

**THE APPOINTMENT OF A SERVICE PROVIDER FOR
ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING
IN BISHO**

MINI BID NUMBER: M/02/24/25

BIDDER:

BRIEFING SESSION DATE: 22 April 2024 @ 11:00 am @ NPA Office, Bisho
GPS Co- ordinates - Latitude: 32°85'02.05"S Longitude: 27°43'91.63"E

CLOSING DATE: 30 April 2024

CLOSING TIME: 11H00

PRICE OFFER:

CSD NUMBER:

CRS NUMBER:

URGENT FRAUD ALERT

CRIMINAL CALLS TARGETING BIDDERS
NO PAY-OFFS TO SUBMIT OR SECURE TENDERS
STAY VIGILANT - REPORT FRAUD
*ECPTA will not ask any bidder for any monies



REPORT

Whistle Blowers
PRIVATE & CONFIDENTIAL
0800 611 085
ecpta@whistleblowing.co.za
www.whistleblowing.co.za

REQUEST FOR QUOTATIONS

MINI BID NUMBER: M/02/24/25

THE APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING IN BISHO

Bids are hereby invited for **THE APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING IN BISHO.**

Bid documents outlining detailed specifications will be made available from Tuesday **16 April 2024** **"FREE OF CHARGE"**. Documents can be downloaded from the ECPTA website: www.visiteasterncape.co.za/corporate/procurement/mini-bids

A compulsory briefing will be held on **22 April 2024 at 11h00 am.** The venue is the NPA Building, 1058 Phalo Avenue, Bisho **GPS Co-ordinates - Latitude: 32°85'02.05"S Longitude: 27°43'91.63"E**

EVALUATION CRITERIA

A Three (3) Stage Evaluation process will be employed. In Stage One (1) all bids received will be evaluated based on Mandatory requirements. Only bidders who meet the mandatory requirements will proceed to Stage Two (2) where bids will be evaluated on compliance requirements. Only bidders who meet all the criteria for compliance with bid requirements will proceed to Stage Three (3) on Price and Specific Goals in accordance with the Preferential Procurement Regulations of 2022 utilizing 80/20 preference points system.

STAGE 1: MANDATORY REQUIREMENTS

- Compulsory Briefing.
- Contractors must be registered with the CIDB for grade **1EP OR 1EB ONLY.**

STAGE 2: COMPLIANCE REQUIREMENTS

Bidders must comply with the set of compliance requirements listed below. Failure to comply with any of the compliance requirements will lead to immediate rejection of the bid.

- Electrical Contractor's certificate; and
- Capacity- Professional Project Team



STAGE 3- PRICE & SPECIFIC GOALS

CRITERIA FOR FUNCTIONALITY	POINTS
Price	80
Specific Goals	20
Total	100

Price and specific goals points will be calculated as described in the Preferential Procurement Regulations of 2022. SBD 6.1 form must be used to claim points for specific goals for the company.

A copy of CSD report, Medical Certificate (where applicable) and Proof of Address must be submitted as proof of specific goals. When the above documentation is not provided as proof the company will automatically score zero.

Completed bid documents accompanied by all necessary documents are to be placed in a sealed envelope with the bid name and number (as given above) clearly written in an envelope. **All bids must be deposited in the Tender Box, at the offices of the Eastern Cape Parks and Tourism Agency at No. 17-25 Oxford Street (Corner of Fleet Street & Oxford Street), by not later than 11h00 on Tuesday, 30 April 2024, at which time the bids will be opened in public.**

For all enquiries regarding the bid document please contact Ms. Unathi Zinganto at 043 492 0871, e-mail: Unathi.Zinganto@ecpta.co.za or Contact Ms. Nathenkosi Kupiso for technical enquires at 043 492 0896 during working normal hours, email Nathenkosi.Kupiso@ecpta.co.za

ECPTA has a zero tolerance on any acts of fraud and corruption. Please report any suspected acts of fraud and corruption to any of the contact details listed below: Hotline Number: Toll free number -0800 611 085; SMS: 33490 Email: ecpta@whistleblowing.co.za; Tip-offs Website: www.whistleblowing.co.za



PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE EASTERN CAPE PARKS & TOURISM AGENCY					
BID NUMBER:	M/02/24/25	CLOSING DATE:	30 April 2024	CLOSING TIME:	11h00am
DESCRIPTION	THE APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING IN BISHO.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
17-25 Oxford Street,					
Cnr. Oxford and Fleet Street					
East London					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms. Unathi Zinganto		CONTACT PERSON	Ms. Nathenkosi Kupiso	
TELEPHONE NUMBER	043 492 0871		TELEPHONE NUMBER	043 496 0896	
FACSIMILE NUMBER	-		FACSIMILE NUMBER	-	
E-MAIL ADDRESS	Unathi.Zinganto@ecpta.co.za		E-MAIL ADDRESS	Nathenkosi.Kupiso@ecpta.co.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					



SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]				

1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	2 ARE YOU FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? YES NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? YES NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? YES NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? YES NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.



PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

NAME OF SIGNATORY:

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:



TERMS OF REFERENCE

1. Background

The Eastern Cape Parks and Tourism Agency (ECPTA), established and mandated in terms of the Eastern Cape Parks and Tourism Agency Act (2 of 2010), is responsible for the management of the Eastern Cape Provincial Parks. NPA building is one the properties owned by Eastern Cape Parks and Tourism Agency. To enhance the property value and revenue, maintenance of the building is to be prioritised. It is therefore against this background that we request the appointment of an electrical contractor to conduct the works as per the scope detailed by the appointed Engineer.

2. Scope of Work

The scope of works entails the refurbishment and upgrading of the electrical installation at Bisho NPA Building.

List of Construction Activities includes but not limited to:

- All existing lighting to be replaced with LED efficient luminaires.
- Additional lights to improve lighting levels.
- New dedicated circuits and isolators for Air Conditioners that are currently fed from plug circuits.
- Lightning protection installation risk assessment by an LPS specialist.
- Repairs to Power skirting.
- Installation of additional 5A Euro Socket Outlets (SANS 164 – 2).
- Installation of an emergency lighting.
- Electrical contractor to complete a full inspection, fault report, repairs and complete testing of the existing and new electrical installations, in order to issue a new Electrical Certificate of Compliance for the building.

2.1. Contract Period

The duration of this assignment is 2 months from date of site handover. The Electrical Contractor is expected to submit a detailed pricing schedule in accordance with the BoQ.



3. Evaluation Criteria

Bids will be evaluated in accordance with the Preferential Procurement Policy Framework Act (PPPFA) of 2000

A three (3) Stage Evaluation process will be employed. In Stage One (1) all bids received will be evaluated based on mandatory requirements. Only bidders who meet all the criteria for mandatory requirements will proceed to Stage Two (2) for Compliance requirements. Bidders who meet all the compliance requirements will proceed to Stage 3 for Price and Specific Goals in accordance with the Preferential Procurement Regulations of 2022 utilizing 80/20 preference points system.

STAGE 1: Mandatory Requirements

Bidders must comply with the set of mandatory requirements listed below. Failure to comply with any of the mandatory requirements will lead to immediate rejection of the bid.

- A. Compulsory Briefing:** Bidders must attend the compulsory briefing meeting on site.
- B. CIDB Grading:** Bidders must be registered with CIDB with a contractor designation of 1 EP or 1 EB only. Bidders with contractor designation higher than 1EP or 1EB will not be considered.

STAGE 2: Compliance Requirements

- A. Electrical Contractor's certificate:** Bidders must submit a copy of Electrical contractor's certificate issued by the Department of Labour in the name of the specialist or tendering enterprise or in the name of the proposed electrician.

- B. Capacity- Professional Project Team**

The bidder must submit a detailed professional project team containing all the components stated below. The bidder must submit CV's, Proof of Registration of each member of the project team and relevant qualifications. **Failure to submit both CV and copies of qualifications/certification will result in immediate rejection of the bid.**

Discipline	Qualifications/ Professional Registration	No of years' Experience
Site Agent	National Diploma or higher in Electrical Engineering	5 years or more
Installation Electrician	Trade Test Certificate with the accredited relevant body	3 years or more



Health and Safety Officer	Relevant qualification/ certification	5 years or more
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Failure to comply with any of the above requirements will lead to immediate rejection of the bid.

Based on the nature of works, it is the responsibility of the Bidder to identify any other critical professional/ specialists required for the completion of the project. Such professionals must be linked to the scope of work and proposed methodology and organogram submitted and be accounted for in the activity and pricing schedule. ECPTA will not be responsible for payment of fees for any additional professionals/ specialists not costed & listed in the pricing schedule. For all additional professionals/specialists identified, the bidder must submit CVs of the resources, copies of qualifications and copies of professional registration. All professionals/specialists proposed must have a minimum of 5 years' experience.

STAGE 3: Price & Specific Goals

CRITERIA	POINTS
Price	80
Specific Goals	20
Total	100

Price and specific goals points will be calculated as described in the Preferential Procurement Regulations of 2022. SBD 6.1 form must be used to claim points for specific goals for the company. **A copy of CSD report, Medical Certificate (where applicable) and Proof of Address must be submitted as proof of specific goals. When the above documentation is not provided as proof the company will automatically score zero.**

POINTS FOR SPECIFIC GOALS			
Specific Goals Category	Weighting (of 20 Points)	Number of points	Acceptable Evidence
Local Production and content	40%.	8	SBD 6.2 & Anne C
>51% Women Ownership	10%	2	CSD report.
10-50% Women Ownership		1	



<10% Women Ownership		0	
>51% Youth Ownership	15%	3	CSD report.
10-50% Youth Ownership		1.5	
<10% Youth Ownership		0	
>51% Disability Ownership	5%	1	Medical certificate
10-50% Disability Ownership		0.5	
<10% Disability Ownership		0	
>51% Historically Disadvantaged Individuals Ownership	20%	4	CSD report.
(South African citizen - who, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 110 of 1983) or the Constitution of the Republic of South Africa, 1993, (Act 200 of 1993))		2	
10-50% HDI Ownership		0	
<10% HDI Ownership			
Locality (Enterprises located in the Eastern Cape Province)	10%	2	Proof of address
Enterprise located outside the Eastern Cape		0	
TOTAL	100%	20	

LOCAL PRODUCTION AND CONTENT DECLARATION FOR DESIGNATED ITEMS

Only locally produced or locally manufactured products and components for Installation and Supply and of Hybrid Invertors and Battery will be considered based on the prescribed threshold for each component as listed on SBD 6.2 and Annexure C. Bidders must complete and submit SBD 6.2 and all its associated Annexures to be considered. Failure to complete the SBD 6.2 and or its Annexures or failure to obtain the minimum threshold for local content will result in zero points scoring in the bid.

The minimum requirement threshold for Local Production and Content for the Electrical Cables in line with DTI on the following table:

Description of services, works or goods	Stipulated minimum threshold
Power Cables/ Wire Products	100%
P8000 Galvanised Trunking	100%
PVC Wires & Conduit	100%
Joining / Connecting Components	100%

BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Eastern Cape Parks & Tourism Agency Supply Chain Management Policy will apply.
- Bidders must be registered with the National Treasury Central Supplier Database (CSD) and provide a copy of CSD full report.
- Eastern Cape Parks & Tourism Agency does not bind itself to accept the highest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids which are late, incomplete, unsigned, or submitted by facsimile or electronically, will not be accepted.
- Bids submitted are to hold good for a period of 90 days
- A service level agreement shall be signed with the successful service provider.
- ECPTA reserves the right to terminate the contract if not satisfied with the work produced by the service provider. Only bidders that have met the requirements of the proposal / specification shall be considered during the adjudication process.
- Companies that bid as joint venture must submit an official signed business agreement by both parties. If the service provider does not meet this requirement, it will be automatically disqualified.
- The ECPTA Bid Committee and the Supply Chain Management Unit may, before a bid is adjudicated or at any time during the bidding process, oblige a bidder to substantiate any claims it may have made in its bid documents.

The following documents must be submitted with the tender document:

- A copy of your CSD Report for the month of April 2024.
- Company Profile
- Medical Certificate (if applicable)
- Municipal account or proof of address



- Companies who bid as a joint venture must submit both companies supporting documents to claim points for specific goals.
- Companies that bid as joint venture must submit an official signed business agreement by both parties. If the service provider does not meet this requirement, it will be automatically disqualified.



GENERAL CONDITIONS OF THE BID

1. Interpretation

The word "Bidder" in these conditions shall mean and include any firm or any company or body incorporated or unincorporated. The word "ECPTA" in these conditions shall mean the Eastern Cape Parks & Tourism Agency.

2. Extent of the bid

This contract is for the provision of the services as detailed in the attached Specification (page 7)

3. Contract to be binding

The formal acceptance of the Purchase Order by the ECPTA will constitute a contract binding on both parties and a service level Agreement will be signed by both parties.

4. Mode of the Bid

All Bids shall be completed and signed: All forms, annexure, addendums, and specifications shall be signed and returned with the Bid document as a whole. ***The lowest or any Bid will not necessarily be accepted.*** The ECPTA wishes to deal on a prime contractual basis with the successful Bidder being responsible and accountable for all aspects of the entire solution or service offered.

5. Quality

Should the specifications and / or descriptions not address any aspects of quality as specified, clarity should be provided to the ECPTA prior to the submission of a quotation.

6. Insurance Claims, etc.

The ECPTA shall not be liable in any manner in respect of any claims, damages, accidents and injuries to persons, property or rights or any other courses of civil or criminal action that may arise from the carrying out of this contract. The company shall insure his / her / their personnel and any plant, machinery or other mechanical or electronic equipment involved in the fulfilment of this contract and shall indemnify ECPTA against all risks or claims which may arise. It will be required from the successful Bidder to submit proof of insurance or any other valid form of indemnification to ECPTA for scrutiny.



7. Signing of Documents

Bidders are required to return the complete set of documents duly signed.

8. Period of Validity for Bids and withdrawal of Bid after Closing Date

All bids are to be held valid and binding for 90 days from the closing date of submissions (calculated from, but not including, the due date).

9. Penalty Provision

Should the successful Bidder:

- a) Withdraw the Bid during the afore-mentioned period of validity; or
- b) Advise the ECPTA of his / her / their inability to fulfil the contract; or
- c) Fail or refuse to fulfil the contract; or
- d) Fail or refuse to sign the agreement or provide any surety if required to do so.

Then, the Bidder will be held responsible for and is obligated to pay to the ECPTA:

All expenses incurred by ECPTA to advertise for or invite and deliberate upon new Bids, should this be necessary. The difference between the original accepted Bid price and:

(i) A less favourable (for the ECPTA) Bid price accepted as an alternative by the ECPTA from the Bids originally submitted; or (ii) A new Bid price.

10. Value Added Tax

In calculating the cost of the supply and delivery of services and / or material, the supplier will issue a "Tax Invoice" for all services rendered and / or materials supplied, which will reflect the exclusive cost of such services, goods or materials with the relevant Value Added Tax being added to the total.

VAT must be included in the Bid price but must be shown separately.

11. Price Escalation

No price escalation

12. Authority to Sign Bid Documents

In the case of a Bid being submitted on behalf of a company, close corporation or partnership, evidence must be submitted to the ECPTA at the time of submission of the Bid that the Bid has been signed by persons properly authorized thereto by resolution of the directors or under the articles of the entity.

13. Samples

Not Applicable



14. Duration of the Contract

The duration for this contract is 2 months from date of site handover.

15. Delivery Periods

The successful bidder will liaise with Mr. Nathenkosi Kupiso at 043 492 0869

16. Closing Date / Submitting of Quotations

Bids must be submitted in sealed envelopes clearly marked **“THE APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING IN BISHO. M/02/24/25”** Quotations must be deposited in the Bid Box, 17-25 Oxford Street (Cnr of Fleet & Oxford Street), East London, by no later than 11:00 am on Tuesday, 30 April 2024. *Bids which are not submitted in a properly sealed and marked envelope and/or deposited in the relevant bid box on or before the closing date and time will not be considered. Faxed or e-mailed Bids will not be considered.*

17. Bid Enquiries

Enquiries should be directed to the Supply Chain Management Unit. The following official can be contacted: Ms. Unathi Zinganto at 043 492 0871 during normal office hours viz. 08:00 – 16:00 Mondays to Fridays-email: Unathi.Zinganto@ecpta.co.za

18. Insurance and Indemnity

ECPTA shall not be liable in any manner in respect of any claims, damages, accidents and injuries to persons, property or rights or any other courses of civil or criminal action that may arise from the carrying out of this contract.

19. Payment

Payment will be made on completion of services within 30 days of receipt of the invoice.

20. Control of The Contract

For the purposes of this contract ECPTA has appointed the Bid Committee for the adjudication, award and management of the bid.



21. Agreement

The successful bidder undertakes to be bound by all terms and conditions contained in this bid document. The successful bidder will be awarded a Purchase Order which serves as the binding contract with ECPTA.



FORM OF OFFER AND ACCEPTANCE

A. OFFER

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works:

MINI BID NO: M/02/24/25- THE APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING IN BISHO.

The Tenderer, identified in the Offer signature block below, has examined the documents listed in the Tender Data and addenda hereto as listed **in the Tender Schedules, and by submitting this Offer has accepted the Conditions of Tender.**

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

The offered total of the prices inclusive of Value Added Tax is:

R _____ (in words) _____)

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the Tender Data, whereupon the Tenderer becomes the party named as the Contractor in the Conditions of Contract identified in the Contract Data.

Signature: *(of person authorized to sign the Tender):* _____

Name: *(of signatory in capitals):* _____

Capacity: *(of Signatory):* _____

Name of Tenderer: *(organization):* _____



GENERAL CONDITIONS OF CONTRACT TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
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14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Increase/decrease of Quantities
19. Contract amendments
20. Assignment
21. Subcontracts
22. Delays in the provider's performance
23. Penalties
24. Termination for defaults
25. Dumping and countervailing duties
26. Force Majeure
27. Termination for insolvency
28. Settlement of disputes
29. Limitation of liability
30. Governing language
31. Applicable law
32. Notices
33. Taxes and duties
34. Transfer of Contract
35. Amendments of Contract
36. National Industrial Participation Programme (NIPP)
37. Prohibition of restrictive Practices



1. Definitions

The following terms shall be interpreted as indicated:

- 1.1 **“Closing time”** means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 **“Chief Executive Officer”** means the CEO of ECPTA or her/his duly authorized representative.
- 1.3 **“Contract”** means the written agreement entered into between the purchaser and the provider, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.4 **“Contract price”** means the price payable by the provider under the contract for the full and proper performance of his contractual obligations.
- 1.5 **“Corrupt practice”** means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.6 **“Countervailing duties”** are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.7 **“Country of origin”** means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.8 **“Day”** means calendar day.
- 1.9 **“Delivery”** means delivery in compliance of the conditions of the contract or order.
- 1.10 **“Delivery ex stock”** means immediate delivery directly from stock actually on hand.
- 1.11 **“Delivery into consignees store or to his site”** means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the provider bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.12 **“Dumping”** occurs when a private enterprise abroad markets its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.13 **“ECPTA”** means Eastern Cape Parks & Tourism Agency.



- 1.14 **“Force majeure”** means an event beyond the control of the provider and not involving the provider’s fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.15 **“Fraudulent practice”** means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.16 **“GCC”** means the General Conditions of Contract.
- 1.17 **“Goods”** means all of the equipment, machinery, and/or other materials that the provider is required to supply to the purchaser under the contract.
- 1.18 **“Imported content”** means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the provider or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as land costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.19 **“Letter of acceptance”** means the written communication by ECPTA to the contractor recording the acceptance by ECPTA of the contractor’s tender subject to the further terms and conditions to be itemized in the contract;
- 1.20 **“Local content”** means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.21 **“Manufacture”** means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.22 **“Order”** means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.23 **“Project site,”** where applicable, means the place indicated in bidding documents.
- 1.24 **“Purchaser”** means the organization purchasing the goods.
- 1.25 **“Republic”** means the Republic of South Africa.
- 1.26 **“SCC”** means the Special Conditions of Contract.
- 1.27 **“Services”** means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening,

security, maintenance and other such obligations of the provider covered under the contract.

- 1.28 **“Signature date “** means the date of the letter of acceptance;
- 1.29 **“Tender”** means an offer to supply goods/services to ECPTA at a price;
- 1.30 **“Tenderer”** means any person or body corporate offering to supply goods/services to ECPTA;
- 1.31 **“Written”** or **“in writing”** means hand-written in ink or any form of electronic or mechanical writing.

2. Application

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

3. General

- 3.1 Unless otherwise indicated in the bidding documents, ECPTA shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 Invitations to bid are usually published in locally distributed news media and on the Eastern Cape Treasury government tender bulletin.

4. Standards

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

5. Use of contract documents and information; inspection

- 5.1 The provider shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the provider in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The provider shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.



5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the provider's performance under the contract if so required by the purchaser.

5.4 The provider shall permit the purchaser to inspect the provider's records relating to the performance of the provider and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

6.1 The provider shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of goods or any part thereof by the purchaser.

6.2 When a provider develops documentation/projects for ECPTA, the intellectual, copy and patent rights or ownership of such documents or projects will vest in ECPTA.

7. Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the ECPTA the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to ECPTA as compensation for any loss resulting from the service provider's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to ECPTA and shall be in one of the following forms:

- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in South Africa or abroad, acceptable to ECPTA, in the form provided in the bidding documents or another form acceptable to ECPTA; or
- (b) a cashier's or certified cheque.

7.4 The performance security will be discharged by ECPTA and returned to the provider not later than thirty (30) days following the date of completion of the provider's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections, tests and analyses

8.1 All pre-bidding testing will be for the account of the bidder.



- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organization acting on behalf of the purchaser.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clause 8.2 & 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the provider.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the provider who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do not comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the providers cost and risk. Should the provider fail to provide the substitute supplies forthwith, the purchaser may, without giving the provider further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the provider.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packaging

- 9.1 The provider shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging, case size and weights shall take into consideration, where appropriate, the remoteness of the good's final destination and the absence of heavy handling facilities at all points in transit.



9.2 The packaging, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the provider in accordance with the terms specified in the contract.

11. Insurance

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

12. Transportation

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

13. Incidental services

13.1 The provider may be required to provide any or all of the following services, including additional services, if any:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the provider of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the provider's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the provider for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the provider for similar services.

14. Spare parts



14.1 As specified, the provider may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the provider:

- (a) such spare parts as the purchaser may elect to purchase from the provider, provided that this election shall not relieve the provider of any warranty obligations under the contract, and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The provider warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The provider further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the provider, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.

15.3 The purchaser shall promptly notify the provider in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the provider shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the provider, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the provider's risk and expense and without prejudice to any other rights which the purchaser may have against the provider under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the provider under this contract shall be specified



16.2 The provider shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the provider.

16.4 Payment will be made in Rand unless otherwise stipulated.

17. Prices

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

18. Increase/decrease of quantities

18.1 In cases where the estimated value of the envisaged changes in purchase does not exceed 15% of the total value of the original contract, the contractor may be instructed to deliver the revised quantities. The contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. Contract amendments

19.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

20. Assignment

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

21. Subcontracts

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

22. Delays in the provider's performance

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



22.2 If at any time during performance of the contract, the provider or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the provider shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the provider's notice, the purchaser shall evaluate the situation and may at his discretion extend the provider's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

22.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if any emergency arises, the provider's point of supply is not situated at or near the place where the supplies are required, or the provider's services are not readily available.

22.4 Except as provided under GCC Clause 25, a delay by the provider in the performance of its delivery obligations shall render the provider liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

22.5 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the provider's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the provider.

23. Penalties

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

24. Termination For Default

24.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the provider, may terminate this contract in whole or in part:

- (a) if the provider fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the provider fails to perform any other obligation(s) under the contract; or
- (c) if the provider, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.



24.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the provider shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the provider shall continue performance of the contract to the extent not terminated.

25. Anti-Dumping and Countervailing Duties and Rights

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

26. Force Majeure

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

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

27. Termination For Insolvency

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

28. Settlement of Disputes

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

28.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the provider may give notice to the other party of his intention to commence with mediation. No mediation in



respect of this matter may be commenced unless such notice is given to the other party.

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

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

- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the provider any monies due to the provider for goods delivered and / or services rendered according to the prescripts of the contract.

29. Limitation of Liability

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

- (a) the provider shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the provider to pay penalties and / or damages to the purchaser; and
- (b) the aggregate liability of the provider to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

30. Governing Language

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

31. Applicable Law

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

32. Notices

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

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

33. Taxes and Duties

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



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

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

34. Transfer of Contracts

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

35. Amendment of Contracts

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

36. National Industrial Participation Programme (NIP)

36.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

37. Amendment of Contracts

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

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

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

DATE

SIGNATURE OF BIDDER



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

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium¹ will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the

¹ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



drafting of the specifications or terms of reference for this bid.

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

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



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

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

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

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender



to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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



3.2.1. POINTS AWARDED FOR PRICE

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

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

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



POINTS FOR SPECIFIC GOALS			
Specific Goals Category	Weighting (of 20 Points)	Number of points	Acceptable Evidence
Local Production and content	40%.	8	SBD 6.2 & Anne C
>51% Women Ownership	10%	2	CSD report.
10-50% Women Ownership		1	
<10% Women Ownership		0	
>51% Youth Ownership	15%	3	CSD report.
10-50% Youth Ownership		1.5	
<10% Youth Ownership		0	
>51% Disability Ownership	5%	1	Medical certificate
10-50% Disability Ownership		0.5	
<10% Disability Ownership		0	
>51% Historically Disadvantaged Individuals Ownership (South African citizen - who, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act 110 of 1983) or the Constitution of the Republic of South Africa, 1993, (Act 200 of 1993))	20%	4	CSD report.
10-50% HDI Ownership		2	
<10% HDI Ownership		0	
Locality (Enterprises located in the Eastern Cape Province)		10%	
Enterprise located outside the Eastern Cape		0	
TOTAL	100%	20	

DECLARATION WITH REGARD TO COMPANY/FIRM

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



4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e)

..... SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:



LOCAL CONTENT DECLARATION (SBD 6.2)

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below



The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods	Stipulated minimum threshold
Power Cables/ Wire Products	100%
P8000 Galvanised Trunking	100%
PVC Wires & Conduit	100%
Joining / Connecting Components	100%

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES		NO	
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3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.



LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrialdevelopment/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
 do hereby declare, in my capacity as
 of(name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	



Local content %, as calculated in terms of SATS 1286:2011

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Annex C

Local Content Declaration - Summary Schedule

Bid No.	
Bid description:	THE APPOINTMENT OF A SERVICE PROVIDER FOR ELECTRICAL UPGRADES AND REPAIRS AT THE NPA BUILDING IN BISHO.
Designated product(s)	
Tender Authority:	Eastern Cape Parks and Tourism Agency
Bid Entity name:	
Bid Exchange Rate:	<input type="text" value="EU"/> <input type="text" value="GBP"/>
Specified local content %	100%

Note: VAT to be excluded from all calculations

Calculation of local content							
Bid Item no's	List of items	Bid price - each (excl VAT)	Exempted Imported value	Bid value- net of exempted Imported content	Imported value	Local value	Local content % (per item)
1	Power Cables/ Wire Products						100%
2	P8000 Galvanised Trunking						100%
3	PVC Wires & Conduit						100%
4	Joining / Connecting Components						100%

Bid summary		
Bid Qty	Total Bid value	Total Imported content
Total bid value		

Total Exempt Imported content	
Total bid value net of exempt Imported content	
Total Imported content	
Total local content	
Average local content % of tender	

Signature of Bidder _____

Date: _____

EVALUATION CRITERIA

A three (3) Stage Evaluation process will be employed. In Stage One (1) all bids received will be evaluated based on mandatory requirements. Only bidders who meet all the criteria for mandatory requirements will proceed to Stage Two (2) for Compliance requirements. Bidders who meet all the compliance requirements will proceed to Stage 3 for Price and Specific Goals in accordance with the Preferential Procurement Regulations of 2022 utilizing 80/20 preference points system.



STAGE 1: MANDATORY REQUIREMENTS

ATTACH COPY SITE BRIEFING REGISTER



ATTACH CIDB CERTIFICATE



STAGE 2: COMPLIANCE REQUIREMENTS

ELECTRICAL CERTIFICATE



PROFESSIONAL PROJECT TEAM (CV)

NB: BIDDERS MUST SUBMIT CV's & COPIES OF QUALIFICATIONS/CERTIFICATION OF KEY PERSONNEL

This form should be completed for each key person listed in the table (v): **TEAM CAPABILITY**

Responsibility or role on the project (as tabled on TEAM CAPABILITY)	Site Agent
Name:	Date of birth:
Profession:	Nationality:
Qualifications:	
Professional membership:	
Name of employer (firm):	
Current position:	No of Years of exp:
Employment record: (List of chronological order starting with earliest work experience)	
Experience record pertinent to required service:	
<p>Certification:</p> <p>I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience and that I will be available to execute the work for which I have been nominated.</p> <p>_____</p> <p>(Signature of Person named in schedule) Date</p>	

Attach additional pages if more space is required



Responsibility or role on the project (as tabled on TEAM CAPABILITY)	Installation Electrician
Name:	Date of birth:
Profession:	Nationality:
Qualifications:	
Professional membership:	
Name of employer (firm):	
Current position:	No of years of exp:
Employment record: (List of chronological order starting with earliest work experience)	
Experience record pertinent to required service:	
<p>Certification:</p> <p>I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience and that I will be available to execute the work for which I have been nominated.</p> <p>_____</p> <p>(Signature of Person named in schedule) Date</p>	

Attach additional pages if more space is required



Responsibility or role on the project (as tabled on TEAM CAPABILITY)	OHS/Safety Officer	
Name:	Date of birth:	
Profession:	Nationality:	
Qualifications:		
Professional membership:		
Name of employer (firm):		
Current position:	No of years of exp:	
Employment record: (List of chronological order starting with earliest work experience)		
Experience record pertinent to required service:		
<p>Certification:</p> <p>I, the undersigned, certify that to the best of my knowledge and belief, this data correctly describes me, my qualifications and my experience and that I will be available to execute the work for which I have been nominated.</p>		
<hr/> (Signature of Person named in schedule)		Date

Attach additional pages if more space is required



AUTHORITY TO SIGN BID DOCUMENTS

In the case of a bid being submitted on behalf of a company, close corporation or partnership, evidence must be submitted to ECPTA at the time of submission of the bid that the bid has been signed by persons properly authorized thereto by resolution of the directors or under the articles of the entity.

Please attach proof to the next page.

ATTACH RESOLUTION OF SIGNATORY



PROOF OF ADDRESS

ATTACH PROOF OF ADDRESS HERE



CSD REPORT

ATTACH CSD



JOINT VENTURE DISCLOSURE FORM

GENERAL

- i) All the information requested must be filled in the spaces provided. If additional space is required, additional sheets may be used and attached to the original documents.
- ii) A copy of the joint venture agreement must be attached to this form, in order to demonstrate the Affirmable, Joint Venture Partner's share in the ownership, control, management responsibilities, risks and profits of the joint venture, the proposed joint venture agreement must include specific details relating to:
 - a) the contributions of capital and equipment
 - b) work items to be performed by the Affirmable Joint Venture Partner's own forces
 - c) work items to be performed under the supervision of the Affirmable Joint Venture Partner.
- iii) Copies of all written agreements between partners concerning the contract must be attached to this form including those, which relate to ownership options and to restrictions/limits regarding ownership and control.
- iv) ABE partners must complete ABE Declaration Affidavits.
- v) The joint venture must be formalised. All pages of the joint venture agreement must be signed by all the parties concerned. A letter/ notice of intention to formalise a joint venture once the contract has been awarded will not be considered.
- vi) should any of the above not be complied with, the joint venture will be deemed null and void and will be considered non-responsive.

1. JOINT VENTURE PARTICULARS

a) Name.....

b) Postal address

.....

.....



c) Physical address.....
.....
.....

d) Telephone.....

e) Fax

2. IDENTITY OF EACH NON-AFFIRMABLE JOINT VENTURE PARTNER

2.1(a) Name of Firm

Postal Address

Physical Address.....

Telephone

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

2.2(a) Name of Firm

Postal Address

Physical Address.....

Telephone

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

(Continue as required for further non-Affirmable Joint Venture Partners)

IDENTITY OF EACH AFFIRMABLE JOINT VENTURE PARTNER

3.1(a) Name of Firm

Postal Address



Physical Address.....

Telephone.....

Fax.....

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

3.2(a) Name of Firm.....

Postal Address.....

Physical Address.....

Telephone.....

Fax.....

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

3.3(a) Name of Firm.....

Postal Address.....

Physical Address.....

Telephone.....

Fax.....

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

1. BRIEF DESCRIPTION OF THE ROLES OF THE AFFIRMABLE JOINT VENTURE PARTNERS IN THE JOINT VENTURE

.....

.....

.....



5. OWNERSHIP OF THE JOINT VENTURE

a) Affirmable Joint Venture Partner ownership percentage(s)%

b) Non-Affirmable Joint Venture Partner ownership percentage(s)%

c) Affirmable Joint Venture Partner percentages in respect of: *

(i)

Profit and loss sharing

(ii)

Initial capital contribution in Rands.....

.....

.....

(*Brief descriptions and further particulars should be provided to clarify percentages).

(iii)

Anticipated on-going capital contributions in Rands

.....

.....

(iv) Contributions of equipment (specify types, quality, and quantities of equipment) to be provided by each partner.

.....

.....

.....



5. RECENT CONTRACTS EXECUTED BY PARTNERS IN THEIR OWN RIGHT AS PRIME CONTRACTORS OR AS PARTNERS IN OTHER JOINT VENTURES

	NON-AFFIRMABLE JOINT VENTURE PARTNERS	PARTNER NAME
a)		
b)		
c)		
d)		
e)		

	AFFIRMABLE JOINT VENTURE PARTNERS	PARTNER NAME
a)		
b)		
c)		
d)		
e)		

7. CONTROL AND PARTICIPATION IN THE JOINT VENTURE

(Identify by name and firm those individuals who are, or will be, responsible for, and have authority to engage in the relevant management functions and policy and decision making, indicating any limitations in their authority e.g. co-signature requirements and Rand limits).

(a) Joint Venture cheque signing

.....

.....

.....

(b) Authority to enter into contracts on behalf of the Joint Venture

.....

.....



.....

(c) Signing, co-signing and/or collateralising of loans

.....
.....
.....

(d) Acquisition of lines of credit

.....
.....
.....

(e) Acquisition of performance bonds

.....
.....
.....

(f) Negotiating and signing labour agreements

.....
.....
.....

8. MANAGEMENT OF CONTRACT PERFORMANCE

(Fill in the name and firm of the responsible person).

(a) Supervision of field operations.....

(b) Major purchasing.....

(c) Estimating

(d) Technical management



9. MANAGEMENT AND CONTROL OF JOINT VENTURE

(a) Identify the “managing partner”, if any,

.....

.....

.....

.....

(b) What authority does each partner have to commit or obligate the other to financial institutions, insurance companies, suppliers, subcontractors and/or other parties participating in the execution of the contemplated works?

.....

.....

.....

.....

(c) Describe the management structure for the Joint Venture’s work under the contract

MANAGEMENT FUNCTION / DESIGNATION	NAME	PARTNER*

(Fill in “ex Affirmable Joint Venture Partner” or “ex non-Affirmable Joint Venture Partner”.

10. PERSONNEL



(a) State the approximate number of operative personnel (by trade/function/discipline) needed to perform the Joint Venture work under the Contract.

TRADE/FUNCTION/ DISCIPLINE	NUMBER EX AFFIRMABLE JOINT VENTURE PARTNERS	NUMBER EX NON- AFFIRMABLE JOINT VENTURE PARTNERS

(Fill in "ex Affirmable Joint Venture Partner" or "ex non-Affirmable Joint Venture Partner").

(b) Number of operative personnel to be employed on the Contract who are currently in the employ of partners.

(i) Number currently employed by Affirmable Joint Venture Partners

.....

(ii) Number currently employed by the Joint Venture

.....

(c) Number of operative personnel who are not currently in the employ of the respective partner and will be engaged on the project by the Joint Venture

.....

(d) Name of individual(s) who will be responsible for hiring Joint Venture employees

.....



.....
(e) Name of partner who will be responsible for the preparation of Joint Venture payrolls

.....
11. CONTROL AND STRUCTURE OF THE JOINT VENTURE

Briefly describe the manner in which the Joint Venture is structured and controlled.

The undersigned warrants that he/she is duly authorised to sign this Joint Venture Disclosure Form and affirms that the foregoing statements are true and correct and include all material information necessary to identify and explain the terms and operations of the Joint Venture and the intended participation of each partner in the undertaking.

The undersigned further covenants and agrees to provide the Employer with complete and accurate information regarding actual Joint Venture work and the payment therefore, and any proposed changes in any provisions of the Joint Venture agreement, and to permit the audit and examination of the books, records and files of the Joint Venture, or those of each partner relevant to the Joint Venture, by duly authorised representatives of the Employer.

Signature

Duly authorized to sign on behalf of

Name

Address

Telephone

Date

Signature

Duly authorized to sign on behalf of

Name

Address

Telephone



Date.....

Signature

Duly authorized to sign on behalf of.....

Name.....

Address

Telephone.....

Date.....

Signature

Duly authorized to sign on behalf of.....

Name.....



JOINT VENTURE AGREEMENT

Bidders who tender as a Joint Venture must submit a Joint Venture Agreement here.



BILL OF QUANTITIES



NPA BUILDING
Electrical Installation

4.2 BILLS OF QUANTITIES

NPA BUILDING - ELECTRICAL INSTALLATION
SUMMARY OF BILL OF QUANTITIES

ELECTRICAL INSTALLATION							
DESCRIPTION	TENDER AMOUNT						
BILL N° 1 - PRELIMINARY AND GENERAL							
BILL N° 2 - LIGHTING AND POWER I							
BILL N° 2 - LIGHTING AND POWER II							
BILL N° 2 - LIGHTING AND POWER III							
BILL N° 2 - LIGHTING AND POWER IV							
BILL N° 2 - LIGHTING AND POWER V							
BILL N° 2 - LIGHTING AND POWER VI							
NET TENDER SUM							
ADD CONTINGENCIES	R20,000.00						
NETT TENDER AMOUNT							
VAT							
TOTAL TENDER AMOUNT INCLUDING VAT CARRIED FORWARD TO FINAL SUMMARY							
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; border-top: 1px solid black; border-bottom: 1px solid black;">COMPANY'S NAME</td> <td style="width: 50%; border-top: 1px solid black; border-bottom: 1px solid black;">SIGNATURE</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">NAME</td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">DATE</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">CELL NUMBER</td> <td></td> </tr> </table>		COMPANY'S NAME	SIGNATURE	NAME	DATE	CELL NUMBER	
COMPANY'S NAME	SIGNATURE						
NAME	DATE						
CELL NUMBER							

NPA BUILDING
Electrical Installation

ITEM	DESCRIPTION	UNIT	QTY	RATE	TENDER AMOUNT
	BILL N° 1 - PRELIMINARY AND GENERAL				
1	PRELIMINARY AND GENERAL A Preliminary and General item is provided to cover the Contractor's charges for compliance with the Conditions of Contract and this Specification, including the provision, maintenance and removal of his site establishment, etc.				
1.1	FIXED CHARGES				
1.1.1	Site Establishment	Sum	1		
1.1.2	Removal of Site Establishment	Sum	1		
1.2	VALUE RELATED ITEMS				
1.2.1	Provision of Sureties	Sum	1		
1.2.2	Insurances	Sum	1		
1.2.3	Third Party Insurance	Sum	1		
1.2.4	Guarantee of the Works	Sum	1		
1.2.5	All OHSА Requirements including safety equipment and clothing	Sum	1		
1.2.6	All HIV / AIDS Specification Requirements	Sum	1		
1.3	TIME-RELATED ITEMS				
1.3.1	Contractual Requirements	Sum	1		
1.3.2	Operation and Maintenance of Site Establishment	Sum	1		
1.3.3	Supervision for the Duration of Contract	Sum	1		
TOTAL FOR BILL N° 1 - CARRIED FORWARD TO SUMMARY					

NPA BUILDING
Electrical Installation

	BILL N° 2 - LIGHTING AND POWER I	UNIT	QTY	RATE	TENDER AMOUNT
2.1	DISTRIBUTION BOARDS Rates to include for the supply, delivery and installation of CBI switchgear into existing DB's to replace old Fuchs type. Rates to include adapters and jumpers or bridging bars of correct size for the MCB replacement. NOTE: Due to cascading - Only CBI MCB's will be allowed to match existing				
2.1.1	Supply				
2.1.1.1	5A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	1		
2.1.1.2	10A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	3		
2.1.1.3	15A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	3		
2.1.1.4	20A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	3		
2.1.1.5	25A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	1		
2.1.1.6	20A Single Pole 6 kA MCB, Type CBI - Curve 1 - Orange Handle. Dual Mount. (No alternatives)	N°	15		
2.1.1.7	63A Earth Leakage Protection Device, Type CBI - QA17C. Dual Mount. (No alternatives)	N°	1		
2.1.1.8	Blank Inserts (13mm)	N°	10		
2.1.2	Installation				
2.1.2.1	5A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	1		
2.1.2.2	10A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	3		
2.1.2.3	15A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	3		
2.1.2.4	20A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	3		
2.1.2.5	25A Single Pole 6 kA MCB, Type CBI - Dual Mount. (No alternatives)	N°	1		
2.1.2.6	20A Single Pole 6 kA MCB, Type CBI - Curve 1 - Orange Handle. Dual Mount. (No alternatives)	N°	15		
2.1.2.7	63A Earth Leakage Protection Device, Type CBI - QA17C. Dual Mount. (No alternatives)	N°	1		
2.1.2.8	Blank Inserts (13mm)	N°	10		
2.2	LUMINAIRES The following luminaires are to be supplied, delivered, accepted and stored, complete with lamps AS SPECIFIED in the Detailed Specification They are to be erected, fixed, connected and commissioned, including scaffold costs and any additional supports which may be required. Luminaires may not be suspended by PVC boxes. THE INSTALLATION RATE SHALL ALSO INCLUDE THE REMOVAL AND STORAGE OF THE EXISTING LIGHT FITTING WHERE APPLICABLE				
2.2.1	Type A: 1200mm X 600mm Recessed LED Panel light, complete with driver, 5A plug top and 3m cord set. Make: Osram/LEDVANCE LED ECO Panel 600x1200 65W 840 Backlit Cool White				
2.2.1.1	Supply	N°	77		
2.2.1.2	Installation (Including the removal of Existing Luminaire)	N°	77		
TOTAL FOR LIGHTING AND POWER I - CARRIED FORWARD TO SUMMARY					

**NPA BUILDING
Electrical Installation**

	BILL N° 2 - LIGHTING AND POWER II	UNIT	QTY	RATE	TENDER AMOUNT
2.2.2	Type AE: Emergency 1200mm X 600mm Recessed LED Panel light, complete with driver and emergency battery backup, 5A plug top, 3m cable cord Make: Osram/LEDVANCE LED ECO Panel 600x1200 65W 840 Backlit Cool White Emergency Battery Back Up: Cosine developments: THX LED UNIVERSE SELF-TESTING EMERGENCY FOR LED PANELS				
2.2.2.1	Supply	N°	11		
2.2.2.2	Installation (Including the removal of Existing Luminaire)	N°	11		
2.2.3	Type B: 600mm X 600mm Recessed LED Panel light, complete with driver, 5A plug top and 3m cord set. Make: Osram/LEDVANCE LED ECO Panel 600x600 36W 840 Backlit Cool White				
2.2.3.1	Supply	N°	10		
2.2.3.2	Installation (Including the removal of Existing Luminaire)	N°	10		
2.2.4	Type BE: Emergency 600mm X 600mm Recessed LED Panel light, complete with driver and emergency battery backup, 5A plug top, 3m cable cord Make: Osram/LEDVANCE LED ECO Panel 600x600 36W 840 Backlit Cool White Emergency Battery Back Up: Cosine developments: THX LED UNIVERSE SELF-TESTING EMERGENCY FOR LED PANELS				
2.2.4.1	Supply	N°	2		
2.2.4.2	Installation (Including the removal of Existing Luminaire)	N°	2		
2.2.5	Type C: 1500mm long 2x20W surface mounted open channel fitting. Make (lamp): Osram 20W GLASS TUBE LED lamp (2000lm, Colour 6500 K				
2.2.5.1	Supply	N°	7		
2.2.5.2	Installation (Including the removal of Existing Luminaire)	N°	7		
2.2.6	Type D: Surface mounted round slim-line LED panel light – 120mm diameter (LED 6W, Cool White, 420lm				
2.2.6.1	Supply	N°	19		
2.2.6.2	Installation (Including the removal of Existing Luminaire)	N°	19		
2.2.7	Type E: Surface mounted round slim-line LED panel light – 174mm diameter (LED 12W, Cool White, 900lm)				
2.2.7.1	Supply	N°	17		
2.2.7.2	Installation (Including the removal of Existing Luminaire)	N°	17		
TOTAL FOR LIGHTING AND POWER II - CARRIED FORWARD TO SUMMARY					

NPA BUILDING
Electrical Installation

	BILL N° 2 - LIGHTING AND POWER III	UNIT	QTY	RATE	TENDER AMOUNT
2.2.8	Type EM: LED exit sign with metal body and acrylic diffuser, includes LED driver and 4 pictograms. 3 Hour emergency backup. Make: Spazio Led Exit Sign Green Wall Mount With Metal Body And Acrylic Diffuser				
2.2.8.1	Supply	N°	9		
2.2.8.2	Installation (Including the removal of Existing Luminaire)	N°	9		
2.2.9	Fluorescent Lamp. T8 L 58W/640 G13 Cool White				
2.2.9.1	Supply	N°	6		
2.2.9.2	Installation (rate include removal of existing lamps)	N°	6		
2.2.10	9W LED BC or ES Bulb (Cool White)				
2.2.10.1	Supply	N°	10		
2.2.10.2	Installation (rate include removal of existing lamps)	N°	10		
2.3	SWITCHES				
2.3.1	1 lever, 1 way, flush mounted switch complete with galvanised box and cover (16 Amp)				
2.3.1.1	Supply	N°	2		
2.3.1.2	Installation	N°	2		
2.3.2	Pull switch complete (10 Amp)				
2.3.2.1	Supply	N°	2		
2.3.2.2	Installation	N°	2		
2.4	SOCKET OUTLETS AND ISOLATORS				
2.4.1	Flush mounted combination switch socket outlet (1 x 16A SANS 164-1 & 1 x SANS 164-2), complete with galvanised box and cover.				
2.4.1.1	Supply	N°	2		
2.4.1.2	Installation	N°	2		
2.4.2	Flush mounted double switched socket outlet complete with galvanised box and cover (16 Amp)				
2.4.2.1	Supply	N°	2		
2.4.2.2	Installation	N°	2		
2.4.3	SANS 164-2 Euro socket outlet, complete, for power skirting				
2.4.3.1	Supply	N°	30		
2.4.3.2	Installation	N°	30		
2.4.4	Single normal switched socket outlet, complete, for power skirting (16 Amp)				
2.4.4.1	Supply	N°	2		
2.4.4.2	Installation	N°	2		
2.4.5	Single dedicated switched socket outlet, complete, for power skirting (16 Amp)				
2.4.5.1	Supply	N°	2		
2.4.5.2	Installation	N°	2		
TOTAL FOR LIGHTING AND POWER III - CARRIED FORWARD TO SUMMARY					

NPA BUILDING
Electrical Installation

	BILL N° 2 - LIGHTING AND POWER IV	UNIT	QTY	RATE	TENDER AMOUNT
2.4.6	20 Amp Double Pole Surface isolator, for Air Conditioner, complete with PVC box and cover				
2.4.6.1	Supply	N°	15		
2.4.6.2	Installation	N°	15		
2.4.7	20 Amp Double pole Weather Proof isolator for Air Conditioner, complete.				
2.4.7.1	Supply	N°	4		
2.4.7.2	Installation	N°	4		
2.4.8	5 Amp unswitched surface mounted socket outlets for light fittings (including round box)				
2.4.8.1	Supply	N°	100		
2.4.8.2	Installation	N°	100		
2.4.9	OCCUPANCY SENSORS: Type 1: PIR Supply, deliver, accept, store, fix, connect and commission occupancy sensors as specified Occupancy Sensors for the control of lights.				
2.4.9.1	Supply	N°	4		
2.4.9.2	Installation	N°	4		
2.5	CONDUIT PVC conduit including all accessories such as boxes, bends, elbows, ends and saddles. Making good of chasing by others.				
2.5.1	20 mm Ø Flexible PVC conduit				
2.5.1.1	Supply	m	10		
2.5.1.2	Installation	m	10		
2.5.2	20 mm Ø PVC conduit				
2.5.2.1	Supply	m	10		
2.5.2.2	Installation	m	10		
2.5.3	Egaduct 25mm				
2.5.3.1	Supply	m	30		
2.5.3.2	Installation	m	30		
TOTAL FOR LIGHTING AND POWER IV - CARRIED FORWARD TO SUMMARY					

NPA BUILDING
Electrical Installation

	BILL N° 2 - LIGHTING AND POWER V	UNIT	QTY	RATE	TENDER AMOUNT
2.6	TRUNKING AND DUCTING Supply, deliver, store, erect and fix channel, trunking and ducting complete with covers and splices, including everything necessary.				
2.6.1	Supply				
2.6.1.1	POWER SKIRTING - 165 x 55mm Metal two compartment power skirting with powder coated finish, fixed to wall, complete including internal partition, covers (colour grey)	m	10		
2.6.1.2	Internal angle	m	2		
2.6.1.3	End Cap	N°	5		
2.6.1.4	Cover Joint	N°	2		
2.6.1.5	RJ11 Connector with cradle/ cover and mod blank	N°	2		
2.6.1.6	RJ45 Connector with cradle/ cover mod blank	N°	2		
2.6.1.7	P8000 Galvanised Trunking complete with metal cover	m	24		
2.6.2	Install				
2.6.2.1	POWER SKIRTING - 165 x 55mm Metal two compartment power skirting with powder coated finish, fixed to wall, complete including internal partition, covers (colour grey) Rates to include removal of existing damaged power skirting.	m	10		
2.6.2.2	Internal angle	m	2		
2.6.2.3	End Cap	m	5		
2.6.2.4	Cover Joint	N°	2		
2.6.2.5	RJ11 Connector with cradle/ cover and mod blank	m	2		
2.6.2.6	RJ45 Connector with cradle/ cover mod blank	N°	2		
2.6.2.6.1	P8000 Galvanised Trunking complete with metal cover	m	24		
2.7	CONDUCTORS (COPPER)				
2.7.1	1.5 mm² Twin and Earth				
2.7.1.1	Supply	m	500		
2.7.1.2	Install	m	500		
2.7.2	2.5 mm² Twin and Earth				
2.7.2.1	Supply	m	500		
2.7.2.2	Install	m	500		
2.7.3	10mm PVC Wire				
2.7.3.1	Supply	m	5		
2.7.3.2	Install	m	5		
2.7.4	16mm PVC Wire				
2.7.4.1	Supply	m	5		
2.7.4.2	Install	m	5		
2.7.5	3m Cord Set and 5A Plug Top, for light connection				
2.7.5.1	Supply	No	10		
2.7.5.2	Install	No	10		
TOTAL FOR LIGHTING AND POWER V - CARRIED FORWARD TO SUMMARY					

NPA BUILDING
Electrical Installation

	BILL N° 2 - LIGHTING AND POWER VI	UNIT	QTY	RATE	TENDER AMOUNT
2.8	LABELLING AND MARKING Allow for marking and labelling of all NEW outlets and switches installed.	Sum	1		
2.9	COC INSPECTION - EXISTING INSTALLATION Allow for the complete inspection of the entire existing electrical installation (Ground & First Floor) for compliance to SANS 10142. Contractor to formulate a fault list to be issued to Engineer, listing all non compliance items requiring fixing. (items to be fixed to be measure with BOQ rates as far as possible).	Sum	1		
2.10	AIR CONDITIONING INSTALLATION Allow for the tracing of all the circuits feeding the existing air conditioners. Contractor to mark up a drawing showing the plug / isolator position of each AC and where it is fed from. This information will formulate which Air Conditioners will require new Circuits and Isolators.	Sum	1		
2.11	TESTING AND COMMISSIONING - ISSUE COC The testing and commissioning of the complete electrical installation (Existing and New) and issuing an electrical Certificate of Compliance for the complete building (Ground and First Floor)	Sum	1		
2.12	AS BUILT DRAWINGS The marking up and issuing of As-Built drawings and single line diagrams to the Engineer. (Existing and New installations)	Sum	1		
2.13	BONDING OF WATER MAINS AND FIXTURES Bond water main to the adjacent down conductor. All water pipes, hand basins, sinks, baths, gutters and rain water pipes shall be correctly bonded.	Sum	1		
2.14	CONSUMER EARTH DISTRIBUTION BOARD / TERMINAL				
2.14.1	200mm long consumers earth bar mounted in ceiling void near the DB. 6mm ² green PVC earth wire linked back to DB electrical earth bar, complete with location label and 10m of earth wire.				
2.14.1.1	Supply	N°	2		
2.14.1.2	Installation	N°	2		
2.15	ELECTRICAL OCCUPATION HEALTH AND SAFETY FILE Electrical contractor to provide their full Occupation Health and Safety file for Approval by the Clients OHS officer	Sum	1		
2.16	PROVISIONAL AMOUNTS Allow the following provisional amounts which may be utilized or omitted in full or in part at the discretion of the Engineer				
2.16.1	LIGHTNING PROTECTION RISK ASSESMENT				
2.16.1.1	Allowance for the Lightning Protection Specialist to carryout the required earth resistivity tests / surveys on site, completion of the LPS Risk Assesment and final design for the proposed LPS system. All to be submitted to Engineer for approval.	Sum	1	R 15,000.00	R15,000.00
2.16.1.2	Profit on above	%	%		
2.16.1.3	Attendance and coordination of above	%	%		
2.16.2	REPAIRS TO EXISTING INSTALLATION				
2.16.2.1	Allowance for the repairs to the Existing Installation, As directed by the Engineer.	Sum	1	R 20,000.00	R20,000.00
TOTAL FOR LIGHTING AND POWER VI - CARRIED FORWARD TO SUMMARY					

DRAWINGS



5. SCHEDULE OF DRAWINGS

5.1 SCHEDULE OF DRAWINGS

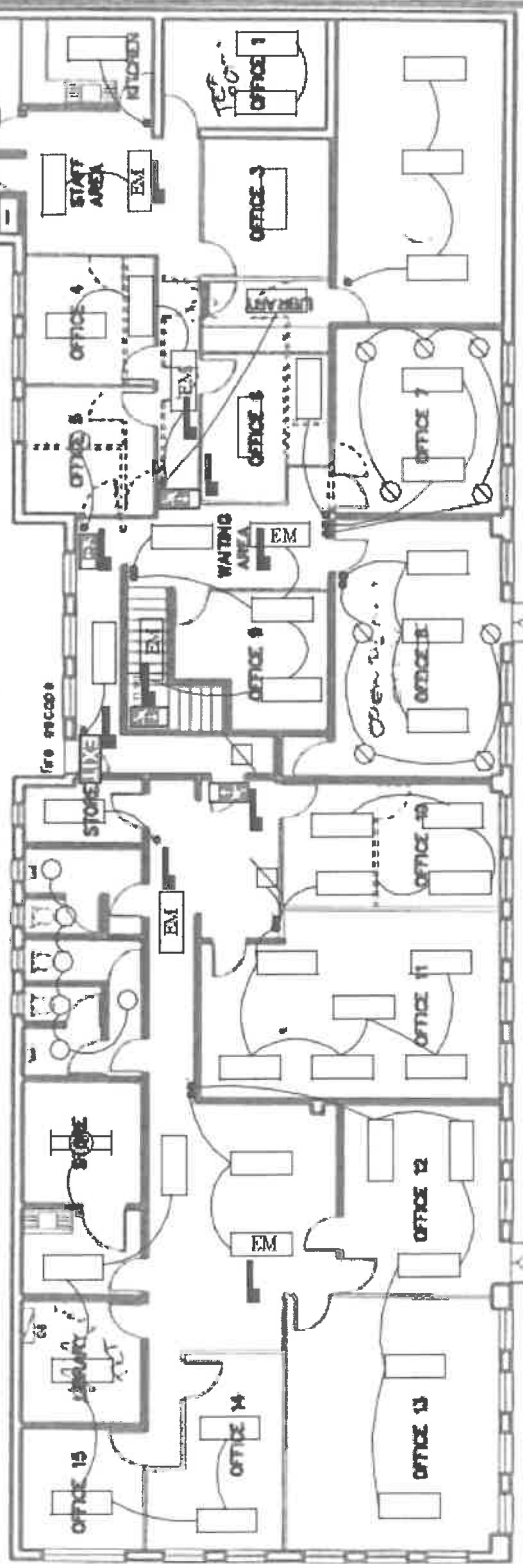
Note the following drawings are included as part of the tender.

The drawings are to be used for the inspection of the existing installation and to mark up As – Built Plans. The drawings are to be updated by the electrical contractor.

LESEDI DRAWING No.	DRAWING TITLE
E185-2.1	Lighting layout – Ground Floor plan
E185-2.2	Lighting layout – First Floor plan
E185-2.1	Power layout – Ground Floor plan
E185-2.1	Power layout – First Floor plan

LEGEND

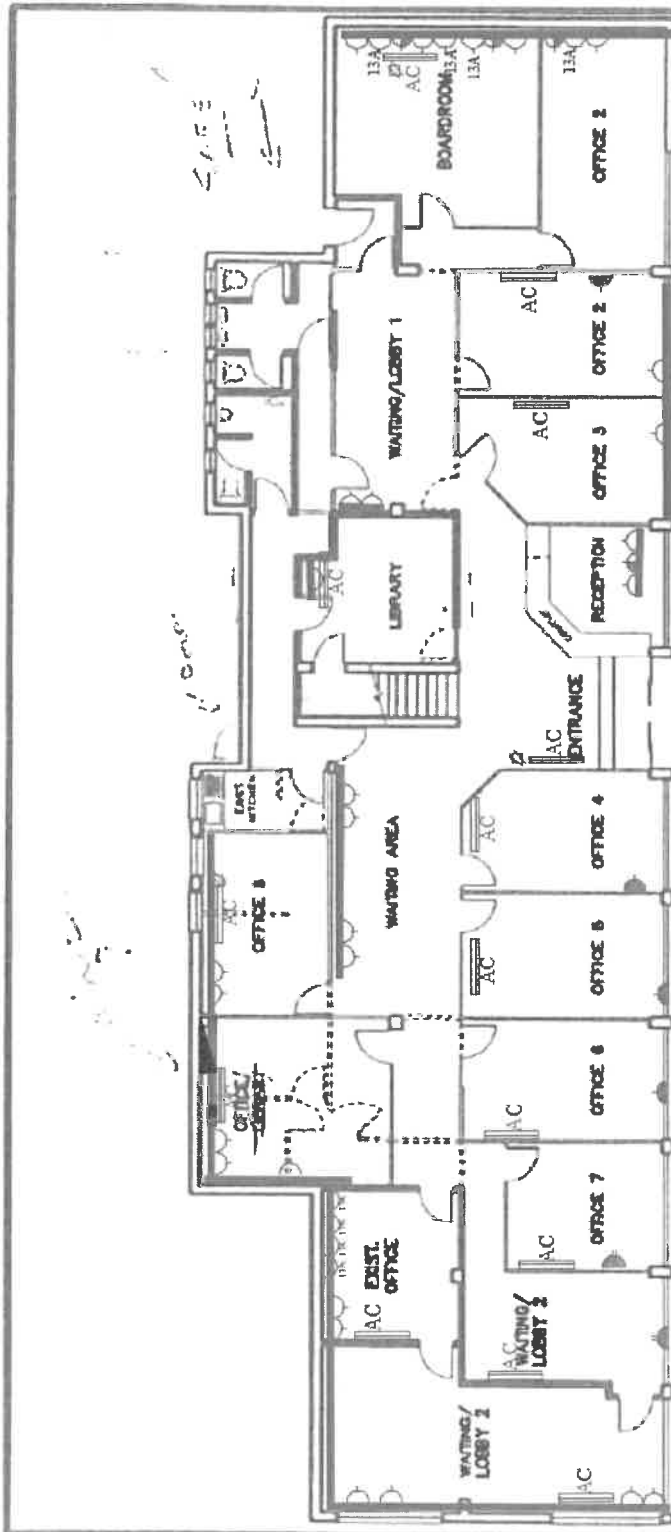
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	150mm x 220 WATT SURFACE LED FITTING		2 LEVER 1 WAY LIGHT SWITCH		EMERGENCY 600mm x 600mm LED PANEL LIGHT
	1200mm x 600mm LIGHT		1 LEVER 2 WAY LIGHT SWITCH		EMERGENCY 1200mm x 600mm LED PANEL LIGHT
	600mm x 600mm LIGHT		PULL SWITCH		EXIT DIRECTIONAL EMERGENCY LIGHT
	RINCH ROW LIGHT		3 LEVER 1 WAY LIGHT SWITCH		
	ROUND RECESSED R.O LIGHT				
	1 LEVER 1 WAY LIGHT SWITCH				
			DISTRIBUTION BOARD		



NPA OFFICES - BHISHO
LIGHTING LAYOUT - FIRST FLOOR
DRAWING NO: E185-2.2

architects
create
[Signature]

FIRST FLOOR LAYOUT
JUSTICE OFFICES - BISHO
Scale 1 : 200



LEGEND

SYMBOL	DESCRIPTION
	10A 1-PIN SINGLE SWITCHED SOCKET OUTLET FOR POWER SWITCHING.
	10A 1-PIN SINGLE SWITCHED SOCKET OUTLET FOR POWER SWITCHING.
	10A 1-PIN SINGLE DEDICATED SWITCHED SOCKET OUTLET.
	10A/20A 10A-2 SWITCHED SOCKET OUTLET FOR POWER SWITCHING.
	10A 1-PIN SINGLE SWITCHED SOCKET OUTLET FOR POWER SWITCHING.
	SCALE BAR (SIZE AS SHOWN)
	2 TIER POWER SWITCHING
	COMMUNICATION (SIZE AS SHOWN)
	DISTRIBUTION BOARD

NPA OFFICES - BHISHO
POWER LAYOUT - GROUND FLOOR
DRAWING NO: E185-2.3

GROUND FLOOR LAYOUT
JUSTICE OFFICES - BISHO
Scale 1 : 200

architects
architects
[Signature]

STANDARDS SPECIFICATION FOR ELECTRICAL WORKS



2. STANDARD SPECIFICATIONS FOR ELECTRICAL WORKS

2.1 STANDARD SPECIFICATIONS FOR ELECTRICAL SERVICES

The Standard (Section A & B) and Quality Specifications (Section C) are not bound into this document. They are available for scrutiny at the offices of the Consulting Electrical Engineer and The Department of Public Works. The documents may be down loaded from the internet as shown below”

http://www.publicworks.gov.za/PDFs/consultants_docs/General_Electrical_Specification_PartA_and_PartB.doc

http://www.publicworks.gov.za/PDFs/consultants_docs/General_Electrical_Specification_Part_C.doc

Below is a list of the contents:

CONTENTS

SECTION A: PREAMBLE TO STANDARD SPECIFICATION

A1. General

SECTION B: INSTALLATION SPECIFICATIONS

- B1. Installation and termination of conduits and conduit accessories:
- B2. Installation of wiring channels, under-floor ducting and power skirting
- B3. Installation of cable trays and ladders
- B4. Fixing materials
- B5. Wiring
- B6. Installation of cables
- B7. Installation of light switches and socket-outlets
- B8. Photo-electric daylight sensitive switch for outside lighting
- B9. Installation of luminaires
- B10. Connections to equipment
- B11. Earthing
- B12. Provision for telephone installation
- B13. Substations, switch rooms and generator rooms
- B14. Overhead electrical transmission lines
- B15. inspections, testing, commissioning and handing over

SECTION C: QUALITY SPECIFICATIONS FOR MATERIALS AND EQUIPMENT OF ELECTRICAL INSTALLATIONS

- C1. Conduit and conduit accessories
- C2. Wiring channels, under-floor ducting and power skirting
- C3. Cable trays and ladders
- C4. PVC insulated cables – 600/1000V grade
- C5. Glands for PVC-insulated cables
- C6. Cable Terminations and joints
- C7. Paper insulated cables
- C8. Cable end boxes and compound
- C9. Wiring terminal
- C10. Light switches
- C11. Un-switched and switched socket outlets
- C12. Luminaires for interior and exterior applications
- C13. Fixed water storage heaters
- C14. Incinerators
- C15. Busbars (rising and overhead for voltages up to 1kV)
- C16. Earthing Electrodes
- C17. Switchboards (up to 1kV)

NPA BUILDING
Electrical Installation

- C18. Low voltage distribution cubicles (kiosks)
- C19. Metal clad air circuit –breakers withdraw-able type
- C20. Moulded case circuit breakers
- C21. Combination Fuses and fuse holders
- C22. Cartridge fuses and fuse holders
- C23. Direct acting indicating instruments
- C24. Earth Leakage relays
- C25. Micro gap switches
- C26. Current transformers
- C27. Indicator lights
- C28. Triple pole on load isolators
- C29. Rotary cam switches
- C30. Time switches and photocells
- C31. Contractors
- C32. Push-buttons and push buttons assemblies
- C33. Indoor surge arrestors
- C34. Indoor metal clad switchgear and associated equipment
- C35. 11kV non automatic oil switches, fused oil switches and ring main units
- C36. Distribution Transformers
- C37. Mini substations
- C38. Insulators and fittings for overhead lines
- C39. Standard paint specification
- C40. Fibreglass reinforced polyester lighting poles
- C41. Galvanised steel lighting poles

3. DETAILED TECHNICAL SPECIFICATIONS

3.1 DETAILED TECHNICAL SPECIFICATION

NOTE 1 Electrical Contractors are advised that this tender is based on the Department of Roads and Public Works Standard (Section A & B) and Quality Specifications (Section C) for materials and equipment of electrical installations which impose very specific and rigid conditions for the technical and quality requirements of the equipment and materials, as well as the installation, testing, commissioning and maintenance of all aspects of this tender.

The documents may be down loaded from the internet as shown below

http://www.publicworks.gov.za/PDFs/consultants_docs/General_Electrical_Specification_PartA_and_PartB.doc

http://www.publicworks.gov.za/PDFs/consultants_docs/General_Electrical_Specification_PartC.doc

NOTE 2 Electrical Contractors must acquaint themselves fully with all requirements of the Specifications. Where prices are to be obtained from suppliers of equipment, tenderers must ensure that their suppliers are also fully conversant with the Specifications.

NOTE 3 The Engineer will therefore rigidly enforce each and every requirement of the Specifications. All works shall be executed in accordance with "good engineering practice".

NOTE 4 Unless otherwise agreed or specified by the Engineer, all equipment shall be of South African manufacture.

NPA BUILDING

Electrical Installation

3.1.1 SCOPE OF WORK

The work covered by this Contract comprises the supply, installation, testing, commissioning and 12 Months guarantee for the Electrical repairs and renovations at the NPA offices - Bhisho.

The Works involved and for which the Electrical Contractors must allow is briefly as follows:

- Preliminary and General Items.
- Occupational Health and Safety
- The complete inspection testing of the existing electrical installation and compiling a report of all non-compliant items.
- The replacement of existing lighting with new LED energy efficient lights as specified
- The supply and installation of new additional LED lights
- The supply and installation of new Emergency LED lights / Signage.
- New electrical supplies and isolators to Existing Air Conditioners (Ones supplied from power outlets).
- Appointment of a Lightning Protection Specialist to carry out the risk assessment for the building.
- Repairs to existing power skirting.
- Installation of new 5A Euro socket Outlets (SANS 164-2)
- Testing, commissioning, handing-over of the complete electrical installation
- Provision of Certificates of Compliance for complete installation (New and existing installation)
- Provision of As Built drawings
- Provisional Sums including profit and attendance thereon, as per the Bills of Quantities
- Guarantee and maintenance period for 12 months, from practical completion
- All other materials, equipment, labour and services necessary for the complete, safe and efficient operation of the Works in full accordance with the specifications as laid down in this document

3.1.2 VISIT TO SITE

No formal site inspection for Electrical Contractors has been arranged. Electrical Contractors are to acquaint themselves with the conditions on site before tendering. No further claims in this regard will be taken into account.

3.1.3 SITE ACCESS

NPA offices are located at Phalo Avenue, Bhisho

Latitude -32.849119°
Longitude 27.437017°

Electrical Contractors to make prior arrangements with the Engineer to visit the offices.

3.1.4 POWER SUPPLY

The Supply Authority is Buffalo City Municipal Metropolitan.

No Work is being undertaken on the Distribution Boards and Main Supply.

3.1.5 OPERATING CONDITIONS

The material and equipment shall be suitable for connecting to:

Low Voltage Supply 415/230V 50 Hz alternating current supply

NPA BUILDING

Electrical Installation

Material and equipment shall be suitable for the efficient use and operation at the altitude and climatic conditions of East London.

3.1.6 CONTRACT WORK

The installation shall be carried out entirely by the Electrical Contractor's own staff and shall not in any way be sub-let except for the specialist work.

3.1.7 DRAWINGS

Tender drawings are issued with this document. These are for information purposes and are to be read in conjunction with the Bills of Quantities that form the basis of the tender. Any obvious discrepancies found are to be brought to the attention of the Engineer prior to the submission of the tender.

3.1.8 SECURITY OF MATERIALS AND EQUIPMENT

Unless expressly allowed for in the contract sum, the Electrical Contractors shall in connection with the works, provide and maintain, at his own cost, all lights, guards, barriers, fencing and watching when and where necessary or as required by the Engineer or by any competent statutory or other authority for the protection of the works or for the safety and convenience of the public.

3.1.9 SUPERVISION

The work shall at all times, for the duration of the contract be carried out under the supervision of a skilled and competent representative of the Electrical Contractor, who will be able and authorised to receive and carry out instructions on behalf of the Electrical Contractor. A sufficient number of workmen shall be employed at all times to ensure satisfactory progress of the work.

3.1.10 STORAGE

The Electrical Contractors must provide adequate storage, to the satisfaction of the Engineer, for all materials supplied to him. All material must, in addition be stored or stacked in positions that will not interfere with other work in progress in the area.

3.1.11 SUITABLE AND SUFFICIENT PLANT AND MATERIAL

The Electrical Contractors shall supply and use such suitable and sufficient plant, equipment and materials as may be required for the efficient carrying out of the contract work and shall, when called upon in writing by the Engineer to do so, furnish returns showing details of all plant, equipment and material employed on the contract.

3.1.12 REGULATIONS, FACTORIES ACT AND BY-LAWS

The work shall be carried out strictly in accordance with:

- (a) the latest issue of "SANS 10142 : Code of Practice for the Wiring of Premises", hereafter called the "Wiring Code".
- (b) the "Occupational Health and Safety Act" of 1993 as amended to date and hereafter called the "Act",
- (c) the Municipal By-Laws and any special requirements of the local Supply Authority;
- (d) the local Fire Office Regulations.
- (e) The National Building Regulations and Building Standards Act 1977 (Act 103 of 1977) as amended
- (f) the latest issue of "SABS 03-1985 : Code of Practice for the protection of structures against lightning as amended

In addition, the work is to be of high standard and to the satisfaction of the Engineer.

3.1.13 QUALITY OF MATERIALS

Only "new" materials of first class quality shall be used and all materials shall be subject to the approval of the Engineer.

NPA BUILDING

Electrical Installation

Wherever applicable, the material is to comply with the relevant South African Bureau of Standard Specifications or to British Standard Specifications where no SABS specifications exist.

All materials are to be priced as specified and no alternatives will be entertained during the tender process.

Materials, wherever possible, must where possible be of South African manufacture.

3.1.14 PRELIMINARY AND GENERAL

The Electrical Contractor's charges for completing an item scheduled in the preliminary and general section of the schedule shall be interpreted to be his rate or price to cover his direct costs plus overheads and to include his profit and all costs and expenses that he requires for the item specified and for all general risks, obligations set forth in, or implied in the documents on which the tender is based.

3.1.15 CONDUIT AND ACCESSORIES

Unless otherwise stated in this specification and except where other methods of installation are permitted for certain circuits, the installation shall be in Bosal conduit where exposed surface is required and PVC conduit in concrete, under plaster and roof space, throughout. Open wiring will not be allowed in roof spaces. Twenty five percent (25%) spare conduit shall be installed between distribution boards and between distribution boards and wiring trays/trunking. The ends of the spare conduits shall be properly closed with suitable and acceptable closing plugs. No paper, timber or similar plugs will be acceptable.

For light and socket outlet circuits, the conduit used shall have an internal diameter of 20mm. For telephone and intercom, the conduit used shall have an internal diameter of 25mm. In all other instances the sizes of conduit shall be in accordance with the Standard Regulations for the specified number and size of conductors.

Installation

A maximum of 2 plug circuits or 3 light circuits per 20 dia conduit will be permitted. Therefore, before conduit installation care must be taken to work out from the construction drawings the number of circuits required in any section.

Wiring

The wiring of the installation shall be in accordance with the choices as allowed in this specification and shall comply fully with the SABS Code of Practice.

Conductors to wall mounted accessory boxes shall be run in conduits chased into brickwork and terminating in relevant boxes.

Conductors shall not be drawn into conduit until the conduit installation has been completed and all conduit ends are provided for.

The loop-in system shall be followed through out, and no joints of any description will be permitted. The earth wire must be continuous and can be common in the same conduit. If cut, the earth wire must be ferruled with a spigot type ferrule.

NB In all buildings no conduits shall be cast in the floor screed. All conduits to light switches and wall mounted socket outlets shall be from the ceiling (up and over system).

3.1.16 SWITCHBOARD AND DISTRIBUTION BOARDS

The following applies for new Distribution Board if required.

NPA BUILDING

Electrical Installation

The size of the distribution is to be calculated from the applicable single line diagram with an addition spare space of 25%. All boards [ie. power or Telkom] shall be flush mounted unless specified differently on the single line diagrams. The trays of the DB must be galvanised steel. All distribution boards are to be purpose made by reputable board manufacturers.

3.1.16.1 General

All the switchboards and distribution boards are to be supplied and installed by the tenderer in accordance with the single line diagrams and the Standard Specifications. In particular, tenderers will be required to adhere to the following procedure:

The Engineer shall be advised where the equipment is being manufactured and when it will be ready for inspection at the works. Equipment which is dispatched to site without the authorization of the Engineer may be rejected and all costs incurred in having it returned to the factory for modification and all liability for such delays would be for the tenderers account.

A 12 month guarantee shall cover the sheet metal enclosure and all the equipment installed therein, against latent and patent defects in workmanship and materials. The guarantee period shall begin from the date of first delivery. Fair wear and tear of the equipment will be excluded from the guarantee.

Electrical Contractors must ensure that the Board Manufacturer used is au fait with and is in possession of the Eye Sizwe Consulting Engineers Standard Specification for the manufacturing of distribution boards. No manufacturing is to commence until the detailed drawings of the boards submitted for approval have been approved by the Engineer. Any boards delivered to site without the necessary approval will be rejected. Tenderers must note that all internal wiring must be wired to terminals where applicable.

All cable terminations will comprise of the correctly sized gland to suit the particular cable. All gland plate holes are to be correctly drilled before the final finishes are applied. No filling of holes will be permitted on site.

The material to be used for external boards must be 2.0 mm 3CR12 suitably braced to withstand vandalism and the elements as it will be placed such that it will be exposed to the weather and must comply with the following minimum standard.

The material to be used for internal boards shall be 1.6 mm sheet metal. It is to be of the very best manufacture and the design must be approved by the Principal Agent.

The sections of the board consisting of a steel tray, inner steel frame sustaining equipment, braced sheet steel door and frame to be formed and pressed with joints welded.

The inner frame of the board is to comprise of spring clip metal holders supported and braced to contain circuit breakers specified. A multi-way tinned copper neutral bus-bar is to be supported on porcelain holders fixed to the bottom section of the metal tray. A multi-way copper earth terminal bar is to be fitted in this position but must be firmly braced to the metal.

A sheet metal cover is to be neatly cut to fit snugly over circuit breaker collars and screwed onto the main frame.

Blanking places to be provided where required.
All equipment is to be suitably labelled with plastic labels.

All metal used on the board must be clean and bonderised. The board is to receive an approved quality undercoat and then baked with an enamel orange finish both inside and outside. All nuts, bolts and washers are to be chrome or brass.

The overall finish is required to be of a very good standard.

All wiring is to be laced and taped where necessary.

NPA BUILDING

Electrical Installation

The board is to be installed approximately 2,0m above floor level to the topside of the board in the position as indicated on the site.

All circuit breakers shall be of the Automatic Air Breaker type suitable for instantaneous operation under overload or short circuit conditions and must bear the SABS mark.

The board shall comply with SABS specifications as appropriate to the installation.

3.1.16.2 Marking and Labels

- (i) Distribution board is to be fitted with identification labels engraved with the reference logos indicated on the wiring diagrams. Labels are to be affixed to the front of the panels or in a similar prominent position; by drive screws or other approved method. Label must indicate the following:
 - a) Name of the distribution board e.g., MDB, and fed from where.
 - b) The size and number of cores of the supply cable e.g., "Supply cable 25mm² 2C"
 - c) The DB fault level e.g., "Fault level 5kA"
- (ii) A label engraved with the corresponding diagram reference is to identify each individual item of equipment installed in the panels.
- (iii) Where an outgoing terminal block is provided for the connection of the external equipment, such terminal block shall be marked with corresponding reference numbers as indicated on the distribution board schematic wiring diagrams.
- (iv) Photocell bypass switch knob shall look different from both isolators and circuit breakers and shall be mounted on separate from the circuit breaker row and labelled.

3.1.16.3 Shop Drawings

Prior to manufacture the Electrical Contractors is required to submit to the Engineer for approval three sets of shop drawings for each distribution board. The Engineer will retain one set and two shall be stamped and returned to the Electrical Contractors with applicable notes. Request for relaxation of this requirement shall not be entertained.

Drawings must indicate the following minimum information:

- Outside distribution board dimensions,
- Notes giving detailed description of components and equipment in each board,
- General arrangement of installed equipment,
- Detailed list of equipment to be installed; details to include rating, make and type number,
- Distribution board labels
- Project name,
- Drawings number.

NPA BUILDING

Electrical Installation

Recommended manufacturers are as follows:

- George Switch Boards (George)
 - Switch King Electrical Industries (PE)
 - Sigma Switchboard Manufacturing (PE)
 - Eastern Switchgear (PE)
- or any other reputable firm DB manufacturer.

3.1.17 LV Kiosks

All kiosk shall be supplied in accordance with Part C.18 Low Voltage Distribution Cubicles (Kiosks) of the Standard Electrical Specification – Section C: Quality Specifications for Materials and Equipment of Electrical Installations – September 2005. Document obtainable at <http://www.publicworks.gov.za/consultantsguidelines.html>

GENERAL

The kiosk shall have sufficient space to accommodate all incoming and outgoing circuitry as specified in this documentation.

CONSTRUCTION

The kiosks shall be of approved design (as specified) and constructed of stainless steel (3CR12).

The sheet steel used in the manufacture of the 3CR12 stainless steel kiosks shall be not less than 2mm.

The kiosks shall be rain proof, vandal proof, dust proof and vermin proof. Roofs shall also be designed as not to retain water.

The kiosk shall be fitted with a double door, fitted at the front and the back of the kiosk, with hinges and latches of epoxy coated pressure die cast zinc construction with stainless steel hinge pins.

All roofs shall withstand, without permanent distortion, a mass load of 150kg (evenly distributed over an area of approximately 0.2m²) Roofs and panels shall withstand , without damage, a vertical impact of 5kJ (i.e. by an artificial hailstone of diameter 75mm)

The kiosks shall have a protection class of IP55.

Each kiosk shall comprise a shell equipped with the moulded case circuit breakers as specified on the single line diagrams, busbars, terminal blocks, cable support brackets, cable gland plate, DMC insulators and Masonite equipment board.

The busbars shall be of a high conductivity copper of uniform cross section suitable for carrying the specified current. They shall comply with SABS 1195. A copper earth bar of similar manufacture as the conductor busbars, shall be provided.

The conductor busbars shall be mounted to the Masonite backing board on the DMC insulators.

The internal cables shall be terminated by means of approved set screw connections to the busbars using crimped lugs.

Cable clamps shall be provided for the incoming and outgoing cables and provision shall be made for bonding of all metal parts to a common earth.

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All busbars, terminals and other live parts shall be insulated where practicable or otherwise shrouded in an approved manner to prevent accidental contact.

An outdoor type notice of approved size and lettering shall be securely fixed to the front of the kiosk and shall have a "skull and crossbones" figure with the lettering "DANGER, GEVAAR, INGOZI".

INSPECTION AND TESTING

The manufacturer shall allow for the kiosks and accessories to be inspected by the Consulting Engineer at the Manufacturer's works and that the equipment be subjected to tests, if deemed necessary.

3.1.18 CABLE RETICULATION

The proposed cable routes will be selected (in accordance with the drawings) on site by the Electrical Contractors appointed for this project and is to be approved by the engineer or his representative before excavation can commence.

All cable sleeves within the buildings are to be supplied and installed by the Electrical Contractor, complete with draw wires. The Electrical Contractors shall maintain full responsibility to ensure that such sleeves are installed in good time, that the minimum cable bending radii are not exceeded and that the correct sleeve alignments and depths are adhered to.

All cables shall be in accordance with the SABS 150 (1970) and shall be PVC/SWA/PVC with a separate earth conductor. The Electrical Contractors must allow for the quantities relating to cable lengths, fixings, etc. as scheduled in the Bills of Quantities. During the course of the work actual quantities will be measured on site and adjustments made according to the unit rates quoted in the priced Bill.

The Electrical Contractors is advised to measure actual lengths of cable required on site before ordering, as he will not be compensated for excess cable, or in fact any other material over supplied. The cables shall be suitable strapped to cable tray with cable ties at regular intervals where necessary.

The jointing of low voltage cables will not be permitted.

The storage, transportation, handling, installation, testing and commissioning of the cables shall be according to first class practice and the contractor shall have adequate and suitable equipment and labour to ensure that no damage is done to the cables during such operations.

3.1.19 EXCAVATIONS AND BACKFILLING

Electrical Contractors must base their cost for trenching in earth, soft rock and hard rock on the total quantities as indicated in the Price Schedule. The actual quantities, based on the dimensions as specified below for trenches for the applicable number of cable to be laid, will be measured on site during the course of the service and adjustments made according to the price per cubic meter as inserted by the contractor. Payment for cable trenching having a greater volume than that specified for the purpose will not be considered except where extra excavations are necessary to bypass obstacles such as water pipes, drains, large boulders, etc. In all such instances the amount of the extra excavations must be agreed upon on site between the Engineer and Electrical Contractor:

Contractors are to Note that:

Hard Rock - shall mean granite, quartzitic sandstone, slate and rock of a similar or greater hardness, solid shale and boulders over 0.03m³ in volume.

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Soft Rock - shall mean rock that can be loosened by hand-pick and includes hard shale, compact outcrop and boulders from 75mm in diameter up to 0.03m³ in volume.

Hand Pickable - shall mean ground that can be removed by pick and hand shovel and includes loose gravel, clay, made-up ground, loose or soft shale, loose outcrop and boulders less than 75mm in diameter.

The cable trenches shall be excavated to a depth of 0.6m deep below ground level and shall be 420 – 450mm wide for one to four cables, and the width shall be increased where more than four cables are laid together so that the cables may be placed at least two cable diameters apart throughout the run. The bottom of the trench shall be level and clear and the bottom and sides free from rocks or stones liable to cause damage to the cable.

The Electrical Contractors must take all necessary precautions to prevent the trenching work being in any way hazardous to personnel and the public.

3.1.20 CABLE LAYING

When laying cables in trenches excavated in soft or hard rock or containing sharp stones, rocks or other items most likely to injure cables, the following precautions must be taken:-

Before laying the cables all injurious items shall be removed from the bottom of the trench, The floor of the trench shall be evenly covered with a layer of sifted backfill or sand to a level which is 75mm above the highest unevenness of the trench.

The laying of cables shall **not** commence until the trenches have been inspected and approved. The cable shall be removed from the drum in such a way that no twisting, tension or mechanical damages is caused, and must be adequately supported at short intervals during the whole operation. The cable shall then be covered with a 150mm layer of sifted backfill or sand. The backfill shall be well consolidated.

Backfilling shall then be continued with proper grading of material to ensure settling without voids, and the material is to be tamped down after the addition of every 150mm. The surface is to be made good to approval.

Should the backfill or sand, to specification, not be available at any particular point of the trench, the Electrical Contractors shall transport it from elsewhere.

Particular care must be exercised where it is necessary to draw cables through pipes and ducts to avoid abrasion, elongation or distortion of any kind. The ends of such pipes and ducts shall be sealed to approval after drawing in of cables.

Where cables are cut and not immediately made off, the ends are to be sealed without delay.

3.1.21 SURPLUS SOIL

All surplus soil and rocks shall be removed from the works and dumped at a site to be determined by the Engineer. The cost of this work shall be included in the Electrical Contractor's price for excavations.

3.1.22 TESTS

Tests on completion of the laying and jointing of the cables shall be carried out on site in the presence of the Engineer as detailed and the test results properly recorded and submitted in triplicate.

On each completed section of laid and jointed cable, the insulation resistance shall be tested to approval with an approved "Megger" type instrument of not less than 500V DC.

3.1.23 CONDUIT AND WIRING

The newly appointed contractor shall install the conduit installation and system in compliance with the SABS 0142 and to the standard of workmanship as demanded by the Department of Public Works, Eastern Cape.

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- a) Conduit and conduit accessories shall bear the SABS mark of approval.
- b) Conductors and cables must be standard copper core type with pre insulation to SABS 150. The Electrical Contractors shall use the wire sizes throughout this installation as indicated on the distribution board drawings (Single Line Diagrams).
- c) The Electrical Contractors must carry out the following tests and must ensure that the minimum requirements are met. On completion of these tests the Electrical Contractors shall supply, in terms of the OHS Act of 1993 (Certificate of Compliance for electrical installations).

TEST	MINIMUM REQUIREMENTS
Insulation Resistance	Whole installation better than 1 mega ohm.
L.T. installation	Each sub distribution section: better than 5 mega ohms.
Earth leakage on socket outlets	Better than 30 milliamps.
Earth Continuity	Better than 0.5 ohms.
Earth loop impedance	Better than 0.5 ohms.
Earth Electrode Resistance	Better than 5 ohms.

All test instruments and labour are to be supplied and included in the price of the installation.

3.1.24 SMALL POWER AND LIGHTING: WIRING INSTALLATION

The Electrical Contractors must allow for everything necessary to complete the installation as detailed, based on the following conductor sizes unless otherwise indicated.

Description	Conductor Size
Lighting	1,5 & 2,5mm ² 2,5 mm ² Earth Wire
Power (Socket Outlets etc.)	2.5mm ² 2,5 mm ² Earth Wire
Hot Water Cylinders	4,0mm ² 2,5 mm ² Earth Wire
Stove	6,0mm ² 4mm ² Earth Wire

Note: All earth wire conductors to be a minimum of 2.5mm² PVC conductor (1.5mm² will not be accepted)

3.1.25 MOUNTING HEIGHTS

All boxes unless, indicated differently on the drawings, are to be mounted as follows: (Measurements to be taken from the finished floor level to underside of a box).

Wall switches, general	1400mm AFFL
Socket outlets, offices	300 mm AFFL or as per power skirting height
Socket outlets, kitchens	1200mm AFFL see note below
External wall luminaires	2250mm AFFL - or centred between windows and eaves
Communication draw box (DB)	300mm
Wall Data points	300mm
Wall switches	1400mm
Wall switches for disabled toilets	1100mm

NOTE:

Outlet boxes located on walls near a transition of wall surfaces (e.g. on tiles in kitchen, etc.) shall be arranged where possible so that the cover plates fall completely within one or other of the surfaces. It shall be the electrical contractor's responsibility to ascertain the height of such wall transitions.

3.1.26 OTHER CONTRACTORS ON SITE

Electrical Contractors must be aware of the need for co-ordination with the Building Contractor and must allow in their prices for all costs and difficulties associated with co-ordinating their works with the Building Contractor. In addition, the Electrical Contractors will be required to carry out his works in a manner which does not cause unnecessary interference with the Building Contractors Works and progress on site.

3.1.27 LUMINAIRE INSTALLATION

The Electrical Contractors must allow for the supply, delivery and installation of the approved fittings specified below. All fittings must include lamps and starters etc. All fittings, components and control gear shall bear the SABS mark. The SABS safety mark shall not be deemed to comply

No alternatives will be entertained for the tendering process. All alternatives shall be detailed and priced separately as an alternative offer.

TYPE	DESCRIPTION
A	<p>1200mm X 600mm Recessed LED Panel light, complete with driver, 5A plug top and 3m cord set.</p> <p>Make: Osram/LEDVANCE LED ECO Panel 600x1200 65W 840 Backlit Cool White</p> <p>Brand Osram/LEDVANCE Color Temperature 4000K Family Type LED Panel Lifetime 50000Hrs Lumens 5850lm Material Steel Wattage 65W Colour White Height 34mm Length 595mm Width 1195mm Product Origin Local (South Africa)</p>

TYPE	DESCRIPTION
AE	<p>Emergency 1200mm X 600mm Recessed LED Panel light, complete with driver and emergency battery backup, 5A plug top,3m cabtyre cord</p> <p>Luminaire is as per Type A, supplied complete with Self Testing Emergency kit for LED panels as specified below.</p> <p>Emergency Battery Back Up:</p> <p>COSINE DEVELOPMENTS: THX LED UNIVERSE SELF-TESTING EMERGENCY FOR LED PANELS</p>

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- > Maintained or non-maintained operation
- > Auto. self-testing feature with audible and visual tactics
- > Emergency lighting kit for 10 to 300Vdc LEDs
- > Emergency lighting for 1 - 3 hours
- > 5 year warrant

SPECIFICATIONS	
Battery Type	7.4V Li-ion
Dimensions (L x W x H)	250 x 45 x 35mm
Emergency Lighting Duration	Minimum 1 hour
Lamp Type	10 to 300Vdc LED modules
Mains Voltage	100 - 253Vac 50/60 Hz
Maximum Ambient Temperature	+45°C
Output Voltage	10 - 300Vdc


TYPE	DESCRIPTION
B	<p>600mm X 600mm Recessed LED Panel light, complete with driver, 5A plug top and 3m cord set.</p> <p>Make: Osram/LEDVANCE LED ECO Panel 600x600 36W 840 Backlit Cool White</p> <p>Brand Osram/LEDVANCE Color Temperature 4000K Family Type LED Panel Lifetime 50000Hrs Lumens 3240lm Material Steel Wattage 36W Colour White Height 34mm Length 595mm Width 595mm Product Origin Local (South Africa)</p>

TYPE	DESCRIPTION
BE	<p>Emergency 600mm X 600mm Recessed LED Panel light, complete with driver and emergency battery backup, 5A plug top, 3m cable cord</p> <p>Luminaire is as per Type B, supplied complete with Self Testing Emergency kit for LED panels as specified below.</p> <p>Emergency Battery Back Up:</p> <p>COSINE DEVELOPMENTS: THX LED UNIVERSE SELF-TESTING EMERGENCY FOR LED PANELS</p> <ul style="list-style-type: none"> > Maintained or non-maintained operation > Auto. self-testing feature with audible and visual tactics > Emergency lighting kit for 10 to 300Vdc LEDs > Emergency lighting for 1 - 3 hours > 5 year warrant


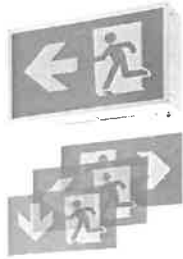
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SPECIFICATIONS	
Battery Type	7.4V Li-ion
Dimensions (L x W x H)	250 x 45 x 35mm
Emergency Lighting Duration	Minimum 1 hour
Lamp Type	10 to 300Vdc LED modules
Mains Voltage	100 253Vac 50/60 Hz
Maximum Ambient Temperature	+45°C
Output Voltage	10 - 300Vdc

TYPE	DESCRIPTION
C	<p>1500mm long 2x20W surface mounted open channel fitting. Make (lamp): Osram 20W GLASS TUBE LED lamp (2000lm, Colour 6500 K - G13) or similar and approved equal Make (housing): SABS approved</p> <p>The luminaire shall consist of a cold-rolled steel, hot dip phosphate body with a baked high-gloss white epoxy polyester coating, complete with a one-piece, PVC end cap with snap in lamp holder, designed to operate two 20 Watt LED lamps.</p> <p>The luminaire shall have the required fuse and terminal block for safety. Lamp holder to be rota lock type. All components to be SABS approved. The channel cover shall be secured by means of a captive screw (not snap on).</p> <p>All internal wiring of the luminaire shall comply with the relevant SABS standards and the luminaire shall have a terminal block for safety and convenience.</p> <p>The luminaire shall be able to withstand ambient temperatures of at least 45°C, without resulting in any electrical or mechanical component exceeding its maximum allowed operating temperature.</p>

TYPE	DESCRIPTION
D	<p>Surface mounted round slim-line LED panel light – 120mm diameter (LED 6W, Cool White, 420lm)</p> <p>White 120mm diameter slim surface LED fitting suitable for mounting under ceiling. (Cool White)</p>  <p>Picture for Illustration Purposes</p>

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TYPE	DESCRIPTION
E	<p>Surface mounted round slim-line LED panel light – 174mm diameter (LED 12W, Cool White, 900lm)</p> <p>White 174mm diameter slim surface LED fitting suitable for mounting under slab. (Cool White)</p>  <p>Picture for Illustration Purposes</p>
EM	<p>Emergency Exit Luminaire complete with 3H emergency backup.</p> <p>LED exit sign with metal body and acrylic diffuser, includes LED driver and 4 pictograms. 3 Hour emergency backup.</p> <p>Make: Spazio Led Exit Sign Green Wall Mount With Metal Body And Acrylic Diffuser</p> 

3.1.28 LIGHT SWITCHES

Switches shall comply with the standard specifications, shall have a rating of not less than 16A. Crabtree or Clipsal are acceptable

Light switches shall be mounted on 100 x 50 conduit boxes, unless there are more than 3 switch levers in which case 100 x 100 conduit boxes are to be installed.

All light switches shall be suitably labelled showing the distribution board name and circuit number.

Dimmer light switches (If Required)

Where indicated on the drawings certain lighting circuits will be dimmable. The electrical subcontractor shall ascertain the maximum circuit load to be dimmed and select the dimmer accordingly.

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The minimum allowable dimmer load however of dimmer switches shall be 800W.

Each dimmer shall be protected by a "quick-blow" fuse with high blowing facility to protect the electrical components. The dimmer switch shall also be fitted with an integral thermal relay with an auto-reset facility.

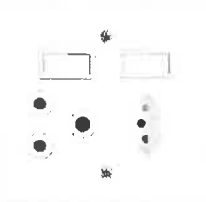
Dimmers shall be of the inductive type dimmers suitable for dimming low voltage lights, where required.

All dimmers switches shall comply fully with the Telkom radio regulations in terms of noise suppression.

3.1.29 COMBINATION SLIMLINE SWITCHED SOCKET OUTLETS

Combination switch socket outlet (1 x 16A SANS 164-1 & 1 x SANS 164-2) with white coloured toggles must be installed as indicated on the drawings. All socket outlets shall be mounted at heights indicated on the drawing or drawing legend. Any uncertainty or discrepancies are to be confirmed with the Engineer before installation. All socket outlets are to be flush mounted unless otherwise agreed with the Engineer.

All socket outlets shall be suitably labelled showing the distribution board name and circuit number.



Picture for Illustration Purposes

3.1.30 DEDICATED SOCKET OUTLETS

Three pin 16 Amp dedicated switched socket outlets (red) to SABS 164 must be installed as indicated on the drawings. All socket outlets shall be installed in power skirting or mounted at heights indicated on the drawing or drawing legend. Any uncertainty or discrepancies are to be confirmed with the Engineer before installation. Crabtree, Clipsal or Legrand are acceptable or the switch socket outlet applicable to the type of power skirting.

All socket outlets are to be flush mounted unless otherwise agreed with the Engineer. Supplied with each of the dedicated socket outlets must be the Plug Tops to fit the socket outlets.

All socket outlets shall be suitably labelled showing the distribution board name and circuit number.

3.1.31 METAL POWER SKIRTING (2 TIER 2 COMPARTMENT)

2 Tier 2 Compartment

The power skirting shall be 0.8mm galvanised two tier, two compartment modular power skirting. Overall dimension shall be 55mm wide x 165 mm high. The power skirting shall be fully modular. The body shall be epoxy coated on top and on the front surfaces and there shall be no unprotected surfaces or spot welding. Covers shall be Epoxy coated 0.5mm galvanised covers.

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The top tier would house the air conditioning, normal and dedicated power circuits and outlets. The bottom tier shall house data and telephone cabling.

The power skirting shall be securely fixed by means of "Hilti" fasteners at regular intervals as specified by the manufacturer, with additional fixings provided at bends, tees and intersections.

Power skirting shall be fixed to the perimeter wall, partition, or other medium with inserts and screws, or with expanding spring toggle screws into dry wall panels, at centres not exceeding 500mm. Skirting shall be set level.

3.1.32 ISOLATORS

Isolating switches shall comply with the standard specifications.

3.1.33 HOT WATER CYLINDERS & GEYSERS

The connection shall terminate in a suitable rated double pole isolator, mounted within 1m from the heater terminal in an approved isolator box. The isolator box shall be flush for wall mounted water heaters and surface mounted for roof space mounted water heaters.

The outlet from the isolator shall terminate in a convenient position in a flush mounted terminal box with a suitable length of conduit and shall be fitted with a domed cover, from where the connection to the water heater shall be taken with Kopex, or other approved flexible tubing. For surface mounted isolators, the connection to the water heater shall be taken directly from the outlet of the isolator box.

3.1.34 BALANCING OF LOAD

The Electrical Contractors will be required to balance the existing and proposed load as equally as possible across all three phases of the supply.

3.1.35 PHASE ROTATION (WHERE REQUIRED)

The Electrical Contractors will be responsible for checking the phase rotation of the whole system and in particular the phase rotation of any electric motors to be connected, to ensure the correct running direction.

3.1.36 TELEPHONE AND DATA INSTALLATION

3.1.36.1 General

Where provisions for telephones and data outlets are shown on drawings or specified, the Electrical Contractors shall supply, install and fix all conduit, distribution boards, outlet boxes etc, as described hereunder.

3.1.36.2 Cable Sleeves

Where sleeves within the building are specified to be supplied, installed and fixed by the Electrical Contractor. The Electrical Contractors shall maintain full responsibility to ensure that such sleeves are installed in good time and their correct positions are adhered to. All sleeves shall be fitted

with 2mm diameter galvanised mild steel draw wires. A minimum sleeve size of 50mm internal diameter shall be used.

3.1.36.3 Conduit

Unless otherwise specified or shown on drawings the Electrical Contractors shall supply, install and fix all conduits associated with telephone, data services or other systems of communications as per sizes and positions as specified. The conduit installation shall be installed to the same specifications as for the electrical requirements, and shall be fitted with 2mm diameter galvanised mild steel draw wires. A minimum conduit size of 25mm diameter shall be used.

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3.1.36.4 Outlets

Unless otherwise specified all outlets for wall mounted telephone and data, shall consist of standard flush type pressed steel switched socket outlet boxes, generally mounted at a height above finished floor level of 300mm from bottom of box complete with a telephone and data outlet module.

Unless otherwise specified all outlets for power skirting mounted telephone and data, shall consist of the individual or combined module, complete with a telephone and/or data outlet with cover suitable for the specified power skirting.

In the event of other outlets being mounted in the same room and at the same height above finished floor level, care shall be taken to ensure that all such outlets are accurately lined up.

3.1.36.5 Cover plates

All outlets are to be fitted with metal/PVC cover-plates of the same material and finish to match flush switched socket cover-plates.

3.1.37 EARTHING AND BONDING

The Electrical Contractors shall ensure that all earthing and bonding of the complete installation is carried out in accordance with SABS 0142 and any regulations required by the local authority.

Earthing of dedicated switch socket outlets

All dedicated switch socket outlets shall be earthed to a separate dedicated earth bar(s) of the respective sub-distribution boards, which shall in turn be connected to the main earth bar in each sub-distribution board with at least 2x16mm² green PVC insulated earth conductor.

The dedicated switch socket outlet earth conductor shall be green PVC insulated and not connected to any other sub circuit earth outlet or general earth metalwork (trays, powerskirting)

A 200mm long accessible earth bar and interconnecting 6mm² PVC earth wire back to the Electrical Distribution Board shall be installed in ceiling void next to the trap door where possible. The positions of the "Accessible Earth " to be finalised on site.

All earth bars are to be labelled correctly in accordance with SANS 10142.

3.1.38 LIGHTNING PROTECTION (GENERAL)

The Electrical Contractors will be responsible for the complete lightning protection system including the installation of all sleeves and conduits required for the lightning protection. The installation and relevant tests are to be carried out by a Specialist in accordance with the latest SABS code. The Electrical Contractors shall obtain prices for the lightning protection installation from accredited specialist Electrical Contractors to install the lightning protection system (LPS) and include this cost as part of this tender.

3.1.38.1 General

The Installation shall comply with the relevant requirements of the following specifications.

- (a) The latest issue of "SABS 0142 : Code of Practice for the Wiring of Premises", hereafter called the "Wiring Code";
- (b) The "Occupational Health Safety Act 85" of 1993 as amended to date and hereafter called the "Act";
- (c) The Municipal By-Laws and any special requirements of the local Supply Authority;
- (d) The local Fire Office Regulations.
- (e) The latest issue of "SABS 03-1985 : Code of Practice for the protection of structures against lightning;

In addition, the work is to be of high standard and to the satisfaction of the Engineer.

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3.1.38.2 Survey and Design

The LPS specialist is responsible for the design and the signing thereof on the safety Report.

The specialist shall conduct a full survey on site of the buildings to be protected prior to installation in order to evaluate the type of lightning protection proposed on the drawings and shall issue any amendments to the proposed design to the Engineer. This survey must be conducted in accordance with the latest following SANS codes of practice:

- (i) SANS 10313: Protection against lightning – Physical damage to structures & life hazard.
- (ii) SANS 62305-1: General Principals.
- (iii) SANS 62305-2: Risk management.
- (iv) SANS 62305-3: Physical damage to structures & life hazard.
- (v) SANS 62305-4: Electrical & electronic systems within structures.
- (vi) SANS 1063: Earth rods, couplers & connections.
- (vii) SANS 10199: The design & installation of earth electrodes.

The LPS specialist shall provide a risk analysis spread sheet to conclude the buildings classification.

The risk analysis shall take into account the following criteria.

Type of structure:

- (i) Construction of walls.
- (ii) Roof construction.
- (iii) Roof covering.
- (iv) Equipment on the roof.

Contents of the structure:

- (i) Risk of panic.
- (ii) Kind of contents.
- (iii) Value of contents
- (iv) Measures for reduction of damage.

Consequential losses:

- (i) Danger to the environment.
- (ii) Loss of services to the public.
- (iii) Other consequential losses.

Based on the above results and in conjunction with location and accepted annual frequency of lightning flashes the required protection level must be established. The design methodology (protective angle, grid or rolling sphere) used for the system must be stated and it must be shown with the use of drawings that the building/structure falls within the shielding offered by the LPS.

3.1.38.3 Drawings

The Electrical Contractors shall submit 3 copies of layout drawings for approval. No work shall begin until these drawings have been approved.

3.1.38.4 Testing and Commissioning

The entire installation shall be tested and commissioned in the presence of the client's representative and Engineer.

The issue of a Certificate of Compliance for the Lightning Protection Systems is compulsory on completion of the installation

3.1.39 OCCUPANCY SENSORS

The occupancy sensors shall be ceiling / wall mounted.

Type 1 : PIR Occupancy Sensor 360 Degree

Make: Schneider Argus Single Load PIR Occupancy Sensor (SAE_UE_MS_CSAWE) or similar and APPROVED equal.

Technical Characteristics

- Sensing Technology: PIR
- Angle of Detection: 360 °
- Type of Installation: Ceiling (Surface)
- Rated Voltage: 230VAC+/-10%, 50/60Hz
- Detection Range: 7 meters (diameter) at 2.5 meters height
- Weather Protection: Class II – IP 44
- Colour: White
- Suitable for the following light loads:
 - Fluorescent lamp: Max. 900VA/100µF
 - LV halogen lamp: Max. 1000VA
 - Incandescent lamp: max. 2000W
 - Energy saving lamp: Max. 80VA
 - Halogen lamp:Max. 1000W
- Blanking detection shroud to enable the detection field to be optimized.
- Lux adjustment (between 10-2000 lux).
- Time delay adjustable from 5 sec to 30 min.
- 12 month standard warranty.



Picture for Illustration Purposes

4. CONTRACT PRICES

4.1 GENERAL NOTES

- 1 This Bills of Quantities contains pages numbered consecutively in each Bill as indicated in the Master Index. Before the Electrical Contractors submits his tender he should check the number of pages, and if any are found missing or duplicated, or the figures or writing indistinct, or the Bills of Quantities contain any obvious errors, he should apply to the Engineer at once and have same rectified, as no liability whatsoever will be admitted by the Engineer in the respect of errors in the tender due to the foregoing.
- 2 The Bills of Quantities form part of and must read in conjunction with the Specification which document contains the full description of the work to be done and material and equipment to be used and unless otherwise described in the Bills of Quantities, reference should be made to the Specification for the full meaning of descriptions of work to be done and materials and equipment to be used in this service.
- 3 No alteration, erasure or addition is to be made in the text of the Bills of Quantities. Should any alteration, erasure or addition be made, it will not be recognised but the original wording of the Bills of Quantities will be adhered to.
- 4 The priced Bills of Quantities of the successful Electrical Contractors will be checked and the Engineer reserves the right to call for adjustments to any individual price and to rectify any discrepancy whilst the total tender price, as submitted, remains unaltered.
- 5 The responsibility for the accuracy of the quantities written into the Bills remains with the person who prepared the Bills. The Electrical Contractors shall be relieved of responsibility of measuring quantities at the tender stage, and the tender sum submitted shall be in respect of quantities set out in the Bills, although he will be required to make his assessment of the items such as brackets, fixings, etc., from details stated in the Bills and shall include in the item prices for such small installation materials as are required for the complete installation in accordance with the Specification.
- 6 The successful Electrical Contractors and the Employer or his Agent may agree that the total of any Bill or Bills, including any variations by way of additions thereto or deductions there from, represents a fair and accurate quantification of the items set out in the Bills and the parties may agree final payment on that basis. In the event of any dispute to the quantities, then the disputed item or items shall be adjusted where necessary.
- 7 Notwithstanding the fact that the lengths of cables and cable sleeves as given in the Bills of Quantities have been measured from scaled drawings, the Electrical Contractors shall check such lengths on site before ordering of such material, as he will not be paid for excess after completion of the service. Any allowances for off-cuts shall be made in the unit rates. The final measurements shall be based on the net route lengths of the cables and cable sleeves only.
- 8 Variations in the scope and extent of the work included in the Bills shall be allowed to meet the Employers requirements and shall be measured and priced at the rates entered in the Bills, where appropriate, and shall form an addition to or deduction from the total of the Bills. Any items or variations for which rates have not been included in the Bills shall be agreed and priced as non-scheduled items in accordance with the provisions of the contract.

The rules governing the extent and costing of the variation shall be those provided for in the form of Conditions of Contract.

Variations to the planning before the work has been executed shall be priced as above. Alterations to work already executed cannot necessarily be priced as above and must be reviewed on its merits.

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The appropriate portion of the P & G Sums is to be adjusted proportionally to the net additions or omissions of the variations to the contract.

- 9 Unless a separate rate for the supply and the installation of any item is specifically called for, the supply and installation costs of any item shall be fully included in the unit price.

The description of each item shall, unless otherwise stated herein, be held to include making, conveying and delivering, unloading, storing unpacking, hoisting, setting, fitting and fixing in position, cutting and waste, patterns, models and templates, plant, temporary works, return of packing, establishment charges, profit and all other obligations arising out of the Conditions of Contract.

In all cases, where the Electrical Contractors takes delivery of, handles, stores, uses, applies and/or fixes any proprietary product, he shall do so in strict accordance with the manufacturer's instructions.

- 10 All outlet boxes up to 100 mm x 100 mm are measured as one item regardless of the number of entries.

Conduit boxes shall always include the fixing to the conduit with lock and bush nuts as specified.

- 11 Industrial switch and plug units shall include the fixing to the conduit as specified.
- 12 Outlet boxes shall be without covers and draw boxes shall include covers, screws, etc.
- 13 Light switches, switch lugs, dimmer units, etc., shall include screws, cover plates and other equipment specified.
- 14 All fittings and accessories always include the connection thereto. All light fittings shall be complete with lamps and tubes, unless otherwise stated in the Bill.
- 15 300 mm Additional length per conductor has been measured for conductors drawn into conduit, per termination point. Electrical Contractors must allow in their rate for any conductor lengths required for their own purposes, in addition to the 300 mm measured.
- 16 When using multi-core cables, Electrical Contractors must allow for all cable tails, and wastage in their pricing and payment will only be made for the actual length measured from terminal to terminal.

Under no circumstances will any payment be made for wastage, or surplus cable left on drums, by the contractor.

- 17 All measurements are net, unless otherwise stated, and Electrical Contractors must allow in the rate for wastage.
- 18 The quantities and rates included for day-work shall form part of the tender price, but Electrical Contractors shall note that this item must be regarded as provisional and will only be payable to the Contractor if and when a written order to this effect has been issued.
- 19 All provisional sums shall be expended as directed by the Engineer and any balance remaining shall be deducted from the amount of the contract sum.
- 20 All items described as "Provisional" shall be measured as executed and paid for according to prices in the Bills of Quantities and any unexpected amounts shall be deducted from the amount of the contract sum. No work for which "Provisional" items are provided shall be commenced without written instruction from the Engineer.
- 21 The quantities given in the Bill for cable, earth wire laid with cable, cable sleeves and excavations cannot be regarded as exact and are subject to measurement on site after completion of the service. Adjustments will be made according to the unit rates given in the Bill.

All other quantities will not be measured on site.

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In event of any discrepancies between the drawings, specifications and the Bills of Quantities, the Employer shall decide whether the work as executed shall be re-measurement shall be effected from the working drawings only.

- 22 Electrical Contractors are advised that their prices for articles described by trade names or catalogue references must be based on the type and manufacture specified in this Bills of Quantities.

Where Articles other than of the manufacture specified are used, an adjustment of the prices will be made and Variation Orders issued to cover these adjustments.

Substitution will be strictly subject to the Engineer approval.