

**PROVINCIAL ADMINISTRATION OF KWAZULU-NATAL
DEPARTMENT OF PUBLIC WORKS**



KWAZULU-NATAL PROVINCE
PUBLIC WORKS AND INFRASTRUCTURE
REPUBLIC OF SOUTH AFRICA

QUOTATION DOCUMENT

with JBCC Minor Works Agreement - 4th Edition

for projects R 1 to R 1000 000

SERVICE DESCRIPTION :

DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.

2 GB AND ABOVE

Employer:

King Cetshwayo District : Eshowe : Public Works (Department of Public Works: Province of KwaZulu-Natal)

KZN Department of Public Works
Private Bag X9041
PIETERMARITZBURG
3200

Contact :

Project Leader: N.C. Mkhize
Telephone number: 035 474 2066
WIMS No.: 080628
Quotation Number: ZNQ KCD25/2684
CIDB Registration Number: _____
Central Suppliers Database No.: _____

Regional \ District Office:

King Cetshwayo District
No 3 Fort Nonqayi Street
Eshowe
3815
Tel No: 035 474 2066
Fax No: 035 474 3165
Contract Period : 05 Months

PLEASE NOTE THAT THIS QUOTATION IS SUBJECT TO THE CONSTRUCTION INDUSTRY DEVELOPMENT BOARD ACT, (ACT NO. 38 OF 2000) AND ANY AMENDMENTS THERETO INCLUDING BOARD NOTICES, AND REGULATIONS PROMULGATED IN TERMS OF THE ABOVE MENTIONED ACT), AND THE STANDARD CONDITIONS OF QUOTATION AS CONTAINED IN ANNEXURE "C" OF THE STANDARD FOR UNIFORMITY IN CONSTRUCTION PROCUREMENT. IT IS ALSO SUBJECTED TO KWAZULU-NATAL: PROVINCIAL TREASURY SUPPLY CHAIN MANAGEMENT POLICY (DEC 2005) AND THE OCCUPATIONAL HEALTH AND SAFETY ACT, ACT 85 OF 1993 AND THE CONSTRUCTION REGULATIONS OF FEBRUARY 2014, AS AMENDED FROM TIME TO TIME.

DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS,



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Annexure 11	Geotechnical Investigation Report (Not Applicable.)	

IMPORTANT NOTICE TO BIDDERS

These forms are for internal and external use for the Department of Public Works, Province of KwaZulu-Natal.

The Total (Including Value Added Tax) on the Pricing Schedule must be carried to the "Offer" part only of the Form of Offer and Acceptance - C1.1

"Enterprise" shall mean the legal Quoting Entity or Bidder who, on acceptance of the Offer, would become the contractor

PART T1: QUOTATION PROCEDURES

T1.1 Quotation Notice and Invitation to Quote

THE KZN DEPARTMENT OF PUBLIC WORKS INVITES QUOTATIONS FOR THE PROVISION OF:

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS, INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Quotation no:	ZNQ KCD25/2684	Contract period	5 Calendar Months
Advertisement date:	Thursday, December 4, 2025	Closing date:	Thursday, December 18, 2025
Closing time:	11:00	Validity period:	84 Calendar Days

It is estimated that Bidders should have a CIDB contractors grading designation of 2GB OR HIGHER or higher. No alternative Class of work, as referred to in Clause 25(3)(a)(i) of the CIDB Regulations, as amended, is anticipated for this project.

<input type="checkbox"/>	It is estimated that Potentially Emerging enterprises should have a CIDB contractor grading of (N/A) and satisfy the criterion stated in the Quotation Data. (<u>Only</u> applicable if Client has an Official Mentorship programme in place to assist potentially emerging enterprises)
<input type="checkbox"/>	All Bidders should have a CIDB Class of Construction Contractor Grading Designation as indicated above. No Bidder with a PE status can be considered if "N/A" is indicated above because the Department does not have an Official Mentorship Programme in place to assist a Potentially Emerging Enterprise.

Only Bidders who are responsive to the following responsiveness criteria are eligible to submit Quotations:

Bidders registered on the Central Suppliers Database (CSD) are eligible to submit quotations.

<input checked="" type="checkbox"/>	Only those Bidders who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum Quoted for a 2GB OR HIGHER or higher, class of construction work, are eligible to submit quotes. Quotation values in close proximity to the limit of a Quotation value range will be dealt with in accordance with Clause 25(3)(a)(ii) and 25(7A) of the latest amended Regulations.
<input type="checkbox"/>	Joint ventures are eligible to submit Quotations provided that: <ol style="list-style-type: none"> every member of the joint venture is registered with the CIDB; the lead partner has a contractor grading designation in the 2GB OR HIGHER or higher, class of construction work. the combined contractor grading designation calculated in accordance with the Construction Industry Development Board Regulations is equal to or higher than a contractor grading designation in accordance with the sum Quoted for a 2GB OR HIGHER or higher, class of construction work.
<input checked="" type="checkbox"/>	Quotation document must be properly received on or before the Quotation closing date and time specified on the invitation, fully completed and signed in ink (All as per Standard Conditions of Quotation).

<input checked="" type="checkbox"/>	Authority to sign Quote (T2.3)
<input checked="" type="checkbox"/>	Financial Standing and other Resources of Business Declaration (T2.4)
<input checked="" type="checkbox"/>	Submission of Compulsory Returnable Schedules (T2.1)
<input checked="" type="checkbox"/>	Site Inspection Certificate (T2.7)
<input checked="" type="checkbox"/>	Tax Compliance Status (TCS) PIN to verify on line compliance supplier status via e-filing (T2.10)
<input checked="" type="checkbox"/>	Complete Schedule of rates is to be submitted on the day of the Quotation closing date (C2.2)
<input type="checkbox"/>	Proof of good standing with the Compensation Commissioner - In terms of Section 84(1)(b) of the Compensation for Occupation Injuries and Disease Act, 1993, a Bidder may not be awarded a contract if he/she is not registered and in good standing with the Commissioner (T2.12)
<input type="checkbox"/>	Proof of Paid Municipal Rates and Taxes (T2.11)
<input type="checkbox"/>	Proof of UIF Registration (T2.8)
<input checked="" type="checkbox"/>	Contractors Health & Safety Declaration (T2.6)
<input checked="" type="checkbox"/>	Compulsory Enterprise Questionnaire (T2.2)

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

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 TO VERIFY ON LINE COMPLIANCE SUPPLIER STATUS VIA YES ☐ or NO ☐

SARS E - FILING.

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? YES ☐ or NO ☐

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

[Tick Applicable Box]

A Verification Agency Accredited by the South African Accreditation System (SANAS); OR

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [If yes, enclose proof] YES ☐ or NO ☐

This quote will be evaluated according to the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations; 2022

Please note the following for POPIA:
By submitting this tender, I hereby acknowledge consent that the KZN Department of Public Works, may, from time to time, collect/store/use/destroy/delete/share or otherwise process my Company and Director's/Shareholders personal information as the context or circumstances may require and as contemplated in terms of POPIA. ☐ (TICK)

☒ 80/20 Preference point scoring system

Price / Quality:	
Price:	80
Preference by means of SPECIFIC GOALS	20
Total must equal (100%):	100

1. The Specific Goal/s Allocated Points in terms of this tender:

Preference points system:

Preferences are offered to Tenderer's who have attained points for the specific goals in accordance with the table below; Documentary Proof required to satisfy the points claimed are also indicated in the table below:

No	Specific Goal	Applicable (A)/ Not Applicable (NA)	Number of Points Allocated
1	Ownership by Black People Documentary Proof Required: 1) Sworn Affidavit; signed and dated by Commissioner of Oaths	A	20
2	Ownership by People who are Youth Documentary Proof Required: 1) Certified copy of Identity Document/s 2) Sworn Affidavit; signed and dated by Commissioner of Oaths.	NA	0
3	Ownership by People who are Women Documentary Proof Required: 1) Sworn Affidavit; signed and dated by Commissioner of Oaths 2) Certified Copy of Identity Document	NA	0
4	Ownership by People living with Disabilities Documentary Proof Required: 1) Original or Certified copy of an original medical certificate from a registered medical practitioner 2) Certified copy of Identity document/s	NA	0
5	51% Ownership by People who are Military Veterans Documentary Proof Required: 1) Military Veteran Certificate OR 2) Certificate from the Military Veterans Department indicating that the entity is registered on their database	NA	0
6	Exempted Micro-Enterprise (EME's) Documentary Proof Required: 1. Sworn Affidavit; signed and dated by Commissioner of Oaths"	NA	0
7	Promotion of enterprises located in a specific municipal area for work to be done or services to be rendered Documentary Proof Required: 1. Proof of Municipal Account depicting Physical Address of the business OR 2. Lease Agreement"	NA	0

8	Promotion of enterprises located in North Coast region Documentary Proof Required: 1.Original OR Certified copy of the original letter from the Ward Councillor OR 2. Certified copy of PTO	NA	0
9	Promotion of enterprises located in a specific province Documentary Proof Required: 1.Original OR Certified copy of the original letter from the Ward Councillor OR 2. Certified copy of PTO OR 3. Lease agreement from the Tribal Council"	NA	0
10	Promotion of enterprises located in rural areas Documentary Proof Required: 1.Original OR Certified copy of the original letter from the Ward Councillor OR 2. Certified copy of PTO OR 3. Lease agreement from the Tribal Council"	NA	0
Total of Price and Points for Specific Goals must not exceed 100 points		100	Points

Notes:

- 1 The successful bidder will be required to fill in and sign a written Contract Form.
- 2 Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.
- 3 **The documentary proof required to satisfy the points claimed for specific goals in terms of this tender, are duly indicated on the table (1) above.**
- 4 The bid box is open during official working hours.
- 5 All Bids must be submitted on the official forms – (Not to be re-typed)
- 6 THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE JBCC Series 2000 Edition 4 Minor Works (August 2007) Conditions of contract AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

COLLECTION OF QUOTATION DOCUMENTS:

Quotation documents may be collected during working hours at the following address :

KZN Department of Public Works No3 Fort Nonqayi Street, Eshowe at the time indicated on T1.1 Bid Notice and Invitation to Quote

Documents may be collected during working hours between 9h00 to 12h30 and 13h00 to 15h30.

BRIEFING MEETING

A Compulsory pre-Quotation briefing meeting with representatives will take place at:

As per advert

on: **As per advert**

QUERIES RELATED TO QUOTATION DOCUMENTS MAY BE ADDRESSED TO:

DOPW Project Leader:	Mrs. EG Sangweni	Telephone no:	035 474 2066
Cell no:	n/a	Fax no:	035 474 3165
E-mail:	Gugu.Sangweni@kznworks.gov.za		

QUERIES RELATED TO TECHNICAL ISSUES MAY BE ADDRESSED TO:

DOPW Project Leader:	N.C. Mkhize	Telephone no:	035 474 2066
Cell no:	072 731 3538	Fax no:	035 474 3165
E-mail:	Njabulo.Mkhize@kznworks.gov.za		

QUERIES RELATED TO SAFETY, HEALTH AND ENVIRONMENTAL ISSUES MAY BE ADDRESSED TO:

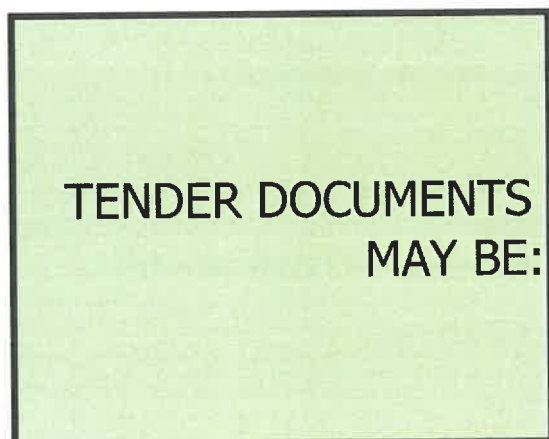
Safety Officer:	Smanga Ntuli/ Nkanyiso Nyawo	Telephone no:	035 84 3161
Cell no:	0829392925/ 0727523234	Fax no:	035 874 3357
E-mail:	Smanga.Ntuli@kznworks.gov.za / Nkanyiso.Nyawo@kznworks.gov.za		

DEPOSIT / RETURN OF QUOTATION DOCUMENTS:

Telegraphic, telephonic, telex, facsimile, electronic, posted and / or late Quotations will **not** be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the **Tender Data document**.

All Quotation documents must be submitted on the official forms - (not to be re-typed)



DEPOSITED IN THE Quotation BOX AT:
No 3 Fort Nonqayi Street <u>King Cetshwayo District</u>
KZN Department of Public Works No3 Fort Nonqayi Street, Eshowe at the time indicated on T1.1 Bid Notice and Invitation to Quote
3815

T1.2 QUOTATION DATA			
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Project Code:	O80628		
Quotation no:	ZNQ KCD25/2684	Closing date:	18 December 2025
Closing time:	11:00	Validity period:	84 Calendar Days
Clause number:			
	<p>The conditions of Quotation are the Standard Conditions of Tender as contained in Annexure C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts as per Board Notice 423 of 2019 in Government Gazette 42622 of 8 August 2019 as amended from time to time. (see www.cidb.org.za) Refer to Conditions of Tender as bound into this document.</p> <p>The Standard Conditions of Tender make several references to the Quotation Data for details that apply specifically to this quotation. The Quotation Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.</p> <p>Each item of data given below is cross-referenced to the clause marked "C" in the above mentioned Standard Conditions of Tender.</p> <p>The Joint Building Contracts Committee (JBCC's Minor Works - 4th Edition) agreements will apply and any clauses referred to will be prefixed with JBCC.</p> <p>The conditions of quotation are also subject to the Treasury Regulations 16A and the KwaZulu Natal Supply Chains Management Policy Framework.</p> <p>The reference to the word "Tender" in the Standard Condition of Tender shall be construed to mean "Quotation:".</p>		
C.1.1	The employer is the Head: Public Works (Department of Public Works-Province of KwaZulu-Natal)		
C.1.2	The quotation documents issued by the employer comprise:		
	Part 1: Quotation procedures		
	T1.1	Bid Notice and Invitation to Quote (T1.1)	
	T1.2	Quotation Data (T1.2)	
	T1.3	Annexure C - Standard Conditions of Quote (T1.3)	
	T1.4	Annexure to Notice and Invitation to Quote (T1.4)	
	Part 2: Returnable documents		
	T2.1	List of returnable documents	
	T2.2	Compulsory Enterprise Questionnaire (T2.2)	
	T2.3	Authority to sign Quote (T2.3)	
	T2.4	Financial Standing and other Resources of Business Declaration (T2.4)	
	T2.5	Equipment Schedules applicable (T2.5)	
	T2.6	Contractors Health & Safety Declaration (T2.6)	
	T2.7	Site Inspection Certificate (T2.7)	
	T2.8	Proof of UIF Registration (T2.8)	
	T2.9	Preference Points Claim Form (T2.9)	
	T2.10	Tax Compliance Status (TCS) PIN to verify on line compliance supplier status via e-filing (T2.10)	
	T2.11	Proof of Paid Municipal Rates and Taxes (T2.11)	
	T2.12	Proof of good standing with the Compensation Commissioner - In terms of Section 84(1)(b) of the Compensation for Occupation Injuries and Disease Act, 1993, a Bidder may not be awarded a contract if he/she is not registered and in good standing with the Commissioner (T2.12)	
	T2.13	Contract Form - Purchase of Goods/Works-Part 1 (T2.13)	
	T2.14	Contract Form - Purchase of Goods/Works-Part 2 (T2.14)	
	T2.15	Bidder's Disclosure - SBD4 (T2.15)	
	T2.16	Client's Specific requirement for the Contractor's detailed OHS plan (T2.16)	
	T2.17	Base Line Risk Assessment (T2.17)	
	T2.18	Capacity of Bidder (T2.18)	
	T2.19	Functionality Criteria (T2.19)	

T2.20	Invitation to Bid - SBD 1 (T2.20)												
CONTRACT													
Part C1: Agreements and Contract Data													
C1.1	Form of Offer and Acceptance (C1.1)												
C1.2	Contract Data (C1.2)												
Quotation no: ZNQ KCD25/2684													
Part C2: Pricing Data													
C2.1	Pricing Instructions												
C2.2	Pricing Schedule												
C2.3	Preliminary and General - EPWP (If applicable)												
C2.4	Preliminary and General - EPWP Beneficiary (If applicable)												
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C3.2	Specifications for HIV/STI Awareness												
C3.3	HIV/STI Compliance Report												
C3.4	EPWP Scope of Works (If Applicable)												
Part C4: Site Information													
C4.1	Site Information												
C4.2	EPWP Data Collection tool for Phase 3 system (Available upon appointment)												
Part C5: Drawings													
C5.1	List of Drawings												
C5.2	ANNEXURES												
Annexure 1	Concept Drawings (7027H/01/R1) (Not Applicable)												
Annexure 4	Model Preambles of Trades - 2008 (Not Applicable)												
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Annexure 10	EPWP Data Collection tool for Phase 3 system (Available upon appointment)												
Annexure 11	Geotechnical Investigation Report (Not Applicable.)												
C.1.4	<p>The Employer's agent is:</p> <table border="1"> <tr> <td>Name:</td> <td>N.C. Mkhize</td> </tr> <tr> <td>COLLECTION OF</td> <td>Project Leader</td> </tr> <tr> <td>Address:</td> <td>King Cetshwayo District , Eshowe , 3815</td> </tr> <tr> <td>Tel:</td> <td>035 474 2066</td> </tr> <tr> <td>Fax:</td> <td>035 474 3165</td> </tr> <tr> <td>E-mail:</td> <td>Njabulo.Mkhize@kznworks.gov.za</td> </tr> </table> <p>The second sentence shall read "Communication can be in any of the official languages recognised in KwaZulu-Natal which is English, Afrikaans or Zulu but writing is preferred in English as this is generally accepted as a business language"</p>	Name:	N.C. Mkhize	COLLECTION OF	Project Leader	Address:	King Cetshwayo District , Eshowe , 3815	Tel:	035 474 2066	Fax:	035 474 3165	E-mail:	Njabulo.Mkhize@kznworks.gov.za
Name:	N.C. Mkhize												
COLLECTION OF	Project Leader												
Address:	King Cetshwayo District , Eshowe , 3815												
Tel:	035 474 2066												
Fax:	035 474 3165												
E-mail:	Njabulo.Mkhize@kznworks.gov.za												
C.1.6	Bidder scoring the highest points												
C.2.1	Only those Bidders who are registered with CIBD or who are capable of being so prior to the evaluation of submissions in a 2GB OR HIGHER class of construction and are registered with the CIDB are eligible to submit quotations. Bidders must also be registered on the Central Suppliers Database.												
C.2.2	The employer will not compensate the tenderer for any costs incurred in the preparation and submission of a quotation offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.												
C.2.7	<p>The arrangements for a Compulsory Pre-Quotation Meeting are:</p> <p>Location and Time: As per advert</p> <p>Date: As per advert</p>												

	The Bidder is required to sign the attendance register.
Quotation no: ZNQ KCD25/2684	
C.2.10.3	The Bidders must provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.
C.2.11	The Bidder must not make any alterations or additions to the quotation documents, except to comply with instructions issued by the Employer, or necessary to correct errors made by the Bidder. All signatories to the Quotation offer shall initial all such alterations. Erasures and the use of the masking fluid are prohibited.
C.2.12	Alternative Offers may not be considered
C.2.13	To provide the whole of the Works as per the Scope including Electrical
C.2.13.5	The Employer's address for delivery of Quotation offers and identification details to be shown on each Quotation offer package are as per T1.1 Bid Notice and Invitation to Quote
C.2.15	The closing time for submission of Quotation offers is as per T1.1 Bid Notice and Invitation to Quote Telephonic, telegraphic, telex, facsimile or emailed quotation offers will not be accepted.
C.2.16	The quotation offer validity period is 84 calendar days.
C.2.16.2	The Bidder must, if requested by the employer, consider extending the validity period stated in the Quotation Data for an agreed additional period.
C.2.17	The Bidder must provide clarification of a quotation offer in response to a request to do so from the employer during the evaluation of Quotation 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 total of the prices or substance of the quotation offered, or permitted. The total of the prices stated by the Bidder shall be binding upon the Bidder.
C.2.23	The Bidder is required to submit with this quotation a Certificate of Contractor Registration issued by CIDB or a copy of the application for registration (Form F006) and Tax Compliance Status (TCS) PIN to verify on line compliance supplier status via SARS e-filing.
C.3.3	Quotation offers received after the closing time stated on the Quotation Data, must be returned unopened, (unless it is necessary to open a quotation submission to obtain a forwarding address).
C.3.4.2.	The employer must announce at the opening held immediately after the opening of quotation submissions, at a venue indicated in the Quotation Data, the name of each Bidder whose quotation offer is opened, the total of his prices and time for completion.
C.3.7	The employer must determine whether there has been any effort by a Bidder to influence the processing of quotation offers and instantly disqualify a Bidder (and his quotation offer) if it is established that he engaged in corrupt or fraudulent practices.
C.3.8	<p>The employer must determine, on opening and before detailed valuation, whether each quotation offer properly received:</p> <ul style="list-style-type: none"> a) complies with the requirements of the Conditions of Quotation. b) has been properly and fully completed and signed, and c) is responsive to the other requirements of the quotation documents. <p>A responsive Quotation is one that conforms to all the terms, conditions and specifications of the quotation documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:</p> <ul style="list-style-type: none"> a) detrimentally affect the scope, quality, or performance of the Works, services or supply identified in the Scope of Work or b) significantly change the Employers or the Bidders risks and responsibilities under the contract, or c) affect the competitive position of other Bidders presenting responsive Quotations, if it were to be rectified. <p>Reject a non-responsive Quotation offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>

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C.3.13

Quotation offers will only be accepted if:

- (a) the Bidder has in his/her possession Tax Compliance Status (TCS) PIN to verify on line compliance supplier status via SARS e-filing.
- (b) the Bidder is registered with the Construction Industry Development Board in an appropriate class of works and the Bidder has submitted a CIDB certificate of registration.
- (c) the Bidder is not in arrears for more than 3 months with municipal rates and taxes and municipal services charges.
- (d) the Bidder has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Bidder's ability to perform to the contract in the best interests of the employer or potentially compromise the quotation process.
- (e) the Bidder has not:
 - i) abused the Employer's Supply Chain Management System; or
 - ii) failed to perform on any previous contract and has been given a written notice to this effect.
- (f) the Bidder or any of its Directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004) as a person prohibited from doing business with the Public sector.
- (g) The Bidder has signed and submitted the Authority to Sign.
- (h) The Bidder has signed and submitted the Equipment Schedules, if applicable.
- (i) The Bidder has submitted Proof of UIF registration and good standing with the Compensation Commissioner.
- (j) The Bidder has submitted the Signed Form of Offer that is part of the Form of Offer and Acceptance.
- (k) Proof of Paid Municipal Rates and Taxes.

If a contractor fails to render the service within the stipulated period in the contract, the employer shall in terms of Clause 12 of the JBCC Minor Works Agreement, deduct a penalty from the value of the contract sum. The employer shall deduct an amount as indicated in the **Minor Works Agreement Contract Data EC**

C.1.3 - Annexure C - Standard Conditions of Quotation

Note: Where this document refers to tenderer or tender it shall be read as bidder or bid.

C.1 General

C.1.1 Actions

- C.1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in C.2 and C.3, timeously and with integrity, and behave equitably, honestly and transparently and comply with all legal obligations and not engage in anticompetitive practices.
- C.1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderer's 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 or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

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

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

C.1.2 Tender Documents

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

C.1.3 Interpretation

- C.1.3.1 The **tender data** and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.
- C.1.3.2 These conditions of tender, the **tender data** and tender schedules which are required for tender evaluation purposes, shall form part of any contract arising from the invitation to tender.
- C.1.3.3 For the purposes of these conditions of tender, the following definitions apply:
- a) **conflict of interest** means any situation in which:
 - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially;
 - ii) an individual or tenderer is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
 - iii) incompatibility or contradictory interests exist between an employee and the tenderer who employs that employee.
 - b) **comparative offer** means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;
 - c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;
 - d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.

C.1.4 Communication and employer's agent

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

C.1.5 Cancellation and Re-Invitation of Tenders

- C.1.5.1 An employer may, prior to the award of the tender, cancel a tender if-

- a) due to changed circumstances, there is no longer a need for the engineering and construction works specified in the invitation;
- b) funds are no longer available to cover the total envisaged expenditure; or

- c) no acceptable tenders are received.
- d) there is a material irregularity in the tender process.

C.1.5.2 The decision to cancel a tender invitation must be published in the same manner in which the original tender invitation was advertised.

C.1.5.3 An Employer may only with the prior approval of the relevant treasury cancel a tender invitation for the second time.

C.1.6 Procurement procedures

C.1.6.1 General

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

C.1.6.2 Competitive negotiation procedure

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

C.1.6.2.2 All responsive tenderers, or at least a minimum of not less than three responsive tenderers that are highest ranked in terms of the evaluation criteria stated in the **tender data**, shall be invited to enter into competitive negotiations based on the principle of equal treatment, keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of C.2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

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

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

C.1.6.3 Proposal procedure using the two stage-system

C.1.6.3.1 Option 1

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

C.1.6.3.2 Option 2

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

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

C.2 Tenderer's obligations

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

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

C.2.2 Cost of tendering

- C.2.2.1** Accept that, unless otherwise stated in the **tender data**, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.
- C.2.2.2** The cost of the tender documents charged by the employer shall be limited to the actual cost incurred by the employer for printing the documents. Employers must attempt to make available the tender documents on its website so as not to incur any costs pertaining to the printing of the tender documents.

C.2.3 Check documents

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

C.2.4 Confidentiality and copyright of documents

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

C.2.5 Reference documents

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

C.2.6 Acknowledge addenda

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

C.2.7 Clarification meeting

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

C.2.8 Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the **tender data**.

C.2.9 Insurance

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

C.2.10 Pricing the tender offer

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

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

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

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

C.2.11 Alterations to documents

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

C.2.12 Alternative tender offers

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

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

C.2.12.3 An alternative tender offer must only be considered if the main tender offer is the winning tender.

C.2.13 Submitting a tender offer

C.2.13.1 Submit one tender offer only, either as 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**.

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

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

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

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

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

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

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

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

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

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

C.2.15 Closing time

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

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

C.2.16 Tender offer validity

C.2.16.1 Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the **tender data** after the closing time stated in the **tender data**.

C.2.16.2 If requested by the employer, consider extending the validity period stated in the **tender data** for an agreed additional period with or without any conditions attached to such extension.

C.2.16.3 Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted. If the validity period lapses before the employer evaluating the tender offer(s), the contractor will not be entitled to the tender based on Consumer Price Index (CPI).

C.2.16.4 Where a tender submission is to be substituted, a tenderer must submit a substitute tender in accordance with the requirements of C.2.13 with the packages clearly marked as "SUBSTITUTE".

C.2.17 Clarification of tender offer after submission

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

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

C.2.18 Provide other material

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

C.2.18.2 Dispose of samples of materials provided for evaluation by the employer, where required.

C.2.19 Inspections, tests and analysis

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

C.2.20 Submit securities, bonds and policies

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

C.2.21 Check final draft

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

C.2.22 Return of other tender documents

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

C.2.23 Certificates

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

C.3 The employer's undertakings

C.3.1 Respond to request from the tenderer

C.3.1.1 Unless otherwise stated in the **tender data**, respond to a request for clarification received up to five (5) working days before the tender closing time stated in the **tender data** and notify all tenderers who collected tender documents.

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

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

C.3.2 Issue Addenda

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three (3) days before the tender closing time stated in the **tender data**. If, as a result a tenderer applies for an extension to the closing time stated in the **tender data**, the Employer may grant such extension and, shall then notify all tenderers who collected tender documents.

C.3.3 Return late tender offers

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

C.3.4 Opening of tender submissions

- C.3.4.1** Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the **tender data**. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.
- C.3.4.2** Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the **tender data**, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, number of points claimed for its BBEE status level and time for completion for the main tender offer only.
- C.3.4.3** Make available the record outlined in C.3.4.2 to all interested persons upon request.

C.3.5 Two-envelope system

- C.3.5.1** Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderer's agents who choose to attend at the time and place stated in the **tender data** and announce the name of each tenderer whose technical proposal is opened.
- C.3.5.2** Evaluate the 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 BBEE status level. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for functionality.

C.3.6 Non-disclosure

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

C.3.7 Grounds for rejection and disqualification

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

C.3.8 Test for responsiveness

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

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

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

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

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

C.3.9 Arithmetical errors, omissions and discrepancies

- C.3.9.1** Check Responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.
- C.3.9.2** Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with 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 items totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
 - ii) the summation of the prices.
- C.3.9.3** Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices
- C.3.9.4** Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:
- a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
 - b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

C.3.10 Clarification of a tender offer

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

C.3.11 Evaluation of tender offers

The Standard Conditions of Tender standardize the procurement processes, methods and procedures from the time that tenders are invited to the time that a contract is awarded. They are generic in nature and are made project specific through choices that are made in developing the Tender Data associated with a specific project.

The CIDB Standard Conditions of Tender are based on a procurement system that satisfies the following system requirements:	
Requirement	Qualitative interpretation of goal
Fair	The process of offer and acceptance is conducted impartially without bias, providing simultaneous and timely access to participating parties to the same information.
Equitable	Terms and conditions for performing the work do not unfairly prejudice the interests of the parties.
Transparent	The only grounds for not awarding a contract to a tenderer who satisfies all requirements are restrictions from doing business with the employer, lack of capability or capacity, legal impediments and conflicts of interest.
Competitive	The system provides for appropriate levels of competition to ensure cost effective and best value outcomes.
Cost effective	The processes, procedures and methods are standardized with sufficient flexibility to attain best value outcomes in respect of quality, timing and price, and least resources to effectively manage and control procurement processes.

C.3.11.1 General

The employer must appoint an evaluation panel of not less than three persons conversant with the proposed scope of works to evaluate each responsive tender offer using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

C.3.12 Insurance provided by the employer

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

C.3.13 Acceptance of tender offer

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

- a) Is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,
- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her business activities or is subject to legal proceedings in respect of any of the foregoing;
- e) complies with the legal requirements, if any, stated in the **tender data**, and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

C.3.14 Prepare contract documents

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

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

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

C.3.15 Complete Adjudicator's Contract

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

C.3.16 Registration of the Award

An Employer must, within twenty-one (21) working days from the date on which a contractor's offer to perform a construction works contract is accepted in writing by the employer, register and publish the award on the cidb Register of Projects.

C.3.17 Provide copies of the contracts

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

C.3.18 Provide written reasons for actions taken

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

T2.2 Compulsory Enterprise Questionnaire

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

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

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: CSD Number:

Section 5: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 6 partners

Section 6: Particulars of companies and close corporations

Company registration number	
Close corporation number	
Tax reference number	
SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement	

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

- i) authorizes the Employer to verify the tenderers tax clearance status from the South African Revenue Services that it is in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name			
Position			
Enterprise name			

T1.4. Annexure to Notice and Invitation to Quote

REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE

In terms of the Public Finance Management Act (PFMA), 1999 (Act No 1 of 1999) Section 38 (1) (a) (iii) and 51 (1) (iii) and Section 76 (4) of PFMA National Treasury developed a single platform, The Central Supplier Database (CSD) for the registration of prospective suppliers including the verification functionality of key supplier information.

Prospective suppliers will be able to self - register on the CSD website: www.csd.gov.za

Once the supplier information has been verified with external data sources by National Treasury a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once a year that their data is still current and updated.

Suppliers can provide their CSD supplier number and unique security code to organs of state to view their verified CSD information.

Bidders are required to fill in clearly, legibly, in bold print and black ink their CSD supplier number in the space hereunder:

Name of Supplier	
Central Supplier Database (CSD) Supplier Number:	

REGISTRATION ON THE CONSTRUCTION INDUSTRY DEVELOPMENT BOARD REGISTER OF CONTRACTORS

In terms of the Construction Industry Development Board Act (CIDB) (Act No. 38 OF 2000) all contractors must be registered on the register of contractors. For registration CIDB can be contacted as detailed below:

Private Bag X14
Brooklyn Square
75
Pretoria

Helpline: 0860-103-353

[Website : http://www.cidb.org.za](http://www.cidb.org.za)

In the case of a Tender by a Joint Venture, certified copies of proof of Good Standing with the Compensation Commissioner in respect of each party to the Joint Venture must be attached to this page

T2.1 LIST OF RETURNABLE DOCUMENTS

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Project Manager:	NC MKHIZE	Quotation no:	ZNQ KCD25/2684

1. RETURNABLE SCHEDULES REQUIRED FOR QUOTATION EVALUATION PURPOSES

(Quotationer to insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the Quotation)

Quotation document name	Returnable document	
Submission of Compulsory Returnable Schedules (T2.1)	Yes	
Compulsory Enterprise Questionnaire (T2.2)	Yes	
Authority to sign Quote (T2.3)	Yes	
Financial Standing and other Resources of Business Declaration (T2.4)	Yes	
Equipment Schedules applicable (T2.5)	Yes	
Preference Points Claim Form (T2.9)	Yes	
Site Inspection Certificate (T2.7)	Yes	
Contractors Health & Safety Declaration (T2.6)	Yes	
Contract Form - Purchase of Goods/Works-Part 1 (T2.13)	Yes	
Contract Form - Purchase of Goods/Works-Part 2 (T2.14)	Yes	
Bidder's Disclosure - SBD4 (T2.15)	Yes	
Capacity of Bidder (T2.18)	Yes	
Invitation to Bid - SBD 1 (T2.20)	Yes	
	No	N/A
	No	N/A

2. RETURNABLE SCHEDULES REQUIRED FOR QUOTATION EVALUATION PURPOSES BUT TO BE SUPPLIED BY THE BIDDER

(Quotationer to insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the Quotation)

Quotation document name	Returnable document	
CIDB Registration form or application for Registration form (F006) including Registration number	Yes	
Tax Compliance Status (TCS) PIN to verify on line compliance supplier status via e-filing (T2.10)	Yes	
B-BBEE Certificate	Yes	
Complete Schedule of rates is to be submitted on the day of the Quotation closing date (C2.2)	Yes	
Proof of Payment of Bid Deposit	Yes	
Proof of Paid Municipal Rates and Taxes (T2.11)	No	N/A
Proof of UIF Registration (T2.8)	No	N/A
Proof of good standing with the Compensation Commissioner - In terms of Section 84(1)(b) of the Compensation for Occupation Injuries and Disease Act, 1993, a Bidder may not be awarded a contract if he/she is not registered and in good standing with the Commissioner (T2.12)	No	N/A
Certified CIDB Contractors Grading Designation Certificate (I1.4) attach proof	Yes	
Certified Proof of Registration Number on the Central Suppliers Database (T1.4) attach proof	Yes	
Base Line Risk Assessment (T2.17)	Yes	

3. RETURNABLE SCHEDULES THAT WILL BE INCORPORATED INTO THE CONTRACT

(Quotationer to insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the Quotation)

Quotation document name	Number of pages issued	Returnable document	
Form of Offer and Acceptance (C1.1)	3 Pages	Yes	
Contract Data (C1.2)	5 Pages	Yes	
Pricing Schedule (C2.2)	2 Pages	Yes	
	Pages	No	N/A

4. OTHER DOCUMENTS THAT WILL BE INCORPORATED INTO THE CONTRACT

(Quotationer to insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the Quotation)

Quotation document name	Number of pages issued	Returnable document	
Client's Specific requirement for the Contractor's detailed OHS plan (T2.16)	Pages	Yes	
Functionality Criteria (T2.19)	Pages	NO	N/A
	Pages	No	N/A
	Pages	No	N/A
	Pages	No	N/A
	Pages	No	N/A
	Pages	No	N/A

5. DOCUMENTS REQUIRED FOR THE EVALUATION OF FUNCTIONALITY

(Bidder to insert a tick (✓) in the "Returnable document" column to check which documents he/she returned with the bid)

Bid document name	Returnable	
Proof of working capital of at least 25% of project value	NO	N/A
Letters of credit reference from suppliers and credit limits to be stipulated with supporting documents	NO	N/A
Annual/Audited Financial Statement/Management Account/income and Expenditure Statements	NO	N/A
Detailed schedule of resources at all levels	NO	N/A
Schedule of years of experience on similar projects	NO	N/A
Schedule of experience on projects of similar value and duration (Past 3 years) – letters of award to be attached and practical completion certificate for all work completed in the preceding 3 years	NO	N/A
Demonstrated ability to work on an accelerated programme	NO	N/A
Experience in projects that have operational challenges i.e. public interface	NO	N/A
Tenderer's Project Management Structure and Organogram and Experience of Resources Proposed for the Project	NO	N/A
Submission of a detailed organogram	NO	N/A
All key project resources have more than (5) years' experience in the construction industry. All key project resources have experience in projects of a similar value and nature	NO	N/A
Detailed CV. Traceable reference. Certificates of qualified professionals in their full employment to be attached.	NO	N/A
Detailed CV of each team member (Category) and Traceable references to be detailed	NO	N/A
All key project resources are dedicated full time for the duration of the project including proof of UIF contributions	NO	N/A
Tenderer to demonstrate key/resource deployment over the various work package	NO	N/A
Letter from a registered financial institution confirming intention to issue a provision of a guarantee	NO	N/A
Site establishment indicating proposed layout for all prescribed facilities, hoarding, etc.	NO	N/A
Resourcing strategy for the various work breakdown structures including resource deployment plan (PS)	NO	N/A
Material storage, handling and distribution	NO	N/A
Productivity, programming, resource investment, progress tracking, corrective action plans, etc.	NO	N/A
Programme and progress reporting, including tracking of long lead procurement items	NO	N/A
OHS Management, compliance and reporting	NO	N/A
Site documentation control, filing and archiving	NO	N/A
Queries and information required approach	NO	N/A
Procurement of outsourced resources e.g. sub-contractors	No	N/A

T2.3 AUTHORITY TO SIGN QUOTE

SECTION M

AUTHORITY TO SIGN A BID

The bidder must indicate the enterprise status by ticking the appropriate box hereunder.

(I) CLOSE CORPORATION	(II) COMPANIES	(III) SOLE PROPRIETOR	(IV) PARTNERSHIP	(V) CO-OPERATIVE	(VI) JOINT VENTURE / CONSORTIUM	
					Incorporated	
					Unincorporated	

I/We, the undersigned, being the Member(s) of Cooperative/ Sole Owner (Sole Proprietor)/ Close Corporation/ Partners (Partnership)/ Company (Representative) or Lead Partner (Joint Venture / Consortium), in the enterprise trading as:

hereby authorise Mr/Mrs/Ms _____

acting in the capacity of _____

whose signature is _____

to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

NAME	ADDRESS	SIGNATURE	DATE

(If the space provided is not enough, a separate list should be attached)

Note:

Members of the enterprise must complete this form in full according to the type of enterprise, authorising the signatory to sign all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

Note: In a case of a Sole proprietor, a director may appoint himself/herself if they will be the one signing all documents in connection with this bid and any contract resulting therefrom on behalf of the enterprise.

T2.4 FINANCIAL STANDING AND OTHER RESOURCES OF BUSINESS DECLARATION

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Bid no:	ZNQ KCD25/2684	Project Code:	O80628

ATTACH COMPANY PROFILE TO THIS PAGE IF ALL THE RELEVANT INFORMATION REQUESTED ON THIS FORM IS DEALT WITH IN SAID COMPANY PROFILE

- (a) Based on the track record determined on the Minimum Average Annual Turnover coupled to the assessed Works Capabilities of Contracting Enterprises, the Construction Industry Development Board (CIDB) awards Grading Designations and accordingly registers it on the system.
This confirms that a Contractor has, at the time of registration, in the absence of any supply side interventions, sufficient working capital to commence the Works for a single contract and render due performance.
- (b) However, it regularly occurs that a Contractor will at the same time submit Bids for a number of projects that are advertised during an overlapping period. Moreover, the Contractor may be busy with a Contract that is of the registered CIDB Grading Designation (value) or is even attending to a number of smaller valued Contracts.
- (c) It therefore becomes the prerogative of a Bidder in such instances to prove to the Department that the Enterprise has the capacity in every respect to attend to more than one (1) contract at a time.
- (d) A Bidder who wishes to be considered for this Bid Contract award, over and above other Bids that they have submitted, shall submit when requested by the DoPW the necessary proof that:
- (i) he/she has access to additional finance (inclusive of a PERFORMANCE GUARANTEE BY A REGISTERED FINANCIAL INSTITUTION),
 - (ii) he/she has additional Human Recourses available to successfully complete this project.
 - (iii) he/she has adequate Equipment, Plant and Machinery that all of the above can, undoubtedly, be sourced for this Bid. (Please submit to the DoPW the name and contact details of the supplier if the Bidder is going to hire Equipment, Plant or Machinery, when requested.)

I, the undersigned, _____
(name of person authorized to sign on behalf of the Bidder)

understand that it is the responsibility of the Bidder to prove and provide when requested by the DoPW, evidence of the good Financial Standing of the Business to complete the Contract successfully.

Furthermore, it is understood that failure to provide when requested by DoPW, at least the information as stated in paragraphs (d)(i)(ii) AND (iii) above will not enable the Evaluation Team to assess the CURRENT financial standing of the Business and the failure to provide said information when requested will, therefore, invalidate the Bid.

I accept and understand that the Department of Public Works, as representative of the Provincial Administration of KwaZulu-Natal in this Bid, may act against me and the Bidder, jointly and severally, should this declaration and/or any information provided be found to be false.

Duly signed at..... on this the..... day of..... 201...

Full Name of Signatory

Name of Enterprise

Capacity of Signatory

Signature of authorised representative

T2.5 EQUIPMENT SCHEDULES			
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

The Bidder shall complete the following schedules giving details of the various items of materials or equipment that he includes in his offer.

TECHNICAL DATA: STANDBY PLANT

Manufacturer:		
Model number:		
Serial number:		
Voltage		
KVA		
Frequency		
RPM		
Cylinder/stroke		
Fuel capacity and consumption		
Sound pressure level		
Condenser air flow rate		
Attenuation type		
Battery Type		
AMF Change Over Panel Type		
Starter Motor Type and Voltage		
Standard Compliance		

Project Code: O80628

EQUIPMENT SCHEDULES

TECHNICAL DATA: UNINTERRUPTABLE POWER SUPPLY UPS

Manufacturer	
Model	
Frequency	
Harmonic Distortion Reduction	
Operating Temperature	
Range of Protection – Lightning Strike	
KVA	
Maximum current, cooling mode	
Agent	
Telephone number of Agent	
Brochure enclosed	Yes/No

TECHNICAL DATA: PARCEL X-RAY UNITS

Manufacturer	
Model	
Dimension /Size	
Resolution	
Zoom ranges	
External Radiation Levels	
Standard Compliance	
Electrical nominal voltage	Volts
Monitor Type and size	
Agent	
Telephone no of Agent	
Brochure enclosed	Yes/No

Project Code: O80628

EQUIPMENT SCHEDULES

TECHNICAL DATA: WALK THROUGH DETECTOR

Manufacturer	
Model	
Timer mode	
No of sequential settings per time switch	
No of N/O and N/C contacts per setting	
Adjustable time lapse between settings	
Operating voltage	
Operating current	
Agent	
Telephone number	
Brochure enclosed	Yes/No

TURNSTILE

Manufacturer	
Size	
Range	
Voltage	
Battery Back Up Time	
Finish	
Agent	
Telephone number	
Brochure enclosed	Yes/No

Project Code: O80628

EQUIPMENT SCHEDULES

TECHNICAL DATA: PARAPLEGIC LIFT

Manufacturer	
Panel thickness	
Load	
Stops	
Car Size	
Door Opening	
Door Type	
Speed	
Type of Drive	
Speed Control	
Type of Car and Landing Buttons	
Type of Landing Door Frames	
Type of Door	
Internal Finishes	
Pit	
Head Room	
Battery Type	
Method of joining panels	
Floor construction	
Standard Compliance	
Agent	
Telephone number of Agent	
Brochure enclosed	Yes/No

Project Code: O80628

EQUIPMENT SCHEDULES

TECHNICAL DATA: AIR-CONDITIONING AND VENTILATION INSTALLATION

Area:		
Manufacturer:		
Model number:	WCPU	
	Cooling Tower	
Serial number:	WCPU	
	Cooling Tower	
Voltage		V
Starting amps		A
Running amps		A
System supply gauge pressure		kPA
System return gauge pressure		kPA
Condenser water inlet temperature		°C
Condenser water outlet temperature		°C
Condenser water flow rate		l/s
Blower unit air inlet temperature		°C
Blower unit air outlet temperature		°C
Blower unit air flow rate		m³/s
Conditioned room air temperature after 1 hour, Design		°C
Conditioned room air temperature after 1 hour, Actual		°C

T2.6 CONTRACTOR'S SAFETY, HEALTH AND ENVIRONMENTAL DECLARATION

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

INTRODUCTION

In terms of Regulation 5(1)(h) of the Construction Regulations of February 2014 a Contractor may only be appointed to perform construction work if the Client is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Bid.

DECLARATION

1. I, the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications attached to this document.
2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction works under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
3. I hereby confirm that adequate provisions has been made in my Bid to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
4. I hereby undertake that if my Bid is accepted, to provide before commencement of the Works under the contract or as required by the Conditions of the Contract, a suitable and sufficiently documented Construction Safety, Health and Environmental Management Plan in accordance with Regulation 7(1)(a) of the Construction Regulations of February 2014, which shall be subject for approval by the Client.
5. I confirm that I may not commence with any part of construction work under the contract until my Construction Safety Health and Environmental Management Plan has been approved in writing by the Client.
6. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
 - a) Client's Construction Safety, Health and Environmental Specification.
 - b) Approved Construction Safety, Health and Environmental Plan.
 - c) Occupational Health and Safety Act, Act 85 of 1993.
 - d) Construction Regulations of February 2014.
7. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014, and accept that my tender will be rejected.

Duly signed at..... on this the..... day of..... 20.....

Full Name of Signatory

Capacity of Signatory

Signature of authorised representative of Quoter

T2.7 SITE INSPECTION MEETING CERTIFICATE

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628
Closing date:	As per advertisement		

This is to certify that I, _____ (Name of authorised Representative)
 representing _____ (Name of Enterprise)
 visited the site on: _____ (Date)

I have made myself familiar with all local conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the site inspection meeting and that I understand the work to be done, as specified and implied, in the execution of this contract.

I declare that the representative, named above, is my authorised representative and not a third party agent and that my representative's attending of this site meeting, shall be deemed conclusive proof that my Enterprise are fully aware of what was said and discussed at this meeting.

Name of Bidder	Signature	Date

Name of DOPW Representative	Signature	Date

This form is only to be completed when applicable to the tender and if a Compulsory Site meeting has been called.

Departmental Stamp:

T2.8 CERTIFIED PROOF OF VALID UIF REGISTRATION

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS,		
	ZNQ KCD25/2684	Project Code:	O80628

**ATTACH A CERTIFIED COPY OF PROOF, THAT
THE BIDDER IS IN GOOD STANDING WITH THE
UIF TO THIS PAGE FOR ADJUDICATION
PURPOSES**

NOTE

In the case of a Quote by a Joint Venture, certified copies of proof of Good Standing with the **UIF** in respect of each party to the Joint Venture must be attached to this page

"The contractor must submit proof of UIF Contributions made to the fund to the Principal Agent on a monthly basis for the duration of the contract.

Should the contractor default on his monthly payments, the Employer will pay the outstanding payments due and the contractor will be liable for payments made by the Employer on behalf of the contractor, plus any additional cost associated with this process."

T2.9 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

Project Title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.
Quotation Number:	ZNQ KCD25/2684
Project Code:	O80628

SBD 6.1

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

a) The applicable preference point system for this tender is the 90/10 preference point system.

b) The applicable preference point system for this tender is the 80/20 preference point system.

c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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

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

2. DEFINITIONS

(a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

$$P_s = 80(1 - (P_t - P_{min}) / (P_{min} - P_{max})) \text{ or } P_s = 90(1 - (P_t - P_{min}) / (P_{min} - P_{max}))$$

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- P_{min} = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

$$P_s = 80(1 + (P_t - P_{max}) / (P_{max} - P_{min})) \text{ or } P_s = 90(1 + (P_t - P_{max}) / (P_{max} - P_{min}))$$

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

The specific goals allocated points in terms of this tender	Number of Points allocated (90/10 system) (to be completed by the Organ of State)	Number of Points allocated (80/20 system) (to be completed by the Organ of State)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Ownership by Black People	Applicable	20		
Ownership by People who are Youth	N/A	0		
Ownership by People who are Women	N/A	0		
Ownership by People living with Disabilities	N/A	0		
51% Ownership by People who are Military Veterans	N/A	0		
Exempted Micro-Enterprise (EME's)	N/A	0		
Promotion of enterprises located in a specific municipal area for work to be done or services to be rendered	N/A	0		
Promotion of enterprises located in rural areas	N/A	0		
Promotion of enterprises located in specific province	N/A	0		
Promotion of enterprises located in North Coast region	N/A	0		

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company Registration Number :

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One-person business/sole propriety

Close corporation

Public Company

Personal Liability Company

(Pty) Limited

Non-Profit Company

State Owned Company

[TICK APPLICABLE BOX]

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

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME

DATE:

ADDRESS:

**T2.10 TAX COMPLIANCE STATUS (TCS) PIN - TO VERIFY ON LINE
COMPLIANCE SUPPLIER STATUS VIA SARS e-FILING**

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

TAX CLEARANCE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations. It is a condition of this Offer of Commission that your practice remains in good standing with SARS (South African Revenue Services) in terms of its tax clearance, during the project, which is required to process your payment certificates.

In order to meet this requirement bidders are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign bidders / individuals who wish to submit bids.

SARS will then furnish the bidder with a Tax Compliance Status (TCS) **PIN** that will be valid for a period of 1 (one) year from the date of approval.

In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) **PIN**.

Application for Tax Compliance Status (TCS) **PIN** can be done via e-filing at any SARS branch office nationally or on the website www.sars.gov.za.

Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

IMPORTANT NOTICE

The South African Revenue Services (SARS) has phased out the issuing of paper Tax Clearance Certificates.

From 18 April 2016 SARS introduced an enhanced Tax Compliance (TCS) system.

The new system allows taxpayers to obtain a Tax Compliance Status (PIN), which can be utilised by authorised third parties to verify taxpayers compliance status online via SARS e-filing.

Bidders are required to fill in clearly, legibly, in bold print and black ink the SARS (TCS) **PIN** number and Tax Reference number in the space hereunder:

Tax Compliance Status (TCS) PIN Number	
Company / Bidding Entity Tax Reference Number	

Name of Bidder: _____

Signature of Bidder: _____

Date: _____

T2.11 PROOF OF PAID MUNICIPAL RATES & TAXES

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

**ATTACH PROOF OF PAID MUNICIPAL RATES
& TAXES TO THIS PAGE FOR ADJUDICATION
PURPOSES**

NOTE

In the case of a Quotation by a Joint Venture, proof of paid municipal rates and taxes for each member of the Joint Venture should be attached to this form.

T2.12 CERTIFIED PROOF OF GOOD STANDING WITH THE COMPENSATION COMMISSIONER

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS,		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

**ATTACH A CERTIFIED COPY OF PROOF, THAT
THE TENDERER IS IN GOOD STANDING WITH
THE COMPENSATION COMMISSIONER, TO
THIS PAGE FOR ADJUDICATION PURPOSES**

NOTE

In the case of a Quote by a Joint Venture, certified copies of proof of Good Standing with the Compensation Commissioner in respect of each party to the Joint Venture must be attached to this page

T2.13 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 1

THIS FORM MUST BE FILLED 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 WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to Head: Public Works (Department of Public Works: Province of KwaZulu-Natal) in accordance with the requirements and specifications stipulated in bid number ZNQ KCD25/2684 at the price/s quoted.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax Compliance Status (TCS) PIN;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Preference claims for the Specific Goal/s as outlined in the Invite to Quote in terms of the Preferential Procurement Regulations 2022;
 - Bidder's Disclosure - SBD 4
 - Special Conditions of Contract;
 - (i) JBCC Minor Works Edition 4 - August 2007; and
 - (i) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT): _____

CAPACITY: _____

SIGNATURE: _____

NAME OF FIRM: _____

DATE: _____

Witnesses:

1. _____

2. _____

Date: _____

T2.14 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 2

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I _____ in my capacity as _____

accepts your bid under reference ZNQ KCD25/2684 dated _____ for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

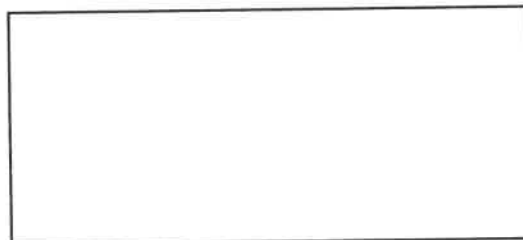
ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT _____ ON _____
[Place] [Date]

NAME (PRINT): _____

SIGNATURE: _____



OFFICIAL STAMP:

Witnesses:

1. _____

2. _____

Date: _____

T2.15 BIDDER'S DISCLOSURE - SBD 4 (ATTACHED)

SBD 4

SECTION F

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is

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

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

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium¹ will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

¹ 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.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

T2.16 - CLIENT'S SPECIFIC REQUIREMENT FOR THE CONTRACTOR'S DETAILED OHSE PLAN	
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM PAINTING OF EXTERNAL AND
Quote no:	ZNQ KCD25/2684
Project Code:	O80628
Items	Client Specific Requirements
Site Office location	1) The location of the site office should be in an area that will not require visitors to pass through or enter area where construction work is active and will not require the re-location of the office as the project progresses.
Public Safety	1) When working in a occupied facility the contractors risk assessment and subsequent safe work method statement must take into consideration the negative effect the Contractors activities may have on the health and safety of the occupants of the facility and make provisions for the implementation of all reasonably practicable measures to ensure the health and safety of members of the public.
Extreme weather conditions	1) If the weather condition poses a threat to the health & safety of employees be it extreme heat, cold, lighting or any adverse weather condition appropriate safety measures have to be taken.
Change to scope of work	1) Should there be changes to the original scope of work, the Principal Agent must inform appointed Construction Health and Safety Agent to effect changes to the OHSE Specification.
Safety Plan Submission	1) The successful Tenderer must submit a copy of the detailed OHSE Plan for approval and keep the original for onsite use during construction. The principal Contractor will not be allowed to start site establishment before his/her SHE Plan has been approved in writing.
Bylaws	1) The Principal Contractor must incorporate any aspects of the Local Municipal bylaws which affect the, Safety and Environmental wellbeing of the employees and the public into his/her OHSE Plan and ensure compliance to such bylaws.
Risk assessment for construction work	1) To comply with CR(9) and to also address environmental issues
	2) Risk Assessment must be done if and when required.
	3) DSTI's must be performed on a daily basis be of an acceptable standard and need to be signed off prior to work starting and at the end of each shift.
	4) No work may be performed without an approved DSTI. See the attached baseline risk assessment to be considered by both the
Fall protection	1) To comply with CR (10),
	2) Edge protection and protection of floor openings need to be of such a manner as to properly protect employees from falling off elevated positions or falling into floor openings

Structures	1) To comply with CR (11)
Temporary work	1) To comply with CR (12)
Excavations	1) To comply with CR(13) and the following;
	2) If the risk exists of a person in an excavation being enclosed in an event of a collapse the following will apply; shoring sufficient to prevent enclosure, any excavated material must be placed at least 1metre from the edge and at the maximum angle of repose to the horizontal.
	3) No excavation may affect the stability of any adjoining structure or road unless steps have been taken as identified by an Engineer or a Technologist.
	4) Adequate provisions must be made to ensure that water is drained from excavations where water may enter such excavations as a result of seepage or rain
	5) All excavations made by the Principal or Sub Contractors must be barricaded by means of solid barricading and barricading tape may only be used to make such barricading more visible
Demolition work	6) If more than one excavation is present on site all excavations must be numbered to ensure effective inspection and control
	1) To comply with CR (14) and the following;
	2) Demolition work may only start upon approval of the Demolition Plan by the Client or its duly appointed Agent
Scaffolding	3) In the event that a structure identified for demolition incorporates substances such as, lead or asbestos it must be performed within the requirements of the applicable legislative requirements
	1) To comply with CR(16) and the following;
	2) Scaffolding Inspectors and Scaffolding Erectors must be different individuals.
	3) Scaffold Harness must be used on Scaffolding, normal Harnesses may not be used on scaffolding
	4) Sufficient Scaffolding material e.g., tags, trapdoors etc. need to be on site as determined by the activities on site
	5) Scaffold bases may not be supported by materials such as bricks and chipboard. Suitable material needs to be used as per SANS 10085
Construction vehicles and mobile plant	6) If more than one scaffold is present on site all scaffolds must be numbered to ensure effective inspection and control
	1) To comply with CR (23) and the following;
Electrical installations and machinery on construction sites	1) To comply with CR (24)
Use and temporary storage of flammable liquids on construction sites	1) To comply with CR (25)
Water environments	1) To comply with CR (26)

Housekeeping and general safeguarding on construction sites	1) To comply with CR (27) and the following;
	2) Contractor to designate areas for placing refuse and rubble prior to being removed from site
	3) Contractor must implement a daily task site clean-up for all activities these should cover work areas, stairways, walkways etc. to free of any construction debris obstruction.
	4) Refuse to be separated for recycling purposes
	5) Hazardous materials such as asbestos may not be included in general rubble and need to be disposed of as per applicable legislative requirements
Stacking and storage on construction sites	1) To comply with CR (28)
Fire precautions on construction sites	1) To comply with CR (29) and the following;
	2) No smoking may be permitted on site except in designated smoking areas
Construction employees' facilities	1) To comply with CR (30) and the following;
	2) Gender signs to be placed at appropriate locations
	3) All welfare facilities to be kept in a hygienic condition at all times
	4) Employees to be trained in good hygiene practices
	5) Toilets to be fitted with doors which can be locked from the inside
	6) Toilets to be sufficiently ventilated
	7) Contractors or contractors employees are not permitted to any other facilities except those provided by the contractor.
Public Safety & Signage	1) The Principal Contractor engaged in construction work must ensure that each person working on or visiting a site, and the general public in the vicinity of the construction site, shall be made aware of the dangers likely to arise from onsite activities and the precautions to be observed to avoid or minimise those dangers.
	2) Appropriate signage shall be posted at conspicuous points within and around the perimeter of the site. The steps to comply with this requirement must be outlined in the OHSE Plan.
	3) The public or visitors may only be permitted on site if they go through an appropriate health and safety induction detailing hazards and risks they may be exposed to and what measures are in place to control these hazards and risks
	4) The entire project site must be secured against unauthorized access and
	must be encroached or closed due to work, adequate barriers shall be installed to safely redirect the flow of vehicles and pedestrians and protect them from construction activities.

	<p>5) Whenever it is necessary to maintain public use of work areas (such as sidewalks, ramps, entrances to buildings, corridors, or stairways), the public shall be protected with appropriate guardrails, barricades, temporary fences, overhead protection, or temporary partitions and hoarding. The public must also be adequately protected from any work created hazards, such as excavations. Appropriate warnings, signs, warning lights and instructional safety signs shall be conspicuously posted and placed where necessary.</p> <p>6) The public must also be protected from falling debris and objects from the project site. Overhead protection shall be provided that will fully protect the public and be capable of withstanding the maximum forces that could be applied from potential falling objects. Special attention shall also be given to developing adequate means to protect against wind-blown debris and construction-related materials.</p>
On Site Health and Safety Training & Induction	<p>1) The Principal Contractor shall ensure that all site personnel and visitors undergo a risk-specific health & safety induction training session before starting work or being permitted to enter the site. A record of attendance shall be kept in the health & safety file.</p> <p>2) The Principal Contractor shall ensure that, on site periodic toolbox talks take place at least once per week. These talks should deal with risks relevant to the construction work at hand. A record of attendance shall be kept in the health & safety file. The above should also cover all sub-contractors that are onsite.</p> <p>3) All Contractors have to comply with this minimum requirement. Environmental issues to be included in toolbox talks where required.</p>
General Record Keeping	<p>The Principal Contractor and all Sub Contractors must keep and maintain Health and Safety records to demonstrate compliance with this Specification, The OHS Act 85/1993; and with the Construction Regulations of 2014. The Principal Contractor shall ensure that all records of incidents/accidents, training, inspections; audits, etc. are kept in a health & safety file held in the site office, which must be present on site at all times. The Principal Contractor must ensure that every Sub Contractor opens its own health & safety file, maintains the file and makes it available on request.</p>
Health & Safety Audits, Monitoring and reporting	<p>1) The Client or its duly appointed Agent shall conduct monthly health & safety audits. The Principal Contractor is obligated to conduct similar audits on all Sub Contractors appointed by them at least once a month. Detailed audit reports must be presented and discussed at all levels of project management meetings and a copy of such audit will be provided to the Client or its duly appointed Agent within 7 working days of such audit. Copies of the Client's audit reports shall be kept in the Principal Contractors Health & Safety File.</p>
Emergency Procedures	<p>1) The Principal Contractor shall submit a detailed Emergency Plan for approval by the Client prior to commencement on site. The plan shall detail the response procedure including the following key elements:</p>

	a. List of key competent personnel;
	b. Details of emergency services;
	c. Actions or steps to be taken in the event of the specific types of emergencies;
	d. Information on hazardous material/situations.
First Aid Boxes and First Aid Equipment	1) The appointed First Aider(s) to be in possession of a valid first aid training certificate Level 2. Valid certificates are to be kept in the Site Safety File. All Sub Contractors with more than 5 employees shall supply their own first aid box, except if otherwise agreed upon between Principal and Sub- Contractor in writing.
Accident / Incident Reporting and Investigation	1) Injuries are to be categorised into Near miss, first aid, LTI, fatal etc. Fatal accidents to be reported in addition to applicable legislative requirements to the Client or its duly appointed Agent with immediate effect. The Principal Contractor must stipulate in its construction phase OHSE Plan how it will handle each of these categories. When reporting injuries to the Client, these categories shall be used. The Principal Contractor shall investigate all injuries, with a report being forwarded to the Client immediately. All Sub- Contractors have to report on the abovementioned categories of injuries to the Principal Contractor at least monthly. All categories of incidents/accidents must be in the Statistics Section of the Monthly Audit Reports, submitted to the Client or it's duly appointed Agent.
Hazards and Potential Situations	1) The Principal Contractor shall immediately notify other Sub Contractors as well as the Client of any hazardous or potentially hazardous situations that may arise during performance of construction activities.
	2) Should a hazardous situation require work stoppages, the work must be stopped and corrective steps taken such as the issue of Written Safe Work Procedures and the issue of Personal Protective Equipment.
Personal Protective Equipment (PPE) and Clothing	1) The Principal Contractor must ensure that all workers are issued with the required PPE as required by the risks associated with the activities they perform. The minimum PPE to be worn on site will be Safety Shoes/Boots, Hard Hats, Overalls. No Visitors may enter the site without Safety Shoes/Boots and Hard hats. The Principal Contractor and all Sub Contractors shall make provision and keep adequate quantities of SABS approved PPE on site at all times. All employees issued with PPE to be trained in correct use, records of training and issue to be kept in the Site SHE File .Procedure to be in place to deal with:
	a Lost or stolen PPE;
	b worn out or damaged PPE replacement.
	c Employees not utilising PPE as required
	2) The above procedure applies to Principal Contractors and their appointed Sub- Contractors, as they are all employers in their own right.

Permits	1) The Principal Contractor shall prepare and issue the required written permits relating to but not limited to the following:
	a Hot Work
	b Roof Work; and
	c Electrical work (both temporary and permanent)
	d Confined Space Entry
	2) The Principal Contractor must ensure that where permits are required that they are properly implemented and adhered to.
Speed Restrictions and Protections	Unless otherwise stipulated, the maximum speed limit on sites must be limited to 10 km/h.
	1) Vehicle movement routes on site must be clearly indicated where applicable.
	2) Signage to ensure the safe movement of vehicles on site, as well as to ensure the health and safety of all employees and visitors on site, must be displayed in strategic locations.
Hazardous Chemical Substances (HCS)	1) To comply with Hazardous Chemical Substances Regulations as published in Government Notice No. R. 1179 dated 25 August 1995.
	2) In addition to the abovementioned, Material Safety Data Sheets must be kept on site for all materials, which may contain hazardous chemical substances
Asbestos	1) To comply with Asbestos Abatement Regulations, 2020 as published in Government Notice No. R. 1196 dated 10 November 2020.
	2) Removal to be done by an accredited asbestos contractor
	3) Proof of accreditation to be kept on site.
	4) Proof of safe systems of work
	5) Disposal certificate.
	6) Under no circumstances may asbestos be handed over to the community irrespective of shape or condition.
Fire Extinguishers and Fire Fighting Equipment	1) The Principal Contractor and Sub-Contractors must allow for and provide adequate provision of regularly serviced temporary fire fighting equipment located at strategic points on site, specific for the classes of fire likely to occur.
	2) The appropriate notices and signs must be allowed for and be erected as required
	3) Contractors may not utilize fire protection equipment belonging to the Client without prior consent
Ladders and Ladder Work	1) The Principal Contractor must allow for and ensure that all ladders are inspected at least monthly, are in a good safe working order, are the correct height for the task, extend at least 1m above the landing, are fastened and secured and are placed at a safe angle.
	2) Records of inspections must be kept in a register on site
	3) All ladders found to be unsafe must be removed from site immediately and not be permitted back onto site until it has been certified as being safe by the Safety Officer or Construction Supervisor.
General Machinery	1) To comply with Driven Machinery Regulations as published in Government Notice No. R. 1010 dated 18 July 2003

Portable Electrical Tools and Hand Tools	1) The Principal Contractor shall ensure that all electrical tools, electrical distribution boards, extension leads, and plugs are kept in a safe working order.
	2) The Principal Contractor shall ensure that all portable electrical Equipment, is clearly numbered, inspected by a Competent appointed person and records of such inspections to be kept on record in an appropriate register on the site SHE file
	3) The Principal Contractor shall allow for and ensure the following in relation to hand Tools:
	a That a "Competent Person" undertakes routine inspections and records are kept on site.
	b That only authorized trained persons use the tools.
	c That safe working procedures apply.
	d That PPE is provided and used.
High Voltage Electrical Equipment Installations and Equipment	4) All unsafe hand tools and portable electrical equipment found on site need to be removed from site with immediate effect, tagged as unsafe for use and only be permitted back on site after being certified as safe for use by the Safety Officer or the construction Supervisor.
	1) All Employees must be made aware of the presence and location of High Voltage Equipment such as underground cables and overhead lines, and ensure that the necessary precautionary steps are taken where work has to be executed in the vicinity of such equipment.
Adequate Lighting	2) Precautionary measures such as Isolation and Lock-Out of electrical systems or the use of electrically isolated tools must be used.
	1) All Contractors must allow for and ensure that adequate lighting is provided to allow for work to be carried out safely.
Transportation of Workers	1) In addition to CR 23 the following will apply. The Principal Contractor and Sub-Contractors shall not:
	a. Transport persons together with goods or tools unless there is an appropriate area or section of the vehicle in which to store such goods.
	b. Transport persons on the back of trucks except if a proper canopy (properly covering the sides and top) has been provided with suitable seating areas.
	c. Permit workers to stand or sit on the edge of the transporting vehicle.
	d. Transport workers in LDVs unless they are closed/covered and have the correct number of seats for the passengers
	e. No driver may transport more than six people on the back of a 1 Ton LDV and more than four passengers on the back of a ½ Ton LDV.
	2) The driver of any LDV may not permit more than two passengers to occupy the cab of any LDV.
	3) Drivers of such vehicles must have a valid driver's license for the code of vehicle being driven by them.
	4) No servicing of vehicles will be permitted on a Construction Site. No Vehicles or machinery leaking oil will be permitted on site due to the risk posed to the environment.
	5) Any oil or diesel spilled on site must be cleaned up as per accepted environmental practice
	be adhered to:

	<p>a Drivers of vehicles must be instructed to avoid parking behind earth moving machinery in order to ensure that their vehicles are visible to the operators of earth moving machinery.</p> <p>b Right of way must be afforded to earth moving machinery at all times.</p> <p>c Vehicles must only be permitted to park, where possible, in designated areas</p>
Occupational Hygiene	<p>1) Occupational exposure is a major problem and all Contractors must ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards.</p> <p>2) All Contractors must prevent inhalation, ingestion and absorption of any harmful chemical or biological agents</p> <p>3) Water to be utilized for drinking purposes may only be drawn from taps designated for drinking water purposes. Fire hydrants and fire hose reels may not be utilized for drinking water purposes.</p>
Environmental Management	<p>1) The Principal Contractor and Sub-Contractors must comply with the requirements of NEMA Act.</p> <p>2) The Principal Contractor must develop a waste management plan, implement and maintained it onsite</p> <p>3) Cement mixing to be done at a predetermined location on site which must include a solid, slab, and bunded edges to prevent runoff</p> <p>4) Contaminated run off water from the site must be treated such as to ensure that it does not pose a risk to the environment</p> <p>5) Any material which may have a harmful effect when disposed of by normal means must be disposed of in an appropriate manner to eliminate its harmful effect on the environment after disposal.</p> <p>6) The Principal Contractor must allow for and ensure that adequate procedures are implemented and maintained to ensure that waste generated is placed in suitable receptacles and removed from the site promptly.</p> <p>7) Plans to deal with spillages must be in place and maintained.</p> <p>8) No waste materials (liquid or solid) may be disposed of in drains.</p> <p>9) No burning of waste material may take place on site as such material being burned may result in pollution of the air or give off toxic vapours which could be harmful to the health of employees or any other person present on site.</p>
Alcohol and other Drugs	<p>1) No alcohol and other drugs will be allowed on site without the express permission of the Principal Contractor</p> <p>2) No person may be under the influence of alcohol or any other drugs while on the construction site.</p> <p>3) Any person on the construction site who is on prescription drugs must inform his/her Employer accordingly and the Employer shall in turn report this to the Principal Contractor immediately.</p> <p>4) Any person on the construction site who is suffering from any illness/condition that may have a negative effect on his/her safety performance must report this to his/her Employer, who in turn must report this to the Principal Contractor forthwith.</p>
	<p>5) Any person on the construction site who is suspected of being under the influence of alcohol or other drugs must be removed from site immediately and be instructed to report back the next day for a preliminary inquiry. A full disciplinary procedure must be followed by the Contractor concerned and a copy of the disciplinary action must be forwarded to the Principal Contractor for his records.</p>

T2.17 - BASELINE RISK ASSESSMENT			
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP		
Quote no:	ZNQ KCD25/2684	Project Code:	O80628

PLEASE NOTE THAT THIS IS A BASELINE RISK ASSESSMENT AND NOT A DETAILED RISK ASSESSMENT OF ALL ANTICIPATED ACTIVITIES ON SITE

Activity	Risk to Safety	Risk to Health	Risk to Environmental	Risk to Public Safety	Control Measures

T2.18 CAPACITY OF BIDDER			
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Bid no:	ZNQ KCD25/2684	Project Code:	O80628

1. **WORK CAPACITY:** (The Bidder is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Bid being disregarded.)

- 1.1. **Artisans and Employees:** (Artisans and Employees to be, or are, employed for this project)

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

- 1.2. **Provide full particulars of the following Assets:** (Assets owned and to be hired - Indicate owned assets)

Machinery	Plant	Equipment	Vehicles

- 1.3. **Workshops:**

Address of Main Workshop:	Address of Regional Workshop (If Applicable):

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

[illegible]

2. PARTICULARS OF THE BIDDERS CURRENT AND PREVIOUSLY COMPLETED COMMITMENTS:

2.1 **Current private sector projects:** *(List the 5 projects closest to the contractor grading designation of this project)*

2.1. Current private sector projects: (List the 5 projects closest to the contractor grading designation of this project)				
1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

1.4. Other offers submitted at time of this tender for which results are pending:

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

[illegible]

2. PARTICULARS OF THE BIDDERS CURRENT AND PREVIOUSLY COMPLETED COMMITMENTS:

2.1. Current private sector projects: *(List the 5 projects closest to the contractor grading designation of this project)*

2.1. Current private sector projects. (List the 6 projects closest to the contractor's bidding date)				
1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

2.2. Current Government sector projects: (List the 5 projects closest to the contractor grading designation of this project)

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Scheduled date of completion	

2.3. Previously completed projects: (List the 5 projects closest to the contractor grading designation of this project)

1	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
2	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
3	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
4	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	
5	Project Name		Date of commencement	
	Place (town)		Contract Amount (R)	
	Reference / Contact person		Contract period	
	Contact Tel. No.		Date completed	

Name of Bidder	Signature of authorised representative	Date

PART A

INVITATION TO BID - SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE KWA-ZULU NATAL DEPARTMENT OF WORKS

BID NUMBER:	ZNQ KCD25/2684	CLOSING DATE:	As per advertisement	CLOSING TIME:	11:00
DESCRIPTION	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.				

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, KING CETSHWAYO DISTRICT OFFICE, NO 3 FORT NONQAYI STREET, ESHOWE, 3815

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													
TCS PIN:				CSD No:									
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE (Tick YES or NO)		Yes			B-BBEE STATUS LEVEL SWORN AFFIDAVIT (Tick YES or NO)				Yes				
		No							No				
If YES, State the name of the verification agency accredited by SANAS													
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?		Yes			NO			ARE YOU A FOREIGN BASED SUPPLIER FOR THE		YES		NO	
		[IF YES ENCLOSE PROOF]						(IF YES ANSWER PART B:3 BELOW)					
SIGNATURE OF BIDDER						DATE							
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)													
TOTAL NUMBER OF ITEMS OFFERED						TOTAL BID PRICE (ALL INCLUSIVE)							
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:										TECHNICAL INFORMATION MAY BE DIRECTED TO:			
DEPARTMENT/ PUBLIC ENTITY	DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE					CONTACT PERSON	MR. NC MKHIZE						
CONTACT PERSON	MRS. EG SANGWENI					TELEPHONE NUMBER	035 474 2066						
TELEPHONE NUMBER	035 474 2066					FACSIMILE NUMBER	035 474 3165						

FACSIMILE NUMBER	035 474 3165	E-MAIL ADDRESS	Njabulo.Mkhize@kznworks.gov.za	
E-MAIL ADDRESS	Gugu.Sangweni@kznworks.gov.za			
PART B				
TERMS AND CONDITIONS FOR BIDDING - SBD 1				
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. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.				
1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.				
1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR 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 TAX COMPLIANCE STATUS (TCS) 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 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.				
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.				
2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.				
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS				
3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES		NO	
3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA?	YES		NO	
3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES		NO	
3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	YES		NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE 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				

C1.1: FORM OF OFFER AND ACCEPTANCE

Quotation no: ZNQ KCD25/2684

OFFER

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

DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.

The Tenderer, identified in the Offer signature block, has examined the documents listed in the Quotation Data and Addenda thereto as listed in the Returnable Schedules, and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance, the tenderer offers to perform all of the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract identified in the Contract Data.

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

Amount (in words):	
Amount in figures:	R

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			
For the tenderer			
	(Name and address of tenderer)		
Name and signature of witness		Date	

ACCEPTANCE

By signing this part of this Form of Offer and Acceptance, the Employer identified below, accepts the Tenderer's

The terms of the contract, are contained in:

- Part C1 Agreement and Contract Data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work.

- Part C4 Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

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

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

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five (5) working days of the date of such receipt notifies the employer in writing of any reason why he/she cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

Signature (s)			
Name (s)			
Capacity			
For the employer			
	<i>(Name and address of employer)</i>		
Name and signature of witness			

Schedule of Deviations

Notes:

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

Quotation no: ZNQ KCD25/2684			
2.0 CONTRACT AND SITE INFORMATION			
2.1 [1.1]	The law applicable to this agreement:		SOUTH AFRICA (Country or State)
2.2 [1.1]	Works identification: Refer to document C3 – Scope of Work.		
2.3 [1.1]	Site description: Refer to document C4 – Site Information.		
2.4 [5.1.3]	Possession of the site is to be given on:	To be determined	(Date)
2.5 [7.1.2]	Period for the commencement of the works after the contractor takes possession of the site:		10 (working days)
2.6 [7.1.1]	Waiver of contractor's lien or right of continuing possession is required:		No (Yes/No)
2.7	Existing premises will be occupied. Where "yes" the specific requirements are described or detailed in the contract documents.		Yes (Yes/No)
<div style="border: 1px solid black; padding: 5px; margin: 5px;"> <p>The Bidder is advised that the institution is fully functional and Occupied and disruptions to services are to be kept to the bare minimum. The construction area will be barricaded to control access to site.</p> </div>			
2.8 [5.1.5-6]	Provision of temporary services is required. Where "yes" the specific requirements are described below or detailed in the contract documents.		YES (Yes/No)
2.11.1	Water	Option A Contractor - his cost Option B NOT APPLICABLE Employer - free of charge Option C Employer - metered (contractor cost)	A (A, or C)
2.11.2	Electricity	Option A Contractor - his cost Option B NOT APPLICABLE Employer - free of charge Option C Employer - metered (contractor cost)	A (A, or C)
2.11.3	Telecom	Option A Contractor - his cost Option B NOT APPLICABLE Employer - free of charge Option C Employer - metered (contractor cost)	A (A, or C)
2.11.4	Ablutions	Option A Contractor - his cost Option B NOT APPLICABLE Employer - free of charge	A
3.0 INSURANCES AND SECURITIES			
3.1 [3.4.1]	Public liability insurance to be effected by:	N/A	[Employer/Contractor]
	For the sum of:	N/A	[Amount]
	With a deductible of:	N/A	[Amount]
3.2 [3.4.2]	Contract works insurance to be effected by:	N/A	[Employer/Contractor]
	For the sum of:	Contract Sum plus 10%	[Amount]
	With a deductible of:	N/A	[Amount]
3.3 [3.4.3]	Support insurance to be effected by the employer:	N/A	[Amount]
	With a deductible of:	N/A	[Amount]
3.4 [2.5]	The employer shall provide a Payment Guarantee:	NO	[Yes/No]
	For the sum of:	N.A.	[Amount]
[2.6]	The contractor shall waive his lien where a payment guarantee is provided:	N.A.	[Yes/No]
4.0 PRACTICAL COMPLETION DATES AND PENALTIES			
4.1 [7.1.2]	For the works as a whole:		
	The date for practical completion:	To be determined [Date]	
	Penalty per calendar day:	0.04% of the Contract Sum per calendar day	
	Contract Period	5 Calendar Months	

5.0	DOCUMENTS AND GENERAL																		
5.1 [4.5]	Construction document copies to be supplied to the contractor free of charge:	3	[No of]																
5.2 [4.1]	The contractor shall provide the priced document : Complete Schedule of rates is to be submitted on the day of the Quotation closing date (C2.2)	"A"	[Addendum No.]																
5.3 [1.8]	Changes made to JBCC standard documents: Additions, deletions and alterations to the JBCC Minor Works Agreement: The following clauses is N/A to this contract:	Yes	[Yes/No]	"B" [Addendum No.]															
	<table border="1"> <tr><td>Omit Clause 2.1 and 2.2; 2.4 to 2.7</td></tr> <tr><td>Omit Clause 3.4 and 3.5;</td></tr> <tr><td>Omit Clauses 5.1.1 and 5.1.2 and 5.1.5 and 5.1.6</td></tr> <tr><td>Omit Clauses 7.1.1</td></tr> <tr><td>Omit Clause 12.3.2;</td></tr> <tr><td>Omit Clauses 13.6.1 and 13.6.3 and 13.8 and 13.13 to 13.16</td></tr> <tr><td>Omit Clauses 14.9</td></tr> <tr><td>Omit Clauses 15.1.1 and 15.1.5 and 15.3.7 and 15.3.8</td></tr> <tr><td>Omit Clauses 16.1.1 and 16.4.7 and 16.4.8</td></tr> <tr><td>Omit Clauses 17.2.6 and 17.2.7</td></tr> <tr><td>In clause 13.9.1 replace "8% of such value to a limit of 4%.." with "10% of such value to a limit of 10%.."</td></tr> <tr><td>In clause 13.9.2 replace "2% of the contract sum.." with "5% of the contract sum.."</td></tr> <tr><td>In clause 13.11 replace "within 7 calendar days of date of issue.." with "within 21 calendar days of date of issue.."</td></tr> <tr><td>In clause 4.1 replace "10 working days" with "submit the priced schedule of Quantities with the Returnable Schedules."</td></tr> <tr><td>See paragraph 5.3 of C3.2 Specification For HIV/Aids Awareness - penalty of 0.04% of Contract Sum.</td></tr> </table>				Omit Clause 2.1 and 2.2; 2.4 to 2.7	Omit Clause 3.4 and 3.5;	Omit Clauses 5.1.1 and 5.1.2 and 5.1.5 and 5.1.6	Omit Clauses 7.1.1	Omit Clause 12.3.2;	Omit Clauses 13.6.1 and 13.6.3 and 13.8 and 13.13 to 13.16	Omit Clauses 14.9	Omit Clauses 15.1.1 and 15.1.5 and 15.3.7 and 15.3.8	Omit Clauses 16.1.1 and 16.4.7 and 16.4.8	Omit Clauses 17.2.6 and 17.2.7	In clause 13.9.1 replace "8% of such value to a limit of 4%.." with "10% of such value to a limit of 10%.."	In clause 13.9.2 replace "2% of the contract sum.." with "5% of the contract sum.."	In clause 13.11 replace "within 7 calendar days of date of issue.." with "within 21 calendar days of date of issue.."	In clause 4.1 replace "10 working days" with "submit the priced schedule of Quantities with the Returnable Schedules."	See paragraph 5.3 of C3.2 Specification For HIV/Aids Awareness - penalty of 0.04% of Contract Sum.
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5.4 [5.2.1]	Work to be undertaken by direct contractors :	Yes	[Yes/No]	N/A [Addendum No.]															
5.5 [5.1.7]	Interim payment certificate to be issued by:	VARIED		[Date of Month]															
5.5 [1.1] [6.2.9]	Schedule of Price cost Amounts (if applicable). The amounts in this schedule are to be included in the quotation amount:																		
	<table border="1"> <thead> <tr> <th></th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>2</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>3</td> <td>N/A</td> <td>N/A</td> </tr> </tbody> </table>					Description	Amount	1	N/A	N/A	2	N/A	N/A	3	N/A	N/A			
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1	N/A	N/A																	
2	N/A	N/A																	
3	N/A	N/A																	
5.6 [1.1] [6.2.10]	Schedule of Employer allowances (if Applicable). This amounts in this schedule is for information purposes only and are not to be included in the quotation amount.																		
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1	N/A	N/A																	
2	N/A	N/A																	
3	N/A	N/A																	
5.7 [8.1.1] [5.2.1]	Schedule of work by direct subcontractors . Note: This schedule is for information purposes only and are not to be included in the quotation amount. Description and estimated values:																		
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1	N/A	N/A																	
2	N/A	N/A																	
3	N/A	N/A																	
5.8 [3.2.3]	Direct contractor's total insurance cover: Not Applicable																		
5.9 [1.1]	Quotation submissions shall close at the time and on the date as stated in the T1.1 - Bid Notice and Invitation to Quote																		
6.0	DECLARATION BY THE PRINCIPAL AGENT																		
	I, the principal agent named in 1.2 above, declare that the information provided above is complete and accurate at the time of calling for tenders. Where necessary, should any of the above information need to be varied, Tenderer's will be informed thereof in writing forthwith.																		
	Principal Agent		Date																
	Part 2: CONTRACT DATA COMPLETED BY THE CONTRACTOR (MINOR WORKS AGREEMENT CONTRACT DATA CE) (JBCC Series 2000 Edition 4.0 Code 2108-CE August 2007)																		
1.0	CONTRACT DATA - CONTRACTOR																		
	CONTRACTING PARTY																		
	Note: All information for this section requires to be filled in by the contractor . The Project Leader/Employers Agent shall not pre-select or fill in any of the																		

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3.4 [6.1.4]	Meetings at which contract minutes are recorded shall be held:	MONTHLY	[State Period]
3.5 [13.3]	Valuations date for payments shall be on:	VARIED	Of the month
4.0 EMPLOYER CHANGES TO JBCC STANDARD DOCUMENTS			
4.1 [1.6]	Changes (if any) in terms of the Employer's Contract Data are accepted :	YES	[Yes/No]
<p>Where "Yes" an addendum referenced to this clause is to be attached should the space provided be insufficient.</p> <ol style="list-style-type: none"> 1. See paragraph 5.3 above for clauses that are not applicable to this contract. 2. _____ 3. _____ 4. _____ 			
5.0 THE QUOTE			
5.1 [1.1]	The accepted contract sum inclusive of Value Added Tax is:	R _____	
<p>Amount in words: _____</p> <p>_____</p> <p>_____</p>			
6.0 SIGNATURES OF THE CONTRACTING PARTIES			
[20.0]	<p>We the Employer and Contractor accept the above conditions and the offer in terms of 5.0 and hereby enter into a contract for the execution and completion of the works. This agreement is the entire contract between the parties regarding the matters addressed herein. No representation, term, condition, or warranties not contained in this agreement shall be binding on the parties. No agreement or addendum varying, adding to, deleting or terminating this agreement including this clause shall be effective unless reduced to writing and signed by the parties.</p> <p>Thus done and signed at.....onof.....200....</p>		
<div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> Name of signatory		<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> Capacity of signatory	<div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> for and behalf of the Employer who by signature hereof warrants authorisation hereto
as Witness (1)		as Witness (2)	
Name: _____		Name: _____	
Address: _____		Address: _____	
_____		_____	
_____		_____	
Thus done and signed at.....onof.....200....			
<div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> Name of signatory		<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> Capacity of signatory	<div style="border: 1px solid black; width: 150px; height: 20px; margin-bottom: 5px;"></div> for and behalf of the Contractor who by signature hereof warrants authorisation hereto
as Witness (1)		as Witness (2)	
Name: _____		Name: _____	
Address: _____		Address: _____	
_____		_____	
_____		_____	

PART C2: PRICING DATA

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS. INSTALLATION OF MISSING DOOR WALL		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

C2.1 Pricing Instructions

The Bidder's prices must be provided in accordance with the scope of work i.e. the prices, rates and quantities to be included in the Pricing Schedule for the work described under several items. An item against which no price is entered will be considered to be covered by prices in the Pricing Schedule. Where any item is not relevant to this specific contract, such item is marked N/A (signifying "not applicable")

The method of measurement herein will be the only method of measurement recognized in connection with this contract.

All equipment or materials used in this contract is to be that which is specified or other approved (other approved means where approval is given by the Head: Works prior to the close of the quotation).

The Pricing Schedule is to indicate VALUE ADDED TAX payable by the Employer separately in addition to the total Quoted prices. The Quotation Offer must indicate prices inclusive of VALUE ADDED TAX.

The Bidders obligation in pricing the Quotation offer and the Employer's undertakings in checking and corrections of arithmetical errors are indicated in the Annexure A - Standard Conditions of Quotation.

The Conditions of Contract referred to in this document must be understood and read by the Contractor and will be taken to apply at all times to the work which this Contract refers. The contractor must allow whatever price or costs he may consider necessary to provide for the carrying out and due observance of the aforesaid Conditions of Contract.

PART C3.1: SCOPE OF WORKS			
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

C3.1 - SCOPE OF WORKS

1. DESCRIPTION OF THE WORKS

DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP

2. EXTENT OF THE WORKS

DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS, INSTALLATION OF SHOWER DOORS AND INSPECTION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK

3. LOCATION OF THE WORKS

DEPARTMENT OF AGRICULTURE : OWEN SITHOLE AGRICULTURAL COLLEGE, UMHLATHUZE LOCAL MUNICIPALITY
, CO- ORDINATES -28.6453195, 31.9386117

4. CERTIFICATION BY RECOGNIZED BODIES

The contractor to ensure certifications are issued by registered bodies.

5. SERVICES TO BE PROVIDED

Contractor shall provide his temporary services for the duration of the contract and upon completion he must clean up and make good when the service or facility is no longer required, leave the Employers facilities in the condition they were before the contractor first made use of them, fair wear and tear accepted, and continuously clear and dispose of waste and surplus material to maintain the site in a tidy state.

6. UNAUTHORISED PERSONS

Employees to have clearly marked uniforms and registers of all persons entering site shall be updated timeously.

SECTION: DARD - OWEN SITHOLE AGRICULTURAL COLLEGE ABLUTIONS FACILITIES

SUPLIMENTARY PREAMBLES

REV NO -

Item	Description				
S1.	View site				
S1.1	Before submitting this tender document the contractor shall visit the site and satisfy himself as to the nature and extent of the work to be done and the value of materials contained in the buildings. No claims for any variations of the work or of inferior of damaged materials will be entertained.				
S2.	General and Notes				
	For preambles see Model Preambles to All Trades - 2008 (Not applicable) General electrical Specification - February 2003 (Not applicable) Lightning Protection Installation - February 2003 (Not applicable) KZN DOH Standard Preambles of all trades - Revision 3, 2009 (Available upon request) Policy Document for the Design of Electrical Installations - Revision 7, 2013 (Available upon request)				
S2.1	The contractor shall carry out the works with as little mess and noise as possible and with a minimum of disturbance 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.				
S2.2	The Contractor should also submit invoices for the Occupational Health and Safety item claiming processes				
S2.3	All scaffolding must include for bracing, jacks, handrails, etc. and must be in accordance with SANS 0085.				
S2.4	All roof coverings and side cladding are to be installed to comply with SABS Code of Practice 0237 as applicable. All roof coverings shall be laid under a five year written guarantee for site workmanship and water tightness.				
S2.5	The contractor shall have the following certificates in each and every executed work item for claiming processes: (a) TR1 and TR 2 Certificates : Roof Structure Items where applicable (b) Certificate of Compliance : Electrification works where applicable. (c) Proof of guarantees for all pest control and related works with certificates indicating validity periods. (d) All galvanising shall be hot dipped and proof of galvanising works shall be provided for all steel related works prior to delivering materials to site. (e) Proof of guarantees for all other machinery items including, geysers, airconditioning, gate motors, fans, etc. Contractors to provide a fully competent technical person (registered for relevant trade) for the installation of these items at the contractor's costs.				
S2.6	All electrical installations shall carry a minimum 12months guarantee from the accredited suppliers. All installations shall be carried out by a fully competent technical person (registered for relevant trade), be able to conduct required testing and issue of Certificate(s) of Competence.				
S2.7	All in-situ concrete works (plain and reinforced) shall comply with SANS1200G supplemented by the following project specification. Where SANS1200G and the Project Specification are in conflict, the Project Specification shall take precedence.				
S2.8	Where drawings are not provided, the construction shall be carried out in relation to acceptable government approved and/ or gazetted guidelines on manuals/ handbooks. In this case on construction of steps; all landings shall be as per SANS10400-M:2018 as detailed on page 7 and 10 where landings are to be minimum 250mm and rises be maximum 200mm respectively. The Contractor should also submit all EPWP documents for claiming process.				
PAGE 1					

DARS - OWEN SITHOLE AGRICULTURE SCHOOL					
BILL NO 1 - SCOPE OF WORK					
OWEN SITHOLE AGRICULTURAL COLLAGE LADIES ABLUTION FACILITY OPPOSITE MAIN HALL AND ASD ABLUTIONS			REV NO -		
Item	Description	Unit	Quantity	Unit Price	Total Price (R)
1	<u>SAFETY & GENERAL SITE CONSIDERATIONS</u> Safety Clothing, Equipment And Tools Allow for Labour PPE's, Safety signage, Safety site barricading and other safety measures (0.99% contract)	L/Sum	0.99%		
2	EPWP Allow for compliance with the project EPWP Specification for PPE's (Orange Colour and EPWP Letters embroided.)	No.	3		
2.1	Allow for compliance with the project EPWP Specification. Provision should be made only for local labour. Days for each labour to be 22 per month for the contract duration.	Labour-days	132		
2.2		Month	2		
2.3	Clerk of Works				
2	Hazard Work Allow for the removal of asbestos by registered specialist to a designated dumping site and provide the following: A complete safety file with all the necessary documentation required. Risk assessments and method statements. An approved work plan done by an AIA Notification to the Department of Labour. AIA Monitoring. Air samples to be taken and analysis report produced. Clearance certificate on completion of job. Safe disposal certificate will be produce once all asbestos is disposed.	m²	26		
3	<u>ALTERATION</u> <u>REMOVAL OF EXISTING ROOF COVERINGS</u> Cover and maintain existing roofs in perfectly watertight condition during alterations by means of heavy tarpaulins properly secured and maintained in position to the Employer and make good all work damaged or disturbed after completion.	m²	26		
4	<u>REMOVAL OF EXISTING RAINWATER GOODS</u> Taking off and removing piping, gutters, etc. and making good wall finishes (making good paintwork elsewhere measured): uPVC rainwater pipes and holderbats	m	18		
5	<u>REMOVAL OF EXISTING DOORS, WINDOWS, ETC. FROM BRICKWORK</u> <u>Taking out and removing doors, windows, etc. including thresholds, sills, etc. from brickwork to remain (building up openings and making good finishes elsewhere measured):</u>				
6	Timber single door and steel frame not exceeding 2,5m² doors to be set aside for re-use.	No	6		
7	Removal of timber windows	No	3		
8	<u>REMOVAL OF SANITARY FITTINGS</u> Toilet sets	No	6		
9	Wash hand basins	No	3		
10	Hand Dryer	No	1		
11	Soap Dispenser	No	1		
12	Tissue Holders	No	6		
	NEW WORK				
	<u>ROOFS CONSTRUCTION</u>				
	NOTE: For preambles see Standard Preambles to All Trades - WB20 and Supplementary Preambles - pages SUP1 to SUP6.				
	PRETREATMENT OF TIMBER This service falls within the areas defined in the Government Gazette No2577 of 1978-12-29 containing regulations for Treatment of Timber against insect pests and affecting softwood fixed permanently in the building and tenderers are to make allowance in their rates.				
	PREFABRICATED ROOF TRUSSES, ETC. All timber roof trusses including nail-plated trusses and bolted trusses with lapped members must comply with SABS 0243 : THE DESIGN, MANUFACTURE AND ERECTION OF TIMBER TRUSSES.				

	Prices for roof trusses are to include for all temporary bracing and supports and for all necessary top and bottom chord bracing, wind bracing and runners where required overhanging ends to be wrought faced all round.		
13	38 * 114 Rafters	m	31
14	38 * 38mm Purlins	m	31
15	50 * 76mm Purlins	m	12
ROOF COVERINGS, ETC			
PREAMBLES			
For preambles see "Model Preambles for Trades 2008" as issued by The Association of South African Quantity Surveyors.			
TOUGHED IBR METAL SHEETING AND ACCESSORIES			
0,53mm Thick Safintras Saflok 700 aluminium G4 colourtech roof sheeting in single lengths fixed to timber/ steel purlins (elsewhere measured) according to manufacturer's specifications:			
16	Roof covering with pitch exceeding 25°.	m²	26
ROOF SUNDRIES			
17	Teco two way hurricane clips.	No	30
ROOF AND WALL INSULATION			
Sisalation FR405 (advanced fire retardant) heavy industrial grade aluminium foil based insulation			
18	Insulation taut over trusses or rafters (at approx. 750mm centres and fixed under purlins concurrent with roof coverings including 3,2mm galvanised steel straining wires at 500mm centres	m²	26
INSULATION (to SABS 1381 Part 1)			
<u>Aerolite insulation: (Residential Units Only)</u>			
19	50mm Insulation blanket (Pink glasswool) closely fitted and laid on top of bandering between roof timbers, etc.	m²	26
EAVES, VERGES, ETC.			
Everite FC77 pressed fibre-cement:			
20	80 x 275mm Angle section barge boards including galvanised steel H-profile jointing strips.	m	6
21	15 x 225mm Fibre cement fascia boards including galvanised steel H-profile jointing strips	m	22
RAINWATER DISPOSAL			
0,7mm Baked enamel on aluminium gutter system in continuous lengths.			
22	100 x 125mm Ogee eaves gutter	m	11
23	Extra over 100 x 125mm Ogee eaves gutter for stop end.	No.	2
24	Extra over 100 x 125mm Ogee eaves gutter for outlet for outlet for 100 x 75mm downpipe	No.	2
0,7mm Baked enamel aluminium downpipe including holderbats:			
25	76 x 64mm Rainwater pipe	m	2
26	Extra over 76 x 64mm rainwater pipe for bend	No.	2
27	Extra over 76 X 64mm rainwater pipe for shoe	No.	2
BRICKWORK IN SUPERSTRUCTURE			
7MPa Plaster brickwork with square recessed and ruled joints:			
28	Beam Filling	m²	10
ALUMINIUM WINDOWS, DOORS, ETC			
29	Type P4TT1812 Aluminium window fixed to walls. Complete with all necessary accessories. Overal window size 300mm x 1800mm	No	3
CERAMIC TILES			
450 x 450 x 8mm ceramic floor tiles on and including 20mm bedding on concrete and flush pointed with tinted waterproof jointing compound on floors and landings:			
30	Skirting 148mm high	m	95.00
FRAMED DOORS, ETC.			
Wrought meranti framed, ledged and braced batten doors hung to steel or timber frames:			
31	44mm Semi-solid flush panel door with hardwood edge strips and		
	2032mm.	No.	1

FRAMED DOORS, ETC.				
32	Fitting of toilet doors which were set aside for re-use	No.	6	
IRONMONGERY				
Note: For preambles see Standard Preambles to All Trades - WB20 and Supplementary Preambles - pages SUP1 to SUP6				
33	Union AL5066E or other approved male & female indicator lock plates to timber doors.	No.	6	
34	Union CZ682-24-61 or other approved four lever lockset with Union 2700 or other approved rebate conversion kit.	No.	1	
GALVANISED PRESSED STEEL DOOR FRAMES				
1.2mm Double rebated frames suitable for One brick walls:				
35	Frame for door 813 x 1600mm high	No.	6	
SANITARY FITTINGS				
WC suites fixed complete in position and connected to services:				
36	Vaal Hibiscus Quartz Close Coupled Suite, Top DF Cisten Mechanism - White including all fittings and a heavy duty white double flat seat.	No	6	
37	Vaal 703101WH Springbok Basin 2TH White 550*400	No	3	
38	Soap Dispenser	No	2	
39	Lockable Tissue holder	No	6	
40	Auto hand dryer	No	1	
41	110mm waste pipe 6m length	No	1	
PAINT				
PREAMBLES				
For preambles see "Model Preambles for Trades 2008" as issued by The Association of South African Quantity Surveyors.				
SUPPLEMENTAR PREAMBLES				
Proprietary items or materials				
Proprietary items or materials where specified are to be of the brand/ or other approved (by the Head of Works) specification.				
ON PREVIOUSLY PAINTED PLASTER, ETC.				
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.		Note		
Clean down, etc, and apply two coats of exterior quality PVA emulsion paint as SABS Specification 1586 Grade 1 of semi-gloss designation on:				
42	Plastered walls externally.	m ²	70	
43	Plastered walls internally.	m ²	257	
ON NEW FIBRE CEMENT, ETC.				
Prepare and apply one coat alkali resistant primer as SABS Specification 1416, one undercoat and two finishing coats of PVA acrylic emulsion paint as SABS Specification 1586 Grade 1 of semi-gloss designation on:				
44	Fibre cement fascia and barge boards 300mm width	m	22	
PAINT ON WOOD				
Prepare, prime with general purpose wood primer as SABS Specification 678 Type III and apply one undercoat as SABS Specification 681 Type II, and two finishing coats of high gloss enamel paint as SABS Specification 630 Type I on wood:				
45	Internal doors	m ²	37	
PRELIMINARIES: Temporary Services				
Service provider's contract amount must include the following items:				
46	Electricity consumption (0.75% contract)	L/Sum	0.50%	
47	Storage shed of size (2,5 x 2,5) meters	L/Sum	0.75%	
48	Temporary Ablution facilities : Supply and maintenance of one (1) (One Unisex) portable toilet on site for the duration of the contract. Toilets to be cleaned and sanitized once a week using all approved chemicals and supply toilet paper rolls for everyday. (Service providers to provide portfolio evidence when claiming.)	Month	5.00	
49	Rubble	m ³	10.00	
50	Security (8hrs shift; portfolio of evidence required when claiming, eg registers.)	Month	5.00	
SUB TOTAL				

DARS - OWEN SITHOLE AGRICULTURE SCHOOL					
BILL NO 1 - SCOPE OF WORK					
OWEN SITHOLE AGRICULTURAL COLLAGE AT ASD ABLUTIONS FACILITY			REV NO -		
Item	Description	Unit	Quantity	Unit Price	Total Price (R)
	ALTERATION REMOVAL OF EXISTING CEILINGS, PARTITIONING AND FLOORING Taking down and removing celings, partitioning, and flooring, etc. Gypsum plasterboard or fibre cement ceilings including cornices, cover strips, timber branderings, etc.	m ²	50		
1					
	REMOVAL OF SANITARY FITTINGS 2 Aluminium Shower Doors 3 Geysers on ceiling, set aside for re-use. 4 Urinal flush Master 5 Urinals bottle traps 6 Pvc waste pipes 110mm 7 Pvc waste pipes 50mm	No	2		
2		No	2		
3		No	1		
4		No	3		
5		No	1		
6		No	1		
7		No	1		
	NEW WORK CEILINGS, PARTITIONS AND ACCESS FLOORING PREAMBLES For preambles see "Model Preambles for Trades 2008" as issued by The Assocation of South African Quantity Surveyors. NAILED UP CEILINGS 9mm "Rhino" gypsum plasterboard with taped ends skimmed over joints fixed at right angles to brandering. Ceilings including 38*50mm sawn softwood brandering at 400mm centres	m ²	50		
31					
	PAINT PREAMBLES For preambles see "Model Preambles for Trades 2008" as issued by The Assocation of South African Quantity Surveyors. SUPPLEMENTAR PREAMBLES Proprietary items or materials Proprietary items or materials where specified are to be of the brand/ or other approved(by the Head of Works) specification. PAINT ON NEW GYPSUM PLASTERBOARD SURFACES Prepare and apply one coat alkali resistant primer, one coat universal undercoat and two finishing coats of PVA emalsion paint on: Gypsum plasterboard ceilings, coverstrips, cornices, etc., including stopping up nail heads.	m ²	50		
36					
	SANITARY FITTINGS WC suites fixed complete in position and connected to services: 9 Investigation of shower base blockage, repair and finishes 8 Mounting of geysers which were set aside for re-use on the wall including all necessary fittings 9 Cobra Bottle Trap 40 * 40mm Chrome 10 Cobra Flushmaster Exposed and Tailpipe 11 Pvc waste pipes 110mm.legnth 6m 12 Pvc waste pipes 50mm.legnth 6m 13 Wash trough S trap 14 Top DF Cisten Mechanism	Item	1		
9		No	2		
8		No	3		
9		No	1		
10		No	1		
11		No	1		
12		No	1		
13		No	1		
14		No	1		
SUB TOTAL					

DARD : OWEN SITHOLE COLLEGE Restore electricity lights.

BILL NO 1 - Bill Of Quantities

DARD Owen Sithole College of Agriculture

REV NO -

Item	Description	Unit	Quantity	Unit Price	Total Price (R)
	Preambles				
1	a)The servise provider shall unconditionally garantee all new,replacement or additional equipment and installations for a minimum period of twelve (3) months from the date of the first delivery certificate. b)Should any part of the complete works performed unsatisfactorily so as to become detrimental to it functiona use the servise provider shall replace any such any such part or the complete works with equipment as perscribed by the employer without delay and at his own cost.				
2	Submit a site specific Occuppational Health and Safety Plan for and including approval , safety audits, inspections, etc. NOTE: Failure to comply with Health and Safety Act and Regulations including the approved site specific SHE Plan will result in non-payment for such items despite being priced in this Schedule of Prices.	sum	1		
3	ASD TOILETS				
3.1	CABLE: Surfix cable 1,5mm2 + Earth, adding complete sets wiring for lights	Metre	100		
4.	LIGHT FITTINGS Remove and install complete fitting including lamps / tubes and control gear (rate per unit)				
4.1	Fluorescent fittings with electronics type clalight or tridonic or Phillips ballast complete with lamps.SABS 1464,1277 e.t.c or LED complete fittings double tubes.				
4.2	ILM/PRO/SFC/RCE/2X36W led	Each	3		
4.3	Round bulkhead fitting with white reflector and clear aquere acrylic diffusers including claylight, tridonic or phillips, electronic ballast and lamps (SABS 1464, 1277 etc.) outdoor fittings to be IP65				
4.4	ILM/PRO/SFC/RCE/PL9 20W or LEDs B10 2X18W	Each	10		
	TOILETS ROOF ASBESTOS				
5	SWITCHES				
5.1	Replace or supply and install including box (rate per unit) of Legrand, Crabtree or Clipsal type Daylight switch -16A equal national type	Each	3		
6	LIGHT FITTINGS Round bulkhead fitting with white reflector and clear aquere acrylic diffusers including claylight, tridonic or phillips, electronic ballast and lamps (SABS 1464, 1277 etc.) outdoor fittings to be IP65				
6.1	ILM/PRO/SFC/RCE/PL9 20W or LEDs B10 2X18W	Each	3		
7.	TESTING Testing of Installation and Issue of Compliance certificate in accordance with OHS Act.	Item	1		
SUB TOTAL					

NAME OF INSTITUTION:

OWEN SITHOLE ABLUTION FACILITIES

SERVICE DESCRIPTION:

LADIES BY MAIN HALL AND ASD
ABLUTIONS REPAIRS

FINAL SUMMARY

Bill No.	DESCRIPTION	PAGE NO.	AMOUNT
	<u>FINAL SUMMARY</u>		
	Total brought forward from the following :		
Bill No A	Ladies Ablution by Main Hall		
Bill No B	ASD Ablution Facility		
Bill No C	Electrical Work		
Sub-total			
15% Vat			
TOTAL AMOUNT			

7. ELECTRONIC PAYMENTS

Once a contract is awarded the contractor must complete a WIMS Registration form and a financial detail certificate available from the Department. This form must be submitted together with a cancelled cheque or a certified bank statement and a certified copy of the ID of the person who signed the financial detail certificate.

8. DAILY RECORDS

Site instruction book, rain records for potential extension of time and site diary for daily activities must kept on site and be up to date.

9. PAYMENT CERTIFICATES

All relevant supporting documentation must be attached to payment certificates; eg. measurement sheets, site minutes, etc.

10. PERMITS

Every personnel entering the site must wear full personal protective equipment (PPE) and under no circumstances shall a sick person with contagious diseases will be permitted to enter site and no use of drugs shall be permitted.

11. PROOF OF COMPLIANCE WITH THE LAW

Any law of the Republic of South Africa to be complied with.

C3.2 SPECIFICATION FOR HIV/AIDS AWARENESS

1 Scope

This generic specification contains requirements applicable to the reduction of the risk of transfer of the HIV virus between and among construction workers and the local community through the following four strategies:

- a) raising awareness about HIV/AIDS;
- b) providing construction workers with access to condoms;
- c) HIV counseling, testing and referral services; and
- d) Sexually Transmitted Infection diagnosis and treatment.

2 Normative references:

The following standard contains provisions that, through reference in this text, constitute provisions of this standard:

SANS 4074 ISO 4074, *Condom Rubbers*

3 Definitions and Abbreviations

3.1 Definitions

Construction Worker: all persons in the employ of the contractor or in the employ of any of the subcontractors contracted by the contractor.

Local Community: the communities local to the site which are most likely to have contact with the construction worker and, in particular, sex workers in those communities.

Service provider: the natural or juristic person recognised by the South African Department of Health as specialist in conducting Aids Awareness Programmes.

3.2 Abbreviations

STI: Sexually transmitted infection
HIV: Human Immunodeficiency Virus
AIDS: Acquired Immune Deficiency Syndrome

4 Objectives

The objectives are to:

- a) reduce the risk of transfer of the HIV virus between and among construction workers and the local community;
- b) raise awareness amongst construction workers and the local community of the risk of infection with the HIV virus;
- c) promote early diagnosis; and
- d) assist affected individuals to access care and counseling.

5 Requirements

5.1 General requirement

The contractor shall, in order to satisfy the objectives stated in 4:

- a) make condoms complying with the requirements of SABS ISO 4074 available to all construction workers at readily accessible points on the site, suitably protected from the elements, for the duration of the contract;
- b) either place and maintain HIV/AIDS awareness posters of size of not less than A1 in areas which are highly trafficked by construction workers, or provide construction workers with a pamphlet, in languages largely understood by construction workers, which
- c) encourage voluntary HIV/STI testing;
- d) provide information concerning counseling, support and care of those that are infected services; and
- e) comply with the requirements of 5.2.

The provisions of 5.1 c) and d) do not apply to this contract.

5.2 HIV awareness programme

5.2.1 The contractor shall:

- a) engage a qualified service provider as described in the scope of works to conduct an HIV Awareness Programme which is structured to achieve the outcomes stated in 5.2.3 for contract workers as soon as a construction workers camp is established and populated or, where no such camp is established, within two weeks of the commencement of a significant portion of the works and at subsequent intervals, if any, provided for in the scope of works; and
- b) arrange for, provide a suitable venue, and instruct all construction workers to attend the HIV Awareness Programme and notify the Employer's Representative of the date, time and venue whenever a session with construction workers is conducted.

Note: The National Department of Public Works maintains a list of qualified service providers.

5.2.2 The contractor shall do nothing to dissuade construction workers from attending such an HIV Awareness Programme and shall take all reasonable steps to ensure that a minimum of 90% of construction workers engaged in the works attend such a programme, when it is conducted.

5.2.3 The outcomes of the HIV Awareness Programme shall as a minimum, result in contract workers exposed to such a programme being able to:

- a) communicate the existence of problems of HIV and be able to outline the consequences of transmission of HIV to or from the local community;
- b) recall and communicate the mode of HIV transmission and preventative measures including the proper use of the condom.

The HIV/ Aids awareness programme described in 5.2 is to be repeated at four month intervals throughout the duration of the contract. (Four times in total, including the initial one at the start of the contract)

5.3 Reporting

- 5.3.1** The contractor shall prepare and attach to his claims for payment a brief report which outlines how the actions taken by the contractor in the period for which payment is claimed satisfy the requirements and a schedule which lists the names, identity numbers, trade / occupation and name of employer of all construction workers exposed to the programme (see **HIV/STI Compliance Report**).
- 5.3.2** The employer's representative shall certify the report and schedule described in 5.3.1 whenever a claim for payment is issued to the employer.

Note: In the event that the contractor fails to satisfy the requirements of this specification, the Employer (Head: Works) may apply any of the sanctions provided for in the contract. Sanctions may include the application of a financial penalty of .04% of the Contract Sum.

The *HIV /Aids* awareness programme described in 5.2 shall in addition *be conducted* for the benefit of the local community on two occasions in the community centre nearest to the building site. The contractor shall be *responsible* for inviting identifiable community-based *institutions and organisations, churches, and schools to participate in the programme.*

C3.3 HIV/STI COMPLIANCE REPORT

Pro-forma reporting format in terms of the SPECIFICATION FOR HIV/AIDS AWARENESS

Project Code:

O80628

Payment Claim number:

Period covered by payment claim:

1. Distribution of condoms (briefly describe where and how condoms are distributed).

2. Posters / pamphlets (briefly describe where posters were placed / how pamphlets were distributed).

3. Voluntary testing (briefly describe the actions taken / information provided to promote testing).

NOT APPLICABLE

4. Counseling, support and care (summarise information provided).

NOT APPLICABLE

5. HIV awareness programme (briefly describe action).

[illegible]

For Contractor:

Date: _____

Date: _____

C3.4 SCOPE OF WORKS IN RESPECT OF WORK RELATING TO THE EXTENDED PUBLIC WORKS PROGRAMME (EPWP)			
Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Project Code:	O80628	EPWP NO:	N/A

Introductory notes:

1. The works, or parts of the works will be constructed using labour-intensive methods only in terms of this specification. The use of plant to provide such works, other than plant specifically provided for in the scope of work, is a variation to the contract. The items marked with the letters LI are not necessarily an exhaustive list of all the activities which must be done by hand, and this clause does not over-ride any of the requirements in the generic labour intensive specification in the Scope of Works.
2. Payment for items which are designated to be constructed labour-intensively (either in this schedule or in the Scope of Works) will not be made unless they are constructed using labour-intensive methods. Any unauthorised use of plant to carry out work which was to be done labour-intensively will not be condoned and any works so constructed will not be certified for payment.

DESCRIPTION OF THE WORKS

Employer's objectives

The employer's objectives are to deliver public infrastructure using labour-intensive methods in accordance with EPWP Guidelines.

Labour-intensive works

Labour-intensive works comprise the activities described in the Labour-Intensive Specification. Labour-intensive works shall be constructed/maintained using local workers who are temporarily employed in terms of the scope of work.

LABOUR-INTENSIVE COMPETENCIES OF SUPERVISORY AND MANAGEMENT STAFF

Contractors shall only engage supervisory and management staff in labour-intensive works that have completed the skills programme including Foremen/ Supervisors at NQF level 4 "National Certificate: Supervision of Civil Engineering Construction Processes" and Site Agent/ Manager at NQF level 5 "Manage Labour-Intensive Construction Processes" or equivalent QCTO qualifications (See Appendix C). at NQF outlined in Table 1. (See GUIDELINES FOR THE IMPLEMENTATION OF LABOUR-INTENSIVE INFRASTRUCTURE PROJECTS UNDER THE EXPANDED PUBLIC WORKS PROGRAMME (EPWP) -THIRD EDITION 2015)

Emerging contractors shall have personally completed, or be registered on a skills programme for the NQF level 2 unit standard. All other site supervisory staff in the employ of emerging contractors must have completed, or be registered on a skills programme for the NQF level 2 unit standards or NQF level 4 unit standards. Table 1: Skills programme for supervisory and management staff.

Table 1: Skills programme for supervisory and management staff

Personnel	NQF level	Unit standard titles	Skills programme description
Team leader / supervisor	2	Apply Labour-Intensive Construction Systems and Techniques to Work Activities	This unit standard must be completed, and
		Use Labour-Intensive Construction Methods to Construct and Maintain Roads and Storm water Drainage	any one of these 3 unit standards
		Use Labour-Intensive Construction Methods to Construct and Maintain Water and Sanitation Services	
		Use Labour-Intensive Construction Methods to Construct, Repair and Maintain structures	

Personnel	NQF level	Unit standard titles	Skills programme description
Foreman/supervisor	4	Implement Labour-Intensive Construction Systems and Techniques	This unit standard must be completed, and
		Use Labour-Intensive Construction Methods to Construct and Maintain Roads and Storm water Drainage	any one of these 3 unit standards
		Use Labour-Intensive Construction Methods to Construct and Maintain Water an Sanitation Services	
		Use Labour-Intensive Construction Methods to Construct, Repair and Maintain structures	
Site Agent /Manager (i.e. the contractor's most senior representative that is resident on the site)	5	Manage Labour-Intensive Construction Processes	Skills Programme against this single unit standard
Details of these skills programmes may be obtained from the CETA ETQA manager (e-mail :gerard@ceta.co.za , tel: 011-265 5900)			

EMPLOYMENT OF UNSKILLED AND SEMI-SKILLED WORKERS IN LABOUR-INTENSIVE WORKS

- 1.1 Requirements for the sourcing and engagement of labour.
 - 1.1.1 Unskilled and semi-skilled labour required for the execution of all labour-intensive works shall be engaged strictly in accordance with prevailing legislation and SANS 1914-5, Participation of Targeted Labour.
 - 1.1.2 The rate of pay set for the EPWP per task or per day will be an acceptable rate determined by the Department of Labour.
 - 1.1.3 Tasks established by the contractor must be such that:
 - a) the average worker completes 5 tasks per week in 40 hours or less; and
 - b) the weakest worker completes 5 tasks per week in 55 hours or less.
 - 1.1.4 The contractor must revise the time taken to complete a task whenever it is established that the time taken to complete a weekly task is not within the requirements of 1.1.3.
 - 1.1.5 The Contractor shall, through all available community structures, inform the local community of the labour-
 - a) where the head of the household has less than a primary school education;
 - b) that have less than one full time person earning an income;
 - c) where subsistence-agriculture is the source of income;
 - d) that who are not in receipt of any social security pension income.
 - 1.1.6 The Contractor shall endeavour to ensure that the expenditure on the employment of unskilled and semi-skilled workers is in the following proportions:
 - a) 55 % women;
 - b) 55% youth who are between the ages of 18 and 35; and
 - c) 2% on persons with disabilities.
- 1.2 Specific provisions pertaining to SANS 1914-5
 - 1.2.1 Definitions
Targeted labour: Unemployed persons who are employed as local labour on the project.
 - 1.2.2 Contract participation goals
 - 1.2.2.1 There is no specified contract participation goal for the contract. The contract participation goal shall be measured in the performance of the contract to enable the employment provided to targeted labour to be quantified.
 - 1.2.2.2 The wages and allowances used to calculate the contract participation goal shall, with respect to both time-rated and task rated workers, comprise all wages paid and any training allowance paid in respect of agreed training programmes.
 - 1.2.3 Terms and conditions for the engagement of targeted labour
Further to the provisions of clause 3.3.2 of SANS 1914-5, written contracts shall be entered into with targeted labour.

1.2.4 Terms and conditions for the engagement of targeted labour

Further to the provisions of clause 3.3.2 of SANS 1914-5, written contracts shall be entered into with targeted labour.

1.2.5 Variations to SANS 1914-5

1.2.5.1 The definition for net amount shall be amended as follows:

Financial value of the contract upon completion, exclusive of any value added tax or sales tax which the law requires the employer to pay the contractor.

1.2.5.2 The schedule referred to in 5.2 shall in addition reflect the status of targeted labour as women, youth and persons with disabilities and the number of days of formal training provided to targeted labour.

1.3 Training of targeted labour

1.3.1 The contractor shall provide all the necessary on-the-job training to targeted labour to enable such labour to master the basic work techniques required to undertake the work in accordance with the requirements of the contract in a manner that does not compromise worker health and safety.

1.3.2 The cost of the formal training of targeted labour, will be funded by the local office of the Department of Labour. This training will take place as close to the project site as practically possible. The contractor must access this training by informing the relevant regional office of the Department of Labour in writing, within 14 days of being awarded the contract, of the likely number of persons that will undergo training and when such training is required. The Employer and the Department of Public Works (Fax: 012 3258625/ EPWP Unit, Private Bag X65, Pretoria 0001) must be furnished with a copy of this request.

1.3.3 The contractor shall do nothing to dissuade targeted labour from participating in training programmes and shall take all reasonable steps to ensure that each beneficiary is provided with two days of formal training for every 22 days worked.

1.3.4 An allowance equal to 100% of the task rate or daily rate shall be paid by the contractor to workers who attend formal training, in terms of the above.

1.3.5 Proof of compliance with the above requirements must be provided by the Contractor to the Employer prior to submission of the final payment certificate.

GENERIC LABOUR-INTENSIVE SPECIFICATION

1 Scope

This specification establishes general requirements for activities which are to be executed by hand involving the following:

- a) trenches having a depth of less than 1.5 metres
- b) storm water drainage
- c) low-volume roads and sidewalks

2 Precedence

Where this specification is in conflict with any other standard or specification referred to in the Scope of Works to this Contract, the requirements of this specification shall prevail.

3 Hand excavateable material

Hand excavateable material is material:

a) Granular materials:

- i) whose consistency when profiled may in terms of table 1 be classified as very loose, loose, medium dense, or dense; or
- ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 15 blows of a dynamic cone penetrometer is required to penetrate 100mm;

b) Cohesive materials:

- i) whose consistency when profiled may in terms of table 1 be classified as very soft, soft, firm, stiff and stiff / very stiff; or

- ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 8 blows of a dynamic cone penetrometer is required to penetrate 100mm;

Note:

- 1) A boulder, a cobble and gravel is material with a particle size greater than 200mm, between 60 and 200mm.
- 2) A dynamic cone penetrometer is an instrument used to measure the in-situ shear resistance of a soil comprising a drop weight of approximately 10 kg which falls through a height of 400mm and drives a cone having a maximum diameter of 20mm (cone angle of 60 degrees with respect to the horizontal) into the material being used.

Table 2: Consistency of materials when profiled

GRANULAR MATERIALS		COHESIVE MATERIALS	
CONSISTENCY	DESCRIPTION	CONSISTENCY	DESCRIPTION
Very loose	Crumbles very easily when scraped with a geological pick.	Very soft	Geological pick head can easily be pushed in as far as the shaft of the handle.
Loose	Small resistance to penetration by sharp end of a geological pick.	Soft	Easily dented by thumb; sharp end of a geological pick can be pushed in 30-40 mm; can be moulded by fingers with some pressure.
Medium dense	Considerable resistance to penetration by sharp end of a geological pick.	Firm	Indented by thumb with effort; sharp end of geological pick can be pushed in upto 10 mm; very difficult to mould with
Dense	Very high resistance to penetration by the sharp end of a geological pick; requires many blows for excavation.	stiff	Can be indented by thumb-nail; slight indentation produced by pushing geological pick point into soil; cannot be moulded by fingers.
Very dense	High resistance to repeated blows of a geological pick.	Very stiff	Indented by thumb-nail' with difficulty; slight indentation produced by blow of a geological pick point.

4 Trench excavation

All hand excavateable material in trenches having a depth of less than 1,5 metres shall be excavated by hand.

5 Compaction of backfilling to trenches (areas not subject to traffic)

Backfilling to trenches shall be placed in layers of thickness (before compaction) not exceeding 100mm. Each layer shall be compacted using hand stampers

- a) to 90% Proctor density;
- b) such that in excess of 5 blows of a dynamic cone penetrometer (DCP) is required to penetrate 100 mm of the backfill, provided that backfill does not comprise more than 10% gravel of size less than 10mm and contains no isolated boulders, or
- c) such that the density of the compacted trench backfill is not less than that of the surrounding undisturbed soil when tested comparatively with a DCP.

6 Excavation

All hand excavateable material including topsoil classified as hand excavateable shall be excavated by hand. Harder material may be loosened by mechanical means prior to excavation by hand.

The excavation of any material which presents the possibility of danger or injury to workers shall not be excavated by hand.

- ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 8 blows of a dynamic cone penetrometer is required to penetrate 100mm;

Note: 1) A boulder, a cobble and gravel is material with a particle size greater than 200mm, between 60 and 200mm.
2) A dynamic cone penetrometer is an instrument used to measure the in-situ shear resistance of a soil comprising a drop weight of approximately 10 kg which falls through a height of 400mm and drives a cone having a maximum diameter of 20mm (cone angle of. 60 degrees with respect to the horizontal) into the material being used.

Table 2: Consistency of materials when profiled

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Medium dense	Considerable resistance to penetration by sharp end of a geological pick.	Firm	Indented by thumb with effort; sharp end of geological pick can be pushed in upto 10 mm; very difficult to mould with
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- such that the density of the compacted trench backfill is not less than that of the surrounding undisturbed soil when tested comparatively with a DCP.

6 Excavation

All hand excavateable material including topsoil classified as hand excavateable shall be excavated by hand. Harder material may be loosened by mechanical means prior to excavation by hand.

The excavation of any material which presents the possibility of danger or injury to workers shall not be excavated by hand.

- 7 Clearing and grubbing**
Grass and small bushes shall be cleared by hand.
- 8 Shaping**
All shaping shall be undertaken by hand.
- 9 Loading**
All loading shall be done by hand, regardless of the method of haulage.
- 10 Haul**
Excavation material shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150 m.
- 11 Offloading**
All material, however transported, is to be off-loaded by hand, unless tipper-trucks are utilised for haulage.
- 12 Spreading**
All material shall be spread by hand.
- 13 Compaction**
Small areas may be compacted by hand provided that the specified compaction is achieved.
- 14 Grassing**
All grassing shall be undertaken by sprigging, sodding, or seeding by hand.
- 15 Stone pitching and rubble concrete masonry**
All stone required for stone pitching and rubble concrete masonry, whether grouted or dry, must be collected, loaded, off loaded and placed by hand.

Sand and stone shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150m.

Grout shall be mixed and placed by hand.
- 16 Manufactured Elements**
Elements manufactured or designed by the Contractor, such as manhole rings and cover slabs, precast concrete planks and pipes, masonry units and edge beams shall not individually, have a mass of more than 320kg. In addition, the items shall be large enough so that four workers can conveniently and simultaneously acquire a proper handhold on them.

PART C4.1: SITE INFORMATION

Project title:	DARD OWEN SITHOLE AGRICULTURAL COLLEGE – REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET, CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE HOLDERS AND TWO SOAP DISPENSERS, INSTALLATION OF MISSING DOOR, WALL TILES AND SKIRTING, REPOSITIONING OF TWO GEYSERS. INSTALLATION OF SHOWER DOORS AND INVESTIGATION OF SHOWER BASE BLOCKAGE AND ELECTRICAL WORK.		
Quotation no:	ZNQ KCD25/2684	Project Code:	O80628

C4.1 - Site Information

Bidders are advised to visit the site before pricing in order to satisfy themselves as to the nature and full extent of the work to be done and the conditions generally affecting the execution of the contract. Claims on the grounds of lack of knowledge in such respects or otherwise will not be entertained.

GENERAL

(a) This project is for an existing facility, utilized by learners and educators at empangeni area.

(b) DEPARTMENT OF AGRICULTURE : OWEN SITHOLE AGRICULTURAL COLLEGE, UMHLATHUZE LOCAL MUNICIPALITY , CO- ORDINATES -28.6453195, 31.9386117

C4.2 - Geotechnical Investigation Report

Not Applicable

<p>PART C3.1 : DRAWINGS/ANNEXURE</p> <p>DARD OWEN SITHOLE AGRICULTURAL COLLEGE - REPLACEMENT OF ASBESTOS, REPLACE WITH METAL ROOF SHEET,CEILING BOARDS, CHANGE OF DAMAGED PVC GUTTERS AND DOWN PIPES, THREE TIMBER WINDOWS TO ALUMINIUM, PAINTING OF EXTERNAL AND INTERNAL WALLS PLUS DOORS, REPLACEMENT OF SIX TOILET SETS, THREE WASH HAND BASINS, METAL DOOR FRAMES, HAND DRYER, SIX TISSUE</p>			
Quotation no.:	ZNQ	KCD25/2684	Project Code: O80628

(Where drawings/annexures are issued, document compilers must insert the following paragraph and list the applicable drawings / annexures below.)

[illegible]

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