	Brought Forward			R	
	LIGHT SWITCHES, SWITCHED SOCKET OUTLETS, ETC.				
	Switches, etc complete with cover plates fixed in flush boxes				
30	16A One-lever one-way switch IP55	No	2		
31	16A Double three-pin switched socket outlet SANS 164- 1 & SANS 164-2, each rated at 16A,IP55	No	2		
32	Hanger EE815 "or equal approved" 360 degrees Occupancy/Motion and Pressence detection sensor 230V/16A/AC1 or similar approved by Principal Agent	No	15		
	LUMINAIRES AND EQUIPMENT				
	Luminaires or equipment complete with lamps, connection, including all switchgear, starters, ballasts, etc. All fittings to bear the SANS or SABS mark of compliance and mounted in position				
33	20W LED round bulkhead light fitting rated at 7000Ma, Colour rendering: 4000k, Colour Black	No	25		
	DISABLE TOILET EMERGENCY ALARM SYSTEM				
34	Disable toilet alarm system complete, including ceiling pullcord, overdoor light, remote reset button with 12V power supply unit	No	8		
	SUNDRIES				
35	Supply and install 1500mm SABS Grade A earth spike. Testing and commissioning of complete lighting protection system.		lásus		
			Item		
	STRIPPING AND REMOVAL OF EXISTING ELECTRICAL INSTALLATION				
36	Allow for the stripping and removal of existing light fittings, light switched, etc as per the above specification		Item		
	Carried Forward			R	
	Bill No. 14 Electrical Work (Provisional)				

	Brought Forward		R	
	TESTING AND COMMISSIONING			
37	Allow for testing, balancing and commissioning the complete electrical installation	Item		
	BUDGETARY ALLOWANCE			
38	Allow the NET Provisional Sum of R50,000.00 (Fifty Thousand Rand) for any unforeseen Electrical work not in specification above	ltem		50,000.00
39	Add for profit on the above if required		%	
40	Allow for attendance		%	
	Carried to Summary		R	
	Bill No. 14 Electrical Work (Provisional)			
ļ	J	ļ	ļ	I I

Item No		Quantity	Rate	Amount
	BILL No. 15			
	MECHANICAL INSTALLATION			
	SUPPLEMENTARY PREAMBLES			
	The descriptions of items in this Bill is abbreviated descriptions of the work to be done and of the materials to be used, the tenderer are therefore referred to the full specifications attached to these bills of quantities for the full descriptions and complete specifications			
	Proprietary items or materials			
	Proprietary items or materials where specified are to be of the brand specified - or other approved - by the Head: Works			
	Schedule of information			
	Tenderers are advised that information schedules are included with the project specifications. These schedules must be completed and submitted with the Tenders.			
	Labelling and Colour Coding			
	The cost of labelling and colour coding must be included within the prices of the respective items.			
	Pricing schedule			
	The pricing of schedule to be based on the exchange rate for Euro on the date of advertisement. Should currency vary on date of award this price will be adjusted accordingly			
	0			
	Carried Forward  Bill No. 15  Mechanical Installation		R	

	Brought Forward			R	
	Wheelchair Platform Lift				
1	Supply and install a "Vimec" V64 "or equal approved" rack & pinion wheelchair platform lifts with 250kg carrying capacity up to 45 degrees, 4m/min speed, 5000mm travel height, 2 stop, front & rear entrance. Control system 1 phase, 230V power supply and power consumption of 1.5Kw complying with SANS 1545-3 Large platform size 1050 x 770mm with emergency stop button. Stairlift shall be complete unit with guide rails (straight rails, rail length to be suitable for staircase comprising seventeen steps) With the following optionals: Protective cover, automated platform folding device, special size platform, sound signal for movement, blinking light signal, foldable seat, ,radio controls and retracting bars. Include labelling and nameplate according to SANS 1545-3. The wheelchair stair lift to be supplied as a package unit for installation, power supply shall be provided by others.	No	1		
		140	1		
2	Supply and install a "Vimec" V6S "or equal approved" rack & pinion wheelchair platform stairlift or similar approved with 300kg carrying capacity minimum up to 45 degrees, 0.10m/sec speed, 6500mm travel heigh, 2 stop, front & rear entrance. Control system 1 phase, 220V power supply and power consumption of 1.5Kw complying with SANS 1545 Large platform size 1050X770mm with emergency stop button. Stair lift shall be complete unit with guide rail (straight rails and two 90 degree internal turns), rail length to be suitable for staircase comprising 16 steps, landing 4780x2670 and again 5 steps.  With the following optionals: Protective cover, automated platform folding device, special size platform, sound signal for movement, blinking light signal, intermediate stops, foldable seat, retracting bars that fit into actual body of the machine, and radio controls. Including labelling and nameplate according to SANS 1545-3.  The wheelchair stair lift to be supplied as a package unit for installation, power supply by isolator shall be				
	provided by others.	No	1		
	Carried Forward Bill No. 15 Mechanical Installation			R	

	Brought Forward		R	
	Wheelchair Vertical Lift			
3	Supply and install a "Vimec E-10 "or equal approved" Vertical platform lift with 2-stop, 400kg capacity, speed of 0.15m/sec, 3400mm travel height. One front entrance. Power supply Inverter, 1phase, 220V and power consumption of 2.2Kw. Shaft construction, shaft size 1800mm x 1800mm with pit height 140mm and headroom height 2800mm, Structural steel tower by contractor. Machinery geared, MRI, belt drive. Including Electromechanical locks, couterweight guide rails,guides and attachment (machined T70-1a sections) with poliammide (T12) ropes/belts. Car size: 1100 x 1400 x 2000mm, Door opening dimension 900 x 2000mm and raw opening height 1240 x 2240mm			
	Finishes: Walls: left wall-full glass, opposite rails - full glass and C.O.P wall-grey similinox, Ceiling: similinox finish with standard LED bar, Floor: safestep series floor finish, Entrance door: Automatic 2 panel side opening doors.			
	Car operating panel (C.O.P) and signal elements consisting of I-Button, emergency stop button, machine activation key, overload sensor, square button for floor selection.			
	Accessibility and safety Electromechanical locks - car door safety device, Alarm bell, elevator announcer, emergency intercom and automatic landing door locking with car emergency lighting, emergency battery drive, emergency power drive.			
	The vertical lift to be supplied as a package unit for installation, power by isolator by others	2		
	Commissioning, Maintenance, etc			
	All tests and certificates in SANS 145-4 annexures must be submitted by contractor and the lift registered by the Department of Labour before Practical Completion			
4	Allow for commissioning and testing of the wheel chair platform and vertical lifts installation (x 4 lifts)	Item		
5	Allow for 12 month maintenance and guarantee of the installation (x 4 lifts)	Item		
	Carried Forward		R	
	Bill No. 15 Mechanical Installation			

	Brought Forward		R		
6	Allow for providing operating and maintenance manuals (x 4 lifts)	Item			
7	Allow for preparation of mechanical and electrical workshop drawings (x 4lifts)	Item			
8	Allow for instruction to Building Management on the operation of the installation (x 4 lifts)	ltem			
				л.	
	Carried to Summary		R		
	Bill No. 15 Mechanical Installation				

Item No		Quantity	Rate	Amount
	BILL No. 16			
	GLAZING			
	<u>NOTE</u> : Tenderers are advised to study the Model Preambles for Trades before pricing this bill			
	Tenderers are advised to study the Department of Public Works- Construction works: General Specification (PW371-A) and Construction works: Particular Specification (PW371-B) before pricing this bill			
	<b>GLAZING TO STEEL WITH PUTTY</b>			
	6mm Clear safety glass:			
1	Panes exceeding 0,1m2 and not exceeding 0,5m2.	. 3		
	A:0 B:0 C:0 D:0			
	E:0 F:0 G:0 H:0			
	I:0 J:0 K:0 L:0			
	M:0 N:0 O:0 P:0			
	Q:0 R:0 S:0 T:0			
	U:0 V:3			
	TOPS, SHELVES, DOORS, MIRRORS, ETC			
	4 mm Silvered float glass copper backed mirrors with polished edges holed for and fixed with chromium plated dome capped mirror screws with rubber buffers to plugs in brickwork or concrete			
2	Mirror 400 x 600 mm high with four screws	7		
	A:0 B:1 C:1 D:1			
	E:2 F:1 G:0 H:1			
	I:0 J:0 K:0 L:0			
	M:0 N:0 O:0 P:0			
	Q:0 R:0 S:0 T:0			
	U:0 V:0			
	Comind to Commercia			
	Carried to Summary		R	
	Bill No. 16 Glazing			
10				

Item No		Quantity	Rate	Amount
	BILL No. 17			
	PAINTWORK			
	NOTE: Tenderers are advised to study the Model Preambles for Trades before pricing this bill			
	Tenderers are advised to study the Department of Public Works- Construction works: General Specification (PW371-A) and Construction works: Particular Specification (PW371-B) before pricing this bill			
	SUPPLEMENTARY PREAMBLES			
	Proprietary items or materials			
	Proprietary items or materials where specified are to be of the brand specified - or other approved - by the Head: Works			
	SABS Specifications			
	Matt or eggshell decorative paint for interior works : SABS 515			
	High gloss enamel paint : SABS 630 Grade I			
	Oil gloss enamel paint : SABS 631			
	Primers for wood for external work : SABS 678 Type I			
	Primers for wood for internal work : SABS 678 Type III			
	Zink chromate primers for steel : SABS 679 Type I			
,	Undercoats for paints (except emulsion paint) : SABS 681 Type I			
	Aluminium paint : SABS 682 Grade II			
	Roof paints : SABS 683 Type B			
	Structural steel paint : SABS 684 Type B			
	Wash primer (metal etch) : SABS 723			
	Varnish for interior use : SABS 887 Type I			
	Emulsion paints : SABS 1586			
	PAINTWORK, ETC TO NEW WORK			
	ON FLOATED PLASTER			
	Carried Forward		R	
	Bill No. 17 Paintwork		ĸ	

				Brought For	rward	Ì	R	ĵ
	Prepare stop a coats "Kitchen water-based er							
1	On internal float	ted plaster v	valls.		m2	20		
	A:0	B:0	C:11	D:0				
	E:0	F:0	G:0	H: 10				
	1:0	J:0	K:0	L:0				
	M:0	N:0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 0	V:0						
	Prepare and ap "Wall & All" or emulsion paint	equal appr	oved exter	rior quality				
	×					4 770		
2	On external plas				m2	153		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:0	K:4 O:4	L : 17 P : 17				
	M : 29 Q : 4	N : 19 R : 29	S : 22	T:0				
	U:7	V:1	5.22	1.0				
	ON FIBRE CE One coat "Plas (PP700)" or equ Super Acrylic Mapproved	MENT con Profes	ed and two	coats "Plaso	<u>con</u>			
3	On internal ceilir	•			m2	35		
	A:0	B:5	C:4	D:5				
	E:10	F:6	G:0	H:6				·
	1:0	J:0	K:0	L:0				
	Q:0	N:0 R:0	O:0 S:0	P:0 T:0				
	U:0	V:0	3.0	1.0				
	0.0	V . 0						
	Bill No. 17			Carried For	ward		R	
	Paintwork							

				Brought Fo	ward	
4			_		_	
	On fascias and t	-			m2	1
	A:0	B:0	C:0	D:0		
	E:0	F:0	G:0	H:0		
	1:0	J : 0	K:0	L:0		
	M:0	N : 0	O : 0	P:0		
	Q:0	R:0	S:0	T:0		
	U:0	V:1				
	ON WOOD					
	Prepare stop ar coats "Velvagio or equal approv	" interior o	ne underco quality poly	oat and two rurethane pa	int	
5	On doors.				m2	31
•	A:0	B:4	C:4	D:4		
	E:8	F:4	G:0	H:4		
	1:0	J:0	K:4	L:0		
	M : 0	N : 0	0:0	P:0		
	Q:0	R:0	S:0	T:0		
	U : 0	V:0				
6	On door frames				m2	10
υ	On door trames	etc B:2	C:2	D:1	1112	10
	E:2	F:1	G:0	H:1		
	1:0	J:0	G∶0 K∶2	L:0		
	M:0	N:0	0:0	P:0		
	Q:0	R:0	S:0	T:0		
	U:0	V:0	0.0			
7			vooodina 00	O mm sidh	m	9
<i>'</i>	On skirtings, rails	s, etc not ex B : 4	c:0	D:0	m	9
			G:0	H:2		
	E:0	F:3				
	1:0 M:0	J:0 N:0	K:0 O:0	L:0 P:0	Į,	
	M:0		S:0	P:0 T:0		
	Q:0	R:0 V:0	5:0	1:0		
	U : 0	V:0				
	ON METAL					
				Carried For	ward	
	Bill No. 17			Juilled I VI	TYMIM	
	Paintwork					

				Brought Forward	ı		R	
	One coat galva professional ga two coats "Plas Enamel VLO" o	llvanised ir scon Velvag	on primer do Polyure	(PP1000) and				
8	On galvanised p	ressed stee	I door frame	es	m2	2		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:0	K:0	L:0				
	M : 0	N : 0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U:0	V : 2						
	SIGNWRITING	i.						
	Yellow road ma	rking paint	on paving	<u>/bitumen</u>				
9	Line 100mm wid	e			m	59		
	A : 25	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:0	K:0	L:0				
	M : 0	<b>N</b> :0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 34	V:0						
10	Disable parking	-			No	3		
	A:1	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:0	K: 0	L:0				
	M:0	N:0	O:0 S:0	P:0 T:0				
	Q:0 U:2	R:0 V:0	5.0	1.0				
			DEVIOUS	V DAINTED				
	PAINTWORK, AREAS	EICIOP	KEVIOUSI	LTPAINTED				
	ON FLOATED	PLASTER						
				Carried Forward			R	
	Bill No. 17							
	Paintwork							
					1			1

				Brought Forward	Ĩ		R	
	Prepare stop as coats "Velvagio or equal approv	" interior	ne underc	oat and two yurethane paint				
11	On internal floate		valle		m2	307		
' '	A:0	B:0	C : 43	D : 120		00.		
	E : 120	F:9	G:0	H : 14				
	1:0	J:0	K:0	L:0				
	M:0	N : 0	O : 0	P:0				
	Q:0	R:0	S:0	T:0				
	U:0	V:0						
	Prepare and ap "Wall & All" ext	ply one un erior quali	dercoat a	nd two coats on paint "or equal				
						40		
12	On external plas			D : 0	m2	12		
	E:0	B:0 F:0	C:0 G:0	D:0 H:0				
	1:0	J:0	K:0	L:0				
	M:0	N : 0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U:0	V : 12						1
	ON PLASTER	BOARD						
	One coat "Plase (PP700)" or equ Super Acrylic Napproved	ual approv	ed and tw	o coats "Plascon				
13	On ceilings and	cornices			m2	101		
10	A:0	B:5	C : 15	D:0				
	E : 60	F : 21	G:0	H:0				
	1:0	J:0	K:0	L:0				
	M : 0	N:0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 0	V:0						
	ON WOOD							
							-	
				Carried Forward			R	
	Bill No. 17			· · · · ·				
	Paintwork							
,					I			J

			<b>Brought Forward</b>			R	
Prepare stop a coats "Velvagie	o" interior	one underco	oat and two rurethane paint				
or equal appro	ved:						
On doors.				m2	21		
A:0	B:4	C : 11	D:0				
E:0	F:4	G:0	H:3				
1:0	J:0	K:0	L: 0				
M : 0	N : 0	0:0	P:0				
Q:0	R:0	S:0	T:0				
U : 0	V:0						
On door frames	ete			m2	3		
A:0	B:0	C : 1	D:0		]		
E:0	F:1	G:0	H:1				
1:0	J:0	K:0	L:0				
M : 0	N : 0	0:0	P:0				
Q:0	R:0	S:0	T:0				
U : 0	V:0						
ON METAL							
ON METAL							
down previously	finished ga	alvanized ste	n when rubbing elwork, not to				
down previously damage or remove the prepare, remove priming bare means.	finished ga ove the galv ving all rus netal surfac	alvanized ste vanizing. t to bright research	eelwork, not to  netal, spot c chromate				
down previously damage or remove Prepare, remove	finished ga ove the galv ring all rust letal surface ly one und	alvanized steranizing.  to bright res with zindercoat and	netal, spot c chromate two finishing				
down previously damage or remove priming bare mand approats enamel pad condition:	finished galve the galve the galve the galvering all rusted all ru	alvanized ster anizing. to bright res with zindercoat and eviously pai	netal, spot c chromate two finishing	m2	11		
down previously damage or remove priming bare memory primer and approved to the coats enamel process.	finished galve the galve the galve the galvering all rusted all ru	alvanized ster anizing. to bright res with zindercoat and eviously pai	netal, spot c chromate two finishing	m2	11		
down previously damage or remove priming bare mand approats enamel produced by the condition:  On gates, grilles	finished gave the galvering all rusted surface light one under the galvering surface light one under the galvering surface light one present on	alvanized sternizing.  to bright res with zindercoat and eviously parts.	netal, spot c chromate two finishing inted steel in	m2	11		
down previously damage or remove the primary and approved the coats enamel properties.  On gates, grilles A:0	rinished galver the ga	alvanized steranizing.  to bright res with zindercoat and eviously parts.  I screens C:0	netal, spot c chromate two finishing inted steel in D:0 H:0 L:0	m2	11		
down previously damage or remove the prepare, remove priming bare mand approved the coats enamel properties.  On gates, grilles A:0 E:0	rinished galve the galve t	alvanized steranizing.  to bright res with zindercoat and eviously parts  I screens  C:0  G:0	netal, spot c chromate two finishing inted steel in	m2	11		
down previously damage or remove priming bare mand approats enamel produced bad condition:  On gates, grilles  A:0  E:0  I:0	rinished galve the galve t	alvanized steranizing.  to bright res with zindercoat and eviously part of the coat and eviously part of the coat and of the c	netal, spot c chromate two finishing inted steel in D:0 H:0 L:0	m2	11		
down previously damage or remove the primary and approved the coats enamely bad condition:  On gates, grilles  A:0  E:0  I:0  M:0	rinished galve the galve t	alvanized steranizing.  to bright res with zindercoat and eviously paragraphs  screens  C:0  G:0  K:11  O:0	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0	m2	11		
down previously damage or remove prepare, remove priming bare memorand approved to the condition:  On gates, grilles  A:0  E:0  I:0  M:0  Q:0	rinished galve the galve t	alvanized steranizing.  to bright res with zindercoat and eviously paragraphs  screens  C:0  G:0  K:11  O:0	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0	m2	11		
down previously damage or remove the prepare, remove priming bare memorated and approved the condition:  On gates, grilles  A:0  E:0  I:0  M:0  Q:0	rinished galve the galve t	alvanized steranizing.  to bright res with zindercoat and eviously paragraphs  screens  C:0  G:0  K:11  O:0	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0	m2	11		
down previously damage or remove prepare, remove priming bare memorand approved to the condition:  On gates, grilles  A:0  E:0  I:0  M:0  Q:0	rinished galve the galve t	alvanized sternizing.  to bright res with zindercoat and eviously part of the series o	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0 T:0	m2	11		
down previously damage or remove the prepare, remove priming bare mand approats enamel properties.  On gates, grilles.  A:0  E:0  I:0  M:0  Q:0  U:0	rinished galve the galve t	alvanized sternizing.  to bright res with zindercoat and eviously part of the series o	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0	m2	11	R	
down previously damage or remove the prepare, remove priming bare mand approved the condition:  On gates, grilles  A:0  E:0  I:0  M:0  Q:0  U:0	rinished galve the galve t	alvanized sternizing.  to bright res with zindercoat and eviously part of the series o	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0 T:0	m2	11	R	
down previously damage or remove the prepare, remove priming bare mand approats enamel properties.  On gates, grilles.  A:0  E:0  I:0  M:0  Q:0  U:0	rinished galve the galve t	alvanized sternizing.  to bright res with zindercoat and eviously part of the series o	pelwork, not to  metal, spot c chromate two finishing inted steel in  D:0 H:0 L:0 P:0 T:0	m2	11	R	

Item No		Quantity	Rate	Amount
	BILL No. 18			
	EXTERNAL WORK			
	NOTE: Tenderers are advised to study the Model Preambles for Trades before pricing this bill			
	Tenderers are advised to study the Department of Public Works- Construction works: General Specification (PW371-A) and Construction works: Particular Specification (PW371-B) before pricing this bill			
	SUPPLEMENTARY PREAMBLES			
	Clearing under fence			
	Rates for fencing are to include for clearing and removing all rubbish and vegetable soil and substance for minimum width of 1000mm and preparation of ground under fence by excavating or filling so as to maintain a minimum gap between bottom of fence and ground			
	Before underground or excavation work is carried out, the Contractor shall ascertain the presence and position of all services, likely to be damaged or interfered with by his activities. He shall obtain updated plans from the Engineer for this purpose, showing the position of services in the area where he intends to work. As services can often not be reliably located from such plans, the Contractor shall determine the exact position of such services by means of suitable detecting equipment and afterwards by careful hand excavation where necessary in order to expose the services at the positions of possible interference by his activities. This procedure shall also be followed in respect of services not shown on the plans but believed to be present.			
	ROAD WORKS (ROADS, PARKING, ASSEMBLY AREA AND WALKWAYS)			
	Carried Forward		R	
	Bill No. 18 External works			

			Brought Forwar	rd	ĺ	R∥	
Breaking up ar	nd removin	g bitumen	premix road				
surface:					2.40		
30mm Pre-mix				m2	340		
A: 60	B:0	C:0	D:0				
E:0	F:0	G:0	H:0				
1:0	J:0	K:0	L:32				
M : 36	N : 13	0:8	P:0				
Q:0	R : 47	S:40	T : 106				
U:0	V:0						
Edging/Barrier I			ced concrete		40		
haunching at the		=	5.4	m	13		
A:0	B:0	C:0	D:0				
E:0	F:0	G:0	H:0				
1:0	J:0	K:0	L:0				
M : 6	N:6	0:0	P:0				
Q:2	R : 0	S:0	T:0				
U : 0	V : 0						
SITE CLEARA	NCE						
<u>User note</u>							
Where the value hedges etc shall number							
Site clearance							
Digging up and hedges, shrubs, 200mm girth				m2	21		
A:0	B:0	C:0	D:0				
E:0	F:0	G:0	H : 0				
1:0	J:0	K:0	L:0				
	N:9		P:0				
Q:0	R:0	S:0	T:0				
U : 0	V:0						
REMOVAL OF	TREES E	TC (WG 1	104)				
			Carried Forwar	d		R	
Bill No. 18 External works							

				Brought Forward		Î	R
	Taking out and filling in holes	removing,	grubbing	up roots and			
					N.		
4	A:0	B: 0	not excee C : 0	ding 500mm girth D:0	No	1	
	E:0	F:0	G:0	H:0			
	1:0	J:0	K:0	L:0			
	M:0	N : 1	0:0	P:0			
	Q:0	R:0	S:0	T : 0			
	U : 0	V:0					
	EXCAVATION	. FILLING.	ETC OTH	IER THAN			
	BULK	, , , , , , , , ,					
	Open face exca	vation in e	arth over	sloping site			
5	Open face excav	vation			m3	89	
•	A:21	B:0	C : 0	D:0			
	E:0	F:0	G : 0	H:0			
	1:0	J:0	K:0	L:0			
	M : 0	N : 0	O:0	P : 21			
	Q:0	R:0	S:0	T : 16			
	U : 32	V:0					
	Excavation in e	arth not ex	ceeding 2	m deep			
6	Reduce levels u	nder floors			m3	41	
	A : 0	B:0	C:0	D:0			
	E : 0	F:0	G:0	H:0			
	1:0	J : 41	K:0	L:0			
	M : 0	N : 0	0:0	P:0			
	Q:0	R:0	S:0	T:0			
_	U:0	V:0					
7	Trenches	Б. С	0 0	D . 0	m3	1	
	A:0 E:0	B:0 F:0	C:0 G:0	D:0 H:0			
	I:0	J:1	G:0 K:0	H:0 L:0			
	M : 0	N:0	0:0	P:0			
	Q:0	R:0	S:0	T:0			
	U : 0	V:0					
				Carried Forward			R
	Bill No. 18 External works						
	External WORKS						

				Brought For	ward		R	
	Extra over tren	ch and hol	e soft exca	vations for		ľ		
8	Intermediate exc	cavation			m3	1		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:1	K:0	L:0				
	M:0	N:0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	⊍:0	V:0						
9	Hard rock excav	ation			m3	2		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:2	K:0	L:0				
	M : 0	N:0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 0	V:0						
	Extra over all e	xcavations	for cartin	away				
10	Surplus material site to a dumping				on m3	127		
	A : 18	B:0	C:0	D : 0				
	E:0	F:0	G:0	H:0				
	1:0	J : 41	K:0	L:0				
	M : 0	N : 0	O:0	P : 21				
	Q : 0	R:0	S:0	T : 16				
	U : 32	V:0						
	Risk of collapse	e of excava	ations					
11	Sides of trench a	and hole ex	cavations n	ot exceeding	m2	81		
	A : 15	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J : 28	K:0	L:0				
	M : 0	N:0	O : 0	P : 12				
	Q:0	R:0	S:0	T:6				
	U : 20	V:0						
				0				
	Dill No. 49			Carried For	ward		R	
	Bill No. 18 External works							
			•		1			

				Brought For	ward		R	1
	Keeping excav	ations free	from water	<u>er</u>				
12	Keeping excava			nd all water oth	er	Item		
	A: 0.00	B: 0.00	C: 0.00	D: 0.00				
	E: 0.00	F: 0.00	G: 0.00	H: 0.00				
	1:0.00	J : 1.00	K: 0.00	L: 0.00				
	M : 0.00	N: 0.00	O: 0.00	P: 0.00				
	Q : 0.00	R: 0.00	S: 0.00	T: 0.00	1			
	U : 0.00	V : 0.00						
	FILLING, ETC							
	Earth filling ob	tained fror	n the exca	vations and/or				
	prescribed sto	ck piles or	site comp	acted to 98%				
	Mod AASHTO	aensity						
13	Under floors, etc	С			m3	2		
	A:0	B:0	C:0	D:0				1
	E:0	F:0	G : 0	H:0				
	1:0	J:2	K:0	L:0				
	M : 0	N:0	O:0	P:0				
	Q:0	R:0	S:0	T : 0				
	U : 0	V:0						
14	Backfilling to tre				m3	1		
	A:0	B:0	C : 0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:1	K:0	L:0				
	M : 0	N:0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U:0	V:0						
	Earth filling G5							
15	Gravel G5 sub-l	aaca aaure	n in 150mm	lovore	m3	2		
13	A:2	B:0	C:0	D:0	1113	-		
	E:0	F:0	G:0	H:0				
	1:0	J:0	K:0	L:0				
	M : 0	N : 0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 0	V:0						
				Carried Forv	ward		R	
	Bill No. 18			Janieu i VII	Tul U		`	
	External works							

				Brought Forwar	d		R∥	1
	Earth filling G3							
	compacted to 9	8% Mod A	ASHTO de	nsity				
16	Under floors, etc	;			m3	1		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H: 0				
	1:0	J:1	K:0	L:0				
	M : 0	N : 0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U:0	<b>V</b> : 0						
	Earth filling sur			tor compacted				
	to 98% Mod AA	SHTO den	sity					
17	Gravel G2 base and cross falls	course in 1	50mm laye	rs finished to falls	m3	119		
	A : 14	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J : 51	K:0	L:0				
	M:0	N : 0	O:0	P : 18				
	Q:0	R:0	S:0	T : 16				
	U : 20	V:0						
	Course river sa compacted in 1 density	50mm laye	ers to 95%	Mod AASHTO				
18	50mm thick dry, spread over fillin rammed to recei under solid floors	g (elsewhei ve waterpro	re), leveled	watered and	m2	6		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				1
	1:0	J:6	K:0	L:0				1
	M:0	N : 0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U:0	V:0						
							-	
				Carried Forward	,		R	
	Bill No. 18			Jan . VI Franc				
	External works							

				Brought Forward	d	1	R	
	Compaction of	surfaces						
19	Compaction of a including scarify down oversize in necessary and density	ing for a de material, add	pth of 150n ling suitabl	nm, breaking e material where	m2	540		
	A:69	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J : 198	K:0	L:0				
	M:0	N : 0	O:0	P:90				
	Q:0	R:0	S:0	T : 81				
	U : 102	V:0						
	PROTECTION	I AGAINST	TERMITE	<u>s</u>				
	Soil insecticide	<u>e</u>						
20	Under floors, et shallow furrows in furrows and r	against four		poisoning ls, etc and filling	m2	591		
	A:69	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J : 249	K:0	L:0				
	M:0	N : 0	0:0	P:90				
	Q:0	R:0	S:0	T : 81				
	U : 102	V:0						
	<u>Primer</u>							
21	MC30 primer ov 0.7 litre per squ		r filling at a	spread rate of	m2	131		
	A : 23	B:0	C:0	D:0			1	
	E:0	F:0	G:0	H:0				
	1:0	J : 0	K:0	L:5				
	M : 8	N : 2	O:0	P:0				
	Q : 4	R : 4	S:3	T : 81				
	U : 0	V:0						
	D31 N 40			Carried Forward	d		R	
	Bill No. 18 External works							
	External works							

			Brought Forward			R	
30mm Thick co			00 penetration				
Paving to parking	ng areas, roa	adways, etc	:	m2	140		
A : 23	B:0	C:0	D:0				
E:0	F:0	G:0	H:0				
1:0	J:0	K:0	L:5				
M : 8	N : 2	0:0	P:0				
Q : 4	R:4	S:3	T : 91				
U : 0	V:0						
Paving in road	s and asser	mbly area					
	uble zigzag in ght edge blo nd including : 00MJ), prep	nterlocking cks laid ho 25mm sand	l bed, jointing in	m2	313		
A:0	B:0	C:0	D:0				
E:0	F:0	G:0	H:0				
1:0	J : 237	K:0	L:0				
M : 0	N:0	O:0	P : 76				
Q:0	R:0	S:0	T:0				
U : 0	V : 0						
	ible zigzag ii ght edge blo id including 2 00MJ), prepa	nterlocking cks laid hou 25mm sand	bed, jointing in	m2	165		
A: 69	B:0	C:0	D:0				
E:0	F:0	G:0	H:0				
1:0	J:0	K:0	L:0				
M : 0	N : 0	O:0	P:0				
Q:0	R:0	S:0	T:0				
U : 96	V:0						
			Carried Forward			R	
Bill No. 18 External works			January VI TIMIN				

				Brought Forward	1	1	R	1
	Precast concre							
25	un reinforced co	ontinuous be un reinforce	dding and	. 11) with 15 Mpa 150 x 150 x haunching at the	m	302		
	A : 33	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J : 130	K:0	L:0				
	M:0	N: 0	0:0	P:77				
	Q:0	R:0	S:0	T:0				
	U : 63	V:0						
	Roadwork sund	<u>dries</u>						
26	Lower existing nexcavation,brea finishes, refit exibackfilling.	king down b	rickwork, m	naking good	No	1		
	A:0	B:0	C:0	D:0				
	E:0	F:0	G:0	H:0				
	1:0	J:1	K:0	L:0				
	M : 0	N:0	O:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 0	V:0						
	PARKING SIG	NAGE						
	Hot dipped gal	vanised mil	d steel po	<u>st</u>				
27	63,5 x 63,5 x 2.0 2400mm long w angles welded to a 450 x 450 x 60 including excava	ith 4 No. 25 o post pre-d 00mm deep	x 25 x 3mr rilled at bot 25 MPa co	n mild steel h ends including	No	3		
	E:0	F:0	G:0	H:0				
	1:0	J:0	G∶0 K∶0	L:0				
	M : 0	N:0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 2	V:0	-,-					
				Carried Forward			R	
	Bill No. 18							
	External works							

				Brought For	ward	Î	R∥	
28	63.5 x63.5 x 2.0r	mm flat clos	sed cap		No	3		
	A:1	B:0	C : 0	D:0				
	E:0	F:0	G:0	H : 0				
	1:0	J : 0	K:0	L:0				
	M : 0	N : 0	O : 0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 2	V : 0						
	0.6mm gauge "oscreened symboreverse side, fogalvanised M6 v	ol as indica ur times da	ated with s rilled for ar	tandard grey nd screwed w	<u>on</u>			
29	300 x 300mm " o				No	ا		
	pictogramme and		n backgroui C∶0		No	3		
	A:1	B:0		D:0 H:0				
	E:0 I:0	F:0 J:0	G:0 K:0	H:0 L:0				
	M:0	N:0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 2	V:0						
30	300 x 300mm " p	arking sign			NI-			
	pictogramme and	dark gree B:0	n backgroui C∶0	າ <b>d</b> D∶0	No	3		
	E:0	F:0	G:0	H:0				
	1:0	J:0	K:0	L:0				
	M : 0	N : 0	0:0	P:0				
	Q:0	R:0	S:0	T:0				
	U : 2	V:0						
			Ca	rried to Sumn	nary		R	
	Bill No. 18 External works							

Item No		Quantity	Rate	Amount
	BILL No. 19			
	PROVISIONAL SUMS			
	All provisional sums cover supply of material and equipment and installation. Provisional sums are nett and do not include builder's discount (excluding settlement discount) and Value-Added Tax but the Tenderer may allow under "Profit" items any profit he considers necessary			
	General			
	Provisional sums are for material and equipment supplied and installed complete by firms of specialists			
	<u>Profit</u>			
	Where stated, the contractor may allow for profit if required			
	General attendance on nominated/selected subcontractors			
	The item "attendance" which follows each provisional sum for nominated/selected subcontractors' work, shall be deemed to cover all the contractor's costs incurred in providing free of charge to the nominated/selected subcontractors the contractor's duties as described in clause 12.2 of the JBCC N/S Subcontract Agreement			
	Special attendance on nominated/selected subcontractors			
	Where "special attendance" such as unloading, storing, placing in position, providing special power supplies, specific hoisting, cranage and scaffolding requirements, provision of temporary casing and/or other specific protection of the works, special security and clearing away rubbish is required, a separate item describing the specific requirements in detail is to be provided for the pricing of such requirements			
	Builder's work			
	Builder's work in connection with specialist services is given elsewhere in these bills of quantities			
	Carried Forward		R	
	Bill No. 19 Provisional Sums			

	Brought Forward		R	
	Note:  The following sums shall be allowed in respect of the items listed below. These sums shall be used as directed by the Engineer/Architect and deducted in whole or in part if not required			
	FIRE DETECTION SYSTEM			
1	Allow the Provisional Sum of R 150,000.00 for testing the existing Fire Detection System, replacing faulty components, adding new components, replace all wiring with fire retardant cabling including conduits & accessories and linking the new installation with the existing system.  (PS includes cleaning of existing components that can be re-used and stripping and removing faulty components)  After installation: Testing, balancing and commissioning, Issuing of COC's, allowance for 12months maintenance and guarantee, workshops and as-built drawings, operating and maintenance manuals, Training of user-department staff	Item		150,000.00
2	Add for profit		%	
3	Allow for general attendance		%	
	Carried to Summary Bill No. 19 Provisional Sums		R	

	FINAL SUMMARY	Ĭ		
Bill No		Page No		Amount
1	Preliminaries	37		
2	Alterations	53		
3	Earthworks	59		
4	Concrete, formwork and reinforcement	64		
5	Masonry	69		
6	Waterproofing	71		
7	Carpentry & Joinery	78		
8	Ceilings, Partitions And Access Flooring	80		
9	Ironmongery	89		
10	Metalwork	94		
11	Plastering	98		
12	Tiling	101		
13	Plumbing and Drainage	115		
14	Electrical Work (Provisional)	121		
15	Mechanical Installation	125		
16	Glazing	126		
17	Paintwork	132		
18	External works	142		
19	Provisional Sums	144		
	Sub-Total		R	
	Value Added Tax		R	
	Carried to Form of Offer and Acceptance (DPW 07)		R	
		ļ ļ		



SCOPE OF WORKS AND SPECIFICATIONS PROJECT SPECIFIC. PG-01.2 (EC)



Tender no.: CPT1006/23 WCS no.:

# PG-01.2 (EC) SCOPE OF WORKS – JBCC 2000 PRINCIPAL BUILDING AGREEMENT (Edition 6.2 of May 2018)

Project title:	WESTERN CAPE - OUDTSHOORN SAPS: INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES			
Tender / Quotation no:	CPT1006/23	Reference no:		

### C3. Scope of Works

WESTERN CAPE- OUDTSHOORN SANDF: INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

#### C3.1 EXTENT OF THE WORKS

WESTERN CAPE- OUDTSHOORN SANDF: INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

#### C3.2 ORDER OF THE WORKS

No order of works

#### C3.3 BUILDINGS OCCUPIED

Oudtshoorn SANDF

#### C3.4 ACCESS

As the works falls within a security area the contractor shall obtain entrance permits for his personnel and workmen entering the area and shall comply with all regulations and instructions which may be issued from time to time regarding the protection of persons and property under the control of the Defence Force, Police or chief security officer

#### C3.5 STANDARD MINIMUM REQUIREMENTS

In terms of section 5(2) of the Construction Industry Development Board Act, 2000 (Act no. 38 of 2000) (the Act), the Construction Industry Development Board is empowered to establish and promote best practice standards, Standard Requirements and Guidelines which includes the following but not limited to:

- C3.5.1 cidb Best Practice: Green Building Certification, No. 34158 Government Gazette, 1 April 2011
- C3.5.2 cidb Standard for Developing Skills through Infrastructure Contracts, No. 36760 Government Gazette, 23 August 2013
- C3.5.3 cidb Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts, No 36190 Government Gazette, 25 February 2013
- C3.5.4 cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts, No. 41237 Government Gazette, 10 November 2017
- C3.5.5 cidb Standard for Minimum Requirements for Engaging Contractors and Sub-Contractors on Construction Works Contracts, No. 41237 Government Gazette, 10 November 2017
- C3.5.6 cidb Standard for Minimum Requirements for Engaging Contractors and Sub- Contractors on Construction Works Contracts, No. 42021 Government Gazette, 9 November 2018



WCS no.:

PG-01.2 (EC): Scope of Works - JBCC (JBCC 2000- Edition 6.2 of May 2018)

C3.5.7 cidb Standard for Developing Skills through Infrastructure Contracts, No 48491 Government Gazette, 23 April 2023.

#### C3.6 CONTRACT PARTICIPATION GOALS AND CIDB BUILD PROGRAMME

Provision has been made within the Contract Participation Goal section in the Bill of Quantities for the respective CPGs. Prescribed Profit and Attendance percentages have been stipulated, all inclusive of associated costs to the contractor for implementation and allowance for submitting reports to the Employer's Representative on a monthly basis in terms of monthly and accumulative targets achieved with audited supporting documentation.

Monthly progressive reports to be submitted to the Employer's representative indicating the percentage targets achieved which must be reconciled upon completion of the project and to form part of the final account.

The contractor shall achieve in the performance of this contract the following Contract Participation Goals (CPGs) as indicated below.

#### C3.6.1 Minimum Targeted Local Material Manufacturer Contract Participation Goal

The Minimum Targeted Local Building Material Manufacturers CPG is NOT APPLICABLE to this project.

It is the requirement of the employer that the contractor enhances the use of local Small, Micro and Medium Enterprise Local Material Manufacturers (SMME's) in executing this contract, irrespective whether a minimum percentage Participation Goals is applicable or not.

The Minimum Targeted Local Manufacturers of Material Contract Participation Goal, in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020.

A Targeted Local Material Manufacturer is a targeted enterprise that operates or maintains a factory or establishment that produces on its premises materials or goods required by the principal contractor for the performance of the contract. Note: Adapted from SANS 10845-7:2015, definition 2.13

Preference shall be given to the Targeted Local Material Manufacturer where feasible in insert applicable Ward/s, Municipal District, Town, City, Province, and provided that:

- Such materials comply in all respects with the specific requirements of PW371 and SANS (a) specifications.
- The non-availability of such materials shall not adversely affect the desired progress of the (b) specific works.
- The use of such suppliers shall not constitute grounds for any claim for increased cost in (c)
- Materials of at least insert applicable percentage, both in words and figures of the total (d) value of materials purchased excluding VAT to be sourced from within insert applicable kilometerskm radius of the project site,
- Material of at least insert applicable percentage, both in words and figures of the total (e) value of materials purchased excluding VAT to be sourced from within insert applicable kilometerskm radius of the project site.

Failure to achieve the minimum specified value as indicated in the CPG Bill of Quantity Section for Targeted Local Material Manufacturer participation will result in a thirty percent (30%) penalty of the prorate targeted value of materials not complied with unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

Effective date 5 September 2023



WCS no .:

PG-01.2 (EC): Scope of Works – JBCC (JBCC 2000- Edition 6.2 of May 2018)

The contractor shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

#### C3.6.2 Minimum Targeted Local Building Material Suppliers Contract Participation Goal

### The Minimum Targeted Local Building Material Suppliers CPG is NOT APPLICABLE to this project.

It is the requirement of the employer that the contractor enhances the use of local Small, Micro and Medium Enterprise Local Material Suppliers (SMME's) in executing this contract, irrespective whether a minimum percentage Participation Goals is applicable or not.

The Minimum Targeted Local Manufacturers of Material Contract Participation Goal shall be achieved in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract..

A targeted supplier is a targeted enterprise that

- owns, operates or maintains a store, warehouse or other establishment in which goods are bought, kept in stock and regularly sold to wholesalers, retailers or the public in the usual course of business; and
- b) engages, as its principal business and in its own name, in the purchase and sale of goods. Note: Adapted from SANS 10845-7:2015, definition 2.14

Preference shall be given to the local material suppliers where feasible in the **insert applicable Ward/s**, **Municipal District**, **Town**, **City**, **Province**, and provided that:

- (a) Such materials comply in all respects with the specific requirements of PW371 and SANS specifications,
- (b) The none availability of such materials shall not adversely affect the desired progress of the specific works,
- (c) The use of such suppliers shall not constitute grounds for any claim for increased cost in respect thereof,
- (d) Materials of at least **insert applicable percentage**, **both in words and figures** of the total value of materials purchased excluding VAT to be sourced from within **insert applicable kilometerskm** of the project site,
- (e) Material of at least insert applicable percentage, both in words and figures of the total value of materials purchased excluding VAT to be sourced from within insert applicable kilometerskm of the project site.

Failure to achieve the minimum specified value as indicated in the CPG Bill of Quantity Section for Targeted Local Material Manufacturer participation will result in a **thirty percent (30%)** penalty of the prorate targeted value of materials not complied with, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The bidder shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

#### C3.6.3 Minimum Targeted Local Labour Skills Development Contract Participation Goal

The Minimum Targeted Local Labour Skills Development CPG is NOT APPLICABLE to this project.

It is the requirement of the employer that the contractor enhances the use of local labour in executing this contract. This is required to be done through the use of both traditional building techniques and labour-intensive construction techniques careful and considered construction planning and implemented in the project irrespective whether a minimum percentage Participation Goal is applicable or not.



WCS no.:

PG-01.2 (EC): Scope of Works – JBCC (JBCC 2000- Edition 6.2 of May 2018)

The Minimum Targeted Local Skills Development Contract Participation Goal shall be achieved in accordance with the cidb Standard for Contract Participation Goals for Targeting Enterprises and Labour through Construction Works Contracts as published in the Government Gazette Notice No. 41237 of 10 November 2017, as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract..

Targeted labour: individuals who:

- a) are employed by the principal contractor, sub-contractor or targeted enterprises in the performance of the contract;
- b) are defined as the target group in the targeting data; and
- c) permanently reside in the target area or who are recognized as being residents of the target area on the basis of identification and association with and recognition by the residents of the target area.

Adapted from SANS 10845-7:2015, definition 2.12

Targeting of labour by skills categories is only permissible within categories of semi-skilled and unskilled labour.

Contract participation goals for semi-skilled and unskilled labour shall be limited to 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 and in a manner that does not compromise worker health and safety. In the case of targeted labour, the certification of records shall be in accordance with SANS 10845-8.

Beneficiaries will be sourced from the **insert applicable Ward/s**, **Municipal District**, **Town**, **City**, **Province** for the full duration of the Construction Period, employed by either the principal contractor, sub-contractors or targeted enterprises. The total number of working days to complete the Works amount to **insert number of working days** as **determined by the Construction Period** working days. The minimum CPG participation for Targeted Local Labour Skills Development is **insert applicable percentage**, **both in words and figures**, expressed as a percentage of the total number of working days required to complete the Works. The contractor shall attain or exceed the CPG in the performance of the contract. Failure to achieve the minimum Targeted Local Labour Skills Development CPG will result in a payment reduction of **R5 000** (Excluding VAT), per working day which training has not been provided to the workforce in attendance, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The bidder shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.

### C3.6.4 CIDB BUILD PROGRAMME: Minimum Targeted Enterprise Development Contract Participation Goal

The Minimum Targeted Enterprise Development Contract Participation Goal is *NOT APPLICABLE* to this project.

The aim of this best practice standard for indirect targeting for enterprise development in accordance with the Standard for Indirect Targeting for Enterprise Development (published in Government Gazette 36190 of 25 February 2013), as amended in cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract. is to promote enterprise development by providing for a minimum Contract Participation Goal (CPG) of *insert percentage Min 5% and Max 30%* of the contract amount as defined in the Standard (Tender amount, excluding allowances and VAT) on selected contracts to be undertaken by joint-venture partners or to be subcontracted to developing contractors that are also to be beneficiaries of enterprise development support from the main contractor.

The bidder shall submit monthly reports in terms of monthly achievement and accumulative targets achieved including audited supporting documentation to the Employer's Representative.



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The lead partner or main contractor shall dedicate a **minimum** *insert percentage Min 5% and Max 30%* of the tender value at the time of award, excluding allowances and VAT, to provide developmental support to targeted subcontractor or joint venture partner applicable to contracts in Grades 7 to 9, General Building and Civil Engineering contracts. Preference will be given to insert type of enterprises, e.g. General Building, Electrical, Mechanical, Plumbing, etc. .It could be either or any combination of all Enterprises.

Failing to achieve the targeted Contract Skills Development Goal will result in A) a thirty percent (30%) penalty of the value of the portion not achieved, excluding VAT, and B) the issuing of completion certificates only after the completion certificate of achieving the skills development goal, counter-signed by the relevant individuals has been submitted, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

#### C3.6.4.1 Criteria

The main or lead partner of the successful bidder shall:

- (a) There must be a needs analysis for indirect targeting and development or skill standard and should be development in at least any two developmental areas namely;
  - Administrative and cost control systems
  - construction management systems and plans
  - planning, tendering and programming
  - · business; technical; procurement skills
  - legal compliance
  - · credit rating/history; financial loan capacity/history
  - contractual knowledge
- (b) The above needs analysis shall be mutually agreed upon between contractor and targeted enterprise
- (c) The contractor shall appoint an enterprise development coordinator to:
  - perform needs analysis on the targeted enterprise to identify developmental goals
  - develop a project specific enterprise development plan to improve the targeted enterprise/s performance in the identified developmental areas
  - provide internal mentorship support to improve the targeted enterprise/s performance
  - monitor and submit to the employer's representative a monthly enterprise development report thereby reporting on the progress of the agreed development areas with the targeted enterprise/s
  - submit a project completion report to the Employer's representative for each targeted enterprise.

#### C3.6.4.2 <u>Management</u>

The contractor shall provide a competent person/s to provide internal mentorship to the Targeted Enterprise/s in the two agreed developmental areas.

#### C3.6.4.3 Competence Criteria for an Enterprise Development Co-ordinator

The enterprise development co-ordinator shall have the following competencies:

 Minimum experience of 5 years in the construction industry at Managerial level as a Site Agent, Contracts Manager, Site Manager, Construction Manager, Business Development Manager or Enterprise Development Manager.



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- Minimum experience of 2 years in training and development in Building or Construction; and
- National Diploma or B Degree in the Built Environment or Business Management

#### C3.6.4.4 Format of Communications

The contractor shall submit to the Employer's Representative:

- Project interim reports in the specified format (ED105P) detailing interim values of the CPG that
  was achieved together with an assessment of the enterprise development support provided
  should be tabled and discussed at least monthly at progress meetings between employer's
  representative and the contractor;
- Project completion report in the specified format (ED101P) to the Employer's Representative for
  acceptance within 15 days of achieving practical completion. The report shall include the value
  of the CPG that was certified in accordance with the contract, cidb registration numbers of each
  and every targeted enterprise, and the value of the subcontracted works or of the joint venture
  entered into: and the participation parameter
- Enterprise development declaration (ED104P).

#### C3.6.4.5 The Key Personal

The contractor shall appoint an Enterprise Development Co-ordinator and a competent person/s to provide internal mentorship.

#### C3.6.4.6 Management Meetings

The contractor shall report to the Employer's Representative on the implementation and progress of the targeted enterprise development and CPG at monthly progress site meetings.

#### C3.6.4.7 Forms for contract administration

The contractor shall submit to the Employer's Representative the following proformas:

- Form ED 105P Project Interim Report
- Form ED 104P Enterprise Development Declaration
- Form ED 101P Project Completion Report

#### C3.6.4.8 Records

The contractor shall:

- · keep records of the targeted enterprise development
- keep records of the payments made to the targeted enterprises in relation to the CPG.
- ensure all the documentation required in terms of the Standard is provided with each monthly
  progress payment certificate and according to a prescribed format where applicable.

#### C3.6.4.9 Payment Certificates

The contractor shall:

• achieve the measurable CPG and providing enterprise development support to the targeted enterprise/s as per the Standard.



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 submit payment certificates to the Employer Representative at intervals determined in the Contract.

#### C3.6.4.10 Compliance requirements

#### Non-compliance with the Best Practice Project Assessment Scheme

The wording of regulation 27A of the cidb regulations makes provision for the Board to enforce the cidb code of conduct in the event of clients being found to be in breach of the best practice project assessment scheme.

- Not including the requirements of the cidb standards in the conditions of tender
- Not registering the award of contract on the cidb Register of Projects (RoP)
- Not reporting practical completion on the cidb Register of Projects (RoP)

#### 3.6.5 CIDB BUILD PROGRAMME: Minimum Targeted Contract Skills Development Goal (CSDG)

### The Minimum Targeted Contract Skills Development CPG is NOT APPLICABLE to this project.

The contractor shall achieve or exceed in the performance of the contract the Contract Skills Development Goal (CSDG) established in the Standard for Developing Skills through Infrastructure Contracts (published in Government Gazette No 48491 of 23 April 2023 and the cidb Best Practice Project Assessment Scheme Notice No. 43726 of 18 September 2020 – Condition of Contract.

Failing to achieve the targeted Contract Skills Development Goal will result in A) a **thirty percent** (30%) penalty of the value of the portion not achieved, excluding VAT, and B) the issuing of completion certificates only after the completion certificate of achieving the skills development goal, counter-signed by the relevant individuals has been submitted, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

The contractor shall apportion the learners in the different construction activities based on the scope of work. The cost of accommodating learners will be determined by using Table 3 in the Standard and this cost will be used to determine the value in Rand and will be added to the provision for training as provided for in the Preliminary and General section in the Bill of Quantities/Pricing schedules/Activity schedule.

#### C3.6.5.1 Methodology

The contractor shall achieve the measurable contract skills development goal by providing opportunities to learners requiring structured workplace learning using one or a combination of any of the following in relation to work directly related to the contract or order:

**Method 1:** structured workplace learning opportunities for learners towards the attainment of a part or a full occupational qualification;

**Method 2**: structured workplace learning opportunities for apprentices or other artisan learners towards the attainment of a trade qualification leading to a listed trade (GG No. 35625, 31 August 2012) subject to at least sixty percent (60%) of the artisan learners being holders of public TVET college qualifications;

**Method 3:** work integrated learning opportunities for University of Technology or Comprehensive University students completing their national diplomas;

**Method 4:** structured workplace learning opportunities for candidates towards registration in a professional category by a statutory council.

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The contract skills participation goals, expressed in Rand, shall not be less than the contract amount multiplied by a percentage (%) factor given in Table 1 in the Standard for the applicable class of onstruction works.

Table 1: Contracting skills development goals for different classes of engineering and construction works contracts

Class of const	Construction skills development goal		
Designation	Description	(CSDG) (%)	
CE	Civil Engineering	0.25	
CE and GB	Civil engineering and General Building	0.375	
EE	Electrical Engineering works (buildings)	0.25	
EP	Electrical Engineering works (infrastructure)	0.25	
GB	General Building	0.5	
ME	Mechanical Engineering works	0.25	
SB	Specialist	0.25	

The contractor shall apportion the learners in the different construction activities based on the scope of work. The cost of accommodating learners will be determined by using Table 2 in the Standard and this cost will be used to determine the value in Rand and will be added to the provision for training as provided for in the Preliminary and General section in the Bill of Quantities/Pricing schedules/Activity schedule.

Table 2: Notional Cost of Training per Headcount

Source: cidb Standard for Skills Development

Type of Training	Provision for stipends (Unemployed learners only)	Provisions for mentorship	Provisions for additional costs*	Total costs	
Opportunity				Unemployed learners	Employed learners
Method 1					
Occupational qualification	R7 000	R0	R9 000	R16 000	R9 000
Method 2					
TVET College graduates	R14 000	R0	R9 000	R23 000	N/A
Apprenticeship	R14 000	R0	R12 000	R26 000	R12 000
Method 3					
P1 and P2 learners	R24 000	R20 000	R4 500	R48 500	N/A
Method 4					
Candidates with a 3 year diploma	R37 000	R20 000	R4 500	R61 500	R20 000
Candidates with 4 year qualification	R47 000	R20 000	R4 500	R71 500	R20 000

Note: the required CPG will be recalculated based on the awarded tender amount and "Contract amount" once the beneficiaries have been appointed and actual costs are known. The notional cost of providing training opportunities will increase by CPI on an annual basis based on April CPI. Should the rates increase after bid award or during construction the rates will be adjusted as a remeasuarble item.

(a) The successful contractor may employ part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates (delete that which is not applicable) directly or through a Skills Development Agency (SDA), (A1 - List of cidb accredited SDAs).

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(b) The successful contractor must employ at least sixty percent (60%) of the learners from an FET / TVET college should the contractor select to have part/full occupational qualification learners and trade qualification learners contributing to the CSDG.

- (c) The successful contractor shall employ at least insert applicable percentage, both in words and figures from eligible part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates (delete that which is not applicable) in the employment of the employer.
- (d) The successful contractor shall ensure that no single method shall contribute more than seventy five percent (75%) of the CSDG for the contract.
- (e) The successful contractor may only place thirty three percent (33%) employed employees or that of his subcontractors contributing to the CSDG.
- (f) The contractor shall employ at least sixty percent (60%) of the learners from a Public FET / TVET college should the contractor select to have trade qualification learners (Method 2) contributing to the CSDG.
- (g) One of the objectives of the project is to train **insert applicable number, both in words and figures** Occupational qualifications, trade qualification, work integrated learners P1 and P2 learners, professional candidates. (Delete that which is not applicable)

#### C3.6.5.2 Management

- (a) The successful contractor must keep site records regarding the part/full occupational qualification learners', trade qualification learners', work integrated learners' or candidates' (delete that which is not applicable) progress, site attendance, hours worked and other relevant information as required by the Standard.
- (b) The successful contractor shall provide the required number of appropriately qualified mentors to the maximum number of part/full occupational qualification learners, trade qualification learners, work integrated learners in the proportion as specified in the Standard.
- (c) The successful contractor shall provide a supervisor to manage the training of the part/full occupational qualification learners, trade qualification learners, work integrated learners, candidates. (delete that which is not applicable)
- (d) The successful contractor shall submit to the employer's representative a baseline training plan in the specified format (Pro-forma A2) for the part/full occupational qualification learners, trade qualification learners, work integrated learners, candidates (delete that which is not applicable) within 30 days of start of the contract.
- (e) The successful contractor shall submit to the employer's representative project interim report in the specified format (Pro-forma A3) on the progress of each of part/full occupational qualification learner, trade qualification learner, work integrated learner, candidate (delete that which is not applicable) every three months.
- (f) The successful contractor shall submit to the employer's representative the names and particulars in the specified format (Pro-forma A4) of the supervisor, mentors for the part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates (delete that which is not applicable) within 30 days of start of the contract.
- (g) The successful contractor shall keep a daily record of all the part/full occupational qualification learners, trade qualification learners, work integrated learners, candidates on site and their daily activities and shall be made available to the employer's representative on request.
- (h) The successful contractor shall submit to the employer's representative the reports on the progress and status of the part/full occupational qualification learners, trade qualification learners, Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

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work integrated learners or candidates (delete that which is not applicable) with the monthly invoice for the payment certificate.

- (i) The successful contractor shall have health and safety inductions for all part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates (delete that which is not applicable).
- (j) The successful contractor shall conduct entry and exit medical tests of all part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates (delete that which is not applicable).
- (k) The successful contractor shall provide personal protective equipment (PPE) to all part/full occupational qualification learners, trade qualification learners, work integrated learners or candidates (delete that which is not applicable) at the start of their employment on site.
- (I) Based on the agreed skills methods the contractor may employ part/full Occupational Qualification Learners and /or Trade Qualification Learners and/or Work Integrated Learners and/or Candidates (delete that which is not applicable) directly or through a Skills Development Agency (SDA), training provider or skills development facilitator (Form A1 List of cidb accredited SDAs). The contractor shall ensure that no more than one Method shall be applied to any individual concurrently in the calculation of the CSDG for the contract.

### C3.6.6 NATIONAL YOUTH SERVICE TRAINING AND DEVELOPMENT PROGRAMME (NYS)

The National Youth Service Training and Development Programme is *NOT APPLICABLE* to this project.

The programme shall be implemented in terms of the Implementation of the National Youth Service Programme under the Expanded Public Works (EPWP) and shall be priced in the CPG section of the Bills of Quantities. Monthly reports are to be submitted to the Employer's Representative.

Failure by the contractors to achieve the specified number to be trained in the NYS section of the CPG section within the Bills of quantities will result in a Payment reduction as per bill of quantities per person, excluding VAT, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

### C3.6.7 LABOUR-INTENSIVE WORKS

Labour Intensive Works is NOT APPLICABLE to this project.

Where labour intensive work is specified in the Bill of Qualities and specified by "LI" the contractor must price for and include in rates. Contractors are expected to use their initiative to identify additional activities that can be done labour-intensively to comply with the set minimum labour intensity target. Allowance must be made for submitting monthly reports illustrating the value of the works executed under Labour Intensive Works.

Failure by the contractor to achieve the specified value of the Labour Intensive Participation Goal as stipulated within the Bills of Quantities will result in a **thirty percent (30%)** penalty of the value of the works not done by means of labour intensive methods, excluding VAT, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.

### Employer's objectives:

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

Labour-intensive works:



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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

### C3.6.7.1 GENERIC LABOUR-INTENSIVE SPECIFICATION

Contractors are referred to the Guidelines for the Implementation of Labour-intensive Infrastructure Projects under the Expanded Publics Works Programme (EPWP) for the generic labour-intensive specification applicable to the contract.

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

- trenches having a depth of less than 1.5 metres
- stormwater drainage
- roads
- sidewalks and non-motorised transport infrastructure
- water and sanitation

### **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

### Hand excavateable material

Hand excavateable material is:

### a) granular materials:

- i) whose consistency when profiled may in terms of Table 3 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 3 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 is material with a particle size greater than 200mm, a cobble and gravel is material 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° with respect to the horizontal) into the material being used.

Table 3: Co	nsistency of materials w	hen profiled	
GRANULAF	R MATERIALS	COHESIVE	MATERIALS
CONSISTENCY	DESCRIPTION	CONSISTENCY	DESCRIPTION
Very loose	Crumbles very easily when scraped with a	Very soft	Geological pick head can easily be pushed in as far
	geological pick.		as the shaft of the handle.



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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 up to 10 mm; very difficult to mould with fingers; can just be penetrated with an ordinary hand spade.
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.

### **Trench excavation**

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

### 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% Mod AASHTO;
- b) such that in excess of 5 blows of a dynamic come 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.

### **Excavation**

All 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. Any material which presents the possibility of danger or injury to workers shall not be excavated by hand.

### Clearing and grubbing

Grass and bushes shall be cleared by hand.

### Shaping

All shaping shall be undertaken by hand.

### Loading

All loading shall be done by hand. Haulage equipment should be selected in a manner that allows loading by hand to the greatest extent possible.

### Haul

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



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### Offloading

All material, however transported, is to be off-loaded by hand, unless tipper-trucks are utilised for haulage.

### **Spreading**

All material shall be spread by hand.

### Compaction

Small areas may be compacted by hand provided that the specified compaction is achieved. Appropriate rollers should be used where higher (than can be achieved by hand) levels of compaction are required or for large areas.

### Grassing

All grassing shall be undertaking by sprigging, sodding, or seeding by hand.

### Stone pitching and rubble concrete masonry

All stone required for stone pitching and rubble concrete masonry, whether grouted or dry, must to 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.

### **Manufactured Elements**

Elements manufactured or supplied 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. Where the mass of an element exceeds 55 kg, consideration should be given to the size of the element relative to its total mass related to the number of workers who would be needed to lift such mass

### C3.7 Submission of Accrual Reports

The Contractor shall submit accrual reports to the client representative at the end of March and September each year for the duration of the Service Contract period from the date of appointment up to and including project closeout. This is to ensure that PMTE complies with the accounting framework GRAP, which requires that PMTE disclose all its accruals as at the end of each reporting date.

### C3.8 Submission of Monthly Local Material Utilisation Report (Local Content)

Submission of Monthly Local Material Utilisation Report (Local Content) NOT APPLICABLE to this project.

The Contractor shall when applicable to this project, be responsible for record keeping, documenting and submission of monthly local material utilization report with supporting documentation to the Employer's representative within 7 working days of the beginning of the successive month, in terms of DTI&C designated industry/sector/sub-sector schedule as per the PA36 and Annexures C attached to the tender document. The final percentage achievement to be reconciled upon completion of the project and form part of the final account.

Failure by the contractor to achieve the specified percentage of local content per designated industry/sector/sub-sector as listed will result in a thirty percent thirty percent (30%) penalty of the value not achieved, excluding VAT, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control.



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### **Examples of calculating CPGs and related penalties**

CPGs values are based on the Tender Amount at the time of the award. Determining the actual values is based either on the Tender Amount including allowances and Vat or the Tender Amount at the time of award excluding allowances and VAT, where <u>Allowances</u> include the following:

- Provisional amounts
- CPG allowances
- Nominated and/or selected subcontractors
- Contract price adjustment (Not provided for within the B of Q by NDPWI)
- Contingency amounts (Not provided for within the B of Q by NDPWI)

CPG values in the CPG Bill of Quantities Section will be recalculated based on the "Tender Amount" or the "Contract Amount" which ever applicable and the provisional amounts adjusted accordingly. Sanctions (penalties) are applicable to all CPGs where the contractor fails to achieve the minimum specified requirements, unless the contractor can prove to the Employer's satisfaction that the non-achievement was beyond his/her control. No penalties will be applied should the CPG value, based on the original "Tender Amount" or the "Contract Amount", has been achieved.

### 1.1 Targeted Local Building Material Manufacturers CPG

When applicable, the CPG is expressed as a percentage of the "Contract Amount", i.e. the Tender Amount at the time of award excluding allowances and VAT.

### CPG calculation example:

"Tender Amount" = R150 Mil all inclusive of allowances and VAT

"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)

CPG to be achieved = 5% as specified in the Scope of Works (PG01.2)

CPG target value = R130 Mil x 5% = R 6,5 Mil (Value of material to be purchased from local manufacturers, excluding VAT)

### Calculation of penalty:

Percentage penalty applicable = 10% as specified in the Scope of Works (PG01.2)

CPG target value = R6,5 Mil excluding VAT

CPG Achieved = R5,5 Mil (R1 Mil shortfall) excluding VAT

Penalty = R1 Mil x 10% = R100 000 excluding VAT

### 1.2 Targeted Local Building Material Suppliers CPG

When applicable, the CPG is expressed as a percentage of the "Contract Amount", i.e. the Tender Amount at the time of award excluding allowances and VAT.

### CPG calculation example:

"Tender Amount" = R150 Mil all inclusive of allowances and VAT

"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)

CPG to be achieved = 5% as specified in the Scope of Works (PG01.2)

CPG target value = R130 Mil x 5% = R 6,5 Mil (Value of material to be purchased from local suppliers, excluding VAT)

### Calculation of penalty:

Percentage penalty applicable = 20% as specified in the Scope of Works (PG01.2)

CPG target value = R6,5 Mil excluding VAT

CPG Achieved = R5,5 Mil (R1 Mil shortfall) excluding VAT

Penalty = R1 Mil x 20% = R200 000 excluding VAT

### 1.3 Targeted Local Labour Skills Development CPG

When applicable, the CPG is expressed as a percentage of the total number working days required to Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".

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complete the Works.

### CPG calculation example:

"Tender Amount" = R150 Mil all inclusive of allowances and VAT

"Contract amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT) Number of working days required to complete the Works based on the construction period = 600 days CPG percentage participation to be achieved = 30% as specified in the Scope of Works (PG01.2) Required number of working days training to be provided = 180 days (600 x 30%)

### Calculation of penalty:

Payment reduction = R 5 000 per day for not providing training as specified in the Scope of Works (PG01.2) CPG = 600 working days x 30% = 180 working days training to be provided CPG Achieved = 160 days (20 days shortfall where no training was provided) Penalty = 20 days x R5 000 payment reduction per day= R100 000 excluding VAT

### 1.4 Cidb BUILD Programme: Enterprise Development

When applicable, the Enterprise Development CPG expressed as a percentage of the "Contract amount" = Tender amount at the time of award excluding allowances and VAT. Failure to achieve the minimum Targeted Local Labour Skills Development CPG will result in a payment reduction of an amount specified in the Scope of Works (PG01.2) per working day where training was not provided.

The monetary value of training to be provided is stipulated in the CPG BoQ section. The number of beneficiaries to be trained is dependent on the "Contract Amount" as well the number of beneficiaries appointed which will generally resort under the Grade 1 and 2 cidb categories. The provisional amount will therefore be adjusted in terms of the "contract Amount", the number of beneficiaries to be trained and the actual cost for providing the training.

### Part 1: Calculation of 5% CPG example:

"Tender Amount" = R150 Mil all inclusive of allowances and VAT

"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT) CPG percentage participation to be achieved = 5% as specified in the Scope of Works (PG01.2) CPG value = R6,5 Mil (Value of work to be subcontracted to emerging enterprises)

### Calculation of penalty

Percentage penalty applicable = 30% as specified in the Scope of Works (PG01.2)

CPG Minimum 5% = R6,5 Mil

Achieved = R5,5 Mil (Only subcontracted work to the value of R5,5 Mil, i.e. R1 Mil shortfall)

Penalty = R1 Mil x 30% = R300 000 Excl. VAT

### Part 2: Calculations in terms of training to be done:

The number of enterprises to be developed is subject to the contract amount and the apportionment of the work as per Example 1 below.

Number of enterprises to be trained = 6 x 1 GB subcontractors

Total cost for training = R 1 660 000

### Calculation of penalty

Total number of enterprises to be trained = 6

Total number trained = 4 (2 Shortfall)

Training cost per beneficiary = R1 660 000 / 6 = R 276 666,67 per beneficiary

Penalty = R 276 666,67 x 2 x 30% = R166 000 Excl. VAT

B of Q Item	Description	Unit	Rate	Quantity	Amount (R)
5	Enterprise Development				
5.1	Enterprise Development of Targeted Enterprise or JV partners				
5.1.1	Appointment of training co-ordinator	Per Quarter	45 000	8	360 000
5.1.2	Appointment of Mentor /Training Service provider	Per Quarter	135 000	8	1 080 000



WCS no.:

PG-01.2 (EC): Scope of Works - JBCC (JBCC 2000- Edition 6.2 of May 2018)

B of Q Item	Description	Unit	Rate	Quantity	Amount (R)
5.1.3	Needs Analysis and Enterprise Development Plan per Targeted Enterprise	No.	5 000	6	30 000
5.1.4	Monitoring and Interim reporting per targeted enterprise	Per Quarter	20 000	8	160 000
5.1.5	Project Completion report per Targeted Enterprise	No.	5 000	6	30 000
	Provisional Sum to be carried over to CPG bill of quantities				1 660 000

130 000 000 "Contract amount" Tender amount excl. allowances and VAT, CPG Monetary value (5%) to be subcontracted to beneficiaries for 6 500 000

Grade 1/2 6 No of enterprises based on the CPG value GB/CE,ETC.

24 Contract period (months)

Note: Rates to be determined by PQS and adjusted to accepted quotation amounts

### 1.5 Cidb BUILD Programme: Skills Development (Principal contractor including subcontractors and consultants)

When applicable, the contract skills development participation goals, expressed in Rand, shall be no less than the "contract amount" multiplied by a percentage (%) factor for the applicable class of construction works.

The monetary value of training to be provided is stipulated in the CPG BoQ section. The number of beneficiaries to be trained is dependent on the "Contract Amount" as well the number of beneficiaries appointed which will generally resort under the Grade 1 and 2 cidb categories. The provisional amount will therefore be adjusted in terms of the "Contract Amount", the number of beneficiaries to be trained from which Method and the actual cost for providing the training.

### **CPG Calculation**

### Table 2: Contracting skills development goals for different classes of engineering and construction works contracts

Source: cidb Standard for Developing Skills through Infrastructure Contracts as published in the Government Gazette Notice No. 43495

of 3 July 2020 (Page 7)

Class of constr Industry Regul	ruction works as identified in terms of Regulation 25 (3) of the Construction lations 2004	Construction skills development goal (CSDG) (%)
Designation	Description	
CE	Civil Engineering	0.25
CE and GB	Civil engineering and General Building	0.375
EE	Electrical Engineering works (buildings)	0.25
EP	Electrical Engineering works (infrastructure)	0.25
GB	General Building	0.5
ME	Mechanical Engineering works	0.25
SB	Specialist	0.25

<sup>&</sup>quot;Contract amount" = Tender amount at the time of award <u>excluding allowances and expenses, and VAT</u>

### **Contractor CPG:**

**CPG** calculation

"Contract amount" x factor from Table 3 above.

### CPG calculation example:

"Tender Amount" = R150 Mil for GB, all inclusive of allowances and VAT

"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT)

Factor for GB = 0,5% (as per Table 2 above)

CPG in R value = R130 Mil x 0,5% = R650 000 i.e. total notional cost of training to amount to R650 000

### Calculation of penalty:

Percentage penalty applicable = 30% as specified in the Scope of Works (PG01.2)

CPG value = R650 000

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the Page 16 of 17 words "Tender" or "Tenderer". Version: 2023/05

For Internal & External Use Effective date 5 September 2023



WCS no.:

PG-01.2 (EC): Scope of Works - JBCC (JBCC 2000- Edition 6.2 of May 2018)

Achieved = R550 000 = R100 000 Shortfall Penalty = R100 000 x 30% = R30 000 Excl. VAT

### Calculations based on "Contract Amount" after bid award and appointment of beneficiaries

Actual CPG training requirement value after award upon selecting method/s of training and appointment of beneficiaries = R676 000 (Table 4 below) and the provisional amount allowed for to be adjusted accordingly. The new monetary value of training required will then form the basis for determining penalties applicable. No penalties will be applied should the CPG value, based on the "Contract Amount" be achieved.

Table 4: Notional cost recalculation upon appointment of beneficiaries.

Source: cidb Standard for Developing Skills through Infrastructure Contracts as published in the Government Gazette Notice No. 43495

of 2 July 2020 /Dogo 101

Skills Types	Number of learners	Notional Cost / Learner / Quarter	Notional cost / learner / year	Total Notional Cost over 12 months Contract
Method 2: Workplace learning opportunities, with unemployed TVET graduates	2	R23 000	R92 000	R184 000
Method 3: Candidacy for an unemployed learner with a 3-year qualification	2	R61 500	R246 000	R492 000
Total	4			R676 000

Note: the required CPG will be recalculated based on the awarded Tender amount and "Contract Amount" once the beneficiaries have been appointed and actual costs are known

Note: The notional cost of providing training opportunities will increase by CPI on an annual basis based on April CPI as published by Stats SA. The rates will be adjusted as an adjustment to the provisional amounts should the rates increase after bid award or during the construction period

### National Youth Service Programme (NYS) CPG 1.6

When applicable, a separate NYS Bill of Quantities will be included in the tender documentation will indicate the number of beneficiaries to be trained.

### Calculation of penalty:

Payment reduction per person not trained as stipulated in the NYS Bill of Quantities = R 2 500 per person.

Total number of NYS Beneficiaries as stipulated in the NYS Bill of Quantities = 25

Total Number of NYS beneficiaries trained = 20 (shortfall of 5 beneficiaries)

Penalty = 5 x R2 500 = R12 500 Excl. VAT

### 1.7 **Labour Intensive Works CPG**

When applicable, the work to be done by way of Labour intensive methods are specified in the Bills of Quantities with a "LI".

### CPG calculation example:

"Tender Amount" = R150 Mil all inclusive of allowances and VAT

"Contract Amount" = R130 Mil (Tender Amount at the time of award excluding allowances and VAT) CPG value = R10 Mil (Total value of labour-intensive works specified in the Bills of Quantities)

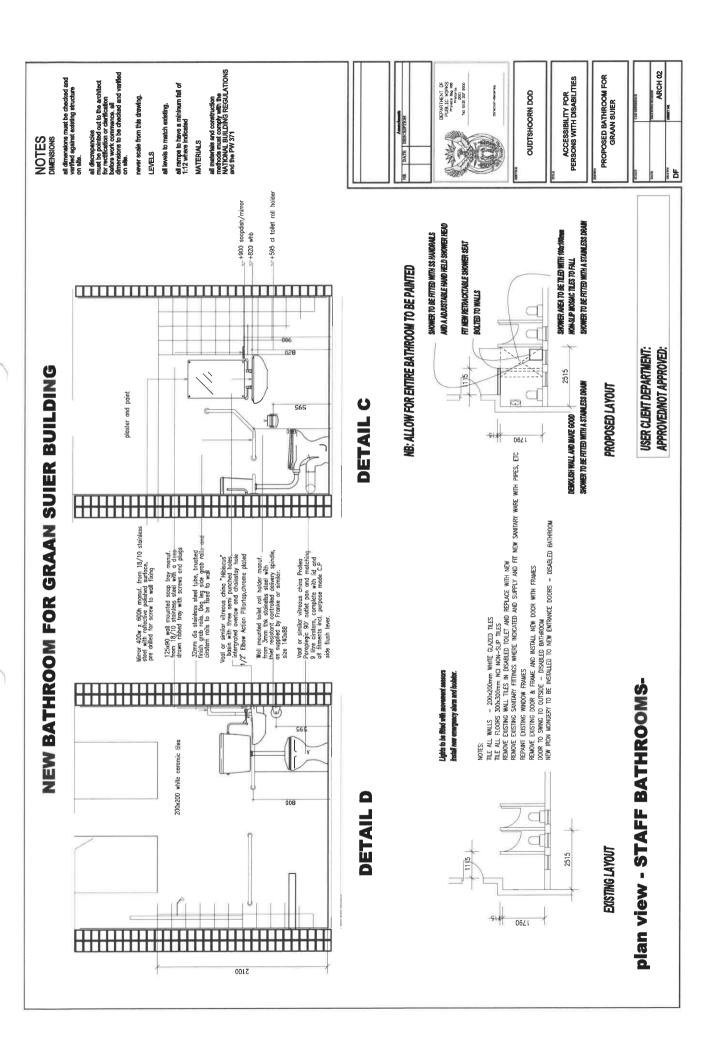
### Calculation of penalty:

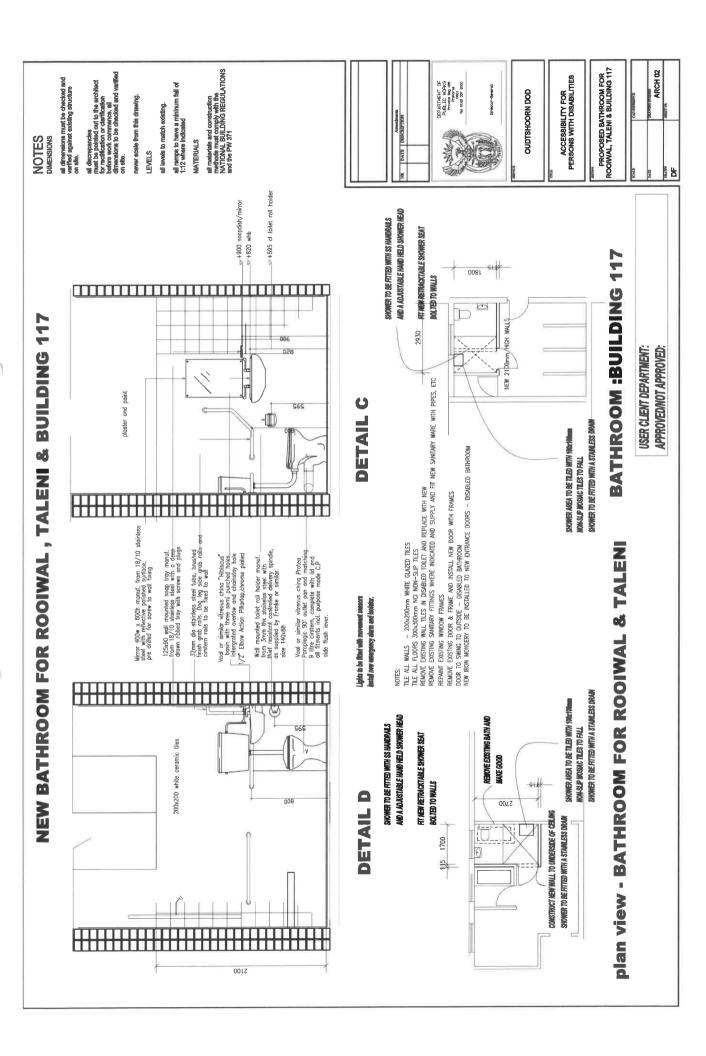
CPG value = R10 Mil

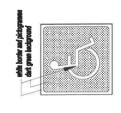
Percentage penalty applicable = 30% as specified in the Scope of Works (PG01.2)

CPG Achieved = 9 Mil (R1 Mil shortfall)

Penalty = R1 Mil x 30% = R300 000 Excl. VAT







ALLOW FOR DIRECTIONAL SIGNS TO ALL RAMPS AND WALKWAYS

while border and pictograms dark green background

all discrepancies
must be pointed out to the architect
for rectification or clarification.
Deficie work commence, all
dimensions to be checked and varified
of site.

never scale from this drawing.

all dimensions must be checked and varified against existing structure on site.

### **Direction Indicator**

Paraplegic Sign

Sign type "B"

all materials and corretruction methods must comply with the NATIONAL BUILDING REGULATIONS and the PW 371

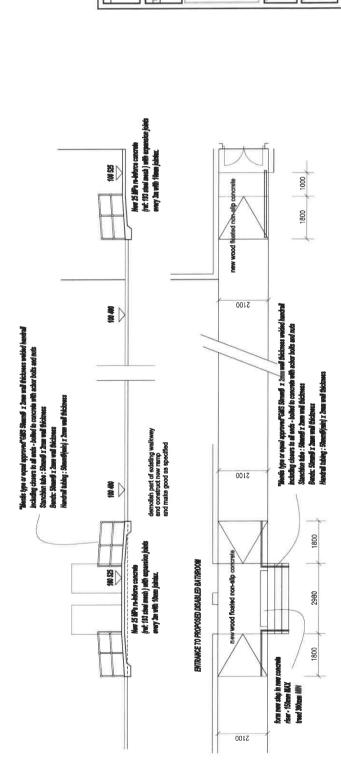
all ramps to have a mininum fall of 1:12 where indicated

MATERIALS

all levels to match existing.

LEVELS

Scale 1:5-Sign for wall mounting Scale 1:5-Sign for wall mounting



# plan view - NEW RAMPS ON EXISTING WALKWAYS- HQ Building

1,18

APPROVED/NOT APPROVED:

USER CLIENT DEPARTMENT:

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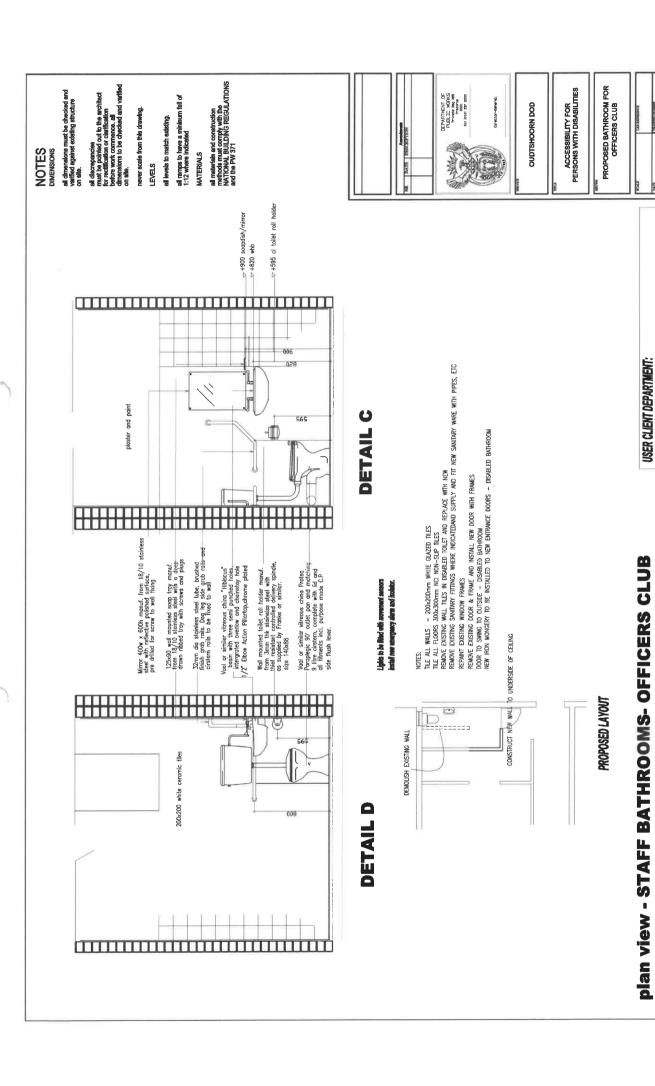
ACCESSIBILITY FOR PERSONS WITH DISABILITIES

NEW RAMPS TO HO BATHROOMS

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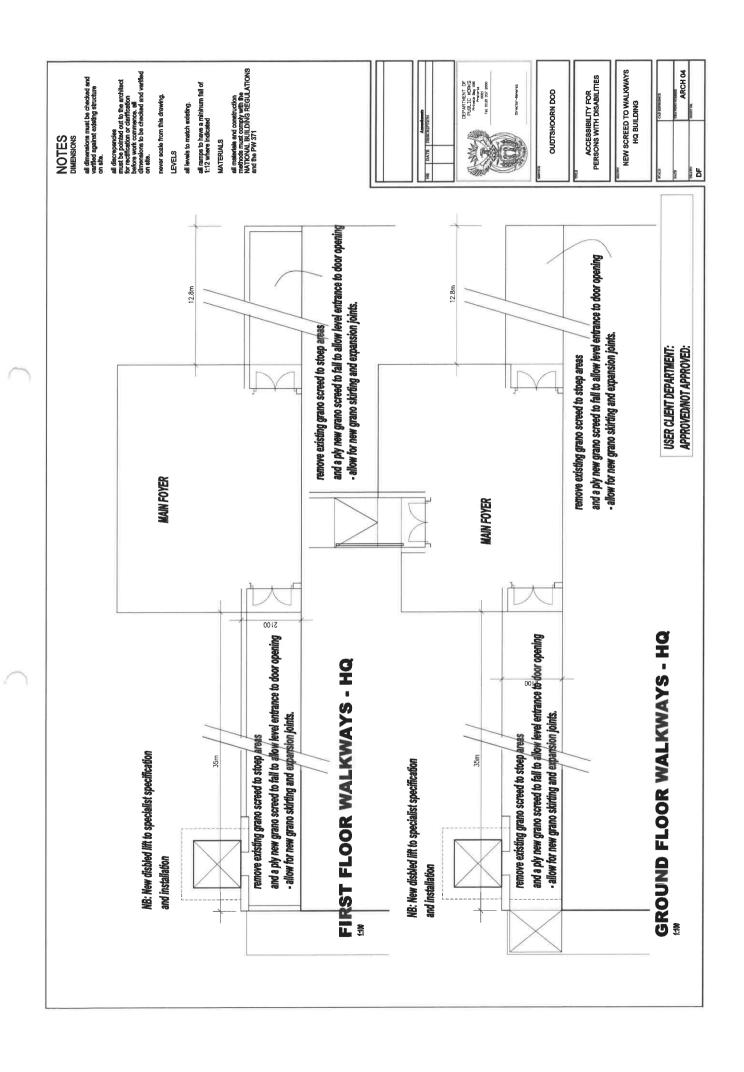
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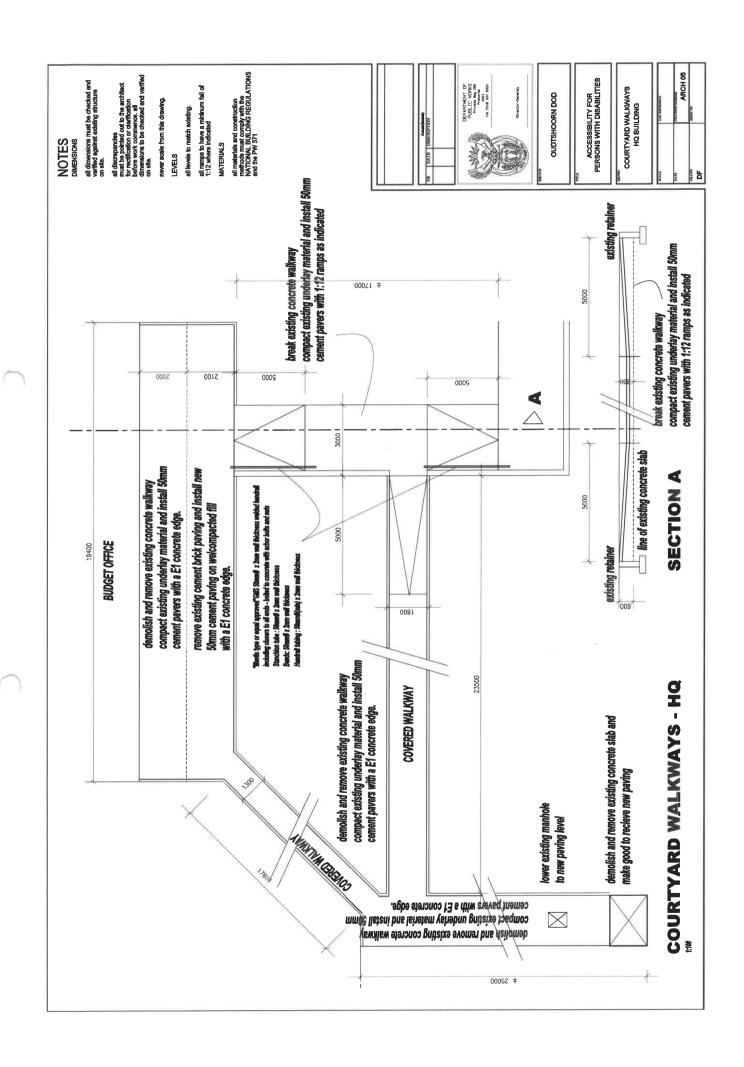
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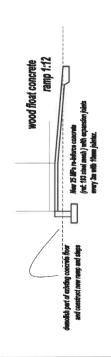
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USER CLIENT DEPARTMENT: APPROVED/NOT APPROVED:





## **OFFICERS CLUB & BUILDING 117**



## SECTIONAL ELEVATION

ALTER EXISTING GATE BOTTOM RAIL. And construct hen grand rains to back entrance door - wood floated 1200

all discrepancies must be pointed ut to the architect for rediffication or deriffication and before work commence, all dimensions to be checked and varified on site.

never scale from this drawing.

all dimensions must be checked and varified against existing structure on site.



al materials and construction methods must comply with the NATIONAL BUILDING REGULATIONS and the PW 371

all ramps to have a mininum fall of 1:12 where indicated

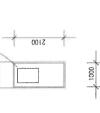
MATERIALS

all levels to match existing.

LEVELS

### **BUILDING 117**





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Director-General

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1200

wood float concrete

ramp 1:12

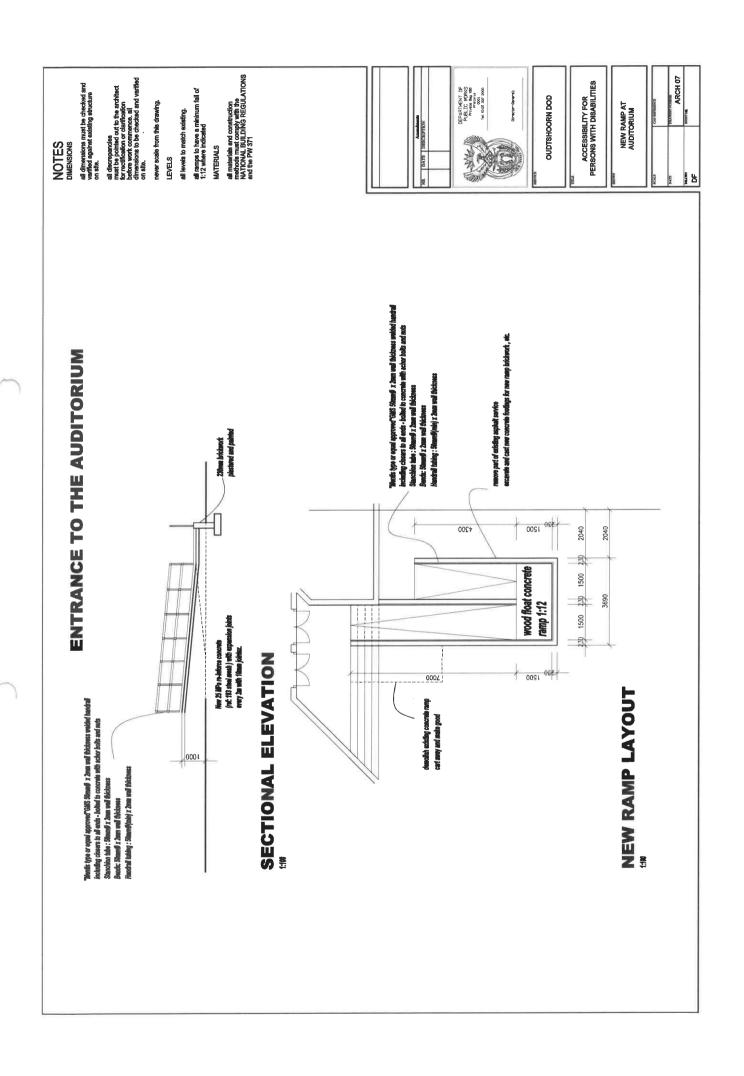
### **BUILDING 117**

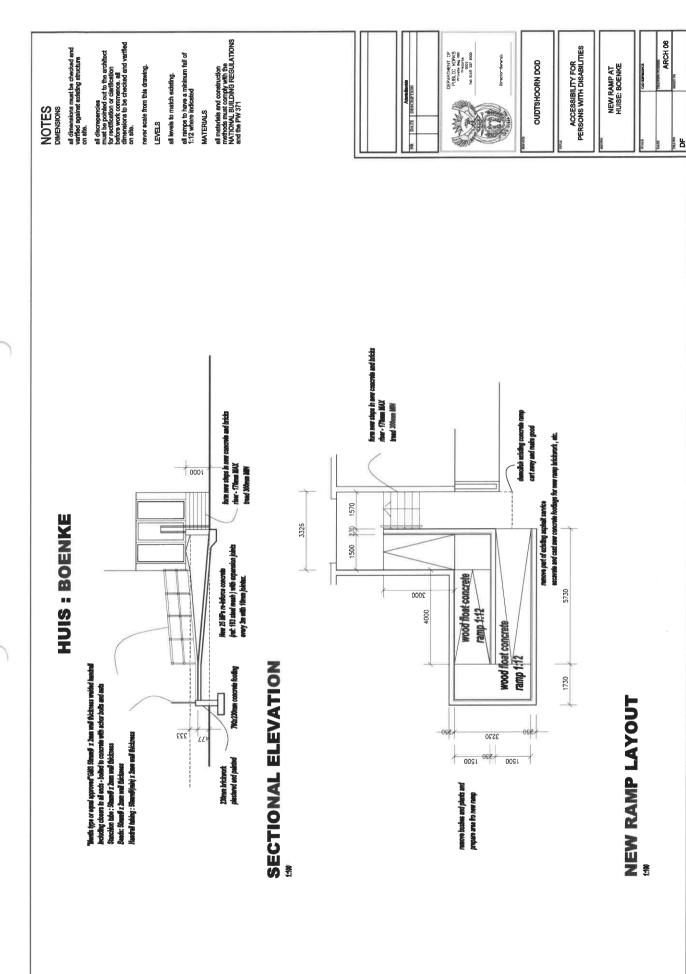
### ARCH 11 4

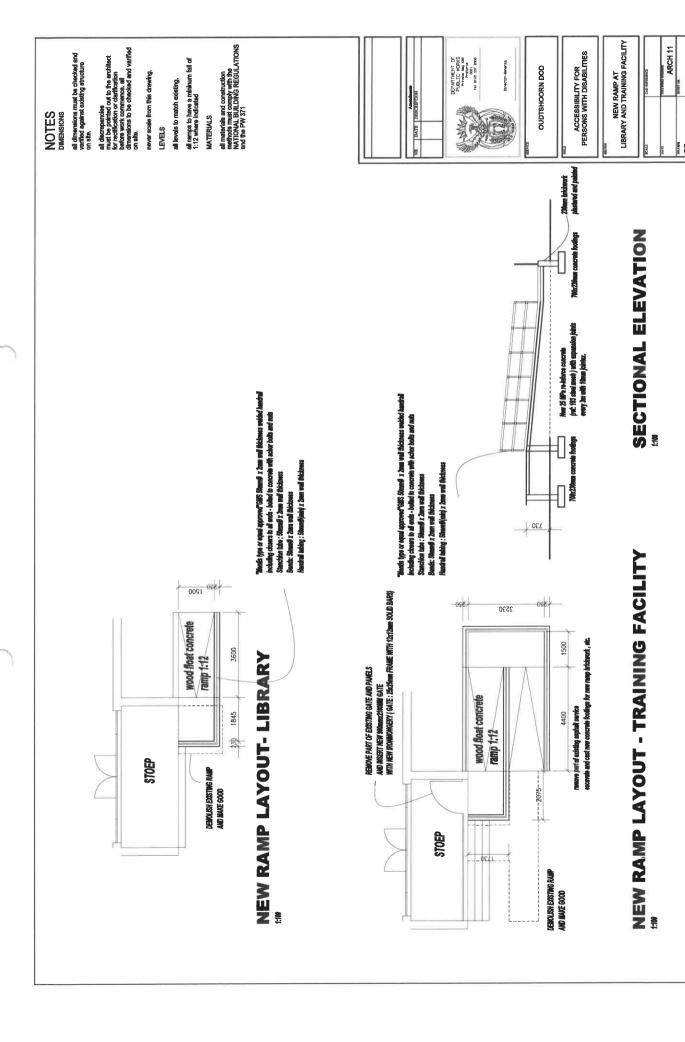
NEW RAMP AT OFFICERS CLUB & BUILDING 117

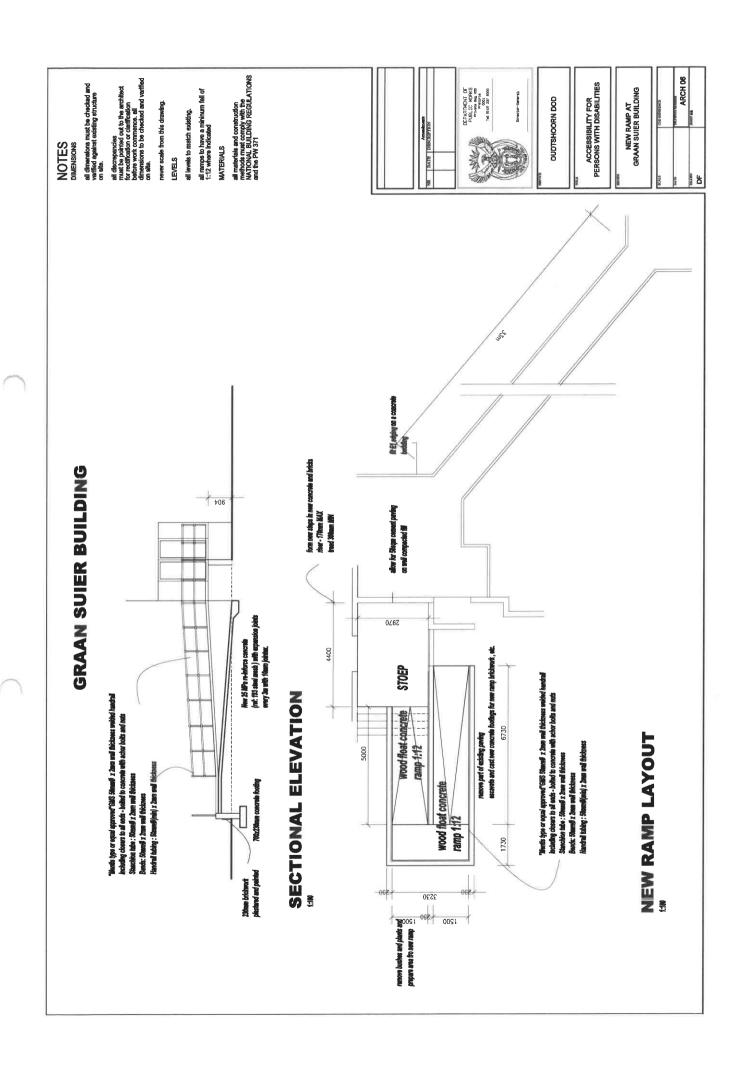
ACCESSIBILITY FOR PERSONS WITH DISABILITIES

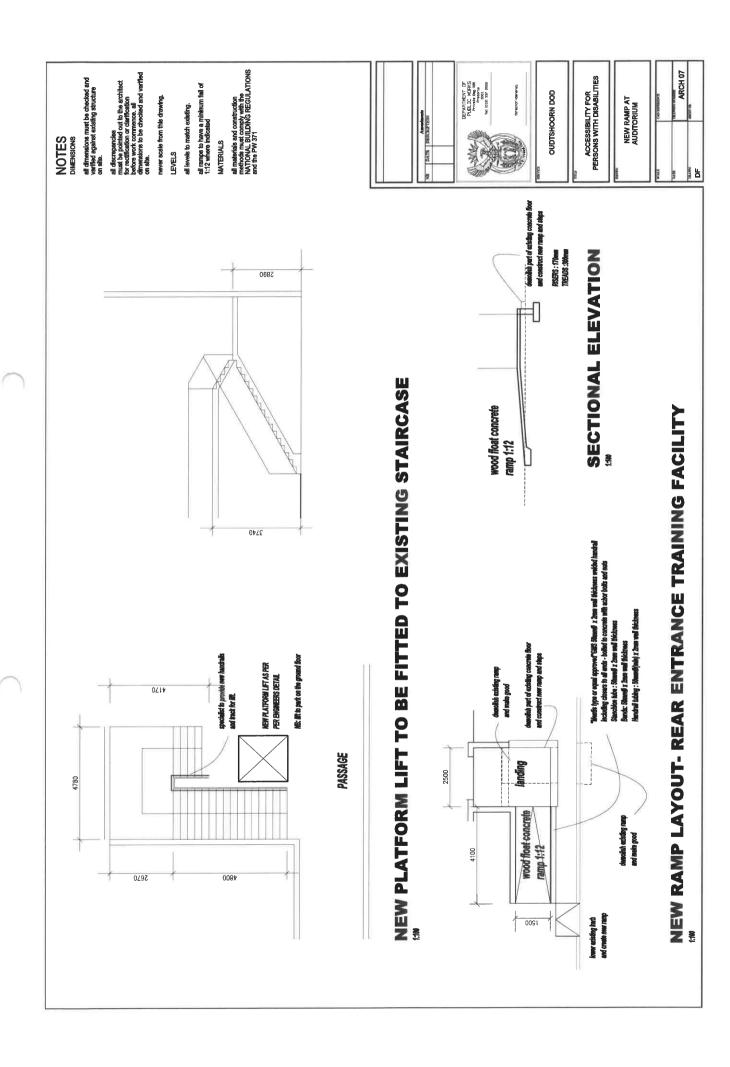
## NEW RAMP LAYOUT - OFFICERS CLUB

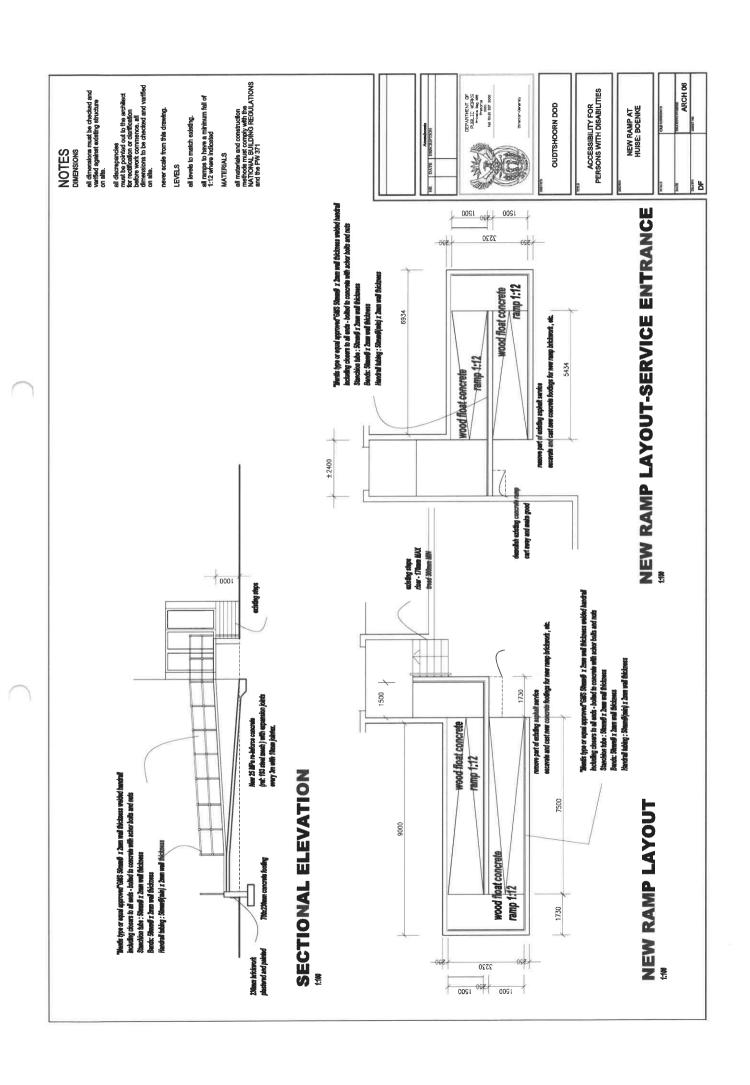






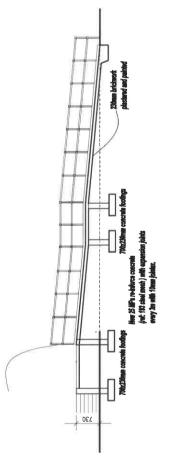




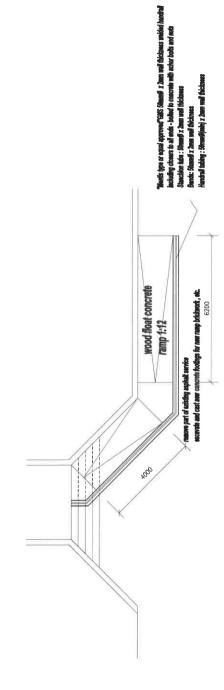




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## SECTIONAL ELEVATION



## NEW RAMP LAYOUT - NCO BUILDING 104

### NOTES

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never scale from this drawing. LEVELS

all ramps to have a minimum fall of 1:12 where indicated all levels to match existing.

MATERIALS

all materials and construction methods must comply with the NATIONAL BUILDING REGULATIONS and the PW 371

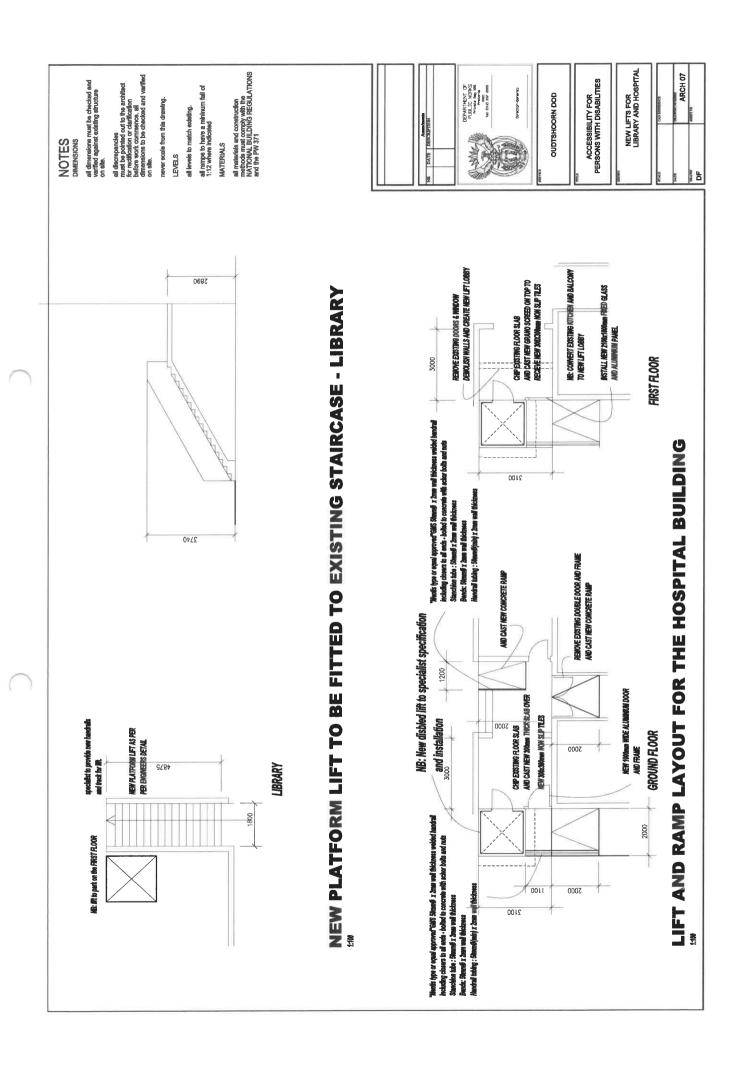
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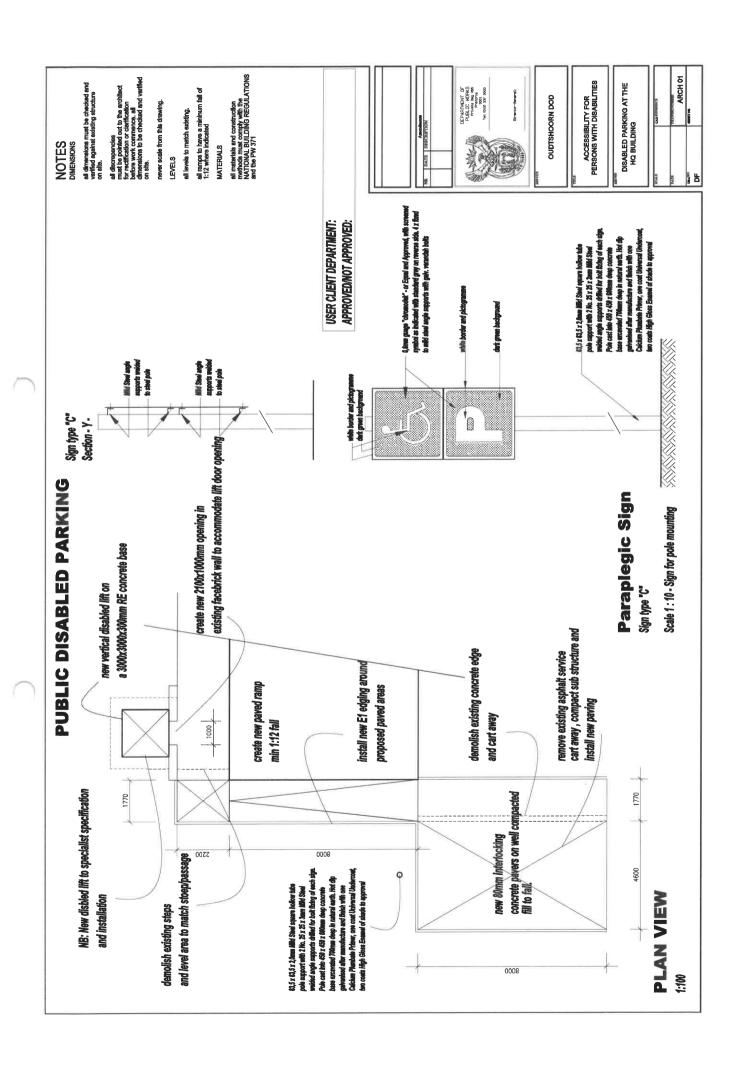
ACCESSIBILITY FOR PERSONS WITH DISABILITIES

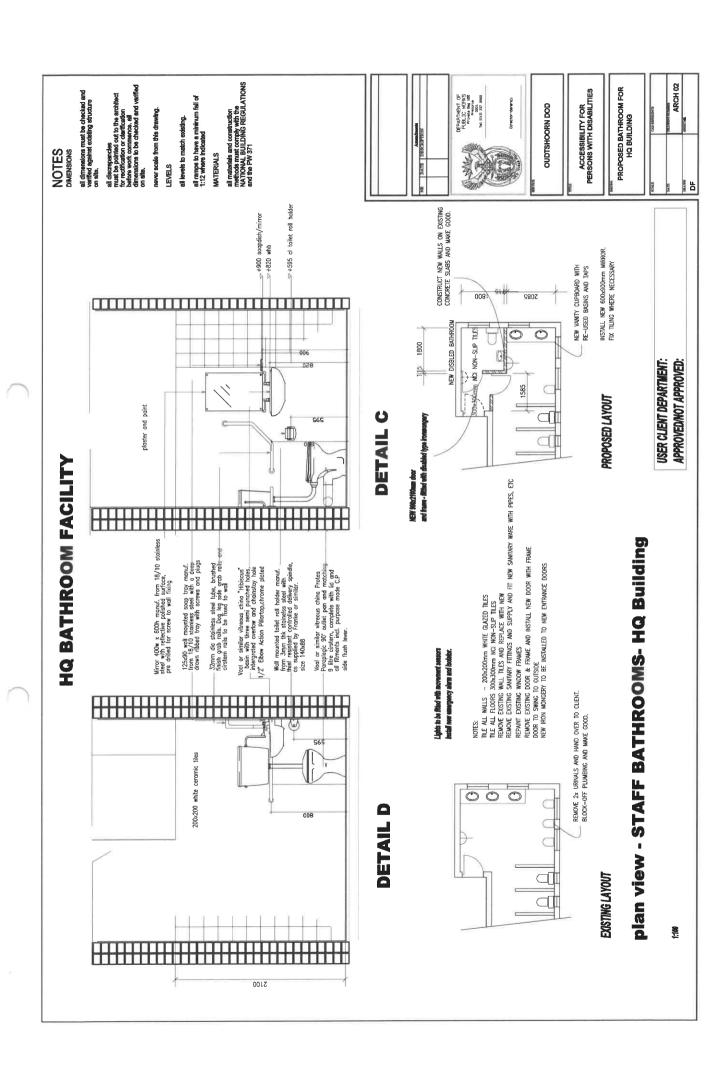
NEW RAMP AT NCO BUILDING

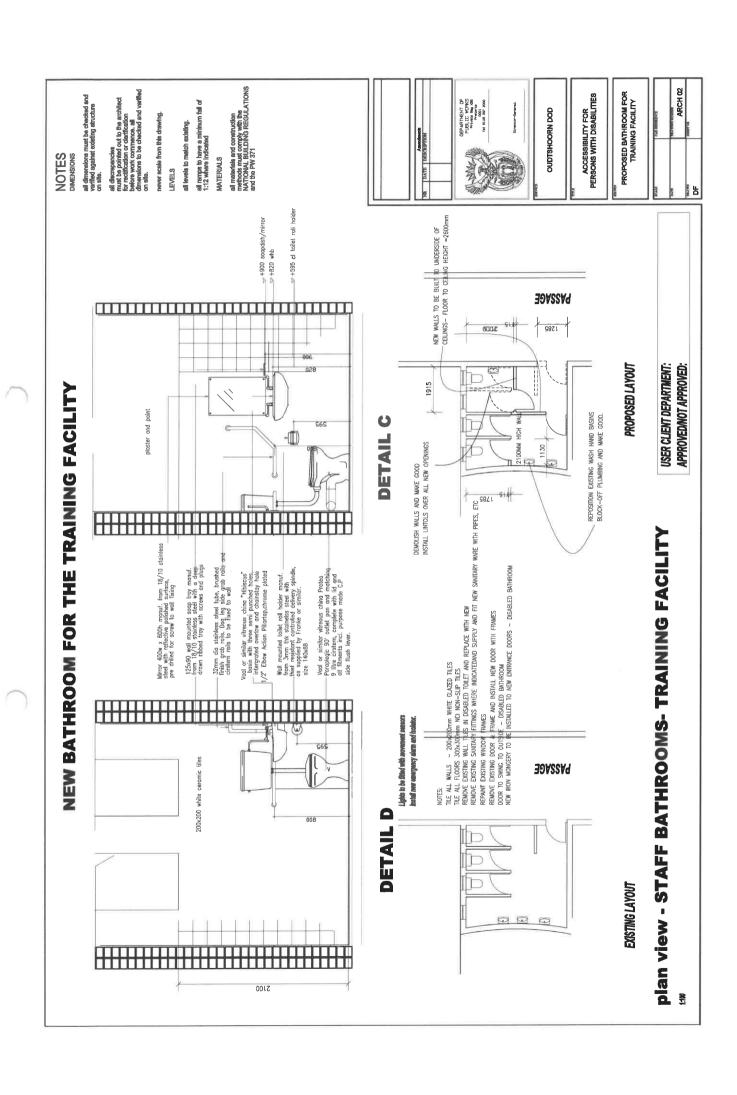
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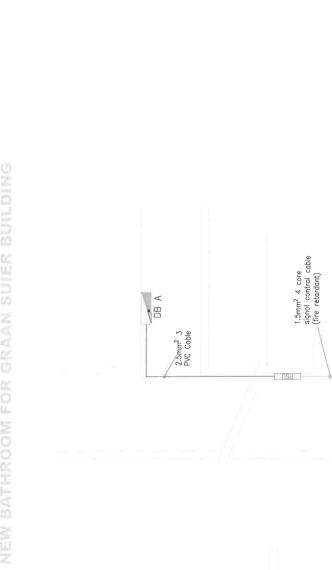
### all discrepancies must be pointed out to the architect for recification or clarification before work commence, all dimensions to be checked and varified on site. all materials and construction methods must comply with the NATIONAL BUILDING REGULATIONS and the PW 371 ARCH 08 ACCESSIBILITY FOR PERSONS WITH DISABILITIES DEPARTMENT OF PUBLIC MORKS Private Big and Pretoria 0001 Tel WIE 1012 327 2000 all dimensions must be checked and varified against existing structure on site. all ramps to have a minimum fall of 1:12 where indicated NEW RAMP AT TALENI & ROOIWAL Curactor-Ceneral: OUDTSHOORN DOD never scale from this drawing. all levels to match existing. DATE DESCRIPTION MATERIALS LEVELS P. P. "Newis type or equal approved" EARS Stemm if a zhen wall dictabress watoof handral incidenting others to all mode - bothed to concrete with achor bods and mote Standsfore take - Stemmiff z Zhenn wall discharess Berecht - Stemmiff z Zhenn wall discharess Handraff stake; - Stemmiff z Zhen wall discharess 1200 wood float concrete ramp 1:12 3000 M.Ef edging on a concrute bedding NEW RAMP LAYOUT LAYOUT FOR TALENI & ROOIWAL 0099 2000 **TALENI & ROOIWAL** new 80mm interlocking concrete pavers on well compacted fill, to fall. RE Et edging on a concrete bedding concrete pavers on well compacted fill to fall. 3500 new 80mm interlocking 25 000 3500 "Bands type or equal epproved" CRIS Stands x then wall blockness welded handrall including closers to all ends - bothed to concrete with exhor holls and nots Standsion takes: Standsion takes: Standsion takes: Standsion wall blockness Device: Stands x Zhan wall blockness Handrall taking: Standsiglanky x Zhan wall blockness Warnis type or equal approved TGRS Sharnis 1 Zhan and Rektones without bendral and units bendraling obsers to all anota-bolled to concrete with active holts and anota-bolled to concrete with active holts and anota-Sharcis At E1 edging on a concrete bedding REf edging on a concrete bedding New 25 MPs re-inforce concrete (ref. 95) steel need) Jwith expansion joints every 3m with 19mm joinex. Handrall tablog: Strensf(min) x Zman wall thickness SECTIONAL ELEVATION wood float concrete ramp 1:12 3000 7002230mm concrute footings 1200 1200











DRAWING ISSUED FOR

Information

Detailed design Prelim design

Construction

As Built

Tender

NOTES:
THE USE OF TRADE NAMES ON THIS
DRAWING IS PROHIBITED, AND ANY
TRADE NAME EQUIPMENT POR THIS
PROJECT REQUIRES APPROVAL
FROM THE RESPONSIBLE
ENGINEER.

BEFORE ERECTION WORK BEGINS:
1. THE CONTRACTOR MUST VISIT
SITE FOR FINAL DESIGN
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2. ALL BULDING ALTERATIONS BY
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3. ALL DIMENSIONS ARE IN MM.
4. ALL WORK TO BE DONE IN
ACCORDANCE TO SANS 73651 2009,
SANS 10283-2 2008 AND AS GUIDED
BY THE RESPONSIBLE ENDINEER.

Public works
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Personal Statement

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URECTOR GENERAL Adv. SAM VUKELA

DEPARTMENT OF DEFENCE ELECTRICAL ENGINEERING

CHIEF DIRECTOR DEPARTMENT: M. TLADI Pr.Eng. APPROVED /NOT APPROVED :

Distribution Board(non essential)

Power supply unit

PSU

Overdoor light indicator

Reset button

Ceiling pull cord

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LEGEND

DESCRIPTION

USER CLIENT DEPARTMENT: APPROVED/NOT APPROVED:

DISABLED PERSONS ALARM SYSTEM

INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

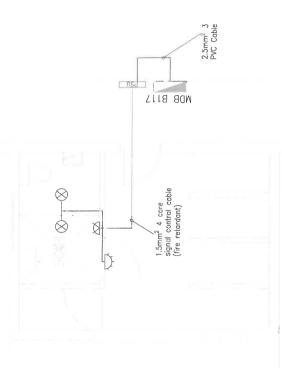
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## /---BATHROOM BUILDING





CHIEF DIRECTOR DEPARTMENT: M. TLADI Pr.Eng. APPROVED /NOT APPROVED :

USER CLIENT DEPARTMENT: APPROVED/NOT APPROVED:

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DEPARTMENT OF DEFENCE

ELECTRICAL ENGINEERING

INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES OUDTSHOORN :DOD SADF SCHOOL OF INFANTORY

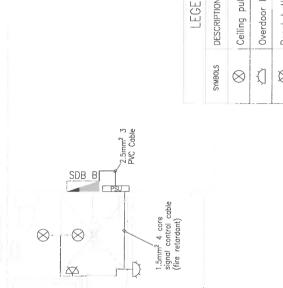
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ACCORDANCE TO SANS 736:1 2009.
SANS 10263.2 2008 AND AS GUIDED
BY THE RESPONSIBLE ENDINEER.



LEGEND	DESCRIPTION	Ceiling pull cord	Overdoor light indicator	Reset button	Power supply unit	Distribution Board(non essential)
	SYMBOLS	$\otimes$		Ø	PSU	

CHIEF DIRECTOR DEPARTMENT : M. TLADI Pr.Eng. APPROVED/NOT APPROVED :

USER CLIENT DEPARTMENT: APPROVED /NOT APPROVED:

DRAWING ISSUED FOR Detailed design Prelim design Construction Infomation Tender As Built

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DEPARTMENT OF DEFENCE

ELECTRICAL ENGINEERING

OUDTSHOORN:DOD SADF SCHOOL OF INFANTORY

INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

DISABLED PERSONS ALARM SYSTEM

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DEPARTMENT OF DEFENCE

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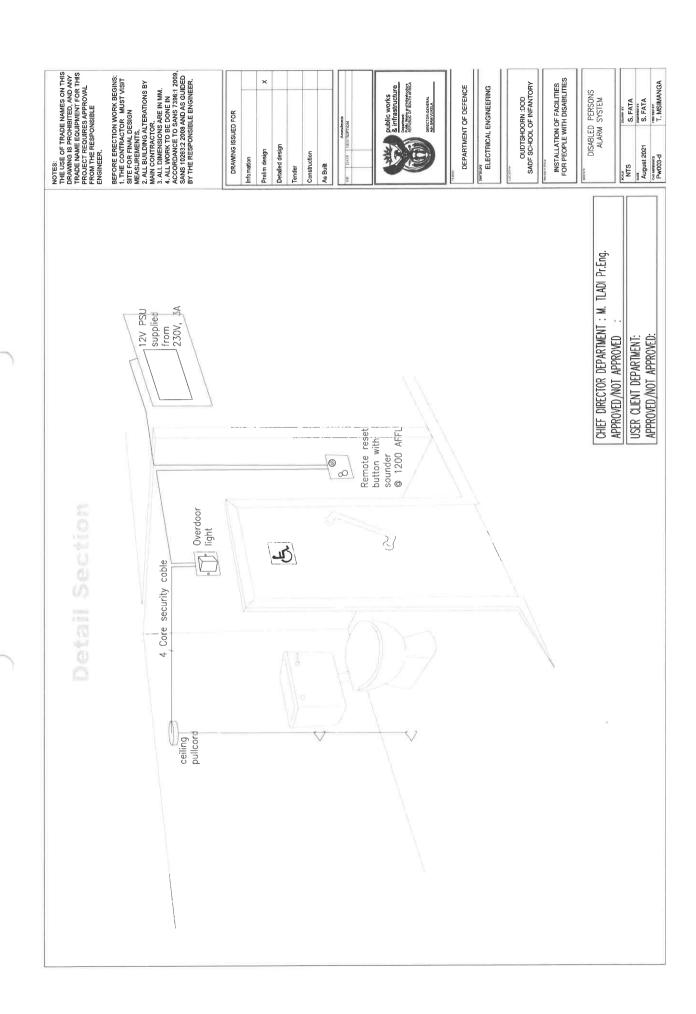
1.5mm² 4 core signal control cable (fire retardant) DIRECTOR-GENERAL Adv SAM VUKELA

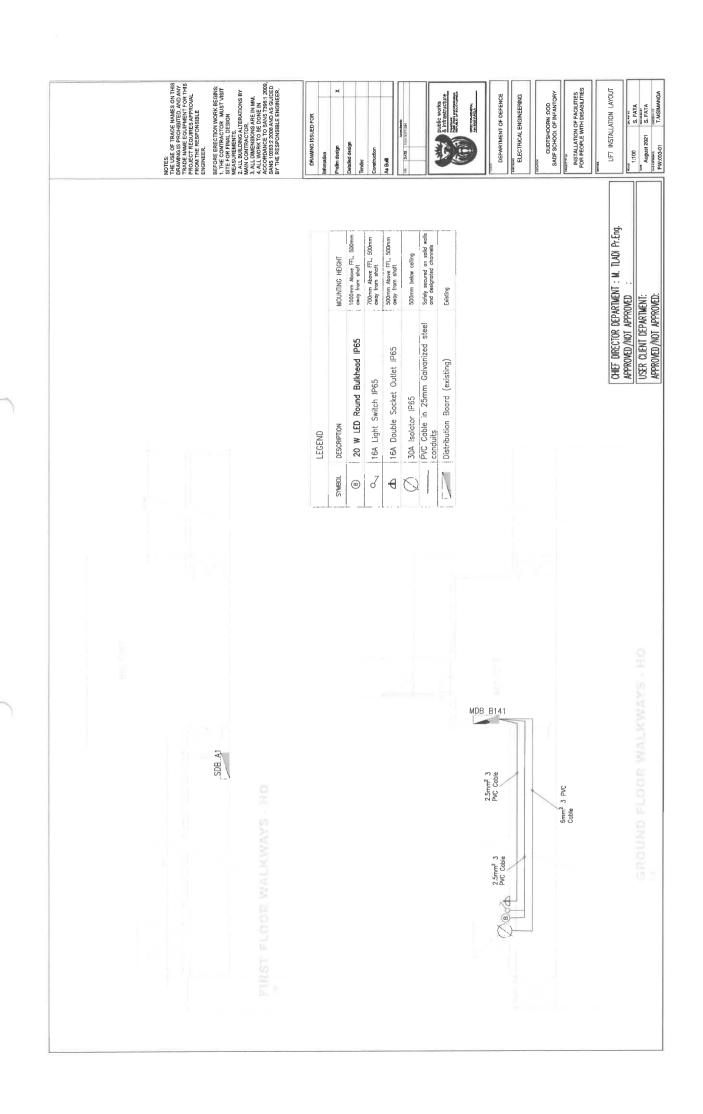
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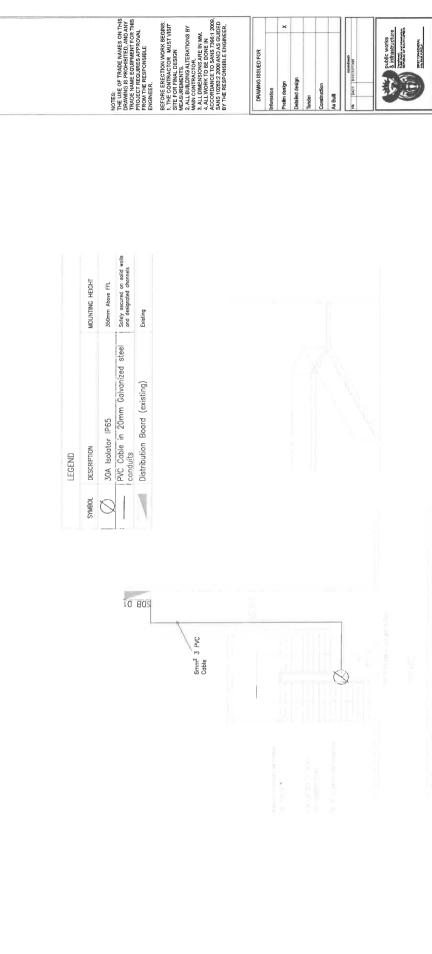
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CHIEF DIRECTOR DEPARTMENT: M. TLADI Pr.Eng.
APPROVED /NOT APPROVED :
USER CLIENT DEPARTMENT:
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LIFF INSTALLATION LAYOUT

INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

OUDTSHOORN :DOD SADF SCHOOL OF INFANTORY

DEPARTMENT OF DEFENCE ELECTRICAL ENGINEERING

LEGEND	DESCRIPTION MOUNTING HEIGHT	30A Isolator IP65	PVC Cable in 20mm Galvanized steel Safey secured on solid walls conduits	Distribution Board (existing) Existing
Ē	SYMBOL DES	30	PV(	Dis

NOTES:
THE USE OF TRADE NAMES ON THIS
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FROM THE RESPONSIBLE
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USER CLIENT DEPARTMENT: APPROVED/NOT APPROVED:

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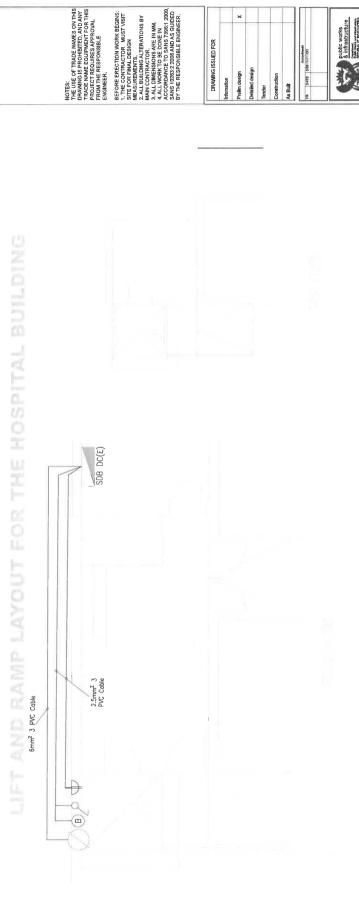
INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

OUDTSHOORN :DOD SADF SCHOOL OF INFANTORY

ELECTRICAL ENGINEERING DEPARTMENT OF DEFENCE

6mm² 3 PVC Cable

SDB B1



Safely secured on solid walls and designated channels 1000mm Above FFL, 500mm away from shaft 700mm Above FFL, 500mm away from shaft 500mm Above FFL, 500mm away from shaft 500mm below ceiling MOUNTING HEIGHT 30A Isolator IP65
PVC Cable in 25mm Galvanized steel 20 W LED Round Bulkhead IP65 Ab 16A Double Socket Outlet IP65 Distribution Board (existing) 16A Light Switch IP65 DESCRIPTION LEGEND 3 SYMBOL (a)

DRAWING ISSUED FOR Detailed design Prelim design Construction

B infrastructure promises a infrastructure promises a service of s OPECTOR-SENERAL ARY BASK VLASSA

DEPARTMENT OF DEFENCE

ELECTRICAL ENGINEERING

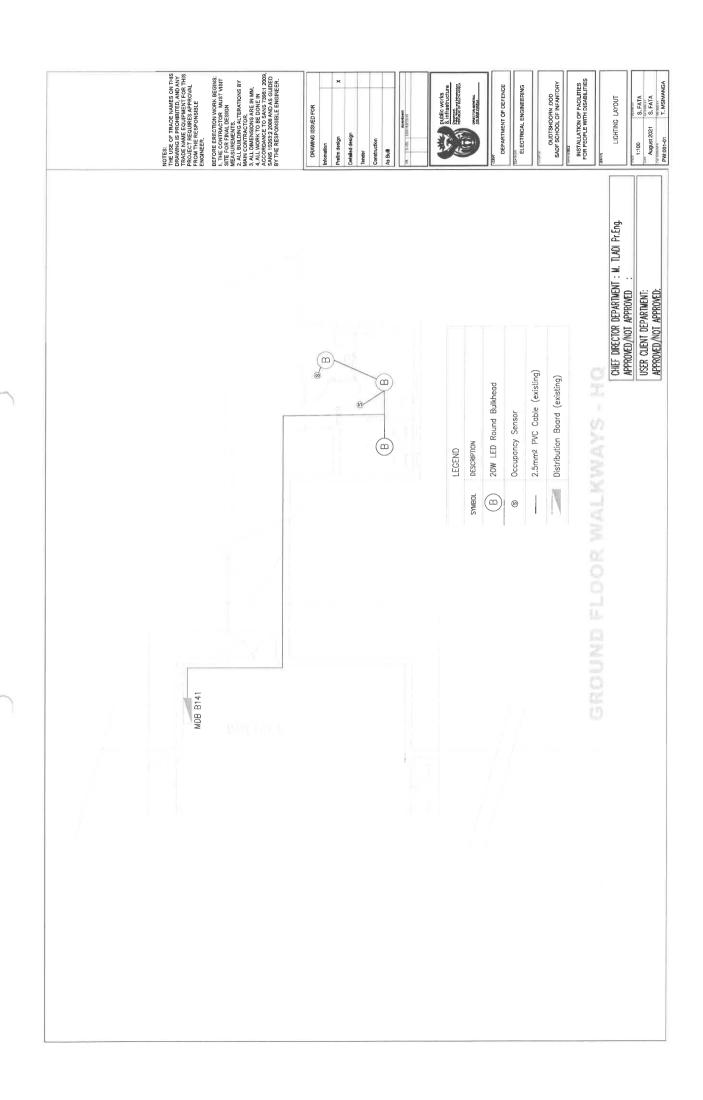
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LIFT INSTALLATION LAYOUT

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BEFORE ERECTION WORK BEGINS:
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3. ALL DIMENSIONS RARE IN MM.
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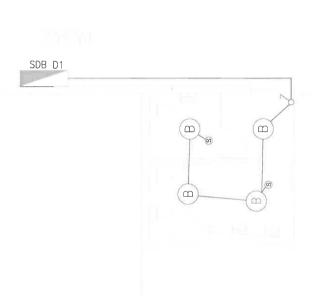
Information

Detailed design Prelim design

Construction

As Built

Tender



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INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES OUDTSHOORN :DOD SADF SCHOOL OF INFANTORY DEPARTMENT OF DEFENCE ELECTRICAL ENGINEERING LIGHTING LAYOUT DIRECTOR-GENERAL Adv SAM VÜKELA

2.5mm² PVC Cable (existing)

20W LED Round Bulkhead

DESCRIPTION LEGEND

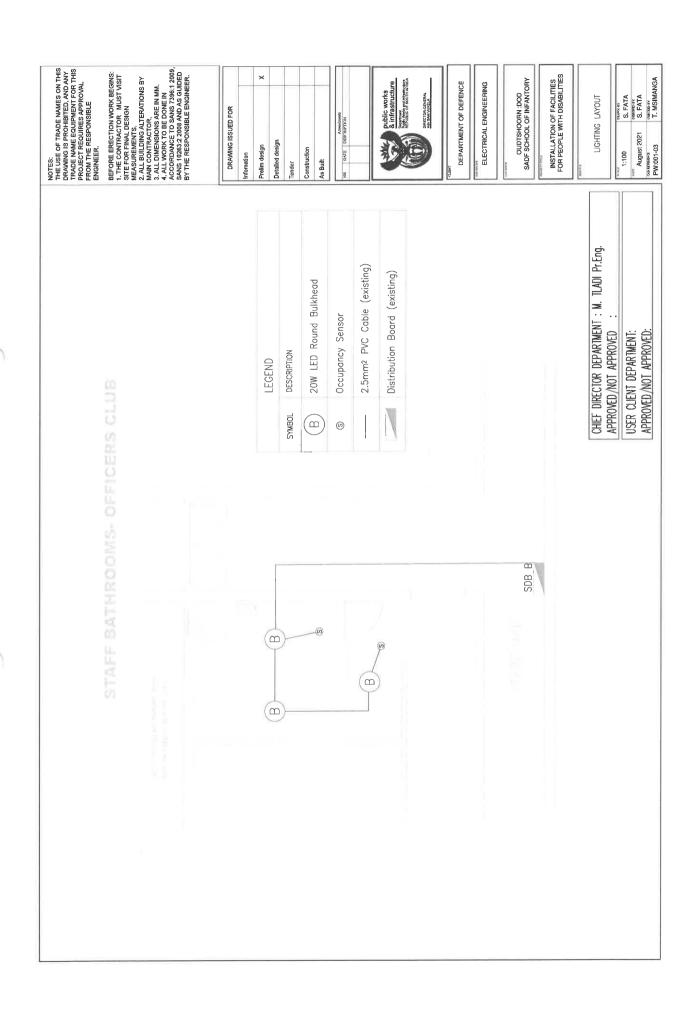
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Occupancy Sensor 16A Light Switch

1 (9)

Distribution Board (existing)

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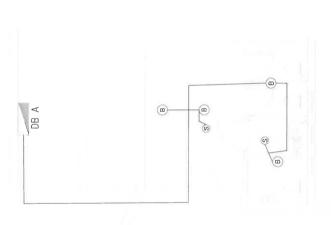
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20W LED round bulkhead

Description LEGEND

> Symbol (m) 6

2.5mm² PVC cable Occupancy sensor

Distribution Board

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INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

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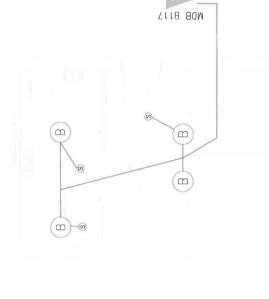
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2.5mm² PVC Cable (existing)

Occupancy Sensor

20W LED Round Bulkhead

DESCRIPTION LEGEND

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Distribution Board (existing)

ELECTRICAL ENGINEERING

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INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

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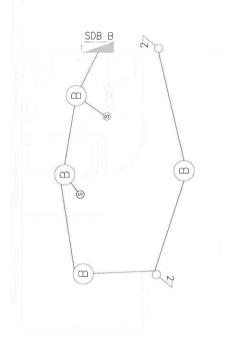
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DIRECTOR-GENERAL

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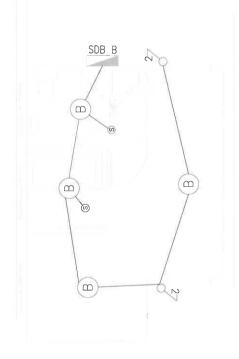
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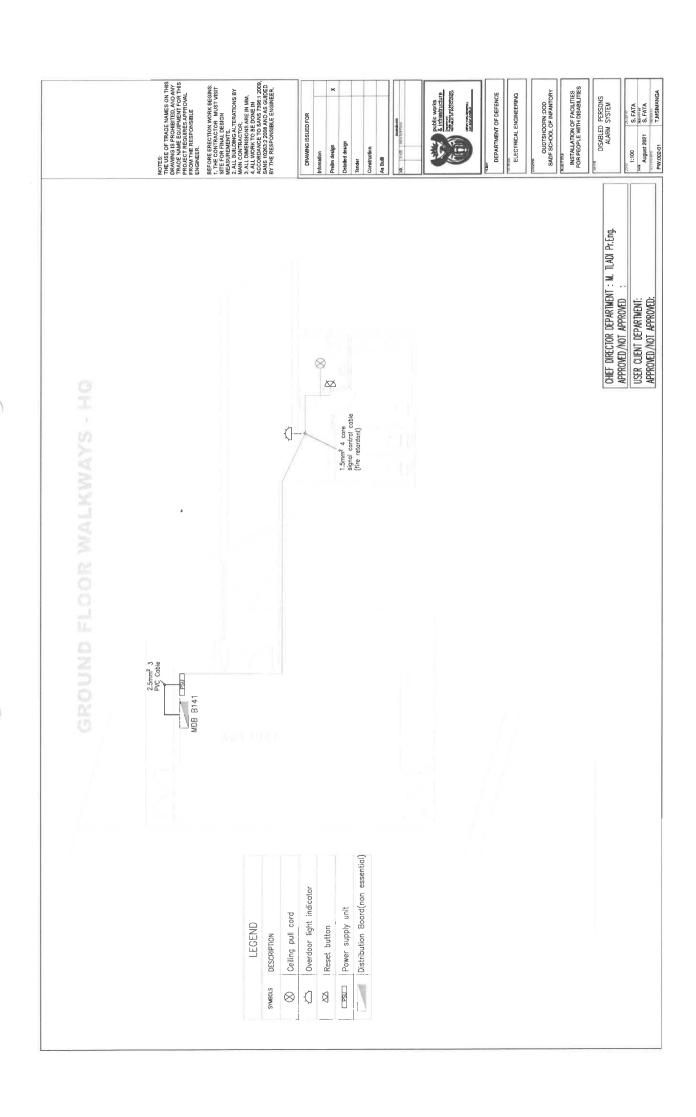
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INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

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2.5mm² 3 PVC Cable

PŞU

1.5mm² 4 core signal control cable (fire retardant)



DEPARTMENT OF DEFENCE

ELECTRICAL ENGINEERING

OUDTSHOORN :DOD SADF SCHOOL OF INFANTORY

INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

DISABLED PERSONS ALARM SYSTEM

CHIEF DIRECTOR DEPARTMENT : M. TLADI Pr.Eng. APPROVED/NOT APPROVED :

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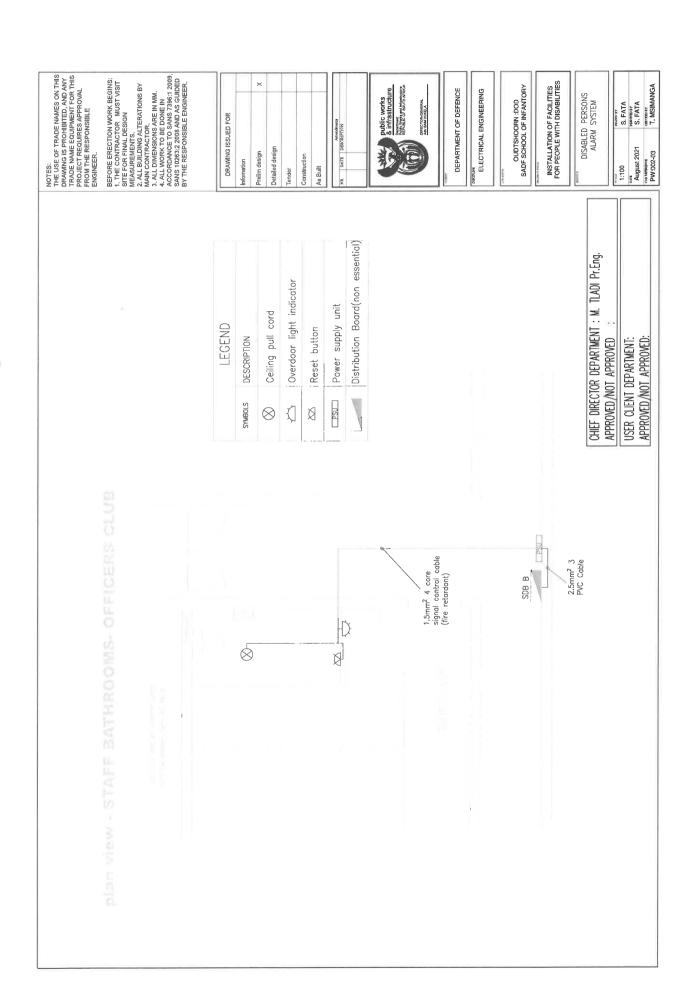
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Distribution Board(non essential) Overdoor light indicator Power supply unit Ceiling pull cord Reset button DESCRIPTION PSU Ø





Tender no. CPT1006/23

Private Bag X9027, Cape Town, 8001, tel. no 021 402 2154, Customs House Building, Lower Heerengracht Street, Foreshore, Cape Town,8000

# **TERMS OF REFERENCE**

# WESTERN CAPE – OUDTSHOORN SANDF: INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

Tender No. CPT1006/23

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TERMS OF REFERENCE

WESTERN CAPE: OUDTSHOORN SANDF - INSTALLATION OF FACILITIES FOR PEOPLE WITH

**DISABILITIES: Tender No. CPT1006/23** 



Tender no. CPT1006/23

Private Bag X9027, Cape Town, 8001, tel. no 021 402 2154, Customs House Building, Lower Heerengracht Street, Foreshore, Cape Town,8000

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1	EXPERIENCE (AS PER THE DPW-09)	3
2	RESOURCES	3



Tender no. CPT1006/23

Private Bag X9027, Cape Town, 8001, tel. no 021 402 2154, Customs House Building, Lower Heerengracht Street, Foreshore, Cape Town,8000

1. EXPERIENCE (AS PER THE DPW-09)

The bidder must demonstrate adequate experience to have successfully completed minimum of 3 completed general building construction related projects to the value threshold

equal or above R2 000 000.00 per project completed within the last 10 years.

The bidder must attach appointment letters or reference letters from the Employers with

clear project description, contract period and contract value with completion certificates.

The proof that the bidder provide in this category must be aligned to the list of projects

submitted on the DPW-09.

2. RESOURCES

CONSTRUCTION PROJECT LEADER / SITE AGENT: Provide detailed CV with a proven

record of minimum 3 years' experience in general building construction related projects.

The Department reserves the right to independently validate the information should it deem

necessary.

3 | Page



HIV / AIDS SPECIFICATION AND SCHEDULES STANDARD PW 1544



public works & infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

### **WESTERN CAPE**

### **CAPE TOWN**

### OUDTSHOORN SANDF: INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES

**Health and Safety Specification** 

### **OCCUPATIONAL HEALTH AND SAFETY ACT**

### AND

### **REGULATIONS**

### PRE-CONSTRUCTION HEALTH AND SAFETY SPECIFICATION

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### 1. Introduction and Background

- 1.1 Background to the Pre-Construction Health and Safety Specification
- 1.2 Purpose of the Pre-Construction Health and Safety Specification
- 1.3 Implementation of the Pre-Construction Health and Safety Specification

### 2. Pre-Construction Health and Safety Specification

- 2.1 Scope
- 2.2 Contractual Issues
- 2.3 SHE Standards and Procedures
- 2.4 Interpretation
  - 2.4.1 Application
  - 2.4.2 Definitions

### 2.5 Minimum Administrative Requirements

- 2.5.1 Notification of Intention to Commence Construction Work
- 2.5.2 Assignment of Contractor's Responsible Persons to Supervise Health and Safety on Site
- 2.5.3 Competency of Contractor's Responsible Persons
- 2.5.4 Compensation of Occupational injuries and Diseases Act (COIDA), Act 130 of 1993.
- 2.5.5 Occupational Health and Safety Policy
- 2.5.6 Health and Safety Organogram
- 2.5.7 Preliminary Hazard Identification and Risk Analysis and Progress Hazard Identification and Risk Analysis

- 2.5.8 Health and Safety Representative(s).
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- 2.5.11 General Record Keeping
- 2.5.12 Health & Safety Audits, Monitoring and Reporting
- 2.5.13 Emergency Procedures
- 2.5.14 First Aid Box and First Aid Equipment
- 2.5.15 Accident / Incident Reporting and Investigation
- 2.5.16 Hazards and Potential Situations
- 2.5.17 Personal Protective Equipment and Clothing
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  - 2.7.3 Fire Extinguishers and Fire Fighting Equipment

- 2.7.4 Hired Plant and Machinery
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- 2.7.7 Lifting Machine and Tackle
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- 2.7.13 Night Work
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- 2.8 Occupation Health and Environmental Management
  - 2.8.1 Occupational Hygiene
  - 2.8.2 Environmental Management
  - 2.8.3 Welfare facilities
  - 2.8.4 Alcohol and other drugs
- 2.9 Electrical fencing

### 3. ANNEXURE A

Task Completion Form

### 4. ANNEXURE B

Principal Contractor's Responsible Persons

### 5. ANNEXURE C

Other Requirements

### 6. ANNEXURE D

Initial Hazard Identification and Risk Assessment

### 1. INTRODUCTION AND BACKGROUND

# 1.1 <u>Background to the Pre-Construction Health and Safety</u> Specification

- The Construction Regulations of February 2014 in terms of Regulation 5 (1)(b) places the onus on the Client to prepare a Pre-Construction Health and Safety Specification, highlighting all risks not successfully eliminated during design. Section 37.2 of the Act, Act 85 of 1993 requires the Department of Works as an Employer to enter into a written agreement with the Contractor (Mandatory) as far as <u>arrangements</u> and <u>procedures</u> are concerned to ensure that the Contractor complies with the requirements of the Act, Act 85 of 1993 and all its Regulations.
- 2) This document serves to address all the above mentioned requirements and by submission of his/her tender the Contractor undertakes to abide with the conditions as stipulated by the Department of Works hereinafter referred to as the Client throughout this document.
- This documentation will give the Client or its duly appointed representative the required information to be able to evaluate the Contractors competency and resources as is required by Regulation 5(1)(h) of the Construction Regulations of February 2014 and to determine his/her suitability to perform such work in a safe and healthy manner.
- 4) When submitting his/her tender the Contractor must supply the Client with the following:
  - A detailed Site Safety Plan indicating how the contractor will manage all Safety, Health and Environmental aspects whilst working on the Clients premises or on premises under his/her control, which must be based on the contents of this document as is required by Regulation 7(1)(a) of the Construction Regulations of February 2014.
  - A Cost breakdown of funds being allocated to make adequate provisions for Safety, Health and Environmental requirements as is required by Regulation 5 (1)(g) of the Construction Regulations of February 2014.
- 5) No approval or acceptance of any document required by this specification shall be construed by the Contractor as an absolvent of the Contractor from achieving the required level of performance and compliance with legal requirements whatsoever.
- 6) The Contractor is an employer in his/her own right and therefore must assume all the responsibilities as required from any legal obligation imposed on him or her.

### **Specification**

To assist in achieving compliance with the Occupational Health and Safety Act 85/1993 and the now promulgated Construction Regulations of February 2014 in order to reduce incidents and injuries.

To enable the effectiveness of the incorporated health and safety standards in regulations and thus comply with SANS requirements in terms of Occupational Health and Safety Act No.85 of 1993 section 44 of the act.

The Pre-Construction Safety, Health and Environmental Specification sets out the requirements to be followed by the Principal Contractor and other Contractors so that the Health and Safety of all persons potentially at risk and the potential risk to the environment may receive the same priority as other facets of the project such as Scope, Time, Cost and Quality.

# 1.3 <u>Implementation of the Pre-Construction Health and Safety</u> <u>Specification</u>

This specification forms an integral part of the contract, and the Contractor is required to use it at pre-tender phase when drawing up his/her project-specific Construction Phase Health and Safety Plan as indicated above. The Principal Contractor shall forward a copy of this specification to all Sub-Contractors at their bidding stage so that they can in turn prepare Health and Safety Plans relating to their operations.

### 2. PRE-CONSTRUCTION HEALTH AND SAFETY SPECIFICATION

### 2.1 <u>SCOPE</u>

This Specification covers the requirements for eliminating and mitigating incidents and injuries on the particular project.

The scope also addresses legal compliance, hazard identification and risk assessment, risk control, and promoting a Health and Safety culture amongst those working on the project. The specification also makes provision for the protection of those persons other than employees.

### 2.2 <u>Contractual Issues</u>

- 1) Due to fact that this document is based on legislative requirements the Client requires that all Contractors comply with the requirements of this document and all other relevant legislative requirements not covered by this document.
- 2) The Client or its duly appointed representative reserves the right to stop any contractor from working whenever Safety, Health or Environmental requirements are being violated. Any

resultant costs of such work stoppages will be for the Contractors account.

- 3) The requirements as specified by the Client in this document must not be deemed to be exhaustive and the Client reserves the right to make changes as and if the Client deems fit.
- 4) The Client will not entertain any claim of any nature whatsoever which has come about as result of costs incurred or delays being experienced due to the Contractor not complying with the requirements of this document or any other applicable legislative requirements imposed on the Contractor.

### 2.3 Safety, Health and Environmental Standards and Procedures

- 1) The Contractor will ensure that all work performed by him/her is executed in accordance with work procedures which comply with accepted safety practices and applicable safety, health and Environmental legislation.
- 2) Procedures as indicated above may be the Contractors own procedures on condition that they comply with the conditions as stipulated above.
- 3) Where procedures have been specified by this Client in the contents of this document such procedures must be adhered to unless otherwise agreed to with the Client or it's duly appointed representative.

### 2.4 Interpretations

### 2.4.1 APPLICATION

This specification is a compliance document drawn up in terms of South African legislation and is therefore binding. It must be read in conjunction with relevant legislation as noted previously.

### 2.4.2 **DEFINITIONS**

- 1) The definitions as listed in the Occupational Health and Safety Act 85/1993 and Construction Regulations of February 2014 shall apply unless otherwise stipulated.
- 2) Any reference to "The Contractor" includes the Principal and Sub Contractor unless otherwise stipulated.

### 2.5 Minimum Administrative Requirements

### 2.5.1 Notification of Intention to Commence Construction Work

1) The Contractor shall notify the Provincial Director of the Department of Labour in writing before construction work commences if required in the format of Annexure 2. A copy of this notification must be forwarded to the Client prior to the

commencement of Construction work.

Copies of such notification can be obtained from any Department of Labour Office.

# 2.5.2 Assignment of Contractor's Responsible Persons to Supervise Health and Safety on Site.

- 1) The Contractor shall submit in the format of Annexure B, proof of all supervisory as well as any other relevant appointments as is required by the OHS Act and the Construction Regulations.
- 2) It is acknowledged that the Contractor may need to allocate more than one appointment to certain staff members. This practice may only take place if Safety, Health and Environmental Standards would not be negatively affected.
- 3) Should the Client or its representative deem such practice as having a negative effect on Safety, Health and Environmental Standards, then alternative arrangements will have to be made.
- 4) A contractor must appoint a full-time construction health and safety officer in writing to assist in the control of all health and safety related aspects on the site.

### 2.5.3 Competency of Contractor's Appointed Competent Persons

- 1) Contractors' competent persons for the various risk management portfolios shall fulfill the criteria as stipulated under the definition of "Competent Person" in accordance with the Construction Regulations of February 2014 and the Occupational Health and Safety Act, Act 85 of 1993.
- 2) The Client reserves the right to require levels of Competency, which exceeds the requirements as stipulated by the Act and or Construction Regulations.
- 3) In the event of the Client requiring additional levels of Competency, alternative arrangements will have to be made.

# 2.5.4 Compensation of Occupational Injuries and Diseases Act, Act 130 of 1993 (COID ACT)

- 1) The Contractor warrants that his and all his workmen are fully covered in terms of the COID, Act 130 of 1993 and that such cover shall remain in force for the duration of his contractual relationship with the Client or whilst working on the Clients premises or premises under the Clients control.
- 2) The Contractor will supply proof of such insurance cover to the Client with his/her tender submission.
- 3) The Contractor undertakes to ensure that all Sub-Contractors appointed by him/her will be fully covered in terms of the COID

Act, Act 130 of 1993 and that such cover shall remain in force for the duration of their contractual relationship with the Contractor

4) The Contractor must also ensure that he has additional insurance cover that will adequately make provisions for any losses and/or his employee's acts and/or omissions whilst working on the Clients premises or on premises under the client's control.

### 2.5.5 Occupational Health and Safety Policy

- 1) The Contractor shall submit a Health and Safety Policy signed by the Chief Executive Officer.
- 2) The Policy must outline objectives and how they will be achieved and implemented by the Company / Contractor.
- 3) A copy of such policy must be included in the Site Safety Plan and the Site Safety File.

### 2.5.6 Health and Safety Organogram

- 1) The Contractor shall submit an Organogram, outlining the Health and Safety Site Management Structure including the relevant appointments / competent persons.
- 2) In cases where appointments have not been made, the organogram shall reflect the intended persons to be appointed to such positions.
- 3) The organogram shall be updated when there are any changes in the Site Management Structure.

# 2.5.7 Preliminary Hazard Identification and Risk Analysis and Progress Hazard Identification and Risk Analysis

- 1) A Preliminary Hazard Identification and Risk Analysis was conducted and can be found in the format of Annexure D. This Hazard Identification and Risk Analysis was performed to make the Contractor aware of potential Hazards, which could be present on the site and may not be comprehensive.
- 2) The Contractor shall cause a Hazard Identification and Risk Analysis exercise to be performed by a Competent Person before commencement of construction work, and the assessed risks shall form part of the Construction phase Health and Safety Plan submitted for approval by the Client. The Risk Assessment must include:
- a) A list of hazards identified as well as potentially hazardous tasks;
- b) A documented risk assessment based on the list of hazards and tasks;
- c) A set of safe working procedures to eliminate, reduce and/or

- control the risks assessed:
- d) A monitoring and review procedure of the risks assessment as the risks change.
- The Principal Contractor shall ensure that all Contractors are informed, instructed and trained by a Competent Person/s regarding hazards, risks and related safe work procedures before any work commences and thereafter at regular intervals as the risks change and as new risks develop.
- 4) The Contractor shall be responsible for ensuring that all persons who could be negatively affected by its operations are informed and trained according to the hazards and risks and are conversant with the Safe Work Procedures, control measures and other related rules (tool box talk strategy to be implemented and so on).
- 5) Should the Client or its duly appointed Representative identify alternative hazardous activities performed by the Contractor or its Sub-Contractors on site for which a Risk Assessment was not performed then the contractor will be required to perform such an exercise before continuing such work.

### 2.5.8 Health and Safety Representative(s)

- 1) The Contractors shall ensure that Health and Safety Representative(s) are appointed under consultation and trained to carry out their functions.
- 2) The appointments must be in writing and the Health and Safety Representative shall carry out regular inspections, keep records and report all findings to the Responsible Person forthwith and at Health and Safety meetings.

### 2.5.9 Health and Safety Committees

The Principal Contractor shall ensure that project Health, Safety and Environmental meetings are held monthly or as deemed necessary by the project requirements.

- 1) Minutes must be kept on record and filled in the Site Health and Safety File.
- 2) Meetings must be organized and chaired by the Principal Contractors' Responsible Person.

### 2.5.10 Health and Safety Training

### 2.5.10.1 **Induction**

 The Principal Contractor shall ensure that all site personnel undergo a site-specific Health and Safety Induction Training Session before starting work. A record of attendance shall be kept in the Health and

# Safety file. A suitable venue must be supplied to provide this training.

2) All visitors to the site must also be subjected to sitespecific induction training highlighting items such as steps to follow in the event of an emergency, restricted areas and so on.

### 2.5.10.2 **Awareness**

The Principal Contractor shall ensure that, on site, periodic toolbox talks take place daily. These talks should deal with risks relevant to the construction work at hand. A record of attendance shall be kept in the Health and Safety File. All Contractors have to comply with these minimum requirements.

### 2.5.10.3 **Competency**

- All competent persons shall have the knowledge, experience, training, and qualifications specific to the work they have been appointed to supervise, control, and carry out.
- 2) The abovementioned competency requirements will be assessed on a regular basis by the Client, by means of Audits, Progress Meetings, and any other means deemed fit by the Client.
- 3) The Principal Contractor is responsible to ensure that competent Contractors are appointed to carry out construction work and records should be kept of criteria used to determine competency.
- 4) The Client reserves the right to require competencies which may exceed the Contractors standards in which case alternative arrangements will have to be made to meet the Clients requirements.

### 2.5.11 General Record Keeping

- 1) The Contractors shall keep and maintain Health and Safety records to demonstrate compliance with this Specification, with the OHS Act 85/1993; and with the Construction Regulations of February 2014.
- 2) The Contractor shall ensure that all records of incidents/accidents, training, inspections, audits, and so on are kept in a Health and Safety file held in the Site Office.
- 3) The Principal Contractor must ensure that every Contractor opens his/her own Health and Safety file, maintains the file and makes it available on request by any duly authorized person.

4) The principal contractor or sub-contractor that has more than 5 staff members on site will be required to have the full version of Occupational Health and Safety Act and Regulations 85 of 1993 on site.

### 2.5.12 Health and Safety Audits, Monitoring and Reporting

- 1) The Client shall conduct monthly Health and Safety audits of the work operations including a full audit of physical site activities as well as an audit of the administration of Health and Safety.
- 2) The Principal contractor is obligated to conduct similar audits on all Contractors appointed by him/her.
- 3) Detailed reports of the audit findings and resultant corrective measures shall be reported on at all levels of project management meetings/forums.
- 4) Copies of the Clients audit reports will be forwarded to the Contractor and must be kept in the Site Health and Safety File.
- 5) The Principal Contractor must audit the activities and administration of all appointed Sub-Contractors, forward a copy to the Client or its representative within seven days of completion of the audit and file a copy on the Site Safety File.

### 2.5.13 Emergency Procedures/Plans

- 1) The Principal Contractor shall submit a detailed Emergency Procedure/Plan for approval by the Client prior to commencement of work on site. The procedure shall detail the response plan/s including the following key elements:
  - List of key competent personnel;
  - Details of emergency services;
  - Actions or steps to be taken in the event of the specific types of emergencies;
  - Information on hazardous material/situations.
- 2) Emergency Procedures/Plans shall include, but shall not be limited to, fire, spills, use of hazardous substances, bomb threats, major incidents/accidents major and minor and any other anticipated emergencies.
- 3) The Principal Contractor shall advice the Client in writing forthwith, of any emergencies, together with a record of action taken. A contact list of all service providers (Fire Department, Ambulance, Police, Medical and Hospital, etc) must be maintained and be available to site personnel.
- 4) Emergency procedures/Plans must be developed by a competent person such as a Safety, Health and Environmental Officer or in the absence of a Safety, Health and Environmental Officer by the Construction Work Supervisor.

5) Emergency Procedures/Plans must form part of the Agenda of monthly safety meetings as the Procedures/Plans would have to be revisited on a continuous basis due to the changing environment on construction sites.

### 2.5.14 First Aid Boxes and First Aid Equipment

- 1) All Contractors shall appoint in writing First Aider(s) in terms of legislative requirements.
- 2) The appointed First Aider(s) must be sent for accredited first aid training should they not have received such training prior to commencement of work on site.
- 3) Valid certificates to be kept on site in the Site Safety File.
- 4) The Principal Contractor shall provide an on-site First Aid Station with first aid facilities, where required, including first aid boxes adequately stocked at all times.
- 5) All Contractors with more than 5 employees shall supply their own first aid box
- 6) In the event of hazards chemical substances being present on site, first aiders must be trained to address any incidents of accidental exposure and their first aid kits stocked accordingly

### 2.5.15 Accident / Incident Reporting and Investigation

- 1) Injuries are to be categorized into the following categories:
  - 1) first aid;
  - 2) medical;
  - 3) disabling; and
  - 4) fatal injuries.
- 2) All Contractors have to report on the 4 categories of injuries to the Principal Contractor as soon as is reasonably practicable.
- The Principal Contractor must stipulate in his/her construction phase Health and Safety plan how he/she will handle each of these categories.
- 4) When reporting injuries to the Client, these categories shall be used.
- 5) All injuries will be investigated by the Principal Contractors or his/her Competent Person, with a report being forwarded to the Client forthwith.
- 6) The Principal Contractor must report all injuries to the Client in the form of a detailed injury report at least monthly.

- 7) All incidents taking place in terms of Section 24 of the Act must be reported in the prescribed period and manner to the Department of Labour.
- 8) Copies of Section 24 reports, including WCL 1 & 2 forms must be forwarded to the Client immediately after completion.

### 2.5.16 Hazards and Potential Situations

- 1) The Principal Contractor shall immediately notify other 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 Written Safe Work Procedures and issuing of Personal Protective Equipment.

### 2.5.17 Personal Protective Equipment (PPE) and Clothing

- 1) The Contractor shall ensure that all workers are issued and wear Hard Hats, Safety Boots/Shoes and Overalls.
- The Contractor and all Contractors shall make provision and keep adequate quantities of SABS approved PPE on site at all times.
- 3) The Contractor shall clearly outline procedures to be taken when PPE or Clothing is:
  - Lost or stolen;
  - Worn out or damaged.
- 4) The above procedure applies to Contractors and their Sub-Contractors.
- 5) The Contractor must ensure that no person enters the Site without the required Personal Protective Equipment.
- 6) Visitors to the Site must be provided with the required PPE such as Hard Hats, Earmuffs and Eye Protection.
- 7) Records of all PPE issued to staff must be kept on site in the Site Safety File.
- 8) Employees are to be made conversant with the purpose of PPE and where and when it is required to be used by the employee.
- 9) Safety belts are not to be allowed on site due to its associated potential of injury to the user; only double lanyard safety harnesses are permitted.
- 11) Suitable eye protection must at all times be worn by the worker

- when performing grinding, chipping, chasing and other associated activities.
- 12) In the event that onlookers may be struck by flying objects as a result of work being performed, suitable screens must be erected.
- 13) Any person performing welding or brazing work will wear suitable eye protection, gloves, aprons, and spats. Suitable screens are to be provided to protect onlookers from the harmful rays associated with such activities.
- 14) Where employees are required to work with corrosive liquids, suitable eye protection, gloves and acid resistant overalls must be provided.
- 15) Ear protection must be worn in designated noise zone (in excess of 85dB)
- 16) Suitable respirators must be provided to all employees and visitors required working in or entering areas where toxic vapors could be present.
- 17) All staff working in an elevated position (2m or higher) or where the potential exists that such person may fall must be provided with a suitably secured safety harness.
- 18) Any person refusing to wear personal Protective Equipment must be instructed to wear such equipment and in the event of such person refusing to wear such equipment he/she must be removed from the premises.

### 2.5.18 Occupational Health and Safety OHS Signage

- 1) The Contractor shall provide adequate on-site OHS signage including but not limited to: "no unauthorized entry", "report to site office", "site office", "beware of overhead work", "hard hat area".
- 2) Signage shall be posted up at all entrances to the site as well as on site in strategic locations e.g. access routes, stairways, entrances to structures and buildings, scaffolding, and other potential risk areas/operations.
- 3) In the event where work is being performed on a premises displaying signage such as no-parking, speed limits and so on, the Contractor will abide by the requirements of such signage except if otherwise instructed.

### 2.5.19 Permits

1) The Contractor shall draft and implement where required permits which may include the following:

- Use of Explosives and Blasting;
- Work for which a fall prevention plan is required;
- Use of cradles, and
- Electrical work
- Hot works
- 2) The Contractor will ensure that where permits are required that it is used and adhered to.

### 2.6 Physical Requirements

### 2.6.1 Demolition Work

- 1) Prior to any demolition work being carried out, the Principal Contractor shall submit a safe working procedure and a detailed engineering survey for approval by the Client.
- 2) Such Safe Work Procedures' must where possible be submitted with the Site SHE Plan
- 3) Acceptance will then be issued to the Principal Contractor to proceed with the demolition work.
- 4) The Principal Contractor shall ensure that demolition work complies with the Construction Regulations of February 2014.
- 5) In the event where a structure identified for demolition includes substances such as lead or asbestos it must be performed within the requirements of the applicable legislative.
- 6) It is the Principal Contractor responsibility to locate and determine where all underground services are and make safe before any excavating, digging etc. is done

### 2.6.2 Excavations, Shoring, Dewatering or Drainage

- 1) All excavation work must be performed under the supervision of a Competent Person as specified in Annexure B of this document and the Construction Regulations of July 2003.
- 2) Adequate Shoring and Bracing must be provided where required to ensure that the health and safety of the employees working in such excavations are not put at risk.
- 3) Adequate provisions must be made to ensure that water is drained from excavations which may enter such excavations as a result of seepage or rain.
- 4) All excavation made by the Contractor must be clearly demarcated and protected to prevent accidental access.
- 5) Barricading tape may only be used to make solid barricading more visible and may not be used as a means of barricading.

6) In addition to the abovementioned the requirements of Regulation 11 of the Construction Regulations of July 2003 must be adhered to.

### 2.6.3 Edge Protection.

- 1) All open edges posing the risk of resulting in injuries or damage to equipment must be adequately guarded fenced or barricaded or other similar suitable means used to prevent injuries or damage to equipment.
- 2) Barricading tape is not deemed to be suitable and may only be used in addition to other suitable means as indicated above.

### 2.6.4 Explosives and Blasting

- 1) All explosives must be transported or stored according to the requirements of SANS 0228.
- 2) Written approval must be obtained from the Chief Inspector Occupational, Health and Safety prior to any blasting activities taking place.
- 3) A copy of such permission from the Chief Inspector Occupational, Health and Safety must be supplied to the client prior to Blasting.
- 4) Prior to blasting a siren must be sounded, warning flags posted and guards placed at strategic locations points to prevent accidental entry to the blasting area.

### 2.6.5 Stacking of Materials

- 1) Stacking and storage of materials must be performed under the Supervision of a Competent Person whom has been appointed in writing as required by Annexure B.
- 2) Storage areas must be designated, kept neat and under control. In addition to the abovementioned the requirements of General Safety Regulations as promulgated by Government Notice No R1031 dated 30 May 1986 as amended must be complied with.
- 3) In the event that unauthorized persons may enter an area where materials are stacked such area must be barricaded off to prevent access to such area.

### 2.6.6 Speed Restrictions and Protections

- 1) Unless otherwise stipulated the speed limit on site to be adhered to is 10 Km/h.
- 2) Vehicle movement routes on site must be clearly indicated where applicable.

3) 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.

### 2.6.7 Hazardous Chemical Substances (HCS)

- 1) All employees required to use Hazardous Chemical Substances or products containing Hazardous Chemical Substances must be adequately and comprehensively trained with regard to the requirements of the Hazardous Chemical Substances Regulations as amended in Government Gazette No 25130 of June 2003, the potential sources of exposure and the potential risks to their health caused by exposure.
- 2) In addition to the abovementioned, Material Safety Data Sheets must be kept on site for all materials, which may contain hazardous chemical substances.

### 2.6.8 Asbestos

- 1) Asbestos work may only be performed subject to prior notification of the Provincial Director, Occupational Health and Safety, Department of Labour, in writing.
- 2) Proof of such notification must be supplied to the Client prior to work proceeding.
- 3) All asbestos work shall be carried out as per the Asbestos Abatement Regulations by an approved Asbestos Contractor.
- 4) All employees must be informed and receive training on aspects such as the contents and scope of the Asbestos Abatement Regulations as published in Government Gazette 23108 of November 2020, the potential risks of exposure to asbestos, precautionary measures employees have to take and all other requirements deemed necessary to provide a safe and healthy environment for all employees as specified by the Asbestos Abatement Regulations as indicated above.
- 5) All asbestos will be removed from site by an approved asbestos contractor to an approved asbestos dump site. Certificate must be issued on completion on removal of all asbestos on site indicating that the site is clear of all asbestos.

### 2.7 Plant and Machinery

### 2.7.1 Construction Plant

- 1) All Construction Plant must comply with and be used in conjunction with the requirements of Section 23 of the Construction Regulations and in specific that all records of inspections rendering such plant safe must be kept on site.
- 2) Operators will be competent and trained and copies of training

- certificates shall be placed on the health and safety file on site.
- 3) Operators shall be in possession of medical certificate declaring that they are physically and psychologically fit to operate such construction vehicle and plant and copy of medical certificate shall be on the file.
- 4) Original operating and medical certificates shall be kept by the operators and shall be on site in-possession of the operators at all times.

### 2.7.2 Vessels under Pressure (VUP)

The Principal Contractor and all relevant Contractors shall comply with the Vessels under Pressure Regulations, including:

- Providing competency and awareness training to the operators;
- Providing PPE or clothing;
- Inspecting equipment regularly and keeping records of inspections;
- · Providing appropriate firefighting equipment.

### 2.7.3 Fire Extinguishers and Fire Fighting Equipment

- 1) The Principal Contractor and Sub Contractors shall provide or ensure adequate provision of regularly serviced firefighting equipment located at strategic points on site, specific to the classes of fire likely to occur.
- 2) The appropriate notices and signs must be posted up as required.
- 3) Contractors may not utilize fire protection equipment belonging to the client without prior consent.

### 2.7.4 Hired Plant and Machinery

- 1) The Contractor shall ensure that any hired plant and machinery used on site is safe for use.
- 2) The requirements as stipulated by the OHS Act 85/1993 and Construction Regulations of February 2014 shall apply.
- 3) The Principal Contractor shall ensure that operators hired with machinery are competent and that certificates are kept on site in the Site Health and Safety File. All relevant Contractors must ensure the same.

### 2.7.5 Scaffolding / Working at Heights

- 1) Working at heights includes any work that takes place in an elevated position in excess of 2m.
- 2) The Contractor must submit a risk-specific fall prevention plan and include a rescue plan in accordance with the Construction

- Regulations of February 2014 before this work is undertaken.
- 3) The fall prevention plan must be approved by the Client before work may commence.

### 2.7.6 Formwork and Support Work for Structures

- 1) The Principal Contractor shall ensure that the provisions of Section 10 of the Construction Regulations of February 2014 are adhered to.
- These provisions must include but not be limited to ensuring that all equipment used is examined for suitability before use; that all Formwork and Support Work is inspected by a competent person immediately before, during and after placement of concrete or any other imposed load and thereafter on a daily basis until the Formwork and Support Work has been removed.
- 3) Records of all inspections must be kept in a register on site.

### 2.7.7 Lifting Machines and Tackle

- 1) The Contractor shall ensure that lifting machinery and tackle is inspected before use and thereafter in accordance with the Driven Machinery Regulations and the Construction Regulations (Section 20).
- 2) There must be a competent appointed lifting Machinery and Tackle Inspector on site who must inspect the equipment daily or before use, taking into account that:
  - All lifting machinery and tackle has a safe working load clearly indicated;
  - Regular inspection and servicing is carried out;
  - · Records are kept of inspections and of service certificates;
  - There is proper supervision in terms of guiding the loads that includes a trained banksman to direct lifting operations and check lifting tackle;
  - The tower crane bases have been approved by an engineer;
  - The operators are competent as well as physically and psychologically fit to work and be in possession of a medical certificate of fitness which must be available on site.

### 2.7.8 Ladders and Ladder Work

- 1) The Contractor shall 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, fastened and secured, and at a safe angle.
- 2) Records of inspections must be kept in a register on site.

### 2.7.9 General Machinery

The Contractor shall ensure compliance with the Driven Machinery Regulations, which include inspecting machinery regularly, appointing a competent person to inspect and ensure maintenance, issuing PPE or clothing, and training those who use machinery.

### 2.7.10 Portable Electrical Tools and Explosive Powered Tools

- 1) The Contractor shall ensure that use and storage of all explosive powered tools and portable electrical tools are in compliance with relevant legislation.
- 2) The Contractor shall ensure that all electrical tools, electrical distribution boards, extension leads, and plugs are kept in a safe working order.
- 3) The Contractor shall apply the following:
  - A competent person undertakes routine inspections and records are kept.
  - Only authorized trained persons use the tools.
  - The safe working procedures apply.
  - Awareness training is carried out and compliance is enforced at all times.
  - PPE and clothing is provided and maintained.
  - A register indicating the issue and return of all explosive rounds is implemented and maintained, and
  - That signs are posted up in the areas where explosive powered tools are being used.

### 2.7.11 High Voltage Electrical Equipment

- 1) All contractors must be made aware of the presence and location of High Voltage Equipment such as underground cables and overhead lines, and that the necessary precautionary steps are taken where work has to be executed in the vicinity of such equipment.
- 2) Precautionary measures such as Isolation and Lock-Out of electrical systems or the use of electrically isolated tools must be used.

### 2.7.12 Public and Site Visitor Health and Safety

- 1) The Contractor shall ensure that every person working on or visiting the site, as well as the public in general, shall be made aware of the dangers likely to arise from site activities, including the precautions to be taken to avoid or minimize those dangers.
- 2) Appropriate Health and Safety Notices and signs shall be posted up, but shall not be the only measure taken.

### 2.7.13 Night Work

The Contractors must ensure that adequate lighting is provided to allow for work to be carried out safely.

### 2.7.14 Transportation of Workers

- 1) The Contractor and shall not:
  - Transport persons together with goods or tools unless there is an appropriate area or section to store such goods.
  - 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.
  - Permit workers to stand or sit on the edge of the transporting vehicle.
  - Transport workers in LDV's unless they are closed/covered and have the correct number of seats for the passengers.
- 2) No driver will 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.
- 3) The driver of any LDV will not permit more than 2 passengers to occupy the cab of any single cab LDV and 4 passengers of any double cab LDV.
- 4) All vehicles operated on the site will in all aspects comply with the requirements of the Road Traffic Ordinance Act
- 5) Drivers of such vehicles will have a valid license for the code of vehicle being driven by them.
- 6) No servicing of vehicles will be permitted on a Construction Site, which is occupied by staff working for the Client.
- 7) Servicing or repairs of vehicles on site may only take place if such activities are performed with the necessary procedures in place to prevent any harmful effects to the environment.
- 8) All waste generated from servicing vehicles must be disposed off in accordance with relevant Environmental legislation.
- 9) In the event where Earth Moving Equipment is present on site the following must be adhered to:
  - Drivers of vehicles must be instructed to avoid parking behind earth moving vehicles to ensure that their vehicles are visible to the operator of earth moving vehicles.
  - Right of way must be afforded to earth moving machinery at all times.
  - Vehicles must only be permitted to park where possible in designated areas

### 2.8 Occupational Health and Environmental Management.

### 2.8.1 Occupational Hygiene

- 1) Exposure of workers to occupational health hazards and risks is very common in any work environment, especially in construction.
- 2) Occupational exposure is a major problem and all Contractors must ensure that proper health and hygiene measures are put in place to prevent exposure to these hazards.
- 3) Contractors must prevent inhalation, ingestion, absorption, and noise induction.
- 4) Site-specific health risks are tabled in Annexure D such as cement -dust, wood-dust, noise and so on but is not limited to these items.
- 5) 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.
- 6) In the event where staff is required to be away from home due to the work they have to perform on behalf of the Contractor, the Contractor will provide suitable clean dry and hygienic accommodation, the cost thereof shall be borne by the Contractor.

### 2.8.2 Environmental Management

- 1) The Contractor shall take all precautionary steps to prevent any pollution of the Environment.
- 2) Any material, which may pose 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.
- 3) The Contractor will ensure that adequate procedures are implemented and maintained to ensure that all waste generated including asbestos waste is placed in suitable receptacles and removed from the site promptly.
- 4) Plans to deal with spillages must be in place and maintained.
- 5) No waste materials liquid or solid may be disposed of in drains.
- 6) No burning of waste material may take place where such material being burned may result in pollution of the air or give

off toxic vapors which could be harmful to the health of employees or any other person present on site.

### 2.8.3 Welfare Facilities

- 1) Contractors will supply sufficient toilets (1 toilet per 30 workers). Toilets will be so positioned that it is in close proximity of the workers. If more toilets are required contractors must make provision for this.
- 2) Showers (1 for every 15 workers).
- 3) Changing facilities.
- 4) Hand washing facilities, soap, toilet paper, and hand drying materials.
- 5) Waste bins must be strategically placed and emptied regularly.
- 6) Safe, clean storage areas must be provided for workers to store personal belongings and personal protective equipment.
- 7) Workers must not be exposed to hazardous materials/substances while eating and must be provided with sheltered eating areas.

### 2.8.4 Alcohol and other Drugs

- 1) No alcohol and other drugs will be allowed on site without the express permission of the Principal Contractor.
- 2) No person may be under the influence of alcohol or any other drugs while on the construction site.
- 3) Any person on prescription drugs must inform his/her Employer, who shall in turn report this to the Principal Contractor forthwith.
- 4) Any person 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.
- Any person suspected of being under the influence of alcohol or other drugs must be sent home immediately, 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.

### 2.9 Electrical fencing.

1) Contractor must comply with sect 12, 13 and 14 of the Electrical

### 2.10 Managing Exposure to SARS-COV-2

- 1) On the expiry of the declaration of the National State of Disaster under GN313 OF 15 March 2020, Notice No.R.1876 has been issued for the provision of Good Code of Practice: Managing Exposure to SARS-COV-2 in the Workplaces.
- 2) The Regulations for Hazardous Biological Agents, 2022 (HBA Regulations) list coronavirus as a listed hazardous biological agent, classed as group 3. It therefore places legal responsibilities on employers in respect of employers to limit the exposure and mitigate the risks of infection by SARS CoV-2.

### **ANNEUXRE A**

The Contractor must submit proof of compliance with Annexure A with the construction phase H&S plan where applicable.

HSS Item No.	Requirement	OHSA Requirement	Submission Date
2.3.1	Notification of Intention to Commence Construction/Building Work	Complete Annexure 2 (Construction Regulations)	Before commencement on site
2.3.2	Assignment of Responsible Persons	All relevant appointments as per OHS Act, Construction Regs and Annexure B	Together with SHE Plan
2.3.3	Competence of Responsible Persons	Client Requirement & OHS Act	Together with SHE Plan
2.3.4	Compensation of Occupational Injuries and Diseases Act (COIDA) 130 of 1993	Construction Reg and Client Requirement	Together with SHE Plan
2.3.5	Occupational Health and Safety Policy	OHS Act	Together with SHE Plan
2.3.6	Health and Safety Organogram	Client Requirement	Together with SHE Plan
2.3.7	Initial Hazard Identification and Risk Assessment	Construction Regs.	Together with SHE Plan

### **ASSIGNMENT OF CONTRACTOR'S RESPONSIBLE PERSONS**

### **ANNEXURE B**

The Principal Contractor shall make the following appointments according to the initial risk assessment or as deemed necessary: (further appointments could become necessary as the project progresses)

Appointment	OHSA Reference	Requirement abbreviated
CEO Assignee	Section 16(2)	A competent person to assist with the onsite H&S, overall responsibility – Contractor's Responsible Person
Construction Manager	CR 8(1)	A competent person(s) to supervise and be responsible of Health & Safety related issues on site. The person is appointed to assist the CEO with his/her overall duties.
Construction Work Supervisor	CR 8(7)	A competent person(s) to supervise and be responsible of Health & Safety related issues on site. The person is appointed to assist the CEO with his/her overall duties.
Subordinate Construction Work Supervisors	CR 8(8)	A competent person to assist with daily supervision of construction work. The person assists the Construction Work Supervisor.
Health and Safety Officer	CR 8(5)	A competent Health and Safety officer in the control of all safety related aspects on site for the duration of the repair phase of this project.
Health & Safety	Section 17	A competent person(s) to inspect H&S in reference to plant, machinery and Health & Safety of persons in the workplace.
Health & Safety Committee Member(s)	Section 19	A competent person(s) representing the employer to assist with the on site Health & Safety matters.
Incident /Accident Investigator	GAR 8	A competent person(s) to investigate incidents/accidents on site and could be:  • The employer  • H&S Representative  • Designated person  • Members of the H&S Committee
Risk Assessment Co- ordinator	CR 9	A competent person(s) to co-ordinate all risk assessments on behalf of the Principal Contractor. The same applies to Contractors.
Fall Protection Plan Co-ordinator	CR 10	A competent person(s) to prepare & amend the fall protection plan.
First Aiders	GSR 3	A qualified person(s) to address all on site first aid cases.
Lifting Machine & Equipment inspector	DMR 18	A competent person(s) to inspect lifting machines, equipment & tackle.
Scaffolding Erector	CR 16.1	A competent person(s) to erect scaffolding
Scaffolding Inspector	CR 16.2	A competent person(s) to inspect scaffolding before use and every time after bad weather etc
Temporary Works	CR 12	A competent person(s) to inspect formwork & support work

Excavation Inspector	CR 13	A competent person(s) to inspect excavation work and ensure that approved safe working procedures, are followed at all times
Ladder Inspector	GSR 13A	A competent person(s) to inspect monthly and ensure they are safe for use, keeping monthly record
Stacking Supervisor	CR 28	A competent person(s) to supervise all stacking and storage operations
Demolition Supervisor	CR 14(1)	A competent person(s) to supervise all demolition work
Explosive Powered Tools Inspector/Supervisor	CR 21	A competent person(s) to inspect & clean the tool daily and controlling all operations thereof.
Temporary Electrical Installations Supervisor	CR 24	A competent person(s) to control all temporary electrical installations.
Construction vehicles and Mobile Plant Supervisor.	CR 23(1)(k)	A competent person to inspect vehicles and plant on a daily basis prior to use and record such finding in register.
Fire-Fighting Equipment Inspector	CR 29	A competent person(s) to inspect fire- fighting equipment with required training certificate.

### OTHER REQUIREMENTS

### **ANNEXURE C**

The Principal Contractor shall comply but not be limited to the following requirements: report on these to the Client at progress meetings or at least monthly whichever is sooner.

What	When	Output	Accepted by Client & date
Induction training	Every worker before he/she starts work.	Attendance registers	
Awareness Training (Tool Box Talks)	At least weekly	Attendance registers	
Health & Safety Reports	Monthly	Report covering:	
Emergency procedures	Ongoing evaluation of procedure	Table procedure in writing as well as tel. Numbers	
Risk assessment	Continuous	Documented risk assessment	
Safe work procedures	Drawn up before workers are exposed to new risks	Documented set of safe work procedures (method statements) updated and signed off.	
General Inspections	Weekly & daily	Report OHS Act compliance:	
General Inspections	Monthly	<ul> <li>Fire-fighting equipment</li> <li>Portable electrical equipment</li> <li>Ladders</li> <li>Lifting equipment/slings</li> </ul>	
List of contractors	List to be updated weekly	Table list, number of workers and Company tel. Numbers	
Workmen's Compensation	Ongoing	Table a list of Contractors' Workman's Compensation proof of good standing	
Construction site rules & Section 37.2 Mandatory Agreement	Ongoing	Table a report of all signed up Mandatory's	

SARS-CoV-2	Ongoing	Prepare risk assessment and	
Good Code of		plan	
Practice reads			
with HBA			

### **ANNEXURE D**

### **Project/site Specific Requirements**

The following is a list of activities and considerations that have been identified for the project and site and for which the Risk Assessment, Standard Working Procedures (SWP), management and control measures and Method Statements (where necessary) have to be developed by the Principal Contractor.

- Demolition work
- Brick work
- Concrete work
- · Creating openings in walls
- Preparation of paint surfaces
- Painting of walls
- · Working with cement products
- Dust
- Metal/Steel work
- Exposure to noise
- · Establishment of site office
- · Locating of existing services
- · Loading and offloading of trucks
- · Aggregate/sand and other material delivery
- Protection against dehydration and heat exhaustion
- · Manual and mechanical handling
- Lifting and lowering operations.
- Use of Potable electrical Equipment
  - Angle grinder
  - ° Electric Drilling Machine
  - ° Skill Saw
- Use and storage of flammable liquids and other Hazardous substances
- Site works
- Excavations
- Electrical installation work
- Mechanical works
- Working in the vicinity of the public and staff of the client
- Working at heights
- · Working with construction machinery and plant
- Persons working in close vicinity of construction machinery and plant.
- Hot works i.e. welding, flame cutting etc.

### **NOTE:**

The above list is by no means exhaustive and should not be limited to these activities but must cover all activities that forms part of the said construction work. Each activity must be split down to individual tasks and all associated hazards identified and listed in the risk assessment. This ensures that the critical tasks and subsequent critical hazards are not missed.

### NB:-

Although some of the work related to health and safety work is mentioned /noted in certain measured items in the bill of quantities it is still the contractor's responsibility to allow in his tender price for all work related to health and safety and the requirements as per this Health and Safety Specification.



### HIV/AIDS SPECIFICATION ANS SCHEDULES STANDARD PW 1544



### **DEPARTMENT OF PUBLIC WORKS**

### HIV/AIDS SPECIFICATION

**OCTOBER 2004** 

### **SECTION**

### **HIV/AIDS SPECIFICATION**

### **HIV/AIDS REQUIREMENTS**

### 1 SCOPE

This specification contains all requirements applicable to the Contractor for creating HIV/AIDS awareness amongst all of the Workers involved in this project for the duration of the construction period, through the following strategies:

- Raising awareness about HIV/AIDS through education and information on the nature of the disease, how it is transmitted, safe sexual behaviour, attitudes towards people affected and people living with HIV/AIDS, how to live a healthy lifestyle with HIV/AIDS, the importance of voluntary testing and counselling, the diagnosis and treatment of Sexually Transmitted Infections and the closest health Service Providers;
- Informing Workers of their rights with regard to HIV/AIDS in the workplace;
- Providing Workers with access to condoms and other awareness material that will enable them to make informed decisions about sexual practices.

### 2 DEFINITIONS AND ABBREVIATIONS

### 2.1 **Definitions**

Service Provider: The natural or juristic person recognised and approved by the Department of Public Works as a specialist in conducting HIV/AIDS awareness programmes.

Service Provider Workshop Plan: A plan outlining the content, process and schedule of the training and education workshops, presented by a Service Provider which has been approved by the Representative/Agent.

Worker: Person in the employ of the Contractor or under the direction or supervision of the Contractor or any of his Sub-contractors, who is on site for a minimum period of 30 days in all.

### 2.2 Abbreviations

HIV : Human Immunodeficiency Virus.

AIDS : Acquired Immune Deficiency Syndrome.

STI : Sexually Transmitted Infection.

### 3 BASIC METHOD REQUIREMENT

3.1 The Contractor shall, through a Service Provider, conduct onsite workshops with the Workers.

The Service Provider shall develop and compile a Service Provider Workshop Plan to be presented at the workshops and which will be best suited for this project to achieve the specified objectives with regard to HIV/AIDS awareness.

The Service Provider Workshop Plan shall be based on the following information provided by the Contractor:

- Number of Workers and Sub-contractors on site;
- When new Workers or Sub-contractors will join the construction project;
- Duration of Workers and Sub-contractors on site;
- How the maximum number of Workers can be targeted with workshops;
- How the Contractor prefers workshops to be scheduled, e.g. three hourly sessions per Worker, or one 2.5 hour workshop per Worker;
- Profile of Workers, including educational level, age and gender (if available);
- Preferred time of day or month to conduct workshops;
- A Gantt chart reflecting the construction programme, for scheduling of workshops;
- Suitable venues for workshops.

The Contractor shall submit the Service Provider Workshop Plan for approval within 21 days after the tender acceptance date. After approval by the Representative/Agent, the Contractor shall make available a suitable venue that will be conducive to education and training.

- 3.2 The Service Provider Workshop Plan shall address, but will not be limited to the following:
- 3.2.1 The nature of the disease;
- 3.2.2 How it is transmitted;
- 3.2.3 Safe sexual behaviour;
- 3.2.4 Post exposure services such as voluntary counselling and testing (VCT) and nutritional plans for people living with HIV/AIDS;
- 3.2.5 Attitudes towards other people with HIV/AIDS;
- 3.2.6 Rights of the Worker in the workplace;
- 3.2.7 How the Awareness Champion will be equipped prior to commencement of the HIV/AIDS awareness programme with basic HIV/AIDS information and the necessary skills to handle questions regarding the HIV/AIDS awareness programme on site sensitively and confidentially;
- 3.2.8 How the Service Provider will support the Awareness Champion;
- 3.2.9 Location and contact numbers of the closest clinics, VCT facilities, counselling services and referral systems;
- 3.2.10 How the workshops will be presented, including frequency and duration;
- 3.2.11 How the workshops will fit in with the construction programme;
- 3.2.12 How the Service Provider will assess the knowledge and attitude levels of attendees to structure workshops accordingly;
- 3.2.13 How the video will be used;
- 3.2.14 How the Service Provider will elicit maximum participation from the Workers;
- 3.2.15 A questions and answers slot (interactive session).

The Service Provider Workshop Plan shall encompass the Specific Learning Outcomes (SLO) as stipulated.

### 4 HIV/ AIDS AWARENESS EDUCATION AND TRAINING

### 4.1 Workshops

The Contractor shall ensure that all Workers attend the workshops.

The workshops shall adequately deal with all the aspects contained in the Service Provider Workshop Plan. A video of HIV/AIDS in the construction industry, which can be obtained from all Regional Offices of the Department of Public Works, is to be screened to Workers at workshops. In order to enhance the

learning experience, groups of not exceeding 25 people shall attend the interactive sessions of the workshops.

### 4.2 Recommended practice

### 4.2.1 Workshop Schedule

Presenting information contained in the Service Provider Workshop Plan can be divided in as many workshop sessions as deemed practicable by the Contractor, provided that all Workers are exposed to all aspects of the workshops as outlined in the Service Provider Workshop Plan.

Breaking down the content of information to be presented to Workers into more than one workshop session however, has the added advantage that messages are reinforced over time while providing opportunity between workshop sessions for Workers to reflect and test information. Workers will also have an opportunity to ask questions at a following session.

### 4.2.2 Service Providers

A database of recommended Service Providers is available from all Regional Offices of the Department of Public Works.

### 4.2.3 HIV/AIDS Specific Learning Outcomes and Assessment Criteria

Workers shall be exposed to workshops for a minimum duration of two-and-a-half hours. In order to set a minimum standard requirement, the following specific learning outcomes and assessment criteria shall be met.

### 4.2.3.1 UNIT 1: The nature of HIV/AIDS

After studying and understanding this unit, the Worker will be able to differentiate between HIV and AIDS and comprehend whether or not it is curable. The Worker will also be able to explain how the HI virus operates once a person is infected and identify the symptoms associated with the progression of HIV/AIDS.

### Assessment Criteria:

- 1. Define and describe HIV and AIDS;
- List and describe the progression of HIV/AIDS.

### 4.2.3.2 UNIT 2: Transmission of the HI virus

After studying and understanding this unit, the Worker will be able to identify bodily fluids that carry the HI virus. The Worker will be able to recognise how HIV/AIDS is transmitted and how it is not transmitted.

### Assessment Criteria:

- Record in what bodily fluids the HI virus can be found;
- 2. Describe how HIV/AIDS can be transmitted;
- 3. Demonstrate the ability to distinguish between how HIV/AIDS is transmitted and misconceptions around transmittance of HIV/AIDS.

### 4.2.3.3 UNIT 3: HIV/AIDS preventative measures

After studying and understanding this unit, the Worker will comprehend how to act in a way that would minimise the risk of HIV/AIDS infection and to use measures to prevent the HI virus from entering the bloodstream.

### Assessment Criteria:

- 1. Report on how to minimise the risk of HIV/AIDS infection;
- 2. Report on precautions that can be taken to prevent HIV/AIDS infection;
- 3. Explain or demonstrate how to use a male and female condom;
- List the factors that could jeopardize the safety of condoms provided against HIV/AIDS Transmission.

### 4.2.3.4 UNIT 4: Voluntary HIV/AIDS counselling and testing

After studying and understanding this unit, the Worker will be able to recognise methods of testing for HIV/AIDS infection. The Worker will be able to understand the purpose of voluntary HIV/AIDS testing and pre- and post-test counseling.

### Assessment Criteria:

- Describe methods of testing for HIV/AIDS infection;
- 2. Report on why voluntary testing is important;
- 3. Report on why pre- and post-test counselling is important.

### 4.2.3.5 UNIT 5: Living with HIV/AIDS

After studying and understanding this unit, the Worker will be able to recognise the importance of caring for people living with HIV/AIDS and be able to manage HIV/AIDS.

### Assessment Criteria:

- List and describe ways to manage HIV/AIDS;
- 2. Describe nutritional needs of people living with HIV/AIDS;
- 3. Describe ways to embrace a healthy lifestyle as a person living with HIV/AIDS;
- 4. Explain the need for counselling and support to people living with HIV/AIDS.

### 4.2.3.6 UNIT 6: Treatment options for people with HIV/AIDS

After studying and understanding this unit, the Worker will be familiar with the various treatments available to HIV/AIDS infected or potentially HIV/AIDS infected people.

### Assessment Criteria:

- 1. Discuss anti-retroviral therapy;
- 2. List methods of treatment to prevent HIV/AIDS transmission from mother-to-child;
- 3. Describe the need for treatment of opportunistic diseases for people living with HIV/AIDS;
- Describe post exposure prophylactics.

### 4.2.3.7 UNIT 7: The rights and responsibilities of Workers in the workplace with regard to HIV/AIDS

After studying and understanding this unit, the Worker will be able to identify the rights and responsibilities of the Worker living with HIV/AIDS in the workplace. The Worker will recognise the importance of accepting colleagues living with HIV/AIDS and treating them in a non-discriminative way.

### Assessment Criteria:

- Discuss the rights of a person living with HIV/AIDS in the workplace;
- 2. Discuss the responsibilities of a person living with HIV/AIDS in the workplace;
- 3. Report on why acceptance and non-discrimination of colleagues living with HIV/AIDS is important.

### 4.3 Displaying of plastic laminated posters and distribution of information booklets

The Contractor shall obtain a set of four laminated posters conveying different key messages and information booklets. The contractor should include the costs of posters and information booklets in his/her tender price.

The above-mentioned posters and information booklets have been prepared to raise awareness and to share information about HIV/AIDS and STI's.

Posters or display stands shall be displayed on site as soon as possible, but not later than 14 days after the date of site handover.

Posters shall be displayed in areas highly trafficked by Workers, including toilets, rest areas, the site office and compounds.

The posters on display must always be intact, clear and readable.

Information booklets must be distributed to all Workers as soon as possible, but not later than 14 days after site handover, or as soon as the Worker joins the site.

### 5 PROVIDING WORKERS WITH ACCESS TO CONDOMS

The Contractor shall provide and maintain condom dispensers and make both male and female condoms, complying with the requirements of SABS ISO 4074, available at all times to all Workers at readily accessible points on site, for the duration of the contract. The Contractor may obtain condom dispensers from the Department of Health and condoms may be obtained from the Local Clinic or the Department of Health.

At least one male and one female condom dispenser and a sufficient supply of condoms, all to the approval of the Representative/Agent, shall be made available on site within 14 days of site hand over. Contractors should note that arrangements to obtain condoms from the Department of Health Clinics prior to site hand over may be necessary, to ensure that condoms are available within 14 days of site handover.

Condoms shall be made available in areas highly trafficked by Workers, including toilets, the site office and compounds.

### 6 <u>ENSURING ACCESS TO HIV/AIDS TESTING AND COUNSELLING FACILITIES AND TREATMENT OF SEXUALLY TRANSMITTED INFECTIONS (STI)</u>

The Contractor shall provide Workers with the names of the closest Service Providers that provide HIV/AIDS testing and counselling and Clinics providing Sexually Transmitted Infection (STI) diagnosis and treatment. Information on these Service Providers and Clinics must be displayed on a poster of a size not smaller than A1 in an area highly trafficked by Workers.

### 7 APPOINTMENT OF AN HIV/AIDS AWARENESS CHAMPION

7.1 Within 14 days of site handover the Contractor shall appoint an Awareness Champion from amongst the Workers, who speaks, reads and writes English, who speaks and understands all the local languages spoken by the Workers and who shall be on site during all stages of the construction period. The Contractor shall ensure that the Awareness Champion has been trained by the Service Provider on basic HIV/AIDS information, the support services available and the necessary skills to handle questions regarding the HIV/AIDS programme in a sensitive and confidential manner.

- 7.2 The Awareness Champion shall be responsible for:
- 7.2.1 Liasing with the Service Provider on organising awareness workshops;
- 7.2.2 Filling condom dispensers and monitoring condom distribution;
- 7.2.3 Handing out information booklets;
- 7.2.4 Placing and maintaining posters.

### 8 **MONITORING**

The Contractor shall grant to the Representative/Agent reasonable access to the construction site, in order to establish that the Contractor complies with his obligations regarding HIV/AIDS awareness under this contract.

The Contractor must report problems experienced in implementing the HIV/AIDS requirements to the Representative/Agent.

The attached SITE CHECKLIST (SCHEDULE A) shall be completed and submitted at every construction progress inspection to the Representative/Agent.

The attached SERVICE PROVIDER REPORT (SCHEDULE B) shall be completed and submitted on a monthly basis to the Department's Project Manager, through the Representative/Agent.

The attached CONTRACTOR HIV/AIDS PROGRAMME REPORT (SCHEDULE C), a close out programme report, shall be completed by the Contractor at the end of the contract.

### SCHEDULE A

## HIV/AIDS PROGRAMME: SITE CHECKLIST

When did construction commence:	
Name of Departmental Project Manager: PHUMLA NTEO	

Please refer to HIV/AIDS Programme activities during the reporting period

Tick the block if Contractor satisfactorily complied with specifications	ly complied with	h specifications	8				
TAC	▄	₹	ā	<u>-</u>	<u>a</u>	ā	₫
	M M G G	M M Q	M M Q Q	M M Q Q	M M O	D D M M	M M O
Programme implemented within 14 days of site handover							
Awareness champion on site							
HIV/AIDS awareness service							
provider report							
Male condom dispenser							
Sufficient male condoms available							
Male condom dispenser in a highly							
trafficked area							
Female condom dispenser							
Sufficient female condoms available							
Female condom dispenser in a							
highly trafficked area							
All four types of posters displayed							
Posters in a good condition							
Posters in a highly trafficked area							
Posters displayed on local support							
services: clinic & VCT centre							
Support service poster/s in highly							
trafficked area							
Support service poster/s in a good							
condition							

Page 1 of 3 SCHEDULE A

Please indicate the applicable number for the repor	for the reporting period		
Workers on payroll (at PI)			
Sub-Contractors who will be on site			
for longer than 30 days (at PI)			
Workshop attendees			
Number of workshops held			
Scheduled workshops according to			
approved workshop plan			
Booklets distributed			
Male condoms distributed			
Female condoms distributed			
Representative/Agent	Date	Î	
Contractor	Date	ï	

Date of progress inspection: (ccyy/mm/dd)	
Reporting period: (ccyy/mm/dd)	to (ccyy/mm/dd)
Deviations from HIV/AIDS awareness programme plan:	
Corrective actions:	
•	
Representative/Agent	Departmental Project Manager
Date	Date

SCHEDULE A Page 3 of 3

### **SCHEDULE B**

### HIV/AIDS AWARENESS PROGRAMME: SERVICE PROVIDER REPORT

Reporting period: (ccyy/mm/dd)	to (ccyy/mm/dd)
Number of workshops conducted in reporting period:	
Number of scheduled workshops according to approved	workshop plan:
Deviations from workshop plan:	
State reasons for deviating from workshop plan:	
Corrective actions:	
Service Provider	
Date	Date

SCHEDULE B

Page 1 of 3

Page 2 of 3

# HIV/AIDS AWARENESS PROGRAMME: WORKSHOP CONTENT ADDRESSED

Fill in the applicable information with regard to each workshop conducted	egard to each w	orkshop conduc	cted				
DATE	S/M	M/S	M/S	M/S	S/M	S/M	N/S
מאוב	M M O O	DDMMM	M M O O	M M Q Q	M M Q	M Q Q	M M O
Content of workshop:							
(Mark the content included)							
SLO1							
SL02							
SLO3							
SLO4							
SLO5							
SLO6							
SLO7							
HIV/AIDS in							
construction video							
Indicate the duration of the							
workshop in hours							
Total number of Workers							
Indicate workshop venue							

# HIV/AIDS AWARENESS PROGRAMME: ATTENDANCE REGISTER

Fill in	Fill in your name and indicate attendance	ce by ticking th	e appropriate da	ate	THE STREET			
DATE	UI	S/M	ွှ	S	S	S/	S/	S
2	W L	⊠ Ω Ω		Σ Σ	M M M	M M	M M	W G
2	MAMES							

SCHEDULE B

Page 3 of 3

### **SCHEDULE C**

### **CONTRACTOR HIV/AIDS PROGRAMME REPORT**

Project name:						
Project Location:						
Contract value of project: R						
Department of Public Works Project Manager:						
HIV/AIDS Programme duration: (ccyy/mm/dd)	to (ccyy/mm/dd)					
AWARENESS MATERIAL						
Describe location of posters displayed during the programme:	PHUMLA NTEO					
Comments on posters:						
Indicate total number of booklets distributed:						
Comments on booklets:						
CONDOMS						
Indicate total number of male condoms distributed:						
Indicate total number of female condoms distributed:						
Describe where male condom dispenser was placed:						
Describe where female condom dispenser was placed:						
HIV/AIDS WORKSHOPS						
Indicate the total number of HIV/AIDS workshops conducted:						
ndicate the duration of workshops:						
ndicate the total number of Workers that participated in the HIV/AIDS workshops:						
ndicate the total number of Workers that were exposed to the video on HIV/AIDS in the Construction ndustry:						
Comments on HIV/AIDS workshops on site:						

SCHEDULE C Page 1 of 2

GENERAL					
Briefly describe programme activities an	d satisfaction with outco	me:			
Additional comments, suggestions or ne	eds with regard to the H	IV/AIDS awar	eness pro	grammes on site:	
Please indicate if your company has a formal HIV/AIDS policy focussing on HIV/AIDS awareness raising and care and support		Yes	No	Currently developing	
of HIV/AIDS Workers:			one		
Please indicate if, to your knowledge, HIV/AIDS related sicknesses. One or me					
Excessive weight loss Reactive TB Hair loss Severe tiredness	Coughing or chest pain Pain when swallowing Persistent fever Diarrhoea		Vomiting Meningitis Memory loss Pneumonia		
Number of HIV/AIDS-related deaths:					
Contractor		Date			
Departmental Project Manager		Date			

SCHEDULE C Page 2 of 2



SITE INFORMATION PROJECT SPECIFIC. PG-03.2 (EC)



### PG-03.2 (EC) SITE INFORMATION – JBCC 2000 PRINCIPAL BUILDING AGREEMENT (EDITION 6.2 OF MAY 2018)

Project title:	WESTERN CAPE - OUDTSHOORN SANDF: INSTALLATION OF FACILITIES FOR PEOPLE WITH DISABILITIES				
Tender no:	CPT1006/23	WCS no:		Reference no:	

### **C4 Site Information**

### **Existing Military Base-Oudtshoorn**

