

SCOPE OF WORK

TOWN/CITY	PRETORIA
DEPARTMENT/BUILDING	SAPS
LOCATION	PRETORIA WEST DOG SCHOOL
COMPLAINT NO	ID3244809
DESCRIPTION OF WORKS	SERVICING OF FIRE EQUIPMENTS
CONTACT	BILJON
CONTACT'S NO.	079 223 3636

SCHEDULE OF INFORMATION

1. SERVICE INSTRUCTIONS (PROCEDURE TO BE FOLLOWED):

All firefighting equipment must be serviced in accordance with the SABS code of practice as indicated below. Tenderers must allow for servicing of all equipment, although there is faulty, redundant or vandalized equipment on site.

- a) Portable fire extinguisher (SANS 1475 (1989))
- b) Fire Hydrant (SANS 1128)
- c) Fire Hose Reels (SANS 543)

SCOPE OF WORK FOR SERVICING AND REPAIR OF FIRE EQUIPMENTS

It is a crime to service firefighting equipment without SABS PERMIT AND SAQCC Fire technical card

The following information must be attached to the quotation

- Attach a certified copy of the SABS Permit Certification for Firefighting Equipment
- Attach certified copy of the contractor SAQCC card or a certified copy of the SAQCC and ID copies of technicians working on site • Attach CSD copy

VERY IMPORTANT NOTICE

If the contractor does not have SABS permit and SAQCC Fire card.

The contractor quotation will not be accepted to qualify for the service of Firefighting equipment.

- Only technicians with SAQCC-Fire card are approved to service fire equipment.
- Technician must be always on site to control the workers
- Kindly be advised that the above service is that sub-contractors cannot do service themselves, they must hire a fire contractor with SABS Fire certification permit and SAQCC Technicians to service the fire equipment for the department of Public Works and Infrastructure
- Work must be done according to SABS, SAQCC and Public Works Standards • The contractor shall notify the works manager of any additional work found, that is not appearing on the scope of work before going ahead with the job

- The contractor must give three months written guarantee on the job • Old or damaged component/part that has been replaced with the new one must be left on site or give to the Works Manager
- Final summary must be fully completed by the contractor, failure will invalidate the contractors quotation
- The contractor is advised NOT TO EXECUTE any additional work other than specified above / on the scope of works
- The contractor SHALL NOT TAKE any instruction(s) from the client department or any person other than the relevant works manager when executing the service
- The contractor MUST supply proof of purchase for the materials utilised for this service, be attached to the invoice
- The guarantee provided MUST comply with requirement set out on the scope of works and report must be given of all pressure tested fire equipment.

2. SERVICING OF CO² EXTINGUISHERS AS FOLLOWS:

1. Hydrostatically Pressure test all extinguishers in this category.
2. Check extinguisher for rust, dents or other visible damage.
3. Remove discharge hose and horn assembly, check for blockages.
4. Check operation of head assembly.
5. Weigh extinguisher (If underweight — Refill).
6. Refit discharge hose and horn assembly.
7. Seal extinguisher and make ready for use.
8. Wipe extinguisher and affix signed and dated service label and lead seal.

3. SERVICING OF STORED-PRESSURE DRY-POWDER (EXTINGUISHER):

1. Depressurized extinguisher. Open the extinguisher and pour the powder into a clean receptacle.
2. Remove the discharge hose (if fitted) from the discharge hose adapter. Using dry compressed air (or dry gas), remove all traces of powder from the inside and the outside of the container, discharge hose, nozzle, control valve assembly, filler cap and actuating mechanism.
3. Sift the powder through a sift of nominal aperture size 2.0mm and examine the powder. Unless it is free from lumps, caking and foreign matter, discard the powder

and replace it with a new charge in accordance with the manufacturer's recommendations.

4. Refit the discharged hose.
5. Before fitting the filler cap, examine and if necessary, replace the sealing washer or "O" — ring, as relevant.
6. Pressurize the extinguisher to the correct working pressure, using either dry nitrogen or dry CO₂, as recommended by the manufacturer.
7. Note whether the pressure — gauge reading corresponds to the working pressure and if it does not, replace the gauge and re-pressurize the extinguisher. Check the operation and calibration of the pressure gauge.
8. Carry out a leakage test.
9. Seal unit.
10. Clean extinguisher and put a service label on with name and date.

4. SERVICING OF HYDRANT:

1. . Open hydrant and allow water pressure to be released.
2. Check main washer sealing at normal hand tension.
3. Check gland for leaks.
4. Check that the hose clip is in correct working order. .
5. Check condition of lip washer.
6. Affix signed service label.

5. SERVICING OF HOSE REELS:

1. Check the hose reel mounting bolts for corrosion and physical damage, check whether the frame is mounted in a secure manner and whether the reel operates freely.
2. Unwind reel completely and check condition of hose and physical damage.
3. Check watennay and the watenuay cornponents for corrosion.
4. Check operation of hose nozz:e.
5. Check condition of hose reel frame.
6. Close hose nozzle and switch on water supp\y at stopcock and check whether the hose is in an acceptable condition and is fitted in an acceptable manner and whether it can with stand the pressure in the supply main.
7. While hose is under pressure, check for leaks especially at gland.

8. Ensure that waterway of the hose reel and the hose reel hose can withstand a test pressure of 2 000kpa for 3 minutes.
9. Close stopcock, empty hose and rewind onto reel and ensure all operating parts operate with ease.
10. Check operation of draw-off shackle and general condition of pipe work.
- 1 1. Wipe hose reel and affix signed and dated service label.
- 1 1. Affix anti tamper seal next to waterway with date on.

6. SERVING OF WATER TYPE EXTINGUISHERS. (IF APPLICABLE)

1. Remove head assembly; check striker pin and activating mechanism, after unscrewing cartridge.
2. Check operation of breather valve.
3. Loosen and remove discharge nozzle and siphon tube. Check for blockages.
4. Check and weigh cartridge.
5. Empty out water and check internal and external condition of extinguisher.
6. Refill extinguisher with fresh water to correct level. Add antirust solution to water.
7. Replace discharge nozzle and siphon tube.
8. Screw cartridge into head and refit head assembly onto extinguisher.
9. Seal extinguisher and make ready for use.
10. Wipe extinguisher clean and affix signed service label.

7. SERVICE SHEET.

COMPANY NAME:

2. A.REQUEST FOR REPAIR TO BE DONE.

OR

B. REQUEST FOR MAINTENANCE SERVICING.

3. DATE REQUESTED:

4. A. DATE OF ARRIVAL ON SITE:

TIME OF ARRIVAL ON SITE:

B. DATE OF DEPARTURE FROM SITE ON COMPLETION OF

WORK:

TIME OF DEPARTURE FROM SITE ON COMPLETION OF

WORK:

5. NAME OF BUILDING OR INSTITUTION:

SIGNATURE OF SERVICEMAN:

CONTACT PERSON ON SITE:

1. I certify that the above-mentioned information is correct and that the work has been completed satisfactorily.

2. If not completed to your satisfaction, state why: _____

SIGNATURE

RANK

DATE

8. SERVICE PRICE SCHEDULE: TO BE COMPLETED BY THE TENDERER.

PLEASE NOTE:

1. Labour is service.

2. This quotation consists of the servicing of fire-fighting equipment as described in the schedule of information:

EQUIPMENT	QUANTITY	ITEM PRICE	TOTAL
4.5Kg fire extinguishers	25		
9Kg fire extinguishers	19		
2kg fire extinguishers	2		
Hose Recis	20		
Fire hydrant	12		
TOTAL PRICE EXCLUDING VAT			
VAT			
TOTAL			

1. SERVICE SHEET (SEE PAGE 5) MUST BE COMPLETED AND SUBMITTED TOGETHER WITH THE INVOICE.
2. INVENTORY LIST MUST BE SUBMITTED TOGETHER WITH THE QUOTATION BY THE CONTRACTOR CONFIRM ONSITE, WRITTEN THE NEXT SERVICE DATE.
3. NO ADDITIONAL WORK WILL BE DONE WITHOUT AUTHORISATION FROM DPW.

INVENTORY

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