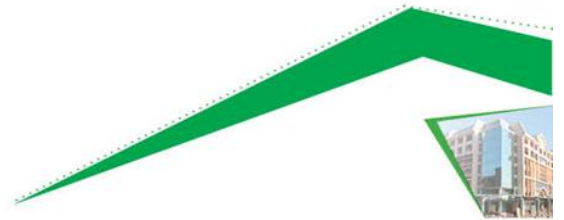
#### B 15.0 Dispute resolution [30.0]

Adjudication [30.6.1; 30.10] Name of nominating body	Refer to Part C1.3 Dispute Resolution Mechanism		
Applicable rules for adjudication [30.6.2]	Adjudication in accordance with the CIDB adjudication process		
Arbitration [30.7.4; 30.10]	Yes / No?	No	
If Yes, name of nominating body			
*If No, then dispute will be referred to litigation			
Applicable rules for arbitration [30.7.5]	N/A		

#### B 16.0 JBCC® General Preliminaries – selections

Provisional bills of quantities [B2.2]	Yes / No?	Yes
Availability of construction information – is the construction information complete? [B2.3]	Yes / No?	Yes
Previous work - dimensional accuracy - details of previous contract(s) [B3.1]	N/A	
Previous work - <b>defects</b> - details of previous contract(s) [B3.2]	N/A	
Inspection of adjoining properties - details [B3.3]	N/A	
Handover of <b>site</b> in stages - specific requirements [B4.1]	Refer to B11 (Contract Data)	
Enclosure of the <b>works</b> - specific requirements [B4.2]	Hoarding to working areas.	
Geotechnical and other investigations - specific requirements [B4.3]	N/A	





Existing premises occupied - details [B4.5]		Working Areas will not be occupied	
Services - known - specific requirements [B4.6]		No	
Water [B8.1]	By <b>contractor</b>	Yes / No?	Yes
	By <b>employer</b>	Yes / No?	No
	By <b>employer</b> – metered	Yes / No?	No
Electricity [B8.2]	By <b>contractor</b>	Yes / No?	Yes
	By <b>employer</b>	Yes / No?	No
	By <b>employer</b> – metered	Yes / No?	No
Ablution and welfare facilities [B8.3]	By <b>contractor</b>	Yes / No?	Yes
	By <b>employer</b>	Yes / No?	No
Communication facilities - specific requirements [B8.4]		No specific requirements	
Protection of the works - specific requirements [B11.1]		No specific requirements	
Protection / isolation of existing works and works occupied in sections - specific requirements [B11.2]		No specific requirements	
Disturbance - specific requirements [B11.5]		No specific requirements	
Environmental disturbance - specific requirements [B11.6]		No specific requirements	

#### **B 17.0 Changes made to JBCC® documentation**

Reference may be made to other documents forming part of this <b>agreement</b>
--------------------------------------------------------------------------------



## 1.1 Definitions

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

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

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

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

**PRINCIPAL AGENT:** The person or entity appointed by the **employer** and named in the **contract data for organs of state and other public sector bodies**. In the event of a principal agent not being appointed, then all the duties and obligations of a **principal agent** as detailed in the **agreement** shall be fulfilled by the employer's representative as named in the **contract data for organs of state and other public sector bodies**

## 3.0 Offer and Acceptance

Amend 3.3 to read as follows:

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

## 6.0 Employer's Agents

Add the following as 6.7:

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

## 9.0 Indemnities

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

## 10.0 Insurances

Add the following as 10.1.5.1:

**High risk Insurance**



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

#### 10.1.5.1.1 Damage to **the works**

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

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

#### 10.1.5.1.2 Injury to persons or loss of or damage to property

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

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

#### 10.1.5.1.3

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

#### 10.1.5.1.4

The **employer** shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the **contractor's** default of his obligations as set out in 10.1.5.1.1; 10.1.5.1.2 and 10.1.5.1.3. Such losses or damages may be recovered from the **contractor** or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the **employer** and the **contractor** and for this purpose all these contracts shall be considered one indivisible whole

### 11.0 Securities

Amend 11.10 to read as follows:

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



## 12.0 Obligations of the Parties

Amend 12.1.5 to read as follows:

Give possession of the **site** to the **contractor** within ten (10) **working days** of the contractor complying with the terms of 12.2.22

12.2.2: Not applicable

Add the following as 12.2.22:

Within fifteen (15) **working days** of the date of the **agreement** submit to the **principal agent** an acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993)

## 19.0 Practical Completion

19.5: Delete the words "subject to the **contractor's** lien or right of continuing possession of the **works** where this has not been waived"

## 21.0 Defects Liability Period and Final Completion

Add the following as 21.13:

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

## 25.0 Payment

25.7.5: Not applicable

25.10: Delete the words "and/or **compensatory interest**"

25.14.2: Not applicable

## 27.0 Recovery of Expense and/or Loss

27.1.5: Not applicable

## 29.0 Termination

Add the following after 29.1.3: or where ...

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

29.1.5: The **contractor** has engaged in corrupt or fraudulent practices in competing for or in executing the contract



## C TENDERER'S SELECTIONS

### C 1.0 Security [11.0]

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

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

Year 1 <b>contractor's</b> annual holiday period	start date		end date	
Year 2 <b>contractor's</b> annual holiday period	start date		end date	
Year 3 <b>contractor's</b> annual holiday period	start date		end date	

### C 3.0 Payment of preliminaries [25.0]

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

#### Payment methods

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



### Lump sum contract

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

#### C 4.0 Adjustment of preliminaries [26.9.4]

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

#### Provision of particulars

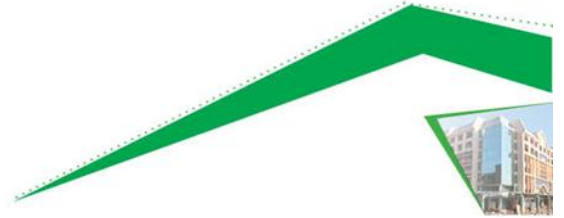
The **contractor** shall provide the particulars for the purpose of the adjustment of **preliminaries** in terms of his selection. Where completion in sections is required, the **contractor** shall provide an apportionment of **preliminaries** per **section**

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

#### Adjustment Methods

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

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

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

#### Lump sum contract

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

#### C 4.0 Adjustment of preliminaries [26.9.4]

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

#### Provision of particulars

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

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

#### Adjustment Methods

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





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

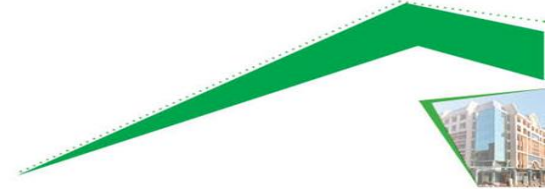


**Failure to provide particulars within the period stated**

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

**Lump sum contract**

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



## PART C1.3: DISPUTE RESOLUTION MECHANISM



## C1.3 CIDB ADJUDICATOR'S AGREEMENT



This agreement is made on the . . . . . day of . . . . . between: . . . . .  
 . . . . . (name of company / organization) of . . . . .  
 . . . . . (address) and. . . . . (name of  
 company / organization) of . . . . .  
 . . . . . (address) (the  
 Parties) and. . . . . (name) of . . . . .  
 . . . . . (address) (the Adjudicator).

Disputes or differences may arise/have arisen\* between the Parties under a Contract dated . . . . .  
 and known as. . . . .  
 and these disputes or differences shall be/have been\* referred to adjudication in accordance with the  
 CIDB Adjudication Procedure, (hereinafter called "the Procedure") and the Adjudicator may be or has  
 been requested to act.

\* Delete as necessary

**IT IS NOW AGREED** as follows:

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

SIGNED by: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 who warrants that he / she is  
 duly authorized to sign for and  
 on behalf of the first Party in the  
 presence of  
 Witness  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

SIGNED by: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 who warrants that he / she is  
 duly authorized to sign for and  
 on behalf of the second Party in  
 the presence of  
 Witness:  
 Name \_\_\_\_\_  
 Address: \_\_\_\_\_

SIGNED by: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 the Adjudicator in the presence  
 of  
 Witness:  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

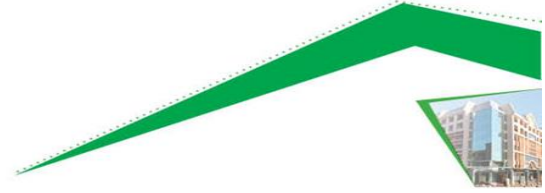


Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

### **Contract Data**

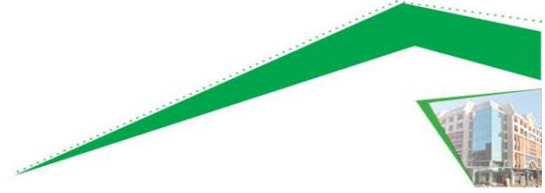
1	The Adjudicator shall be paid at the hourly rate of R. . . . . in respect of all time spent upon, or in connection with, the adjudication including time spent travelling.
2	The Adjudicator shall be reimbursed in respect of all disbursements properly made including, but not restricted to: (a) Printing,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

\* Delete as necessary



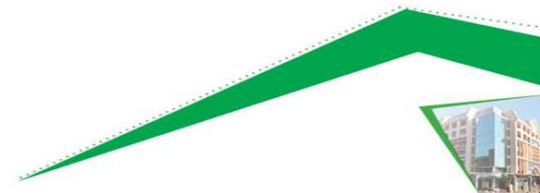
## **CONSTRUCTION HEALTH AND SAFETY**

### **AWARDED TENDERER TO COMPLY WITH ALL OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS**



**EPWP SPECIFICATION**  
**AWARDED TENDERER WILL BE REQUIRED TO ADHERE TO ALL**  
**EPWP SPECIFICATIONS AND REQUIREMENTS.**  
**FOR FULL SPECIFICATIONS AND REQUIREMENTS VISIT**  
**[www.epwp.gov.za](http://www.epwp.gov.za)**





## PART C2 PRICING DATA

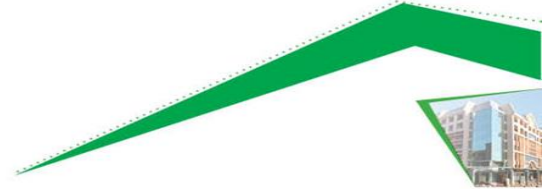


## PART C2.1: PRICING INSTRUCTIONS



## C2.1 Pricing Instructions

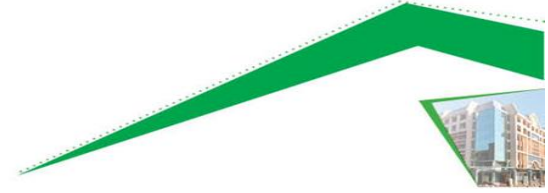
- 1 The Bills of Quantities have been drawn up in accordance with the Standard System of Measuring Building Work as amended) published and issued by the Association of South African Quantity Surveyors (Sixth Edition (Revised)), 1999. Where applicable the:
- 2 The agreement is based on the JBCC MINOR WORKS EDITION 5.2 MAY 2018.
- 3 Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.
- 4 The bills of quantities forms part of and must be read and priced in conjunction with all the other documents forming part of the contract document, The Standard Conditions of Tender, Conditions of Contract, Specifications, Drawings, The document "Construction Works: Specifications: General Specification (PW371-A) Edition 2.0" is obtainable on the Department's website (<http://www.publicworks.gov.za/> under "Consultants Guidelines"), and shall be read in conjunction with the **bills of quantities** / lump sum document and be referred to for the full descriptions of work to be done and materials to be used The document "Construction Works: Specifications: Particular Specification (PW371-B) Edition 2.0" is issued together with the drawings and shall be read in conjunction with the drawings and the **bills of quantities** / lump sum document
- 5 Where any item is not relevant to this specific contract, such item is marked N/A (signifying "not applicable")
- 6 The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor's risk.
- 7 The amount of the Preliminaries to be included in each monthly payment certificate shall be assessed as an amount prorated to the value of the work duly executed in the same ratio as the preliminaries bears to the total of prices excluding any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract.
- 8 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 11 but taking into account the revised period for completing the works.
- 9 The amount or items of the Preliminaries shall be adjusted to take account of the theoretical financial effect which changes in time or value (or both) have on this section. Such adjustments shall be based on adjustments in the following categories as recorded in the Bills of Quantities:
  - a) an amount which is not to be varied, namely Fixed (F)
  - b) an amount which is to be varied in proportion to the contract value, namely Value Related (V); and
  - c) an amount which is to be varied in proportion to the contract period as compared to the initial construction period excluding revisions to the construction period for which no adjustment to the contractor is not entitled to in terms of the contract, namely Time Related (T).
- 10 Where no provision is made in the Bills of Quantities to indicate which of the three categories in 13 apply or where no selection is made, the adjustments shall be based on the following breakdown:



- a) 10 percent is Fixed
  - b) 15 percent is Value Related
  - c) 75 percent is Time Related
- 11 The adjustment of the Preliminaries shall apply notwithstanding the actual employment of resources in the execution of the works. The contract value used for the adjustment of the Preliminaries shall exclude any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract. Adjustments in respect of any staged or sectional completion shall be prorated to the value of each section.
- 12 The tender price must include Value Added Tax (VAT). All rates, provisional sums, etc. in the bills of quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.
- 13 The Contractor shall adhere to “The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)”, and yearly pronounced increases for duration of contract. (Currently R 23.19 for each ordinary hour worked).



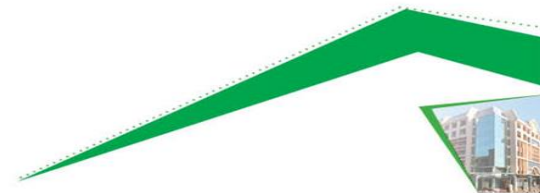
## ANNEXURE 1: BILLS OF QUANTITIES



## GENERAL

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

**The site/s is existing government buildings in Bisho and KWT. Some of these buildings are residential Houses for government senior members.**



## BILL OF QUANTITIES (BOQ)



The work shall include supply and delivery of material to site

**NOTE; ALL MATERIAL MUST BE S.A.B.S APPROVED**

**ANNEXURE 1**

**Supply Deliver and Install the following:**

ITEM	DESCRIPTION	ITEM	QTY	UNIT PRICE
<b>1,1</b>	<b><u>CIRCUIT BREAKERS</u></b>			
1,1,1	- 15A (6KA)	No	<b>10</b>	
1,1,2	- 20A (6KA)	No	<b>15</b>	
1,1,3	- 30A (6KA)	No	<b>10</b>	
1,1,4	- 60A DP (L&N)(6KA)	No	<b>15</b>	
1,1,5	- 60A TP 3/PHASE (6KA)	No	<b>10</b>	
1,1,6	- 63A 1-PHASE E/L (6KA)	No	<b>15</b>	
1,1,7	ABB 160A TP CIRCUIT BREAKER	No	<b>1</b>	
	<b>Subtotal ( carried to Subtotal 1,1)</b>			
<b>1,2</b>	<b><u>ISOLATORS</u></b>			
1,2,1	WALL MOUNTED COOKER PLUG UNIT 1/PHASE	No	<b>4</b>	
1,2,2	16A S/PHASE AIRCONDITIONER ISOLATOR	No	<b>4</b>	
1,2,3	30A 3/PHASE AIRCONDITIONER ISOLATOR	No	<b>4</b>	
1,2,4	30A ISOLATOR and COVER PLATE	No	<b>4</b>	
1,2,5	60A 3/PHASE STOVE ISOLATOR	No	<b>4</b>	
1,2,6	20A 3/PHASE ISOLATOR	No	<b>4</b>	
1,2,7	90A STRIKER PIN FUSES	No	<b>2</b>	
	<b>Subtotal ( carried to Subtotal 1,2)</b>			
<b>1,3</b>	<b><u>HOT WATER CYLINDERS</u></b>			
1,3,1	2KW GEYSER ELEMENT ( HARD WATER)	No	<b>3</b>	
1,3,2	2KW ELEMENT/THERMOSTAT COMBINATION (HARD WATER)	No	<b>3</b>	
1,3,3	THERMOSTAT (Short)	No	<b>3</b>	
1,3,4	THERMOSTAT (Long)	No	<b>3</b>	

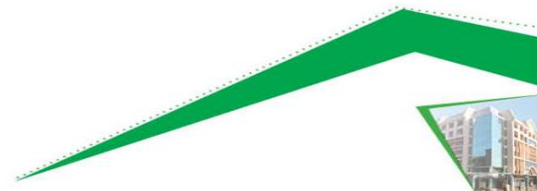




1,3,5	3KW URN ELEMENT	No	3	
1,3,6	TIMER GYSER DIGITAL DIN RAIL 220-240AC TDDGT	No	3	
	<b>Subtotal ( carried to Subtotal 1,3)</b>			
<b>1,4</b>	<b><u>LV CABLE TERMINATIONS</u></b>			
1,4,1	TURFLON GLANDS: - No. 0	No	100	
1,4,2	TURFLON GLANDS: - No. 1	No	25	
1,4,3	TURFLON GLANDS: - No. 2	No	10	
1,4,4	PRATLEY STEEL GLAND (NO. 2)	No	5	
1,4,5	PRATLEY STEEL GLAND (NO.4)	No	5	
	<b>Subtotal ( carried to Subtotal 1,4)</b>			
<b>1,5</b>	<b><u>LAMPS</u></b>			
1,5,1	FLUORESCENT TUBES: - 1.5M - 58W	No	80	
1,5,2	FLUORESCENT TUBES: - 1.2M - 36W	No	80	
1,5,3	FLUORESCENT TUBES: - 0.6M - 18W	No	80	
1,5,4	LED TUBES 1,2M - 18W	No	80	
1,5,5	LED TUBES 1,5M - 18W	No	80	
1,5,6	LED TUBES T8 0,6M -18W	No	80	
1,5,7	HALOGEN LAMPS 20W	No	80	
1,5,8	9W PL9 LAMP	No	80	
1,5,9	18W 2 PIN FLOURESCENT LAMP	No	80	
1,5,10	18W4 PIN FOURESCENT LAMP	No	80	
1,5,11	150W METAL HALIDE LAMPS	No	15	
	<b>Subtotal ( carried to Subtotal 1,5)</b>			
<b>1,6</b>	<b>DISTRIBUTION BOARDS/READY BOARDS/METER CUBICLES</b>			
1,6,1	8 WAY STEEL METER CUBICLE	No	1	
1,6,2	3/PHASE READY BOARD WITH 3 x 1/PHASE EARTH LEAKAGE UNITS	No	1	
	<b>Subtotal ( carried to Subtotal 1,6)</b>			
<b>1,7</b>	<b><u>POWER SKIRTING / PVC TRUNKING / CONDUITS</u></b>			



1,7,1	OBO TRUNKING 150 X 50 - GREY	No	20	
1,7,2	OBO TRUNKING COVERS - GREY	No	5	
1,7,3	OBO INNER BEND	No	8	
1,7,4	OBO OUTER BEND	No	5	
1,7,5	OBO END CAP	No	5	
1,7,6	OBO PLUG INSERT	No	8	
1,7,7	OBO RED DEDICATED PLUG	No	8	
1,7,8	OBO NORMAL 16 A PLUG	No	5	
1,7,9	OBO ISOLATOR	No	10	
1,7,10	YT1 PVC TRUNKING	No	30	
1,7,11	YT2 PVC TRUNKING	No	20	
1,7,12	TRUNKING 640 x 640	No	20	
1,7,13	2M LENGTH GREY 48*13MM HALF TRUNKING	No	20	
1,7,14	50MM CONDUIT	M	30	
1,7,15	20MM CONDUIT	M	30	
1,7,16	25MM PVC CONDUIT	M	3	
	<b>Subtotal ( carried to Subtotal 1,7)</b>			
<b>1,8</b>	<b><u>LAMP HOLDERS/LIGHT FITTINGS/BALLASTS/STARTERS</u></b>			
1,8,1	1.5M DUO. FLOUR. LIGHT FITTING - OPEN CHANNEL (ELECTRONIC START)	No	50	
1,8,2	1.2M DOU. FLOUR. LIGHT FITTING - OPEN CHANNEL (ELECTRONIC START)	No	50	
1,8,3	2 PL9 LIGHT FITTING	No	50	
1,8,4	1.5M(Emergency) UPS FLOURESCENT LIGHT FITTING	No	10	
1,8,5	1.2M(Emergency) UPS FLOURESCENT LIGHT FITTING	No	10	
1,8,6	FSU STARTER	No	25	
1,8,7	FS2 STARTER	No	25	
1,8,8	ALABASTER 3 LIGHT FITTING	No	30	
1,8,9	ALABASTER 2 LIGHT FITTING	No	30	
1,8,10	2 PL9 LIGHT FITTING WITH DAY/NIGHT SENSOR	No	10	
	<b>Subtotal ( carried to Subtotal 1, 8)</b>			
<b>1,9</b>	<b><u>PLUGS, EXTENSION BOXES, SWITCHED SOCKET OUTLETS</u></b>			
1,9,1	16A 3 – PIN PLUG TOP	No	30	



1,9,2	16A RED DEDICATED PLUG TOP	No	20	
1,9,3	16A INDUSTRIAL SSO	No	15	
1,9,4	16A 3 – PIN SINGLE SSO COVER PLATE	No	20	
1,9,5	16A 3 – PIN DUOBLE SO COVER PLATE	No	50	
1,9,6	4 x 4 PVC EXTENSION BOX + COVER PLATE	No	50	
1,9,7	4 x 2 PVC EXTENSION BOX + COVER PLATE	No	50	
1,9,8	4 x 4 METAL EXTENSION BOX (WHITE)	No	20	
1,9,9	16A 3 – PIN SINGLE SSO	No	75	
1,9,10	16A 3 – PIN DUO SSO	No	70	
1,9,11	16A 3 – PIN DEDICATED SINGLE SSO	No	20	
1,9,12	16A 3 – PIN DEDICATED SINGLE SSO COVER PLATE	No	20	
1,9,13	FD2 PEDESTAL 140*150*75MM	No	20	
1,9,14	4 x 4 METAL BLANK COVER PLATE	No	50	
1,9,15	BLACK DOUBLE SSO	No	10	
	<b>Subtotal ( carried to Subtotal 1,9)</b>			
<b>1,1</b>	<b><u>SWITCHES , COVER PLATE AND SPHOTO ELECTRIC CELL</u></b>			
1,10,1	10A 4x2 1 – LEVER 1 – WAY	No	5	
1,10,2	4x2 1 – LEVER 2 – WAY	No	4	
1,10,3	10A 4x2 2 – LEVER 1 – WAY	No	4	
1,10,4	10A 4x2 2 – LEVER 2 – WAY	No	5	
1,10,5	10A 4x2 3 – LEVER 1 – WAY	No	5	
1,10,1 2	1L 4 x 2 COVER PLATE	No	2	
1,10,6	SIMMERSTAT STOVE SWITCH	No	5	
1,10,7	STOVE PLATE (SMALL)	No	5	
1,10,8	STOVE PLATE (LARGE)	No	5	
1,10,9	TYPE ZS 20A NATIONAL PHOTO- CELL	No	15	
1,10,1 0	BOTTOM ENTRY PHOTO-CELL	No	15	
1,10,1 1	PLUG IN PHOTO-CELL WITH BASE	No	10	
	<b>Subtotal ( carried to Subtotal 1,10)</b>			



<b>1,11</b>	<b><u>CABLE AND EXTENSION CHORDS</u></b>			
1,11,1	1.5MM TWIN + EARTH CABLE ( PER METER )		<b>10</b>	
1,11,2	2.5MM TWIN + EARTH CABLE ( PER METER )		<b>10</b>	
1,11,3	2.5MM x 4 CORE + EARTH CABLE (PER METER )		<b>10</b>	
1,11,4	4MM x 4 CORE + EARTH CABLE (PER METER )		<b>10</b>	
1,11,5	16MM x 4 CORE PVC ARMOURED CABLE		<b>10</b>	
1,11,6	35MM x 4 CORE PVC ARMOURED CABLE		<b>10</b>	
1,11,7	3M EXTENSION CHORDS WITH SURGE PROTECTION		<b>10</b>	
1,11,8	5M EXTENSION CHORDS WITH SURGE PROTECTION		<b>10</b>	
1,11,9	10M EXTENSION CORD		<b>10</b>	
1,11,1 0	6-WAY MULTI PLUGS WITH SURGE PROTECTION		<b>10</b>	
1,11,1 1	2.5MM SINGLE CORE PVC HOUSEWIRE (RED, BLACK, GREEN/YELLOW)		<b>10</b>	
1,11,1 2	1.5MM SINGLE CORE PVC HOUSEWIRE(RED, BLACK, GREEN/YELLOW)		<b>10</b>	
	<b>Subtotal ( carried to Subtotal 1,11)</b>			
<b>1,12</b>	<b><u>ENERGY SAVING LAMPS</u></b>			
1,12,1	1,2M T5 FLUORESCENT TUBES 28W		<b>150</b>	
1,12,2	1,5M T5 FLUORESCENT TUBES 35W		<b>150</b>	
1,12,3	600MM T5 FLUORESCENT TUBES 24W		<b>500</b>	
1,12,4	PAR 38 25W-LAMO- EQUIVALENT ENERGY SAVING LAMP		<b>20</b>	
1,12,5	230V, 5W ENERGY SAVER DOWNLIGHTER LAMPS (COOL WHITE)		<b>200</b>	
1,12,6	5W ENERGY SAVER DOWNLIGHTER LAMP HOLDERS		<b>10</b>	
1,12,7	5W CANDLE TYPE ENERGY SAVING LAMP (ES)(COOL WHITE)		<b>10</b>	
1,12,8	5W CANDLE TYPE ENERGY SAVING LAMP (BC)(COOL WHITE)		<b>10</b>	
1,12,9	11W ENERGY COMPACT FLUORESCENT LAMP (ES)(COOL WHITE)		<b>10</b>	
1,12,1 0	11W ENERGY COMPACT FLUORESCENT LAMP (BC)(COOL WHITE)		<b>10</b>	
1,12,1 1	50W 12V G5 LAMPS		<b>3</b>	
	<b>Subtotal ( carried to Subtotal 1,12)</b>			
<b>1,13</b>	<b><u>ENERGY SAVING LIGHT FITTINGS AND SWITCHES</u></b>			
1,13,1	1,2M DOUBLE TUBE T5 OPEN CHANNEL LIGHT FITTING		<b>15</b>	



1,13,2	1,5 DOUBLE TUBE T5 OPEN CHANNEL LIGHT FITTING		10	
1,13,3	1,2M DOUBLE TUBE PRISMATIC RECESSED LIGHT FITTING		50	
1,13,4	1,5M DOUBLE TUBE T5 PRISMATIC RECESSED LIGHT FITTING		30	
1,13,5	600MM x 600MM 3TUBE PRISMATIC RECESSED LIGHT FITTING		60	
1,13,6	1,2M 3 TUBE T5 PRISMATIC RECESSED LIGHT FITTING		20	
1,13,7	1,5M 3 TUBE T5 PRISMATIC RECESSED LIGHT FITTING		10	
1,13,8	1,2M 3 TUBE T5 PRISMATIC SURFACE MOUNT LIGHT FITTING		10	
1,13,9	1,5M 3 TUBE T5 PRISMATIC SURFACE MOUNT LIGHT FITTING		10	
1,13,1 0	600MM x 600MM 3TUBE PRISMATIC SURFACE MOUNT LIGHT FITTING		10	
1,13,1 1	OCCUPANCY SENSOR LIGHT SWITCHES WALL MOUNT		10	
1,13,1 2	OCCUPANCY SENSOR LIGHT SWITCHES CEILING MOUNT		10	
1,13,1 3	20W ENERGY SAVING FLOOD LIGHT		10	
1,13,1 4	ENERGY SAVING LAMP WITH BUILT IN SENSOR (ES)		10	
1,13,1 5	50W ENERGY SAVING FLOOD LIGHT		10	
1,13,1 6	PHILIPS LAMP HALOGEN CAPSULE 20W CLEAR G4		10	
1,13,1 7	WACO LAMP HID MERC VAP ELLIPTICAL 125W		10	
1,13,1 8	POLE TOP LIGHT-SOLAR POWERED		10	
1,13,1 9	ENERGY SAVING POLE TOP LIGHT FITTING		10	
	<b>Subtotal ( carried to Subtotal 1,13)</b>			
<b>1,14</b>	<b><u>REFURBISHMENT OF HIGHMAST LIGHTS AND STREET LIGHTS</u></b>			
1,14,1	100W LED LIGHTS 6 PER HIGHMAST	No	3	
1,14,2	PORTABLE DRUM WINCH - C/W 2 X 42M S/SCABLES	No	1	
1,14,3	UNDERGROUND CABLE FAULT FINDING			
1,14,4	100W LED STREET LIGHTS WITH PHOTOCESLS	No	10	
	<b>Subtotal ( carried to Subtotal 1,14)</b>			
	<b><u>SECTION 1(Subtotal 1,1-1,14)</u></b>			



	<b><u>SECTION 2</u></b>			
<b>2</b>	<b><u>ACCESS CONTROL</u></b>			
2,1	60MM GATE ROLER KIT SET	No	<b>2</b>	
2,2	BEAM/CEN/WIRE	No	<b>2</b>	
2,3	D5 Evo Motor	No	<b>6</b>	
2,4	12V UPS Battery/7/AH/UPS	No	<b>6</b>	
2,5	D5 CEN A/THEFT BRKT	No	<b>10</b>	
2,6	D10 MOTOR	No	<b>2</b>	
2,7	D10 ANTITHEFT BRACKET	No	<b>2</b>	
2,8	12V GARAGE BATTERIES	No	<b>5</b>	
2,9	24V BATTRIES	No	<b>6</b>	
2,10	60 GATE WHEELS	No	<b>6</b>	
2,11	40 GATE WHEELS	No	<b>3</b>	
2,12	80 GATE WHEELS	No	<b>6</b>	
2,13	INTERCOM	No	<b>4</b>	
2,14	COMMS CABLE	M	<b>60</b>	
2,15	RAILS FOR GATE STEEL	No	<b>12</b>	
2,16	RAILS FOR GATE PLASTIC	No	<b>12</b>	
2,17	GARAGE DOOR MOTOR	No	<b>8</b>	
2,18	SLINDING DOOR WHEELS	Set	<b>8</b>	
2,19	DOOR SENSOR	No	<b>6</b>	
2,2	GATE AND GARAGE REMOTES (4 PIN )	No	<b>15</b>	
2,21	GATE AND GARAGE REMOTES ( 2 PIN)	No	<b>15</b>	
2,22	SLINDING GATE 10M	No	<b>1</b>	
2,23	WOODEN GARAGE DOOR (DOUBLE DOOR)	No	<b>1</b>	
2,24	WOODEN GARAGE DOOR ( SINGLE DOOR)	No	<b>1</b>	
2,25	STEEL GARAGE DOOR (DOUBLE DOOR)	No	<b>1</b>	
2,26	STEEL GARAGE DOOR ( SINGLE DOOR)	No	<b>2</b>	
2,27	INDUSTRIAL DOUBLE DOOR STEEL	No	<b>1</b>	
2,28	ACCESS ELECTRONIC RIM LOCK BELL AND CHARGER	No	<b>2</b>	
2,29	PC BOARD FOR (D10 MOTOR)	No		
2,3	PC BOARD FOR (D5 MOTOR)	No	<b>2</b>	



2,31	CHARGE FOR D10 MOTOR	No	4	
2,32	CHARGE FOR D5 MOTOR	No	4	
2,33	12V BATTERIES FOR REMOTES	No	20	
2,34	EMERGENCY STOP BUTTON	No	3	
2,35	GARAGE DOOR SPRING	No	8	
2,36	GARAGE DOOR CABLE	No	10	
2,37	GARAGE DOOR WHEELS	No	20	
2,38	GARAGE DOOR HINGES NYLON	No	15	
2,39	GARAGE DOOR HINGES STEEL	No	15	
2,40	BOOM GATE TRANSFORMER	No	1	
2.41	STEEL RACK - 30 x 10mm x 2mm INCL 8 x ANGLE BRACKETS	No	1	
2.42	Gate Track	No	2	
	<b><u>SUBTOTAL 2</u></b>			
	<b><u>SECTION 3</u></b>			
3	<b><u>LABOUR COSTS - HOUR RATE</u></b>			
3,1	SKILLED LABOUR		1 280	
3,2	SEMI-SKILLED LABOUR		1 280	
3,3	UNSKILLED LABOUR		1 280	
	<b><u>SUBTOTAL 3</u></b>			
4	<b><u>SECTION 4 – TRANSPORT</u></b>			
4,1	CRANE TRUCK	KM	500	
4,2	1 T BAKKIE	KM	1000	
	<b><u>SUBTOTAL 4</u></b>			
5	<b><u>SECTION 5- PRELIMANARIES / HEALTH AND SAFETY</u></b>			
5,1	Preliminaries and General (Refer to annexure A)		1	
5,2	Health and Safety (Refer to annexure B)		1	
	<b><u>SUB TOTAL 5</u></b>			
6	<b><u>SECTION 6 – GENERATORS</u></b>	-	-	-

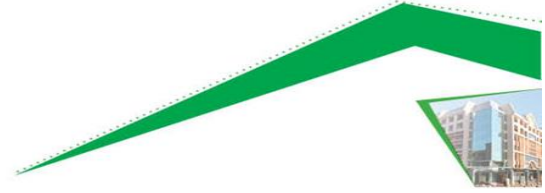




6,1	BATTERIES WITH LUGS		2	
	<b>SUBTOTAL 6</b>			
7	<b><u>SECTION 7 - PROVISIONAL SUMS</u></b>	-	-	-
7,1	ALLOW A PROVISIONAL SUM OF R96 000 TRAINING OF ONE GRADUATE STUDENT TO BE REMUNERATED AN AMOUNT OF R8000 PER MONTH FOR A PERIOD OF 1 YEAR		1	64 000,00
7,1,1	PROFIT %		1	14 400,00
	<b>SUBTOTAL 7</b>			
	<b>FINAL SUMMARY</b>			
	SUB TOTAL 1			
	SUB TOTAL 2			
	SUB TOTAL 3			
	SUB TOTAL 4			
	SUB TOTAL 5			
	SUB TOTAL 6			
	SUB TOTAL 7			
	<b>TOTAL AMOUNT EXCL VAT</b>			
	15% VAT			
	<b>GRAND TOTAL</b>			

NOTE; **IF THE CONTRACT VALUE GETS DEPLETED BEFORE THE TWELVE MONTH(12) PERIOD, THE CONTRACT BE DEEMED AS EXPIRED**





**Minimum Requirements for Contractor:-**

- 1 Trade test
- 2 3 Phase wireman's licence
- 3 Proof of Registration with the Construction Industry Development Board (CIDB)  
.
- 4 Proof of Registration with the Compensation Commissioner. ( IOD )
- 5 Proof of Registration on Provincial Treasury Database

**SUB TOTAL 7**

**NOTE:**

**ALL USED MATERIALS WILL REMAIN THE PROPERTY**

**OF THE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE UNLESS SPECIFIED OTHERWISE**



## ANNEXURE 2: P & Gs



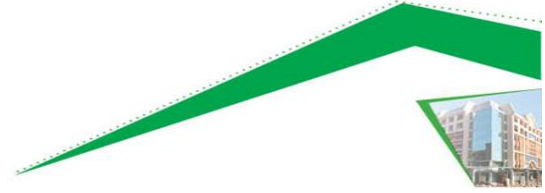
## **PRELIMINARIES & GENERAL (P&Gs)**

### **Preliminary and General**

ITEM NO	PAYMENT	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1		TIME-RELATED ITEMS				
1,1		Contractual Requirements	Month	8		
		Operate and maintain facilities on Site	Month	8		
1,2		Facilities for Contractor for duration of Construction				
		a) Offices and storage sheds	Month	8		
		b) Communication(email and phone)	Month	8		
		c) Living Accommodation	Month	8		
1,3		Company and head office overhead Costs	Month	8		
1,4		Other time-related obligations	Month	8		
1,5		Site meetings(maximum of two reps)	No	4		
TOTAL CARRIED FORWARD						0,00



## ANNEXURE 3: OHS



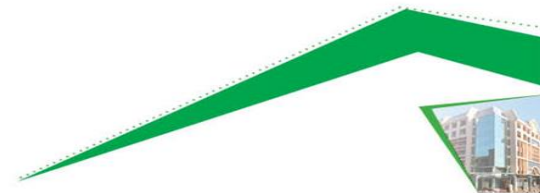
## OHS

### Annexure 3 OHS

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	TOTAL
C.01	Preparation of the Contractor's site specific Health and Safety Plan	Lump sum	1		
C.02	Principal Contractor's initial obligation in respect of the Occupational Health and Safety Act and Construction Regulations	Lump sum	0		
C.03	Principal Contractor's time related obligations in respect of the Occupational Health and Safety Act and Construction Regulations	month	0		
C.04	Provision of Personal Protective Equipment(PPE)				
	(a) Reflective vests	No	6		
	(b) Hard hats	No	3		
	( c ) Protective foot wear	Pairs	3		
	(d) Earplugs	No	0		
	( e) Dust masks	No	0		
	( f) Gloves	Pairs	6		
	( h) Ear Defenders SABS approved	No			



Provision of a full-time Construction Health and Safety Officer	month	0		
Cost of medical certificates and medical surveillance				
( a) Initial (baseline) medical examinations	No	3		
(b) Periodic and exit examinations	No	3		
( c) Contractor's charges to allow for handling costs and profit in respect of subitems C.06 (a) and (b)	Item			
Induction training	No	3		
Noise monitoring per item of equipment of plant				
(a) Establishment of noise zones(plant)	No	0		
(b) Audiograms(personnel)	No	0		
Payment for H&S representatives at meetings	Hour	0		
Provision of First Aid Boxes to GSR requirements	No	2		
Transportation of workers	Lump sum	0		
Submission of a Health and Safety file	Lump sum	1		
TOTAL(Carried to P&G Subtotal)				





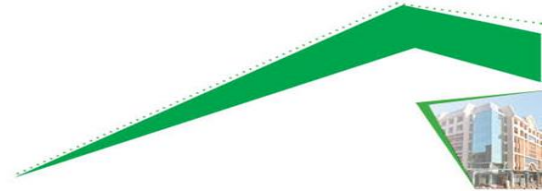
## PART 3 - LIST OF DRAWINGS – N/A





## **PART C3**

### **SCOPE OF WORKS**



### C3 SCOPE OF WORK

<b>Project Name:</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>Tender No:</b>	<b>HO5-23/24-0152</b>

#### C3.1 Scope of Works

##### Description of Works

This scope of works defines key project milestones and nature of work that the contractor is expected to perform in identified areas for the Electrical Maintenance, Repairs and Access Control at various Government Buildings in Bisho and King Williams Town (KWT) for a period of eight (8) months.

**Work also includes Standby Diesel Generator repairs.**

##### Scope of Works

- **Electrical Maintenance to various government buildings in Bisho, KWT & EL**
- **Access control to various government buildings in Bisho, KWT & EL**
- **11KV network maintenance including switching**
- **400KV network- maintenance including switching**
- **Diesel generators maintenance including remote operating system**

**THE CONTRACT DURATION IS 8 CALENDAR MONTHS AS A WHOLE. THE CONTRACTOR SHALL PROGRAM ACCORDINGLY**

##### Restrictions and Constraints

The work is to be executed in various Government Buildings in Bisho and King Williams Town (KWT), which shall remain fully functional 24 hours per day and 7 days a week. Access to the facilities must not be compromised at all.

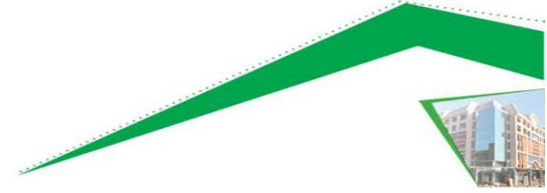
- 1 Work required to be executed outside of these hours must be arranged with the entrance security gate, in advance
- 2 Noise must be always kept to a minimum and within acceptable levels.

##### **EMPLOYERS OBJECTIVES**

To have Exploration, rainwater harvesting, borehole and water storage backup tank installation done.

#### OVERVIEW OF THE WORKS

- Electrical Building maintenance



- Access to government buildings
- Generator maintenance

### **Operational Protocols**

- Security is a priority, and the site shall be kept safe at all times
- The approved Health and Safety plan shall be adhered to at all times
- All staff members of the contractor shall wear PPE at all times
- All staff members of the contractor shall be always specifically identifiable and to this end shall wear a predetermined coloured overall to be able to enter and work on the site.
- Regular meetings, the frequency of which is to be determined, shall be held with the management of the hospital to always ensure a cohesive spirit of co-operation

### **Access**

Prospective bidders are to fully familiarize themselves with the site and access to the site and restricted area for site establishment.

### **3.4 ACCEPTANCE OF TENDERS**

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

### **3.5 MINIMUM WAGE**

The Contractor shall adhere to “The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)”, and yearly pronounced increases for duration of contract. (Currently R 23.19 for each ordinary hour worked).

### **3.6 TEMPORARY WORKS**

All temporary work to comply with the Construction Health and safety Act (Act 85 of 1993) and its regulations.

### **3.7 EMPLOYER'S DESIGN**

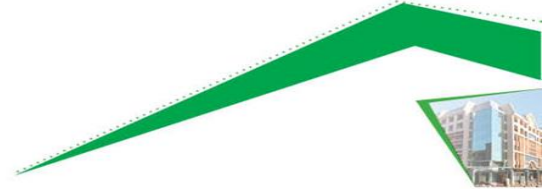
N/A

### **3.8 DESIGN BRIEF**

N/A

### **3.9 DRAWINGS**

N/A



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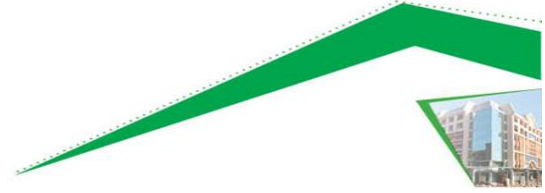
## PART C4: SITE INFORMATION

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Site is various government buildings in Bisho & King Williams Town

Some sites, e.g Eastern Cape Parliament and Lillian Diedricks it's a must that one must carry and ID to be allowed to enter

Sites to be kept clean all the time



#### C4.1 SITE INFORMATION

<b>Project title:</b>	<b>Term Contract for Electrical Maintenance, Repairs and Access Control at various Prestige Buildings in Bisho, King Williams Town (KWT) and East London for a period of eight (8) months</b>
<b>Project Number:</b>	<b>HO5-23/24-0152</b>

#### GENERAL

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

Prospective bidders are to note that it is a condition of contract that the working area shall be secured at all times.

