

BID NOTICE

STELLENBOSCH MUNICIPALITY HEREBY INVITES YOU TO TENDER FOR B/SM 26/25: RENOVATION AND STRUCTURAL MAINTENANCE OF JAMESTOWN WARD OFFICE AND LIBRARY

TENDER NUMBER: **B/SM 26/25**
DESCRIPTION: **RENOVATION AND STRUCTURAL MAINTENANCE OF JAMESTOWN WARD OFFICE AND LIBRARY**
CLOSING DATE: **07 OCTOBER 2024**
CLOSING TIME: **12h00: Bids will be opened in the Council Chambers or Supply Chain Management Boardroom.**
CIDB: The following CIDB class of construction works will be applicable to the Tender, in accordance with the sum tendered or value determined in accordance with Regulation 25 (7A) of the Construction Industry Development Regulations, 2004 (as amended) (as of 23 May 2019) - Class of Construction Works: **Bidder must have CIDB grading of 4GB or higher**

INFORMATION:

Tender Specifications: Piet Jordaan at 082 823 6930: e-mail: Piet@mokgaga.com
SCM Requirements: Renae Bergstedt at 021 808 8588: e-mail: Renae.Bergstedt@ Stellenbosch.gov.za
Office hours for collection: 08h00-15h30

A Compulsory clarification meeting will be held on **26 September 2024, at 12:00 pm at the Jamestown Library, Pajarolaan, Jamestown, Stellenbosch, 7600**. Tenderers who fail to attend the compulsory information session will be regarded as noncompliant. No late comers will be permitted. Tenderers who fail to attend the compulsory information session will be regarded as non-compliant.

Tenders may only be submitted on the Tender document issued by Stellenbosch Municipality and must be valid for **180 days** after tender closing. Late, electronic format, telephonic or faxed Tenders will not be considered and Stellenbosch Municipality does not bind itself to accept the lowest bid or any of the tenders that has been submitted.

Sealed Tenders, with **“B/SM 26/25: RENOVATION AND STRUCTURAL MAINTENANCE OF JAMESTOWN WARD OFFICE AND LIBRARY”** clearly endorsed on the envelope, must be deposited in the Tender box at the offices of the Stellenbosch Municipality, Town House Complex, Plein Street, Stellenbosch. The Tender box is accessible 24 hours a day and Tenders must be accompanied by the completed Tender documents. Tenders not accompanied by a complete Tender document, will not be considered.

NOTE: This tender will be evaluated in terms of the General Conditions of Contract, Supply Chain Management Policy and relevant specification as depicted in the document and also the Stellenbosch Preferential Procurement Policy effective from 16 January 2023 in accordance with the Preferential Procurement Regulations that was promulgated by the Minister of Finance on 04 November 2022 in Government Gazette No 47452.

The preferential points system applied is as follows: 80/20 in terms of the approved policy.

Price	80
B-BBEE status level of contribution	20
Total points for Price and B-BBEE	100

The following conditions to Tender exist (failure to comply may result in your Tender being disqualified):

1. This Tender is subject to the Joint Building Contracts Committee (JBCC) and special conditions for Tendering.
2. Relevant terms of reference.
3. Tenderers must be registered on the Central supplier database (CSD) if they wish to conduct business with the municipality.
4. No award will be made to tenderers whose tax status is non-compliant.

5. Tenders submitted must be in a sealed envelope clearly marked with the Tender number, placed in the tender box before closing time. Failure will result in the tender being invalid.

*Tender documents, in English, are available free of charge on the website: www.stellenbosch.gov.za. Alternatively, hard copies of the document are obtainable from the offices of the Supply Chain Management Unit, Stellenbosch Municipality, Town House Complex, 1st Floor, Plein Street, Stellenbosch, upon payment of a non-refundable fee of **R1117.50 per document**.*

Note: The municipality will never contact you to pay money in exchange for the award of the tender.

G Mettler (Ms)
MUNICIPAL MANAGER



TENDER KENNISGEWING

STELLENBOSCH MUNISIPALITEIT NOOI U VIR DIE VOLGENDE TENDER: B/SM 27/25 : WATERDIGTING & HERSTELBOUWERK AAN NPK-GEBOU

TENDER NOMMER: B/SM 26/25
BESKRYWING: OPNUWING EN STRUKTURELE ONDERHOUD VAN JAMESTOWN WYKSKANTOOR EN BIBLIOTEEK WATERDIGTING & HERSTELBOUWERK AAN NPK-GEBOU
SLUITINGSdatum: 07 OCTOBER 2024
TYD VAN SLUITING: 12h00. Tenders sal oopgemaak word in die Raadsaal of in die Voorsieningskanaalbestuurs Raadsaal.
KIOR: Die volgende KIOR klas vir konstruksiewerk sal op die bod van toepassing wees, in ooreenstemming met die totale bedrag getender of waarde bepaal in ooreenstemming met regulasie 25 (7A) van die Konstruksie-industrie Ontwikkelingsraad, Regulasies, 2004 (soos gewysig) (vanaf 23 Mei 2019) - Beraamde Klas van Konstruksie Werk: **Tenderaars moet 'n KIOR kontrakteurgradering van ten minste 4GB of hoër hê.**

NAVRAE:

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n Verpligte verduidelikingsvergadering sal gehou word op **26 September 2024 om 12:00nm in die Jamestown Bibliteek, Pajarolaan, Jamestown, Stellenbosch, 7600**. Geen laatkommers sal toegelaat word om by die vergadering aan te sluit nie. Tenderaars wat nie die verpligte inligtingssessie bywoon nie, sal as nie-nakoming beskou word

Tenders mag slegs ingedien word op die tenderdokumentasie verskaf deur Stellenbosch Munisipaliteit en moet geldig wees vir **180 dae** na die sluitingsdatum. Laat, elektroniese formaat of gefakse tenders sal nie aanvaar word nie en Stellenbosch Munisipaliteit is nie verplig om die laagste of enige tender wat ingedien word te aanvaar nie.

Verseëldes tenders duidelik gemerk: **"BSM 26/25 OPNUWING EN STRUKTURELE ONDERHOUD VAN JAMESTOWN WYKSKANTOOR EN BIBLIOTEEK"**, op die koevert, moet geplaas word in tenderbus buite die kantore van Stellenbosch Munisipaliteit, Meenthuis Kompleks, Stellenbosch. Die tenderbus is 24 uur per dag beskikbaar en tenders moet vergesel word met die voltooide stel tenderdokumente. Tenderaanbiedinge wat nie deur die volledige tenderdokument vergesel word nie, sal nie oorweeg word nie.

LET WEL: Hierdie tender sal geëvalueer word ingevolge die Algemene Kontrakvoorwaardes, Voorsieningskanaal Bestuursbeleid and relevante spesifikasies, soos vervat in die tender dokument asook die Stellenbosch Voorkeurverkrygingsbeleid effektief vanaf 16 Januarie 2023 in samewerking met die Voorkeurverkrygingsregulasies wat op 04 November 2022 deur die Minister van Finansies in Staatskoerant No 47452 afgekondig is.

Die voorkeerpunte stelsel is soos volg gebaseer: 80/20 in terme van die goedgekeurde beleid:

Prys	80
BBSEB status	20
Totale punte vir prys en B-BSEB	100

Die volgende voorwaardes vir Tender soos volg: (versuim om te voldoen, kan veroorsaak dat u Tender gediskwalifiseer word):

1. Hierdie tender is onderworpe aan die Joint Building Contracts Committee (JBCC) en spesiale voorwaardes vir die tender;
2. Toepaslike opdrag
3. Tenderaars moet geregistreer wees op Sentrale verskaffersdatabasis (SVD) as hulle met die munisipaliteit sake wil doen
4. Geen toekenning sal gemaak word aan diensverskaffers wie se Belasting status ongeldig is.
5. Die tender wat ingedien moet word, moet in 'n verseëldes koevert wees wat duidelik gemerk is met die Tendonummer, wat in die tenderbus voor sluitingstyd geplaas word. Versuim sal tot gevolg hê dat die tender ongeldig is.

Tenderdokumente, in Engels, is verkrygbaar by die kantoor van die Voorsieningskanaalbestuurseenheid, Stellenbosch Munisipaliteit, Meenthuis Kompleks, 1ste Vloer, Pleinstraat, Stellenbosch na betaling van 'n nie-

terugbetaalde tenderdeelnemefooi van R1117.50 per dokument. Alternatiewelik mag die dokument gratis afgelaai word vanaf die webblad www.stellenbosch.gov.za.

Let wel: Die Munisipaliteit sal jou nooit kontak om geld te betaal in ruil vir die toekenning van die tender

G Mettler (Me)

MUNISIPALE BESTUURDER



TENDER NO.: B/SM 26/25
RENOVATION AND STRUCTURAL MAINTENANCE OF JAMESTOWN WARD
OFFICE AND LIBRARY

NAME OF TENDERER:	
Total Bid Price (Inclusive of VAT) (refer to page 107):	
BBBEE LEVEL	

SEPTEMBER 2024

PREPARED AND ISSUED BY:

Directorate: Finance:
Supply Chain Management Unit
Stellenbosch Municipality,
PO Box 17, Stellenbosch, 7599

**CONTACT FOR ENQUIRIES
REGARDING SPECIFICATIONS:**

Piet Jordaan
Mokgaga & Associates
Tel. Number: 082 823 6930



1. TENDER NOTICE & INVITATION TO TENDER

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TENDER NOMMER: B/SM 26/25

BESKRYWING: OPNUWING EN STRUKTURELE ONDERHOUD VAN JAMESTOWN WYKSKANTOOR EN BIBLIOTEEK

SLUITINGSDATUM: 07 Oktober 2024

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Let wel: Die Munisipaliteit sal jou nooit kontak om geld te betaal in ruil vir die toekenning van die tender

G Mettler (Me)
MUNISIPALE BESTUURDER



**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	B/SM 26/25	CLOSING DATE:	07 OCTOBER 2024	CLOSING TIME:	12H00
DESCRIPTION	RENOVATION AND STRUCTURAL MAINTENANCE OF JAMESTOWN WARD OFFICE AND LIBRARY				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT **STELLENBOSCH MUNICIPALITY, TOWN HOUSE COMPLEX, PLEIN STREET, STELLENBOSCH**

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ Yes ☐ No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]				
1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
3. TOTAL NUMBER OF ITEMS OFFERED			4. TOTAL BID PRICE	R
5. NAME, SURNAME & SIGNATURE OF BIDDER			6. DATE	
7. CAPACITY UNDER WHICH THIS BID IS SIGNED				
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SCM	CONTACT PERSON	Piet Jordaan	
CONTACT PERSON	Renae Bergstedt	TELEPHONE NUMBER	082 823 6930	
TELEPHONE NUMBER	021 808 8588	FACSIMILE NUMBER	-	
FACSIMILE NUMBER	-	E-MAIL ADDRESS	Piet@mokgaga.com	
E-MAIL ADDRESS	Renae.Bergstedt@stellenebosch.gov.za			



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 ONLINE	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE STELLENBOSCH SUPPLY CHAIN MANAGEMENT POLICY, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
2. TAX COMPLIANCE REQUIREMENTS	
2.1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2. BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3. APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4. FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5. BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6. IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

DATE:

.....



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STELLENBOSCH
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MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

PART A – ADMINISTRATIVE REQUIREMENTS IN TERMS OF THE SUPPLY CHAIN MANAGEMENT POLICY



2. CHECKLIST

PLEASE ENSURE THAT THE FOLLOWING FORMS HAVE BEEN DULY COMPLETED AND SIGNED AND THAT ALL DOCUMENTS AS REQUESTED, ARE ATTACHED TO THE TENDER DOCUMENT:

Certificate of Clarification/Virtual Meeting Attendance - Is the form duly completed and signed by both tenderer and agent of the Stellenbosch Municipality?	Yes		No	
Authority to Sign a Bid - Is the form duly completed and is a certified copy of the resolution attached?	Yes		No	
MBD 4 (Declaration of Interest) - Is the form duly completed and signed?	Yes		No	
MBD 6.1 (Preference Points claim form for purchases/services) - Is the form duly completed and signed? Is a copy of the B-BBEE Certificate issued by a Verification Agency accredited by SANAS or the original Sworn Affidavit attached? (NB! BBBEE CERTIFICATES CAN BE VERIFIED WITH THE VERIFICATION AGENCY BUT A SWORN AFFIDAVIT MUST BE AN ORIGINAL AND NOT A COPY TO BE ELIGIBLE FOR BBBEE POINTS)	Yes		No	
MBD 8 (Declaration of Past Supply Chain Practices) - Is the form duly completed and signed?	Yes		No	
MBD 9 (Certificate of Independent Bid Determination) - Is the form duly completed and signed?	Yes		No	
MBD 10 (Certificate of Payment of Municipal Accounts) - Is the form duly completed and signed? Are the Identity numbers, residential addresses and municipal account numbers of ALL members, partners, directors, etc. provided on the form as requested? (NB! MUNICIPAL ACCOUNTS WILL BE VERIFIED AND USED AS BASIS FOR PREFERENCE POINTS SCORING IN TERMS OF THE STELLENBOSCH PREFERENTIAL PROCUREMENT POLICY. THE BUSINESS ADDRESS, LEASE AGREEMENT OR SWORN AFFADAVIT WILL BE THE BASIS FOR AWARDDING POINTS FOR LOCALITY)	Yes		No	
OHSA (Occupational Health and Safety) - Is the form duly completed and signed? Is a valid Letter of Good Standing from the Compensation Commissioner attached?	Yes		No	
Form of Indemnity - Is the form duly completed and signed?	Yes		No	
Pricing Schedule - Is the form duly completed and signed?	Yes		No	
Form of Offer - Is the form duly completed and signed?	Yes		No	
Declaration by Tenderer - Is the form duly completed and signed?	Yes		No	



3. CLARIFICATION/VIRTUAL MEETING CERTIFICATE

I / We*, the undersigned, certify that I / we* have examined the Site for the Works and its surroundings for which I / we* am / are* submitting this Tender and have, as far as practicable possible, familiarized myself / ourselves* with all information, risks, contingencies and other circumstances which may influence or affect my / our* tender.

NAME & SURNAME			
CAPACITY			
NAME OF FIRM			
ADDRESS			
TELEPHONE NO		FAX NO:	
E-MAIL		SIGNATURE	

NB: Please note that no latecomers will be allowed.

*For all compulsory briefing sessions/site meetings/clarification meetings, bids received from interested bidders that did not attend the meeting or arrived later than predetermined date and time, will be **disqualified***



4. AUTHORITY TO SIGN A BID

1. SOLE PROPRIETOR (SINGLE OWNER BUSINESS) AND NATURAL PERSON

1.1. I, _____, the undersigned, hereby confirm that I am the sole owner of the business trading as _____.

OR

1.2. I, _____, the undersigned, hereby confirm that I am submitting this tender in my capacity as natural person.

SIGNATURE:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

2. COMPANIES AND CLOSE CORPORATIONS

- 2.1. If a Bidder is a **COMPANY**, a **certified copy of the resolution by the board of directors**, duly signed, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company **must be submitted with this bid**, that is, before the closing time and date of the bid
- 2.2. In the case of a **CLOSE CORPORATION (CC)** submitting a bid, a **resolution by its members**, authorizing a member or other official of the corporation to sign the documents on their behalf, **shall be included with the bid**.

PARTICULARS OF RESOLUTION BY BOARD OF DIRECTORS OF THE COMPANY/MEMBERS OF THE CC

Date Resolution was taken			
Resolution signed by (name and surname)			
Capacity			
Name and surname of delegated Authorised Signatory			
Capacity			
Specimen Signature			
Full name and surname of ALL Director(s) / Member (s)			
1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
Is a CERTIFIED COPY of the resolution attached?		YES	NO
SIGNED ON BEHALF OF COMPANY / CC:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	



3. PARTNERSHIP

We, the undersigned partners in the business trading as _____ hereby authorize Mr/Ms _____ to sign this bid as well as any contract resulting from the bid and any other documents and correspondence in connection with this bid and /or contract for and on behalf of the abovementioned partnership.

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner		Signature	
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

4. CONSORTIUM

We, the undersigned consortium partners, hereby authorize _____ (Name of entity) to act as lead consortium partner and further authorize Mr./Ms. _____ To sign this offer as well as any contract resulting from this tender and any other documents and correspondence in connection with this tender and / or contract for and on behalf of the consortium.

The following particulars in respect of each consortium member must be provided and signed by each member:

Full Name of Consortium Member	Role of Consortium Member	% Participation	Signature
SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	



5. 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/Close Corporation/Partnership (name) _____

_____, 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.

(i) Name of firm (Lead partner)			
Address			
		Tel. No.	
Signature		Designation	

(ii) Name of firm			
Address			
		Tel. No.	
Signature		Designation	

(iii) Name of firm			
Address:			
		Tel. No.	
Signature		Designation	

(iv) Name of firm			
Address			
		Tel. No.	
Signature		Designation	

NOTE: A copy of the Joint Venture Agreement showing clearly the percentage contribution of each partner to the Joint Venture, shall be appended to this Schedule.



6. STANDARD CONDITIONS OF TENDER (CIDB)

F.1 General

F.1.1 Actions

F.1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in F.2 and F.3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anticompetitive practices.

F.1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderers shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note

- 1) *A conflict of interest may arise due to a conflict of roles, which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.*
- 2) *Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty, which would in any way, affect any decisions taken.*

F.1.1.3 The employer shall not seek and a tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

F.1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the tender data.

F.1.3 Interpretation

F.1.3.1 The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

F.1.3.2 These conditions of tender, the tender data and tender schedules, which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

F.1.3.3 For the purposes of these conditions of tender, the following definitions apply:

- a) **conflict of interest** means any situation in which:
 - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially;
 - ii) an individual or organisation is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
 - iii) incompatibility or contradictory interests exist between an employee and the organisation which employs that employee.
- b) **comparative offer** means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;



- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;
- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels;
- e) **organization** means a company, firm, enterprise, association or other legal entity, whether incorporated or not, or a public body;
- f) **functionality** means the measurement according to the predetermined norms of a service or commodity designed to be practical and useful, working or operating, taking into account quality, reliability, viability and durability of a service and technical capacity and ability of a tenderer.

F.1.4 Communication and employer's agent

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be readily read, copied and recorded. Communications shall be in the English language. The employer shall not take any responsibility for non- receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the tender data.

F.1.5 Cancellation and Re-Invitation of Tenders

F1.5.1 An organ of state may, prior to the award of the tender, cancel a tender if-

- (a) due to changed circumstances, there is no longer a need for the services, works or goods requested; or
- (b) funds are no longer available to cover the total envisaged expenditure; or
- (c) no acceptable tenders are received.

F1.5.2 The decision to cancel a tender must be published in the cidb website and in the government Tender Bulletin for the media in which the original tender invitation was advertised.

F.1.6 Procurement procedures

F.1.6.1 General

Unless otherwise stated in the tender data, a contract will, subject to F.3.13, be concluded with the tenderer who in terms of F.3.11 is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

F.1.6.2 Competitive negotiation procedure

F.1.6.2.1 Where the tender data require that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of F.3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of F.3.8 relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.

F.1.6.2.2 All responsive tenderers, or not less than three responsive tenderers that are highest ranked in terms of the evaluation method and evaluation criteria stated in the tender data, shall be invited in each round to enter into competitive negotiations, based on the principle of equal treatment and keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of F.2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's



competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

F.1.6.2.3 At the conclusion of each round of negotiations, tenderers shall be invited by the employer to make a fresh tender offer, based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.

F.1.6.2.4 The contract shall be awarded in accordance with the provisions of F.3.11 and F.3.13 after tenderers have been requested to submit their best and final offer.

F.1.6.3 Proposal procedure using the two stage-system

F.1.6.3.1 Option 1

Tenderers shall in the first stage submit technical proposals and, if required, cost parameters around which a contract may be negotiated. The employer shall evaluate each responsive submission in terms of the method of evaluation stated in the tender data, and in the second stage negotiate a contract with the tenderer scoring the highest number of evaluation points and award the contract in terms of these conditions of tender.

F.1.6.3.2 Option 2

F.1.6.3.2.1 Tenderers shall submit in the first stage only technical proposals. The employer shall invite all responsive tenderers to submit tender offers in the second stage, following the issuing of procurement documents.

F.1.6.3.2.2 The employer shall evaluate tenders received during the second stage in terms of the method of evaluation stated in the tender data, and award the contract in terms of these conditions of tender.

F.2 Tenderer's obligations

F.2.1 Eligibility

F.2.1.1 Submit a tender offer only if the tenderer satisfies the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with employer.

F.2.1.2 Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

F.2.2 Cost of tendering

F2.2.1 Accept that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

F2.2.2 The cost of the tender documents charged by the employer shall be limited to the actual cost incurred by the employer for printing the documents. Employers must attempt to make available the tender documents on its website so as not to incur any costs pertaining to the printing of the tender documents.

F.2.3 Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

F.2.4 Confidentiality and copyright of documents



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

F.2.5 Reference documents

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

F.2.6 Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.

F.2.7 Clarification meeting

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the tender data.

F.2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

F.2.9 Insurance

Be aware that the extent of insurance to be provided by the employer (if any) might not be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance.

F.2.10 Pricing the tender offer

F.2.10.1 Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

F.2.10.2 Show VAT payable by the employer separately as an addition to the tendered total of the prices.

F.2.10.3 Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.

F.2.10.4 State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

F.2.11 Alterations to documents

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

F.2.12 Alternative tender offers

F.2.12.1 Unless otherwise stated in the tender data, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

F.2.12.2 Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.



F.2.12.3 An alternative tender offer may only be considered in the event that the main tender offer is the winning tender.

F.2.13 Submitting a tender offer

F.2.13.1 Submit one tender offer only, either as a single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the contract data and described in the scope of works, unless stated otherwise in the tender data.

F.2.13.2 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

F.2.13.3 Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

F.2.13.4 Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

F.2.13.5 Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

F.2.13.6 Where a two-envelope system is required in terms of the tender data, place and seal the returnable documents listed in the tender data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the tender data, as well as the tenderer's name and contact address.

F.2.13.7 Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the tender data.

F.2.13.8 Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

F.2.13.9 Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the tender data.

F.2.14 Information and data to be completed in all respects

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

F.2.15 Closing time

F.2.15.1 Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.

F.2.15.2 Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

F.2.16 Tender offer validity



- F.2.16.1** Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data.
- F.2.16.2** If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period with or without any conditions attached to such extension.
- F.2.16.3** Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted.
- F.2.16.4** Where a tender submission is to be substituted, submit a substitute tender in accordance with the requirements of F.2.13 with the packages clearly marked as "SUBSTITUTE".

F.2.17 Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

Note: Sub-clause F.2.17 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.

F.2.18 Provide other material

- F.2.18.1** Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.
- F.2.18.2** Dispose of samples of materials provided for evaluation by the employer, where required.

F.2.19 Inspections, tests and analysis

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

F.2.20 Submit securities, bonds and policies

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the contract data.

F.2.21 Check final draft

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

F.2.22 Return of other tender documents

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the tender data.

F.2.23 Certificates

Include in the tender submission or provide the employer with any certificates as stated in the tender data.

F.3 The employer's undertakings

F.3.1 Respond to requests from the tenderer



F.3.1.1 Unless otherwise stated in the tender Data, respond to a request for clarification received up to five working days before the tender closing time stated in the Tender Data and notify all tenderers who drew procurement documents.

F.3.1.2 Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

F.3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three days before the tender closing time stated in the Tender Data. If, as a result a tenderer applies for an extension to the closing time stated in the Tender Data, the Employer may grant such extension and, shall then notify all tenderers who drew documents.

F.3.3 Return late tender offers

Return tender offers received after the closing time stated in the Tender Data, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

F.3.4 Opening of tender submissions

F.3.4.1 Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

F.3.4.2 Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the tender data, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, number of points claimed for its B-BBEE status level and time for completion for the main tender offer only.

F.3.4.3 Make available the record outlined in F.3.4.2 to all interested persons upon request.

F.3.5 Two-envelope system

F.3.5.1 Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.

F.3.5.2 Evaluate functionality of the technical proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the functionality evaluation more than the minimum number of points for functionality stated in the tender data, and announce the score obtained for the technical proposals and the total price and any points claimed on B-BBEE status level. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for functionality.

F.3.6 Non-disclosure



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

F.3.7 Grounds for rejection and disqualification

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

F.3.8 Test for responsiveness

F.3.8.1 Determine, after opening and before detailed evaluation, whether each tender offer properly received:

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

F.3.8.2 A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

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

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

F.3.9 Arithmetical errors, omissions and discrepancies

F.3.9.1 Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with F.3.11 for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
 - i) line item totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - ii) the summation of the prices.

F3.9.2 The employer must correct the arithmetical errors in the following manner:

- a) Where there is a discrepancy between the amounts in words and amounts in figures, the amount in words shall govern.
- b) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
- c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the



prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

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

F.3.10 Clarification of a tender offer

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

F.3.11 Evaluation of tender offers

F.3.11.1 General

Appoint an evaluation panel of not less than three persons. Reduce each responsive tender offer to a comparative offer and evaluate them using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

F.3.11.2 Method 1: Price and Preference

In the case of a price and preference:

- 1) Score tender evaluation points for price
- 2) Score points for preference
- 3) Add the points scored for price and preference

F.3.11.3 Method 2: Functionality, Price and Preference

In the case of a functionality, price and preference:

- 1) Score functionality, rejecting all tender offers that fail to achieve the minimum number of points for functionality as stated in the Tender Data.
- 2) No tender must be regarded as an acceptable tender if it fails to achieve the minimum qualifying score for functionality as indicated in the tender invitation.
- 3) Tenders that have received the minimum qualification score for functionality must be evaluated further in terms of the preference points system prescribed in paragraphs 4 and 5 below.

The 80/20 point system for acquisition of services, works or goods up to Rand value of R50 million.

The following formula must be used to calculate the points for price in respect of tender (including price quotation) with a rand value equal to, or above R30 000 and up to Rand value of R50 000 000 (all applicable taxes included):

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

Where:

Ps = Points scored for price of bid under consideration;
 Pt = Price of bid under consideration; and
 $Pmin$ = Price of lowest acceptable tender or offer.

- 1) (a)(1) A maximum of 20 points (80/20 preference points system) or 10 (90/10 preference points system), must be allocated for specific goals. These goals are :



-
- (i) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;
- (ii) Promotion of enterprises located in the municipal area (WCO24)
- 2) Regarding par 1(a)(1)(i) at least 50% of the 20/10 points must be allocated to promote this goal and points will be allocated in terms of the BBBEE scorecard as follows.

B-BBEE Status Level of Contributor	Number of Points for 80/20 Preference Points System
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- A tenderer must submit proof of its BBBEE status level contributor.
 - A tenderer failing to submit proof of BBBEE status level of contributor may only score in terms of the 80/90-point formula for price; and scores 0 points out of 10/5 BBBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.
- 3) Regarding par 1(a)(1)(ii) a maximum of 50% of the 20/10 points must be allocated to promote this goal. Maximum points will be allocated as follows.

Locality of supplier	Number of Points for 80/20 Preference Points System	Number of Points for 90/10 Preference Points System
Within the boundaries of the municipality	10	5
Outside of the boundaries of the municipality	0	0

The maximum will be proportionately adjusted depending on the number of points allocated for this goal. E.G., 40% will equate to 8/4 points.

- 4) An employer of state may apply the formula in paragraph (i) for price quotations with a value less than R30 000, if and when appropriate:



- 5) Subject to paragraph 4.3.8 of "Standard for Uniformity in Procurement, April 2017", the contract must be awarded to the tender who scores the highest total number of points.

The 90/10 preference points system for acquisition of services, works or goods with a Rand value above R50 million

- 5) (a) The following formula must be used to calculate the points for price in respect of tenders with a Rand value above R50 000 000 (all applicable taxes included):

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

Where:

- Ps* = Points scored for price of bid under consideration;
Pt = Price of bid under consideration; and
Pmin = Price of lowest acceptable bid.

- 6) (a)(i) A maximum of 20 points (80/20 preference points system) or 10 (90/10 preference points system), must be allocated for specific goals. These goals are :
- (ii) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;
- (iii) Promotion of enterprises located in the municipal area (WCO24)
- 7) Regarding par 6(a)(i) at least 50% of the 20/10 points must be allocated to promote this goal and points will be allocated in terms of the BBBEE scorecard as follows.

B-BBEE status level of contributor	Number of points
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0

- A tenderer must submit proof of its BBBEE status level contributor.
- A tenderer failing to submit proof of BBBEE status level of contributor may only score in terms of the 80/90-point formula for price; and



scores 0 points out of 10/5 BBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.

- 8) Regarding par 6(a)(1)(ii) a maximum of 50% of the 20/10 points must be allocated to promote this goal. Maximum points will be allocated as follows.

Locality of supplier	Number of Points for 80/20 Preference Points System	Number of Points for 90/10 Preference Points System
Within the boundaries of the municipality	10	5
Outside of the boundaries of the municipality	0	0

The maximum will be proportionately adjusted depending on the number of points allocated for this goal. E.G., 40% will equate to 8/4 points.

- 5) (c) A maximum of 10 points may be allocated in accordance with subparagraph (5)(b).
- 5) (d) The points scored by tender in respect of B-BBEE contribution must be added to the points scored for price as calculated
- 5) (e) Subject to paragraph 4.3.8 of "Standard for Uniformity in Procurement, April 2017", the contract must be awarded to the tender who scores the highest total number of points.

F.3.11.6 Decimal places

Score price, preference and functionality, as relevant, to two decimal places.

F.3.11.7 Scoring Price

Score price of remaining responsive tender offers using the following formula:

$$N_{FO} = W_1 \times A$$

Where:

N_{FO} = the number of tender evaluation points awarded for price.

W_1 = the maximum possible number of tender evaluation points awarded for price as stated in the Tender Data.

A = a number calculated using the formula and option described in Table F.1 as stated in the Tender Data.

Table F.1: Formulae for calculating the value of A

Formula	Comparison aimed at achieving	Option 1 ^a	Option 2 ^a
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	$A = \left(1 - \frac{P - P_m}{P_m}\right)$	$A = P_m / P$
	^a P_m = is the comparative offer of the most favourable comparative offer. P = is the comparative offer of the tender offer under consideration.		

F.3.11.8 Scoring preferences

Confirm that tenderers are eligible for the preferences claimed in accordance with the provisions of the tender data and reject all claims for preferences where tenderers are



not eligible for such preferences. Calculate the total number of tender evaluation points for preferences claimed in accordance with the provisions of the tender data.

F.3.11.9 Scoring functionality

Score each of the criteria and sub-criteria for quality in accordance with the provisions of the Tender Data.

Calculate the total number of tender evaluation points for quality using the following formula:

$$N_Q = W_2 \times S_O / M_S$$

Where:

S_O = the score for quality allocated to the submission under consideration;

M_S = the maximum possible score for quality in respect of a submission; and

W_2 = the maximum possible number of tender evaluation points awarded for the quality as stated in the tender data

F.3.12 Insurance provided by the employer

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the contract data, require the employer to provide.

F.3.13 Acceptance of tender offer

Accept the tender offer; if in the opinion of the employer, it does not present any risk and only if the tenderer:

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

F.3.14 Prepare contract documents

F.3.14.1 If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

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

F.3.14.2 Complete the schedule of deviations attached to the form of offer and acceptance, if any.

F.3.15 Complete adjudicator's contract



Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

F.3.16 Notice to unsuccessful tenderers

F.3.16.1 Notify the successful tenderer of the employer's acceptance of his tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period.

F.3.16.2 After the successful tenderer has been notified of the employer's acceptance of the tender, notify other tenderers that their tender offers have not been accepted.

F.3.17 Provide copies of the contracts

Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

F.3.18 Provide written reasons for actions taken

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

F3.19 Transparency in the procurement process

F3.19.1 The cidb prescripts require that tenders must be advertised and be registered on the cidb i-Tender system.

F3.19.2 The employer must adopt a transparency model that incorporates the disclosure and accountability as transparency requirements in the procurement process.

F3.19.3 The transparency model must identify the criteria for selection of projects, project information template and the threshold value of the projects to be disclosed in the public domain at various intervals of delivery of infrastructure projects.

F3.19.4 The client must publish the information on a quarterly basis, which contains the following information:

- Procurement planning process
- Procurement method and evaluation process
- Contract type
- Contract status
- Number of firms tendering
- Cost estimate
- Contract title
- Contract firm(s)
- Contract price
- Contract scope of work
- Contract start date and duration
- Contract evaluation reports

F3.19.5 The employer must establish a Consultative Forum which will conduct a random audit in the implementation of the transparency requirements in the procurement process.

F3.19.6 Consultative Forum must be an independent structure from the bid committees. **F3.19.7** The information must be published on the employer's website.

F 3.19.8 Records of such disclosed information must be retained for audit purposes.



7. JOINT BUILDING CONTRACTS COMMITTEE – GOVERNMENT PROCUREMENT DEFINITIONS

The following terms shall be interpreted as indicated:

- 1.1. "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2. "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3. "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5. "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally
- 1.6. "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7. "Day" means calendar day.
- 1.8. "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9. "Delivery ex stock" means immediate delivery directly from stock actually on hand
- 1.10. "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11. "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12. "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.
- 1.13. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.14. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.15. "JBCC" means the Joint Building Contracts Committee.
- 1.16. "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.17. "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.18. "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.19. "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.



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- 1.20. "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
 - 1.21. "Project site" where applicable, means the place indicated in bidding documents.
 - 1.22. "Purchaser" means the organization purchasing the goods.
 - 1.23. "Republic" means the Republic of South Africa.
 - 1.24. "SCC" means the Special Conditions of Contract.
 - 1.25. "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
 - 1.26. "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
 - 1.27. "Tort" means in breach of contract.
 - 1.28. "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
 - 1.29. "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1. These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2. Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3. Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1. Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2. Invitations to bid are usually published in locally distributed news media and on the municipality / municipal entity website.

4. Standards

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

5. Use of contract documents and information; inspection.

- 5.1. The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 5.2. The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in JBCC clause 5.1 except for purposes of performing the contract.
- 5.3. Any document, other than the contract itself mentioned in JBCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4. The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.



6. Patent rights

- 6.1. The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 6.2. When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

7. Performance security

- 7.1. Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2. The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3. The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - 7.3.1. bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - 7.3.2. a cashier's or certified cheque
- 7.4. The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections, tests and analyses

- 8.1. All pre-bidding testing will be for the account of the bidder. If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspections tests and analysis, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organization acting on behalf of the purchaser.
- 8.2. If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.3. If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.4. Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.5. Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.6. Any contract goods may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.
- 8.7. The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of JBCC.



9. Packing

- 9.1. The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, and in any subsequent instructions ordered by the purchaser.

10. Delivery

Delivery of the goods shall be made by the supplier in accordance with the documents and terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified.

11. Insurance

The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. Transportation

Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. Incidental

- 13.1. The supplier may be required to provide any or all of the following services, including additional services, if any:
- 13.1.1. performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - 13.1.2. furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - 13.1.3. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - 13.1.4. performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - 13.1.5. training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2. Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

- 14.1. As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- 14.1.1. such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
 - 14.1.2. in the event of termination of production of the spare parts:
 - 14.1.2.1. advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - 14.1.2.2. following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.



15. Warranty

- 15.1. The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2. This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4. Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5. If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1. The method and conditions of payment to be made to the supplier under this contract shall be specified.
- 16.2. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3. Payments shall be made by the purchaser **no later than thirty (30) days** after submission of an **invoice, statement** or claim by the supplier.
- 16.4. Payment will be made in Rand unless otherwise stipulated.

17. Prices

Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

18. Variation orders

In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price and such offers, may be accepted provided that there is no escalation in price.

19. Assignment

The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract, if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1. Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.



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- 21.2. If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3. The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.4. Except as provided under JBCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to JBCC Clause 22, unless an extension of time is agreed upon pursuant to JBCC Clause 22 without the application of penalties.
- 21.5. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

Subject to JBCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to JBCC Clause 23.

23. Termination for default

- 23.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- 23.1.1. if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to JBCC Clause 21.2;
 - 23.1.2. if the Supplier fails to perform any other obligation(s) under the contract; or
 - 23.1.3. if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4. If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.
- 23.5. Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned



person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchase actively associated.

23.6. If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

23.6.1. the name and address of the supplier and / or person restricted by the purchaser;

23.6.2. the date of commencement of the restriction

23.6.3. the period of restriction; and

23.6.4. the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7. If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1. Notwithstanding the provisions of JBCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2. If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1. If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.



27.2.If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3.Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4.Notwithstanding any reference to mediation and/or court proceedings herein,

27.4.1. the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

27.4.2. the purchaser shall pay the supplier any monies due for goods delivered and / or services rendered according to the prescripts of the contract.

28. Limitation of liability

28.1.Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;

28.1.1. the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

28.1.2. the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment

29. Governing language

The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

31. Notices

31.1.Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice

31.2.The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1.A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2.A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3.No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.

32.4.No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. Transfer of contracts

The contractor shall not abandon, transfer, cede, assign or sublet a contract or part thereof without the written permission of the purchaser.


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34. Amendment of contracts

No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. Prohibition of restrictive practices.

35.1. In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.

35.2. If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 of 1998.

35.3. If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Joint Building Contracts Committee (Edition 6.2, 2018)



8. GENERAL CONDITIONS OF TENDER

1. Sealed tenders, with the **“Tender Number and Title”** clearly endorsed on the envelope, must be deposited in the **tender box** at the offices of the Stellenbosch Municipality, Plein Street, Stellenbosch.
2. The tender must be lodged by the Tenderer in the tender box in the Main Hall Entrance, Stellenbosch Municipal Offices, Plein Street, Stellenbosch

PLEASE NOTE:

- 2.1. Tenders that are deposited in the incorrect box will not be considered.
 - 2.2. Mailed, telegraphic or faxed tenders will not be accepted.
 - 2.3. Documents may only be completed in non-erasable ink.
 - 2.4. The use of correction fluid/tape is not allowed.
 - 2.4.1. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
 - 2.4.2. Alterations or deletions not signed by the Tenderer may render the tender invalid.
 - 2.5. All bids must be submitted in writing on the official forms supplied (not to be re-typed)
 - 2.6. All prices shall be quoted in South African currency and be **INCLUSIVE of VAT**.
- 3. Where the value of an intended contract will exceed R1 000 000, 00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. The municipality will deem the price above R 1 000 000,00 (R1 million) to be VAT inclusive even if it is indicated that no VAT is charged. Please insure that provision is made for VAT in these instances.**
- 3.1 It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.
 - 3.2 The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R3 000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005. The VAT registration number of the Stellenbosch Municipality is **4700102181**.
- 3 Any Tender received after the appointed time for the closing of Tenders shall not be considered but shall be filed unopened with the other Tenders received or may be returned to the Tenderer at his request.
 - 4 Tenders may not be telefaxed to the Municipality and therefore any tenders received by fax will **not** be considered.
 - 5 Tenders shall be opened in public at the Stellenbosch Municipal Offices as soon as possible after the closing time for the receipt of tenders.
 - 6 The Municipality shall have the right to summarily disqualify any Tenderer who, either at the date of submission of this tender or at the date of its award, is indebted to the Municipality in respect of any rental, levies, rates and/or service charges; **ALTERNATIVELY;**
 - 6.1 That an agreement be signed whereby the Tenderer agrees that a percentage or fixed amount at the discretion of the Municipality, be deducted from payments due to him for this tender, until the debt is paid in full.
 - 6.2 The tenderer shall declare **all** the Municipal account numbers in the Stellenbosch Area for which the enterprise or the proprietors or directors in their personal capacity is/ are responsible or co-responsible.



7. Negotiations for a fair market related price

7.1 The award of the tender may be subject to price negotiation with the preferred tenderers.

8 This bid will be evaluated and adjudicated according to the following criteria:

- 8.1 Relevant specifications
- 8.2 Value for money
- 8.3 Capability to execute the contract
- 8.4 PPPFA & associated regulations

9 Service Level Agreement

The award of the tender is subject to the signing of a Service Level Agreement (SLA) between the successful bidder and Stellenbosch Municipality.

10 Inclusion as a standard clause in the tender specification documents where any asset is constructed (delete which ever is not applicable)

On practical completion date, a report or certificate should be issued indicating the total costs of the project attributable to each significant component as identified within the lowest asset hierarchy level (4) as specified within the infrastructure catalogue or Annexure A of the Stellenbosch Municipality's asset management policy as approved in 2014, if not contained in the catalogue.

11 Centralised Supplier Database

No Bids will be awarded to a bidder who is not registered on the Centralised Supplier Database (CSD).

The CSD supplier number starting with (MAAA) number is automatically generated by the Central Database System after successful registration and validation of a prospective service provider. This number is now a mandatory requirement, as referred to in regulation 14(1) (b) of the Municipal Supply Chain Management Regulations, as part of the listing criteria for accrediting a prospective service provider. Prospective suppliers should self – register on the CSD website at www.csd.gov.za Registration on the CSD will be compulsory in order to conduct business with the STELLENBOSCH MUNICIPALITY. Registration on CSD can be done by contacting 021 808 8594 or Nicolene.Hamilton@stellenbosch.gov.za

Centralised Supplier Database No. MAAA.....

Evaluating tenders offers
 February 2008
 Fifth edition of CIDB document 1003

And

GENERAL CONDITIONS OF CONTRACT FOR CONSTRUCTION WORKS, Third Edition, 2015 (GCC 2015)



9. MBD 4 – DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid:

3.1.	Full Name of bidder or his or her representative												
3.2.	Identity Number												
3.3.	Position occupied in the Company (director, shareholder ² etc.)												
3.4.	Company Registration Number												
3.5.	Tax Reference Number												
3.6.	VAT Registration Number												

3.7.	Are you presently in the service of the state?	YES		NO	
3.7.1.	If so, furnish particulars:				

3.8.	Have you been in the service of the state for the past twelve months?	YES		NO	
3.8.1.	If so, furnish particulars:				

¹ MSCM Regulations: "in the service of the state" means to be –

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

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



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3.9.	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	YES		NO	
3.9.1.	If so, furnish particulars:				
3.10.	Are you aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	YES		NO	
3.10.1.	If so, furnish particulars:				
3.11.	Are any of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES		NO	
3.11.1.	If so, furnish particulars:				
3.12.	Is any spouse, child or parent of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES		NO	
3.12.1.	If so, furnish particulars:				
3.13.	Do you or any of the directors, trustees, managers, principal shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?	YES		NO	
3.13.1.	If so, furnish particulars:				



3.14.	Please provide the following information on ALL directors/shareholders/trustees/members below:		
Full Name and Surname	Identity Number	Personal Income Tax Number	Provide State ³ Employee Number

NB:

- a) PLEASE ATTACH CERTIFIED COPY(IES) OF ID DOCUMENT(S)
 b) PLEASE PROVIDE PERSONAL INCOME TAX NUMBERS FOR ALL DIRECTORS / SHAREHOLDERS / TRUSTEES / MEMBERS, ETC.

4. DECLARATION

I, the undersigned (name) _____, certify that the information furnished in paragraph 3 above is correct.

I accept that the state may act against me should this declaration prove to be false.

SIGNATURE		DATE	
NAME OF SIGNATORY			
POSITION			
NAME OF COMPANY			

³ MSCM Regulations: "in the service of the state" means to be –

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



10. MBD6.1 – PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 – PURCHASES/SERVICES 80/20

NB:

Before completing this form, bidders must study the general conditions, definitions and directives applicable in respect of B-BBEE, as prescribed in the Preferential Procurement Regulations, 2022 and the Stellenbosch Preferential Procurement Policy 2022/23

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution and any other applicable preference.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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).

The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.

1.2 Points for this bid shall be awarded for:

- (a) Price;
- (b) B-BBEE Status Level of Contributor

1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and BBEE (must not exceed 100)	100

1.4 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 Failure on the part of a bidder to submit proof of Locality together with the bid, will be interpreted to mean that preference points for Locality are not claimed. **(N/A)**

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms



of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“Locality”** means the local suppliers and/or service providers that business offices are within the Municipal area of Stellenbosch (WC024).
- (h) **“price”** includes all applicable taxes less all unconditional discounts;
- (i) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (j) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (k) **“Specific goals”** means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994;
- (l) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20

or

90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

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



5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 5.1 In terms of Regulation 4 (2) and 5 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining a specific goal specified for the tender.
- 5.2 The tendering conditions will stipulate the specific goals, as contemplated in section 2(1)(d)(ii) of the Preferential Procurement Act, be attained.
- 5.3 A maximum of 20 points (80/20 preference points system) must be allocated for specific goals. These goals are:
- (a) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;
 - (b) Promotion of enterprises located in the municipal area (WCO24) **(N/A)**
- 5.4 Regarding par 5.3 (a) at least 50% of the 20/10 points must be allocated to promote this goal and points will be allocated in terms of the BBBEE scorecard as follows.

B-BBEE Status Level of Contributor	Number of Points for 80/20 Preference Points System	Number of Points for 90/10 Preference Points System
1	20	10
2	18	9
3	16	8
4	12	5
5	8	4
6	6	3
7	4	2
8	2	1
Non-compliant contributor	0	0

- 5.5 A tenderer must submit proof of its BBBEE status level contributor.
- 5.6 A tenderer failing to submit proof of BBBEE status level of contributor –
- 5.6.1 may only score in terms of the 80/90-point formula for price; and
 - 5.6.2 scores 0 points out of 10/5 BBBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.
- 5.7 Regarding par 5.3 (b) a maximum of 50% of the 20/10 points must be allocated to promote this goal. Maximum points will be allocated as follows.

Locality of supplier	Number of Points for 80/20 Preference Points System	Number of Points for 90/10 Preference Points System
Within the boundaries of the municipality	N/A	N/A
Outside of the boundaries of the municipality	0	0



The maximum will be proportionately adjusted depending on the number of points allocated for this goal. E.G., 40% will equate to 8/4 points.

6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 7.1 B-BBEE Status Level of Contributor: . = (maximum of 20 points)
(Points claimed in respect of paragraph 7.1 must be substantiated by relevant proof of B-BBEE status level of contributor.)
- 7.2 Within the boundaries of Stellenbosch Municipality (WC024)? **(N/A)**

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

Business Address -
.....
.....

(Points claimed in respect of paragraph 7.2 must be substantiated by relevant proof that the business premises are situated in the Municipal area of Stellenbosch (WC024). A valid municipal account or proof of valid lease agreement must be attached) **(N/A)**

8. SUB-CONTRACTING

- 8.1 Will any portion of the contract be sub-contracted?
(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 8.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise



Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:

9.2 VAT registration number:

9.3 Company registration number:

9.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
☐ One-person business/sole propriety
☐ Close corporation
☐ Company
☐ (Pty) Limited
 [TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

9.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g., transporter, etc.
 [TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated:

Registered Account Number:

Stand Number:

9.8 Total number of years the company/firm has been in business:



9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

SIGNATURE OF BIDDER(S):			
WITNESS 1:		WITNESS 2:	
DATE:			
ADDRESS:			

PLEASE COMPLETE IN FULL TO CLAIM POINTS

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE – GENERAL **DRAFT**

**EXAMPLE****(DO NOT USE. USE NEW/APPLICABLE TEMPLATE)**

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

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

NB!

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Vat Number (If applicable)	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –</p> <ul style="list-style-type: none"> (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- <ul style="list-style-type: none"> i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	<p>"Black Designated Groups means:</p> <ul style="list-style-type: none"> (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"

- I hereby declare under Oath that:



- The Enterprise is _____ % Black Owned using the flow-through principle as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = _____ %
 - Black Disabled % = _____ %
 - Black Unemployed % = _____ %
 - Black People living in Rural areas % = _____ %
 - Black Military Veterans % = _____ %
- Based on the Audited Financial Statements/Financial Statements and other information available on the latest financial year-end of _____ (DD/MM/YYYY), the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less
- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

NB!

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

- I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
- The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date : _____

NB! ORIGINALLY CERTIFIED/ NOT COPY

Commissioner of Oaths

Signature & stamp

Date:



EXAMPLE OF POINT SCORING AND ALLOCATION OF PREFERENCE POINTS (80/20) WHERE LOCALITY AS A GOAL IS INCLUDED. STELLENBOSCH PREFERENTIAL PROCUREMENT POLICY.

BIDDER	PRICE	BBBEE LEVEL (VALID)	BUSINESS PREMISES (IN WC024)	
TENDERER A	R 80 000	1	NO	
TENDERER B	R 75 000	1	YES	
TENDERER C	R 70 000	2	NO	
BIDDER	PRICE POINTS (Out of 80)	BBBEE POINTS (Out of 10)	LOCALITY POINTS (Out of 10)	TOTAL POINTS (Out of 100)
TENDERER A	68.57	10	0	78.57
TENDERER B	74.29	10	10	94.29
TENDERER C	80	9	0	89

11. MBD 8 – DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This Municipal Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - 3.1. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - 3.2. been convicted for fraud or corruption during the past five years;
 - 3.3. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - 3.4. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? <i>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).</i>	Yes	No
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? <i>(To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</i>	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No



4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.5.1	If so, furnish particulars:		

5. CERTIFICATION

I, the undersigned (full name), _____, certify that the information furnished on this declaration form true and correct.

I accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

SIGNATURE:		NAME (PRINT):	
CAPACITY:		DATE:	
NAME OF FIRM:			

12. MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).⁴ Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - 3.3. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

CERTIFICATE OF INDEPENDENT BID DETERMINATION:

In response to the invitation for the bid made by:

STELLENBOSCH MUNICIPALITY

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

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

⁴ Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.



- 5.1. has been requested to submit a bid in response to this bid invitation;
 - 5.2. could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - 5.3. provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium⁵ will not be construed as collusive bidding.
 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - 7.1. prices;
 - 7.2. geographical area where product or service will be rendered (market allocation)
 - 7.3. methods, factors or formulas used to calculate prices;
 - 7.4. the intention or decision to submit or not to submit, a bid;
 - 7.5. the submission of a bid which does not meet the specifications and conditions of the bid; or
 - 7.6. bidding with the intention not to win the bid.
 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
 9. 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.
 10. 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.

SIGNATURE:		NAME (PRINT):	
CAPACITY:		DATE:	
NAME OF FIRM:			

⁵ 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.



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13. MBD 10 – CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES

DECLARATION IN TERMS OF CLAUSE 112(1) OF THE MUNICIPAL FINANCE MANAGEMENT ACT (NO.56 OF 2003)

I, _____, _____ (full name and ID no.), hereby acknowledge that according to SCM Regulation 38(1)(d)(i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Stellenbosch Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

I declare that I am duly authorised to act on behalf of _____ (name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB: Please attach certified copy (ies) of ID document(s) and Municipal Accounts If the entity or any of its Directors/Shareholders/Partners, etc. rents/leases premises, a copy of the rental/lease agreement or sworn affidavit must be submitted with this tender.

- PLEASE SUBMIT MUNICIPAL ACCOUNTS FOR THE FOLLOWING TWO MONTHS AFTER BID CLOSURE TO THE RELEVANT SCM PRACTITIONER SHOULD THE BID NOT BE AWARDED YET.

Signature	Position	Date



14. COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993 (ACT 130 OF 1993)

COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993 (ACT 130 OF 1993)

Stellenbosch Municipality has legal duty in terms of Section 89 of the said Act to ensure that all contractors with whom agreements are entered into for the execution of work are registered as employers in accordance with the provisions of this Act and that all the necessary assessments have been paid by the contractor.

In order to enter into this agreement, the following information is needed regarding the above-mentioned:

Contractor's registration number with the office of the Compensation Commissioner:

NOTE:

A copy of the latest receipt together with a copy of the relevant assessment OR a copy of a valid Letter of Good Standing must be handed in, in this regard.

PRINT NAME:			
CAPACITY:		Name of firm	
SIGNATURE:		DATE:	



15. FORM OF INDEMNITY

INDEMNITY

Given by (Name of Company) _____
of (registered address of Company) _____
a company incorporated with limited liability according to the Company Laws of the Republic of South Africa (hereinafter called the Contractor), represented herein by (Name of Representative) _____
_____ in his capacity as (Designation) _____
of the Contractor, is duly authorised hereto by a resolution dated _____/20____,
to sign on behalf of the Contractor.

WHEREAS the Contractor has entered into a Contract dated _____ / 20____,
with the Municipality who require this indemnity from the Contractor.

NOW THEREFORE THIS DEED WITNESSES that the Contractor does hereby indemnify and hold harmless the Municipality in respect of all loss or damage that may be incurred or sustained by the Municipality by reason of or in any way arising out of or caused by operations that may be carried out by the Contractor in connection with the aforementioned contract; and also in respect of all claims that may be made against the Municipality in consequence of such operations, by reason of or in any way arising out of any accidents or damage to life or property or any other cause whatsoever; and also in respect of all legal or other expenses that may be incurred by the Municipality in examining, resisting or settling any such claims; for the due performance of which the Contractor binds itself according to law.

SIGNATURE OF CONTRACTOR:	
DATE:	
SIGNATURE OF WITNESS 1:	
DATE:	
SIGNATURE OF WITNESS 2:	
DATE:	



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PART B – SPECIFICATIONS AND PRICING SCHEDULE



16. SPECIFICATIONS

1. PURPOSE

Stellenbosch Municipality hereby wishes to appoint a qualified and suitable service provider to attend to Renovation and Structural Maintenance of Jamestown Ward Office and Library.

2. BACKGROUND

2.1. Identification of needs

The Stellenbosch Municipality appointed a Structural Engineer to do a Structural Assessment of The Jamestown Library. The Structural Engineer accordingly identified and reported on the structural repair needs to the Jamestown Library.

2.2. Appointment of a Quantity Surveyor

A Quantity Surveyor was appointed to prepare a scope of works, specifications including a Bill of Quantities and act as the Principal Agent

3. THE SCOPE OF WORK ARE AS FOLLOWS: -

3.1. Tender validity period

The tender must be valid for 180 days after closing date.

3.2. Scope of Works

This tender covers the various tasks and items needed to meet the objectives. Work items under this tender includes the repairs of all structural damages Internal and External Paintwork of the building as well as minor alterations.

Structural Repairs to the entire Jamestown Library Building

Internal- and External-Paintwork of the entire Jamestown Library Building

Alterations to the Ground Floor ablutions

Minor Alterations to achieve Fire Compliance

ALL ALTERATIONS AND REPAIRS TO BE EXECUTED STRICTLY IN ACCORDANCE WITH SANS AND NATIONAL BUILDING REGULATIONS AS WELL AS MANUFACTURERS' SPECIFICATIONS WHERE APPLICABLE.

4. BILL OF QUANTITIES / PRICING SCHEDULE

4.1. The pricing as provided in the tender document will be regarded as the official pricing and must be completed as in the tender document.

4.2. Failure to quote on all listed items will invalidate your offer.

4.3. Stellenbosch Municipality does not bind itself to accept the lowest bidder, or any tender.

4.4. Price will contribute 80 points, B-BBEE status level of contribution = 20 points. The price and B-BBEE contribution points =100

See Below PART C – BILL OF QUANTITIES that has to be populated/handwritten by the prospective bidder in black ink.

The electronic BOQ (Excel spreadsheet) must be requested from piet@mokgaga.com populated and must accompany the tender document (on a memory stick). The memory stick will not be returned to Tenderers.

IF ANY DISCREPANCIES OCCUR BETWEEN THE ELECTRONIC AND HANDWRITTEN BOQ THE HANDWRITTEN BOQ SHALL TAKE PRECEDENCE.



5. GENERAL

- Completion period: 5 Months
- 4 GB CIDB Grading
- Tender is valid for 180 days

6. LOCAL LABOUR

Successful bidders must make use of local (WC024 area of jurisdiction) labour on the following basis (this is not negotiable inclusive of the sub-contractors' unskilled and semi-skilled labour:

- (a) Unskilled labour: 100%
- (b) Semi-skilled labour: 40%
- (c) Skilled labour: 10%

7. PROVISIONAL PROGRAMME

- Proposed Tender documentation to the market – September 2024
- Proposed Tender Return – October 2024
- Proposed completion of Adjudication – November 2024
- Proposed contract appointment – November 2024
- Construction work commencement – November 2024
- Contractor completion date – March 2025
- Contract period – 5 Calendar Months

8. CLARIFICATION MEETING

A Compulsory Clarification Meeting will be held on 26th of SEPTEMBER 2024 at 12h00 at the Jamestown Library, Pajarolaan, Jamestown, Stellenbosch, 7600. Tenderers who fail to attend the compulsory information session will be regarded as non-compliant. No late comers will be permitted.

9. BILL OF QUANTITIES/ REPORTS AND DRAWINGS

See Part C and D



17. PRE-QUALIFICATION SCORE SHEET

MINIMUM REQUIREMENTS

Prospective bidders must have a CIDB status of 4GB or higher.

Bidders should provide full details and contactable references of at least 4 projects of similar size and nature with at least two of the four projects having included piling related works that were successfully completed during the past 5 years. Appointment Letter and Completion Certificate of each reference to be included in the tender, failure to provide both the Appointment letter and Completion Certificate of the referenced project will invalidate the reference.

The client's company name, contact person, telephone number and email address must be provided. References will be given 72 hours to confirm successful completion of the work via email or telephonically. Failure to provide such information of the references will invalidate his/her offer.

All references to be Handwritten in Black ink under Item 21. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – COMPLETED CONTRACTS of this report. References not Included under Item 21. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – COMPLETED CONTRACTS as stated above will not be considered in terms of the Pre-Qualification Score Sheet Requirements

Failure to provide information requested above will invalidate the offer.

SIGNATURE (Bidder)		FOR OFFICE USE ONLY:	
CAPACITY		Evaluated by	
NAME OF FIRM		Signature:	
NAME (PRINT)		Designation:	
DATE		Date:	



18. SCHEDULE OF PLANT AND EQUIPMENT

The following are lists of major items of relevant equipment that I/we **presently** own or lease and will have available for this contract or will acquire or hire for this contract if my / our tender is accepted.

DETAILS OF MAJOR EQUIPMENT THAT IS OWNED BY AND IMMEDIATELY AVAILABLE FOR THIS CONTRACT.			
QUANTITY	DESCRIPTION	SIZE	CAPACITY

Attach additional pages if more space is required.

DETAIL OF MAJOR EQUIPMENT THAT WILL BE HIRED, ORE ACQUIRED FOR THIS CONTRACT IF MY / OUR TENDER IS ACCEPTED.			
QUANTITY	DESCRIPTION,	SIZE	CAPACITY

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)			
SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



19. SCHEDULE OF SUBCONTRACTORS

I/we the tenderer, notify the Stellenbosch Municipality that it is our intention to employ the following Subcontractors for work in this contract.

SUBCONTRACTORS				
Category / Type	Subcontractor Name; Address; Contact Person; Tel. No.		Items of work (pay items) to be undertaken by the Subcontractor	Estimated cost of Work (Rand)
1.	Name of firm			
	Contact person			
	Tel No			
	Address			
2.	Name of firm			
	Contact person			
	Tel No			
	Address			
3.	Name of firm			
	Contact person			
	Tel No			
	Address			
4.	Name of firm			
	Contact person			
	Tel No			
	Address			
5.	Name of firm			
	Contact person			
	Tel No			
	Address			
Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)				

Acceptance of this tender shall not be construed as approval of all or any of the listed subcontractors. Should any of the subcontractors not be approved subsequent to acceptance of the tender, this shall in no way invalidate this tender, and the tendered unit rates for the various items of work shall remain final and binding, even in the event of a subcontractor not listed above being approved by the Engineer.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



20. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – CURRENT CONTRACTS

CURRENT CONTRACTS						
EMPLOYER (Name, Tel, Fax, Email)		Contact Person (Name, Tel, Fax, Email)		NATURE OF WORK	VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
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Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)				
SIGNATURE		NAME (PRINT)		
CAPACITY		DATE		
NAME OF FIRM				



21. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – COMPLETED CONTRACTS

The following is a statement of similar work successfully executed by myself / ourselves:

COMPLETED CONTRACTS					
EMPLOYER (Name, Tel, Fax, Email)		Contact Person (Name, Tel, Fax, Email)		NATURE OF WORK	VALUE OF WORK (INCL. VAT)
Name		Name			
Tel		Tel			
Fax		Fax			
Email		Email			
Name		Name			
Tel		Tel			
Fax		Fax			
Email		Email			
Name		Name			
Tel		Tel			
Fax		Fax			
Email		Email			
Name		Name			
Tel		Tel			
Fax		Fax			
Email		Email			
Name		Name			
Tel		Tel			
Fax		Fax			
Email		Email			
Name		Name			
Tel		Tel			
Fax		Fax			
Email		Email			

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



22. CERTIFICATE OF REGISTRATION WITH CIDB

CIDB Contractor Registration Certificate

A Certificate of Contractors Registration issued by the Construction Industry Development Board (CIDB) shall be attached to this schedule.

Where a tenderer satisfies CIDB Contractor Grading designation requirements through joint venture formation, such tenderers must submit the Certificates of Contractor Registration in respect of each partner.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)		
CRS Number:		

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



23. FORM OF OFFER AND ACCEPTANCE

NOTE:

1. This form must be completed in duplicate by both the successful bidder (Part 1) and the purchaser (Part 2). Both forms must be signed in the original so that the successful bidder and the purchaser will be in possession of originally signed contracts for their respective records.
2. NO correction fluid/tape may be used.
 - a. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
3. The Bidder **MUST** indicate whether he/she/the entity is a registered VAT Vendor or not.
 - a. In the case of the Bidder not being a registered VAT Vendor, both columns (amount/rate excluding AND including VAT) must reflect the same amount.

	INDICATE WITH AN 'X'							
Are you/is the firm a registered VAT Vendor	YES				NO			
If "YES", please provide VAT number								

1. OFFER

- 1.1. The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works: **B/SM:26/25**
- 1.2. The tenderer, identified in the Offer signature block, has examined the draft contract as listed in the Acceptance section and agreed to provide this Offer.
- 1.3. By the representative of the Tenderer, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Tenderer offers to perform all of the obligations and liabilities of the **Employer** 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 VAT IS:

In figures:	R	
In words:		

- 1.4. 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(s)		
Name(s)		
Capacity		
Name of tenderer:		
Name of witness:	<i>(Insert name and address of organisation)</i>	Date
Signature of witness:		



2. ACCEPTANCE

- 2.1. 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.
- 2.2. Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto 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.
- 2.3. It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

Signature(s):		
Name(s):		
Capacity:		
For the Employer:	Stellenbosch Municipality, Plein Street, Stellenbosch	
Name of witness:		Date:
Signature of witness:		



24. PRICING SCHEDULE

NOTE:

1. Only firm prices will be accepted. Non-firm prices will not be considered.
2. All delivery costs **MUST** be included in the bid price, for delivery at the prescribed destination.
3. Document **MUST** be completed in non-erasable black ink.
4. NO correction fluid/tape may be used.
 - a. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
5. The Bidder **MUST** indicate whether he/she/the entity is a registered VAT Vendor or not.
 - a.

I / We _____

(full name of Bidder) the undersigned in my capacity as _____

of the firm _____

hereby offer to Stellenbosch Municipality to render the services as described, in accordance with the specification and conditions of contract to the entire satisfaction of the Stellenbosch Municipality and subject to the conditions of tender, for the amounts indicated hereunder:

	INDICATE WITH AN 'X'									
	YES					NO				
Are you/is the firm a registered VAT Vendor										
If "YES", please provide VAT number										

Please note the following:

1. Stellenbosch Municipality reserves the right to downward adjust the scope of work/ quantity required to stay within its budget.
2. Only firm prices will be accepted and non-firm prices will not be considered.



25. DECLARATION BY TENDERER

I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of tender of this tender document and that I / we accept the conditions in all respects.

I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of *my / our tender and that I / we elect *domicillium citandi et executandi* (physical address at which legal proceedings may be instituted) in the Republic at:

I / We accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving in me / us under this agreement as the principal liable for the due fulfillment of this contract.

I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender; that the price quoted cover all the work / items specified in the tender documents and that the price(s) cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

I / We furthermore confirm that my / our offer remains binding upon me / us and open for acceptance by the Purchases / Employer during the validity period indicated and calculated from the closing date of the bid.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			
WITNESS 1		WITNESS 2	



26. BILL OF QUANTITIES

PART C

BILL OF QUANTITIES

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 1</u></p> <p><u>PRELIMINARIES</u></p> <p><u>BUILDING AGREEMENT AND PRELIMINARIES</u></p> <p>The JBCC Principal Building Agreement (Edition 6.2 - May 2018) prepared by the Joint Building Contracts Committee shall be the applicable building agreement, amended as hereinafter described</p> <p>The JBCC Principal Building Agreement contract data form an integral part of this agreement</p> <p>The JBCC General Preliminaries (May 2018) published by the Joint Building Contracts Committee for use with the JBCC Principal Building Agreement (Edition 6.2 - May 2018) shall be deemed to be incorporated in these bills of quantities, amended as hereinafter described</p> <p>The contractor is deemed to have referred to the above mentioned documents for the full intent and meaning of each clause</p> <p>The clauses in the above mentioned documents are hereinafter referred to by clause number and heading only</p> <p>Where any item is not relevant to this agreement such item is marked N/A signifying "not applicable"</p> <p>Where standard clauses or alternatives are not entirely applicable to this agreement such amendments, modifications, corrections or supplements as will apply are given under each relevant clause heading and such amendments, modifications, corrections or supplements shall take precedence notwithstanding anything to the contrary contained in the above mentioned documents</p> <p><u>PREAMBLES FOR TRADES</u></p> <p>The General Preambles for Trades 2017 published by the Association of South African Quantity Surveyors shall be deemed to be incorporated in these bills of quantities and no claims arising from brevity of description of items fully described in the said General Preambles will be entertained</p> <p>Supplementary preambles and/or specifications are incorporated in these bills of quantities to satisfy the requirements of this project. Such supplementary preambles and/or specifications shall take precedence over the provisions of the General Preambles</p> <p>The contractor's prices for all items throughout these bills of quantities shall take account of and include where applicable for all of the obligations, requirements and specifications given in the General Preambles and in any supplementary preambles and/or specifications</p> <p><u>STRUCTURE OF THIS PRELIMINARIES BILL</u></p> <p>Section A:A recital of the headings of the individual clauses in the aforementioned JBCC Principal Building Agreement</p> <p>Section B:A recital of the headings of the individual clauses in the aforementioned JBCC General Preliminaries</p> <p>Section C:Any special clauses to meet the particular circumstances of the project</p> <p><u>PRICING OF PRELIMINARIES</u></p> <p>Should the contractor select Option A in the contract data for the adjustment of preliminaries, the amounts entered against the relevant items in these preliminaries are to be divided into one or more of the three categories provided namely fixed (F), value related (V) and time related (T)</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
	<u>SECTION A: PRINCIPAL BUILDING AGREEMENT</u>				
	Interpretation (A1-A7)				
1	Clause 1.0 - Definitions and interpretation Pricing of bills of quantities				
2	The contractor is to allow opposite each item for all costs in connection therewith. All prices to include, unless otherwise stated, for all materials, fabrication, conveyance and delivery, unloading, storing, unpacking, hoisting, labour, setting, fitting and fixing in position, cutting and waste (except where to be measured in accordance with the standard system of measurement), patterns, models and templates, plant, temporary works, returning of packaging, duties, taxes (other than Value Added Tax), imposts, establishment charges, overheads, profit and all other obligations arising out of this agreement. Value Added Tax (VAT) is to be separately stated on the summary page of these bills of quantities. Items left unpriced will be deemed to be covered in prices against other items throughout these bills of quantities and no claim for any extras arising out of the contractor's omission to price any item will be entertained				
3	Prices for all construction equipment, temporary works, services and other items shall include for the supply, maintenance, operating cost and subsequent removal and making good as necessary				
4	Abbreviated descriptions The items in these bills of quantities utilise abbreviated descriptions. It is the intention that the abbreviated descriptions be fully described when read with the applicable measuring system and the relevant preambles and/or specifications. However, should the full intent and meaning of any description not be clear, the contractor shall, before submission of his tender, call for a written directive from the Principal Agent, failing which it shall be assumed that the contractor has allowed in his pricing for materials and workmanship in terms of international best practice				
	Legal status of contractor If the contractor constitutes a joint venture, consortium or other unincorporated grouping of two or more persons then: 1.These persons are deemed to be jointly and severally liable to the employer for the performance of this agreement 2.These persons shall notify the employer of their leader who has assigned authority to bind the contractor and each of these persons 3.The contractor shall not alter its composition or legal status without the prior written consent of the employer				
	F:..... V:.....T:.....	Item	1		
5	Clause 2.0 - Law, regulations and notices				
	F:..... V:.....T:.....	Item	1		
6	Clause 3.0 - Offer and acceptance				
	F:..... V:.....T:.....	Item	1		
7	Clause 4.0 - Cession and assignment				
	F:..... V:.....T:.....	Item	1		
8	Clause 5.0 - Documents				
	F:..... V:.....T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
9	Clause 6.0 - Employer's agents F:..... V:..... T:.....	Item	1		
10	Clause 7.0 - Design responsibility F:..... V:..... T:.....	Item	1		
	Insurances and securities (A8-A11)				
11	Clause 8.0 - Works risk F:..... V:..... T:.....	Item	1		
12	Clause 9.0 - Indemnities F:..... V:..... T:.....	Item	1		
13	Clause 10.0 - Insurances F:..... V:..... T:.....	Item	1		
14	Clause 11.0 - Securities Guarantee for payment The Employer shall not provide to the contractor with a guarantee for payment By virtue of the contractor submitting a tender offer, he is deemed to have waived his lien or right of continuing possession of the works [11.10] Sub-clause 11.10 has been amended to read as follows: "The contractor shall waive his lien or right of continuing possession of the works." Clause 11.0 has been amended to include the following new sub-clauses:Sub-clause 11.11 The guarantee provided by the contractor's Guarantor shall have an expiry date (if stated) no less than 3 months after the practical completion date and shall be extended accordingly should the practical completion date be extended. The cost for same shall be included on the contractor's tender price as no claims for additional cost shall be entertained Sub-clause 11.12 The contractor is required to provide the Employer with a variable construction guarantee with twenty-one (21) calendar days of acceptance of the contractor's tender Sub-clause 11.13 Extension of waiver of lien The contractor shall ensure that a waiver of lien is included in all subcontracts and that the works executed on the site are kept free of all liens and other encumbrances at all times F:..... V:..... T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u> <u>PRELIMINARIES</u> Execution (A12 - A17)				
15	<p>Clause 12.0 - Obligations of the parties</p> <p>Sub-clause 12.2.6 has been amended to include the following: The programme for the works must be prepared and issued in Microsoft Project Programming Software The contractor shall include a float of 15 working days within the contract period for project delays such as, but not limited to adverse weather conditions, etc., in the programme. Such provisions shall initially be included at the end of the contract period or proportionally allocate at the end of each section for contracts with sectional completion, and shall be monitored by the contractor and agreed with the Principal Agent as and when such delays takes place and shall be recorded in the programme based on actual stoppages when incurred. Revision of the date for Practical Completion shall only be considered once the 15 working days has been fully utilised</p> <p>Sub-clause 12.2.10 has been amended to include the following: The contractor shall be required to maintain, in addition to the approved programme, a comprehensive fortnightly bar-chart programme expanded to reflect anticipated daily activities for the ensuing fourteen (14) days</p> <p>Sub-clause 12.2.18 has been amended to include the following: Office accommodation The contractor shall provide, maintain and remove on practical completion air conditioned office accommodation with suitable tables and chairs for meetings to be held on the site. Such offices shall be kept clean and fit for use at all times [12.2.18] The contractor's site camp shall be equipped with Wi-Fi internet connection which shall be utilised by the contractor's staff, the client and members of professional team</p> <p>Notice board The contractor shall erect in a position approved by the principal agent, maintain and remove on practical completion a notice board recommended by the South African Institute of Architects and as approved by the Principal Agent listing the names and logos of the Employer, the contractor and the professional consultants. No subcontractor or supplier notice boards may be erected unless permission is granted by the principal agent for such notice boards to be erected [12.2.18]</p> <p>F:..... V:..... T:.....</p>	Item	1		
16	<p>Clause 13.0 - Setting out</p> <p>F:..... V:..... T:.....</p>	Item	1		
17	<p>Clause 14.0 - Nominated subcontractors</p> <p>F:..... V:..... T:.....</p>	Item	1		
18	<p>Clause 15.0 - Selected subcontractors</p> <p>F:..... V:..... T:.....</p>	Item	1		
TOTAL CARRIED FORWARD					

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	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
19	<p>Clause 16.0 - Direct contractors Attendance on direct contractors In respect of direct contractors the contractor shall:</p> <p>1. Designate an area for the direct contractor to establish a temporary office and workshop and storage of equipment and materials</p> <p>2.Allow the use of personnel welfare facilities, where provided</p> <p>3.Provide water, lighting and single phase electric power to a position within 50m of the place where the direct contract work is to be carried out, other than fuel or power for commissioning of any installation</p> <p>4.Permit the direct contractor to use erected scaffolding, hoisting facilities, etc provided by the contractor, in common with others having the like right, while it remains erected on the site [16.1]</p> <p>F:..... V:.....T:.....</p>	Item	1		
20	<p>Clause 17.0 - Contract instructions</p> <p>F:..... V:.....T:.....</p> <p>Completion (A18 - A24)</p>	Item	1		
21	<p>Clause 18.0 - Interim completion</p> <p>F:..... V:.....T:.....</p>	Item	1		
22	Clause 19.0 - Practical completion				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 1</u></p> <p><u>PRELIMINARIES</u></p> <p>Practical Completion In respect of practical completion:1.The following certificates of compliance, as applicable shall be required (excluding others that may be required by the local/national authority, etc.) from the contractor to achieve practical completion1.1 Certificates from the contractor that all aspects of the Construction Regulations of 2014 have been complied with1.2Certificates from the contractor that the National Building Regulations have been complied with1.3Certificates of compliance with respect to plumbing and drainage installations1.4Certificates of compliance with respect to electrical and electronic installations1.5Certificates of compliance with respect to all glazing1.6Certificates of compliance with respect to structural and civil engineering1.7Certificates of compliance with respect to roof installation1.8Certificates of compliance with respect to mechanical installation1.9Certificate of compliance and fire clearance certificate from the contractor and fire chief respectively1.10Any other compliance documentation deemed necessary as instructed by the Principal Agent1.11Three complete sets of approved maintenance and operating manuals together with all workmanship and material warranties and guarantees (to be compiled and issued to the Principal Agent prior to achievement of practical completion for approval) and three complete copies of documents in electronic format</p> <p>2.In order to achieve practical completion of the works and without deviating from the generality of the term practical completion, the contractor shall, as a minimum comply with the following basic criteria, as applicable. These criteria should not be regarded as comprehensive but as an expansion of the term practical completion 2.1Electrical installation is to be completed and fully commissioned permanent power and lighting inclusive of all telephone and data installations2.2Plumbing installation it to be complete, commissioned permanent water supply and drainage tested. Pipe work to be pressured tested2.3HVAC system installation shall be complete and fully commissioned (except for final adjustments and cooling performance recoding / temperature logging), commissioning reports submitted to the consulting engineer for review and major commissioning defects resolved2.4All field controllers, network controllers and network fully commissioned operator terminal installed, graphics loaded and all monitoring points operational on the operator terminal. (Customisation of the BMS time schedules, alarm routing and using the BMS to detect and report faults on other services shall be completed prior to works completion)2.5Sprinklers and fire-fighting equipment completed, commissioned tested and operational3.Health and Safety file</p> <p>Clause 19.0 has been amended to include the following new sub-clauses: Sub-clause 19.2.3 The contractor shall within five (5) calendar days of receipt of the list for practical completion issue a program indicating dates for completion for all listed items</p> <p>Sub-clause 19.2.4 In the event that such inspection does not result in the work being accepted as Practically complete then the costs of such inspection and subsequent inspections shall be for the account of the contractor, at a rate of Ten Thousand Rand (R10 000.00) per man hour or part thereof, calculated by multiplying the total of the number of Employer's agents and Employer's staff present at each abortive practical completion inspection meeting, i.e. Where practical completion is not achieved, by the time taken for such an inspection until practical completion is achieved. In this regard, the Employer reserves the right to recover such costs in addition to any other remedies it may have in accordance with Clause 27</p> <p>F:..... V:.....T:.....</p>				
23	Clause 20.0 - Completion in sections	Item	1		
24	F:..... V:.....T:.....	N/A			
25	Clause 21.0 - Defects liability period and final completion				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
26	Clause 21.0 has been amended to include the following new sub-clauses: Sub-clause 21.13 In the event that the certificate of Final Completion is not issued due to the contracto's work not being sufficiently complete then the costs of such inspection and subsequent inspections shall be for the account of the contractor, at a rate of Ten Thousand Rand (R10 000.00) per man hour or part thereof, calculated by multiplying the total of the number of Employer's agents and Employer's staff present at each abortive final completion inspection meeting, i.e. Where final completion is not achieved in terms of 21.6, by the time taken for such an inspection until final completion is achieved. In this regard, the Employer reserves the right to recover such costs in accordance with Clause 27				
27	Sub-clause 21.14 Notwithstanding [21.2], where the contractor fails to rectify/attend to outstanding works or defects on the list for completion, list for final completion or latent defects that appear before the issue of certificate of final completion and where the contractor remains in default, the Employer may engage others to carry out said outstanding works or defects and recover expense and/or loss incurred [27]				
28	F:..... V:.....T:..... Clause 22.0 - Latent defects liability period	Item	1		
29	F:..... V:.....T:..... Clause 23.0 - Revision of the date for practical completion Sub-clause 23.1 has been amended to include the following new sub-clause: Sub-clause 23.1.7 Delayed possession of site [12.1.5] Sub-clause 23.2 has been amended to omit the following sub-clause: Sub-clause 23.2.1 Delayed possession of the site [12.1.5] Clause 23.0 has been amended to include the following new sub-clauses: Sub-clause 23.9 Notwithstanding, sub-clause(s) 23.1 to 23.8 a revision to the practical completion date will only be considered for work on the critical path of the contractual programme or the revised contractual programme, as applicable Any revised programme, in order to be considered as a contractual programme, must be approved by the Principal Agent in writing, prior to it becoming effective				
30	F:..... V:.....T:..... Clause 24.0 - Penalty for late or non-completion	Item	1		
	F:..... V:.....T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
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	BILL NO. 1 PRELIMINARIES Payment (A25 - A27)				
31	Clause 25.0 - Payment				
32	<p>Sub-clause 25.1 has been amended to include the following: The contractor shall submit the following information on a monthly basis to the Principal Agent and Quantity Surveyor in order to assist with the processing of the payment certificate and the preparation of the empowerment report: B7A detailed breakdown of the work done. (The work breakdown must be referenced strictly in accordance with the Tender Document or the detailed Priced Bills of Quantities, as applicable.) B7A detailed breakdown of all variation order costs claimed (With specific reference to work done by the Principal Building Contractor) n the certificate concerned, together with copies of the relevant contract instructions B7A detailed breakdown of the work done by each sub-contractor. (The work breakdown must be referenced strictly in accordance with the Tender Document or the detailed Priced Bills of Quantities, as applicable.) B7A detailed breakdown of all variation order costs claimed in the certificate concerned for sub-contract work, together with copies of the relevant contract instructions B7A written declaration authenticated by the contracts manager confirming, that the payment claims for work done by sub-contractors has been audited and amended by the contractorbills quantity surveyor, prior to it being forwarded to the Principal Agent and Quantity Surveyor for evaluation B7 if applicable,</p> <p>a combined empowerment report which shall include reports on contractor and sub-contractor compliance, in accordance with the format required by the empowerment manager. In this regard, the combined, contractor and sub-contractor empowerment report must contain an affidavit certifying that all information contained the report as being true and correct and must be authenticated by the contractor and a commissioner of oaths. The combined reports must also state that the contractor has checked and verified that all information submitted by sub-contractors is true and correct B7Tax invoice: the contractor shall attach a tax invoice as prescribed in the Value Added Tax Legislation to each payment certificate when presenting the certificate to the employer for payment. Such tax invoices shall correctly reflect the prescribed information and the amounts shall match precisely the amounts included in the payment certificate. Should the contractor fail to comply with these requirements, the date of presentation of the certificate shall be deemed to be delayed at the contractorbills default until such time as the requirements are met Should anyone or any combination of the above requirements not be complied with, the Principal Agent reserves the right to exclude any amounts that may have been due for certification from the payment certificate concerned and/ or delay the issue of payment certificates and/ or, revise the contractual payment date, as applicable, until such time compliance is achieved</p> <p>Sub-clause 25.4 has been amended to include the following: Where the Employer agrees to pay for materials on/off site, the contractor shall be required to provide the Principal Agent with the necessary forms for cession of ownership for such materials, with the necessary delivery notes and invoices (where applicable)</p> <p>Sub-clause 25.10 has been amended as follows: Replace the words bfourteen (14) calendar daysb with bforty (40) calendar daysb</p> <p>F:..... V:.....T:.....</p>				
33					
34	Clause 26.0 - Adjustment of the contract value and final account	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
35	Sub-clause 26.1 has been amended to include the following: Contract Instructions Instructions given by the Employer's agents in relation to the contract works, shall, irrespective of the format or wording of such instructions, not indicate that the work involved represents an extra or variation and shall not be deemed to be acceptance of any prices or quotations contained in any correspondence It is recorded that only the quantity surveyor where appointed by the employer for quantity surveying services is empowered, to rule whether any instructions issued constitutes an extra or not and, to resolve cost aspects of any matter pertaining to this contract				
	F:..... V:.....T:.....	Item	1		
36	Clause 27.0 - Recovery of expense and/or loss				
	F:..... V:.....T:.....	Item	1		
	Suspension and termination (A28 - A29)				
37	Clause 28.0 - Suspension by the contractor				
	F:..... V:.....T:.....	Item	1		
38	Clause 29.0 - Termination				
	F:..... V:.....T:.....	Item	1		
	Dispute resolution (A30)				
39	Clause 30.0 - Dispute resolution				
	F:..... V:.....T:.....	Item	1		
40	Agreement The required information of the parties and the amount of the contract sum shall be inserted in the agreement for signature of the agreement by the parties				
	F:..... V:.....T:.....	Item	1		
41	Contract data				
	Tenderer's selections				
	Before submission of his Tender the contractor is to complete the Tenderer's selections in the contract data				
	F:..... V:.....T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
	<u>SECTION B: GENERAL PRELIMINARIES</u>				
	Definitions and interpretation (B1)				
42	Clause 1.1 - Definitions F:..... V:..... T:.....	Item	1		
43	Clause 1.2 - Interpretation F:..... V:..... T:.....	Item	1		
	Documents (B2)				
44	Clause 2.1 - Checking of documents Sub-clause 2.1 refers and the following is to be added after the words written directive: The items in these Bills of Quantities are to be read and priced in conjunction with, and the descriptions regarded as amplified by the General Preambles for Trades 2017 as recommended and published by the Association of South African Quantity Surveyors, 2017 edition, and no claim arising from brevity of description of items fully described in the said General Preambles for Trades 2017 and Supplementary documentation will be entertained. Notwithstanding the issue of the tender drawings, it will remain the responsibility of the Tenderer to study all available drawings at the offices of the Principal Agent during normal working hours in order to acquaint himself with all the cost implications of the design, programming, phasing, etc F:..... V:..... T:.....	Item	1		
45	Clause 2.2 - Provisional bills of quantities F:..... V:..... T:.....	Item	1		
46	Clause 2.3 - Availability of construction information F:..... V:..... T:.....	Item	1		
47	Clause 2.4 - Ordering of materials and goods F:..... V:..... T:.....	Item	1		
	Previous work and adjoining properties (B3)				
48	Clause 3.1 - Previous work - dimensional accuracy F:..... V:..... T:.....	Item	1		
49	Clause 3.2 - Previous work - defects F:..... V:..... T:.....	Item	1		
50	Clause 3.3 - Inspection of adjoining properties F:..... V:..... T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
	The site (B4)				
51	Clause 4.1 - Handover of site in stages	Item	1		
	F:..... V:..... T:.....	Item	1		
52	Clause 4.2 - Enclosure of the works				
	F:..... V:..... T:.....	N/A	1		
53	Clause 4.3 - Geotechnical and other investigations				
	F:..... V:..... T:.....	Item	1		
54	Clause 4.4 - Encroachments				
	F:..... V:..... T:.....	Item	1		
55	Clause 4.5 - Existing premises occupied				
	F:..... V:..... T:.....	Item	1		
56	Clause 4.6 - Services - known The contractor shall consult the Principal Agent before disconnecting any services. The contractor shall take special care not to damage any existing services that could have been foreseen or what have been shown to him by the Principal Agent. Damage to this services shall be for the contractor's account				
	F:..... V:..... T:.....	Item	1		
	Management of contract (B5)				
57	Clause 5.1 - Management of the works				
	F:..... V:..... T:.....	Item	1		
58	Clause 5.2 - Progress meetings				
	F:..... V:..... T:.....	Item	1		
59	Clause 5.3 - Technical meetings				
	F:..... V:..... T:.....	Item	1		
60	Clause 5 has been amended to include the following new sub-clause: Sub-clause 5.4 - Daily records The contractor shall keep daily records of people and equipment employed as well as a site diary in respect of work performed on the site At the end of each week the contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all sub-contractors on the works each day At the end of each week the contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works				
	F:..... V:..... T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
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	BILL NO. 1				
	PRELIMINARIES				
	Samples, shop drawings and manufacturer's instructions (B6)				
61	<p>Clause 6.1 - Samples of materials All material samples and colour samples must be submitted to the Principal Agent for selections and approval of the colour, shape and finish including mechanical, electrical and plumbing equipment that will be visible. The samples shall be provided in A4 size unless otherwise agreed. General samples shall be provided for Principal Agent/Employer to choose from each type of finish The Principal Agent/Employer may reject all or part of the submitted samples and request for additional selections if the first submission are not acceptable All samples must be kept in a sample room to be provided by the contractor for reference Sample Board: The contractor shall provide a board(s) of approved samples and make available one set at the site (sample room) and one for the Employer</p> <p>F:..... V:.....T:.....</p>	Item	1		
62	<p>Clause 6.2 - Workmanship samples Sub-clause 6.2 has been amended to include the following: The contractor shall provide a mock-up of all finished surfaces prior to commencement of the relevant work. The contractor shall only be permitted to commence with the relevant scope of work, on approval of the mock-up by the Principal Agent or its designated representative</p> <p>F:..... V:.....T:.....</p>	Item	1		
63	Clause 6.3 - Shop drawings				
64	<p>Sub-clause 6.3 refers and the following is to be added after the words 'and/or approval' Shop drawings shall be submitted to the principal agents for approval at least ten (10) working days weeks prior to the date on which such approval is required in order to comply with the programme All submissions shall be prepared in accordance with the contract drawings and specifications and/or any Principal Agents instructions and any deviation shall be specifically highlighted in writing, with a detailed explanation of the reason for such deviation, together with any cost and/or time implications. Delays in approval of shop drawings due to non compliance with drawings, specifications and/or Principal Agent's instruction shall not constitute grounds for any claims for delay, extension of time and the like The contractor shall be responsible for ensuring that all dimensions affecting shop drawings conform to the dimensions of built work Should the contractor, sub-contractor, supplier or manufacturer be of the opinion that corrections to shop drawings made by the Principal Agent, constitute a change to the scope of work, then he shall immediately advise the Principal Agent in writing of this, together with the cost and/or programme implications thereof, in order to obtain the Principal Agent's directive</p>				
65	<p>Sub-clause 6.3.1 has been amended as follows: Replace the words btwo (2) copiesb with bfour (4) copiesb under bullet point number 6</p> <p>F:..... V:.....T:.....</p>	Item	1		
66	<p>Clause 6.4 - Compliance with manufacturer's instructions</p> <p>F:..... V:.....T:.....</p>	Item	1		
	Deposits and fees (B7)				
67	<p>Clause 7.1 - Deposits and fees</p> <p>F:..... V:.....T:.....</p>	Item	1		
TOTAL CARRIED FORWARD					

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	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
	Temporary services (B8)				
68	Clause 8.1 - Water F:..... V:..... T:.....	Item	1		
69	Clause 8.2 - Electricity F:..... V:..... T:.....	Item	1		
70	Clause 8.3 - Ablution and welfare facilities F:..... V:..... T:.....	Item	1		
71	Clause 8.4 - Communication facilities F:..... V:..... T:.....	Item	1		
	Prime cost amounts (B9)				
72	Clause 9.1 - Responsibility for prime cost amounts F:..... V:..... T:.....	Item	1		
	Attendance on subcontractors (B10)				
73	Clause 10.1 - General attendance F:..... V:..... T:.....	Item	1		
74	Clause 10.2 - Special attendance Sub-clause 10.2 has been amended to include the following: The Tenderer shall examine all drawings and information pertaining to the works as a whole and shall provide all necessary special attendance resources required for the due and proper execution and completion of all sub-contract works F:..... V:..... T:.....	Item	1		
	General (B11)				
75	Clause 11.1 - Protection of the works F:..... V:..... T:.....	Item	1		
76	Clause 11.2 - Protection/isolation of existing works and works occupied in sections F:..... V:..... T:.....	Item	1		
77	Clause 11.3 - Security of the works F:..... V:..... T:.....	Item	1		
78	Clause 11.4 - Notice before covering work F:..... V:..... T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
79	Clause 11.5 - Disturbance F:..... V:..... T:.....	Item	1		
80	Clause 11.6 - Environmental disturbance F:..... V:..... T:.....	Item	1		
81	Clause 11.7 - Works cleaning and clearing Disposal of Waste Material, etc. The contractor shall provide appropriate equipment (such as chutes, if required), etc., for the rapid removal of waste material, etc., at points as agreed with the Principal Agent in writing. In addition, the contractor is to provide for adequate waste skips for the disposal of such material to be located in positions as advised by the Principal Agent in writing The contractor shall ensue that there is a maximum of a twenty four (24) hour turn-around time for the removal of all full waste skips from site. The contractor further acknowledges that the Employer reserves the right to appoint others to remove waste material and waste skips from site, should the contractor fail to meet the twenty four (24) hour turn-around time and that such costs shall be deducted from amounts due to the contractor F:..... V:..... T:.....	Item	1		
82	Clause 11.8 - Vermin F:..... V:..... T:.....	Item	1		
83	Clause 11.9 - Overhand work F:..... V:..... T:.....	Item	1		
84	Clause 11.10 - Tenant installations F:..... V:..... T:.....	N/A	1		
85	Clause 11.11 - Advertising F:..... V:..... T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	BILL NO. 1				
	PRELIMINARIES				
	SECTION C: SPECIFIC PRELIMINARIES				
86	Health and Safety Without limiting the generality of the provisions of clause 2.0, the contractor's attention is drawn to the provisions of the Construction Regulations issued in terms of the Occupational Health and Safety Act, 1993 as amended. It is specifically stated that the employer shall prepare a documented health and safety specification for the works (annexed to these bills of quantities) and that the Employer shall ensure that the contractor has made provision for the cost of health and safety measures during the execution of the works. The contractor shall price opposite this item for compliance with the act and the regulations and the provisions of the aforementioned health and safety specification [2.1] The contractor shall: 1.Comply with the health and safety specification for the works 2.Prepare and agree with the health and safety consultant the health and safety plan for the works 3.Cooperate with the health and safety consultant in all respects 4.Manage the compliance of all subcontractors with the regulations and with the health and safety plan and specification 5.Conform to the conditions contained in the Employer's health and safety specification 6.The contractor shall price section D of the preliminaries and allow opposite each item for all costs associated in connection with the health and safety specification F:..... V:.....T:.....	Item	1		
87	As Built Drawings The contractor shall accurately record the details of the electrical, mechanical, security, fire installation, water reticulation details, construction breaks, etc., on drawings and issue same to the Principal Agent and the relevant agent for record purposes F:..... V:.....T:.....	N/A	1		
88	Personal Protective EquipmentThe contractor shall provide and keep on site an adequate supply of clean safety helmets and reflective vests for the use of all professional personnel and all authorised visitors F:..... V:.....T:.....	Item	1		
89	Site Access for and Management of Direct Contracts The contractor shall allow direct contractors appointed by the Employer to access the site to execute work which does not form part of the Principal Building Agreement, concurrently with that of its (the principal building contractor), work. In this regard, the contractor shall provide any necessary assistance (e.g. ensuring placement of material orders, monitoring the manufacturing process, monitoring of raw materials availability, programming of works, etc.), to the principal agent in respect of management of any direct contracts. In this regard, is shall be deemed that all allowances have been made in the contract amount to ensure compliance with this clause F:..... V:.....T:.....	Item	1		
90	Precontract Engagement Contractors shall be engaged prior to issuance of site possession to facilitate all necessary precontract work which shall include the construction work permit application, procurement of specialist sub-contractors, finalisation of contract and any design coordination between the contractor and the professional team. Contractors will be required to make the necessary allowances for such work during this period as no claims for additional preliminaries will be entertained F:..... V:.....T:.....	Item	1		
91	Community Liaison Officer (CLO) Allow a value of R NIL (R NIL per month) for a salary of a CLO inclusive of a cell phone and laptop allowance.	N/A			
	Contract Provisions				
92	Tender Data Schedule F:..... V:.....T:.....	Item	1		
93	General Conditions of Contract F:..... V:.....T:.....	Item	1		
94	Special Conditions of Contract F:..... V:.....T:.....	Item	1		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 1</u>				
	<u>PRELIMINARIES</u>				
95	Contract Data F:..... V:..... T:.....	Item	1		
	SUMMARY OF CATEGORIES				
	Category : Fixed R:..... Category : Value R:.....				
	Category : Time R:.....				
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 2</u></p> <p><u>ALTERATIONS</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>View site</u></p> <p>Before submitting his tender the tenderer shall visit the site and satisfy himself as to the nature and extent of the work to be done and the value of the materials salvageable from the alterations. No claim for any variations of the contract sum in respect of the nature and extent of the work or of inferior or damaged materials will be entertained</p> <p><u>Explosives</u></p> <p>No explosives whatsoever may be used for alteration purposes unless otherwise stated</p> <p><u>General</u></p> <p>The contractor shall carry out the whole of the works with as little mess and noise as possible and with a minimum of disturbance to tenants in the building and to adjoining premises and their tenants. He shall provide proper protection and provide, erect and remove when directed, any temporary tarpaulins that may be necessary during the progress of the works, all to the satisfaction of the principal agent</p> <p>Doors, fanlights, windows, fittings, frames, linings, etc which are to remain the property of the employer shall be carefully taken out, temporarily stored, transported over a distance of approximately 30km to store and handed over to the employer</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 2</u></p> <p><u>ALTERATIONS</u></p> <p><u>General</u></p> <p>Doors, fanlights, windows, fittings, frames, linings, etc which are to be re-used shall be thoroughly overhauled before refixing including taking off, easing and rehanging, cramping up, re-wedging as required and making good cramps, dowels, etc, and oiling, adjusting and repairing ironmongery as necessary, replacing any glass damaged in removal or subsequently and stopping up all nail and screw holes with tinted plastic wood to match timber, unless otherwise described. Re-painting or re-varnishing is given separately</p> <p>Prices for taking out of doors, windows, etc shall include for removal of all beads, architraves, ironmongery, etc</p> <p>Prices for taking out and removing doors and frames shall include for removing door stops, cabin hooks, etc</p> <p>With regard to building up of openings in existing walls, cement screeds and pavings, granolithic, tops of walls, etc, shall be levelled and prepared for raising of brickwork</p> <p>Making good of finishes shall include making good of the brick and concrete surfaces onto which the new finishes are applied, where necessary</p> <p>The contractor will be required to take all dimensions affecting the existing buildings on the site and he will be held solely responsible for the accuracy of all such dimensions where used in the manufacture of new items (doors, windows, fittings, etc)</p> <p><u>TEMPORARY BARRICADES, SCREENS, ETC</u></p> <p><u>Temporary barricades, screens, roofs, etc including removal</u></p> <p><u>Galvanised diamond wire mesh fence with shade cloth tied to four 3.15mm diameter straining wire and intermediate or stabilizing posts at 3m centres with 2.5mm binding wire</u></p> <p>1 Shadecloth barrier screen 1800mm high fence complete with shade cloth and remove on completion</p> <p>2 160mm Diameter gum pole stabilizing posts, 2400mm long, planted 600mm deep in ground and projecting 1800mm high above ground and remove on completion</p> <p><u>REMOVAL OF EXISTING WORK</u></p> <p><u>Breaking up and removing reinforced concrete, including cutting off and removing reinforcement</u></p> <p>3 150mm Thick surface beds</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>REMOVAL OF EXISTING WORK</u>				
	<u>Breaking down and removing brickwork etc</u>				
4	One brick walls	m2	19,00		
	<u>Taking out and removing doors, windows, etc, including thresholds, sills, etc (building up openings and making good finishes elsewhere)</u>				
5	Timber single door and steel frame not exceeding 2,5m ²	No	4,00		
6	Glazed steel/aluminium window not exceeding 2,5m ²	No	1,00		
	<u>Taking out and removing sundry joinery work, fittings, etc</u>				
7	Timber skirtings	m	24,00		
	<u>Taking out and removing sundry joinery work, fittings, etc</u>				
8	Gypsum Cornices	m	54,00		
	<u>Taking up and removing wood block floor coverings, vinyl floor coverings, carpets, etc and preparing screeds for new floor coverings</u>				
9	Vinyl sheet floor covering with welded joints	m2	15,00		
	<u>Taking out and removing ironmongery</u>				
10	Toilet paper holder/Soap Dispenser from wall	No	6,00		
11	Bin/Paper Towel Dispenser from wall	No	6,00		
	<u>Taking out , Setting aside and reinstating in a similar new position ironmongery</u>				
12	Towel Rail/Grab Rail	No	5,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>Hacking up/off and removing granolithic, screeds, plaster, etc from concrete or brickwork and preparing surfaces for new screed, plaster, tile finishes, etc</u>				
13	30mm Screed from floors	m2	15,00		
14	Internal plaster from walls and columns in patches	m2	100,00		
	<u>Hacking up/off and removing ceramic tiles including removing mortar bed or adhesive from concrete or brickwork and preparing surfaces for new screed, plaster, tile finish, etc</u>				
15	Tiles to walls	m2	1,00		
	<u>Taking out and removing sanitary fittings, tanks, geysers, etc, including disconnecting from pipes, traps, etc and making good floor and wall finishes (making good tiling and paintwork elsewhere)</u>				
16	Vitreous china wash hand basin	No	3,00		
17	Vitreous china WC pan with cistern and flush pipe	No	3,00		
18	Mirror 600 x 600mm high from wall	No	3,00		
	<u>CUTTING THROUGH FLOORS AND CEILINGS</u>				
	<u>Cutting through:</u>				
19	150mm Thick unreinforced concrete surface bed for 600mm wide concrete wall footings and making good concrete on both sides of new 110mm brick walls (making good floor finishes elsewhere)	m	9,00		
	<u>BUILDING UP OPENINGS</u>				
	<u>Brickwork in NFP bricks in class II mortar in building up openings, including bonding new to existing and making good cement plaster on both sides (making good paintwork elsewhere)</u>				
20	Opening 1200 x 600mm high overall in 280mm brick wall windows	No	1,00		
	<u>Sundries</u>				
	<u>face bricks pointed with flush (recessed) horizontal and vertical joints</u>				
21	Cutting toothings and bonding new face brickwork to existing	m	12,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>MAKING GOOD OF FINISHES ETC</u>				
	<u>Making good brickwork</u>				
22	Faces of walls where one brick cross walls removed	m	12,00		
	<u>Making good gypsum plasterboard ceilings and timber branderling</u>				
23	Ceilings in patches	m2	30,00		
	<u>Making good cement screeds</u>				
24	Floors where one brick walls removed	m	9,00		
	<u>Making good internal cement plaster</u>				
25	Walls in patches	m2	25,00		
26	Concrete ceilings in patches	m2	25,00		
27	Walls where half brick (one brick?) walls removed	m2	3,00		
28	Concrete ceilings where half brick (one brick?) walls removed	m	9,00		
	<u>OPENINGS THROUGH EXISTING WALLS ETC</u>				
	<u>Altering openings</u>				
	<u>Breaking out for and forming openings through brick walls for new windows, including prestressed concrete lintels, making good cement plaster on both sides and into reveals and with sloping fibre-cement sills on outside and flat fibre-cement sills on inside (new windows and making good paintwork elsewhere)</u>				
29	Opening for window 600 x 600mm high through 280mm hollow wall of two half brick skins, including building cavity solid	No	2,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u> <u>ALTERATIONS</u> <u>STRUCTURAL WORKS</u> The Contractor must ensure that the provided rates caters for all the necessary labour, equipment, access, hoisting, transportation, spoiling of material, etc All Structural repairs to be executed in strict accordance to engineers specifications <u>Structural Minor Horizontal Cracks</u> 30 Hack off plaster from brickwall 200 mm either side of crack to expose bricks and dispose debris offsite. 31 Ream out cracked or damaged mortar joints to a minimum depth of 25 mm to expose sound material, remove off dust, friable and loose material, including disposal of debris offsite 32 Repoint joints with 1:3 cement mortar with 'SIKA-1' additive 33 Replaster wall with 1:3 cement mortar wood floated with 'SIKA-1' additive to match adjacent surfaces <u>Structural Cracks around windows</u> 34 Hack off loose or damaged plaster from brickwall along the sides of crack if any and dispose debris offsite. 35 Widen cracks with a sharp appropriate tool to form a V-shaped joints, blow off and remove dust, friable and loose materials, including disposing debris offsite. 36 Patch up damaged plaster with 1:3 cement mortar wood floated with 'SIKA-1' additive and ensure not to close-up the crack. 37 Apply an approved non-shrink crack cementitious grout or injection of resin to cracks in accordance to manufacture' specifications <u>Minor Vertical Cracks</u> 38 Hack off loose or damaged plaster from brickwall along the sides of crack if any and dispose debris offsite. 39 Widen cracks with a sharp appropriate tool to form a V-shaped joints, blow off and remove dust, friable and loose materials, including disposing debris offsite.				
		m ²	36,00		
		m	45,00		
		m	45,00		
		m ²	36,00		
		m ²	12,00		
		m	24,00		
		m ²	12,00		
		m	24,00		
		m ²	12,00		
		m	15,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>Minor Vertical Cracks</u>				
40	Patch up damaged plaster with 1:3 cement mortar wood floated with 'SIKA-1' additive and ensure not to close-up the crack.	m ²	12,00		
41	Apply an approved non-shrink crack cementitious grout or injection of resin to cracks in accordance to manufacture' specifications	m	15,00		
	<u>Structural Major Vertical Cracks</u>				
42	Hack off plaster from brickwall 500 mm either side of crack to expose bricks and dispose debris offsite.	m ²	11,20		
43	Prepare the exposed surface to receive new plaster (elsewhere \measured) by cleaning and removing dust, friable and loose materials.	m ²	11,20		
44	Supply and install chicken mesh wire on prepared surface across the crack including pinning to brickwall with suitable material.	m ²	11,20		
45	Replaster wall with 1:3 cement mortar with 'SIKA-1' additive to match adjacent surfaces	m ²	11,20		
	<u>Introduce lintels</u>				
46	Carefully core or remove brick at specific points as directed by Engineer at approximately 1000 mm centres above openings to create holes to be used for propping the above dead load. Please note all props to be approved by engineer prior to commencement of demolition.	m	4,65		
47	Carefully break out two courses of brickwork above openings and dispose debris offsite.	m	4,65		
48	Slot in position 100x100x8 angle(equal leg) lintel including necessary temporary supports.	m	4,65		
49	Single course One brick wall above lintel built with non-shrink grout joints according to engineers specifications	m	4,65		
50	Slip joints with "Sandor Jointex" polyethylene expansion joint filler with tear-off strips between brickwork and lintels and sealed with 13 x 30 polyurethane UV Joint Sealant.	m	1,35		
51	Plaster lintel and new brickwork (both sides) with 1:3 cement mortar with 'SIKA-1' additive to match adjacent surfaces	m ²	4,48		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>Upgrade drain Channel</u>				
52	Clean drain channel of rubbish, organic substances, vegetation and soil. Dispose material offsite.	m ²	12,60		
53	Hacking up/off and removing screed or plaster from concrete or brickwork and preparing surfaces for new screed or plaster (elsewhere measured).	m ²	8,40		
54	30 mm thick 1:3 Cement screed steel floated with 'SIKA' waterproofing additive as per manufacturer's instructions, on brickwork or concrete applied to fall.	m ²	8,40		
	<u>Weep holes</u>				
55	Unblock weep holes, including making good to affected areas. Slot in 50 mm diameter PVC pipe with splayed protruding end to dispose water from walls. Allow for waterproofing as required.	no.	9,00		
	<u>Slip Joints Cracks</u>				
56	Saw cut 13 x 50 mm deep to form slip joints between concrete beam and brickwork, remove dust, friable and loose materials, including disposing debris offsite.	m	4,00		
57	Slip joints with "Sondor Jointex" polyethylene expansion joint filler with tear-off strips between brickwork and lintels and sealed with 13 x 30 polyurethane UV Joint Sealant.	m	1,00		
	<u>Boundary Wall</u>				
58	Take out existing 3000 mm precast panel durawall and prepare earth to receive new clearvu fencing (Clearvu measured elsewhere)	m	25,00		
	<u>Sub-Soil Drainage</u>				
59	110mm Kaymat Geopipe laid to falls in trench including 19mm clean drainage stones encasing overall size 300 x 300mm and including Kaymat U19 geo-textile membrane	m	106,00		
	<u>Interlocking Planter Blocks</u>				
60	Taking out and removing existing planter blocks and dispose offsite	m ²	33,00		
61	Excavate for embankment behind retaining wall including trimming to slope and dispose surplus excavated material	m ³	49,50		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>Interlocking Planter Blocks</u>				
62	Backfill with G5 material to form embankment for cavity retaining wall and compacted in layers of 150 mm thick to 98% Mod AASHTO density	m ³	49,50		
64	Bidim A2 geotextile wrapping around 19 mm clean drainage stones around 110 mm diameter 110mm Diameter flo-drain perforated HDPE agricultural pipes including one coat "Prostruct Bituthene Neoprene", or equal approved, primer and "Prostruct Bituthene 3000", or equal approved, rubberised bituminous waterproofing membrane in strict accordance with the manufacturer's instructions on brick retaining walls and "Hydroduct 200", or equal approved, laid vertically to brick retaining walls in strict accordance with the manufacturer's instructions refer to drawing no. 2012-STR-102.	m	30,00		
	<u>Miscellaneous</u>				
65	Allow for cleaning roof, including unblocking gutters and downpipes. Secure all loose screw.	item	1,00		
66	Taking out and removing trees girth not exceeding 500mm, including grubbing up roots, filling in holes and compacting to 98% Mod AASHTO density	no.	4,00		
	<u>REMOVAL OF EXISTING WORK</u>				
67	Hack up, carefully remove and dispose existing brick paving	m ²	44,00		
68	Demolish site parking area and dispose asphalt layers and backfill	m ²	52,00		
69	Demolish site parking area retaining walls	m ²	16,80		
70	Demolish site parking area staircases	item	1,00	5000,00	5000,00
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>NEW WORK</u>				
71	Allow Provisional Sum of R 40 000,00 to Reinstate site parking area including asphalt layer and g7 backfill in accordance to engineers specifications	Item	1,00	40000,00	
72	Allow provisional Sum of R 30 000,00 to Install new site area staircase	item	1,00	30000,00	
	<u>JACK PILING (SPECIALIST CONTRACTOR)</u>				
	<u>Jack and underpinning the perimeter of the building (Position to be shown by the Engineer). The rate must include the following: The depth of the pile determine by the specialist contractor, Tie back the piles to existing foundation, Specialist services and Dynamic Probe Super Heavy (DPSH) testing to be carried out prior to the installation of micro piles to determine suitable piles founding depths (Testing elsewhere measured). Jack foundation systematically with monitoring the cracks and ensure that the crack is closed before concreting</u>				
73	410kN Micro piles at approximately 3000mm c/c to be jacked to a depth of 2m refer to Drawing No . 2012-STR-100	No	42,00		
	<u>TESTING</u>				
74	Conduct DPL test to 2m from the foundation surface of the micro piles (including the test results in the form of bearing capacity of soil)	item	1,00		
	<u>EARTHWORKS, ETC.</u>				
	<u>Excavation in earth not exceeding 2m deep</u>				
	Underpinning in 1m alternating sections under existing foundations	m3	84,00		
	Surplus material from excavations and/ stock piles on site to a dumping site to be located by the contractor	m3	20,00		
	<u>Risk of collapse of excavations</u>				
75	Side of trench and hole excavations exceeding 1.5m deep not exceeding 3.0m deep	m2	336,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 2</u>				
	<u>ALTERATIONS</u>				
	<u>Keeping excavations free of water</u>				
76	Keeping excavations free of all water other than subterranean water	item	1,00		
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site, compacted to 95% Mod AASHTO density (All as per Eng Details)</u>				
77	Backfilling to trenches, holes, etc	m3	64,00		
	<u>Prescribed density tests on filling</u>				
78	Modified AASHTO Density test	No	42,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 3</u></p> <p><u>EARTHWORKS (PROVISIONAL)</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><i>The following are typical examples of descriptions of "nature of ground"</i></p> <p><u>Nature of ground</u></p> <p>The nature of the ground is assumed to be loose sandy material, therefore "earth", but possibly interspersed with "soft rock" or "hard rock"</p> <p>The nature of the ground is assumed to be gravel, therefore "earth", but possibly interspersed with "soft rock" or "hard rock"</p> <p>The nature of the ground is assumed to be silty clay with loose river boulders varying in size up to approximately 450mm diameter, all of which will be deemed as "earth", but possibly interspersed with "hard rock"</p> <p>Trial holes indicate that the nature of the ground is silty clay to a depth of approximately 500mm with fine to medium loose sandy material below, therefore "earth"</p> <p>A soils investigation has been carried out on the site by the engineer and the report is annexed to these bills of quantities. The soils report indicates that the ground varies between silty sand, reworked soil of mixed origin and residual shale, all of which will be deemed as "earth". All very hard unweathered shale, ironstone, etc, the removal of which necessitates the use of explosives or heavy duty hydraulic percussion hammers (peckers), will be classified as "hard rock"</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 3</u></p> <p><u>EARTHWORKS (PROVISIONAL)</u></p> <p><u>User note</u></p> <p><i>The following are typical examples of descriptions of "subterranean water"</i></p> <p><u>Subterranean water</u></p> <p>No subterranean water is expected due to the nature of the site the water table level below natural ground can only be confirmed once the Geotechnical Report has been completed. If necessary, the removal of subterranean water is will be given separately</p> <p><u>Carting away of excavated material</u></p> <p>Descriptions of carting away of excavated material shall be deemed to include loading excavated material onto trucks directly from the excavations or, alternatively, from stock piles situated on the building site</p> <p><u>Filling and layer work materials</u></p> <p>References such as "G1", "G2", etc and "C1", "C2", etc in descriptions of filling and layer work materials refer to corresponding references in the document "Guidelines for Road Construction Materials. TRH 14 : 1985" compiled by the Committee of State Road Authorities and the properties set out therein for each kind shall be applicable to the respective materials described hereinafter</p> <p><u>User note</u></p> <p><i>When no information regarding density and other tests is available the following preamble in respect of testing may be inserted</i></p> <p><u>Testing</u></p> <p>Prices for filling are to include for all necessary density and other tests</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 3</u> <u>EARTHWORKS (PROVISIONAL)</u> <u>SITE CLEARANCE</u> <u>User note</u> <i>Where the value is of significance, the removal of hedges etc shall be given separately in meters or in number</i> <u>Site clearance</u>				
1	Digging up and removing rubbish, debris, vegetation, hedges, shrubs, bush, etc and trees not exceeding 200mm girth <u>EXCAVATION, FILLING, ETC OTHER THAN BULK</u> <u>User note</u> <i>Only the appropriate one of the above two alternative headings is to be inserted, depending on whether the separate "bulk excavation, filling, etc" option is utilised or not</i> <u>EXCAVATIONS ETC</u> <u>Excavation in earth not exceeding 2m deep</u>	m2	54,00		
2	Trenches <u>EXCAVATION, FILLING, ETC OTHER THAN BULK</u> <u>Extra over all excavations for carting away</u>	M3	5		
3	Surplus material from excavations and/or stock piles on site, to a dumping site to be located by the contractor <u>Risk of collapse of excavations</u>	M3	3		
4	Sides of trench and hole excavations not exceeding 1,5m deep	m2	20		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 3</u>				
	<u>EARTHWORKS (PROVISIONAL)</u>				
	<u>FILLING ETC</u>				
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site, including haulage approximately 30m from the perimeter of the excavations or stock piles, compacted to 95% Mod AASHTO density</u>				
5	Backfilling to trenches, holes, etc	M3	2,00		
	<u>Filling of gravel-soil material (G7) supplied by the contractor, compacted to 95% Mod AASHTO density</u>				
6	Under floors	M3	2		
	<u>Filling of coarse river sand supplied by the contractor, consolidated</u>				
7	Under floors, ramps, paving etc	M3	1		
	<u>WEED KILLERS, INSECTICIDES, ETC</u>				
	<u>User note</u>				
	<i>Where SANS 5859 is not applicable, refer to other suitable construction standards or provide full specifications</i>				
	<u>Soil insecticide in accordance with SANS 5859</u>				
8	Under floors etc, including forming and poisoning shallow furrows against foundation walls etc, filling in furrows and ramming	m2	6		
	<u>TESTS</u>				
	<u>Prescribed tests to determine degree of compaction or other properties of ground or filling</u>				
9	Modified AASHTO Density test	No	6,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 4</u></p> <p><u>CONCRETE, FORMWORK AND REINFORCEMENT</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Cost of tests</u></p> <p>The costs of making, storing and testing of concrete test cubes as required under clause 7 "Tests" of SABS 1200 G shall include the cost of providing cube moulds necessary for the purpose, for testing costs and for submitting reports on the tests for approval. The testing shall be undertaken by an approved independent firm or institution nominated by the contractor (test cubes are measured separately)</p> <p><u>Breeze concrete</u></p> <p>Breeze concrete shall consist of twelve parts clean dry furnace ash, free from coal or other foreign matter, to one part cement (1:12); the ash graded up to particles which will pass a 16,5mm ring from a minimum which fails to pass a 4,75mm mesh. The finer materials from the screening are to be first mixed with the cement into a mortar and the ash added afterwards and thoroughly incorporated</p> <p><u>Lightweight concrete</u></p> <p>Lightweight concrete shall have a density of 600kg/m³ for the top 50mm and 400kg/m³ for the remaining thickness. The minimum thickness at outlets, channels, etc shall be 50mm</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 4</u></p> <p><u>CONCRETE, FORMWORK AND REINFORCEMENT</u></p> <p><u>Formwork</u></p> <p>Descriptions of formwork shall be deemed to include use and waste only (except where described as "left in" or "permanent"), for fitting together in the required forms, wedging, plumbing and fixing to true angles and surfaces as necessary to ensure easy release during stripping and for reconditioning as necessary before re-use</p> <p>The vertical strutting shall be carried down to such construction as is sufficiently strong to afford the required support without damage and shall remain in position until the newly constructed work is able to support itself</p> <p>Formwork to soffits of solid slabs etc shall be deemed to be to slabs not exceeding 250mm thick unless otherwise described</p> <p>Formwork to soffits of slabs, beams, etc shall be deemed to be propped up exceeding 1,5m and not exceeding 3,5m high unless otherwise described</p> <p>Formwork to sides of bases, pile caps, ground beams, etc will only be measured where it is prescribed by the engineer for design reasons.</p> <p>Formwork necessitated by irregularity or collapse of excavated faces will not be measured and the cost thereof shall be deemed to be included in the allowance for taking the risk of collapse of the sides of the excavations, provision for which is made in "Earthworks"</p> <p><u>UNREINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES</u></p> <p><u>20MPa/19mm concrete</u></p> <p>1 Surface blinding under footings and bases</p> <p><u>REINFORCED CONCRETE CAST ON/IN FORMWORK</u></p> <p><u>30MPa/19mm concrete</u></p> <p>2 Strip footings</p> <p><u>TEST CUBES</u></p> <p>3 Making and testing 150 x 150 x 150mm concrete strength test cube (Provisional)</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 4</u></p> <p><u>CONCRETE, FORMWORK AND REINFORCEMENT</u></p> <p><u>User note</u></p> <p><i>In lieu of the above the requirements in respect of quality control can be described and the total volume of concrete subject to control given in cubic meters (normally the reinforced concrete only). There are specialist companies who offer a control service based on a rate per cubic meter</i></p> <p><u>CONCRETE SUNDRIES</u></p> <p><u>Finishing top surfaces of concrete smooth with a wood float</u></p>				
4	<p>Surface beds, slabs, etc</p> <p><u>User note</u></p> <p><i>The following two items are to be given only in instances where supports to concrete are required to be left in for periods exceeding those provided for in the preambles</i></p> <p><u>MOVEMENT JOINTS ETC</u></p> <p><u>Expansion joints with 12mm softboard (bitumen impregnated softboard) (closed cell expanded polyethylene) between vertical concrete and brick surfaces</u></p>	m2	6		
5	<p>Not exceeding 300mm high to edges of surface beds</p> <p><u>REINFORCEMENT</u></p> <p><u>High tensile steel reinforcement to structural concrete work</u></p>	m	18,00		
6	<p>Various Diameter bars</p> <p><u>Fabric reinforcement</u></p> <p><u>User note</u></p> <p><i>The following types of fabric reinforcement are normally specified: Types 100, 193, 245, 311 and 395</i></p>	t	0,20		
7	<p>Type 193 fabric reinforcement in concrete surface beds etc</p>	m2	5,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 5</u></p> <p><u>MASONRY</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>BRICKWORK</u></p> <p><u>Sizes in descriptions</u></p> <p>Where sizes in descriptions are given in brick units, "one brick" shall represent the length and "half brick" the width of a brick</p> <p><u>User note</u></p> <p><i>The following preamble generally applies for works in hot and humid coastal areas</i></p> <p><u>Bagged and sealed walls</u></p> <p>Walls in two skins described as "bagged and sealed" shall be deemed to include having the outer face of the inner skin bagged with 1:6 cement and sand mixture and sealed with two coats bitumen emulsion waterproofing coating</p> <p><u>Face bricks</u></p> <p>Bricks shall be ordered timeously to obtain uniformity in size and colour</p> <p><u>Pointing</u></p> <p>Descriptions of recessed pointing to fair face brickwork and face brickwork shall be deemed to include square recessed, hollow recessed, weathered pointing, etc</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 5</u>				
	<u>MASONRY</u>				
	<u>BRICKWORK</u>				
	<u>FOUNDATIONS (PROVISIONAL)</u>				
	<u>Brickwork of NFX bricks (14 MPa nominal compressive strength) in class II mortar in loadbearing walls etc</u>				
1	Half brick walls	m2	6		
	<u>SUPERSTRUCTURE</u>				
	<u>Brickwork of NFP bricks in class II mortar</u>				
2	Half brick walls	m2	26		
	<u>BRICKWORK SUNDRIES</u>				
3	Forming toothings and bonding new brickwork to existing	m2	3		
	<u>2.5mm Galvanised brick reinforcement</u>				
4	Various mm Wide reinforcement built in horizontally	m	146		
	<u>Prestressed fabricated concrete lintels including necessary temporary supports</u>				
5	110 x 75mm Lintels in lengths not exceeding 3m	m	5		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 6</u></p> <p><u>WATERPROOFING</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i> <i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i> <i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Waterproofing</u></p> <p>Waterproofing of roofs, basements, etc shall be laid under a ten year guarantee. Waterproofing to roofs shall be laid to even falls to outlets etc with necessary ridges, hips and valleys. Descriptions of sheet or membrane waterproofing shall be deemed to include additional labour to turn-ups and turn-downs</p> <p><u>DAMPPROOFING OF WALLS AND FLOORS</u></p> <p><u>User note</u></p> <p><i>Where SANS 952-1985 in the following headings is not applicable, refer to other suitable construction standards or provide full specifications</i></p> <p><u>One layer type FV dampproof course</u></p> <p><u>One layer 375 micron embossed polyethylene dampproof course (SANS 952-1985 type B)</u></p> <p>1 In walls m2 4</p> <p><u>One layer 250 micron green polyethylene waterproof sheeting (SANS 952-1985 type C) sealed at laps with PVC self-adhesive tape</u></p> <p>2 Under surface beds m2 6</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 6</u> <u>WATERPROOFING</u> <u>Repair Cracks and apply Sikafloor® Garage (or similar approved), a 2-part, epoxy, water based, coloured, floor coating that can provide a seamless, low maintenance, for normal -medium wear conditions. Internal and external use. Application According to Manufacturers Specifications</u> On Previously Painted or Concrete surfaces (steps,risers landings etc.) <u>Silicone sealant</u>				
3	On frames and sanitary fittings (provisional)	m2	21		
		m	35,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 7</u></p> <p><u>CARPENTRY AND JOINERY</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Fixing</u></p> <p>Items described as "nailed" shall be deemed to be fixed with hardened steel nails or pins, or to be shot-pinned, to brickwork or concrete</p> <p>Items described as "plugged" shall be deemed to include screwing to fibre, plastic or metal plugs at not exceeding 500mm centres, and where described as "bolted", the bolts have been given elsewhere</p> <p><u>Decorative thermosetting plastic laminate covering</u></p> <p>Laminate covering shall be glued under pressure and edge strips of same shall be butt jointed at junctions with adjacent similar finish</p> <p><u>SKIRTINGS</u></p> <p><u>Wrought meranti</u></p>				
1	13 x 67mm Wrought meranti	m	24,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 7</u></p> <p><u>CARPENTRY AND JOINERY</u></p> <p><u>TIMBER DOORS, WINDOWS, ETC</u></p> <p><u>Fire doors</u></p> <p><u>User note</u></p> <p><i>Where SANS 1253 in the following description is not applicable, refer to other suitable construction standards or provide full specifications</i></p> <p><i>Fire doors are to be in accordance with SANS 1253</i></p> <p><u>DOORS ETC</u></p> <p><u>Solid laminated external quality flush doors with 3mm veneer, hung to steel frames</u></p> <p>2 40mm Door 813 x 2 032mm high</p> <p><u>FITTINGS</u></p> <p><u>CUPBOARDS TO KITCHENS, CONSULTING ROOMS ETC</u></p> <p><u>User note</u></p> <p><i>When using the following system of measuring cupboard fittings a detailed specification must either be annexed to the detail drawings of the cupboards or given in the bills of quantities</i></p> <p><i>The following clause is to be amended if any or all the items of others trades, i.e. glass, ironmongery, metalwork, paint or varnish finishes are given separately and is to include a clear statement to this effect</i></p>	No	3,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 7</u></p> <p><u>CARPENTRY AND JOINERY</u></p> <p><u>SUPPLEMENTARY PREAMBLES</u></p> <p><u>General</u></p> <p>The following cupboard fittings are given as complete units i.e. the components of the units have not been given separately. Descriptions of such units shall, therefore, be deemed to include all components, assembling, housing, notching, glueing, blocking, planting-on and screwing with countersunk screws, edge strips, thermosetting plastic laminate, glass, ironmongery, metalwork, paint or varnish finishes, etc Prices are to include for all necessary filler pieces against walls etc</p> <p><u>References</u></p> <p>References given in descriptions refer to the respective types of fittings detailed on the architect's drawing(s) numbered annexed to these bills of quantities (accompanying these bills of quantities) for tender purposes</p>				
3	Cupboard 600mm long x 600mm wide x 2 700mm high overall complete	No	1,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 8</u></p> <p><u>CEILINGS, PARTITIONS AND ACCESS FLOORING</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Fixing</u></p> <p>Items described as "nailed" shall be deemed to be fixed with hardened steel nails or pins, or to be shot-pinned, to brickwork or concrete</p> <p>Items described as "plugged" shall be deemed to include screwing to fibre, plastic or metal plugs at not exceeding 500mm centres, and where described as "bolted", the bolts have been given elsewhere</p> <p><u>Ceilings</u></p> <p>Unless otherwise described ceilings shall be deemed to be horizontal</p> <p><u>Bulkheads</u></p> <p>Unless otherwise described bulkheads shall be deemed to be horizontal along the length</p> <p><u>Steel components</u></p> <p>All steel components for ceilings, partitions, etc are to be galvanised in accordance with SANS 121</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	BILL NO. 8 <u>CEILINGS, PARTITIONS AND ACCESS FLOORING</u> <u>NAILED-UP CEILINGS</u> <u>SUPPLEMENTARY PREAMBLES</u> <u>Openings</u> Prices for openings for light fittings, ventilation grilles, air conditioning diffusers, etc are to include for any necessary additional support, trimming around, etc <u>4mm Fibre-cement plain ceiling boards with taped and skimmed flush joints</u> 1 Ceilings including 38 x 38mm sawn softwood bandering at 600mm centres <u>Gypsum plasterboard cornices</u> 2 75mm Coved cornices <u>SUSPENDED CEILINGS</u> <u>SUPPLEMENTARY PREAMBLES</u> <u>Proprietary suspended ceilings</u> Hangers, suspension grids, "lay-in" panels, etc are to be in accordance with the manufacturers' recommendations <u>User note</u> <i>The following preamble to be included in the bills of quantities after confirmation of the basic design of the ceilings, lighting, air conditioning, etc</i> <i>Electrical light fittings, diffusers, panels etc are generally "lay-in" units of the same dimensions as the suspension grid described and allowance must be made in the rates accordingly for their support inclusive of any flexibility in setting out that may be required (ceiling panels have not been deducted and pricing is to take cognisance thereof)</i> Descriptions shall be deemed to include any additional studs at ends and intersections, corner beads, cornices at junctions with ceilings, jointing compound, tape, etc <u>6.4mm Gypsum plasterboard with 8mm wide shadow gaps between boards and to room perimeter</u> 3 Ceilings including 38 x 38mm sawn softwood bandering at 600mm centres	m2	15,00		
		m	54,00		
		m2	25,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 9</u></p> <p><u>IRONMONGERY</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Proprietary items</u></p> <p>Where applicable the manufacturers' names or product catalogue titles are given in sub-headings preceding the items. Prices are to be based on the specific products/articles specified. If tenderers wish to offer alternative products/articles for certain items, these items are to be clearly marked and the alternative specification given with supporting brochures etc clarifying the features of the products/articles offered. On request returnable samples are to be provided to the principal agent for consideration</p> <p><u>HINGES, BOLTS, ETC</u></p> <p><u>Manufactured by "Assa Abloy"</u></p> <p><u>In accordance with catalogue</u></p> <p>1 100mm Steel hinge</p> <p>2 Ref AL8098AS WC indicator bolt with keep fixed to metal</p> <p><u>LOCKS</u></p> <p><u>Keys</u></p> <p>Unless otherwise described locks shall have two keys each</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 9</u> <u>IRONMONGERY</u> <u>EN-SUITE LOCKS</u> The following locks are to be suitable for master key operation <u>Manufactured by "Assa Abloy"</u> <u>In accordance with catalogue</u> 3 two-lever lockset with striking plate fixed to metal	No	3,00		
	<u>HANDLES</u> <u>Manufactured by "Assa Abloy"</u> <u>In accordance with catalogue</u> 4 pull handles with back plate, fixed back-to-back	Pairs	3,00		
	<u>PUSH PLATES AND KICK PLATES</u> <u>Brushed stainless steel grade 304 (204 grit) fixed with adhesive and</u> <u>screwed with 4mm stainless steel raised head countersunk screws</u> 5 850 x 250 x 2mm Protection plate	No	2,00		
	<u>DOOR CLOSERS</u> <u>Manufactured by "Assa Abloy"</u> <u>In accordance with catalogue</u> 6 Door closer with arm	No	1,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 9</u>				
	<u>IRONMONGERY</u>				
	<u>SIGNAGE</u>				
	<u>Manufactured by</u>				
	<u>In accordance with catalogue</u>				
	<u>LETTERS, NAMEPLATES, ETC</u>				
	"Assa Abloy" or equal and approved				
7	Male indicator sign (SS5066-06SSE10)	No	1,00		
8	Female indicator sign (SS5066-06SSE11)	No	1,00		
9	Paraplegic toilet sign (SS5066-06SSE14)	No	1,00		
	<u>SUNDRIES</u>				
	<u>Manufactured by "Assa Abloy"</u>				
	<u>In accordance wit catalogue</u>				
10	38mm Diameter rubber door stop , plugged	No	3,00		
	<u>BATHROOM FITTINGS</u>				
	<u>Manufactured by "Franke"</u>				
	<u>In accordance with catalogue</u>				
11	chromium plated toilet roll holder, plugged	No	3,00		
12	soap dispenser, plugged	No	3,00		
13	paper towel dispenser, plugged	No	3,00		
14	wall mounted waste bin size 355 x 460 x 170mm	No	3,00		
	<u>Towel Rails</u>				
15	Stainless Steel 453 x 90 towel rail	No.	3,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 10</u></p> <p><u>METALWORK</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Descriptions of bolts, anchors, etc</u></p> <p>Descriptions of bolts shall be deemed to include nuts and washers</p> <p>Descriptions of expansion anchors and bolts and chemical anchors and bolts shall be deemed to include nuts, washers and mortices in brickwork or concrete</p> <p>Items described as "holed for bolt(s)" shall be deemed to exclude the bolts unless otherwise described</p> <p>Items described as "plugged" shall be deemed to include screwing to fibre, plastic or metal plugs at not exceeding 600mm centres</p> <p><u>Aluminium doors, windows, etc</u></p> <p>Doors and windows shall comply with AAAMSA design criteria Glazing shall comply with SAGGA regulations. Glass shall be type ? laminated performance glass as shown on the window schedules/drawings appended to these bills of quantities (as described in the headings to window descriptions?). Glass thickness shall comply with SAGGA regulations irrespective of thicknesses shown on the schedules/drawings Doors and windows shall be supplied with protective tape and plastic and shall be removed only once surrounding trades have been completed For purpose made windows and doors, refer to drawings annexed to (issued separately with?) these bills of quantities</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 10</u></p> <p><u>METALWORK</u></p> <p><u>Aluminium doors, windows, etc</u></p> <p>The following certificates shall be provided prior to commencement of site work: 1A copy of the relevant AAAMSA Performance Test Certificate from the manufacturer/contractor supplying the architectural aluminium product 2A Certificate of Conformance confirming that anodising or powder coating has been processed in accordance with SANS 999 and SANS 1796 respectively</p> <p>3A powder guarantee of not less than 15 years issued by the powder manufacturer. The specific conditions contained in this guarantee shall form part of the powder coating process 4A Certificate of Conformance confirming that glazing has been installed in accordance with SANS 0137, ensuring that safety glazing materials have been installed in the mandatory areas and that each individual pane of safety glazing materials has been permanently marked 5A warranty from the manufacturer of the laminated safety glass and/or hermetically sealed glazing units guaranteeing the products against delamination and colour degradation for a period of not less than five years</p> <p><u>GALVANISED PRESSED STEEL DOOR FRAMES</u></p> <p><u>1,6mm Rebated frames suitable for one brick walls</u></p> <p>1 Frame for door</p> <p><u>ALUMINIUM WINDOWS, DOORS, ETC</u></p> <p><u>Note</u></p> <p>Refer to attached window schedules for details of windows</p> <p><u>Natural anodised casement windows, complete with subframes, ironmongery, 6.38mm clear laminated safety glass, sealing, etc. and fixing to brickwork or concrete:</u></p> <p><u>Windows</u></p> <p>2 Window size 600 x 600mm high</p>	No	3,00		
		No	2,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 11</u></p> <p><u>PLASTERING</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><i>The following preambles are to be included only when specifically required by the principal agent</i></p> <p><u>GRANOLITHIC</u></p> <p><u>Method</u></p> <p>The method to be used shall be either the monolithic method or the bonded method</p> <p><u>Preparation</u></p> <p>For granolithic applied monolithically, the concrete floor shall be swept clean after bleeding of the concrete has ceased and the slab has begun to stiffen; any remaining bleed water shall be removed and the granolithic applied immediately thereafter. For granolithic to be bonded to the floor slab after it has hardened, the slab surface shall be hacked (preferably by mechanical means) until all laitance, dirt, oil, etc is dislodged and swept clean of all loose matter. The slab shall then be wetted and kept damp for at least six hours before applying the granolithic</p> <p><u>Mix</u></p> <p>Granolithic shall attain a compressive strength of at least 41MPa. The coarse aggregate shall comply with SANS 1083 and shall generally be capable of passing a 10mm mesh sieve. Where the thickness of the granolithic exceeds 25mm, the size of the coarse aggregate shall be increased to the maximum size compatible with the thickness of the granolithic</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 11</u></p> <p><u>PLASTERING</u></p> <p><u>Panels</u></p> <p>Granolithic shall be laid in panels not exceeding 14m² for monolithic finishes, not exceeding 9,5m² for bonded finishes and not exceeding 6m² for all external granolithic. Wherever possible, panels shall be square but at no time should the length of the panel exceed 1,5 times its width</p> <p>Where possible joints between panels shall be positioned over joints in the floor slab and shall be at least 3mm wide through the full thickness of the finish, separated by strips of wood or fibreboard and finished with V-joints</p> <p><u>Laying</u></p> <p>Monolithic granolithic shall be applied to the partially set slab and thoroughly compacted and lightly wood floated to the required levels</p> <p>Bonded granolithic shall be applied to the slab after applying a 1:1 sand-and-cement slurry brushed over the surface and allowed to partially set before applying the granolithic. The granolithic shall be thoroughly compacted and lightly wood floated to the required levels</p> <p>After wood floating, the monolithic and bonded granolithic shall remain undisturbed until bleeding has ceased and the surface has stiffened. Any remaining bleed water and laitance shall then be removed and the surface steel trowelled or power floated</p> <p><u>Curing, seasoning and protection</u></p> <p>Granolithic shall be covered with clean hessian with waterproof building foil over and kept wet for at least seven days after laying</p> <p><u>Colour</u></p> <p>Coloured granolithic shall be tinted with an approved colouring pigment mixed into the granolithic in the proportion of ? kg pigment per pocket of cement, of uniform appearance and consistent colour throughout</p> <p><u>SPECIALISED PLASTER TYPE FLOOR COATINGS</u></p> <p><u>5mm Thick "TAL Screedmaster" self-levelling screeds on and including Floor Primer brushed onto floor and Rapidfix to smooth inconsistencies, all applied in strict accordance with the manufacturer's specifications.</u></p>				
1	On floors	m2	15,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 11</u>				
	<u>PLASTERING</u>				
	<u>INTERNAL PLASTER</u>				
	<u>Cement plaster steel trowelled, on brickwork</u>				
2	On walls	m2	38,00		
3	On narrow widths not exceeding 300mm wide	m2	3,00		
4	On walls in patches	m2	50,00		
	<u>EXTERNAL PLASTER</u>				
	<u>Cement plaster steel trowelled, on brickwork</u>				
5	On walls	m2	50,00		
6	On narrow widths not exceeding 300mm wide	m2	3,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 12</u></p> <p><u>TILING</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Patterns</u></p> <p>Unless otherwise described, tiles shall be laid with continuous joints in both directions</p> <p><u>Fixing</u></p> <p>Unless described as "fixed with adhesive to plaster (plaster elsewhere)" descriptions of tiling on brick or concrete walls, columns, etc shall be deemed to include 1:4 cement plaster backing and descriptions of tiling on concrete floors etc shall be deemed to include 1:3 plaster bedding</p> <p>Tiling described as "fixed with adhesive on power floated concrete" shall be deemed to include for approved tiling key-coat</p> <p>Ceramic, porcelain, marble and granite tiles are to be fixed and grouted with suitable adhesives and grouts as recommended by the manufacturer of the tiles</p> <p><u>WALL TILING</u></p> <p><u>200 x 200 x 6mm Full body non-slip porcelain tiles delivered to site, including waste, fixed with adhesive to screed (screed elsewhere) and flush pointed with acid resistant jointing compound</u></p>				
1	On walls in isolated panels, splashbacks, etc not exceeding 1m ²	m2	2		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 12</u> <u>TILING</u> <u>FLOOR TILING</u> <u>User note</u> <i>Waterproof grout is normally used in showers, on balconies, etc. Epoxy grout is used in kitchens, butcheries, etc, where floors are frequently washed with detergents</i> <u>600 x 600 x 10mm Full body non-slip A grade porcelain tiles delivered to site, including waste, fixed with adhesive to screed (screed elsewhere) and flush pointed with acid resistant jointing compound</u>				
2	On floors and landings	m2	15,00		
3	150mm Skirtings	m	29,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 13</u></p> <p><u>PLUMBING AND DRAINAGE</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Wire gratings</u></p> <p>Descriptions of gutter outlets etc shall be deemed to include wire balloon gratings</p> <p><u>Stormwater channels</u></p> <p>Descriptions of channels shall be deemed to include necessary excavation, surface preparation, compaction, etc, and disposal of surplus material on site</p> <p><u>French drains</u></p> <p>Descriptions of french drains shall be deemed to include excavation, stone filling graded from 300mm diameter at bottom to 75mm diameter at top, geofabric filter blanket over stone, 300mm earthfilling over and disposal of surplus material on site</p> <p><u>Septic tanks</u></p> <p>Descriptions of proprietary type septic tanks shall be deemed to include excavation, bedding and jointing, concrete base slabs, jointing to drains and backfilling, compaction, etc all in accordance with the manufacturer's instructions and disposal of surplus material on site</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 13</u></p> <p><u>PLUMBING AND DRAINAGE</u></p> <p><u>Stainless steel basins, sinks, wash troughs, urinals, etc</u></p> <p>Stainless steel for economy basins, domestic sinks and worktops shall be Type 430 (17/0) Stainless steel for urinals, basins, quality sinks, wash troughs, institutional equipment, etc shall be Type 304 (18/8) Stainless steel for laboratory sinks, photographic equipment, etc shall be Type 316 (18/8) Units shall have standard aprons on all exposed edges and tiling keys against walls where applicable</p> <p><u>Sealing of edges</u></p> <p>Outer edges of sinks, basins, baths, urinals, etc are to be sealed against adjacent surfaces with approved silicone</p> <p><u>PVC-U pipes and fittings</u></p> <p>Sewer and drainage pipes and fittings shall be jointed and sealed with butyl rubber rings Soil, waste and vent pipes and fittings shall be solvent weld jointed or sealed with butyl rubber rings</p> <p><u>PVC-U pressure pipes and fittings</u></p> <p>Pipes of 50mm diameter and smaller shall be plain ended with solvent welded PVC-U loose sockets and fittings Pipes of 63mm diameter and greater shall have sockets and spigots with push-in type integral rubber ring joints. Bends shall be PVC-U and all other fittings shall be cast iron, all with similar push-in type joints</p> <p><u>High density polyethylene (HDPE) pipes and fittings</u></p> <p>Pipes shall be type IV and of the class specified with compression fittings</p> <p><u>Polypropylene pipes</u></p> <p>Polypropylene pipes 54mm diameter and smaller shall be seamless copper coloured Class 16 pipes jointed with heat welded thermoplastic or where so described compression fittings Pipes shall be firmly fixed to walls, etc with coloured nylon snap-in pipe clips with provision for accommodating thermal movement and jointed and fixed strictly in accordance with the manufacturer's instructions</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 13</u></p> <p><u>PLUMBING AND DRAINAGE</u></p> <p><u>Copper pipes</u></p> <p>Pipes shall be hard drawn and half-hard pipes of the class described. Class 0 (thin walled hard drawn) pipes shall not be bent. Class 1 (thin walled half-hard), Class 2 (half-hard) and Class 3 (heavy walled half-hard) pipes shall only be bent with benders with inner and outer formers. Fittings to copper waste, vent and anti-syphon pipes, capillary solder fittings and compression fittings shall be type. Capillary solder fittings shall comply with ISO 2016</p> <p>Copper pipes are to be installed in accordance with the latest revision of the Code of Practice for Copper Plumbing soldering techniques. Flux, solder, etc to be strictly in accordance with the manufacturer's requirements with special attention to copper flux composition</p> <p><u>Reducing fittings</u></p> <p>Where fittings have reducing ends or branches they are described as "reducing" and only the largest end or branch size is given. Should the contractor wish to use other fittings and bushes or reducers he may do so on the understanding that no claim in this regard will be entertained</p> <p><u>Fixing of pipes</u></p> <p>Unless specifically otherwise stated, descriptions of pipes shall be deemed to include fixing to walls, etc, casting in, building in or suspending not exceeding 1m below suspension level</p> <p><u>Paper wrapping to pipes</u></p> <p>Pipes chased into brickwork must be wrapped with two layers of stout brown paper tied with wire. Rates are to include for wrapping around joints and fittings</p> <p><u>Disinfection of water pipework</u></p> <p>Water pipework is to be disinfected at completion</p> <p><u>petrolatum anti-corrosion tape</u></p> <p>Pipes to be taped shall be coated with the appropriate primer and the tape shall be applied in the appropriate widths and with 75% overlaps</p> <p>Couplings and fittings to pipes shall be taped in strict accordance with the manufacturer's instructions</p> <p>Prices for wrapping of pipes shall include for all work as described to couplings in the length</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 13</u></p> <p><u>PLUMBING AND DRAINAGE</u></p> <p><u>Laying, backfilling, bedding, etc of pipes</u></p> <p>Pipes shall be laid and bedded in accordance with manufacturers' instructions and trenches shall be carefully backfilled</p> <p>Where no manufacturers' instructions exist, pipes shall be laid in accordance with the relevant section of SANS 2001</p> <p><u>General</u></p> <p>Descriptions of cast iron roof outlets shall be deemed to include joints to pipes and casting into concrete (adaptors for joints to PVC pipes, etc are given separately) Descriptions of overflow pipes where measured in number, shall be deemed to include joints to cisterns and splay cut ends</p> <p>Descriptions of pipes laid in and including trenches and of inspection chambers, catchpits, etc shall be deemed to include excavation, bedding, backfilling, compaction to a minimum of 95% Mod AASHTO density and disposal of surplus material on site</p> <p>Descriptions of service pipes and flexible connecting pipes shall be deemed to include connections to taps, cisterns, etc and to steel pipes (adaptors for connections to copper pipes, etc are given separately)</p> <p>Descriptions of WC pans, slop hoppers, etc shall be deemed to include for joints to soil pipes (pan connectors are separately measured)</p> <p><u>As-built drawings</u></p> <p>Where required, the contractor shall prepare an updated set of as-built drawings. At completion of the contract the contractor shall hand these drawings to the principal agent for reproducing onto the originals for handing over to the employer (provision for allowance of as-built drawings elsewhere)</p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 13</u>				
	<u>PLUMBING AND DRAINAGE</u>				
	<u>"Whyte House" or similar approved</u>				
1	Vandal resistant paraplegic WC, Vandal resistant products are manufactured from a polymer composite. Compromising of natural inert mineral filters, isophthalic polyester resins. UV stabilized pigments. (WHPP3)	No	1,00		
2	Vandal Resistant Hand Basin bolted to wall including silicone sealant between basin and finished wall surface for secure and neat finish, Vandal resistant wash hand basins are solid surface products manufactures from resins and polymer composite. 490x 310 x 460mm (WHB-4)	No	3,00		
3	Vandal resistant WC, Vandal resistant products are manufactured from a polymer composite. Compromising of natural inert mineral filters, isophthalic polyester resins. UV stabilized pigments. (WHP-1)	No	2,00		
	<u>WASTE UNIONS ETC</u>				
	<u>Manufactured by "Cobra"</u>				
4	40mm chromium plated bath or sink waste union (317-40)	No	3,00		
	<u>TRAPS ETC</u>				
	<u>Manufactured by "Cobra"</u>				
5	15mm Wall outlet (026)	No	9,00		
6	DB1 PVC basin/sink trap (COB-345/40)	No	3,00		
7	40mm sink p-trap (DB4A)	No	3,00		
	<u>TAPS, VALVES, ETC</u>				
	<u>"Cobra Watertech" or similar approved tap, etc:</u>				
8	15mm Walcro 100RH handicap metering basin pillar tap	No	2,00		
9	15mm Walcro 100R metering basin pillar tap	No	4,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 14</u></p> <p><u>GLAZING</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><u>Float glass</u></p> <p>The term "float glass" is used for monolithic annealed glass</p> <p><u>Laminated glass</u></p> <p>Laminated glass to have polyvinyl butyral (PVB) interlayer(s)</p> <p><u>TOPS, SHELVES, DOORS, MIRRORS, ETC</u></p> <p><u>6.4mm Silvered float glass copper backed mirrors with bevelled and polished edges, fixed with double sided adhesive tape and silicone</u></p>				
1	Mirror 600 x 600mm high	No	3,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<p><u>BILL NO. 15</u></p> <p><u>PAINTWORK</u></p> <p><u>User note</u></p> <p><i>Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions</i></p> <p><i>Take note that these Model Bills of Quantities utilise abbreviated descriptions</i></p> <p><i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i></p> <p><i>Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008</i></p> <p><i>Attention is drawn to the measurement rules in the measuring system regarding paint colours which read as follows: "4.Paintwork shall be classified in the different colour groups "White", "Pastel", "Deep" and "Transparent" (in accordance with the Natural Colour System (NCS) adopted by the SA National Standards)" and "5.Paintwork in one colour group may be given as extra over paintwork in another colour group"</i></p> <p><u>SUPPLEMENTARY PREAMBLES</u></p> <p><u>PREPARATORY WORK TO EXISTING WORK</u></p> <p><u>Previously painted plastered surfaces</u></p> <p>Surfaces shall be thoroughly washed down and allowed to dry completely before any paint is applied. Blistered or peeling paint shall be completely removed and cracks shall be opened, filled with a suitable filler and finished smooth</p> <p><u>Previously painted metal surfaces</u></p> <p>Surfaces shall be thoroughly rubbed and cleaned down. Blistered or peeling paint shall be completely removed down to bare metal</p>				
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<p><u>BILL NO. 15</u></p> <p><u>PAINTWORK</u></p> <p><u>Previously painted wood surfaces</u></p> <p>Surfaces shall be thoroughly cleaned down. Blistered or peeling paint shall be completely removed and cracks and crevices shall be primed, filled with suitable filler and finished smooth</p> <p><u>PAINT SPECIFICATIONS</u></p> <p>All painting shall be done in accordance with "manufacturers" specifications unless otherwise described</p> <p><u>COLOURS</u></p> <p><u>User note</u></p> <p><i>In the event of the colour scheme for the project not being available when required for the preparation of quantities, it is recommended that either all paintwork be described as being in the "White" colour group or that ceilings be described as being in the "White" colour group and the balance being in the "Pastel" colour group and that provision be made for other colour groups by way of "extra over" items marked "Provisional" as provided for in the measuring system (See measurement rule No. 5 under item 2: Colours). The following items are examples of such "extra over" items:</i></p> <p><i>Extra over for paintwork on components (ceilings?) in the "White" colour group for paintwork in the "Pastel" colour group (Provisional)m²"</i></p> <p><i>Extra over for paintwork on components in the "Pastel" colour group for paintwork in the "Deep" colour group (Provisional)m²"</i></p> <p><i>Unless otherwise described paintwork on ceilings shall be deemed to be in the "White" colour group and paintwork on all other components shall be deemed to be in the "Pastel" colour group in accordance with the Natural Colour System (NCS) adopted by the SA National Standards</i></p>				
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	TOTAL BROUGHT FORWARD				
	<u>BILL NO. 15</u>				
	<u>PAINTWORK</u>				
	<u>PAINTWORK ETC TO NEW WORK</u>				
	<u>ON INTERNAL FLOATED PLASTER SURFACES</u>				
	<u>One coat "Plascon Professional Plaster Primer" and two coats "Plascon Professional Superior Low Sheen Pure Acrylic" paint</u>				
1	Walls	m2	147,00		
	<u>ON EXTERNAL FLOATED PLASTER SURFACES</u>				
	<u>One coat "Plascon Professional Plaster Primer" and two coats "Plascon Professional Superior Low Sheen Pure Acrylic" paint</u>				
2	Walls	m2	53,00		
	<u>ON PLASTERBOARD SURFACES</u>				
	<u>One coat "Plascon Professional Water Based Gypsum Sealer" and two coats "Plascon Professional Contractors Matt" paint</u>				
3	Ceilings and cornices ("White" colour group)	m2	25,00		
4	Cornices	m	335,00		
	<u>ON METAL SURFACES</u>				
	<u>One coat "Plascon Metalcare Galvanised Iron Primer" and two coats "Plascon Super Universal Enamel" paint</u>				
5	Door frames	m2	2,20		
	<u>ON WOOD SURFACES</u>				
	<u>Three coat "Plascon Wood Varnish"</u>				
6	Skirtings, rails, etc not exceeding 800mm girth	m	29,00		
	<u>One coat "Plascon Wood Primer" and two coats "Plascon Super Universal Enamel" paint</u>				
7	Doors	m2	13,50		
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	TOTAL BROUGHT FORWARD				
	<u>BILL NO. 15</u>				
	<u>PAINTWORK</u>				
	<u>PAINTWORK ETC TO EXISTING WORK</u>				
	<u>ON INTERNAL FLOATED PLASTER SURFACES</u>				
	<u>One coat "Plascon Professional Plaster Primer" and two coats "Plascon Professional Superior Low Sheen Pure Acrylic" paint</u>				
8	Walls	m2	614,00		
9	Ceilings and beams ("White" colour group)	m2	116,00		
	<u>ON EXTERNAL FLOATED PLASTER SURFACES</u>				
	<u>One coat "Plascon Professional Plaster Primer" and two coats "Plascon Professional Superior Low Sheen Pure Acrylic" paint</u>				
10	Walls	m2	318,00		
11	Columns	m2	46,00		
12	Narrow Widths not exceeding 300mm	m2	74,00		
13	Ceilings and beams and Columns("White" colour group)	m2	16,00		
	<u>ON INTERNAL GYPSUM PLASTER SURFACES</u>				
	<u>One coat "Plascon Professional Plaster Primer" and two coats "Plascon Professional Superior Low Sheen Pure Acrylic" paint</u>				
14	Ceilings and beams ("White" colour group)	m2	184,00		
	<u>ON FIBRE-CEMENT BOARD SURFACES</u>				
	<u>One coat "Plascon Professional Plaster Primer" and two coats "Plascon Professional Low Sheen Pure Acrylic" paint</u>				
15	Fascias and barge boards, including priming metal jointing strips	m2	21,00		
16	On eaves and soffits	m2	51,00		
17	Window Sills	m2	24,00		
18	Flue pipes or conduit, including priming metal holderbats	m2	23,00		
	TOTAL CARRIED FORWARD				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	TOTAL BROUGHT FORWARD				
	<u>BILL NO. 15</u>				
	<u>PAINTWORK</u>				
	<u>ON METAL SURFACES</u>				
	<u>One coat "Plascon Metalcare Galvanised Iron Primer" and two coats "Plascon Super Universal Enamel" paint</u>				
19	Door frames	m2	35,00		
20	On gates, grilles, burglar screens, balustrades, etc (both sides measured over the full flat area)	m2	27,00		
	<u>ON WOOD SURFACES</u>				
	<u>Three coat "Plascon Wood Varnish"</u>				
21	Skirtings, rails, etc not exceeding 800mm girth	m	297,00		
	<u>One coat primer, one coat alkyd based universal undercoat and two coats superior quality universal enamel paint Plascon Velvagro</u>				
22	Doors	m2	90,00		
	TOTAL CARRIED FORWARD TO SUMMARY PAGE				

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<u>BILL NO. 16</u>				
	<u>EXTERNAL WORK</u>				
	<u>User note</u>				
	Insert preambles/specifications as may be required or in order to supplement any applicable preambles, specifications or bills of quantities descriptions Take note that these Model Bills of Quantities utilise abbreviated descriptions <i>The Model Preambles for Trades 2008 published by the Association of South African Quantity Surveyors is designed to support and extend the abbreviated bills of quantities descriptions by inter alia referring to SANS construction standards. <u>Where such model preambles are not applicable</u> (eg where BS or Euro construction standards are applicable or the design consultants provide other preambles/specifications for insertion), users are to ensure that the abbreviated descriptions when read in conjunction with the applicable measuring system, represents the full description by extending the abbreviated bills of quantities descriptions and/or by inserting appropriate preambles or specifications</i>				
	Consider inserting the preambles hereunder when using the abovementioned Model Preambles for Trades 2008				
	<u>RETAINING WALLS (refer to drawing no. 2012-STR-102)</u>				
	<u>Back excavation of vertical sides of excavation in earth for working space, including backfilling compacted to 93% Mod AASHTO density</u>				
1	2000mm Deep for placing brickwork to walls, etc. against excavated face	m2	75		
	<u>Excavation in earth not exceeding 2m deep</u>				
2	Trenches	m3	30		
	<u>Risk of collapse of excavations</u>				
3	Sides of trench and hole excavations not exceeding 1,5m deep	m2	135		
	<u>Earth filling obtained from the excavations and/or prescribed stock piles on site compacted to 95% Mod AASHTO density</u>				
4	Backfilling to trenches, holes, etc.	m3	56,9		
	<u>Extra over all excavations for loading and carting away</u>				
5	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor	m3	5,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 16</u>				
	<u>EXTERNAL WORK</u>				
	<u>19mm Drainage stones</u>				
6	Drainage layer 300mm wide (vertically adjacent to retaining)	m3	5		
	<u>Soil insecticide</u>				
7	To bottoms and sides of trenches, etc.	m2	135		
	<u>Unreinforced concrete</u>				
	<u>20mPa/19mm concrete</u>				
8	Surface blinding under retaining wall footing	m3	1,5		
	<u>Reinforced concrete</u>				
	<u>30mPa/19mm concrete</u>				
9	Strip footings	m3	6		
10	150mm Cavity of Retaining wall	m3	15		
	<u>TEST CUBES</u>				
11	Making and testing 150 x 150 x 150mm concrete strength test cube (Provisional)	No	12		
	<u>CONCRETE SUNDRIES</u>				
	<u>uPVC Pipes</u>				
12	Extra for 50mm diameter uPVC drain pipes through retaining wall at 1m centres	No	62		
	<u>Movement joints</u>				
	<u>Bagging and sealing with bitumen of external face of internal skin of walls</u>				
13	On Retaining wall	m	25		
	<u>Joint forming material in movement joints (Provisional)</u>				
14	12mm Bitumen impregnated fibre board built in vertically between brick skins	m	50		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 16</u>				
	<u>EXTERNAL WORK</u>				
	<u>Reinforcement</u>				
	<u>High tensile steel reinforcement to structural concrete work</u>				
15	Various Diameter bars	t	1,89		
	<u>Masonry</u>				
	<u>Brickwork of NFX bricks (14 MPa nominal compressive strength) in class II mortar in loadbearing walls etc</u>				
16	380mm Hollow Retaining walls of two half brick skins in Foundation	m2	25		
17	380mm Hollow retaining walls of two half brick skins	m2	75		
	<u>Brickwork reinforcement</u>				
18	150mm Wide reinforcement built in horizontally in foundations	m	275		
19	150mm Wide reinforcement built in horizontally	m	825		
	<u>face bricks pointed with recessed horizontal and vertical joints</u>				
20	Extra over brickwork for face brickwork in foundations (Provisional)	m2	12		
21	Extra over brickwork for face brickwork	m2	75		
	<u>Brick-on-edge header course copings, sills, etc of face bricks, pointed with flush joints on all exposed faces</u>				
22	Brick on edge header course to 380mm retaining brick wall	m	25		
	<u>Waterproofing</u>				
	<u>One layer of 250 micron Consol Plastics Gunplas USB Green or other approved waterproof sheeting sealed at laps with Gunplas pressure sensitive tape</u>				
23	Under 380mm Retaining wall	m2	15		
	<u>"Sikaflex Pro-2HP" polyurethane sealing compound including backing cord, bond breaker, primer, etc</u>				
24	10 x 10mm In expansion joints in walls etc including raking out expansion joint filler as necessary	m	50,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 16</u>				
	<u>EXTERNAL WORK</u>				
	<u>Sub-soil and other Drainage, etc.</u>				
25	Bidim U24 or other approved geofabric filter blanket wrapped around crushed stone encasing with 200mm laps, including stitching	m2	25		
26	110mm Diameter piping and laying in 300 x 300mm washed 19mm stone	m	30		
	<u>ROADWORK, PARKING AREAS AND PAVING</u>				
	<u>User note</u>				
	<i>Where SABS 1200 or SANS preambles are not applicable, refer to other suitable construction standards or provide full description</i>				
	<u>Testing of material and filling</u>				
	Descriptions of earth filling, compaction, etc shall be deemed to include for all necessary testing required in accordance with the SABS 1200 series				
	<u>Precast concrete block road surfacing</u>				
	Paving shall be laid in accordance with SABS 1200 MJ, SANS 1058 and the Concrete Masonry Association's specifications				
	Paving shall be laid to herringbone pattern on 20mm thick (thickness after final compaction) clean river sand (preparation of ground or filling elsewhere)				
	Clean sand shall be swept into joints between roadstones at completion				
	<u>LAYER WORK</u>				
	<u>Filling supplied by the contractor under parking areas, roadways, etc</u>				
27	G7 supplied by the contractor, compacted to 95% Mod AASHTO density	m3	6,60		
	<u>WEED KILLERS, INSECTICIDES, ETC</u>				
	<u>Weedkiller (active ingredients metalaclor 102,8 g/l, terbitilasien 248,6 g/l and atrisien 248,6 g/l) mixed in the proportion of 100 ml weedkiller to 100 l water and applied at a rate of 10 l/m²</u>				
28	Under paving etc	m2	44,00		
TOTAL CARRIED FORWARD					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
TOTAL BROUGHT FORWARD					
	<u>BILL NO. 16</u> <u>EXTERNAL WORK</u> <u>User note</u> <i>Where SANS 1058 in the following heading is not applicable, refer to other suitable construction standards or provide full specifications</i> <u>Paving of 80mm Approved cement paving bricks with butt joints on 25mm thick river sand bed with sand and cement mixture swept into joints, hosed down, including preparation of ground or filling:</u>				
29	Paving in herringbone pattern	m2	44,00		
30	200mm Edging on and including 200 x 150mm thick unreinforced concrete bedding including excavation, formwork, etc.	m	48,00		
	<u>FENCING</u> <u>User note</u> <i>In high corrosion areas fence posts, stays, gates, etc are to be galvanised</i> <u>Galvanised barbed wire fence with bitumen dipped steel standards and droppers and bitumen-aluminium painted (two coats) steel pipe posts, stays, gates, etc including galvanised steel bolts, straining eye bolts, etc, site clearance and preparation of ground</u> <u>"ClearVu Invisible Wall" or equal and approved galvanised fencing</u>				
31	Fence 1,8m high above ground level over flat or sloping terrain with intermediate and end posts cast into concrete bases, including preparation of the ground, excavations, backfilling, concrete, etc all in accordance to manufacturers specifications	m	25,00		
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

ITEM NO	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<u>BILL NO. 17</u>				
	<u>FIRE WORK</u>				
	<u>FIRE WATER & SERVICES</u>				
1	25mm Black steel pipe	m	35,00		
2	25mm Black steel elbow / Tee	No	20,00		
3	25mm Union	No	4,00		
4	Fire hose reel which is supplied with a wall-mounted bracket, hose guide, durable nozzle and 30m hose. SABS approved according to SANS 543 with SANS 1086 fire hose	No	2,00		
5	Installation & Commissioning	Item	1,00		
	<u>EXTINGUISHERS</u>				
6	Extinguishers : 4.5 kg DCP SABS Approved	No	7,00		
7	Installation & Commissioning	Item	1,00		
	<u>SMOKE DETECTION</u>				
8	Provide the amount of R 20 000,00 for Alarm System	Item	1	20000,00	20000,00
9	Provide profit on alarm system	%		20000,00	
10	Provide attendance on alarm system	%		20000,00	
	<u>MISCELLANEOUS</u>				
11	Provide the amount of R 12 000,00 for Statutory Signage	Item	1	12000,00	12000,00
12	Provide profit on Statutory Signage	%		12000,00	
13	Provide attendance on Statutory Signage	%		12000,00	
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

Item No	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
	<u>BILL NO. 18</u>				
	<u>PROVISIONAL SUM</u>				
1	Provide the amount of R 20 000,00 for Electrical Work	Item	1	20000,00	20000,00
2	Provide profit on electrical work	%		20000,00	
3	Provide attendance on electrical work	%		20000,00	
4	Provide the amount of R 10 000,00 for Plumbing and Drainage	Item	1	10000,00	10000,00
5	Provide profit on Plumbing and Drainage	%		10000,00	
6	Provide attendance on Plumbing and Drainage	%		10000,00	
7	Provide the amount of R 5 000,00 for Ironmongery	Item	1	10000,00	10000,00
8	Provide profit on Ironmongery	%		10000,00	
9	Provide attendance on Ironmongery	%		10000,00	
10	Provide a sum of Four Hundred Thousand (R400 000.00) for repairs to residual defects and consequential damages to be used at the discretion of the engineer and/or the Principal Agent	item	1	400000,00	400000,00
11	Provide a sum of R100 000,00 for consultancy role of attending to residual defects and consequential damages to be disbursed at the discretion of the engineer	item	1	100000,00	100000,00
12	Provide profit on Consultancy by Structural Engineer	%		100000,00	
13	Provide a sum of R200 000,00 for professional consultancy disbursed at the discretion of the Principal Agent for Building Alterations and OHS Officer	Item	1	200000,00	200000,00
14	Provide profit on Professional Consultancy item 13 above	%		200000,00	
15	Provide a sum of R70 000,00 for packing, moving books etc. to and from a municipal facility within 30km of the Jamestown Library by a specialist moving company as instructed by the principal agent or client.	item	1	70000,00	70000,00
16	Provide profit on Item 15 above	%		70000,00	
17	Provide attendance on item 15 above	%		70000,00	
TOTAL CARRIED FORWARD TO SUMMARY PAGE					

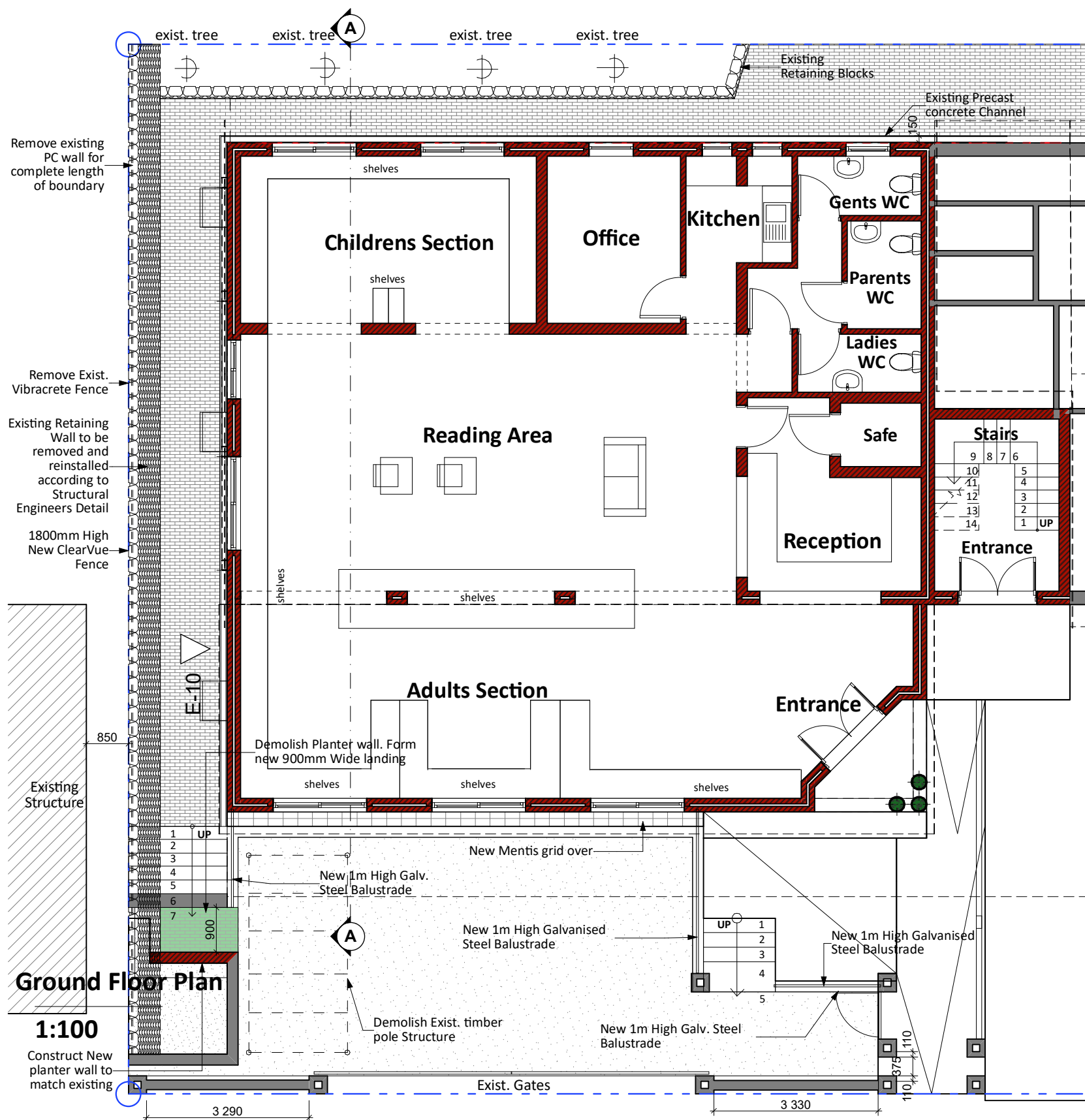
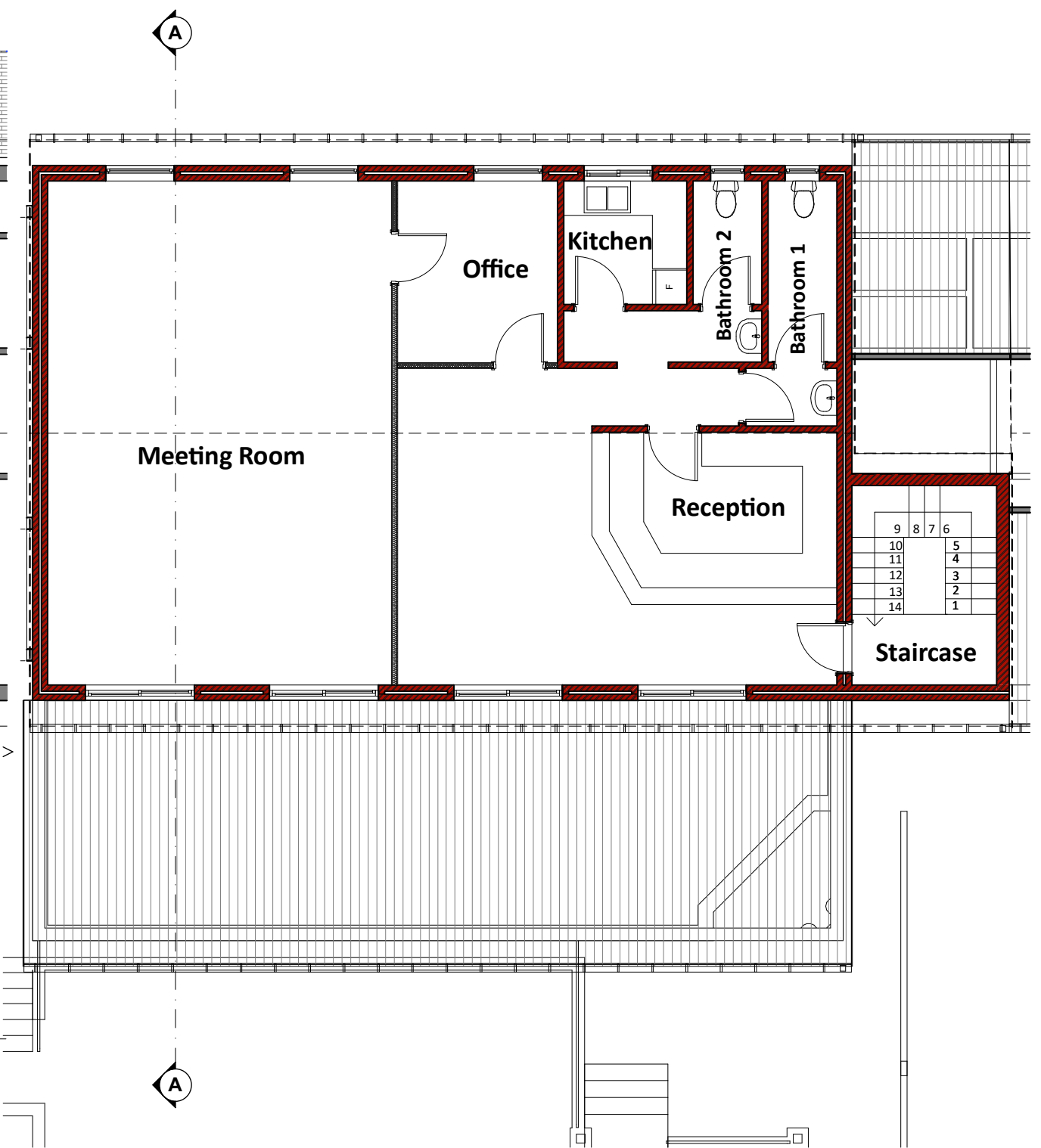
			AMOUNT R
<u>SUMMARY</u>			
1 Preliminaries	Page	16	
2 Alterations	Page	27	
3 Earthworks (provisional)	Page	31	
4 Concrete, formwork and reinforcement	Page	34	
5 Masonry	Page	36	
6 Waterproofing	Page	38	
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14 Glazing	Page	59	
15 Paintwork	Page	64	
16 External work	Page	69	
17 Fire Work	Page	70	
18 Provisional Sum	Page	71	
Sub-total			
Contingency			
Provide the sum of R 350 000,00 contingencies to be used as directed and deducted in whole or in part if not required	Item	1	R 350 000,00
Sub-total			
Value Added Tax			
Allow Fifteen per cent (15%) of the above sub-total for Value Added Tax	Item	1	
TOTAL CARRIED FORWARD TO TENDER FORM OF OFFER AND ACCEPTANCE			



27. REPORTS AND DRAWINGS

PART D

REPORTS AND DRAWINGS



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COMPANY
LOGO

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The contractor is to keep a full set of drawings on site, contractor is responsible for the correct setting out of the building on site with particular reference to boundaries and building lines, contractor to verify all levels and dimensions on site and check same against architects and engineers drawings before commencing work. Figured dimensions to be used, drawings are not to be scaled, large scale details take preference and to be used where available, errors, discrepancies or omissions are to be reported to the architect immediately for clarification before work is undertaken.

These drawings are to be read in conjunction with structural engineer's, civil engineer's, mechanical engineer's and or plumbing consultant's drawings.

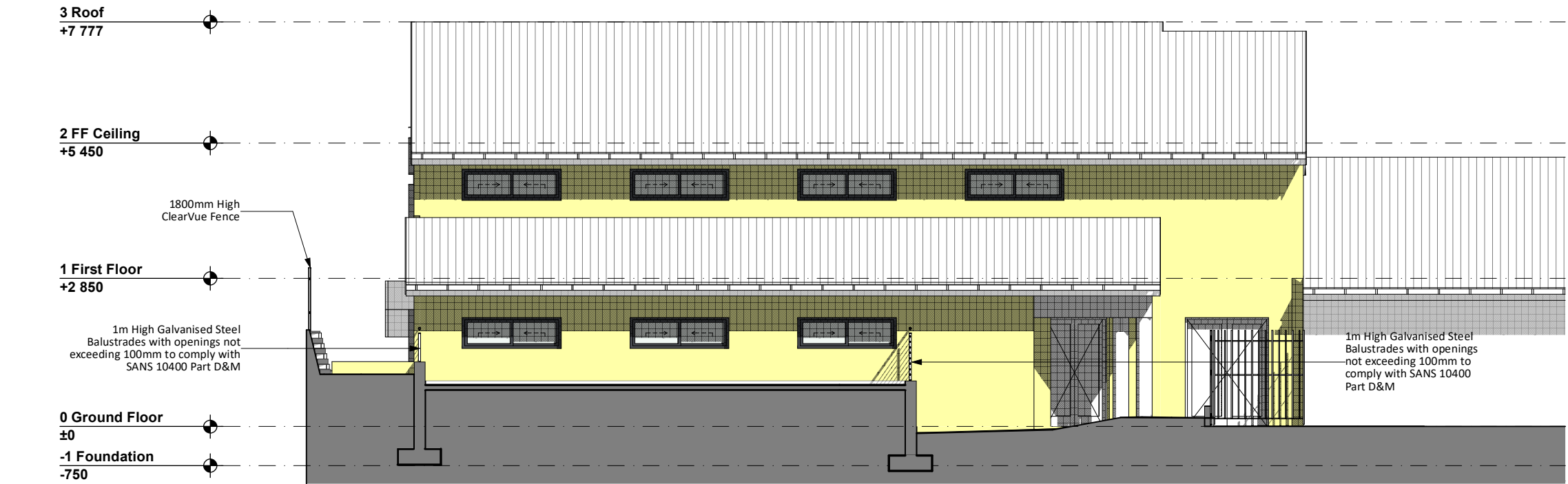
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All new construction HEALTH AND SAFETY Regulations to be strictly complied with. A comprehensive Health & Safety Plan to be submitted to the Principal Agent/Project Manager for review and monitoring.

Title	GROUND FLOOR PLAN
Client	STELLENBOSCH MUNICIPALITY
Signature	STRUCTURAL UPGRADE TO LIBRARY
Project	

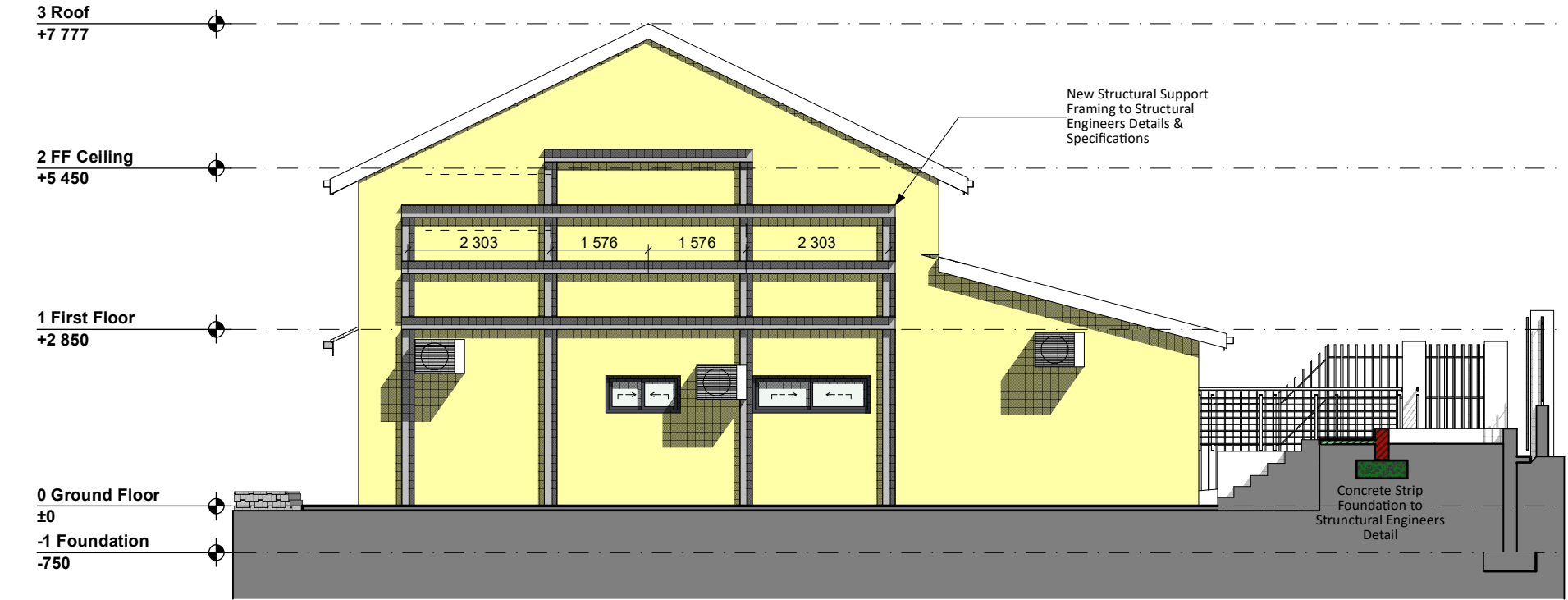
Scale As Shown	Project No 2202	
Date 2022.12.13	Drawing No 2-1001	
Drawn Avron/	Sheet Size	A3
	Revision	-

Council Submission



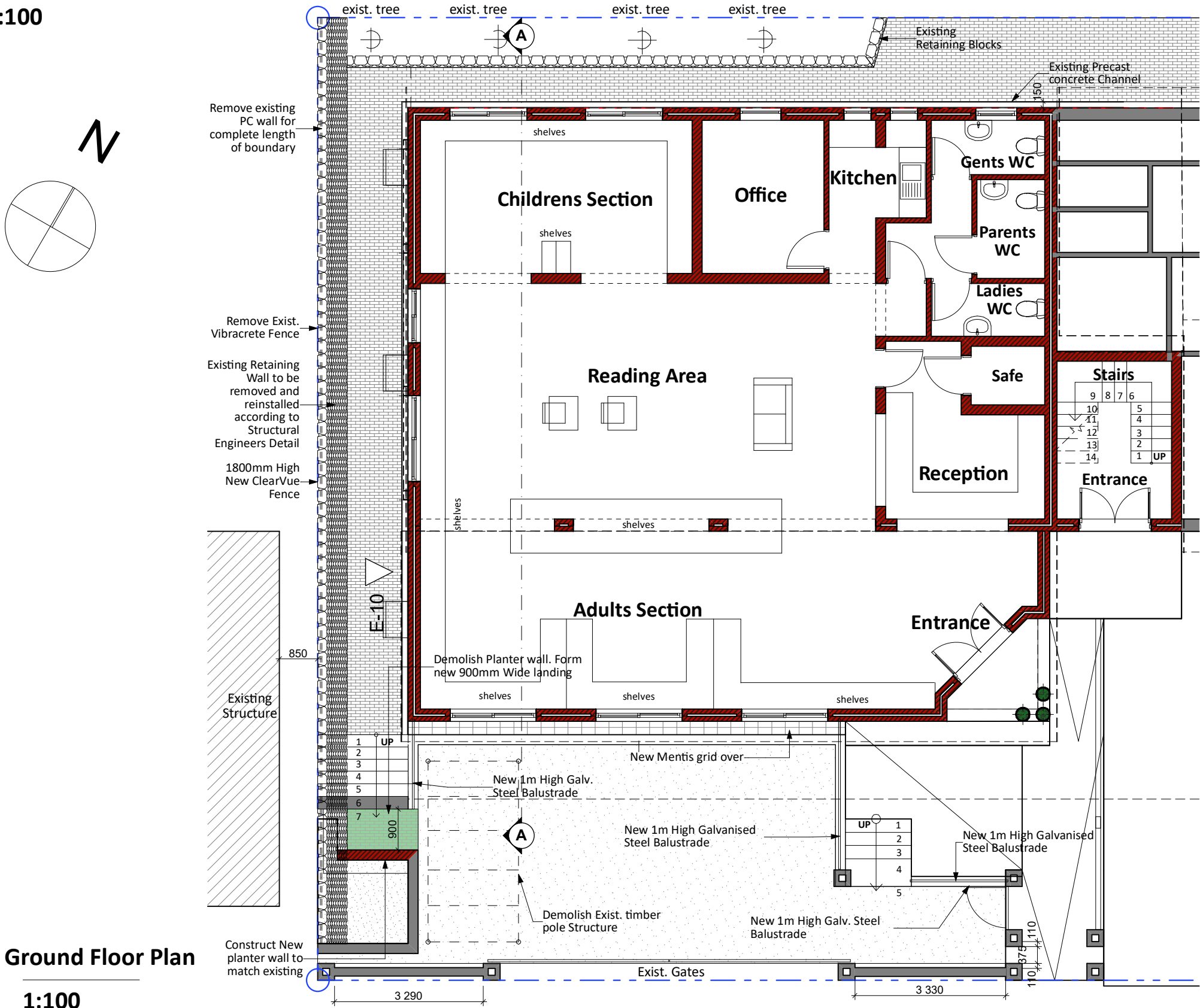
South East Elevation

1:100



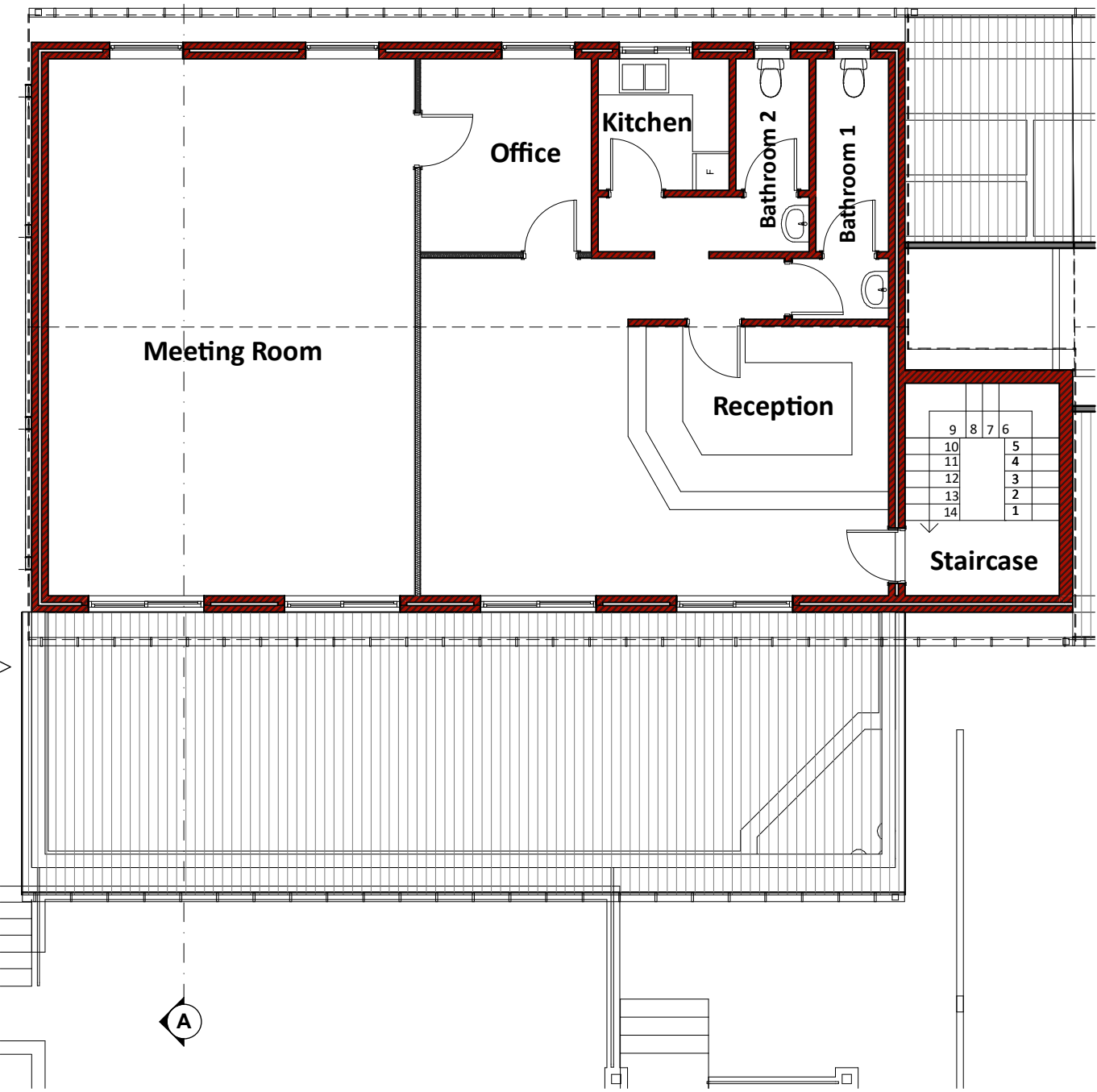
South West Elevation

1:100



Ground Floor Plan

1:100



First Floor Plan

1:100

Rev	Date	Int.	Description

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These drawings are to be read in conjunction with structural engineer's, civil engineer's, mechanical engineer's and or plumbing consultant's drawings.

All guarantees and manuals and to be supplied before practical completion.

All work and material used to comply with SABS standards and NATIONAL BUILDING REGULATIONS ACT 103 of 1977 and amendments thereto as well as the by-laws of the relevant local authority.

All new construction HEALTH AND SAFETY Regulations to be strictly complied with. A comprehensive Health & Safety Plan to be submitted to the Principal Agent/Project Manager for review and monitoring.

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Mech & Elec Engineers

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Title	Ground Floor & First Floor Plan & Elevations
Client	STELLENBOSCH MUNICIPALITY
Signature	STRUCTURAL UPGRADE TO LIBRARY
Project	

Scale	As Shown	Project No	2202
Date	2022.12.13	Drawing No	2-1001
Drawn	Avron/	Sheet Size	A2
		Revision	



CONDITION ASSESSMENT REPORT

STRUCTURAL ENGINEERING

JAMESTOWN LIBRARY

Date: 17/07/2020

Rev: 00

Rev	Description	Approved by	Date	Signature
00	Issued to client	Y Kiama Pr Tech Eng 2018300109	17/07/2020	

Prepared by: DBI Consulting Engineers 		Prepared for: Stellenbosch municipality 	
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1. EXECUTIVE SUMMARY

DBI Consulting Engineers undertook a structural inspection at Jamestown community library building, in Stellenbosch Western Cape. The conducted investigation complied with the Occupational Health and Safety Act, 1993, Construction Regulations, 2014 (OHS Act) requirements. The initial inspection was conducted on 02/05/2020, and a follow-up inspection was done on 20/06/2020. Mr Bary Kings facilitated access to the building.

The inspected structure constitute an extension to the community clinic. Our inspection mainly focused on the double-storey masonry building that is used as the community library.

The structure consists of a ground floor (library area) and first floor (counsellor office). The library perimeter is covered at the first-floor level by both a reinforced concrete slab and a mono-pitch roof, accounting for 30 and 70 per cent of the covered area respectively. A gable timber roof fully covers the first-floor area.

The building was inspected to identify the defects, their sources, assess the extent of distress and the severity on structural elements. The elements include columns, beams, slabs and roof. All structural components were inspected.

Findings from the inspection are listed in the report. A photographic record was taken of which some of the critical photos are included herein. Further pictures not deemed vital to this report at the time of writing were excluded and are available at request. Sampling and testing fall outside the scope of this inspection.

The defect condition rating is done on a scale of 1 (Very Bad) to 5 (Good) to prioritise repair work. All defects found were ranked at either Priority 3 (Defective) or Priority 2 (bad). Priority two defects require urgent attention.

Several defects not limited to the following were noted:

- Structural Cracks (vertical, horizontal and diagonal)
- Defective drainage channel
- Foundation soils shifting and water ingress
- Plaster crazing / Mapped cracks
- Blocked / Missing weep holes
- Defective lintel

The overall building condition rating is deemed defective and requires attention relative to the priority table provided. Conditions with level 4 priority are not considered as critical at this stage. These should, however, be included in the maintenance plan for routine repairs.

It should be noted that the recommended repairs will ensure that the structure maintains its original design capacity. It does not imply that the structure complies with current design standards, i.e. can withstand current design loadings. A full structural analysis will have to be undertaken if the client wants confirmation of the structure's load-bearing capacity.

2. INTRODUCTION

DBI Consulting Engineers was appointed to conduct a structural inspection of the Jamestown library building. The building is located on plot 165 Pajarolaan street in Stellenbosch. The inspection complied with the Occupational Health and Safety Act, 1993, Construction Regulations, 2014 (OHS Act) requirements.

3. LOCALITY

The figure below shows the locality plan of Jamestown library, Stellenbosch



Figure 1: Locality plan

4. EXISTING FLOOR PLANS (GROUND AND FIRST FLOOR)

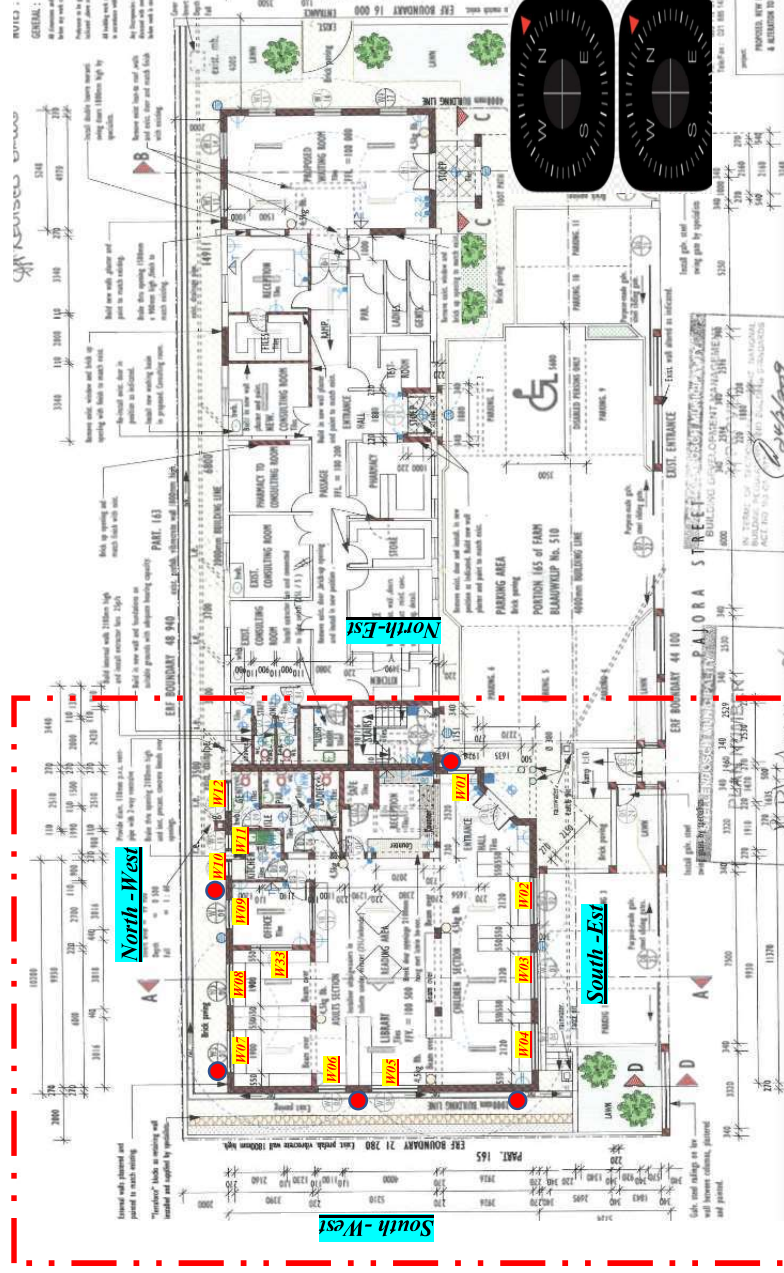


Figure 2 : Extract of ground floor layout

Dig up holes
measuring 1500
mm long, 1200
mm wide, 1500
mm deep to
expose the
footing.



5. METHODOLOGY

Yves Kiama and Bradley Kiewiets conducted the structural inspection. Facility access and assistance relative to the investigation was provided by the library personnel who are familiar with the facility and have been monitoring defects development.

The assessment was conducted using bottom to top visual inspection approach through a walkabout. Exploratory probing or testing do not form part of this investigation. The types of equipment used to perform the inspection were a DSLR Canon 1200D, eight meters measuring tape, access ladder and crack measuring gauge.

The facility was accessed through walkways and access staircase. Access to the ceiling space at first floor and ground floor was done through the provided access hatch. The inspection commenced with the building exterior facades, the ground floor area housing the library, the stair shaft leading to the first-floor council chamber, the entire first floor and concluded with the roof.

All parts of the buildings were inspected during the walkabout. Structural defects that were noted are listed in this report. Photographs were taken at defected positions recording evidence of the defect. The condition of the structure was rated using the matrix in the table below:

Table 1: Condition Assessment Matrix

Condition Rating	Condition	Action Required	Description	Repair priority
5	Good	Planned Preventative Maintenance	The structural elements are either new or have recently been maintained, does not exhibit any signs of deterioration.	Priority 5 Maintenance within 2 – 5 years
4	Fair	Conditional-based Maintenance	The structural elements exhibit superficial wear and tear, minor defects, minor signs of deterioration to surface finishes and requires Maintenance. It can be reinstated with routine scheduled or unscheduled Maintenance.	Priority 4 Maintenance within two years
3	Defective	Repairs	The structural elements require repair, usually by a Specialist. The element has been subjected to abnormal use or abuse, and its poor state of repair has a substantial impact on the surrounding elements or creates a potential health and safety risk.	Priority 3 Requires action within one year
2	Bad	Rehabilitation	The structural elements significantly deteriorated, suffered structural damage or require renovations. There is a severe risk of imminent failure. The deterioration has a substantial impact on the surrounding components or creates a potential health and safety risks.	Priority 2 Urgent action within three months
1	Very Bad	Replacement	The structural elements have failed or deteriorated to the extent that does not justify repairs but should instead be replaced. The condition of the component actively contributes to the degradation of the surrounding elements or creates a health, safety or life risk.	Priority 1 Emergency 24 ho

6. DESCRIPTION



Figure 4: Overview of the library

The library is located on plot 165, Pajero street, Jamestown in Stellenbosch. The co-ordinates for the building are S 33° 58'46.67"; E 18° 50'56.53". The building is an extension to Jamestown clinic, and the extension was commissioned in the year 2010.

The facility was constructed to consist of the following:

- Foundations (pads and strip footings), concrete surface bed, loadbearing brick walls, and columns at ground floor level.
- Reinforced concrete slab, masonry brick walls and reinforced concrete beams at first-floor level.
- Queen and mono-pitch roof trusses with IBR sheeting at roof level

7. FINDINGS

The defects found ranged between priority 2 and 4 only. The defects are listed and discussed in the section below.

7.1 Cracks at entrance



Figure 5: Cracks at the entrance

Position: Exterior (South East façade)

Defect: Diagonal cracks / column spalling

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

Diagonal cracks at library entrance door were noted, these are due to slight foundation movements. Further cracks were perceived at the tree entrance circular columns to masonry above interface. The cause of this delamination is mainly due to the environment and the difference in material properties (contraction and expansion rates).

Prior to fixing the crack, it is recommended that the perimeter ground floor water channel currently running along the exterior South East wall is cleaned, refurbished and waterproofed to prevent further water ingress. Water discharges from the ground floor mono-pitched roof are to be directed to the parking area. In addition, the foundations are to be exposed at designated position as indicated on figure 2; to assess its current condition. Further repair actions to be indicated thereafter.

7.2 Paint peeling and crazing



Figure 6: Paint peeling and crazing

Position: Exterior (South East façade)

Defect: Minor cracks

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

Peeling of paint was noticed on the first-floor stairway entrance. The peeling of paint is due to wall exposure to environmental conditions.

Defects do not compromise the integrity of the structure.

7.3 Cracked wall



Figure 7: Horizontal crack across window openings

Position: Exterior (South East façade)

Defect: Horizontal crack

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

(Typical for windows 2, 3 and 4 along the South East façade)

Horizontal cracks were noted spanning across the window openings. This distress is due to slight movement of the foundation typically occurring due to the proximity of drainage channel (Figure 10) to the South East façade wall, and the constant humidity generated due to ineffective water flow in the channel. These defects are typical for windows 1, 2 and 3 along the South East façade.

Prior to fixing the cracks, it is recommended that the water collected from the mono-pitched roof in to the gutter is discharged away from the foundation perimeter wall to the parking. The existing channel is to be cleaned, screed to fall and waterproofed to prevent further water ponding and ingress to the foundation. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Further repair actions to be indicated thereafter.

7.4 Diagonal crack on the wall



Figure 8: Diagonal crack at re-entrant corner

Position: Exterior (South East façade)

Defect: Diagonal / Angle crack

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

(Typical for windows 2, 3 and 4 along the South East façade)

Minor line cracks at the window corner. The crack is due to stress concentration at the edge of the window. In addition, window burglar bar fastener has generated cracks development around its perimeter.

It is recommended that the water collected from the mono-pitched roof in to the gutter is discharged away from the foundation perimeter wall to the parking. The existing channel is to be cleaned, screed to fall and waterproofed to prevent further water ponding and ingress to the foundation. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Further repair actions to be indicated thereafter.

7.5 Cracked wall



Figure 9: Cracked wall

Position: Exterior (South East façade)

Defect: Crack on wall

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

Cracks were noticed at first-floor stairwell entrance wall. The crack development occurs at the gable wall insurrection. Cracks are due to stress-induced due to the change in geometry of the gable wall.

Prior to repairing the cracks, it is recommended that the perimeter ground floor water channel currently running along the exterior South East façade wall is cleaned, refurbished and waterproofed to prevent further water ingress into the foundation. Water discharges from the ground floor mono-pitched roof are to be directed to the parking area. In addition, the foundations are to be exposed at designated position as indicated on figure 2; to assess the foundation current condition. Further repair actions to be indicated thereafter.

7.6 Ponding in the channel and horizontal crack on the wall



Figure 10: Ponding in the channel and horizontal crack the n wall

Position: Exterior (South East façade)

Defect: Horizontal crack, drainage and ponding issues

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Horizontal cracks were noticed 300mm from the top of the water channel. Cracks are due to high humidity in channel, ponding and moisture ingress through to foundations.

It is recommended that the channel is upgraded to be freely draining, cracks to be repaired to stop further propagation and secondary damages. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Further repair actions to be indicated thereafter.

7.7 Cracks around the concrete beam

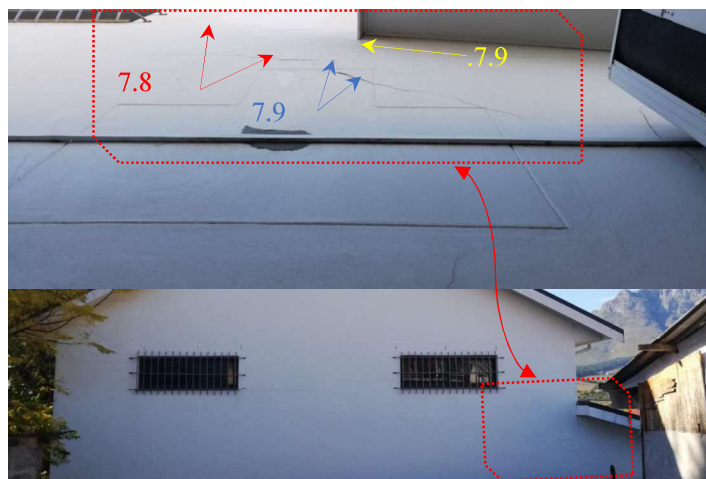


Figure 11: Cracks around the concrete beam

Position: Exterior (South West façade)

Defect: Cracks

Condition: 2 – Bad

Repair Priority: 2

Recommendation: Rehabilitation

Several cracks patterns were noted around the main concrete beam to the masonry wall interface. The cracks are due to several factors such as stresses created at the beam sharp corners, poor workmanship in creating adequate movement joints. Refer to figure 12 and 13 for close up view of cracks.

7.8 Horizontal cracks



Figure 12: Horizontal cracks

Position: Exterior (South West façade)

Defect: Horizontal

Condition: 2 – Defective

Repair Priority: 2

Recommendation: Repairs

Horizontal cracks were noticed on the South West exterior facade wall. Cracks patterns projected horizontally from window opening at first-floor level. Further cracks progressed from the reinforced concrete beam re-entrant corner and joints to a position slightly above the first floor reinforced concrete slab. The cracks are due to foundation settlement.

Prior to repairing the cracks, it is recommended that the perimeter ground floor water channel currently running along the exterior South West façade wall is moved away from the building. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Further repair actions to be indicated thereafter.

7.9 Major crack



Figure 13: Separation crack

Position: Exterior (South West façade)

Defect: Side settlement

Condition: 2 – Bad

Repair Priority: 2

Recommendation: Rehabilitate

Major vertical cracks through the exterior South West façade wall were noted, the cracks are located between the lower roof gable on the left to the higher wall. The wider crack width on top fading to a thinner width suggests separation of the wall. The crack is due to side settlement.

Prior to crack reparation, it is recommended that the perimeter ground floor water channel currently running along the exterior South West façade wall is moved away from the building. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.10 Vertical and angle crack behind external AC unit



Figure 14: Vertical and angle crack behind the external AC unit

Position: Exterior (South East façade)

Defect: vertical and diagonal crack

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Cracks were noticed at air condition external unit fixing structure. The crack takes its origin from the bolting of the AC supporting structure to the wall. Further crack propagation is due to the foundation settlement. The interior wall is equally affected by the residual effects of the crack (refer to figure 38).

Prior to fixing the cracks, it is recommended that the perimeter ground floor water channel currently running along the exterior South East façade wall is cleaned, channel joints are sealed and surface runoff directed away from the perimeter wall of the building. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.11 Cracking on wall plaster



Figure 15: Cracking on wall plaster

Position: Exterior (South West façade)

Defect: Cracking

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

Cracks were noted at the corner of the South East and the Northwest wall. Cracks are due to environmental exposure.

It is recommended that these cracks are repaired to stop further propagation and secondary damages.

7.12 Blocked weep holes



Figure 16: Crack at window corner up to the foundation

Position: Exterior (North-West façade)

Defect: Blocked weep hole

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

We noted that the South East external façade wall weeps hole are blocked. Weep hole allows air into the cavity (equalise pressure) while allowing water to drain. This function is no longer fulfilled.

It is recommended that the weep holes are reopened to restore the full function of the cavity.

7.13 Crack on wall

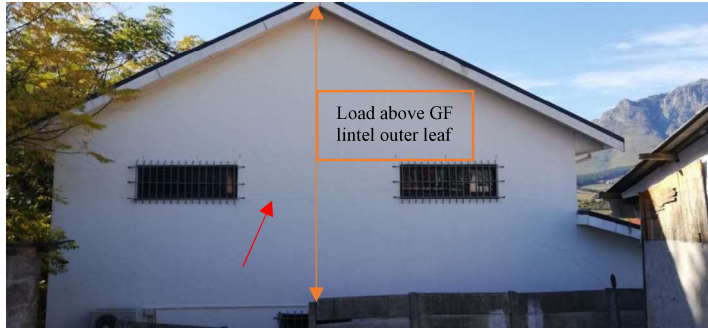


Figure 17: Horizontal crack on the wall

Position: Exterior (South West façade)

Defect: Horizontal cracks

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

The gable wall external leaf does not have any horizontal support at the first-floor level. The lintel above the ground floor window does not possess adequate capacity to support the induced loads effectively. The resulting horizontal cracks across the two first floor windows are due to the deflection of the ground floor lintel. Localised defect relative to the existing lintel are indicated in figure 18.

Prior to fixing the cracks, it is recommended that new lintels are installed across the ground floor window openings 05 and 06 capable of adequately supporting the loads induced by the brick wall outer leaf located above the lintel.

7.14 Cracks on the window reveal and jamb (W05 and W06)



Figure 18: Cracks and plaster delamination on window reveal and jamb

Position: Exterior (South West façade)

Defect: Vertical cracks

Condition: 2 – Bad

Repair Priority: 2

Recommendation: Rehabilitation

Significant cracks were identified on the sides of the window opening at ground floor level on the South East façade. The cracks affect the window jamb, reveals, and soffit. The cracks indicate major stress transferred from the gable wall outer leaf above the lintel.

Prior to fixing the cracks, it is recommended that new lintels are installed across window openings 05 and 06 capable of adequately supporting the loads induced by the brick wall outer leaf located above the lintel.

7.15 Blocked rainwater downpipe



Figure 19: Blocked rainwater downpipe outlet

Position: Exterior (North-West façade)

Defect: Blocked rainwater downpipe

Floor Level: 1st floor

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

A blocked rainwater downpipe (RWDP) outlet was noted on the North West façade. Water collected from the first-floor roof in to the gutter is discharged in close proximity to the perimeter wall, the obstruction at the outlet allows for water ponding, slow runoff and ultimately water infiltration into foundation resulting in the longitudinal crack shown on figure 21.

It is recommended that the RWDP is free of all obstructions, and that the collected water from the roof is discharge further away from the building perimeter wall.

7.16 North West facade work way overview

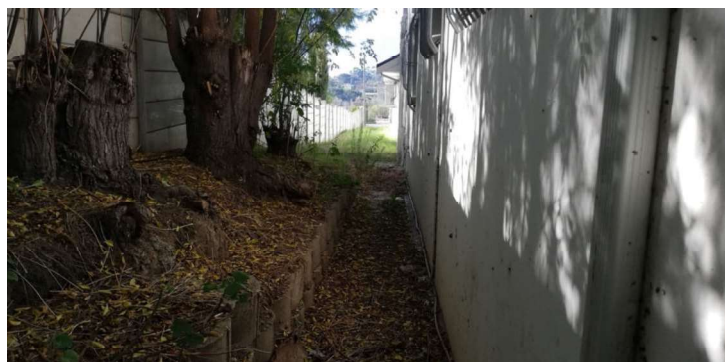


Figure 20: North west Façade walkway

Position: Exterior (North North-West)

Defect: Multiple

Condition: varies

Repair Priority: varies

Recommendation: varies

On the North West façade walkway, we noted the close proximity of trees, vegetation and defective drainage to the building which have affected the perimeter wall, refer to figure 21.

7.17 Horizontal crack along North West façade



Figure 21: Horizontal crack along the entire north-west façade

Position: Exterior (North-West façade)

Defect: Horizontal

Floor Level: Ground floor

Condition: 2 – Defective

Repair Priority: 2

Recommendation: Repairs

A horizontal crack 300mm above the top of the channel running along the entire façade of the north-west exterior wall was noted. Furthermore, blocked drainage and the proximity of the trees to this facade was also noticed. The cracks on this façade are mainly due to water not being able to drain, therefore ponding and infiltrating the founding material. Some movements may also be attributed to the fact that the surrounding trees draw up a lot of moisture, causing the building to settle.

Prior to sealing the cracks, it is recommended to clean the existing half round drainage channel, seal defective joints, keep the walkway free of vegetation to allow surface runoff and roof discharges to rapidly drain. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on Figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.18 Crack at the window opening (W07)

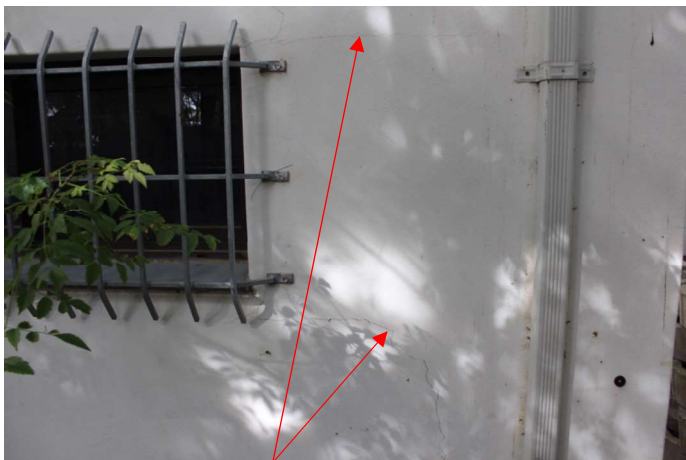


Figure 22: Diagonal crack at the window corner up to the foundation (exterior)

Position: Exterior (North-West façade)

Defect: Diagonal crack (stepped)

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs



Figure 23: Diagonal crack at the window corner up to the foundation (interior)

Cracks were noted on the North West façade (Corner of the window). The cracks are due to slight foundation movement, infiltration of ponding water to founding layers and consumption of the vast majority of founding material moisture along the facade by trees forcing the foundation to settle.

Prior to sealing the cracks, it is recommended to clean the existing half round drainage channel along the North West façade, seal defective channel joints, keep the walkway free of vegetation to allow surface runoff and roof discharges to rapidly drain.

7.19 Crack on the wall at window opening (W10 & W11)



Figure 24: Crack on the wall at window opening (W10 & W11)

Position: Exterior (North-West façade)

Defect: Diagonal / vertical

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Diagonal cracks converging to a single crack were noted on the North West façade. The cracks are due to slight foundation movement, infiltration of ponding water to founding layers and consumption of the vast majority of moisture along the facade by trees, forcing the foundation to settle.

Prior to sealing the cracks, it is recommended to clean the existing half round drainage channel, seal defective joints, keep the walkway free of vegetation to allow surface runoff and roof discharges to rapidly drain.

7.20 Horizontal and Diagonal crack on the wall (W08 & W09)

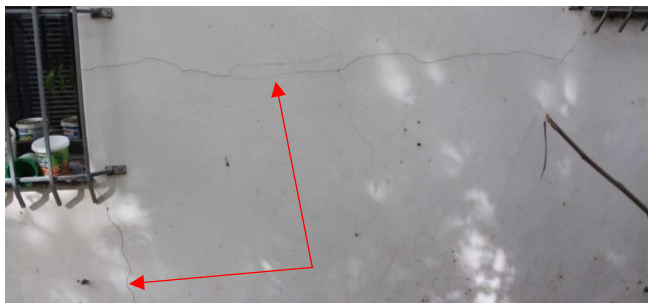


Figure 25: Exterior cracks across window 08 & 09



Figure 26: Interior cracks across window 08 & 09

Position: Exterior (North-West façade)

Defect: Diagonal / vertical

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Diagonal and horizontal cracks were noted on the North West façade. The cracks are due to slight foundation movement, infiltration of ponding water to founding layers and consumption of the vast majority of moisture along the facade by trees, forcing the foundation to settle.

Prior to sealing the cracks, it is recommended to clean the existing half round drainage channel along the North West façade, seal defective channel joints, keep the walkway free of vegetation to allow surface runoff and roof discharges to rapidly drain.

7.21 Crazing (W20)



Figure 27: Crazing

Position: North-West façade)

Defect: Crazing

Floor Level: First floor

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

Crazing patterns were noted on the North West external façade. Further typical hairline cracks were perceived across weep holes. The cracks do not compromise the integrity of the structure; conditional Maintenance is recommended.

7.22 Horizontal crack and paint peeling (W12)



Figure 28: Horizontal cracking and paint peeling

Position: North-West façade

Defect: Cracking

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Cracks were noted on the North West façade (Corner of the window). The cracks are due to slight foundation movements, infiltration of ponding water to founding layers and consumption of the vast majority of founding material moisture along the facade by trees, forcing the foundation to settle. Paint peeling is due to environmental exposure and wearing.

Prior to sealing the cracks, it is recommended to clean the existing half round drainage channel along the North West façade, seal defective channel joints, keep the walkway free of vegetation to allow surface runoff and roof discharges to rapidly drain.

7.23 Cracking and horizontal



Figure 29: Cracking on the stair shaft wall

Position: Exterior (North-West façade)

Defect: Cracking and horizontal

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Condition-based Maintenance

Cracking cracks were noted on the North West external façade. The cracks are due to seasonal temperature variations, richer cement content, improper curing. The cracks do not affect the integrity of the structure.

We recommend conditional maintenance.

7.24 Vertical hairline crack on the wall (W05)



Figure 30: Vertical crack mid-span of wall opening

Position: Internal (South East façade)

Defect: Vertical crack

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

A vertical crack was noticed on the ground floor wall, located below the windowsill (W09). The crack is due to slight building movement

It is recommended that these cracks are repaired to stop further propagation and secondary damages.

7.25 Crack at window re-entrant corners (W06)



Figure 31: Crack at window re-entrant corner (W06)

Position: Interior (South East façade)

Defect: Diagonal crack

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Hairline cracks were noted at window 06 re-entrant corners. Cracks do not affect the integrity of the structure.

It is recommended that these cracks are repaired to stop further propagation and secondary damages.

7.26 Horizontal cracks in the first floor



Figure 32: Crack above the structural beam



Figure 33: Close up on crack above

Position: Interior (South East façade)

Defect: Horizontal

Floor Level: First floor

Condition: 2 – Bad

Repair Priority: 2

Recommendation: Repairs

Horizontal crack in the brick wall above the first-floor reinforced concrete beam. The crack runs longitudinally at approximately 300mm high above the concrete to brickwork joint before dropping to 1/3 of the beam height for the last 2 meters. These cracks are caused by detachment of lower gable wall as indicated in figure 13.

Prior to fixing the cracks, it is recommended that the perimeter ground floor water channel currently running along the exterior South East façade wall is cleaned, channel joints are sealed and surface runoff directed away from the perimeter wall of the building. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.27 Crack on wall

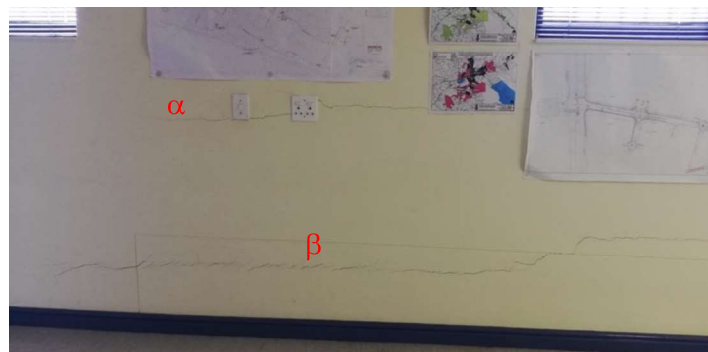


Figure 34: Crack above structural beam (wall inner leaf)

Position: Interior (South East façade)

Defect: Horizontal crack

Floor Level: First floor

Condition: 2 – Bad

Repair Priority: 2

Recommendation: Rehabilitation



Figure 35: Mono pitch truss top chord fixing (outer wall leaf)

Figure 34 indicates the continuation of the crack (β) illustrated in figures (32 & 33). An additional horizontal crack (α) was identified approximately 600 mm from the beam top of the concrete level. Upon inspection of the cracks (β) and (α), it was also noted the mono-pitch roof truss top chord bearing were not mechanically fixed against the outer wall leaf. The top chord protrudes through the outer leaf and presses up against the inner leaf. The crack (α) is due to the frequent vibration of the mono-pitch roof pressing against the first floor wall inner leaf as well as electrical conduit chasing.

Prior to fixing the cracks, it is recommended that the portion of the mono-pitched roof trusses top chords overhang protruding into the cavity wall are cut and adequately secured. The perimeter ground floor water channel currently running along the exterior South East façade wall is cleaned, channel joints are sealed and surface runoff directed away from the perimeter wall of the building. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.28 Vertical wall crack at entrance



Figure 36: Vertical wall crack at entrance

Position: Interior (South East façade)

Defect: vertical cracking

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Vertical wall crack was noticed at entrance wall nib, and this crack is due to settlement of the entrance patio area and shifting of external orthogonal walls.

It is recommended that the surface runoff and roof discharges surrounding this area are managed. The water collected from the mono-pitched roof in to the gutter is to be discharged away from the entrance foundation walls. Surrounding water channels are to be cleaned, screed to fall and waterproofed to prevent further water ponding and ingress to the foundation.

7.29 Stepped crack at window corner (W04)



Figure 37: Crack window corner (W04)

Position: Interior (South East façade)

Defect: vertical cracking

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Cracks were noted at the window (W04) re-entrant corner below the sill. The cracks are due to ineffective drainage channel and slight settlement of the foundation. Refer to figure 10.

It is recommended that the water collected from the mono-pitched roof in to the gutter is discharged away from the foundation perimeter wall to the parking area. The existing channel is to be cleaned, screed to fall and waterproofed to prevent further water ponding and ingress to the foundation. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on Figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Further repair actions to be indicated thereafter.

7.30 Crack around the first floor supporting beam

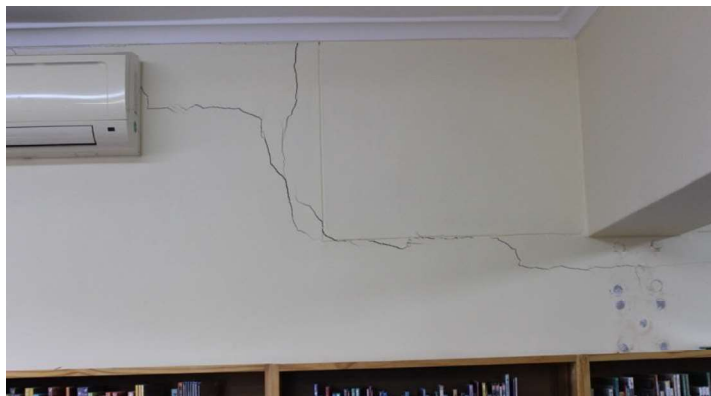


Figure 38: Cracked masonry supporting beam edge

Position: Interior (South West façade)

Defect: Vertical, horizontal cracking

Floor Level: ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Cracks were noted around the reinforced concrete beam to brick wall interface, as well as the air conditioner indoor unit. Cracks are due to differential movement of the RC beam and masonry wall (contraction or expansion). In addition, post mounting of the AC units (outdoor and indoor) and finally poor quality in creating the slip joint. There is no smooth contact between the wall and the slab, and this creates further cracking in the wall.

It is recommended that loose plaster are removed and reinstated after an adequate groove has been created between the concrete beam and masonry wall to achieve a functional joint. Perimeter water channels are to be sealed and external surface runoff manage prior to fixing the crack.

7.31 Delamination of ceiling cornice.



Figure 39: Delamination of ceiling cornice

Position: Interior (South West / North West façade)

Defect: Delamination of ceiling cornice

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Delamination of ceiling cornice (South West and North-West corner). Cracks are due to foundation shifting, poor drainage and proximity to trees. The orthogonal walls are rotating outward.

Prior to sealing the cracks, it is recommended that the perimeter half round drainage channels are cleaned of rubbish and organic material, the defective channel joints are sealed, the walkway is kept free of vegetation to allow surface runoff and roof discharges to rapidly drain. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on Figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.32 Diagonal crack



Figure 40: Wall diagonal crack below the 1st-floor slab

Position: Interior (South West façade)

Defect: vertical cracking

Floor Level: ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Diagonal cracks on the south-west wall. The cracks are due to foundation shifting, poor drainage and proximity to the trees.

Prior to sealing the cracks, it is recommended that the perimeter half round drainage channels located on the external façade of the wall are cleaned of rubbish and organic material, the defective channel joints are sealed, the walkway is kept free of vegetation to allow surface runoff and roof discharges to rapidly drain. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on Figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.33 Craziing a wall



Figure 41: Craziing on wall

Position: Interior (South West façade)

Defect: vertical cracking

Floor Level: Ground floor

Condition: 4 – Fair

Repair Priority: 4

Recommendation: Conditional-based Maintenance

Craziing on the wall (south-west facade). The cracks are due to wall exposure and over trowelling . Due to the blocked weep holes, certain functions of the cavity wall are unable to be full filled.

It is recommended that the blocked weep are reopened to restore, the crazed cracks do not affect the integrity of the wall.

7.34 Diagonal crack (W33)

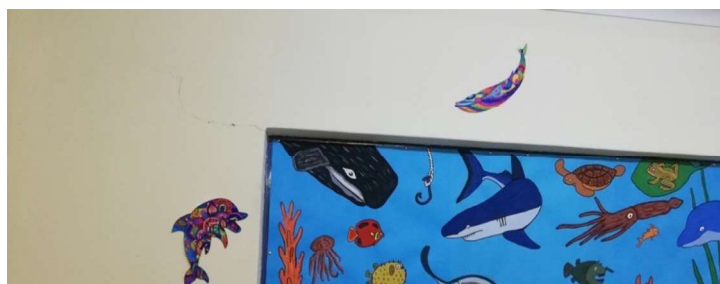


Figure 42: Diagonal Crack

Position: Interior (kids' reading area)

Defect: Diagonal

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Diagonal cracks at wall re-entrant corner. The crack propagation connects to window 08 corner cracks. Cracks are due to foundation shifting, poor drainage and proximity to trees.

Prior to sealing the cracks, it is recommended that the perimeter half round drainage channels located on the external façade of the wall are cleaned of rubbish and organic material, the defective channel joints are sealed, the walkway is kept free of vegetation to allow surface runoff and roof discharges to rapidly drain. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.35 Horizontal crack (W28)

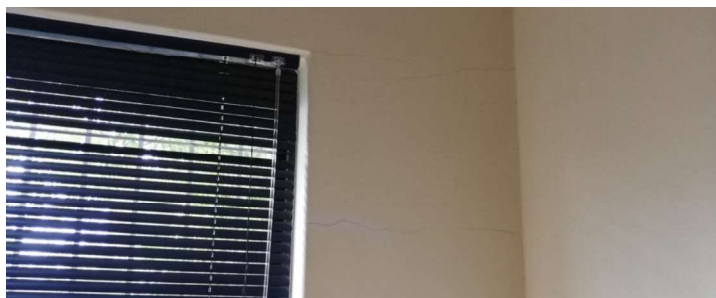


Figure 43: Horizontal crack near the kitchen window 1st floor

Position: Interior (North-west façade)

Defect: vertical cracking

Floor Level: Ground floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Horizontal cracks at wall re-entrant corner south-west wall were noted. Cracks are due to foundation shifting, poor drainage and proximity to the tree.

Prior to fixing the cracks, it is recommended that the perimeter half round drainage channels at ground floor level are cleaned of rubbish and organic material, the defective channel joints are sealed, the walkway is kept free of vegetation to allow surface runoff and roof discharges to rapidly drain. In addition, the client is to engage an independent contractor to expose the foundations at designated locations as indicated on figure 2; in order to assess the extent and the degree of defects sustained by the foundation. Foundation repair methodologies will thereafter be provided where required.

7.36 Diagonal crack



Figure 44: Diagonal crack at main council entrance

Position: Counsellor reception entrance

Defect: Diagonal crack

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Diagonal cracks at the door opening were noted , crack are due to movement of the building and foundations.

It is recommended that the building perimeter is free of water, drainage channels and points of discharge are freely draining to avoid further moisture ingress into the foundations. In addition, the foundations are to be exposed at designated strategic site position to further asses it current condition. Further repair actions to be indicated thereafter where required.

7.37 Horizontal cracks around the brick nib



Figure 45: Horizontal crack around the brick nib

Position: Interior (Northwest façade)

Defect: Horizontal crack

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Horizontal cracks at kitchen wall opening, cracks are due to movement of the building and foundations.

Prior to repairing the cracks, it is recommended that the perimeter half round drainage channels at ground floor level are cleaned of rubbish and organic material, the defective channel joints are sealed, the walkway is kept free of vegetation to allow surface runoff and roof discharges to rapidly drain.

7.38 Crack on wall



Figure 46: Crack on the gent's toilet wall

Position: Interior (North-West façade)

Defect: cracking

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Cracks were noted in the ladies restroom. Cracks are due to wall chasing for conduits and general movement of the building indicated on the North West façade foundations.

It is recommended that these cracks are repaired to stop further propagation and secondary damages

7.39 Ceiling cornice delamination and detachment

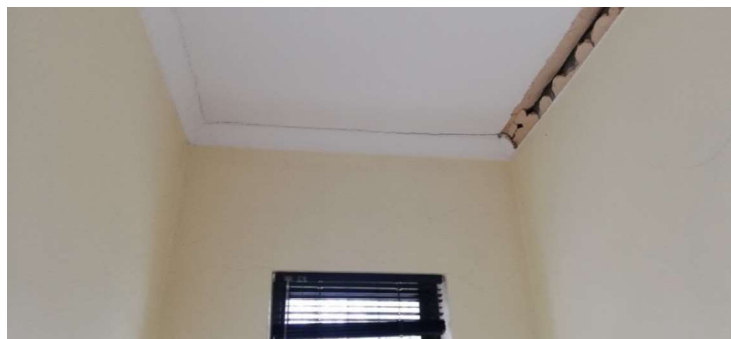


Figure 47: Ceiling delamination

Position: Interior (North-West façade)

Defect: vertical cracking

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Delamination of ceiling cornice was noted, this is due to contraction and expansion of material.

It is recommended that the delaminated cornice is replaced.

7.40 Damp on wall



Figure 48: Damp on the wall

Position: Interior (North-Est façade)

Defect: vertical cracking and water ingress

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Damp was noticed on the wall below the windowsill in the stair shaft. This is due to moisture ingress.

It is recommended that these cracks are repaired to stop further propagation, water ingress and secondary damages

7.41 Cracking and separation at the door frame



Figure 49: Cracking and separation at the door frame

Position: all windows

Defect: vertical cracking

Floor Level: first floor

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

(typical for all walls North-west façade)

Cracks around all first floor window frames were noted. These are due to building shift and foundation settlement over time.

Prior to repairing the cracks, it is recommended that the perimeter ground floor water channel currently running along the exterior South East façade wall is cleaned, refurbished and waterproofed to prevent further water ingress into the foundation.

7.42 Cracking

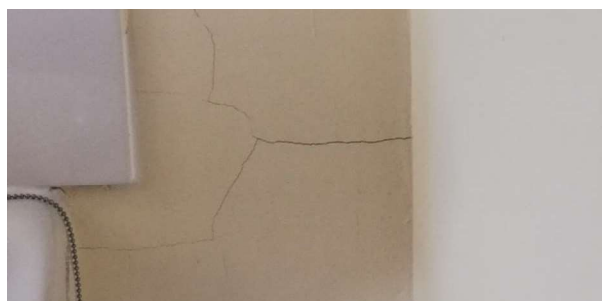


Figure 50: Ceiling delamination

Position: Interior (North-West façade)

Defect: crazing

Floor Level: First floor

Condition: 3 – Defective

Repair Priority: 3

Recommendation: Repairs

Crazing cracks were noted in all restrooms at first-floor level. This is due to bad workmanship. It is recommended that these cracks are repaired to stop further propagation and secondary damages.

7.43 Boundary wall



Figure 51: Out of plan movement of Terraforce wall

Position: Interior (North-West façade)

Defect: Out of plan movement of Terraforce wall

Condition: 2 – Bad

Repair Priority: 2

Recommendation: Rehabilitation

The Northwest boundary wall is defective, unstable and unsafe. It is recommended that the wall is rehabilitated urgently.

8. CONCLUSION

Based on the findings of the visual inspection process, no item exhibited the level 1 condition rating, where the impact will be of high significance or fatal structural flaws. Many items received rating ranges between 2 to 4 requiring repairs and rehabilitation within the next 3 to 12 months.

The defects in counted included but not limited to :

- Structural Cracks (vertical, horizontal and diagonal)
- Defective drainage channel
- Foundation soils shifting and water ingress
- Plaster crazing / Mapped cracks
- Blocked / Missing weep holes
- Defective lintel

The above defects affect the integrity of the structure; the implementation of the provided mitigation plan is required within the stipulated time frame. The overall building condition rating is deemed defective and requires attention relative to the priority table provided. Conditions with level 4 priority are not considered as critical at this stage. These should, however, be included in the maintenance plan for routine repairs.

It should be noted that the recommended repairs will ensure that the structure maintains its original design capacity. It does not imply that the structure complies with current design standards, i.e. can withstand current design loadings. A full structural analysis will have to be undertaken if the client wants confirmation of the structure's load-bearing capacity.

Refer to the summary table of assessment for defect priority repair level.

9. RECOMMENDATIONS

The following is recommended:

- All cracks greater than 0.3 mm are to be repaired
- Weep hole on the south-west facade to be re-opened to full fill the design intent
- Lintels above windows W05 and W06 to be replaced and side jamb to be replaced.
- All blocked stormwater drainage to be cleaned to avoid accelerated settlement and water ponding

- Ground mono-pitch roof truss top chord is to be securely attached to the external masonry leaf. Excessive bearing top chord timber to stop short of internal masonry leaf.
- The south-west boundary terra force wall and fibercrete wall to be repaired.

We further recommend that foundation are exposed at certain locations in order to assess the extent and the degree of defects sustained. Foundation repair methodologies will thereafter be provided where applicable.

It is also recommended that an implementation program is developed to execute the proposed repairs. The plan should include frequency of future assessments, tracking and monitoring of defects to form part of the program.

10. REMEDIAL PROCEDURES

Below are remedial procedures provided for the recommended repair of cracks and other structural defects mentioned above. Non-structural defects such as drainage require consultation with Specialists.

10.1 Hairline cracks (all patterns) and crazing _ plaster only

- Gently scabble the affected surface.
- Widen the crack using a sharp tool.
- Remove all impurities, dust and loose material from the affected surface.
- Apply an approved crack cementitious grout or injection resin strictly to manufacturer's specifications and allow to cure.

10.2 Major cracks (Defective plaster delamination)

- Scabble to remove all cracked and deteriorated plaster;
- Clean all surfaces of loose mortar and dust;
- Install chicken mesh on the masonry surface;
- Reinststate plaster.

10.3 Wide cracks in wall (stepped and horizontal)

- Scabble to remove all cracked and deteriorated plaster;
- Inspect brick mortar joint of any visible cracks
- If the mortar joint shows any longitudinal debonding,
- The mortar should be removed from cracked joint with the help of iron tools at least up to 25 mm depth
- All loose material should be cleaned from the cracked portion.

- Apply an approved cementitious repair mortar strictly to manufacturer's specifications and allow to cure.
- Clean all surfaces of loose mortar and dust;
- Install chicken mesh on the masonry surface;
- Reinstall plaster.

10.4 Lintel replacement

- Carefully core or remove brick at specific points as directed by Engineer at approximately 1000 mm centers above openings to create holes to be used for propping the above dead load. Please note all props to be approved by engineer prior to commencement of demolition.
- Carefully break out two courses of brickwork above openings and dispose debris offsite.
- Slot in position 100x100x8 angle (equal leg) lintel including necessary temporary supports. Water proofing to specialist details.
- Plaster lintel and new brickwork (both sides) with 1:3 cement mortar with 'SIKA-1' additive to match adjacent surfaces.

Note: The above cost estimate is for cost to conduct works that were found during the condition assessment of the building. The cost excludes cost of further investigations where necessary, excludes the cost of foundation upgrade where required and excludes cost of temporary supports or access that may be required. A contractual Bill of Quantities will have to be drawn up by the appointed contractor for the works.

12. SUMMARY OF TABLE AND CONDITION ASSESSMENT

Table 3: Summary table of condition assessment

Defect position	Defect Description	Roots causes	Figure Number	Priority
Exterior (S-E) façade	Diagonal cracks / column spalling	Environmental exposure and difference in material properties – Normal Deterioration	Figure 5	Priority 3
Exterior (S-E) façade	Minor cracks	Environmental exposure – Normal Deterioration	Figure 6	4
Exterior (S-E) façade	Horizontal crack across the window opening	Moisture seepage and constant humidity from firmly installed drainage channel.	Figure 7	4
Exterior (S-E) façade	Diagonal crack at the window corner	stress concentration at the edge of the windows	Figure 8	3
Exterior (S-E) façade	Crack on wall	Change in geometry – Normal	Figure 9	4
Exterior (S-E) façade	Horizontal crack and humidity	The proximity of the channel and difficulty to freely drain.	Figure 10	3
Exterior (S-W) façade	Cracks around the concrete beam	Varies	Figure 11	Varies
Exterior (S-W) façade	Horizontal cracks	Side displacement for mono-pitch gable wall	Figure 12	2
Exterior (S-W) façade	Major cracks	Side displacement for mono-pitch gable wall	Figure 13	2
Exterior (S-W) façade	Vertical and angle crack behind the AC unit	Post fixing of the external AC unit and vibrations	Figure 14	3

Exterior (S-W / N-W) façade	Crazing on wall plaster	Environmental exposure – Normal Deterioration	Figure 15	4
Exterior (S-W) façade	Blocked weep hole	Poor workmanship	Figure 16	3
Exterior (S-W) façade	A horizontal crack at the window opening	Deflection of the lintel above window 05 and 06	Figure 17	2
Exterior (S-W) façade e	Cracks on the window reveal and jamb (W05 and W06)	Overload of masonry outer leaf	Figure 18	4
Exterior (N-W) façade	Blocked RWDP	Vegetation, sediments and debris	Figure 19	4
Exterior (N-W) façade	Varies	Varies	Figure 20	varies
Exterior (N-W) façade	Horizontal crack	Water ingress, vegetation, deposits and debris	Figure 21	2
Exterior (N-W) façade	Diagonal crack	Water ingress, vegetation, deposits and debris	Figure 22	3
Exterior (N-W) façade e	The cracks on the wall at the window opening	Water ingress, vegetation, deposits and debris	Figure 23	3
Exterior (N-W) façade	Horizontal and the diagonal cracks on the wall	Water ingress, vegetation, deposits and debris	Figure 24	3
Exterior (N-W) façade	Horizontal crack and paint peeling	Water ingress, vegetation, deposits and debris	Figure 25	3
Exterior (N-W) façade	Horizontal crack and paint peeling	Seasonal temperature variations of the local climate and wearing	Figure 26	3
Exterior (N-W) façade	Crazing	Shrinkage and seasonal temperature variations of the local environment.	Figure 27	4
Interior (S-E)	Vertical hairline crack	Building movement	Figure 28	4

Interior (S-E)	Crack at window re-entrant corners (W06)	Building movement	Figure 29	3
Interior (S-E)	Horizontal cracks	the detachment of lower gable wall	Figure 30	2
Interior (S-E)	Horizontal cracks	Mono pitched vibration & poor quality (chasing)	Figure 31	2
Interior (S-E)	Vertical crack	Settlement and shifting the f orthogonal wall	Figure 32	3
Interior (S-E)	Stepped crack	Settlement	Figure 33	3
Interior (S-E)	Crack masonry supporting beam edge	Different movement on wall post fixing of AC	Figure 34	3
Interior (S-E _ N-W)	Delamination of ceiling cornice.	Poor drainage and proximity to tress	Figure 35	3
Interior (S-E)	Diagonal cracks	Poor drainage and proximity to tress	Figure 36	
Exterior (S-W)	Crazing	Shrinkage and seasonal temperature variations of the local climate.	Figure 37	4
Interior (kids' reading area)	Diagonal crack	Poor drainage and proximity to tress	Figure 38	3
Exterior (N-W)	Horizontal crack	Poor drainage and proximity to tress	Figure 39	3
Counsellor reception	Diagonal	Foundation Settlement	Figure 40	3
Exterior (N-W)	Horizontal	Foundation Settlement, Poor drainage and proximity to tress	Figure 41	3
Exterior (N-W)	Cracked wall	Conduit chasing	Figure 42	3
Exterior (N-W)	Cornice delamination	Building movement	Figure 43	3
Interior (N-E)	Damp on wall	Crack around the window frame	Figure 44	3
All windows	Cracks around the window frame	Building movement	Figure 45	3

Interior (N-W)	Crazing	Shrinkage and seasonal temperature variations of the local climate.	Figure 46	3
Interior (S-W)	Overturning terraforce wall	Ground and hydrostatic pressure from neighbouring property	Figure 47	2

**STRUCTURAL/CIVIL SCOPE OF WORKS****STRUCTURAL ENGINEERING****JAMESTOWN LIBRARY**

Date: 26/07/2024

Rev: 00

Rev	Description	Approved by	Date	Signature
00	Issued to client	Mr. M. Ditibane Pr. Tech. Eng. 2018300061	26/07/2024	

Prepared by: DBI Consulting Engineers  TOTAL INFRASTRUCTURE SOLUTIONS		Prepared for: Stellenbosch municipality  STELLENBOSCH MUNISIPALITEIT • UMASIPALA • MUNICIPALITY	
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SPECIFICATION: STRUCTURAL & CIVIL WORK REPAIRS**CONTENTS**

<u>CLAUSE</u>	<u>DESCRIPTION</u>
SP1	SCOPE
SP2	SUPPORTING SPECIFICATIONS
SP3	REPAIR OF HAIRLINE CRACKS (ALL PATTERNS) AND CRAZING - PLASTER ONLY
SP4	REPAIR OF WIDE CRACKS IN WALL (STEPPED AND HORIZONTAL)
SP5	REPAIR OF MAJOR CRACKS (DEFECTIVE PLASTER DELAMINATION)
SP6	LINTEL REPLACEMENT
SP7	REMOVE EXISTING PRECAST PANEL DURAWALL AND REINSTATE WITH NEW CLEARVIEW FENCE
SP8	REMOVAL OF EXISTING RETAINING WALL AND REPLACED WITH NEW BRICK CAVITY RETAINING WALL
SP9	UNDERPIN EXISTING FOUNDATION
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SP12	REMOVE EXISTING BRICK PAVING AND REPLACE WITH NEW PAVING
SP13	CLEANING ROOF
SP14	REMOVAL OF TREES

STRUCTURAL & CIVIL WORK REPAIRS**SP1 SCOPE**

This specification covers inter alia the requirements for the structural and civil remedial work. The work comprises of the following:

- 1. Repair of hairline cracks (all patterns) and crazing - plaster only**
- 2. Repair of wide cracks in wall (stepped and horizontal)**
- 3. Repair of major cracks (defective plaster delamination)**
- 4. Introduce lintels**
- 5. Remove existing precast panel Durawall and reinstate with new ClearView fence**
- 6. Removal of existing retaining wall and replaced with new brick cavity retaining wall**
- 7. Underpinning of existing foundation**
- 8. Install new sub-soil drainage for existing foundation**
- 9. Upgrade existing drain channel**
- 10. Remove existing brick paving and replace with new paving**
- 11. Cleaning roof**
- 12. Removal of trees**

SP2 SUPPORTING SPECIFICATIONS

The following specifications shall, inter alia, form part of this specification

- a) The project specification,
- b) SANS 10400 H: Foundation,
- c) SANS 10400 K: Walls,
- d) SANS 2001-CC1: Concrete works (structural),
- e) SANS 2001-CM1: Masonry walling,
- f) SANS 829-1: Maintenance of buildings and structures,
- g) SANS 1200 Series

The structural repairs shall be carried out in compliance with the requirements of:

- a) the local by-laws;
- b) this Specification;
- c) relevant SANS specification; and to
- d) the satisfaction of the *Project Manager and Engineer* or his representatives

SP3 HAIRLINE CRACKS (ALL PATTERNS) AND CRAZING - PLASTER ONLY

- Begin by gently scrubbing the affected area to ensure a clean surface, which will allow for better adhesion of repair materials.
- Next, use a sharp tool to carefully widen the crack; this step is crucial as it prepares the crack to properly receive the repair solution.
- Once the crack has been widened, meticulously remove any impurities, dust, and loose material that could hinder the repair process.
- The final step involves applying a high-quality, manufacturer-approved cementitious grout or injection resin. It's essential to follow the manufacturer's specifications closely during application to ensure optimal results.
- Allow the grout or resin to cure as directed, which will solidify the repair and restore the integrity of the surface.

SP4 WIDE CRACKS IN WALL (STEPPED AND HORIZONTAL)

- Start by scrabbling the area to remove all cracked and deteriorated plaster, ensuring a solid base for the repair work.
- Carefully inspect the brick mortar joints for any visible cracks and check for longitudinal debonding. If present, the compromised mortar should be chiselled out with iron tools to a minimum depth of 25 mm, creating a clean space for the new mortar.
- Thoroughly clean the area of all loose material to facilitate a strong bond with the repair mortar.
- Apply a high-quality, approved cementitious repair mortar, adhering strictly to the manufacturer's specifications.
- Allow the mortar to cure fully, which is critical for the stability of the repair.
- Once the mortar has set, clean all surfaces of any remaining loose mortar and dust.
- Install chicken mesh over the masonry surface to provide additional support and reinforcement.
- Finally, reinstate the plaster, which will not only restore the wall's appearance but also its structural integrity.

SP5 MAJOR CRACKS (DEFECTIVE PLASTER DELAMINATION)

- Initially, it's essential to scrabble away all cracked and deteriorated plaster to create a stable base for the new plaster.
- This step is followed by a thorough cleaning of all surfaces to remove any loose mortar and dust, which could compromise the adhesion of the new plaster.
- Subsequently, installing chicken mesh on the masonry surface provides a robust framework that supports the new plaster layer.
- Finally, the process is completed by reinstating the plaster, carefully applying it over the mesh to ensure a smooth and uniform finish.

SP6 LINTEL REPLACEMENT

- The process begins with the careful coring or removal of bricks at specific points, as directed by an engineer, at intervals of approximately 1000 mm centres above openings.
- These holes are essential for propping the dead load above during the repair work. It is crucial to note that all props must receive the engineer's approval before the demolition starts.

- Once the preparation is complete, the next step is to carefully break out two courses of brickwork above the openings and ensure the debris is disposed of offsite, maintaining a clean work environment.
- Following this, a 100x100x8 angle (equal leg) lintel is slotted into position. This step includes the installation of necessary temporary supports and meticulous waterproofing according to specialist details to protect the structure from moisture ingress.
- The final stage involves plastering the lintel and new brickwork on both sides. This is done using a 1:3 cement mortar mix enhanced with 'SIKA-1' additive, ensuring the new work seamlessly matches the adjacent surfaces in texture and appearance.

SP7 REMOVE EXISTING PRECAST PANEL DURAWALL AND REINSTATE WITH NEW CLEARVIEW FENCE

- Before any work begins, it's crucial to assess the current Durawall's condition, to plan the removal process without damaging the surrounding structures or landscape.
- The precast panels must be carefully removed to prevent injury or damage.
- Once the Durawall is removed, the site should be prepared for the new fence. This includes clearing any debris, ensuring the ground is level, and marking out the positions where the new ClearView fence posts will be installed.
- The new ClearView fence should be installed according to the manufacturer's specifications. This includes setting the posts in concrete to ensure stability and attaching the fence panels securely to the posts.
- After installation, it's important to conduct thorough quality checks to ensure that the fence is stable, secure, and meets all required specifications. Any necessary adjustments should be made, and the site should be cleaned up to complete the project.

SP8 REMOVAL OF EXISTING RETAINING WALL AND REPLACED WITH NEW BRICK CAVITY RETAINING WALL

- Carefully dismantle the existing interlocking planter wall, ensuring that any potential hazards are mitigated and that materials are disposed of responsibly.
- Excavate to the required depth for the new retaining wall, providing a stable base and room for the drainage system.
- Install a subsoil drainage system at the base of the new wall. This typically includes a perforated pipe wrapped in geotextile fabric, surrounded by clean, graded gravel to facilitate water flow.

- Construct the new brick cavity retaining wall with adequate weep holes to allow for water egress. Ensure that the cavity between the bricks is filled with gravel to promote drainage
- Backfill the area behind the wall with suitable material that allows for proper drainage and compaction.
- Apply a waterproof membrane to the backside of the wall to prevent water ingress and protect the structure.
- Upon completion, inspect the wall and drainage system to ensure they meet all specifications and perform a water test to confirm proper drainage
- Restore the landscape to its original condition, taking care to not disrupt the newly installed structures.
- Refer to Drawing no. **2012-STR-102** for more details.

SP9 UNDERPIN EXISTING FOUNDATION

- The area around the foundation must be excavated to expose the footing, and temporary supports must be installed to ensure the structure's stability during the underpinning process.
- Safety measures must be put in place to protect workers and the structure.
- A depth of 1.5 meters must be excavated below the foundation to make room for the new support system.
- Precast piles with a compressive strength of 50 MPa are installed to provide robust support.
- Y16 steel rods are inserted along with chemical anchors, and additional precast piles are added until refusal is met, indicating maximum support has been achieved.
- The process is completed by installing a concrete pile cap with a strength of 30 MPa, followed by soil compaction around the new structure for a secure finish.
- Refer to Drawing no. **2012-STR-100** for more details.

SP10 INSTALL NEW SUB-SOIL DRAINAGE FOR EXISTING FOUNDATION

- Excavate a trench along the foundation to the required depth, ensuring it slopes away from the structure for effective drainage.
- Install perforated drainage pipes at the bottom of the trench, with the holes facing downward to prevent clogging and ensure optimal water capture.
- Line the trench with geotextile filter fabric to prevent soil from entering the drainage system while allowing water to pass through
- Backfill the trench with a layer of clean, coarse gravel to promote water flow towards the pipes and then cover with the excavated soil.

- Ensure the drainage system has an appropriate outlet, a stormwater system, to effectively channel the water away from the foundation.
- After installation, inspect the system for any potential issues and conduct a water test to confirm proper function.
- Once the system passes inspection and testing, restore the landscape to its original state, taking care not to disrupt the newly installed drainage
- Refer to Drawing no. **2012-STR-100** for more details.

SP11 UPGRADE DRAIN CHANNEL

- Remove all rubbish, organic substances, vegetation, and soil from the drain channel. Ensure that all removed materials are disposed of offsite.
- Engage in hacking up/off and removing any existing screed or plaster from the concrete. Prepare the surfaces thoroughly for the application of new screed or plaster.
- Lay down a 30 mm thick layer of 1:3 cement screed. This screed should be steel floated and include 'SIKA' or similarly approved waterproofing additive, following the manufacturer's instructions. Apply on concrete to create a proper fall.
- After the screed application, clean all surfaces to remove any loose mortar and dust, ensuring a clean base for any further work or finishing touches.

SP12 REMOVE EXISTING BRICK PAVING AND REPLACE WITH NEW PAVING

- Clear the area of any debris, furniture, or obstacles. Assess the current paving condition and plan for the removal process.
- Carefully remove the existing brick pavers to minimize damage to the base layers.
- Dispose of the old pavers responsibly
- After the screed application, clean all surfaces to remove any loose mortar and dust, ensuring a clean base for any further work or finishing touches.
- Excavate the area to the required depth, considering the new paver thickness and base material.
- Install a new base layer of compacted gravel and sand, ensuring proper grading for drainage.
- Lay the new pavers, starting from a corner or edge and working your way across the area.
- Use a pattern that complements the space and ensures interlocking stability.
- Cut pavers as needed to fit the edges or around obstacles.
- Install edge restraints to prevent the pavers from shifting over time.
- Compact the pavers into the base using a plate compactor.

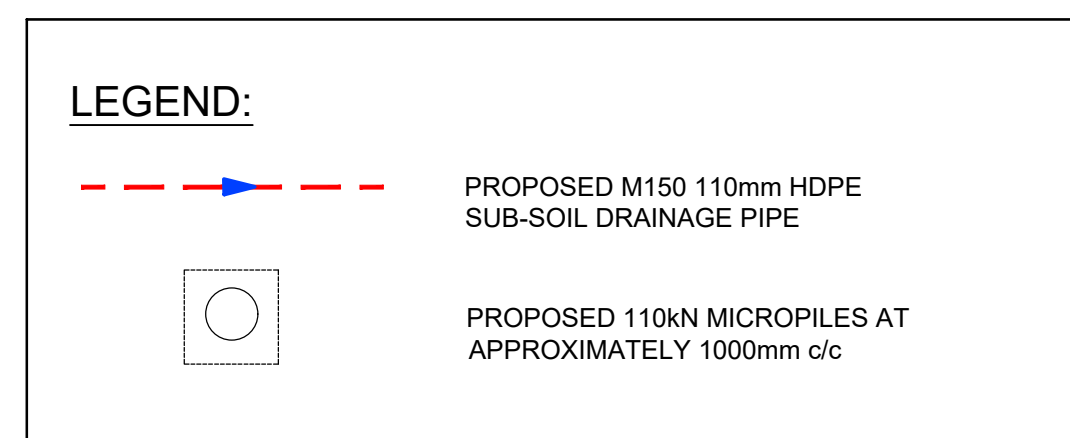
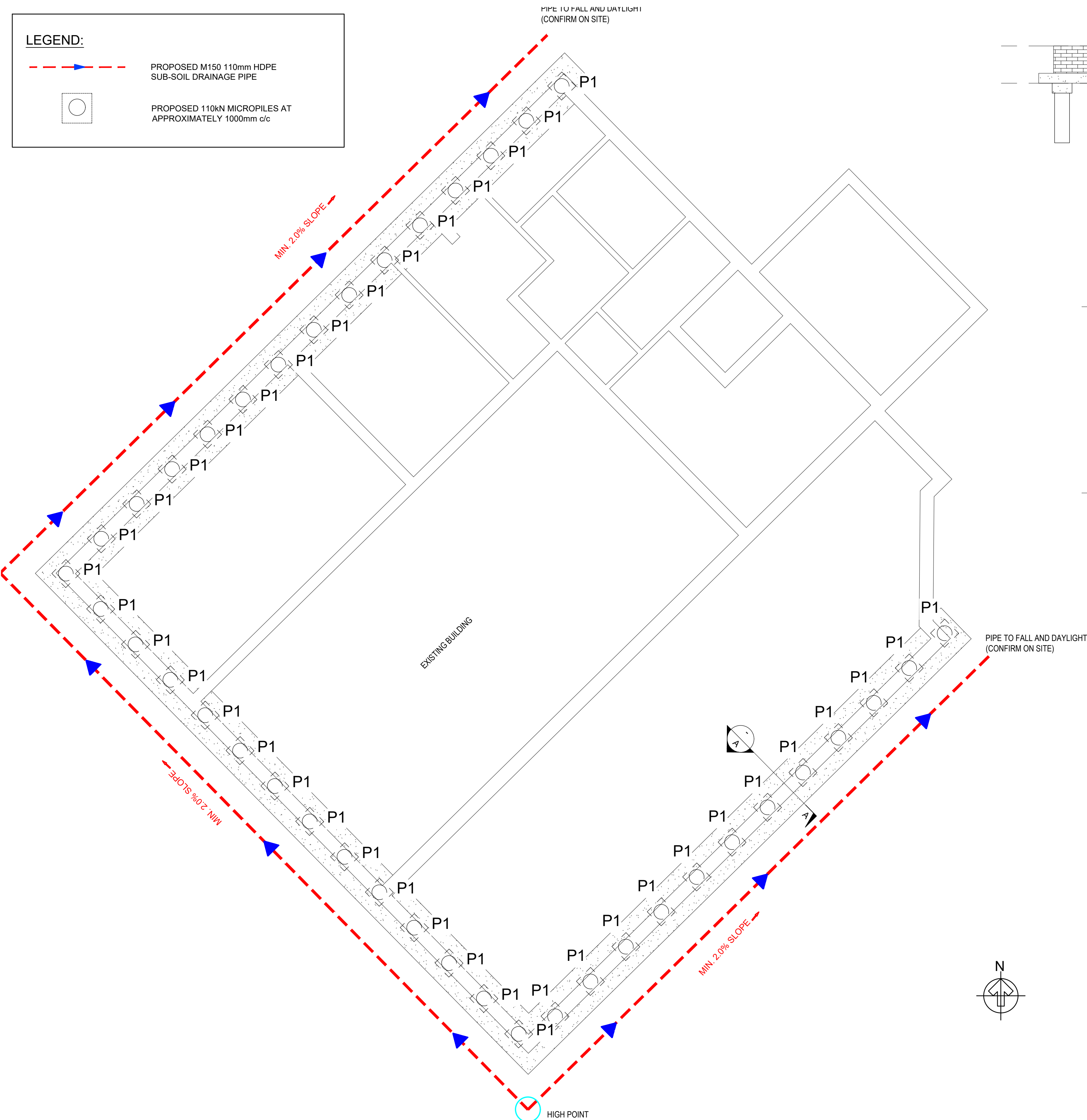
- Sweep sand over the pavers to fill the joints and lock them in place.
- Inspect the installation for any uneven areas or loose pavers.
- Clean the surface of any remaining debris or sand.
- Apply a sealant to the pavers to enhance their colour and protect them from stains and weathering

SP13 CLEANING ROOF

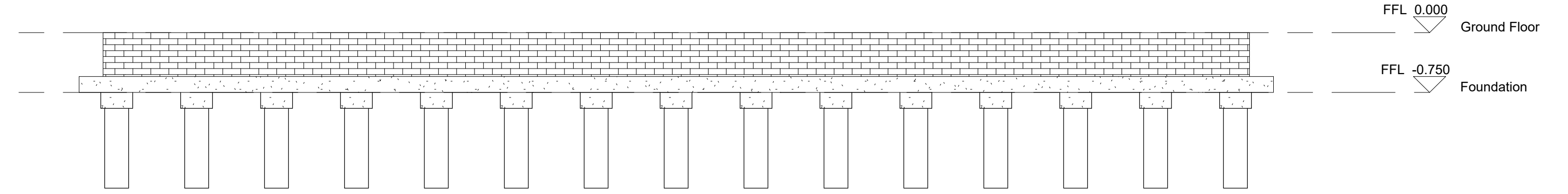
- Ensure that all gutters and downpipes are thoroughly cleaned and free from debris, leaves, and other obstructions.
- Remove any dirt, moss, or algae from the roof surface using appropriate cleaning methods (e.g., pressure washing or manual scrubbing).
- Inspect the entire roof for loose screws, bolts, or fasteners.
- Tighten or replace any loose or missing screws to ensure the roof's structural integrity.

SP14 REMOVAL OF TREES

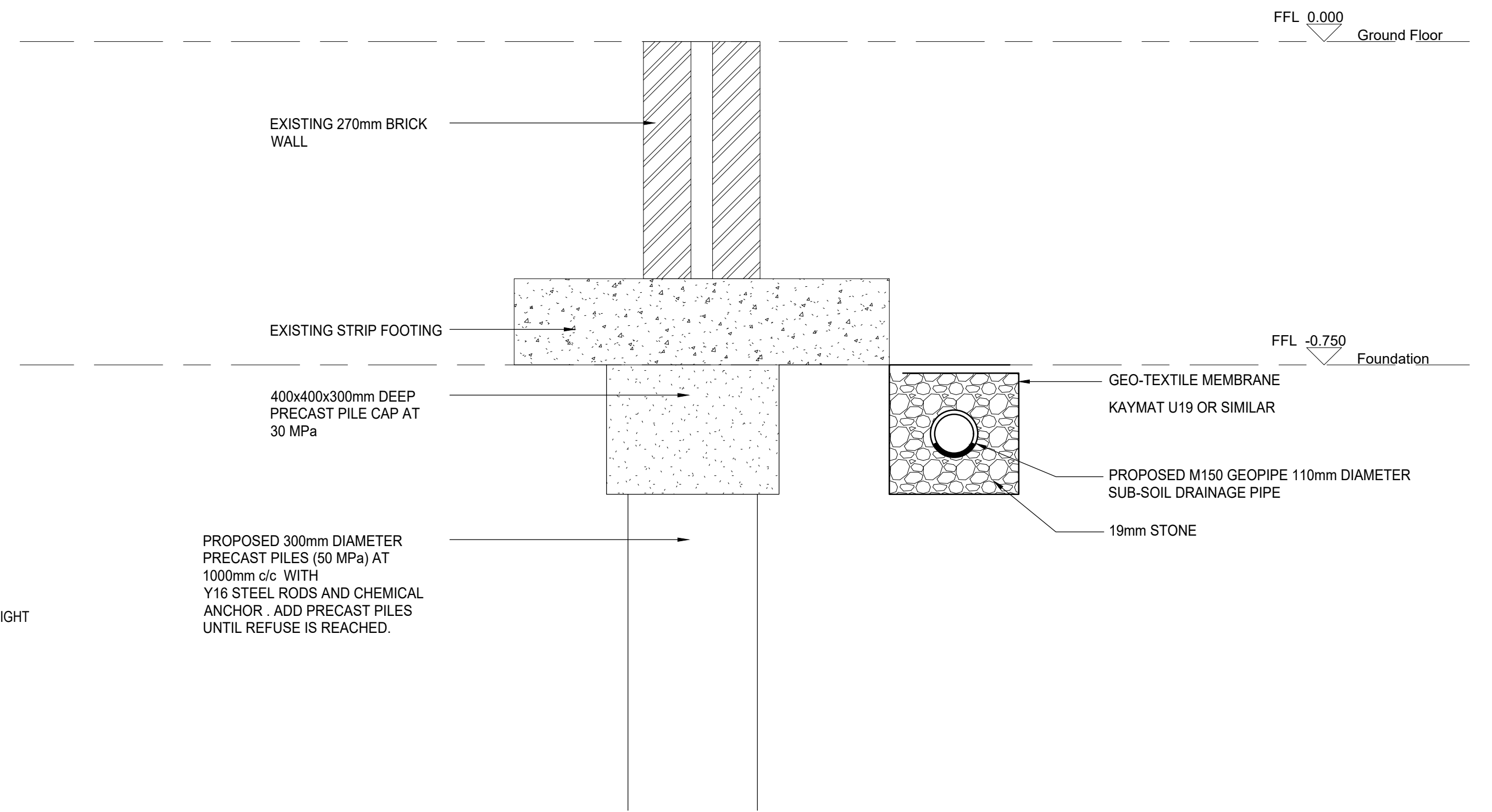
- Identify and mark trees with a girth not exceeding 500mm for removal.
- Safely cut down the selected trees, ensuring they fall in a controlled manner.
- Grub out stumps and roots to a depth of at least 200mm below ground surface.
- Remove and dispose of roots larger than 75mm in diameter and matted roots from the designated area.
- Fill in any holes left by stump removal to ensure a level surface.
- Compact the soil to achieve 98% Mod AASHTO density.



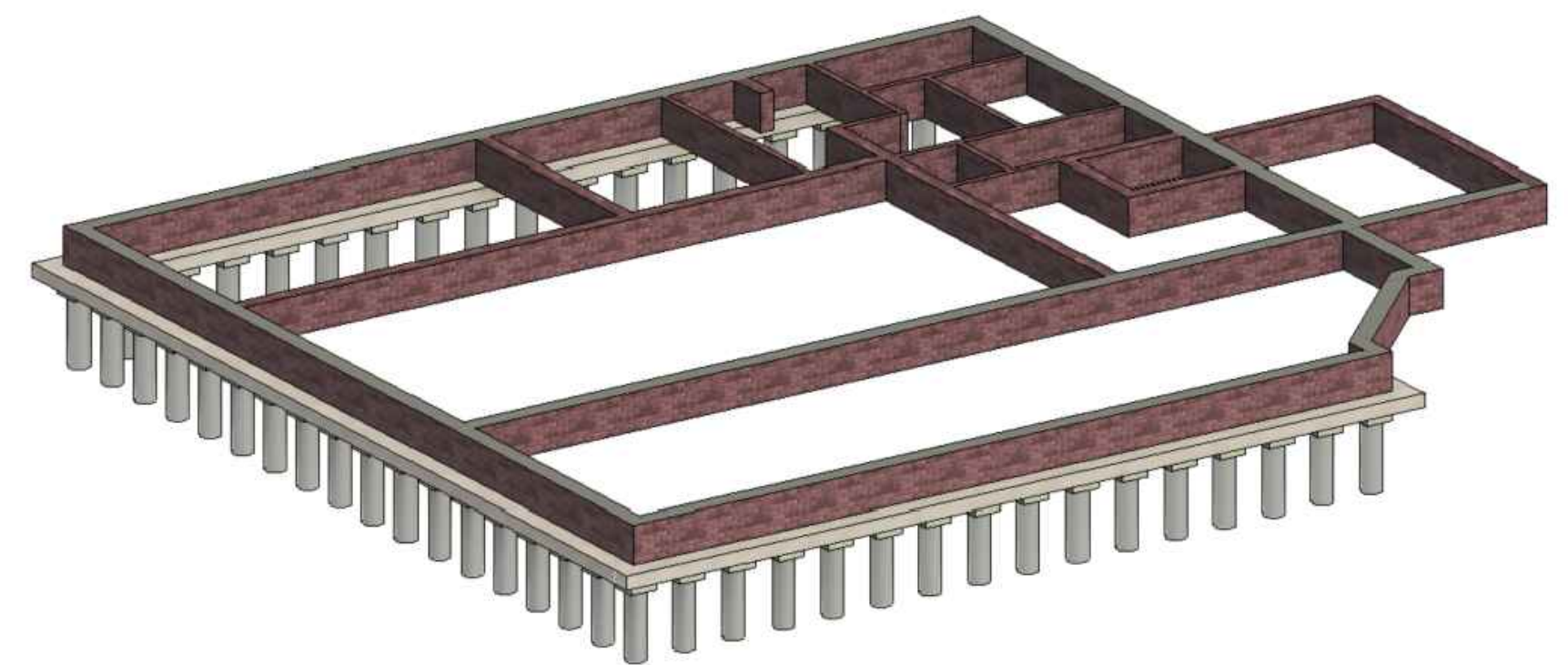
PLAN VIEW - FOUNDATION REMEDIAL WORKS
SCALE 1:50



NORTH WEST ELEVATION
SCALE 1:50



SECTION A-A
SCALE 1:10

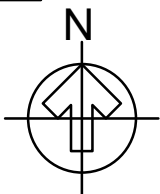
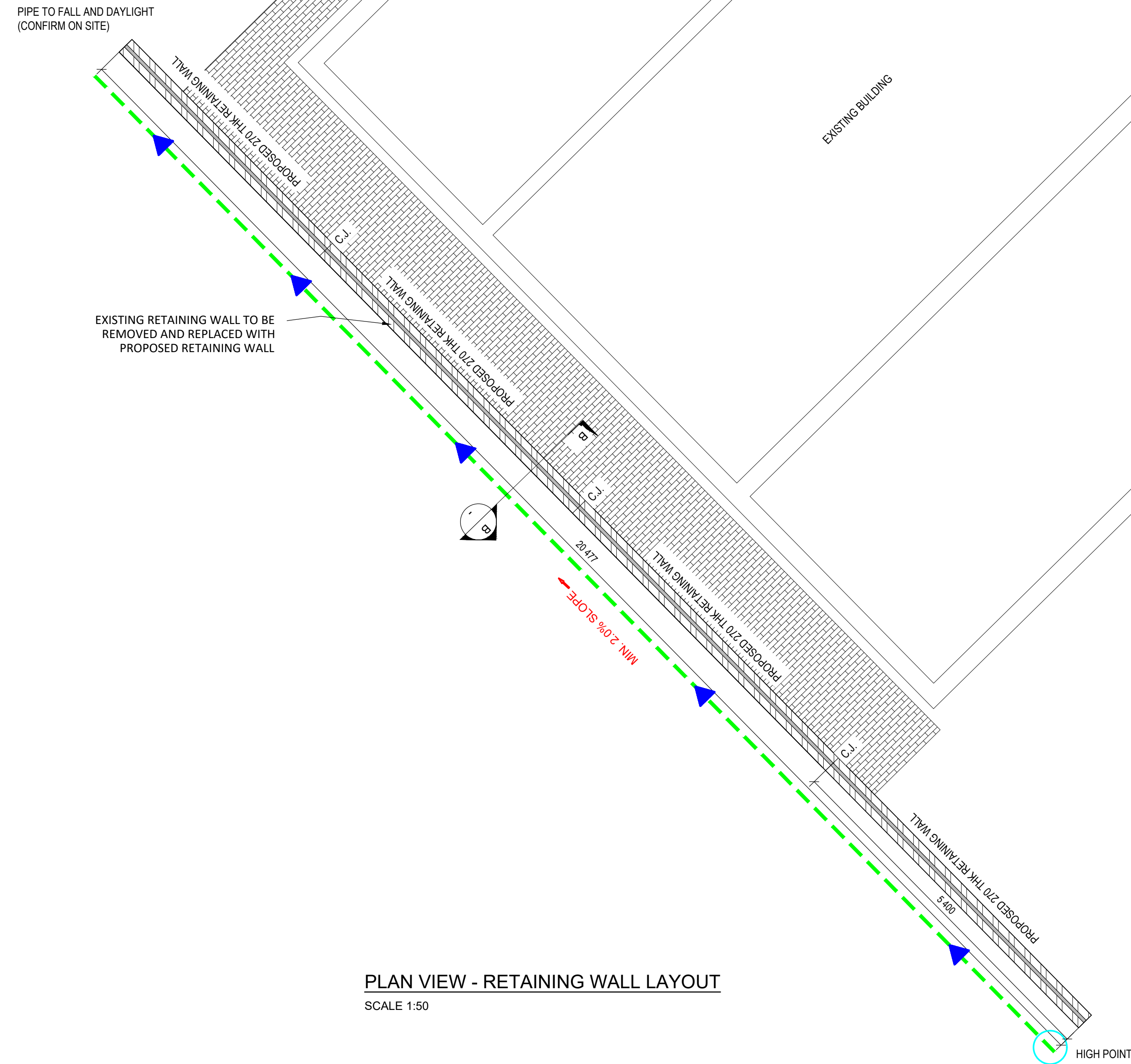
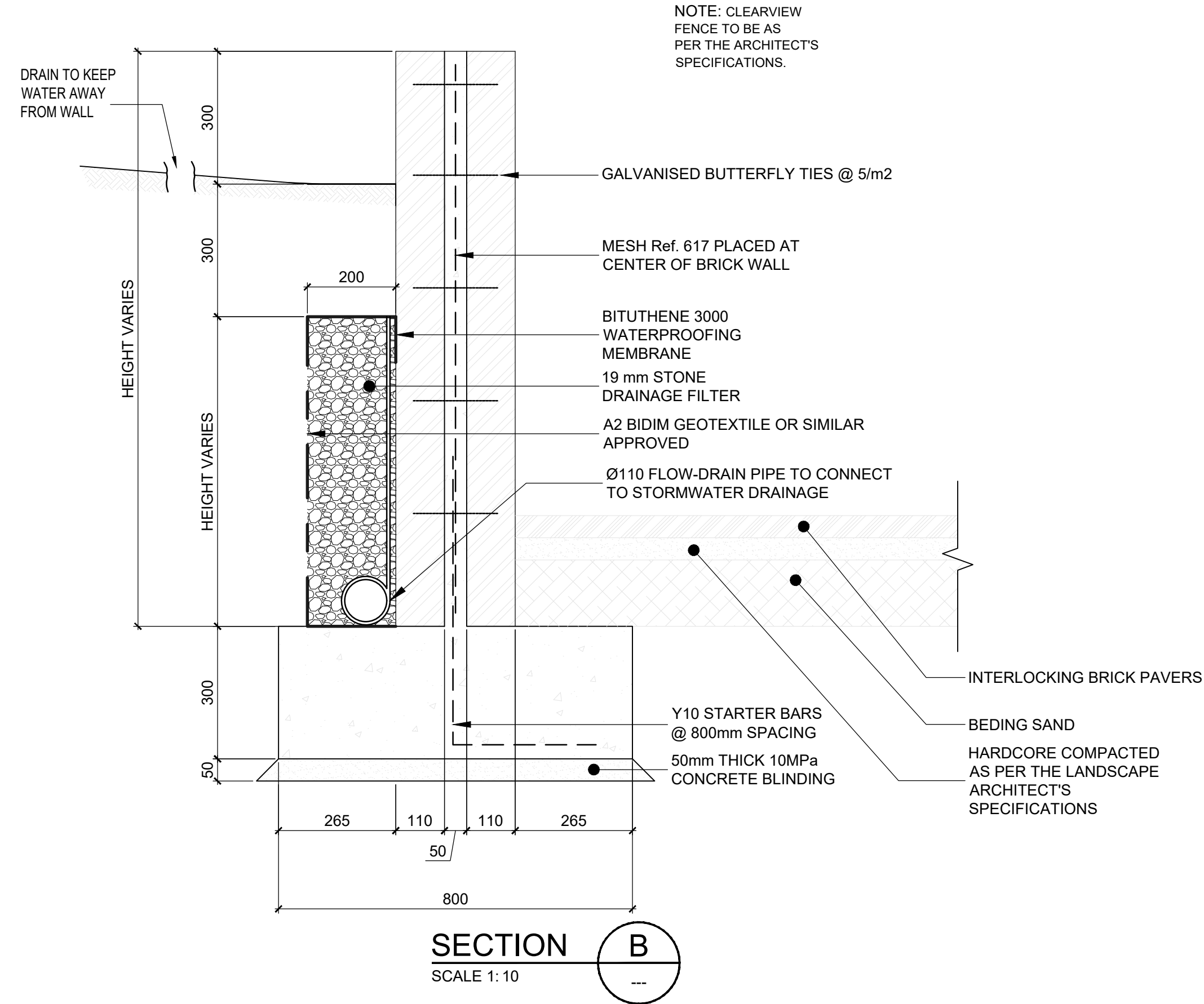
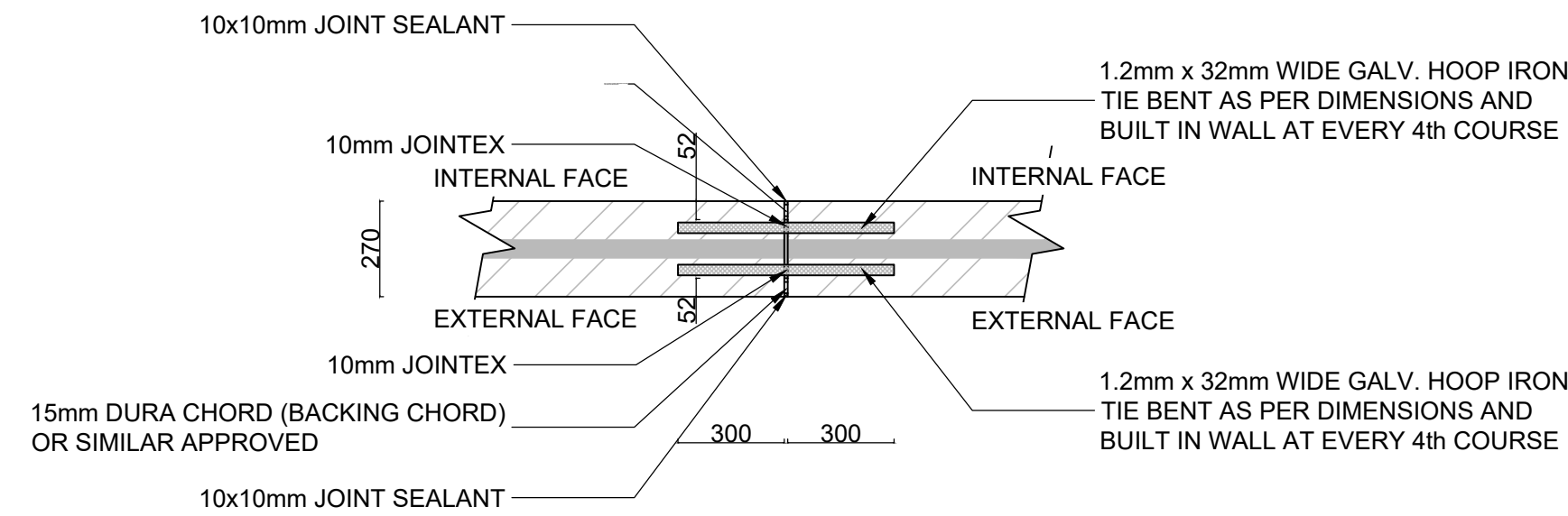


ISOMETRIC VIEW
SCALE 1:50

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					DESIGN CHECKED: V. CHIYA						DBI CONSULTING ENGINEERS UNIT 8, 8 RAURINIA ST. HIGHVELD TECHNO PARK, 0169 CENTURION TEL: (012) 665 0289 FAX: (015) 295 2116 E-MAIL: info@dbiconsulting.co.za WEBSITE: www.dbiconsulting.co.za				PROJECT TITLE: STELLENBOSCH MUNICIPALITY JAMESTOWN LIBRARY						TOWN HOUSE COMPLEX, PLEIN STREET, STELLENBOSCH, 7600		NAME: V. CHIYA		NAME: M. DITIBANE										PAPER SCALE:		SCALE:	
REVS. DATE SIGNATURE DESCRIPTION					DRAWN BY: R. MAPHOSA														ECSPA: REG. NO.		ECSPA: REG. NO.		A1		AS SHOWN													
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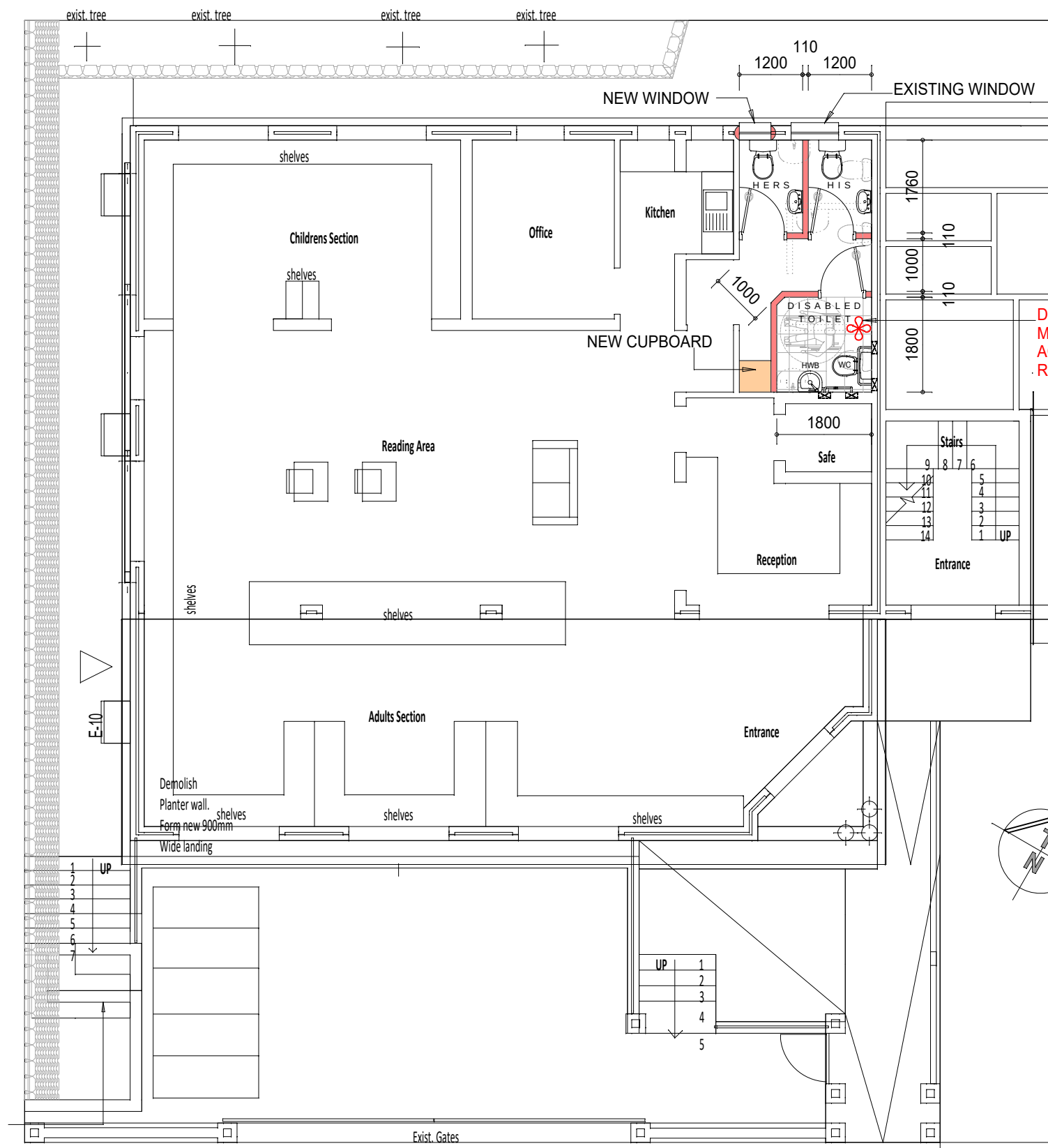
PROPOSED SUB-SOIL DRAINAGE PIPE



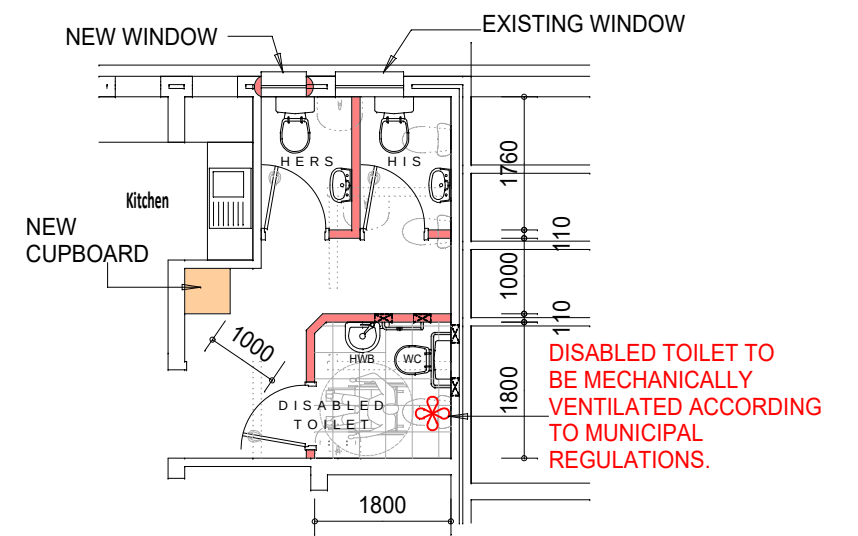
TYPICAL CONTROL JOINT DETAIL

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REVISION SCHEDULE				DESIGNED BY:	R. MAPHOSA	CONSULTING LOGO:		CONSULTING ADDRESS:		ISSUED FOR:		CLIENT LOGO:		CLIENT ADDRESS:		CHECKED BY:		CONSULTANT APPROVAL		THE ABOVE SIGNATORY CERTIFY THAT THE DESIGNER AND CHECKER HAVE SEEN AND APPROVED THE DRAWING		INTERNAL PROJECT NUMBER:		REVISION NUMBER:	
REVS.	DATE	SIGNATURE	DESCRIPTION	DESIGN CHECKED:	V. CHIYA			DBI CONSULTING ENGINEERS UNIT 8, 8 BAUHNIA ST. HIGHVELD TECHNO PARK, 0169 CENTURION TEL: (012) 645 0289 FAX: (015) 295 2116 E-MAIL: info@dbiconsulting.co.za WEBSITE: www.dbiconsulting.co.za		PROJECT TITLE: STELLENBOSCH MUNICIPALITY JAMESTOWN LIBRARY				TOWN HOUSE COMPLEX. PLEIN STREET, STELLENBOSCH, 7600		NAME: V. CHIYA		NAME: M. DITIBANE				2012		00	
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																DRAWING TITLE:						2012-STR-102		2 of 2	
										RETAINING WALL LAYOUT, SECTIONS AND DETAILS															



GROUND STOREY PLAN
Scale 1:100



OPTION 2
Scale 1:100



de villiers & moore
CONSULTING ENGINEERS
Electrical, Mechanical, Fire

Our Ref: M5302X/K/8133

Your Ref:

Date: 2024.07.29

Stellenbosch Municipality

JAMESTOWN PUBLIC LIBRARY, EXISTING FACILITIES FIRE ASSESSMENT REPORT.

This report outlines the results of the investigation into the conditions of the fire safety systems serving the Jamestown Public Library in Pajaro Lane, Stellenbosch.

The findings and recommendations in this report are made in terms of the modern SANS 10400:2024 regulations, with cognizance given to inherited structures, layouts and systems. It is the view of this office that these regulations should be applied insofar possible, and where found not possible, acceptable rational design methodologies be applied with the approval of the Local Authority.

The report provides the professional views of De Villiers & Moore Consulting Engineers, aimed to highlight matters concerning the generally accepted minimum requirements to render the premises safe for occupation and usage.

This report applies to the Library Building only.

GENERAL:

- **Introduction:**

The existing building comprises of structural fire protection elements, systems and equipment that constituted the original rational fire design philosophy for the building. De Villiers & Moore have been commissioned to conduct a fire risk assessment of the existing buildings.

Observations and recommendations will be based on the status quo.

It is not clear at this stage when the building was constructed. It is also unclear what the original usage was for the building. Council approved drawings were not available at this stage.



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- Buildings description:

The occupancy will be classified and designated according to the occupancy class given in the current SANS 10400: 2024.

The respective floors consist of areas used as library and office space with a meeting room.

The classification of the buildings will therefore be:

(C2) Library.

(G1) Office space.

The main and overall occupancy of the building will be a Library. All other occupancies are ancillary to the library.

To determine the design population in the building, SANS 10400-A states that a figure of one person per 20 m² should be used for a library (C2) and one person per 15 m² should be used for an office (G1).

- The population calculation for each area is shown below:

Ground floor Library: < 25 persons.

First floor Office: < 25 persons.

Based on the occupancy and furniture layout it can be assumed that the total amount of occupants of the library will not exceed the above.

Fire Assessment and Findings:

The available drawings, coupled with site surveys were used to determine the existing system philosophy intent as follows.

- Safety distances between buildings:

- The intent of this regulation is to ensure that the radiant heat from a fire cannot cause the spread of fire to an adjacent building or to a separate part of the same building.
- Safety distances must comply with SANS 10400-2024 Part T: Table 2.

Findings:

The building's northwestern and southwestern elevations do face other erven. The remaining boundaries face an open public road.

The safety distances were found to be in order using the drawings available and observations made on site.

The library is not fire separated from the clinic.

Recommendations:

Window areas and distance from the boundary shall be confirmed to ensure compliance.

Occupancy separation shall be provided between the library and the clinic.

- Occupancy separation between tenants:

- Fire resistance in compliance with SANS 10400-2024 Part T: Table 7.

Findings:

The building is divided into two portions, the library on the southern side and a clinic on the northern side.

The library does have two windows overlooking the clinic.

Recommendations:

An occupancy separation of 60 minutes shall be provided between the two.

The two windows overlooking the clinic shall be closed to ensure 60 minute fire separation.

The fire walls shall be fire stopped and sealed to ensure no fire spreads between occupancies.

- Building materials:

- Ceiling and insulation in accordance with SANS 10400-2024 Part T: Table 5 and SANS 53501-1.
- Structural stability in compliance with SANS 10400-2024 Part T: Table 6.
- All structural elements shall be 60 minutes fire-rated and unprotected steel to be encased / protected with intumescent paint to ensure that the 60 minute fire rating stability is maintained.
- Building materials used must comply with SANS 10177 as far as the combustibility is concerned.

Findings:

The building consists of brick and mortar construction.

Floor coverings include vinyl throughout with limited carpets in the library area.

Partition walls were identified on the first storey and could not be identified along with the ceilings installed.

Recommendations:

New materials shall comply with the current regulations.

- Provision of escape routes and exit doors:

Findings:

The occupancy in the building can be characterized as being awake (library /office) but familiar with the layout or more importantly with all the escape routes that are provided due to the size and population.

The ground storey is only provided with a single escape route and escape distance do not exceed 21m.

The first storey escape route is via the internal lobby stairway that leads directly to the outside. The total escape distance does not exceed 30m.

The ground storey does make provision for persons with disability. The ground storey exit door is fitted with a metal detector. Ground storey exit door fitted with regular door handles and not panic ironmongery.

The first storey exit door is fitted with regular door handles and access control.

Recommendations:

The ground storey escape door shall open in the direction of escape.

The final exit door / gate should be unobstructed and openable from the inside without the use of keys or special tools.

The access control gate shall release on the fire detection system.

The security gate shall remain unlocked in an open position when occupied.

- Locking device fitted to escape doors (General information)

Locking devices fitted to escape doors must be of the approved type (fail safe / panic release)

If electronic locking devices are required for security purposes, such locking devices will be of a type which unlocks automatically when any of the electrical fire protection equipment of the building is activated or when there is no power to the locking device.

Locking devices that are unacceptable include keys in break glass boxes. Locking devices that are acceptable should be capable of being operated in a single movement without the use of a key

Security gates used to secure doors along escape routes will comply with the relevant requirements and will be provided with facilities to lock them in the open position whilst such premises are occupied.

All escape routes and passages must have a slip resistant surface, be free of any projections, hollows or covering which may cause a person to trip. Once outside on ground level persons must be able to escape in different directions away from the building.

Findings:

The library door and gate remain unlocked when occupied and are managed by onsite security.

The first storey office is managed by an access control point.

Recommendations:

All escape doors and gates shall be openable from the inside without the use of a key or special tool.

All access controlled gates shall be linked to the fire alarm and open on fire detection signal.

- Width of escape routes and exit doors:

- Width of escape routes to meet the compliance with SANS 10400-2024 Part T: Table 12.

Findings:

The escape routes / exit doors and gates do meet the minimum requirement of 750mm wide notwithstanding the requirements of SANS 10400 Part S.

The escape routes shall remain as is.

Recommendations:

The population shall be limited to 25 persons on the ground storey and 25 persons on the first storey.

- Disabled persons:

The building shall comply with disability regulations as per SANS 10400 Part S.

The ground storey shall make provision for people with disability.

The first storey population shall be less than 25 persons, as per SANS 10400 Par T 2024: 4.17.1 - Where the population of any room is not more than 25 persons, and such building is not required to satisfy the requirements of Part S of the National Building Regulations.

- Stairways and ramps:

- Stairways and ramps must be provided that comply with part S.
- The maximum threshold will not exceed 5mm throughout the building.

Findings:

The building is fitted with existing stairs and ramps.

The stairway leading to the first storey is fitted with existing handrails.

The ramps provide access from the street level to both entrances.

Recommendations:

The stairway and handrails to the first storey can remain as is with the population limited to 25 persons.

The stairs (2 off) from the parking area shall be provided with handrails in accordance with SANS 10400 Part M.

The entrance landing leading to the library shall be provided with a balustrade on the one side to prevent injury during escape due to the level change.

- Markings and signposting:

- Signage indicating escape routes must comply with SANS 1186-1 and SANS 1186-5.
- Signage indicating firefighting equipment must comply with SANS 1186-1 and SANS 1186-5.
- Signage shall be of the photo luminescent type and be mechanically fixed.
- All fire-fighting equipment, escape routes and exits shall be clearly signposted.

Findings:

Only the ground storey area is fitted with escape signage.

The building is provided with signage for fire fighting equipment.

Recommendations:

All the escape routes should be clearly marked and signposted to indicate the direction to be travelled in the case of any emergency. Signage to be of the photo luminescent type complying with the relevant requirements of SANS 1186-1, SANS 1186-3, SANS 1186-5 and SANS 1464-22.

Type of signage:

- All the statutory signage must be the photo luminescent type
- Signs will bear the SANS icon plus the manufacturer's name.
- The signs are to be mechanically fixed (i.e., screw) fixed.

Battery back-up "EXIT" lights to be provided above all final escape doors on ground level. Green lettering on a white background (2).



Additional signage shall be provided for new fire equipment and indicating the escape doors on the outside of the building.

- Provision of emergency lighting:
 - Occupancies A1, A2, A3, A4, C1, C2, E2, E3, F1, F3, H1 must be provided with emergency lighting.
 - All escape routes shall be provided with artificial lighting.
 - Emergency light sources, the minimum emergency lighting levels on the escape routes and the emergency lighting design shall comply with the relevant requirements of SANS 10114-2 and SANS 1464-22.

Findings:

The emergency lighting could not be tested at the time of the inspection.

Recommendations:

Emergency lighting is required in all the escape routes throughout the buildings.

SANS require escape routes to be provided with artificial lighting that will provide a minimum luminance of 50 lux on a horizontal plane 100 mm above the floor.

The objective of escape route lighting is to reduce the likelihood of panic and to enable the safe movement of occupants towards escape routes by providing appropriate visual conditions and direction finding.

Emergency lighting should be capable in the event of any failure of the mains supply to provide power to emergency light sources for at least 60 minutes. The emergency power supply must come into operation automatically on the failure of the main supply and must provide the necessary level of illumination for a period of 60 minutes.

Emergency luminaries should be provided and mounted near the following positions:

- Each escape route and passage
 - Intersections and change in level
 - Stairs so that each flight of stairs receive direct light.
 - Outside each final exit
 - Near firefighting equipment.
- Fire detection and alarm systems:
 - Fire detection shall be provided in accordance with SANS 10400-2024 Part T: Table 14.
 - Manual fire detection and alarm systems shall be provided.
 - The design and installation of fire detection and alarm systems shall be in accordance with SANS 10139.

Findings:

The building is not provided with a fire detection system.

The building is provided with electronic locks.

Recommendations:

In terms of SANS 10400:2024, as a minimum the library must be provided with a manual fire detection incl. manual call points, to cover all areas and which is designed, installed and maintained by competent persons in accordance with SANS 10139.

The system shall be upgraded to a minimum L4/M system to provide a failsafe for access control.

- Provision and maintenance of fire-fighting equipment:

Fire hydrants:

The building does not exceed 1000m² in floor area. No fire hydrants shall be required.

A municipal fire hydrant is provided with 90 m of the building.

30 m Hose reels:

The building does exceed 250m² and is not provided with fire hose reels. The building shall be provided with fire hose reels on each level.

The hose reels to comply with the requirements in SANS 543, and must be installed in accordance with SANS 10105-1 and SANS 10400 – Part W.

The existing water pressure and flow to all hose reels could not be confirmed. The top fire hose reel shall be fitted with a pressure gauge.

Portable fire extinguishers:

The existing portable extinguishers are supplied in adequate numbers as deemed necessary by the SANS 10400 regulations. The fire extinguishers have not been serviced since 2021.

Portable fire extinguishers installed must comply with the requirements in SANS 1910, and should be installed, maintained and serviced by competent persons in accordance with SANS 1475-1 and SANS 10105-1.

- Fire stopping:

SANS 10400: 2024 requires fire rated walls to be fire stopped where services penetrate walls.

Note: Fire stopping and fire sealing are to be done by a specialist sub-contractor, who shall provide the relevant certification documents for materials used, and who shall issue a COC for the complete installation of each “wall”.

Recommendations:

The new occupancy separation shall be fire stopped where service penetrates the new fire wall. The fire stopping / sealing shall have the same rating as the separating element.

- Smoke Control:

The building does not exceed 500m² and no further action shall be required.

- Fuel dispensing pumps or other tanks:

No generator of LP gas installation was identified on the site.

- Fire fighting access

- Interior and exterior access for the fire services must be in accordance with 4,54.
- Escape doors shall be clearly marked.
- The number of each storey shall be indicated inside each stairway.

Findings:

The escape doors are not clearly marked.

The fire fighting access shall be via the security gate and main entrances.

Recommendations:

The escape doors shall be marked on the outside of the building.

Assessment

Taking into account the above and ensuring that:

- 60-minute fire resistant construction is provided between occupancies.
- The structural system of the building continues to operate effectively in a fire.
- Properly installed and maintained fire protection equipment is provided.
- An automatic smoke alarm is installed to provide early warning.

We trust you find the above in order, however, please do not hesitate to contact us should anything be unclear.

Yours faithfully



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CANDIDATE MECHANICAL ENGINEER



TOBIE HEYNS
PROFESSIONAL TECHNOLOGIST