

## SCOPE OF WORK

TOWN/CITY	PRETORIA
DEPARTMENT/BUILDING	NATIONAL ARCHIVES
LOCATION	30 HAMILTON STREET
COMPLAINT NO	ID-3245282
DESCRIPTION OF WORKS	SERVICING OF FIRE EQUIPMENT
CONTACT	MS MTHETHWA/SONTAGA MACHETE
CONTACT'S NO.	0829396828 /0730601568

### 1. SERVICE INSTRUCTIONS (PROCEDURE TO BE FOLLOWED):

#### VERY IMPORTANT NOTE:

If the contractor does not have a SABS Permit and SAQCC Fire card worker, the contractor quotation will not be accepted to quality for servicing of Fire equipment.

### THE FOLLOWING INFORMATION 1 REQUIREMENTS MUST BE ATTACHED - to THE DOCUMENT:

- Only Technicians with SAQCC Fire Card are approved to service Fire equipment
- Attach a certified copy of the SABS Permit Certification for fire-fighting Equipment / as per SANS
- Attach certified copy of the contractor SAQCC card or certified copy of Accredited Technician with SAQCC fire card and ID certified copies of Technicians working on site.
- Works must be done according to SABS, SANS, SAQCC, Bylaws, and Puhtic Works Standards.
- The contractor shall not execute any acã--fi%onal work or Shaff not take instructions from the Client Department cr any other person other than the refcvant DPVVI official.
- A" repair v.'Otk dene by the contractor be guaranteed for a of (0.3) 'months and ne:v parts, components and mater;al used in this c.ontre;jt Shakl be guaranteed for a pcriod Of (12) months.
- The contractor sha\t connple and provide serv:ce sheet or ee:vicc -e register of any work done nn site and mt.! -it be attached cn the quotation and job card.

### NO: CONTRACTOR MUST PROVIDE THE FOLLOWING:

1. VAT No. (if applicable): \_\_\_\_\_
2. CIDB Registration No: \_\_\_\_\_
3. SABS NUMBER: \_\_\_\_\_
4. SAQCC FIRE CARD NUMBER: \_\_\_\_\_
5. Contractor/Company Name : \_\_\_\_\_
6. Signature: \_\_\_\_\_

All fire fighting 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 (SABS 1475 (1989))
- b) Fire Hydrant (SABS 1128)
- c) Fire - Hose Reels (SABS 543)

a. SERVICING OF CO<sup>2</sup> EXTINGUISHERS AS FOLLOWS:

1. Check date last pressure tested, if period exceeded notify Department.
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 under weight — 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. NB: Recharge and Hydro-test all CO<sub>2</sub> extinguishers.

b. 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 CO<sub>2</sub>, as recommended by the manufacturer.
7. Note working pressure — reading on gauge responds to the working pressure and if it does not, replace the gauge and re-pressurize the extinguisher. Check the operation and condition of the gauge.
- g. Carry out a leakage test.
- o. S
10. Clean (extinguisher) and put a service label on with name and date.

c. SERVICING OF FIREFIGHTER.

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.

d. 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 waterway and the waterway components for corrosion.
4. Check operation of hose nozzle.
5. Check condition of hose reel frame.
6. Close hose nozzle and switch on water supply 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 with stand 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.
11. Wipe hose reel and affix signed and dated service label.
11. Affix anti tamper seal next to waterway with date on.

SERVICE PRICE SCHEDULE: TO BE COMPLETED BY THE TENDERER.

E u i ment	Quantity	Item Price	Total
Service of fire extin ishers 6.8 kg C02	248		
Service Fire Hose reel	28		
Service fire Hydrants	06		
Service of Hydrants booster	02		
		R5.00	
Travelliing KM		SUBTOTAL	
		15% VAT	
		TOTAL	

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