Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE

TENDER

REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICKS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT
SCMU5-AN26/27-0005

NAME OF COMPANY: ____________________

CSD Nr: ____________________

CRS Nr (CIDB): ____________________

CLOSING DATE: **30 SEPTEMBER 2026** **TIME: 11:00 am**

Department of Public Works and Infrastructure **Corner Nkosi Senyukele Jojo and Ngqubusini** **Street Off Ntsizwa Street,** **Mt Ayliff** **4735**

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THE TENDER

PART T1
TENDERING PROCEDURES

PART T1.1: TENDER NOTICE AND INVITATION TO TENDER

T1.1 Tender Notice and Invitation to Tender

The Eastern Cape Department of Public Works & Infrastructure invites Contractors with a CIDB Grading of a CIDB Grading of **4GB, 3GB PE OR HIGHER** in the following Class of works **General Building (GB)** to tender for the **"REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT"** for a **Eight (8) months fixed construction period**. The contract will be based on the JBCC Edition 6.2 of 2018 and the Eastern Cape Public Works and Infrastructure will enter into a contract with the successful tenderer.

The contract will be based on the **JBCC 6th Edition.** contract, where the Eastern Cape Department of Public Works and Infrastructure will enter into a contract with the successful Bidder.

The document will be made available to the selected service providers as from **28 August 2026.**

There will be Compulsory briefings on site on the **10 September 2026** as follows:
Amadiba Clinic From 09:00 AM – 10:00 AM
Imizizi Clinic From 11:00am – 12:00pm
St Patrics Gateway From 13:00 pm – 14:00 pm
Oliver & Adelaide Tambo Psychiatric Unit 14:30 pm – 15:30 pm

Queries relating to the issue of these documents may be addressed in writing through email to: **Namhla Mpiti** email Namhla.mpiti@ecdpw.gov.za **Technical enquiries:** may be addressed in writing to **Mr. X. Ntswayi** – email: Xhanti.ntswayi@ecdpw.gov.za

The closing time for receipt of tenders by the ECDPWI is **11:00am** on **30 SEPTEMBER 2026**. Tender will be open in public.

It is the responsibility of the tenderer/s to ensure that bid documents /proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Tenderers using courier services for delivery of their bid documents must ensure the delivery is at the correct place / location and time as the department will not be held responsible for wrong delivery. Not delivered to Departmental officials. The Department will not accept responsibility if bids received by officials are not timely deposited in the Bid Box.

Tenders may only be submitted on the tender documentation that is issued. Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal (https://secure.csd.gov.za).

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

B. TENDER SUBMISSIONS:

Bids must be submitted in sealed envelopes clearly marked **"SCMU5-AN26/27-0005": "REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT"** must be deposited in the bid box, **DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, CORNER NKOSI SENYUKELE JOJO AND NGQUBUSINI STREET OFF NTSIZWA STREET, MT AYLIFF 4735** not later than **11H00 am.**

C. BID EVALUATION:

This bid will be evaluated in Three (3) phases as follows:

Phase One: Compliance, responsiveness to the bid rules and conditions, thereafter

Phase Two: Functionality - the minimum threshold to be further evaluated is 70 on the requirements

Phase Three: Bidders passing the above phases will thereafter be evaluated on PPPFA of 2022 and its regulations.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on price	-	**80 points**
Maximum points for specific goals	**-**	**20 points**
Maximum points	**-**	**100 points**

Please note:

1. Bidders need to complete and sign SBD 6.1 to claim points for specific goals. Failure will lead in non-awarding of points for specific goals
2. The Department intends to award this to the highest point scorer as whole, unless circumstances justifies otherwise
3. When evaluating bids/quotations of joint ventures/consortia, preference points must be allocated proportionately for such bidders in terms of their attributes or qualification for the relevant specific goal that is being scored, subject to the joint venture/consortium submitting the relevant proof of substantiation of points claimed as stipulated in the bidding documents. The points scored for the specific goals must then be added to the points scored for price and rounded off to the nearest two decimal points." A JV/consortia agreement must be submitted with the bid to substantiate the calculations. Failure will also lead in non-awarding of points for specific goals.
4. All information will be verified through CSD (where applicable)
5. A Cipro certificate (CK) and certified ID copy/s must be attached as proof of ownership to claim points for specific goals
6. SBD 6.1 is attached

D. BID SPECIFICATIONS, CONDITIONS AND RULES

The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data

The specifications, rules, special conditions of bid, evaluation criteria, and other bid conditions are detailed in the document.

The Department of Public Works and Infrastructure SCM policy applies.

Tender validity period is **120 days.**

E. ENQUIRIES WITH REGARD TO THIS ADVERT MAY BE DIRECTED TO:

SCM RELATED ENQUIRIES
Ms. N. Mpiti
Tell No: 039 254 6722 / 0823040403
Email Address: Namhla,mpiti@ecdpw.gov.za

TECHNICAL ENQURIES
Mr. Buhle Magaqa
Tel No: **039 254 6758 / 083 679 8154**
Email Address: Xhanti.ntswayi@ecdpw.gov.za

FOR COMPLAINTS, FRAUD, & TENDER ABUSE:
Call: 0800 701 701

PART T1.2: TENDER DATA

T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3, Standard conditions of tender.
SANS 10845-3 makes several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3 and as contained in Annexure C of Standard for Uniformity in Construction Procurement (Board Notice 423 of 2009 Government Gazette No 42622 of August 2019).
Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The Employer is Public Works and Infrastructure
3.2	The tender documents issued by the employer comprise the following documents: THE TENDER Part T1: Tendering procedures T1.1 - Tender notice and invitation to tender T1.2 - Tender data Part T2: Returnable documents T2.1 - List of returnable documents T2.2 - Returnable schedules THE CONTRACT Part C1: Agreements and Contract data C1.1 - Form of offer and acceptance C1.2 - Contract data C1.3 - Dispute Resolution Mechanism Part C2: Pricing data C2.1 - Pricing Instructions C2.2 - Bills of Quantities Part C3: Scope of work C3 - Scope of work Part C4: Site information C4 - Site information
3.3	The tender documents issued by the employer comprise the documents listed on the contents page
3.4	The employer's agent is: Name: Ms. N. Mpiti, Department of Public Works and Infrastructure Cnr Nkosi Senyukele & Ngqubusini Street Tel No: 082 304 0403 Email Address: Namhla.mpiti@ecdpw.gov.za
3.5	The language for communications is English
3.6	The competitive negotiation procedure shall be applied.
3.7	Method 3: Two (3) stage procurement procedure shall be applied.
4	Tender's obligations
4.1	The following tenderers who are registered with the CIDB, or are capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated: a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations, for a CIDB Grade 4GB,3GB PE OR HIGHER class of construction work; and Joint ventures are eligible to submit tenders provided that: 1. every member of the joint venture is registered with the CIDB; in GB class of works. 2. the lead partner has a contractor grading designation in the CIDB Grade 4GB,3GB PE OR HIGHER class of construction work; and 3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a CIDB Grade 4GB,3GB PE OR HIGHER class of construction work or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations. 4.Joint Venture Agreement.

4.2	The employer will compensate the tender as follows as per the conditions of the Form of Contract signed. The employer will not compensate the tenderer for any costs incurred in attending interviews or making any submissions in the office of the employer.
4.3	It is the responsibility of the tenderer to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.
4.4	Confidentiality and copyright of documents Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.
4.5	Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are incorporated into the tender documents by reference.
4.6	Acknowledge receipt of addenda to the tender documents, which the employer may issue, and, if necessary, apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.
4.7	The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. N/A Tenderers must sign the attendance list in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list. N/A Tender documents will not be made available at the clarification meeting. N/A
4.8	Seek clarification Request clarification of the tender documents, if necessary, by notifying the employer at least 5 (Five) working days before the closing time stated in the tender data.
4.9	Tenderers are required to state the rates and currencies in Rands. Include in the rates, prices, and the tendered total of the prices (if any), all duties, taxes which the law requires to be paid [except value added tax (VAT)], and other levies payable by the successful tenderer, that are applicable 14 days before the closing time stated in the tender data. Show the VAT payable by the employer separately as an addition to the tendered total of the prices. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data. State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data.
4.10	Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer or to correct errors made by the tenderer and ensure that all signatories to the tender offer initial all such alterations. Do not make erasures using masking fluid.
4.11	Main tender offers are not required to be submitted together with alternative tenders.
4.12	No alternative tender offers will be considered
4.13.1	Parts of each tender offer communicated on paper shall be submitted as an original. Submit a) the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with a translation of any documentation in a language other than the language of communication established in 3.5, and b) the parts communicated electronically by the employer of its agents on paper format with the tender.
4.13.2	Sign the original and all copies of the tender offer where required in terms of the tender data. State in the case of a joint venture which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

	NOTE The employer holds all authorized signatories liable on behalf of the tenderer.
4.13.3	A tender security in the amount of N/A is required and shall remain valid for a period not exceeding N/A days after the closing date for tender offers. The form of the tender security shall not differ substantially from the sample provided in Annex D of SANS 10845-3.
4.13.4	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: Location of tender box: **Department of Public Works & Infrastructure** **Physical address: Cnr Nkosi Senyukele & Ngqubusini street, Mount Alyiff** **Identification details: SCMU5-AN26/27-0005**: **"REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT"** Closing date and time: **30 SEPTEMBER 2026** at **11:00AM**
4.13.5	The tenderer is required to submit with his tender the following certificates: 1) a copy of the CSD report showing, amongst other things, that tax matters of the service provider are in order the South African Revenue Services. In the case of a Joint Venture/Consortium/Sub-contractors each party must submit a separate CSD report showing, amongst other things, that tax matters of the service provider are in order the South African Revenue Services. 2) CIDB Grading certificate or CRS number.
4.13.6	A two-envelope procedure will not be required.
4.13.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted. The tenderer accepts that the employer does not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
4.14	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of the standard conditions of tender in this part of SANS 10845 apply equally to the extended deadline.
4.15.1	The tender offer validity period is 120 days. Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data. If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period, with or without any conditions attached to such extension. Extend the period of the tender security, if any, to cover any agreed extension requested by the employer.
4.15.2	Placing of contractors under restrictions / withdrawal of tenders If any tenderer who has submitted a tender offer or a contractor who has concluded a contract has, as relevant: withdrawn such tender or quotation after the advertised closing date and time for the receipt of submissions; after having been notified of the acceptance of his tender, failed or refused to commence the contract; had their contract terminated for reasons within their control without reasonable cause; offered, promised or given a bribe in relation to the obtaining or the execution of such contract; acted in a fraudulent, collusive or anti-competitive or improper manner or in bad faith towards the Provincial Government; or, made any incorrect statement in any affidavit or declaration with regard to a preference claimed and is unable to prove to the satisfaction of the Provincial Government that the statement was made in good faith or reasonable steps were taken to confirm the correctness of the statements, such tenderer/s may be placed under restriction from tendering with the state. Procedures are outlined in the EC SCM Policy for Infrastructure procurement and Delivery Management and also on CIDB Inform Practice Note #30. Excerpts of the policy can be availed on request of any interested tenderer.

<table>
<tr><td>4.16</td><td>Access shall be provided for the following inspections, tests and analysis: N/A</td></tr>
<tr><td>4.17</td><td>The preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard as per DPW policy</td></tr>
<tr><td>5</td><td>Employer’s undertakings</td></tr>
<tr><td>5.1</td><td>The Employer will respond to requests for clarification received up to Five (5) working days before the tender closing time.
If, as a result of the issuing of addenda, it is necessary to extend the closing time stated in the tender data, grant such extension and notify all respondents accordingly.</td></tr>
<tr><td>5.2</td><td>The employer shall issue addenda until Five (5) working days before tender closing time.</td></tr>
<tr><td>5.3</td><td>Tenders will be opened immediately after the closing time for tenders at 11:00am hours.</td></tr>
<tr><td>5.4</td><td>Do not disclose to tenderers, or to any person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.</td></tr>
<tr><td>5.5</td><td>Determine, after opening and before detailed evaluation, whether each tender offer that was properly received
a) complies with the requirements of the standard conditions of tender in this part of SANS 10845,
b) has been properly and fully completed and signed, and
c) is responsive to the other requirements of the tender documents.
A responsive tender is one that conforms to all the terms, conditions, and scope of work of the tender documents, without material deviation or qualification. A material deviation or qualification is one which, in the employer's opinion, would
d) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work,
e) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or
f) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.
Reject a non-responsive tender offer, and do not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</td></tr>
<tr><td>5.6</td><td>Arithmetical errors, omission and discrepancies
Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.
For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.</td></tr>
<tr><td>5.7.1</td><td>The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule.
Table F.1: Formulae for calculating the value of A
<table>
<tr><th>Formula</th><th>Comparison aimed at achieving</th><th>Option 1[a]</th><th>Option 2[a]</th></tr>
<tr><td>1</td><td>Highest price or discount</td><td>$A = \left(1 + \frac{(P - P_m)}{P_m}\right)$</td><td>$A = P / P_m$</td></tr>
<tr><td>2</td><td>Lowest price or percentage commission / fee</td><td>$A = \left(1 - \frac{(P - P_m)}{P_m}\right)$</td><td>$A = P_m / P$</td></tr>
<tr><td>a</td><td colspan="3">P_m is the comparative offer of the most favourable comparative offer.
P is the comparative offer of the tender offer under consideration.</td></tr>
</table></td></tr>
<tr><td></td><td></td></tr>
</table>

5.7.2	The procedure for the evaluation of responsive tenders is Method 3: Administrative, Functionality, Price and Preference Phase 1: Compliance, responsiveness to the bid rules and conditions, thereafter Phase 2: Bidders passing phase one above will thereafter be evaluated on functionality Phase 3: Bidders passing the above phases will thereafter be evaluated on PPPFA of 2022 and its regulations.
	PHASE ONE: RESPONSIVENESS TO THE BID REQUIREMENTS AND RULES Bidders' proposals must meet the following minimum requirements and supporting documents must be submitted with the completed bid document in a sealed envelope in the bid box at the closing date and time. Failure to comply will automatically eliminate the bid for further consideration: Bid Document (This Document must be submitted in its original format) Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted. Bidder must be registered with CIDB in the correct grading and class of works as per the tender notice and requirements. And must the status on CIDB be active during award stage. It is the responsibility of the bidder to keep the status on CIDB active throughout bidding process (advert till award stage).
	Bidders must be a legal entity or partnership or consortia. Form of offer and Acceptance (fully completed and signed). The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in tenderer's tender submission. If the Form of Offer and Acceptance has no value or figure, the tenderer will be regarded as having made no offer. If the Bid Sum (amount in words) differ from the Bid Sum (amount in figures), the Bid Sum (amount in words) will govern. SBD4 must be duly completed and signed. 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, such interest must be disclosed on question 2.3.1. Compulsory Enterprise Questionnaire (Completed and signed) (JV partners must complete separate Questionnaire forms and submit). If the offer is "Vat Inclusive", the VAT registration number of service provider must be indicated and if a service provider is not a VAT Vendor but include VAT in its prices, the successful service provider will be given 21 days to register as a VAT Vendor with SARS, after the issuing of an appointment letter. If a bidder is a VAT vendor/registered, the bidder is required to explicitly state the VAT amount. VAT vendors must include VAT at 15% in the bid offer(s). Resolution to Sign (if applicable) This tender will be awarded as a whole. All trades listed in the Bills of Quantities or Pricing schedule must be priced for (except provisional sums and allowances), failure to do so will result increase commercial risk of the bid and may lead to elimination or passing over of the bidder. Only one offer per bidder is allowed and alternative offers will not be considered. If more than one offer is received, none of the offers will be considered. **The bidder must submit the following qualifications either for the Director or the employee of the company:** **(a) a National Diploma in Buildings or** **(b) National Diploma in Civil Engineering** **A Letter confirming Employment from both current employment & previous employment**

Other Conditions of bid (Non eliminating unless expressly mentioned in the document):
DPWI Policy applies.
Returnable Schedule: SBD1-Invitation to bid must be completed and signed
The bidder must be registered on the Central Supplier Database (CSD) prior the award
All bidders' tax matters must be in order prior award. Bidders' tax matters will be verified through CSD.
Declaration of Employees of the State or other State Institutions.
Bidders must submit a minimum of three (3) written contactable references for projects successfully completed in the past (clearly indicating client name, contract value, contract term, contact person, contact details). Refer to Annexure I. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.
Bidders must submit a list of projects where he or she has submitted tender offers but tender results have not been confirmed by the client. Refer to Annexure L. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.
Bidders must submit their company profiles, list of available resources, plant and machinery and any other additional capacity with the bid. Refer to Annexure K and H. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.
The bidder must also list all projects where there are pending litigations or litigations have been concluded. The form for this is also attached after Annexure J.
The Department will contract with the successful bidder by signing a formal contract.
This tender will be awarded as a whole. All trades listed in the Bills of Quantities or Pricing schedule must be priced for (except provisional sums and allowances which also need to be added to the total), failure to do so will increase commercial risk of the bid and may lead to elimination or passing over of the bidder.
Wherever a brand name is specified in this document (i.e. specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.
DPWI Policy applies.
Protection of personal information: Consent (POPIA)

The successful tenderer (after being informed) will be required to bring along an unsigned copy of the form of contract to be signed by parties (e.g. NEC3 Term Service Contract (April 2013)

PHASE TWO: EVALUATION ON FUNCTIONALITY
The evaluation criteria and maximum score in respect of each of the criteria are given hereunder.
A Tender scoring an average score below 70 points in Functionality points will be considered as **DISQUALIFIED** for evaluation and will be discarded from any further evaluation.

Quality criteria	Evaluation schedule	Maximum number of points
Expertise of key personnel	Schedule 1	35
Relevant project experience	Schedule 2	40
Project reference	Schedule 3	25
Maximum possible score for functionality (Ms)		100

Functionality shall be scored by not less than three evaluators in accordance with the above-mentioned schedules:

ID EVALUATION CRITERIA	SCALE /SCORE (A)	WEIGHT (B)	TOTAL (MAX) POINTS (C)

	EXPERTISE OF KEY PERSONNEL (QUALIFICATIONS & LETTER CONFIRMING EMPLOYMENT)- 35 POINTS. Breakdown of Points: (c) National Diploma in Buildings or (d) National Diploma in Civil Engineering			
	Attach a certified copy of a National Diploma in Buildings or National Diploma in Civil Engineering experience with a minimum of 7 years' experience.	5	7	35
	Attach a certified copy of a National Diploma in Buildings or National Diploma in Civil Engineering experience with a minimum of 5 years' experience.	4	7	28
	Attach a certified copy of a National Diploma in Buildings or National Diploma in Civil Engineering experience with a minimum of 2 years' experience.	3	7	21
	None or partial submission of any above or incompatibility with the above categories.	0	7	0
	RELEVANT PROJECT EXPERIENCE - PROOF OF MAINTENANCE EXPERIENCE RELATED TO THE SCOPE OF WORK (LETTER OF AWARD & COMPLETION CERTIFICATE) 40 POINTS. Breakdown of Points:			
	Contractor must have been responsible for maintenance work or renovations for at least 7 years or more. Attach an Appointment letter & completion certificate for 3 projects or more	5	8	40
	Contractor must have been responsible for maintenance or renovations for at least 5 years or more. Attach an Appointment letter	4	8	32

& completion certificate for 3 projects or more Contractor must have been responsible for maintenance or renovations for at least 2 years or more. Attach an Appointment letter & written completion certificate for 3 projects or more	1	8	8
Contractor that has not done any maintenance or renovations or did not submit any Appointment letter & written 3 letters of completion for 3 projects or more	0	8	0
PROJECT REFERENCES– PROOF OF PAST PERFORMANCE (Attach the project references from Previous project managers, stamped, signed by Project Manager and submit with this bid)-25 POINTS Breakdown of Points:			
Bidder scoring/rated maximum points in all categories in the past 3 projects of similar nature or size.	5	5	25
Bidder scoring/ rated high points in some areas in all categories in the past 2 projects of similar nature or size.	4	5	20
Bidder scoring/ rated relatively high points in some areas in all categories in the past 1 project of similar nature or size.	3	5	15
Bidder scoring/ rated relatively rated average or poor points in some areas or all areas in all categories in the past projects of similar nature or size.	0	5	0

The minimum number of evaluation points for quality is 70.
Total (Max) Points (C) is calculated by multiplying the Scale/Score (A) by the Weight (B): A x B = C.

Score (Points)	Prompt for judgement
0-29	Failed to address the questions / issues.
30-49	A detrimental response / answer / solution – limited or poor evidence of skill / experience sought or high risk that relevant skills will not be available.
50-59	Less than acceptable – response / answer / solution lacks convincing evidence of skill / experience sought or medium risk that relevant skills will not be available.

70-79	Acceptable response – answer / solution to the particular aspect of the requirements and evidence given of skill / experience sought are convincing.
80-89	Above acceptable – response / answer / solution demonstrating real understanding of requirements and evidence of ability to meet it.
90-100	Excellent – response / answer / solution gives real confidence that the bidder will add real value.

The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final score for quality.

PHASE THREE: EVALUATION POINTS ON PPPFA OF 2022 AND ITS REGULATIONS

The 80/20 preference point system shall be applied for the purposes of this bid as per the requirements of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) and Preferential Procurement Regulations 2022 (Price and Specific Goals).

Criteria	Points
POINTS ON PRICE	80
SPECIFIC GOALS	20
TOTAL	100

The 80/20 preference point system for acquisition of services, works or goods not

exceeding Rand value of R50 million:

(a) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included):
The financial offer will be scored using the following formula:

$$A = \left(1 - \frac{P - Pm}{Pm}\right)$$

The value of value of W1 is:
1) 90 where the financial value inclusive of VAT of all responsive tenders received have a value in excess of R50 000 000 or
2) 80 where the financial value inclusive of VAT of one or more responsive tender offers have a value that equals or is less than R 50 000 000.

5.7.3	The procedure for the evaluation of responsive tenders is Method 3 (Administrative, functionality, price and preference)
5.7.4	The quality criteria and maximum score in respect of each of the criteria are as follows: N/A
5.7.5	Each evaluation criteria will be assessed in terms of five indicators – N/A
5.7.6	The prompts for judgment and the associated scores used in the evaluation of quality shall be as follows: N/A
5.8	Tender offers will only be accepted if: the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see https://secure.csd.gov.za/) unless it is a foreign supplier with no local registered entity the tenderer is in good standing with SARS according to the Central Supplier Database. Bidders must submit a CSD no. or tax status compliance pin.

	the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard as per DPW policy. the tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation; the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector. the tenderer has not: i) abused the Employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given a written notice to this effect. the tenderer has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.
	the tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract; Bids which are late, incomplete, unsigned or submitted by facsimile or electronically will not be accepted. the tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer; The tenderer undertakes to maximize the sourcing of building material or infrastructure input material from Eastern Cape based suppliers or manufacturers. the employer is reasonably satisfied that the tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely. the tender has offered a market related offer. If the offer is believed not to be market related, the department through its Supply Chain Management bid committees will attempt to negotiate the offer with identified bidder/s to a reasonable amount. Bidders are not allowed to increase their tender offers during this process. A Resolution of signatory form has been completed and signed by director/s or a letter bearing a letterhead of the tenderer has been attached (specific to this bid) to the bid submission; it must be duly signed by all directors and submitted the bid. Only a duly authorized official can sign the bid. Prospective bidders must register on CSD prior submitting bids (open tenders). Any prospective bidder found to have Tax matters not in order with SARS (verified through CSD) during the evaluation process (after being given an opportunity to rectify tax matters) will be eliminated and not be considered further in the process. Preferred bidder/s will be afforded an opportunity to rectify their tax affairs within 7 days. A bidder that fails to rectify its tax matters with SARS will be eliminated. NOTE: The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in bidder's tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer. The department reserves the right not to award the bid to the most favourable tenderer, if any of the situations occur: if it is not assisting in the advancement of designated groups; risk profile of the favourable firm is too high; the bidder has been awarded a considerable number of projects by the department or provincial government; has performed unsatisfactorily in the past, etc.
5.9	The number of paper copies of the signed contract to be provided by the employer is 1.
	The additional conditions of tender are: Wherever a brand name is specified in this document (i.e., specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.
T.2.1	List of returnable documents

1	Documentation to demonstrate eligibility to have tenders evaluated i.e. List all documentation to demonstrate eligibility to have a submission evaluated. Appropriate CIDB grading suitable for the works (as stated in 4.1).
2	Returnable Schedules required for tender evaluation purposes The tenderer must fully and appropriately complete and sign the following returnable schedules as relevant: Record of Addenda to Tender Documents Proposed amendments and qualifications Compulsory Enterprise Questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted). SBD 1, 4, 6.1. Protection of personal content: Consent Form of Offer and Acceptance Complete priced Bills of Quantities, including Final Summary Certificate of Authority for Joint Ventures
3	Other documents required for tender evaluation purposes The tenderer must provide the following returnable documents: A CSD Report for a contractor with valid and correct information. A letter if good standing from the Compensation Fund or a licensed insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act 1993 (Act No. 130 of 1993)
4	Returnable Schedules that will be used for tender evaluation purposes and be incorporated into the contract The tenderer must complete the following returnable documents: A duly completed form of Offer and Acceptance (and any revision of prices if there are any).
5	Only authorized signatories may sign the original and all copies of the tender offer where required. In the case of a ONE-PERSON CONCERN submitting a tender, this shall be clearly stated. In the case of a COMPANY submitting a tender, include a copy of a resolution by its board of directors authorizing a director or other official of the company to sign the documents on behalf of the company. In the case of a CLOSE CORPORATION submitting a tender, include a copy of a resolution by its members authorizing a member or other official of the corporation to sign the documents on each member's behalf. In the case of a PARTNERSHIP submitting a tender, all the partners shall sign the documents, unless one partner or a group of partners has been authorized to sign on behalf of each partner, in which case proof of such authorization shall be included in the Tender. In the case of a JOINT VENTURE/CONSORTIUM submitting a tender, include a resolution of each company of the joint venture together with a resolution by its members authorizing a member of the joint venture to sign the documents on behalf of the joint venture. Accept that failure to submit proof of authorization to sign the tender shall result in the tender offer being regarded as non-responsive.
6	Information and data to be completed in all respects Accept that tender offers, which do not provide all the data or information requested completely and, in the form, required, may be regarded by the employer as nonresponsive.
7	Canvassing and obtaining of additional information by tenderers The Tenderer shall not make any attempt either directly or indirectly to canvass any of the Employer's officials or the Employer's agent in respect of his tender, after the opening of the tenders but prior to the Employer arriving at a decision thereon. The Tenderer shall not make any attempt to obtain particulars of any relevant information, other than that disclosed at the opening of tenders.
8	Prohibitions on awards to persons in service of the state The Employer is prohibited to award a tender to a person -

	a) who is in the service of the state; or if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or a person who is an advisor or consultant contracted with the Department or municipal entity. In the service of the state means to be - a) a member of:- any municipal council; any provincial legislature; or the National Assembly or the National Council of Provinces; a member of the board of directors of any municipal entity; an official of any Department or municipal entity; an employee of any national or provincial department; provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999); a member of the accounting authority of any national or provincial public entity; or an employee of Parliament or a provincial legislature. In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.
9	Awards to close family members of persons in the service of the state Accept that the notes to the Employer's annual financial statements must disclose particulars of any award of more than R2000 to a person who is a spouse, child, or parent of a person in the service of the state (defined in clause 8 above), or has been in the service of the state in the previous twelve months, including - the name of that person; the capacity in which that person is in the service of the state; and the amount of the award. In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.
10	Respond to requests from the tenderer The employer will respond to requests for clarification up to 5 (five) working days before the tender closing time.
11	Opening of tender submissions Tenders will be opened immediately after the closing time for tenders
12	Scoring quality / functionality: Yes
13	Cancellation and re-invitation of tenders An organ of state may, prior to the award of the tender, cancel the tender if- due to changed circumstances, there is no longer a need for the services, works or goods requested; or funds are no longer available to cover the total envisaged expenditure; or no acceptable tenders are received. Tender validity period has expired. Gross irregularities in the tender processes and/or tender documents. No market related offer received (after attempts of negotiation processes) Where applicable, the decision to cancel the tender will be published in the CIDB website and in the Tender Bulletin or the media in which the original tender invitation as advertised.
14	Dispute resolution mechanism will be done through the Adjudication route.

15	The department must when be acting against the tenderer or person awarded the contract on a fraudulent basis, considers the provisions of Regulation 14: The remedies provided for in Preferential Procurement Regulations 2022 do not prevent an institution from instituting remedies arising from any other prescripts or contract.
16	Where the employer terminates the contract due to default of the contractor in whole or in part, the employer may decide to: a) Refer the breach in contract to the CIDB for investigation as a breach of the CIDB Code of Conduct in terms of the CIDB Regulations; or b) may impose a restriction penalty on the contractor in terms of Section 14 of the Preferential Procurement Regulations. The outcomes of such investigations in terms of both the CIDB Regulations and the Preferential Procurement Regulations may prohibit the contractor from doing business with the public sector for a period not exceeding 10 years.

PART T2
RETURNABLE DOCUMENTS

PART T2.1: LIST OF RETURNABLE DOCUMENTS

T2.1 List of Returnable Documents

The tenderer must complete the following returnable documents:

1 Returnable Schedules required for bid evaluation purposes

- Compulsory enterprise questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).
- Record of addenda issued (Only if addenda is issued)
- Certificate of authority for joint ventures (Only where the tender/ quotation is submitted by a joint venture)

2 Other documents required for bid evaluation purposes

- Form of Offer and Acceptance
- Complete Priced Bills of Quantities & Final Summary

3 Returnable Schedules that will be incorporated into the contract

- Details of the Project Team and CV with Qualifications & Proof of Registration completed for each individual of proposed
- Schedule of Plant and Equipment
- Record of projects: current, past and on tender.
- Project References – at least 3
- SBD 1, 4, 6.1, and Declaration for Local Production and Local Content
- Protection of personal content: Consent

Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE

SBD 1

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE					
BID NUMBER:	**SCMU5-AN26/27-0005**	**CLOSING DATE:**	**30 SEPTEMBER 2026**	**CLOSING TIME:**	**11:00 am**
DESCRIPTION	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*					
DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, CORNER NKOSI SENYUKELE JOJO AND NGQUBUSINI STREET OFF NTSIZWA STREET, BLOCK A "TENDERS", MT AYLIFF.					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**Ms. N. Mpiti**	CONTACT PERSON	**Buhle Magaqa**
TELEPHONE NUMBER	**039 254 6722 / 082 304 0403**	TELEPHONE NUMBER	**039 254 6758 / 083 679 8154**
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	**Namhla.mpiti@ecdpw.gov.za**	E-MAIL ADDRESS	**Xhanti.ntswayi@ecdpw.gov.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
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	

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

3. 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, 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).**

4. 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 PIN 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.

SIGNATURE OF THE BIDDER: …………………………………………………

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

DATE: …………………………………………………

Compulsory Enterprise Questionaire

A
Compulsory Enterprise questionnaire

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

Section 1: Name of enterprise: . . . .

Section 2: VAT registration number, if any: . . . .

Section 3: CIDB registration number, if any: . . . .

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

** Complete only if sole proprietor or partnership and attach separate page if more than 3 partners*

Section 5: Particulars of companies and close corporations

Company registration number . . . .

Close corporation number . . . .

Tax reference number . . . .

Section 6: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.

Section 7: The attached SBD 6.1 must be completed for each tender and be attached as a requirement.

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

i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;

ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004; iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;

iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and

iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed .... Date ....

Name .... Position ....

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

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

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

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

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

2.3.1 If so, furnish particulars:

…………………………………………………………………………………………………

……
………………………………………

2.4 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

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification**.**

3 GENERAL DECLARATION

I, …………………………………………………….............................., the undersigned, 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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

3.5 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.

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

3.7 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, 1998 (Act No. 89 of

1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I **CERTIFY THAT THE ABOVE IS CORRECT.**

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT BID OR TAKE

APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

……………………………… ……………………………………………
Signature Date

……………………………… ………………………………………...
Designation Name of bidder

SBD 6.1

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

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

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

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1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

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

b) The lowest 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. FORMULA FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps	=	Points scored for price of tender under consideration
Pt	=	Price of tender under consideration
Pmin	=	Price of lowest acceptable tender

3.2. FORMULA 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 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \quad \text{or} \quad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

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 80/20preference 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 80/20preference 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 80/20preference 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 80/20and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below. ***(Note to organs of state: Where either the 80/20or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***
Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20system) (To be completed by the organ of state)	Number of points claimed (80/20system) (To be completed by the tenderer)
Historically Disadvantaged Individual: -		
(a) 100% black ownership	**4**	
(b) 51% to 99% black ownership	**2**	
(c) Less than 51% black ownership	**0**	
Black women ownership:-		
(a) 100% black women ownership	**4**	
(b) 30% to 99% black women ownership	**2**	
(c) Less than 30% black women ownership	**0**	
Black youth ownership:-		
(a) 100% black youth ownership	**4**	
(b) 30% to 99% black youth ownership	**2**	
(c) Less than 30% black youth ownership	**0**	
Locality:-		
(a) Within the Eastern Cape	**6**	
(b) Outside the Eastern Cape	**0**	

Local Content:-			
	(a) Compliant to local content requirements	2	
	(b) Non-Compliant to local content requirements	0	

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number: …………………………………………………………...

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

i) The information furnished is true and correct;

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

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

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

(a) disqualify the person from the tendering process;

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

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

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

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

…………………………………………
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: ……………………………………………………….
DATE: ………………………………………………………

ADDRESS: ………………………………………………………

………………………………………………………

………………………………………………………
………………………………………………………

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This declaration forms part of all bids invited with local content and it serves as a declaration form for local content (local production and local content are used interchangeably).

1. **A bidder will not be awarded points for Specific goals allocated for Local Content if this Declaration Certificate is not completed, signed and submitted as part of the bid documentation;**
2. 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

IN RESPECT OF BID NO.: **SCMU5-AN26/27-0005**: **REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**

ISSUED BY: (Procurement Authority / Name of Institution): **EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE**

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

Bid price, excluding VAT	R
Imported content	R
Stipulated minimum threshold for local content	100%
Local content %	

(c) 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.

(d) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application.

SIGNATURE: ______________________ **DATE: ___________**

Local Content – Declaration Summary Schedule												
Bill Page No.	Bill Item No.	Description of Services Works or Goods	Unit of measure	Quantity C1	Stipulated Minimum Threshold C2	Tender price - each (excl VAT) C3	Exempted imported value. C4	Tender value net of exempted imported content. C5 (C3-C4=C5)	Imported value (R) C6 (C1 x C4 =C6)	Local value (R) C7 (C1 x C3=C7)	Local content % (per item) C8
		CONCRETE									
54	2	20Mpa	m³	39	100%						
	3	20Mpa	m³	5	100%						
	4	20Mpa	m³	1	100%						
84	1, 2	20Mpa in encasing	m	6	100%						
98	9	20Mpa	m³	15	100%						
102	1	20Mpa	m³	6	100%						
105	4	20Mpa	m³	3	100%						
	5, 6	25Mpa	m³	4	100%						
		PRECAST CONCRETE									
		Lintol 110mm wide x 75mm deep	m		100%						
99	3	Plain Precast Cement Concrete (25MPa) Interlocking Paving	m²	78	100%						

101											
		REINFORCEMENT									
		Mild Steel									
		High Tensile Steel									
		Brick Reinforcing									
57	4	Brick reinforcement 80mm wide.	m	211	100%						
	5	Ditto, but 155mm wide.	m	428	100%						
105	12	150mm Wide reinforcement	m	60	100%						
		Mesh Reinforcing									
55	3	Mesh ref 193	m²	5	100%						
	4	Mesh ref 311	m²	31	100%						
105	10	Mesh ref 156	m²	20	100%						
		ROOF COVERINGS AND FLASHINGS									
61	1	Roof sheeting	m²	200	100%						
	2	Raking cutting	m	19	100%						
	3	Ridge capping	m	19	100%						
	4	Gable trim	m	25	100%						
		Full-bore outlet	No		100%						
		GUTTERS & DOWNPIPES									
61	6	Eaves gutter	m	80	100%						
	7	Stopped end	No	10	100%						
	8	Outlet with nozzle	No	7	100%						
62	1	Rainwater pipe	m	42	100%						
	2	Shoe	No	11	100%						
	3	Bend	No	20	100%						
	4	Swanneck	No	22	100%						
		STRUCTURAL STEEL									

		METALWORK									
		Galvanised Mild Steel									
76	1	Steel gate	No	1	100%						
	2	Windy-dry rotating wash line	No	1	100%						
	3	Dynabolt masonry anchor	No	94	100%						
84	4	Cast iron cleaning eye	No	7	100%						
		STEEL DOOR FRAMES									
76	4,5	Frame for door size 813 x 2032mm.	No	3	100%						
	6	Frame for double door	No	1	100%						
		DOORS									
		External doors	No	4							
		Internal doors	No	2							
		STAINLESS STEEL									
86	1	Insert type sing	No	1	100%						
	2	Combination bedpan Wash-up Sink	No	1	100%						
	3	Bedpan and bottle rack	No	1	100%						
	4	Slop hoper	No	1	100%						
	5	Whb	No	1	100%						
		FENCING AND GATES									
102	2	Six Strands of 4mm galvanised straining wires	m	50	100%						
	3	Approved 500mm diameter flat wrap of galvanised razor barbed tape wire	m	50	100%						
	4	Security fencing formed of 50 x 50 x 3,15mm diameter Class A galvanised 'Secumesh	m	50	100%						
	5	12mm diameter galvanised mild steel straining eye bolt wth hook	No	4	100%						
	6	10mm U-shaped fence anchor	No	120	100%						
	7	60mm diameter galvanised steel intermediate fencing	No	26	100%						

		post,										
	8	100mm Ditto as end post	No	2	100%							
103	1	100mm Ditto as straining or corner posts,	No	5	100%							
	2	100mm Ditto, as straining or corner posts	No	2	100%							
	3	150 Diameter ditto as gate post,	No	2	100%							
	4	Gate 1000 x 2400mm high formed	No	1	100%							
104	1	Double gate 6000 x 2400mm high	No	1	100%							
		PVC PIPES										
		uPVC pipes class 9										
83	1	5000L rain water tank.	No	2.	100%							
	2, 3	110mm Pipe	m	20	100%							
	4, 5	110mm bends	No	30	100%							
	6	110mm Junction.	No	2	100%							
	7	110mm Gulley trap	No	2	100%							
		Rigid PVC Socketed Soil, Waste or Vent Piping (SABS 967)										
84	8	40mm Pipe and fixing to walls,	m	60	100%							
	9	110mm Ditto.	m	30	100%							
	10	40mm "GI Two-Way" vent valve.	No	12	100%							
	11	110mm "GI Two-Way" vent valve.	No	2	100%							
	12	40mm Bend.	No	10	100%							
	13	40mm Access bend.	No	10	100%							
85	1	110mm Access bend.	No	2	100%							
	2	40mm Junction.	No	2	100%							
	3	40mm Access junction.	No	2	100%							
	4	110mm Access junction.	No	2	100%							
	5	110mm Reducing access junction.	No	2	100%							
	6	110 x 40mm Boss connector.	No	2	100%							
	7	110mm Pan collar	No	2	100%							
	8	40mm P-Trap	No	2	100%							

	9	40mm Shower trap	No	1	100%						
		uPVC fittings									
		PLUMBING SUNDRIES									
85	10	Sink waste	No	5	100%						
	11	Bottle trap	No	7	100%						
		SLEEVES									
		BID PRICE EXC VAT (R)									
		TOTAL IMPORTED CONTENT VALUE (R)									
		TOTAL LOCAL CONTENT VALUE (R)									

PROOF OF REGISTRATION ON THE NATIONAL TREASURY CENTRAL SUPPLIER DATABASE

(ATTACH HERE)

VALID COPY CIDB CERTIFICATE

(ATTACH HERE)

PROTECTION OF PERSONAL INFORMATION: CONSENT (POPIA)

The introduction of The Protection of Personal Information Act (POPIA) ensures the regulation of personal information through its entire life cycle of collection, transfer, storing and deletion.
As part of its business activities, the Department of Public Works and Infrastructure obtains and requires access to personal data from a wide range of internal and external parties, including without limitation bidders who respond to requests for proposals that are published by the Department of Public Works and Infrastructure from time to time. The Department of Public Works and Infrastructure confirms that it shall process the information disclosed by Bidders for the purpose of evaluating and subsequently awarding/appointing a successful Bidder.

The Department of Public Works and Infrastructure hereby states that it does not and will never modify, amend, or alter any personal information submitted to it by a Bidder. Not unless directed to do so by an order of court, the Department of Public Works and Infrastructure does not disclose or permit the disclosure of any personal information to any Third Party without the prior written consent of the owner of the information.

Similarly, Bidders will from time-to-time access and be seized with information of a personal nature pertaining to the Department of Public Works and Infrastructure. Some of the information may because of legislative compliances be available in the public domain, whilst some is uniquely provided to bidders in pursuit of procurement or other business-related activities. In this regard, the Department of Public Works and Infrastructure requires that Bidders which receive or have access to its personal information, process any such information in a manner compliant with the requirements of the POPIA.

AGREEMENT

1. The Department of Public Works and Infrastructure and the Bidder (the Parties) agree and undertake that upon obtaining and
   having access to personal information relating to either of them, they shall always ensure that:
   a) They process the information only for the express purpose for which it was obtained.
   b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.
   c) They will introduce and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
   d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
   e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
   f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.

2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organization.

3. Bidder's Obligations

a) The Bidder is required to notify the Information Officer of Department of Public Works and Infrastructure, in writing as soon as possible after it becomes aware of or suspects any loss, unauthorized access or unlawful use of any of the Department of Public Works and Infrastructure's personal information.
b) The Bidder shall, at its own cost, promptly and without delay take all necessary steps to mitigate the extent of the loss or compromise of personal data.
c) The Bidder shall be required to provide the Department of Public Works and Infrastructure with details of the persons affected by the compromise and the nature and extent of the compromise, including details of the identity (if known) of the unauthorized person who may have accessed or acquired the personal data.
d) The Bidder undertakes to co-operate with any investigation relating to security breach which is carried out by or on behalf of Department of Public Works and Infrastructure.

On behalf of the Bidder:

…………………………………….. ..………………………………………………
Signature Date

……………………………………. ………………………………………………….
Position Name of the Bidder

On behalf of the Client:

…………………………………….. ..………………………………………………
Signature Date

…………………………………….. ..………………………………………………
Position Name of Client Representative

THE CONTRACT

PART C1
AGREEMENTS AND CONTRACT DATA

PART C1.1: FORM OF OFFER AND ACCEPTANCE

C1.1- Form of Offer and Acceptance

Annex C
(normative)
FORM OF OFFER AND ACCEPTANCE

Project title	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU number	**SCMU5-AN26/27-0005**

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

REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

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

………

……………………………………………………………………………………………… Rand (in words) ;

R ………………………………………………………………………………………………(in figures) (or other suitable wording)

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
………
Name
………...
Capacity
………...
for the tenderer
………...
(Name and address of organization)
Name and signature

of witness ……………………………..… ….. Date …………………………………………………

ACCEPTANCE

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offer shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.
The terms of the contract, are contained in:

Part C1 Agreements and contract data, (which includes this agreement)
Part C2 Pricing data
Part C3 Scope of work.
Part C4 Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the returnable schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this form of offer and acceptance. No amendments to or deviations from said documents are valid unless contained in this schedule.
The tenderer shall within 3 weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.
Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.[1]

Signature
………
Name
…………………………………………………………………………………………………..……………
Capacity
………
for the Employer
………
(Name and address of organization)
Name and signature
of witness ………………………………………….. Date …………………………….…………..

Schedule of Deviations

1 Subject ____
Details
____

2 Subject ____
Details
____

3 Subject ____
Details

____

4 Subject ____
Details
____

By the duly authorized representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender/ quotation documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

[1] *As an alternative, the following wording may be used:*

Notwithstanding anything contained herein, this agreement comes into effect two working days after the submission by the employer of one fully completed original copy of this document including the schedule of deviations (if any), to a courier-to-counter delivery / counter-to-counter delivery / door-to counter delivery /door-to-door delivery /courier service (delete that which is not applicable), provided that the employer notifies the tenderer of the tracking number within 24 hours of such submission. Unless the tenderer (now contractor) within seven working days of the date of such submission notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties

A

RECORD OF ADDENDA TO BID DOCUMENTS

PROJECT TITLE	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU NUMBER	**SCMU5-AN26/27-0005**

I / We confirm that the following communications received from the Department of Public Works before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)

Item	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attach additional pages if more space is required.

Signed .... Date ....

Name .... Position ....

Tenderer ....

B

PROPOSED AMENDMENTS AND QUALIFICATIONS

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule. The Tenderer's attention is drawn to clause 5.8 of SANS 10845-3 regarding the employer's handling of material deviations and qualifications.	
PROJECT TITLE	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU NUMBER	**SCMU5-AN26/27-0005**

Page	**Clause /Item**	**Proposal**
The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct		

Signed ----------------------------------- Date -----------------------------

Name ----------------------------------- Position -----------------------------

Enterprise name ---

C

RESOLUTION FOR SIGNATORY

A: CERTIFICATE OF AUTHORITY FOR SIGNATORY

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or on company letter head.

An example is given below:

"By resolution of the board of directors passed at a meeting held on ___________

Mr/Ms______________________, whose signature appears below, has been duly authorised to

sign all documents in connection with the tender for Contract No. ____________________

and any Contract which may arise there from on behalf of (Block Capitals) ______

____

____

SIGNED ON BEHALF OF THE COMPANY: ______________________________________

IN HIS/HER CAPACITY AS: ____

DATE:____

SIGNATURE OF SIGNATORY: ____

WITNESSES:

DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	
DIRECTOR (NAMES)		SIGNATURE	

If you cannot complete this form, attach a separate sheet (in a company letter head, project specific and signed by all directors):

D

CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This Returnable Schedule is to be completed by joint ventures.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorize Mr/Ms . . . ., authorized signatory of the company . . . . , acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

PROJECT TITLE	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU NUMBER	**SCMU5-AN26/27-0005**

NAME OF FIRM	**ADDRESS**	**DULY AUTHORISED SIGNATORY**
Lead partner: ………………………………….		Signature. . ……….. . . . . Name ………………………………..... Designation………………………………
………………………………….		Signature. . ……….. . . . . Name ………………………………..... Designation………………………………
………………………………….		Signature. . ……….. . . . . Name ………………………………..... Designation………………………………
………………………………….		Signature. . ……….. . . . . Name ………………………………..... Designation………………………………

E

SCHEDULE OF PROPOSED SUBCONTRACTORS

PROJECT TITLE	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU NUMBER	**SCMU5-AN26/27-0005**

We notify you that it is our intention to employ the following Subcontractors for work in this contract. The Subcontractors will all be CIDB registered and their CIDB Registration number shall be submitted below.

If we are awarded a contract, we agree that this notification does not change the requirement for us to submit the names of proposed subcontractors in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us.

We confirm that all subcontractors who are or to be contracted are registered on Central Supplier Database (CSD).

No.	Name and address of proposed Subcontractor	Nature and extent of work	Year completed	Value	Contact details
1					
2					

3					
4					
5					
The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct					

Signed	------------------------------------	Date	-----------------------------------
Name	------------------------------------	Position	-----------------------------------
Enterprise name	---		

F

CAPACITY OF THE BIDDER

PROJECT TITLE	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU NUMBER	**SCMU5-AN26/27-0005**
WORK CAPACITY: (The Bidder is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Bid being disregarded.) *Artisans and Employees: (Artisans and Employees to be, or are, employed for this project)*	

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

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed:	……………………………….	**Date**	……………………………….
Name:	……………………………….	**Position**	……………………………….

Enterprise Name: ……………………………………………………………..……………………………….

G

RELEVANT PROJECT EXPERIENCE – COMPLETED PROJECTS

Tenderers must submit a max one-page description of at least three projects successfully completed.

Attach a Completion Certificate for each of the project provided.

The description of each project must include the following information:

1. Essential introductory information:
   1.1. Name of project.
   1.2. Name of client.
   1.3. Contact details of client.
   1.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
   1.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer's team members were contracted.
   1.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	DATE COMPLETED
1					
2					
3					

If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes).

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed…………………………….. Date……………………………..

Name…………………………………. Position………………………….

Enterprise name…………………… ………………………………………………………………………

H

RELEVANT PROJECT EXPERIENCE – CURRENT PROJECTS

Tenderers must submit a max one-page description of at least three projects under construction/ on hold/ just handed over/ towards completion (if they exist).**Attach an Appointment letter for each of the project provided.**

The description of each project must include the following information:

2. Essential introductory information:
   - 2.1. Name of project.
   - 2.2. Name of client.
   - 2.3. Contact details of client.
   - 2.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
   - 2.5. The period during which the project was performed, and if this is different, the period during which the tenderer's team members were contracted.
   - 2.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.		NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	STAGE OF PROJECT
1						
2						
3						

Attach a separate page to address this issue (the above table is just for reference purposes).

Signed ------------------- Date -------------------

Name ------------------- Position -------------------

Enterprise name --

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

I

OTHER OFFERS SUBMITTED AT TIME OF THIS TENDER FOR WHICH RESULTS ARE PENDING (if they exist)

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

BID NO. / PROJECT NUMBER	PROJECT NAME	CLIENT NAME & CONTACT NO.	VALUE TENDERED IN RANDS	DATE SUBMITTED	CONTACT DETAILS (CLIENT)
1					
2					
3					
4					

Signed ------------------------------------ Date ------------------------------------

Name ------------------------------------ Position ------------------------------------

Enterprise name --

If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes).

J

SCHEDULE OF TENDERER'S LITIGATION HISTORY

The tenderer shall list below details of any litigation with which the tenderer (including its directors, shareholders or other senior members in previous companies) has been involved with any organ of state or state department within the last ten years. The details must include the year, the litigating parties, the subject matter of the dispute, the value of any award or estimated award if the litigation is current and in whose favour the award, if any, was made.

NO.	NAME OF CLIENT.	OTHER LITIGATING PARTY	BRIEF DETAILS OF DISPUTE	PROJECT VALUE	DATE RESOLVED OR STATUS OF LITIGATION
1					
2					
3					
4					

Signed	-------------------	Date	------------------
Name	-------------------	Position	------------------
Enterprise name	---		

K

Project Reference Forms – 1

Project title:	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Project Number:	**SCMU5-AN26/27-0005**

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, ____ (name and surname) of ____ (company name) declare that I was the Project Manager on the following building construction project successfully executed by ____ (name of tenderer):

Project name: ____

Project location: ____

Construction period: ______________________ Completion date: _____________________

Contract value: ______________________________

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	**Very Poor 1**	**Poor 2**	**Fair 3**	**Good 4**	**Excellent 5**	**Total**
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors /cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

____

____

D. My contact details are:

Telephone: __________________ Cellphone: __________________ Fax: _______________

E-mail: ________________________________

Thus signed at __________________________ on this _______ day of ____________ 2026.

____

Signature of principal agent

COMPANY STAMP

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

____

Name of Tenderer

____ _______________________

Signature of Tenderer Date

Project Reference Forms - 2

Project title:	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Project Number:	**SCMU5-AN26/27-0005**

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, ____ (name and surname) of
____ (company name) declare
that I was the Project Manager on the following building construction project successfully
executed by ____ (name of tenderer):
Project name: ____
Project location: ____
Construction period: ___________________ Completion date: __________________
Contract value: __________________________

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below

Key Performance Indicators	**Very Poor 1**	**Poor 2**	**Fair 3**	**Good 4**	**Excellent 5**	**Total**
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors /cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

____

____

D. My contact details are:

Telephone: ________________ Cellphone: ________________ Fax: ______________

E-mail: ________________________________

Thus signed at __________________________ on this _______ day of ____________ 2026.

____
Signature of principal agent

COMPANY STAMP

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

____
Name of Tenderer

____ ________________________
Signature of Tenderer Date

Project Reference Forms – 3

Project title:	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Project Number:	**SCMU5-AN26/27-0005**

NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, ____ (name and surname) of

____ (company name) declare that I was the Project Manager on the following building construction project successfully executed by ____ (name of tenderer):
Project name: ____
Project location: ____
Construction period: ___________________ Completion date: __________________
Contract value: __________________________
A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting "Yes" in the relevant box below:

Key Performance Indicators	**Very Poor 1**	**Poor 2**	**Fair 3**	**Good 4**	**Excellent 5**	**Total**
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors /cash flow, etc						
TOTAL						

B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

____

____

D. My contact details are:

Telephone: ____________________ Cellphone: ____________________ Fax: ________________

E-mail: ___________________________________

Thus signed at ____________________________ on this _______ day of ____________ 2026.

COMPANY STAMP

____
Signature of principal agent

NOTE:

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

____
Name of Tenderer

____ ________________________
Signature of Tenderer Date

L

BASELINE RISK ASSESSMENT

PROJECT TITLE	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
SCMU NUMBER	**SCMU5-AN26/27-0005**
PLEASE NOTE THAT THIS IS A BASELINE RISK ASSESSMENT AND NOT A DETAILED RISK ASSESSMENT OF ALL ANTICIPATED ACTIVITIES ON SITE	

Activity	Risk to Safety	Risk to Health	Risk to Environmental	Risk to Public Safety	Control Measures
Brickwork	Physical injury, Fatality				PPE, Use of Scaffolding
Roofing	Physical injury, Fatality				PPE, Use of Scaffolding
Plastering	Skin irritation, temporary blindness	Long term breathing problems	Ground contamination	Dust inhalation	Use of PPE, guarding off site on work areas
Paintwork	Skin irritation, temporary blindness	Long term breathing problems	Ground contamination	Air pollution	Use of PPE, guarding off site on work areas
Construction activities / demolition	Temporary deafness	Permanent deafness	Noise pollution	Noise pollution	Guarding / barricading of site
Moving machines	Driven over by machines	Injury to workers	Fuel spillage	Driven over by machines	Signage and slow driving

You can list all activities on a separate page to address this issue (the above table is just for reference purposes).

M

A. EASTERN CAPE INFRASTRUCTURE INPUT MATERIAL

PROJECT NAME	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
PROJECT DESCRIPTION (SCOPE)	**RENOVATIONS, UPGRADING AND MINOR ADDITIONS**
SCMU NUMBER	**SCMU5-AN26/27-0005**
CONTRACTOR NAME:	

1. Below is the list of building material which must be sourced from Eastern Cape based suppliers, manufacturers or accredited agents.
2. On monthly basis, the contractor will report the purchasing of any of this material.
3. The report will then be communicated to PT & OTP on quarterly basis or in whichever intervals, as prescribed by PT & OTP.

A. BUILDING MATERIAL LISTS– BUILDING RELATED STRUCTURES (NEW, REFURBISHMENTS & RENOVATIONS)

ITEM	BUILDING MATERIAL (TYPE)	ESTIMATE AMOUNT (Rands)
1	**Foundations:**	
1.1	Concrete	
1.2	Reinforcement	
1.3	Brickwork	
2	**Superstructure:**	
2.1	Brickwork	
2.2	Brickwork Sundries	
2.3	Lintels (precast concrete)	
2.4	Roof Structure (Steel Structures)	
2.5	Roof Covering (Steel)	
2.6	Rainwater Goods	

2.7	Doors (Timber)	
2.8	Doors Frames (Steel)	
3	**Internal Finishes:**	
3.1	Floor Finishes (Tiling and screeds)	
3.2	Tile Skirtings	
3.3	Floor finishes and skirtings (Vinyl and screeds)	
3.4	Internal Plaster	
3.5	Internal Wall Finishes	
3.6	Ceilings	
3.7	Ceiling Finishes (Painting)	
3.8	Cornices	
3.9	Waterproofing products	
4	**External Finishes:**	
4.1	Bricks (all kinds)	
4.2	External Plaster	
4.3	External Wall Finishes (Painting)	
5	**Fittings and Furniture:**	
5.1	Ironmongery	
5.2	Sanitaryware	
5.3	Stainless Steel Fittings	

6	**Services:**	
6.1	Plumbing Pipes	
6.2	Plumbing Fittings	
7	**External Works:**	
7.3	Fencing	
7.4	Stormwater pipes	
7.5	Stormwater channels	
7.6	Water pipes	
7.7	Sewer Pipes	
	TOTAL	

B. CONFIRMATION

1. I…………………………………………………………………………………………(***Contractor name***) acknowledge and confirm the above mentioned material will be sourced in the Eastern Cape Province, from Eastern Cape based material suppliers and manufacturers.
2. I confirm that on monthly basis I will produce a proof of purchase of this material used or to be used, either in the form of delivery notes, tax invoices or any formal document which verifies that the material or goods were sourced from an Eastern Cape based supplier or manufacturer.

---------------------------------------	---------------------------	--------------------------
Representative of the Contractor (Name)	***Signature***	***Date***

PART C1.2: CONTRACT DATA

The Joint Building Contracts Committee® - NPC
CONTRACT DATA
For use by ORGANS OF STATE and other PUBLIC SECTOR BODIES
Principal Building Agreement
Edition 6.2 - May 2018

A PROJECT INFORMATION

A1.0 Works [1.1]

Project name	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Reference number	**SCMU5-AN26/27-0005**
Works description	Refer to document C3 – Scope of Work

A2.0 Site [1.1]

Erf / stand number	Refer to document C4 – Site Information
Township / Suburb	**IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH in WINNIE MADIKIZELA LM in the Eastern Cape**
Site address	Refer to document C4 – Site Information
Local authority	Winnie Madikizela Local Municipality in the Alfred Nzo District

A3.0 Employer [1.1]

Official Name of Organ of State / Public Sector Body	Eastern Cape Department of Public Works and Infrastructure		
Business registration number	N/A		
VAT/GST number	N/A		
Country	South Africa		
Employer's representative: Name	Mr. Xhanti Ntswayi		
E-mail	Xhanti.ntswayi@ecdpw.gov.za		
Mobile number	**083 6798154**	Telephone number	039 2546758

Postal address	Corner Nkosi Senyukele Jojo And Ngqubusini Street Off Ntsizwa Street, Mt Ayliff.	Postal Code	4735
Physical address	Corner Nkosi Senyukele Jojo And Ngqubusini Street Off Ntsizwa Street, Mt Ayliff.	Postal Code	4735

A4.0 Principal Agent [1.1]

Name	**Department of Public Works and Infrastructure**			
Legal entity of above		Contact person	**Xhanti Ntswayi**	
Practice number		Telephone number	**039 254 6758**	
		Mobile number	**083 6798154**	
Country		E-mail	**Xhanti.ntswayi@ecdpw.gov.za**	
Postal address	**CORNER NKOSI SENYUKELE JOJO AND NGQUBUSINI STREET OFF NTSIZWA STREET, MT AYLIFF.**		Postal Code	**4735**
Physical address	**Private Bag x 3556 Kokstad**		Postal Code	**4700**

A5.0 Agent [1.1]

Discipline				
Name				
Legal entity of above		Contact person		
Practice number		Telephone number		
		Mobile number		
Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A6.0 Agent [1.1]

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	

Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A7.0 Agent [1.1]

Discipline				
Name				
Legal entity of above		Contact person		
Practice number		Telephone number		
		Mobile number		
Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A8.0 Agent [1.1]

Discipline				
Name				
Legal entity of above		Contact person		
Practice number		Telephone number		
		Mobile number		
Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A9.0 Agent [1.1]

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	

Country	South Africa	E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A10.0 Agent [1.1]

Discipline				
Name				
Legal entity of above		Contact person		
Practice number		Telephone number		
		Mobile number		
Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A11.0 Agent [1.1]

Discipline				
Name				
Legal entity of above		Contact person		
Practice number		Telephone number		
		Mobile number		
Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

A12.0 Agent [1.1]

Discipline			
Name			
Legal entity of above		Contact person	
Practice number		Telephone number	
		Mobile number	

Country		E-mail		
Postal address			Postal Code	
Physical address			Postal Code	

B CONTRACT INFORMATION

B 1.0 Definitions [1.1]

Bills of quantities: System/Method of measurement	**Standard System of Measuring Building Work (Sixth Edition) as amended**

B 2.0 Law, regulations and notices [2.0]

Law applicable to the **works**, state country [2.1]	**Republic of South Africa**

B 3.0 Offer and acceptance [3.0]

Currency applicable to this **agreement** [3.2]	**South African Rand**

B 4.0 Documents [5.0]

The original signed **agreement** is to be held by the **principal agent** [5.2], if not, indicate by whom	**Employer**
Number of copies of **construction information** issued to the **contractor** at no cost [5.6]	**Three (3)**

Documents comprising the **agreement**	Page numbers
The **JBCC®** Principal Building Agreement, Edition 6.2 May 2018	
The JBCC® Principal Building Agreement - Contract Data for Organs of State and other Public Sector Bodies, Edition 6.2 May 2018	
The JBCC® General Preliminaries for use with the JBCC® Principal Building Agreement, Edition 6.2 May 2018	

Contract drawings – description	Number	Revision	Date

B 5.0 Employer's Agents [6.0]

Authority is delegated to the following **agents** to issue **contract instructions** and perform duties for specific aspects of the **works** [6.2]
Principal Agent

Principal agent's and **agents'** interest or involvement in the **works** other than a professional interest [6.3]
None

B 6.0 Insurances [10.0]

Insurances by **employer**		Amount including tax	Deductible amount including tax
Yes / No:	**No**		
Contract works insurance:			
	New **works** [10.1.1] (**contract sum** or amount)		
or	**Works** with **practical completion** in **sections** [10.2] (**contract sum** or amount		
or	**Works** with alterations and additions [10.3] (reinstatement value of existing structures with or including new **works**)		
	Direct contractors [10.1.1; 10.2] where applicable, to be included in the contract works insurance		
	Free issue [10.1.1; 10.2] where applicable, to be included in the contract works insurance		

	Escalation, professional fees and reinstatement costs if not included above			
Total of the above contract works insurance amount				
Supplementary insurance [10.1.2; 10.2]				
Public liability insurance [10.1.3; 10.2]				
Removal of lateral support insurance [10.1.4; 10.2]				
Other insurances [10.1.5]				
Yes/ No?	No	If yes, description 1		
Yes/ No?	No	If yes, description 2		

and/or

Insurances by **Contractor**		Amount including tax	Deductible amount including tax
Yes / No:	**Yes**		
	New **works** [10.1.1] (**contract sum** or amount)		
or	**Works** with **practical completion** in **sections** [10.2] (**contract sum** or amount)		
or	**Works** with alterations and additions [10.3] (reinstatement value of existing structures with or including new **works**)	**To the minimum value of the contract sum + 10%**	**With a deductible not exceeding 5% of each and every claim**
	Direct contractors [10.1.1; 10.2] where applicable, to be included in the contract works insurance	N/A	
	Free issue [10.1.1; 10.2] where applicable, to be included in the contract works insurance	N/A	
	Escalation, professional fees and reinstatement costs if not included above	N/A	
Total of the above contract works insurance amount		To the minimum value of the contract sum + 10%	
Supplementary insurance [10.1.2; 10.2]		R20 million	With a deductible not exceeding 5% of each and every claim
Public liability insurance [10.1.3; 10.2]		R5 million	
Removal of lateral support insurance [10.1.4; 10.2]		No	
Other insurances [10.1.5]			
Yes/ No? No	If yes, description 1		
Hi Risk Insurance [10.1.5.1]			

Yes/ No?	No	If yes, description 2		

B 7.0 Obligations of the employer [12.1]

Existing premises will be in use and occupied [12.1.2]		**Yes / No?**	
If yes, description	Taylor Bequest Hospital is a working hospital and construction will take place within this premises		
Restriction of working hours [12.1.2]		**Yes / No?**	
If yes, description	The completion of the project is urgent and work shall be executed during normal working hours i.e. 7h00 until 17h00 daily including weekends. Work required to be executed outside of these hours must be arranged with the Facilities Manager and the Chief Executive of the hospital, in advance		
Natural features and known services to be preserved by the contractor [12.1.3]		**Yes / No?**	
If yes, description			
Restrictions to the site or areas that the contractor may not occupy [12.1.4]		**Yes / No?**	
If yes, description	Work areas and restricted areas shall be defined at Site Handover		
Supply of free issue [12.1.10]		Yes / No?	
If yes, description			

B 8.0 Nominated subcontractors [14.0]

Yes / No?	**No**	**If yes, description of specialisation**
Specialisation 1		
Specialisation 2		
Specialisation 3		
Specialisation 4		
Specialisation 5		
Specialisation 6		
Specialisation 7		
Specialisation 8		
Specialisation 9		

B 9.0 Selected subcontractors [15.0]

Yes / No?	**Yes**	**If yes, description of specialisation**
Specialisation 1		
Specialisation 2		
Specialisation 3		
Specialization 4		
Specialization 5		
Specialisation 6		
Specialisation 7		
Specialisation 8		
Specialisation 9		
Specialisation 10		

B 10.0 Direct contractors [16.0]

Yes / No?	**No**	**If yes, description of extent of work**
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		
Extent of work [12.1.11]		

B 11.0 Description of sections [20.1]

Section 1	

Section 2	
Section 3	
Section 4	
Section 5	
Section 6	
Section 7	

B 12.0 Possession of site [12.1.5], practical completion [19.0; 20.0] and penalty [24.0]

Practical completion for the works as a Whole	Intended date of possession of the site Refer B17.0 [12.1.5; 12.2.22]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]
		working days	Period in months	Penalty amount per calendar day (excl. tax)

or where **sections** are applicable

Practical completion of a section of the works	Intended date of possession of the site Refer B17.0 [12.1.5; 12.2.22]	Period for inspection by the principal agent [19.3]	The date for practical completion shall be the period as indicated below from the date of possession of the site by the contractor [12.2.7; 24.1]	Penalty for late completion [24.1]

		Working days	Period in months	Penalty amount per calendar day (excl. tax)
Section 1				
Section 2				
Section 3				
Section 4				
Section 5				
Section 6				
Section 7				
Section 8				
Remainder of the				

Criteria to achieve **practical completion** not covered in the definition of **practical completion**

B 13.0 Defects liability period [21.0]

Extended defects liability period: Refer B17.0 [21.13]	**Yes / No?**	**Yes**
If yes, description of applicable elements	**All works**	

B 14.0 Payments [25.0]

Date of month for issue of regular **payment certificates** [25.2]			
Contract price adjustment / Cost fluctuations [25.3.4; 26.9.5]	**Yes / No?**		**Base date = Tender closing date**
If yes, method to calculate			
Employer shall pay the **contractor** within: [25.10]			

B 15.0 Dispute resolution [30.0]

Adjudication [30.6.1; 30.10] Name of nominating body		
Applicable rules for adjudication [30.6.2]		
Arbitration [30.7.4; 30.10]	**Yes / No?**	**No**

If Yes, name of nominating body *****If No, then dispute will be referred to litigation	
Applicable rules for arbitration [30.7.5]	N/A

B 16.0 JBCC® General Preliminaries – selections

Provisional bills of quantities [B2.2]		**Yes / No?**	
Availability of construction information – is the construction information complete? [B2.3]		**Yes / No?**	
Previous work - dimensional accuracy - details of previous contract(s) [B3.1]			
Previous work - **defects** - details of previous contract(s) [B3.2]			
Inspection of adjoining properties - details [B3.3]			
Handover of **site** in stages - specific requirements [B4.1]			
Enclosure of the **works** - specific requirements [B4.2]			
Geotechnical and other investigations - specific requirements [B4.3]			
Existing premises occupied - details [B4.5]			
Services - known - specific requirements [B4.6]			
Water [B8.1]	By **contractor**	**Yes / No?**	
	By **employer**	**Yes / No?**	
	By **employer** – metered	**Yes / No?**	
Electricity [B8.2]	By **contractor**	**Yes / No?**	
	By **employer**	**Yes / No?**	
	By **employer** – metered	**Yes / No?**	
Ablution and welfare facilities [B8.3]	By **contractor**	**Yes / No?**	
	By **employer**	**Yes / No?**	
Communication facilities - specific requirements [B8.4]			
Protection of the works - specific requirements [B11.1]			
Protection / isolation of existing works and works occupied in sections - specific requirements [B11.2]			
Disturbance - specific requirements [B11.5]			

Environmental disturbance - specific requirements [B11.6]	

B 17.0 Changes made to JBCC® documentation

Reference may be made to other documents forming part of this **agreement**

1.1 Definitions

AGREEMENT: The completed Form of Offer and Acceptance, the completed **JBCC®** Principal Building Agreement and **JBCC® contract data for organs of state and other public sector bodies, the contract drawings, the priced document** and any other documents reduced to writing and signed by the authorised representatives of the **parties**

CONSTRUCTION PERIOD: The period commencing on the date of possession of the **site** by the **contractor** and ending on the date of **practical completion**

CONTRACT DATA FOR ORGANS OF STATE AND OTHER PUBLIC SECTOR BODIES: The document listing the Organs of State and other Public Sector Bodies' requirements and the project specific information

INTEREST: The interest rates applicable on this contract, whether specifically indicated in the relevant clauses or not, will be the rate as determined by the Minister of Finance from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999), calculated as simple interest, in respect of debts owing to the State, and will be the rate as determined by the Minister of Justice and Constitutional Development from time to time 80(1)(b) of the Public Finance Management Act, 1999 (Act No 1 of 1999), calculated as simple interest, in respect of debts owing by the State

PRINCIPAL AGENT: The person or entity appointed by the **employer** and named in the **contract data for organs of state and other public sector bodies**. In the event of a principal agent not being appointed, then all the duties and obligations of a **principal agent** as detailed in the **agreement** shall be fulfilled by the employer's representative as named in the **contract data for organs of state and other public sector bodies**

3.0 Offer and Acceptance

Amend 3.3 to read as follows:
This **agreement** shall come into force on the date as stated on the Form of Offer and Acceptance and continue to be of force and effect until the end of the **latent defect's** liability period [22.0] notwithstanding termination [29.0] or the certification of **final completion** [21.0] and final payment [25.0]

6.0 Employer's Agents

Add the following as 6.7:

In terms of the clauses listed hereunder, the **employer** has retained its authority and has not given a mandate to the **principal agent**. The **employer** shall sign all documents in relation to clauses 4.2, 14.1.2,14.1.4, 14.4.1, 14.6, 23.1, 23.2, 23.3, 23.7, 23.8, 26.1, 26.7, 26.12 and 28.4

9.0 Indemnities

9.2.7: Add the following to the end of the first sentence: "…. due to no fault of the **contractor**"

10.0 Insurances

Add the following as 10.1.5.1:

Hi risk Insurance

In the event of the project being executed in a geological area classified as a "High Risk Area", that is an area which is subject to highly unstable sub-surface conditions that might result in catastrophic ground movement evident by sinkhole or doline formation the following will apply:

10.1.5.1.1 Damage to **the works**

The contractor shall, from the date of possession of the **site** until the date of the **certificate of practical completion**, bear the full risk of and hereby indemnifies and holds harmless the **employer** against any damage to and/or destruction of the **works** consequent upon a catastrophic ground movement as mentioned above. The **contractor** shall take such precautions and security measures and other steps for the protection of the **works** as he may deem necessary

When so instructed to do so by the **principal agent**, the **contractor** shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the **works** and to rebuild, restore, replace and/or repair the **works**, at the **contractor's** own costs

10.1.5.1.2 Injury **to persons or loss of or damage to property**

The **contractor** shall be liable for and hereby indemnifies and holds harmless the **employer** against any liability, loss, claim or proceeding arising at any time during the period of the contract whether arising in common law or by statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above

The **contractor** shall be liable for and hereby indemnifies the **employer** against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable property, or personal property, or property contiguous to the **site**, whether belonging to or under the control of the **employer** or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the period of the contract

10.1.5.1.3

It is the responsibility of the **contractor** to ensure that he has adequate insurance to cover his risk and liability as mentioned in 10.1.5.1.1 and 10.1.5.1.2. Without limiting the **contractor's** obligations in terms of the contract, the **contractor** shall, within twenty-one (21) **calendar days** of the date of possession of the site, but before commencement of the **works**, submit to the **employer** proof of such insurance policy, if requested to do so

10.1.5.1.4

The **employer** shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the **contractor's** default of his obligations as set out in 10.1.5.1.1; 10.1.5.1.2 and 10.1.5.1.3. Such losses or damages may be recovered from the **contractor** or by deducting the same from any amounts still due under this contract or under any other contract presently or hereafter existing between the **employer** and the **contractor** and for this purpose all these contracts shall be considered one indivisible whole

11.0 Securities

Amend 11.10 to read as follows:

There shall be no lien or right of retention held by any **contractor** in respect of the works executed on **site**

12.0 Obligations of the Parties

Amend 12.1.5 to read as follows:

Give possession of the **site** to the **contractor** within ten (10) **working days** of the contractor complying with the terms of 12.2.22

12.2.2: Not applicable

Add the following as 12.2.22:

Within fifteen (15) **working days** of the date of the **agreement** submit to the **principal agent** an acceptable health and safety plan, required in terms of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993)

19.0 Practical Completion

19.5: Delete the words “subject to the **contractor’s** lien or right of continuing possession of the **works** where this has not been waived”

21.0 Defects Liability Period and Final Completion

Add the following as 21.13:

The ninety (90) cal**endar days de**fects liability period for the **works** [21.1] is replaced with a period of three hundred and sixty-five (365) **calendar days** in respect of the listed applicable elements

25.0 Payment

25.7.5: Not applicable

25.10: Delete the words “and/or **compensatory interest**”

25.14.2: Not applicable

27.0 Recovery of Expense and/or Loss

27.1.5: Not applicable

29.0 Termination

Add the following after 29.1.3: or where …

29.1.4: The **contractor’s** estate has been sequestrated, liquidated or surrendered in terms of the insolvency laws in force within the Republic of South Africa

29.1.5: The **contractor** has engaged in corrupt or fraudulent practices in competing for or in executing the contract

C TENDERER'S SELECTIONS

C 1.0 Security [11.0]

Guarantee for construction: Select Option A or B		**Option:**	
Option A			
Option B			
Guarantee for payment by **employer** [11.5.1; 11.10]			
Advance payment, subject to a **guarantee for advance payment** [11.2.2; 11.3]			

C 2.0 Contractor's annual holiday periods during the construction period

Year 1 **contractor's** annual holiday period	start date		end date	
Year 2 **contractor's** annual holiday period	start date		end date	
Year 3 **contractor's** annual holiday period	start date		end date	

C 3.0 Payment of preliminaries [25.0]

Contractor's selection: Select Option A or B	**Option:**	
Where the contractor does not select an option, Option A shall apply		

Payment methods

Option A	The **preliminaries** shall be paid in accordance with an amount prorated to the value of the **works** executed in the same ratio as the amount of the **preliminaries** to the **contract sum**, which **contract sum** shall exclude the amount of **preliminaries.** Contingency sum(s) and any provision for cost fluctuations shall be excluded for the calculation of the aforesaid ratio
Option B	The **preliminaries** shall be paid in accordance with an amount agreed by the **principal agent** and the **contractor** in terms of the **priced document** to identify an initial establishment charge, a time-related charge and a final dis-establishment charge. Payment of the time-related charge shall be assessed by the **principal agent** and adjusted from time to time as may be necessary to take into account the rate of progress of the **works**

Lump sum contract

Where the amount of **preliminaries** is not provided it shall be taken as 7.5% (seven and a half per cent) of the **contract sum**, excluding contingency sum(s) and any provision for cost fluctuations

C 4.0 Adjustment of preliminaries [26.9.4]

Contractor's selection: Select Option A or B	**Option:**	

Where the contractor does not select an option, Option A shall apply

Provision of particulars

The **contractor** shall provide the particulars for the purpose of the adjustment of **preliminaries** in terms of his selection. Where completion in sections **is** required, the **contractor** shall provide an apportionment of **preliminaries** per **section**

Option A	An allocation of the **preliminaries** amounts into Fixed, Value-related and Time-related amounts as defined for adjustment method Option A below, within fifteen (15) **working days** of the date of acceptance of the tender
Option B	A detailed breakdown of the preliminaries amounts within fifteen (15) working **days of** possession of the site. Such breakdown shall include, inter alia, the administrative and supervisory staff, the use of **construction equipment**, establishment and dis-establishment charges, insurances and guarantees, all in terms of the **programme**

Adjustment Methods

The amount of **preliminaries** shall be adjusted to take account of the effect which changes in time and/or value have on **preliminaries**. Such adjustment shall be based on the particulars provided by the **contractor** for this purpose in terms of Options A or B, shall preclude any further adjustment of the amount of **preliminaries** and shall apply notwithstanding the actual employment of resources by the **contractor** in the execution of the **works**

Option A	The **preliminaries** shall be adjusted in accordance with the allocation of **preliminaries** amounts provided by the **contractor,** apportioned to **sections** where completion in **sections** is required Fixed - An amount which shall not be varied Value-related - An amount varied in proportion to the **contract value** as compared to the **contract sum**. Both the **contract sum** and the **contract value** shall exclude the amount of **preliminaries**, contingency sum(s) and any provision for cost fluctuations Time-related - An amount varied in proportion to the number of **calendar days** extension to the date of **practical completion** to which the **contractor** is entitled with an adjustment of the **contract value** [23.2; 23.3] as compared to the number of **calendar days** in the initial **construction period** [26.9.4]
Option B	The adjustment of **preliminaries** shall be based on the number of **calendar days** extension to the date of **practical completion** to which the **contractor** is entitled with an adjustment of the **contract value** [23.2; 23.3] as compared to the number of **calendar days** in the initial **construction period** [26.9.4] The adjustment shall take into account the resources as set out in the detailed breakdown of the **preliminaries** for the period of construction during which the delay occurred

Failure to provide particulars within the period stated

Option A	Where the allocation of **preliminaries** amounts for Option A is not provided, the following allocation of **preliminaries** amounts shall apply: Fixed - Ten per cent (10%) Value-related - Fifteen per cent (15%) Time-related - Seventy-five per cent (75%) Where the apportionment of the **preliminaries** per **section** is not provided, the categorized amounts shall be prorated to the cost of each **section** within the **contract sum** as determined by the **principal agent**
Option B	Where the detailed breakdown of **preliminaries** amounts for Option B is not provided, Option A shall apply

Lump sum contract

Where the amount of **preliminaries** is not provided it shall be taken as 7.5% (seven and a half per cent) Of the **contract sum**, excluding contingency sum(s) and any provision for cost fluctuations

PART C1.3: DISPUTE RESOLUTION MECHANISM

C1.3 CIDB ADJUDICATOR'S AGREEMENT

This agreement is made on the . . . . day of . . . . between:. . . . . (name of company / organization) of . . . . (address) and. . . . . (name of company / organization) of . . . . (address) (the Parties) and. . . . . (name) of . . . . (address) (the Adjudicator).

Disputes or differences may arise/have arisen* between the Parties under a Contract dated . . . . and known as. . . . . and these disputes or differences shall be/have been* referred to adjudication in accordance with the CIDB Adjudication Procedure, (hereinafter called "the Procedure") and the Adjudicator may be or has been requested to act.

* Delete as necessary

IT IS NOW AGREED as follows:

1 The rights and obligations of the Adjudicator and the Parties shall be as set out in the Procedure.
2 The Adjudicator hereby accepts the appointment and agrees to conduct the adjudication in accordance with the Procedure.
3 The Parties bind themselves jointly and severally to pay the Adjudicator's fees and expenses in accordance with the Procedure as set out in the Contract Data.
4 The Parties and the Adjudicator shall at all times maintain the confidentiality of the adjudication and shall endeavour to ensure that anyone acting on their behalf or through them will do likewise, save with the consent of the other Parties which consent shall not be unreasonably refused.
5 The Adjudicator shall inform the Parties if he intends to destroy the documents which have been sent to him in relation to the adjudication and he shall retain documents for a further period at the request of either Party.

SIGNED by: ______________	SIGNED by: ______________	SIGNED by: ______________
Name:	Name:	Name:
who warrants that he / she is duly authorized to sign for and on behalf of the first Party in the presence of	who warrants that he / she is duly authorized to sign for and behalf of the second Party in the presence of	the Adjudicator in the presence of

Witness		Witness:		Witness:	
Name:		Name		Name:	
Address:		Address:		Address:	
Date:		Date:		Date:	

Contract Data

1	The Adjudicator shall be paid at the hourly rate of R. . . . . in respect of all time spent upon, or in connection with, the adjudication including time spent travelling.
2	The Adjudicator shall be reimbursed in respect of all disbursements properly made including, but not restricted to: (a) Printing, reproduction and purchase of documents, drawings, maps, records and photographs. (b) Telegrams, telex, faxes, and telephone calls. € Postage and similar delivery charges. (d) Travelling, hotel expenses and other similar disbursements. € Room charges. (f) Charges for legal or technical advice obtained in accordance with the Procedure.
3	The Adjudicator shall be paid an appointment fee of R . . . . This fee shall become payable in equal amounts by each Party within ….. days of the appointment of the Adjudicator, subject to an Invoice being provided. This fee will be deducted from the final statement of any sums which shall become payable under item 1 and/or item 2 of the Contract Data. If the final statement is less than the appointment fee the balance shall be refunded to the Parties.
4	The Adjudicator is/is not* currently registered for VAT.
5	Where the Adjudicator is registered for VAT it shall be charged additionally in accordance with the rates current at the date of invoice.
6	All payments, other than the appointment fee (item 3) shall become due in 30 days after receipt of invoice, thereafter interest shall be payable at 5% per annum above the Reserve Bank base rate for every day the amount remains outstanding.

* Delete as necessary

PART C2
PRICING DATA

PART C2.1: PRICING INSTRUCTIONS

C2.1 Pricing Instructions

1 The Bills of Quantities have been drawn up in accordance with the Standard System of Measuring Building Work as amended) published and issued by the Association of South African Quantity Surveyors (Sixth Edition (Revised)), 1999. Where applicable the:

a) Civil engineering work has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Civil Engineering Works.
b) Mechanical work has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Mechanical Engineering Works.
c) Electrical work has been drawn up in accordance with the provisions of the latest edition of SABS 1200 Standardised Specifications for Electrical Engineering Works.

2 The agreement is based on the JBCC Edition 6.2 of 2018 with amendments from JBCC Edition 4.1, prepared by the Joint Building Contracts Committee, The additions, deletions and alterations to the JBCC Principal Building Agreement as well as the contract specific variables are as stated in the Contract Data. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.

3 Preliminary and general requirements are based on the preliminaries for the use of JBCC Edition 6.2– May 2018. Only the headings and clause numbers for which allowance must be made in the Bills of Quantities are recited.

4 It will be assumed that prices included in the Bills of Quantities are based on Acts, Ordinances, Regulations, By-laws, International Standards and National Standards that were published 28 days before the closing date for tenders. (Refer to www.stanza.org.za or www.iso.org for information on standards).

5 The drawings listed in the Scope of Works used for the setting up of these Bills of Quantities are kept by the Principal Agent or Engineer and can be viewed at any time during office hours up until the completion of the works.

6 Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.

7 The bills of quantities forms part of and must be read and priced in conjunction with all the other documents forming part of the contract document, The Standard Conditions of Tender, Conditions of Contract, Specifications, Drawings, The document "Construction Works: Specifications: General Specification (PW371-A) Edition 2.0" is obtainable on the Department's website (http://www.publicworks.gov.za/ under "Consultants Guidelines"), and shall be read in conjunction with the **bills of quantities** / lump sum document and be referred to for the full descriptions of work to be done and materials to be used The document "Construction Works: Specifications: Particular Specification (PW371-B) Edition 2.0" is issued together with the drawings and shall be read in conjunction with the drawings and the **bills of quantities** / lump sum document

8 Where any item is not relevant to this specific contract, such item is marked N/A (signifying "not applicable")

9 The Contract Data and the standard form of contract referenced therein must be studied for the full extent and meaning of each and every clause set out in Section 1 (Preliminaries) of the Bills of Quantities

10 The Bills of Quantities is not intended for the ordering of materials. Any ordering of materials, based on the Bills of Quantities, is at the Contractor's risk.

11 The amount of the Preliminaries to be included in each monthly payment certificate shall be assessed as an amount prorated to the value of the work duly executed in the same ratio as the preliminaries bears to the total of prices excluding any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract.

12 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 11 but taking into account the revised period for completing the works.

13 The amount or items of the Preliminaries shall be adjusted to take account of the theoretical financial effect which changes in time or value (or both) have on this section. Such adjustments shall be based on adjustments in the following categories as recorded in the Bills of Quantities:

a) an amount which is not to be varied, namely Fixed (F)
b) an amount which is to be varied in proportion to the contract value, namely Value Related (V); and
c) an amount which is to be varied in proportion to the contract period as compared to the initial construction period excluding revisions to the construction period for which no adjustment to the contractor is not entitled to in terms of the contract, namely Time Related (T).

14 Where no provision is made in the Bills of Quantities to indicate which of the three categories in 13 apply or where no selection is made, the adjustments shall be based on the following breakdown:

a) 10 percent is Fixed
b) 15 percent is Value Related
c) 75 percent is Time Related

15 The adjustment of the Preliminaries shall apply notwithstanding the actual employment of resources in the execution of the works. The contract value used for the adjustment of the Preliminaries shall exclude any contingency sum, the amount for the Preliminaries and any amount in respect of contract price adjustment provided for in the contract. Adjustments in respect of any staged or sectional completion shall be prorated to the value of each section.

16 The tender price must include Value Added Tax (VAT). All rates, provisional sums, etc. in the bills of quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.

17. The Contractor shall adhere to "The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)", and yearly pronounced increases for duration of contract.

CONSTRUCTION HEALTH AND SAFETY REQUIREMENTS AND REGULATIONS

AWARDED TENDERER WILL BE REQUIRED TO COMPLY WILL ALL OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS.

EPWP REQUIREMENTS AND SPECIFICATION

AWARDED TENDERER WILL BE REQUIRED TO ADHERE TO ALL EPWP SEPECIFICATIONS AND REQUIREMENTS. FOR FULL SPECIFICATION AND REQUIREMENTS VISIT:

www.epwp.gov.za

PART C2.3: BILLS OF QUANTITIES (SEE ANNEXURE 3)

Item	Description	Uom	Quantity	Rate	Amount
	SECTION NO. 2 **ALUMINIUM AND GLAZED WORKS** **BILL NO. 1** **ALTERATIONS** **PREAMBLES** The Tenderer is referred to the relevant Clauses in the separate document Model Preambles for Trades (1999 Edition), the Department of Public Works document No. 371 Specification of Materials and Methods to be used and to the Supplementary Preambles which are incorporated at the front of these Bills of Quantities. Any reference to trade names in the Bills of Quantities or Architect's specification or drawings shall deem to mean "or similar and approved"				
	SUPPLEMENTARY PREAMBLES Proprietary products in descriptions:				
	HANDING OVER OF MATERIALS				

	The contractor will be held solely responsible for checking all floor levels and dimensions in the existing building in order that the new repairs may be correctly line up. Should any discrepancies be found in the Architect's drawings he should be asked for a decision before continuing with the work. The contractor will be held solely responsible for any damage to persons and property, for the safety of the existing structures throughout the whole of the contract and must make good at his own expense any damage that may occur. The contractor will be hold solely responsible for any damage to persons and property, for the safety of the existing structures throughout the whole of the contract and must make good at his own expense any damage that may occur Old materials described as "carefully take out, set aside for re-use and later refix in new position" are to be carefull removed, stored and protected from damage / injury, make good as required and if broken or damaged throug taking out, removing, storage, etc, are to be replaced by the contractor at his/her own expense. Tenderers are advised to inspect these materials to ascertain their condition and allow accordingly for this in their pricing, old material, which are to became the property of the contractor as they are pulled down, together with all building debris from any cause whatsoever, are to be immediately carted away and the site left clean and unencumbered. Allow for watering the works sufficiently to prevent nuisance from dust. Allow for giving notice to local or other authorities for disconnecting electric light, water and drainage mains				

	and removing telephone line / wires, etc and pay all fees in connection therewith and afford every facility to the workmen carrying out this work.				
	Old materials, if sound and suitable and approved by the Principal Agent subject to appropriate advice from the Structural engineer or Architect, whichever appropriate, may be re-used for joists, brandering, fittings, etc and broken bricks and other similar material which may used as filling and hardcore. Wherever old materials are used instead of new materials measured, an adjustment will be made by the Quantity Surveyor in the final settlement of accounts by deducting the net cost of the new materials and crediting the contractor with amount, if any, allowed by him for the old materials.				
	Where pricing, Tenderers are to allow as follows Where door and window openings, etc are specified to be filled in, or where jams, etc are specified to be built up, brickwork shall be of hard clay burnt stock brick in 5:1 cement mortar unless otherwise stated, cut, toothed and bonded into existing brickwork and pinned up as required with slates or other hard materials. Brickwork built to fair face or in facings is to be of bricks and pointed to martch existing. Plaster is to be 5:1 cement plaster unless otherwise specified Where lintols are specified as precast concrete the prices are to include for breaking out brickwork over for and				

	inserting precast prestressed cement concrete 30Mpa lintol with 230mm bearing on each end size 108 x 75mm deep for each half brick thickness of wall.				
	Where certain materials or articles from demolitions or articles are deescribed as to handed over by the contractor to the Regional Representative / Agent, such materials or articles shall be properly stored by the contractor, until handing over thereof. The contractor must obtain an official reciept listing the materials or articles and dates of handing over. If the contractor fails to submit the receipt when requested, it shall be deemed that materials or articles are still in his possession and he will be liable to the Department for full replacement value thereof, which amount will be deducted from any monies to the contractor. Tenderers are advised to visit the site and to inspect the works in conjuction with the drawings in order to ascertain the exact nature and extent of the work to be done. The work is to be carried out in sections in accordance with the Architec's instructions in such a manner as to cause the minimum of nuisance and delay and the various sections are to be handed over for occupation as soon as they are completed and Tenderers must allow accordingly for this in the pricing.				

Old materials, if sound and suitable and approved by the Principal Agent subject to appropriate advice from the Structural engineer or Architect, whichever appropriate, may be re-used for joists, brandering, fittings, etc and
broken bricks and other similar material which may used as filling and hardcore. Wherever old materials are used instead of new materials measured, an adjustment will be made by the Quantity Surveyor in the final settlement of accounts by deducting the net cost of the new materials and crediting the contractor with amount, if any, allowed by him for the old materials.

The term "take out" includes all work taken out, taken up, taken down, taken off, etc; the term "break up" includes all work broken up, broken down, broken off, etc and the term "hack off" includes all work hacked off'
hacked up, hacked down, etc. The term "make good" is to include all labour and material required to match existing work The term "take out and remove door", "take out and remove window", "carefully take out, set aside for re-use and later refix window in new position", etc are to include all materials connected with such door or window such as doors, windows, fanlights, frames, ironmogery, glass, architraves, beads, fillets, cramps,dowels. Etc. Strutting, shoring, etc. incidental to alterations shall be deemed to be included in the description.

Descriptions

	The descriptions and sizes of demolition work contained hereinafter are intended as a GUIDE ONLY to the Tenderer and no liability will be accepted for any discrepancies or inadequacies in these The whole of the work shall be carried out in accordance with and to the entire satisfaction of the Local Authorities and Client representatives The Contractor, shall, before commencing work, obtain all necessary authorizations for carrying out the work, give all necessary notices and pay all fees and charges in connection therewith, including all Local Authority charges. He shall arrange for and pay all fees and charges, if any, for disconnecting of electrical and water supplies, drains, telephones, etc. and for disconnecting and removal of all municipal property such as electric transformers, high tension switch gear, meters, etc				
	Disturbance The Contractor shall carry out the whole of the demolition works with as little mess and noise as possible and with a minimum disturbance to the adjoining premises and their occupants. He shall keep the site, structures and materials well watered during the operation to prevent dust and provide, erect and maintain all temporary tarpaulins, dust and weatherproof screens, barriers and temporary plumbing that may be necessary during the progress of the work, all to the satisfaction of the Principal Agent, Local Authorities and Client representatives, and remove when directed				
	Hoardings and Protection				

	Unless other arrangements, acceptable to the Local Authorities and Client representatives, are made and before commencing any demolition work the Contractor shall provide hoardings as necessary for the enclosure of the buildings, sectional activities and access thereto for the protection of the general public and others				
	Safety The Contractor shall supply and erect all props, struts, shoring, etc. which may be necessary in the demolition and for the safety of persons and property The Contractor shall comply with all regulations and bylaws in force in connection with the use of mechanical and other equipment. Blasting will only be permitted with the Principal Agent's approval **TEMPORARY BARRIERS, SCREENS, ETC** **Temporary barriers, screens, etc including removal** Supply, fix, maintain during the contract period, and remove on completion, temporary approved woven synthetic mesh sheeting, minimum 150 g/m², securely fixed to a framework of timber, scaffolding, or steel posts at [1.5 m centres]. Hoarding to extend to a height of 2.1m and be tensioned to prevent sagging. Include all necessary tying wire, cable ties, battens, and bracing to ensure stability and withstand wind loads. Provide for forming openings, access points, signage, and reinstatement where disturbed. in accordance with OHS and local authority requirements. Allow for any gates, access points, signage, and				
1	adjustments to suit site conditions kept	m	40		

	clean and free from unauthorised posters, graffiti, etc. and finally removed, including making good				
	MAKING GOOD FINISHES **Removal of existing 6,38mm intruderproof glasses from shopfronts and doors a as required:**				
2	SF31 + 1 FRAME	no	4		
3	SF32 + 1 FRAME	no	1		
4	SF33a + 1 FRAME	no	2		
5	SF34 + 1 FRAME	no	6		
6	SF35 + 1 FRAME	no	1		
7	SF50 + 1 FRAME	no	1		
8	**Budgetary Allowance of R 30 000.00 (Thirty thousand rands) for adjusting , lubrication and making good of damaged existing Architectural Aluminium Installations glazing incl frames, transoms, mullions, door and window mechanisms, including hinges, handles, and lock etc supply new fittings were necessary**	**Sum**	**1**		

	TOTAL CARRIED TO SECTION SUMMARY				R -
	SECTION NO. 2 ALUMINIUM AND GLAZED WORKS BILL NO. 2 GLAZING PREAMBLES				

	The Tenderer is referred to the relevant Clauses in the separate document Model Preambles for Trades (1999 Edition), the Department of Public Works document No. 371 Specification of Materials and Methods to be used and to the Supplementary Preambles which are incorporated at the front of these Bills of Quantities.				
	SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF SAFETY GLASS Mandatory The supplier must submit a signed liability declaration accepting full responsibility for: · Safety of all products, services, and deliverables. · Performance in accordance with agreed specifications and standards. · Regulatory Compliance with all applicable laws, regulations, and industry requirements. Scope: Supply, deliver, install, test and commission 13.52mm safety glass panels to existing frames at the specified Level 1 Psyche ward including , spare parts kit, training and documentation. SANS 10400 Part S (Accessibility); SANS 10400-T & SANS 1253 (Fire protection / fire doors where applicable); SANS 10137 (Glazing); SANS 10142-1 (Wiring of premises).				
	Acceptance: Practical completion and acceptance upon successful commissioning, signed safety checklist,				
	GLAZING TO ALUMINIUM WITH SCREWED-ON BEADS (BEADS ELSEWHERE)				

	13.52mm Clear laminated glass as follows incl rubber and beading as required:				
1	SF31 + 1 FRAME	no	4		
2	SF32 + 1 FRAME	no	1		
3	SF33a + 1 FRAME	no	2		
4	SF34 + 1 FRAME	no	6		
5	SF35 + 1 FRAME	no	1		
6	SF50 + 1 FRAME	no	1		
	TOTAL CARRIED TO SECTION SUMMARY				**R -**
	<u>SECTION SUMMARRY</u>				

	TRADE				
1	ALTERATIONS				
2	GLAZING				
	-	-	-	-	
	CARRIED TO FINAL SUMMARRY				

	SECTION NO. 3: OHS				
	BILL NO 1: OCCUPATIONAL HEALTH AND SAFETY ACT				
1	Preparation of the Contractor's site specific Health and Safety plan	Item	1		
2	Provision of Personal Protective Equipment (PPE) Note: Tenderer to provide quantity for full component of staff for contract period				
2.1	Overalls with reflective strips including the contractor's logo and proof of induction	Sum	1		
2.2	Hard Hats (High Density polyethylene, & 6-point lining)	Sum	1		
2.3	Safety boots/shoes (Steel-Toe)	Sum	1		
2.4	Earplugs/muffs	Box	3		
2.5	Dust Mask (at least FFP2 type)	Box	3		
2.6	Safety gloves	Sum	1		
2.7	Ear Defenders SABS approved	Sum	1		
2.8	Reflective vest for Visitor and Supervisors	Sum	1		
3	Cost of medical certificates and medical surveillance per employee Note: Tenderer to provide quantity for full component of staff for contract period				
3.1	Initial (baseline) medical examinations	Sum	1		
3.2	Provision of First Aid Boxes to GSR requirements	Sum	1		
3.3	Working At heights medicals	Sum	1		
3.4	Working at heights fall arrest equipment	Sum	1		
4	Fire and emergency prevention signage,	Sum	1		

5	Adhoc: Any OHS & HBA related requirements not listed above				
5.1	Close out H& S files scanned electronically with original files to CHSA.	Sum	1		

	CARRIED TO FINAL SUMMARRY				
ITEM NO			**Quantity**		
	SECTION NO. 4 **PROVISIONAL SUMS**				
	ACCESS CONTROL				
1	Provide an amount of R 50 000.00 (Fifty thousand rands) for repairs to existing access control system and supply new fitings were necessarry, ensuring seamless configuration with existing components	**Prov sum**	**1**		**R 50,000.00**
2	Profit				R 2,500.00
3	Attendance				R 2,500.00
	COMMUNITY LIASON OFFICER				
4	Allow a sum of R 64 000 (Sixty-Four Thousand rands) for placement of a community liaising officers to be employed by the main contractor for the duration of contract (Salaries stipulated at R 6 000.00)				R 48,000.00
5	Profit				R 3,200.00
6	Attendance				R 3,200.00
	<u>PROVISION FOR PROJECT STEERING COMMITTEE</u>				
7	Provide the Provisional Sum to cover costs associated with the establishment and operation of the Project Steering Committee, including meeting logistics, venue hire, travel, catering, documentation, and other incidental expenses as may be directed by the Client				R 10,000.00

	or Engineer. Expenditure to be made in accordance with the Client's instructions and supported by relevant documentation.				
8	Attendance				R 500.00
	CARRIED TO FINAL SUMMARRY				

BILL NO	**<u>FINAL SUMMARRY</u>** **TRADE**			
1	ALUMINIUM AND GLAZED WORKS			
2	OHS			
3	PROV SUMS			
4	CONTINGENCIES @ R50 000.00			
	SUB TOTAL			

	CARRIED TO GRAND FINAL SUMMARRY				R -

PART C3
SCOPE OF WORKS

C3 SCOPE OF WORK

Project Name:	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Tender No:	**SCMU5-AN26/27-0005**

C3.1 SCOPE OF WORKS

IMIZIZI CLINIC SCOPE OF WORKS

DESCRIPTION OF THE WORKS:

Repairs, renovations and refurbishments to existing Imizizi clinic

- Located in KwaMzizi Location, near Bizana, Alfred Nzo District

The facility coordinates are as follows:

GPS: Latitude -30.905023°, Longitude 29.969402°

1. External Works

1.1 Facility Signage

- Supply and install new facility identification signage and service board complete with galvanised support posts, reinforced concrete foundations, graphics, anti-corrosion coating, and all associated fittings and accessories.

1.2 Boom Gate and Canopy

- Supply, fabricate and install a manually operated boom gate complete with:
  - 3 m galvanised steel boom arm.
  - Surface-mounted galvanised steel pivot post.
  - Minimum post height of 1.0 m above finished ground level.
  - Reinforced concrete foundation complete with anchor bolts.
  - Lockable padlock latch.
  - High-visibility reflective markings.
  - Anti-corrosion protective coating.

- Supply, fabricate and install a boom gate canopy comprising galvanised structural steel columns supporting galvanised steel roof purlins with 0.58 mm Colourplus Klip-Lok roof sheeting laid to a minimum pitch of 5°, complete with flashings, fascia boards, barge boards, gutters, downpipes, rainwater goods, and all associated fixings.

1.3 Walkways and Roadways

- Prepare existing walkway and roadway surfaces by removing all loose, cracked, spalled or deteriorated material back to a sound substrate.
- Repair and reinstate affected areas using approved materials of matching type, thickness and strength to restore safe, durable and even pedestrian and vehicular surfaces.
- Replace unsuitable sub-base material where required and compact to the specified density.
- Reinstate existing levels, falls and drainage patterns.
- Make good adjoining kerbs, channels, paving, edge restraints and interfaces.

1.4 Security Fencing

- Remove the existing perimeter fence only after the replacement fence has been completed to maintain continuous site security.
- Supply and install approximately 2 100 mm high galvanised welded wire mesh security fencing complete with galvanised steel pipe posts, reinforced concrete foundations, straining assemblies and all associated fittings.
- Assess existing steel posts and repair, re-use or replace where suitable.
- Replace the damaged entrance gate with a new 3 m wide double-leaf galvanised swing gate complete with T-slide locking mechanism, lock box, hinges, gate stops and associated ironmongery.

1.5 Security Gates

- Service, overhaul and adjust existing steel security gates fitted to external doors.
- Supply and install new single-leaf steel security gates to designated openings.

1.6 Fascia Boards

- Prepare and make good existing fascia boards.

- Replace deteriorated 225 × 12 mm fascia boards where required to match the existing profile and finish.
- Ensure seamless integration between new and existing fascia boards.

1.7 Rainwater Goods

- Inspect, overhaul, adjust and service the existing rainwater disposal system.
- Replace damaged PVC gutters and downpipes where required.
- Ensure all rainwater goods are securely fixed, watertight and discharge effectively away from the building.

1.8 Existing External Waiting Area

- Upgrade and weatherproof the existing external waiting area by installing galvanised metal side cladding extending approximately 150 mm above the top of the concrete slab.
- Adequately seal all joints and interfaces to prevent water and wind ingress.
- Install new fascia boards, barge boards, gutters and downpipes.
- Make good all disturbed finishes and ensure the completed waiting area provides adequate weather protection.

2. Waterborne Ablutions

Provide a Provisional Sum for the supply and installation of sanitary plumbing works, including the replacement of defective sanitary fittings, waste pipes, traps, connectors, valves, plumbing reticulation and associated plumbing components. The allowance shall include testing, commissioning, making good all disturbed finishes and disposal of redundant materials. The final scope and extent of the works shall be confirmed by the Employer's Representative/Principal Agent during construction.

3. Main Clinic

3.1 Doors, Windows and Ironmongery

- Repair, prepare and refinish existing timber doors.
- Replace defective locks, handles and associated ironmongery.
- Supply and install cabinet roller catches.
- Service and align existing metal door frames.

- Install brass weather bars to external doors.
- Replace the guard house entrance door.
- Remove and replace broken glazing.
- Remove and replace deteriorated glazing putty.
- Replace defective window hardware including handles, stays, fasteners and catches.
- Install timber cladding to the medicine room window.
- Supply and install steel security gates to designated sensitive areas.

3.2 Floors

- Polish existing vinyl floor finishes.
- Replace damaged vinyl tiles with homogeneous vinyl sheeting in consulting rooms to match existing.
- Prepare, repair and repaint verandah floor surfaces using approved heavy-duty floor coatings.

3.3 Ceilings and Internal Finishes

- Refurbish ceilings by repairing cracks and reinstating loose or missing cornices.
- Repair defective plaster and make good damaged wall and ceiling surfaces.
- Refurbish existing timber skirtings and replace damaged sections where necessary.
- Prepare all internal wall and ceiling surfaces for painting.

3.4 Electrical

- Replace defective switches, socket outlets, luminaires and electrical accessories.
- Test the electrical installation and issue the relevant Certificate of Compliance where applicable.

3.5 Painting

- Prepare all identified internal wall surfaces and repaint using approved paint systems.
- Prepare all external wall surfaces and repaint using approved weather-resistant exterior coatings.
- Include all necessary surface preparation, crack repairs, priming and finishing coats to achieve a durable and uniform finish.

ST PATRICKS GATEWAY CLINIC SCOPE OF WORKS

DETAILED SCOPE OF WORKS

The list below indicates the identified works for St Patricks Gateway clinic, intended to improve the facility's infrastructural conditions.

DESCRIPTION OF THE WORKS:

Repairs, renovations and refurbishments to existing St Patricks Gateway clinic

- Located in Hospital street, in Bizana town, Alfred Nzo District

The facility coordinates are as follows:

GPS: Latitude -30.861772° Longitude 29.854616°

PRIORITY AREAS

- **Main Clinic and Admin Block:**
- **Guard House:**
- **Ablutions**
- **External Areas:** External waiting area

DETAILED SCOPE OF WORKS

1. External Works

1.1 Facility Signage

- Supply and install new facility identification signage and service board complete with galvanised support posts, reinforced concrete foundations, graphics, anti-corrosion coating, and all associated fittings and accessories.

1.2 Boom Gate and Entrance Canopy

- Remove the existing boom gate retainer.
- Supply, fabricate and install a manually operated boom gate complete with:
  - 3 m galvanised steel boom arm.
  - Surface-mounted galvanised steel pivot post.
  - Minimum post height of 1.0 m above finished ground level.
  - Reinforced concrete foundation complete with anchor bolts.
  - Lockable padlock latch.
  - High-visibility reflective markings.
  - Anti-corrosion protective coating.
- Supply, fabricate and install a boom gate canopy comprising galvanised structural steel columns supporting galvanised steel roof purlins with 0.58 mm Colourplus Klip-Lok roof sheeting laid to a minimum pitch of 5°, complete with flashings, fascia boards, barge boards, gutters, downpipes, rainwater disposal components, and all associated fixings.

1.3 Security Fencing

- Remove the existing perimeter fencing only after the replacement fence has been completed to maintain site security throughout construction.
- Supply and install approximately 2 100 mm high galvanised welded wire mesh security fencing complete with galvanised steel pipe posts, reinforced concrete foundations, straining assemblies and all associated fittings.
- Assess existing steel posts and repair, re-use or replace where suitable.
- Replace the damaged entrance gate with a new 3 m wide double-leaf galvanised swing gate complete with T-slide locking mechanism, lock box, hinges, gate stops and associated ironmongery.

1.4 Security Gates

- Service, overhaul and adjust existing steel swing security gates to external doors.
- Supply and install new single-leaf steel security gates to designated openings.

1.5 Fascia Boards

- Prepare and make good existing fascia boards.
- Replace deteriorated 225 × 12 mm fascia boards where required.
- Ensure new fascia boards match the existing profile and finish.

1.6 Rainwater Goods

- Inspect, overhaul, adjust and service the existing rainwater disposal system.
- Replace damaged PVC gutters and downpipes where required.
- Ensure the rainwater system is watertight and discharges effectively away from the building.

1.7 New External Covered Waiting Area

Construct a new covered external waiting area adjoining the existing clinic building, including:

- 150 mm reinforced concrete floor slab on compacted G7 selected fill.
- Reinforced concrete foundations.
- Structural steel support columns securely anchored to foundations.
- Galvanised steel roof framing.
- 0.58 mm Colourplus roof sheeting.
- Galvanised side cladding extending approximately 150 mm above finished floor level.
- Fascia boards, barge boards, gutters and downpipes.
- Weatherproof sealing of all joints.
- Associated drainage, painting and finishing works.

2. Waterborne Ablutions

Carry out repairs and refurbishment to the existing ablution facilities, including:

- Replace damaged WC suites.
- Replace damaged wash hand basins.
- Replace damaged taps.
- Supply and install medical elbow-operated mixer taps.
- Supply and install soap dispensers.
- Replace toilet accessories.
- Replace damaged sanitary plumbing fittings.
- Test, commission and rectify the drainage system.
- Make good all disturbed finishes.

5. Ablutions

5.1 Building Alterations

- Replace damaged white glazed ceramic wall tiles in isolated patches to match existing.
- Replace defective vitreous china sanitary fittings complete with associated plumbing reticulation.
- Plaster, paint and make good all disturbed wall, ceiling and floor finishes.
- Remove and replace existing 4 mm glazing in metal frames with 6.38 mm laminated safety glass.

5.2 Doors, Windows and Ironmongery

- Replace damaged door ironmongery, including cleaning, adjustment of fixing holes and installation of new handles.
- Replace damaged window hardware including handles, pegs, stays, fasteners and catches.
- Ensure all replacement hardware is compatible with existing windows and fully operational.

5.3 Plumbing

- Inspect, service and repair domestic plumbing installations.
- Locate and repair leaks.
- Replace defective pipework, taps, traps, valves and fittings.
- Clear blockages.
- Reseal joints.
- Test the complete plumbing reticulation and drainage system.
- Make good all disturbed finishes.

5.4 Painting

- Prepare, prime and repaint all internal wall surfaces.

6. Administration Block

Refurbishment Works

- Remove and replace existing damaged 4 mm glazing in metal frames with 6.38 mm laminated safety glass.
- Make good all disturbed finishes following glazing replacement.

AMADIBA CLINIC SCOPE OF WORKS

DESCRIPTION OF THE WORKS:

Repairs, renovations and refurbishments to existing Amadiba clinic

- Located in Amadiba Location, near Bizana, Alfred Nzo District

The facility coordinates are as follows:

GPS: Latitude -31.073161°, Longitude 30.179250°

- Main Clinic – Repairs, Renovations and Refurbishment (RRR)

- Guard House – Boom Gate
- Ablutions – Repairs, Renovations and Refurbishment
- External waiting area

1. External Works

1.1 Facility Signage

- Supply and install new facility identification signage and service board complete with galvanised support posts, reinforced concrete foundations, graphics, anti-corrosion protection, and all associated fittings and accessories.

1.2 Boom Gate and Entrance Canopy

- Supply, fabricate and install a manually operated boom gate complete with:
  - 3 m galvanised steel boom arm.
  - Surface-mounted galvanised steel pivot post.
  - Minimum post height of 1.0 m above finished ground level.
  - Reinforced concrete foundation complete with anchor bolts.
  - Lockable padlock latch.
  - High-visibility reflective markings.
  - Anti-corrosion protective coating.
- Supply, fabricate and install a boom gate canopy comprising galvanised structural steel columns, galvanised steel roof purlins and 0.58 mm Colourplus Klip-Lok roof sheeting laid to a minimum roof pitch of 5°, complete with flashings, fascia boards, barge boards, gutters, downpipes, all necessary fixings and associated works.

1.3 Security Fencing

- Remove existing perimeter fencing only after the replacement fence has been fully completed to maintain continuous site security.
- Supply and install approximately 2100 mm high galvanised welded mesh security fencing securely fixed to galvanised steel pipe posts founded in reinforced concrete.
- Assess existing steel posts and repair, re-use or replace where suitable.
- Replace the damaged entrance gate with a new 3 m wide double-leaf galvanised swing gate complete with T-slide locking mechanism, lock box, hinges, stops and associated ironmongery.

1.4 Security Gates

- Service, overhaul, adjust and make good existing steel security gates to external doors.
- Supply and install new single-leaf steel security gates to designated external openings.

1.5 Fascia Boards

- Prepare and make good existing fascia boards.
- Replace deteriorated 225 × 12 mm fascia boards where required to match the existing profile and finish.
- Ensure seamless integration between existing and new fascia boards.

1.6 Rainwater Goods

- Service, overhaul and realign the existing rainwater disposal system.
- Replace damaged PVC gutters and downpipes where required.

- Ensure all rainwater goods are securely fixed, watertight and discharge effectively away from the building.

1.7 External Covered Waiting Area

Construct a new covered external waiting area adjoining the existing clinic building, including:

- 150 mm reinforced concrete floor slab cast on compacted G7 selected fill.
- Reinforced concrete foundations.
- Structural steel support posts securely anchored to foundations.
- Galvanised steel roof framing.
- 0.58 mm Colourplus roof sheeting.
- Galvanised side cladding extending approximately 150 mm above finished floor level.
- Fascia boards, barge boards, gutters and downpipes.
- Weatherproof sealing of all joints and interfaces.
- All associated concrete works, drainage, painting and finishing works.

2. Waterborne Ablutions

Carry out repairs and refurbishment to the existing ablution facilities, including:

- Replace defective sanitary plumbing fittings and accessories.
- Repair damaged plumbing reticulation where required.
- Test the complete drainage system and rectify defects.
- Test and commission the sanitary installation.
- Make good all disturbed finishes following completion of the plumbing works.

3. Medical Waste ABT Unit

- Reposition the existing Medical Waste ABT unit to a location identified by Facility Management.
- Reconnect the unit to the existing electrical, potable water and sewer reticulation services.
- Test and commission all services following relocation.

4. Main Clinic

4.1 Doors, Windows and Ironmongery

- Repair, prepare and refinish existing timber doors.
- Replace defective door locks, handles and associated ironmongery.
- Supply and install cabinet roller catches.
- Service and align existing metal door frames.
- Install brass weather bars to external doors.
- Replace the guard house entrance door.
- Remove and replace broken glazing.
- Remove and replace deteriorated glazing putty.
- Replace defective window hardware, including handles, stays, fasteners and catches.
- Install timber cladding to the medicine room window.
- Supply and install steel security gates to designated sensitive areas.

4.2 Floors

- Polish existing vinyl floor finishes.
- Prepare, repair and repaint verandah floor surfaces using approved heavy-duty floor coatings.

4.3 Ceilings and Internal Finishes

- Refurbish ceilings by repairing cracks and reinstating loose or missing cornices.
- Repair defective plaster where required.
- Refurbish existing timber skirtings and replace damaged sections where necessary.
- Prepare all internal wall and ceiling surfaces.
- Make good all disturbed finishes ready for painting.

4.4 Electrical

- Replace defective switches, socket outlets, luminaires and electrical accessories.
- Test the electrical installation and issue the relevant Certificate of Compliance where applicable.

4.5 Painting

- Prepare internal wall surfaces and repaint using approved paint systems.
- Prepare external wall surfaces and repaint using approved weather-resistant exterior coatings.
- Include all surface preparation, crack repairs, priming and application of the specified finishing coats.

OARTH SCOPE OF WORKS

SCOPE OF PROJECT

The appointed service provider will be responsible for the following tasks to enhance the safety, durability, and security of the **Psychiatric Unit** at **Oliver & Adelaide Tambo Memorial Hospital**:

- **Replacement of Shopfront Glazing**

  - Remove and dispose of existing shopfront glazing that is prone to failure
  - Supply and install high-specification safety glazing (13.52mm min. High Impact safety glass) that meets durability and impact resistance standards.
  - Ensure proper sealing and reinforcement to prevent future damage.

- **Repair or Replacement of Architectural Aluminum Installations**

  - Repair or replacement of identified damaged aluminum installation components including but not limited to:
    - Aluminum frames, mullions, and transoms
    - Door and window mechanisms, including hinges, handles, and locks
    - Glazing beads and gaskets to ensure a secure fit for glass panels
    - Ensure all newly installed components match existing specifications for aesthetic and functional consistency
    - Apply protective coatings or treatments where necessary to enhance durability and prevent future deterioration

C3.2 METHODOLOGY OF PROJECT EXECUTION

Contractor will be given access to the works at date of Site possession. However, the facility will be operational during construction. The contractor is to make necessary means and arrangements that the daily operations of the facility are not disrupted. The contractor is to further ensure that health and safety measures are put in place during construction to protect users and workers of the facility.

All external related works (underground services, paving, roads, etc.) to be programmed and agreed with Project Manager / Principal agent

C3.3 PROJECT REVIEW

Repairs and renovations to Imizizi Clinic, Amadiba Clinic, St Patricks Gateway Clinic and OARTH.

C3.4 RESTRICTIONS AND CONSTRAINTS

- The completion of the project is urgent, and work shall be executed during normal working hours i.e. 7h00 till 17h00 daily including weekends.
- Noise must be kept to a minimum and within acceptable levels at all times
- Dust emanating from the work site must be controlled at all times.

C3.5 OPERATIONAL PROTOCOLS

- Security is a priority, and the site shall be kept safe at all times.
- The approved Health and Safety plan shall be adhered to at all times
- All staff members of the contractor shall wear PPE at all times
- All staff members of the contractor shall be specifically identifiable at all times and to this end shall wear a predetermined coloured overall to be able to enter and work on the site.
- Regular meetings, the frequency of which is to be determined, shall be held with the management of the adjacent hospital to always ensure a cohesive spirit of co-operation

C3.6 ACCESS AND SITE ESTABLISHMENT

- Prospective bidders are to fully familiarize themselves with the site and access to the site and restricted area for site establishment. Allowance for temporary construction access etc. shall be deemed to be included in contractor’s price/bid. Prospective bidders are to familiarize themselves with the site as no additional costs shall be entertained.
- Identified area for site establishment shall be pointed out to prospective bidders at mandatory site inspection. The contractor shall be liable for security, fencing (if required), water, sewer, ablutions, electricity, etc. for the site establishment area. No Contractor’s representatives, worker are allowed to sleep at establishment area

C3.7 ACCEPTANCE OF TENDERS

- The Employer is not bound to accept the lowest, or any tender, or any portion of any tender

C3.8 MINIMUM WAGE

- The Contractor shall adhere to "The national minimum wage determined by the Minister in accordance with the National Minimum Wage Act (NMWA)", and yearly pronounced increases for duration of contract.

C3.9 TEMPORARY WORKS

- All temporary work to comply with the Construction Health and safety Act (Act 85 of 1993) and its regulations.

C3.10 EMPLOYER'S DESIGN

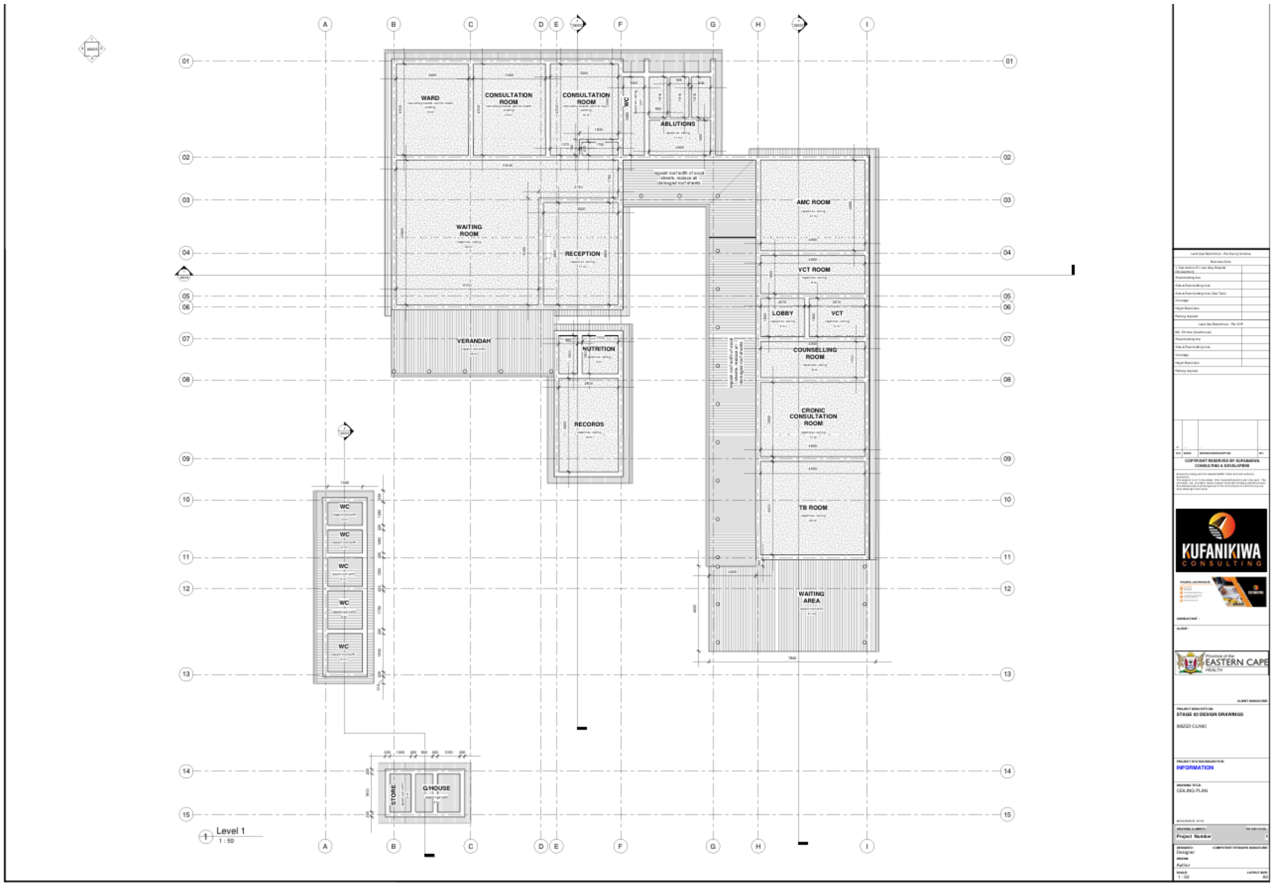
N/A

C3.11 DESIGN BRIEF

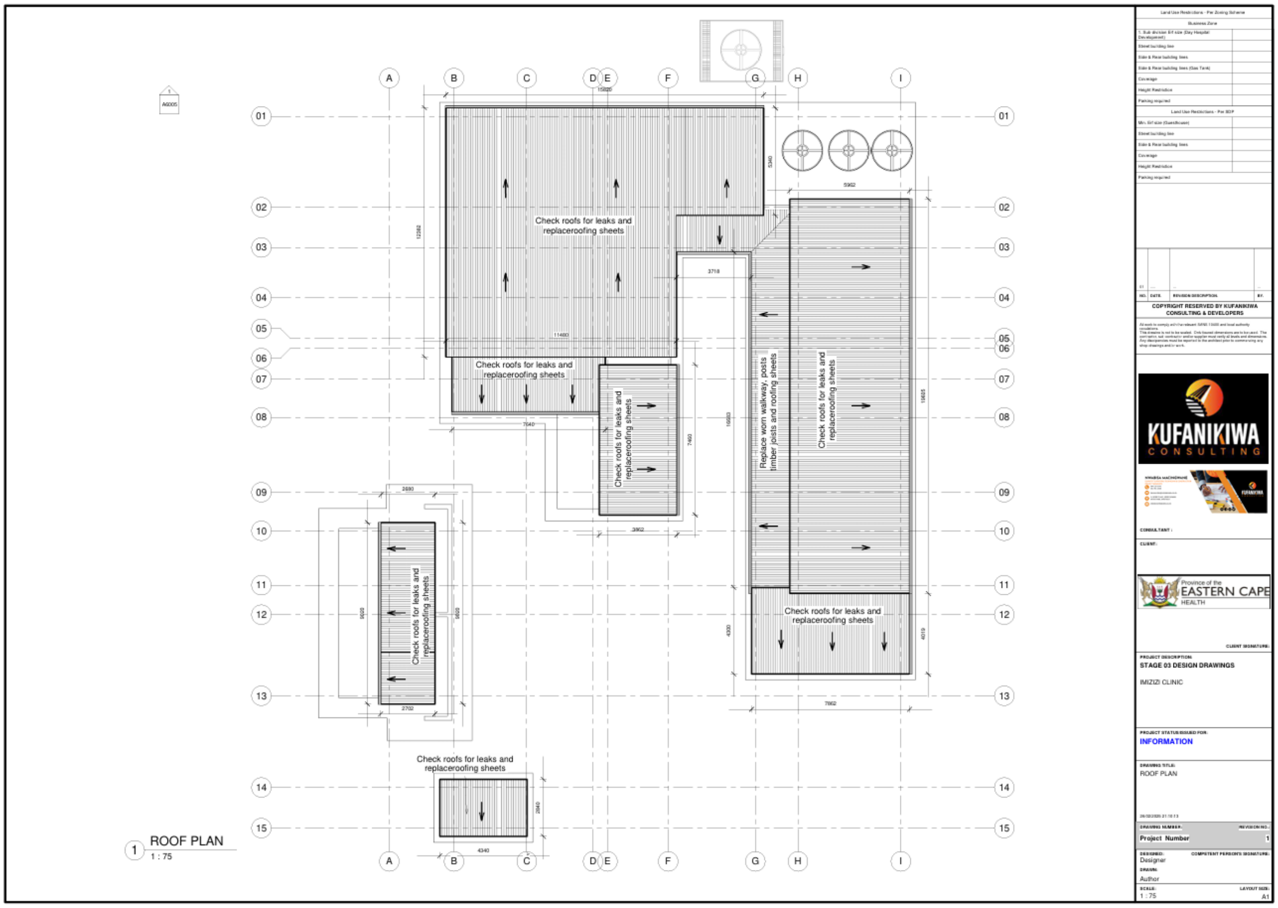
Refer to scope

C3.12 DRAWINGS

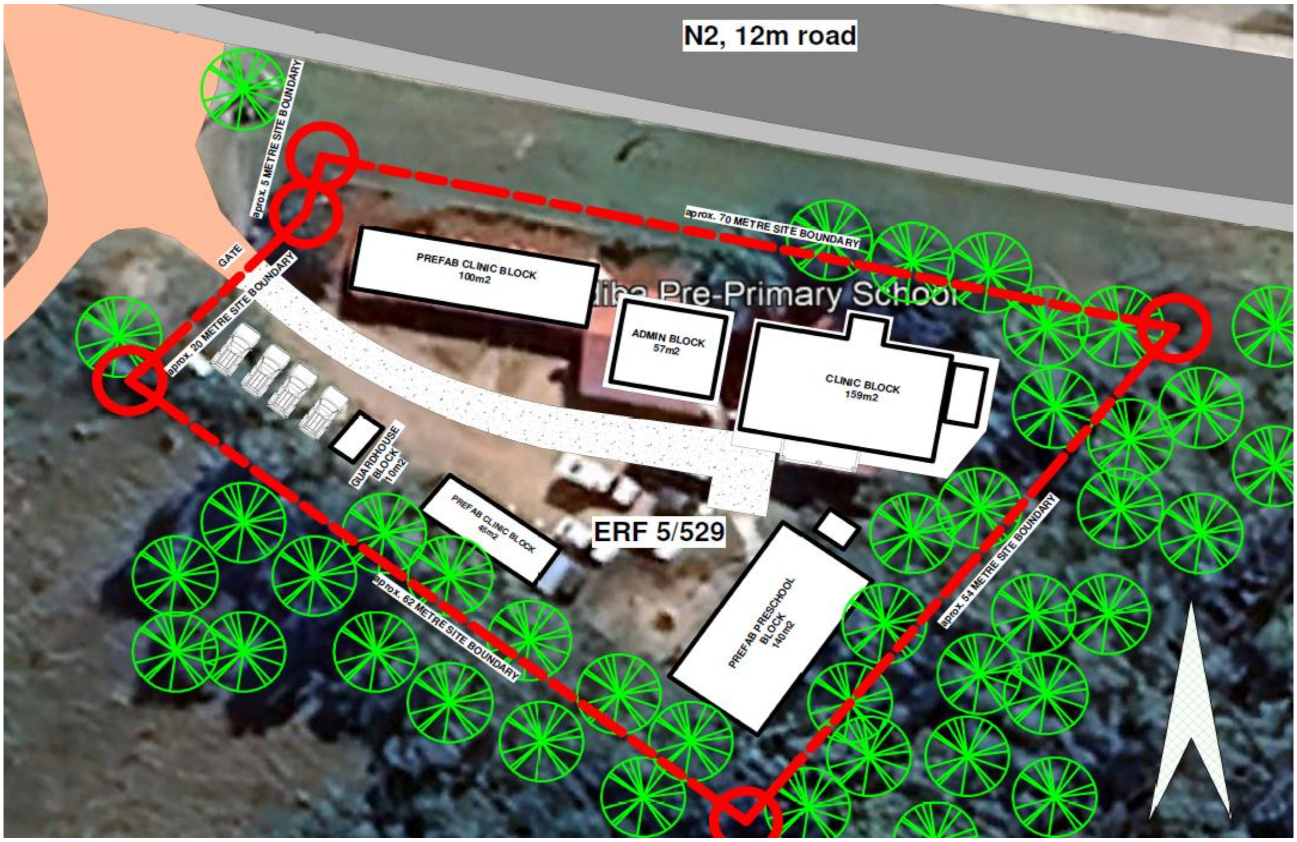
IMIZIZI CLINIC



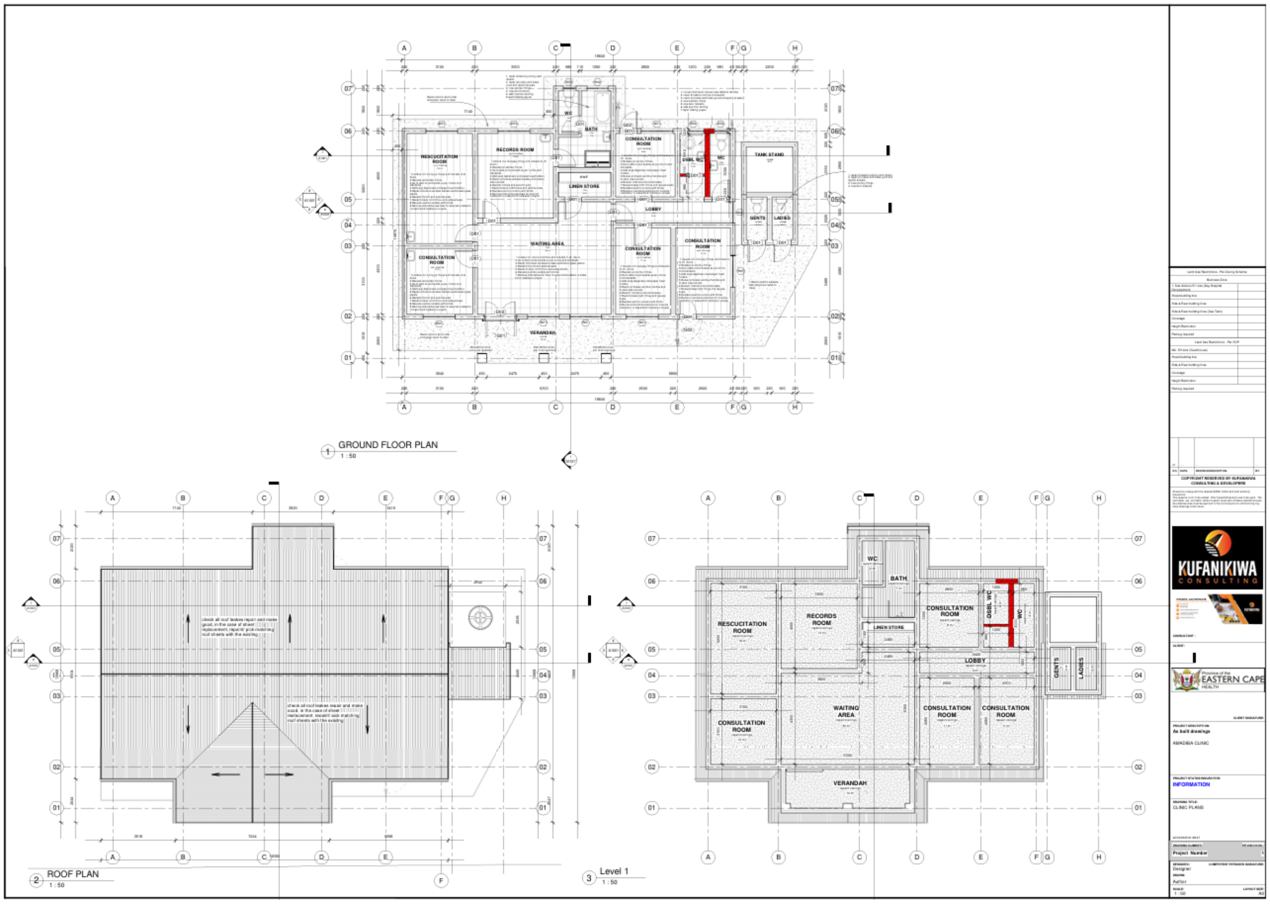
IMIZIZI CLINIC: FACILITY LAYOUT PLAN



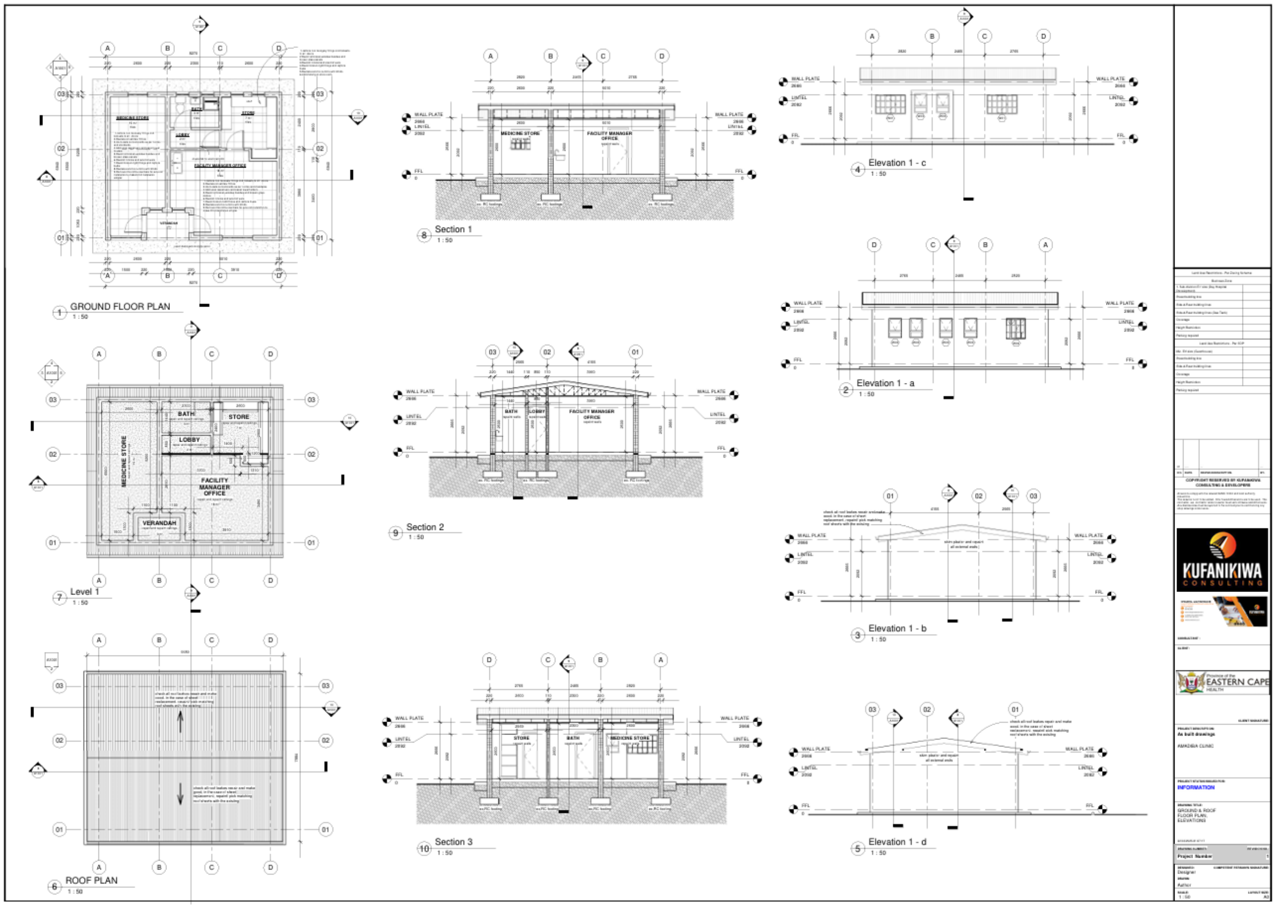
IMIZIZI CLINIC: ROOF LAYOUT



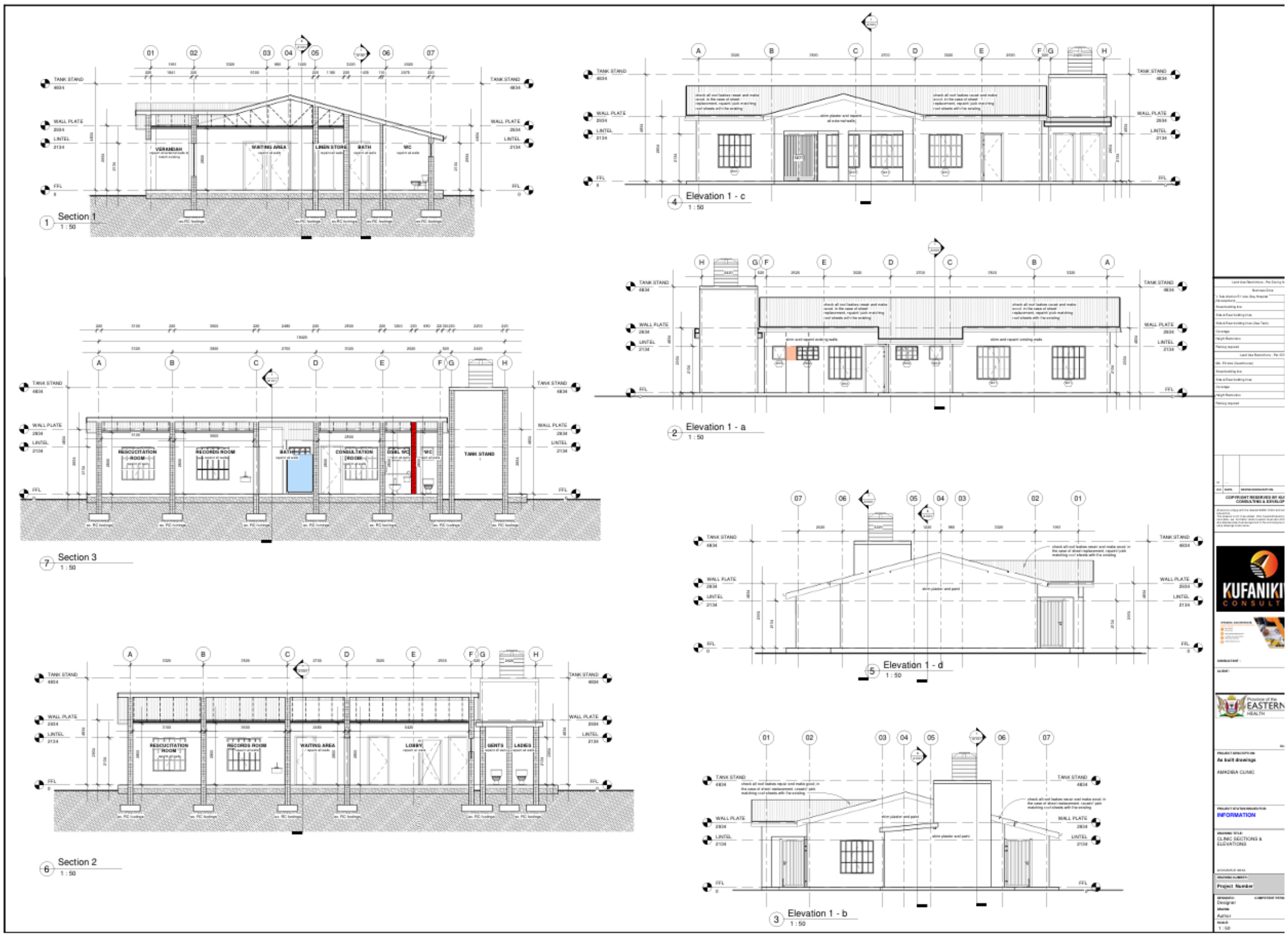
AMADIBA CLINIC



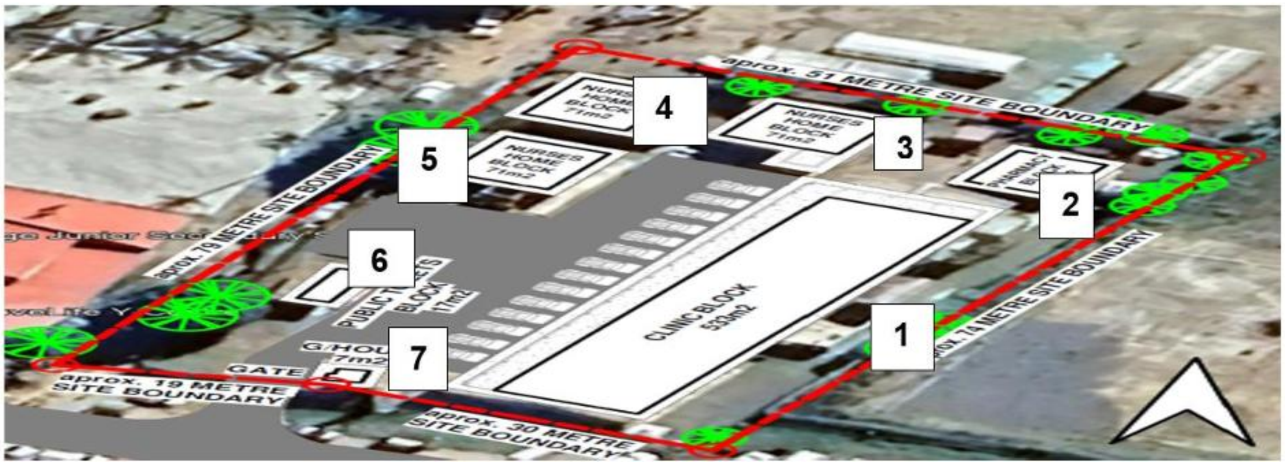
AMADIBA CLINIC: MAIN CLINIC



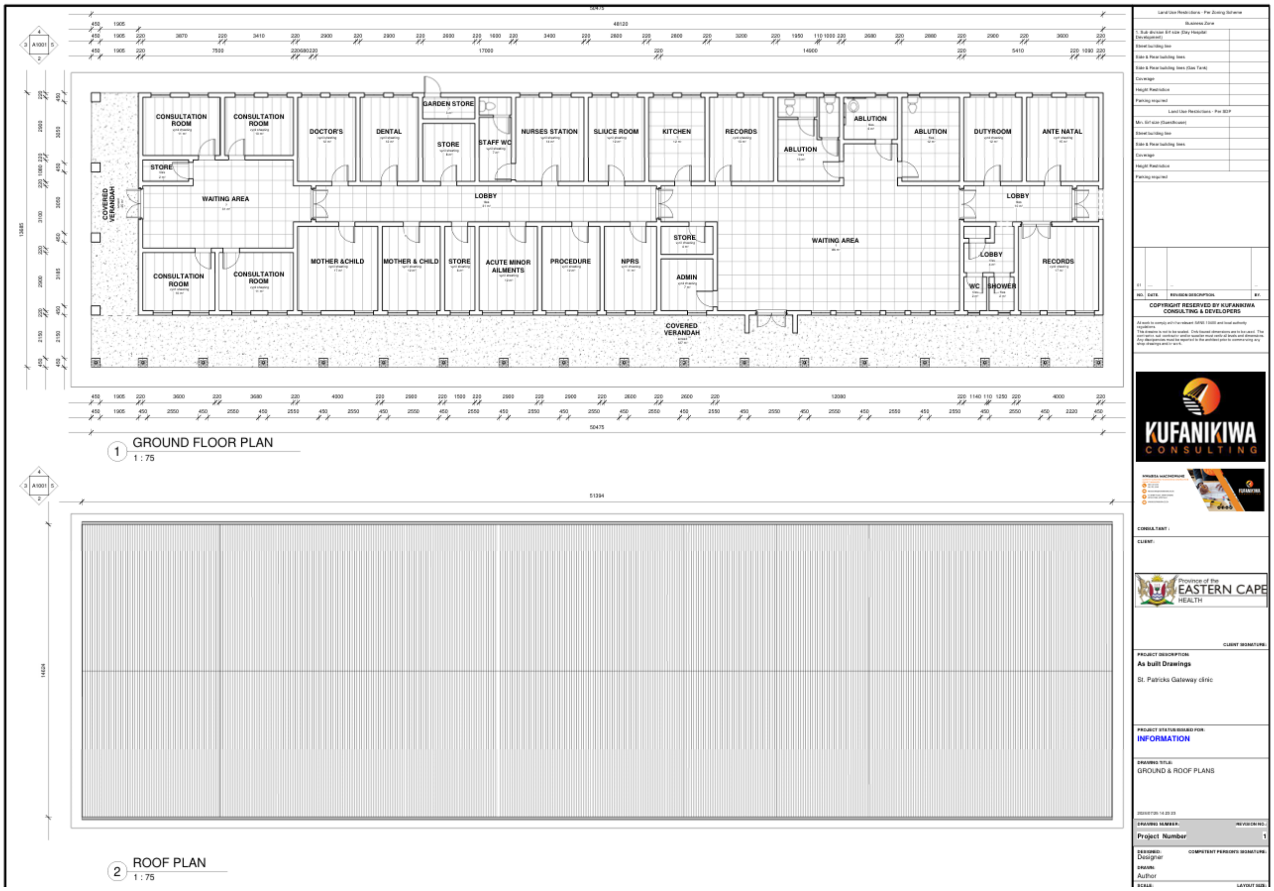
AMADIBA CLINIC: ADMIN BLOCK



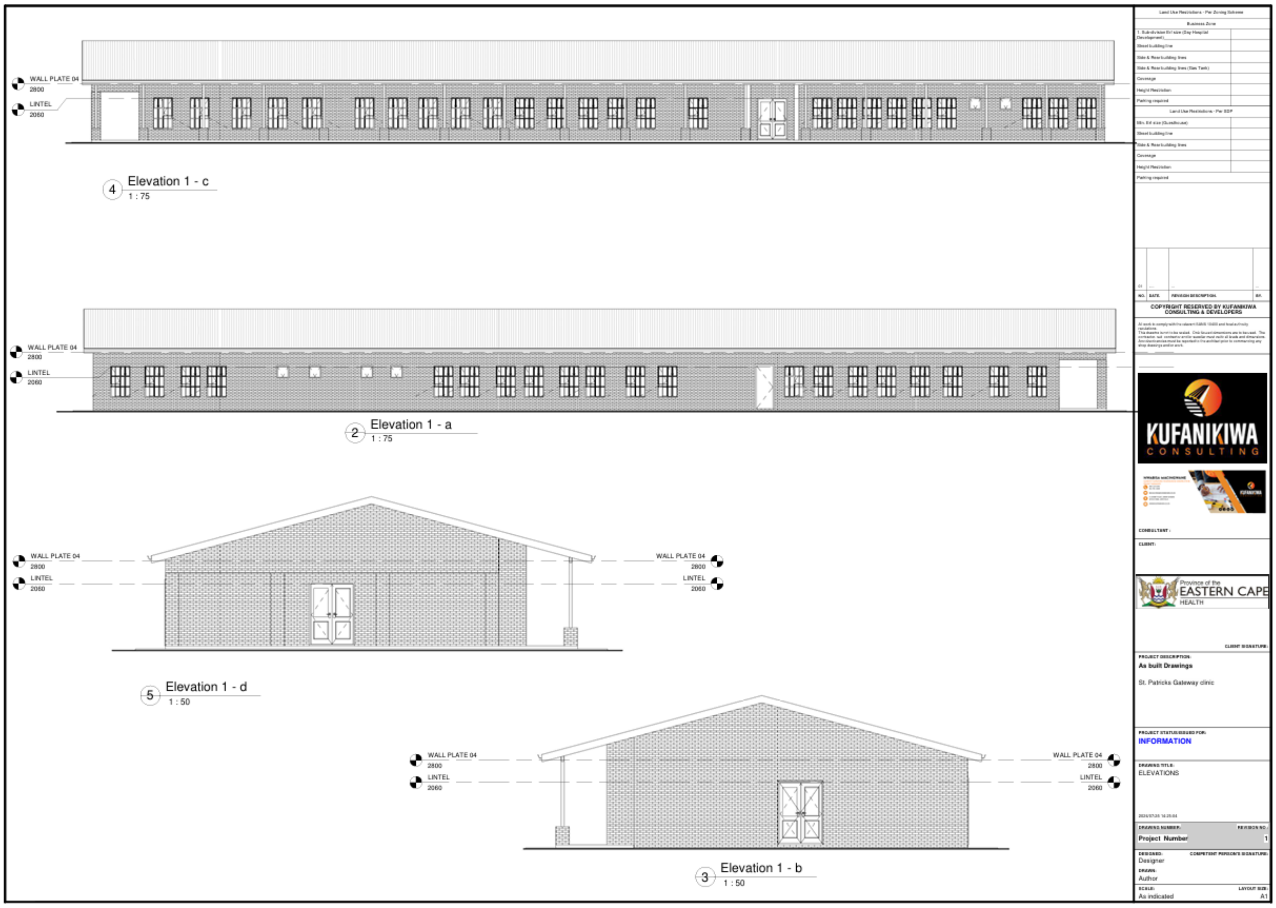
AMADIBA CLINIC: MAIN CLINIC



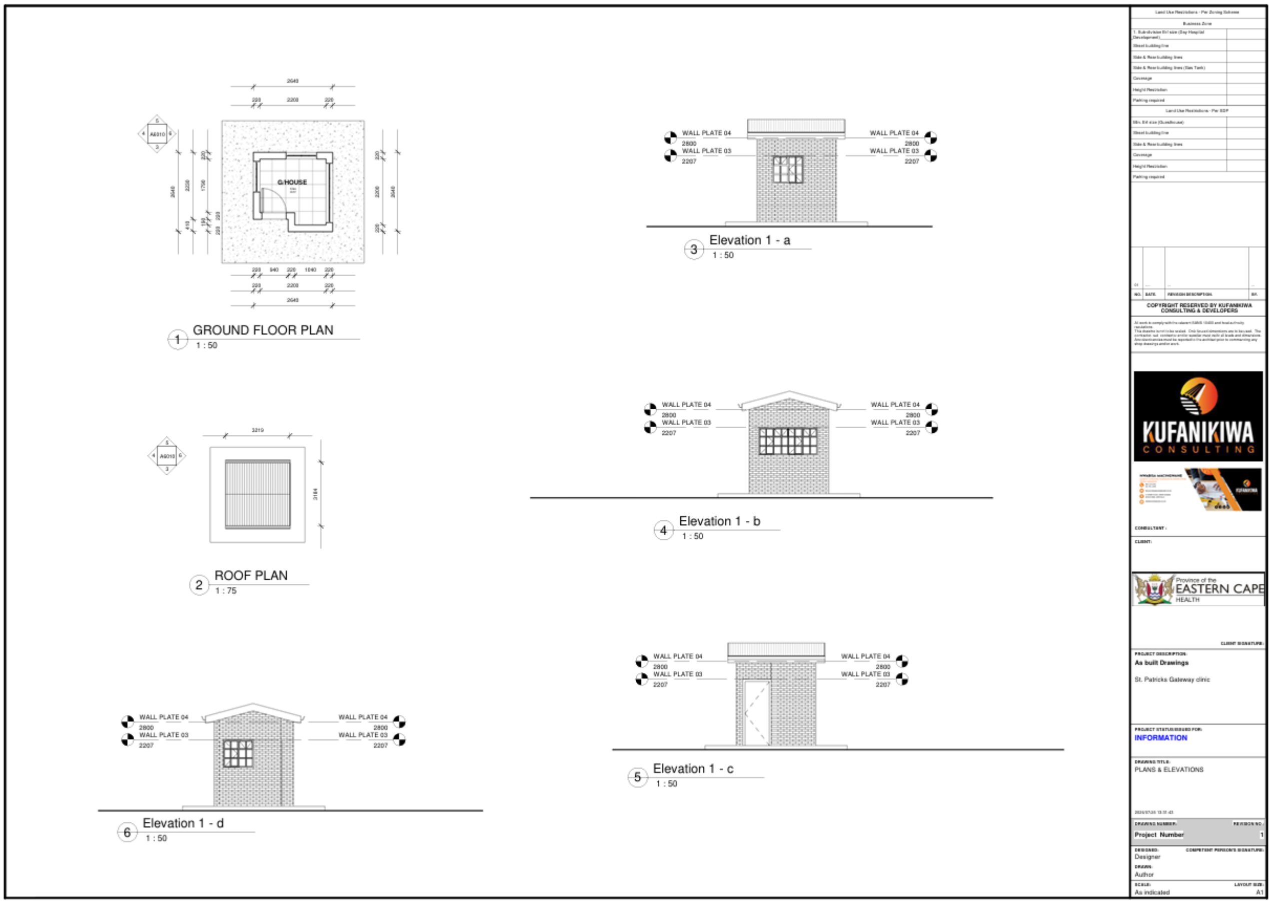
ST PATRICKS GATEWAY CLINIC



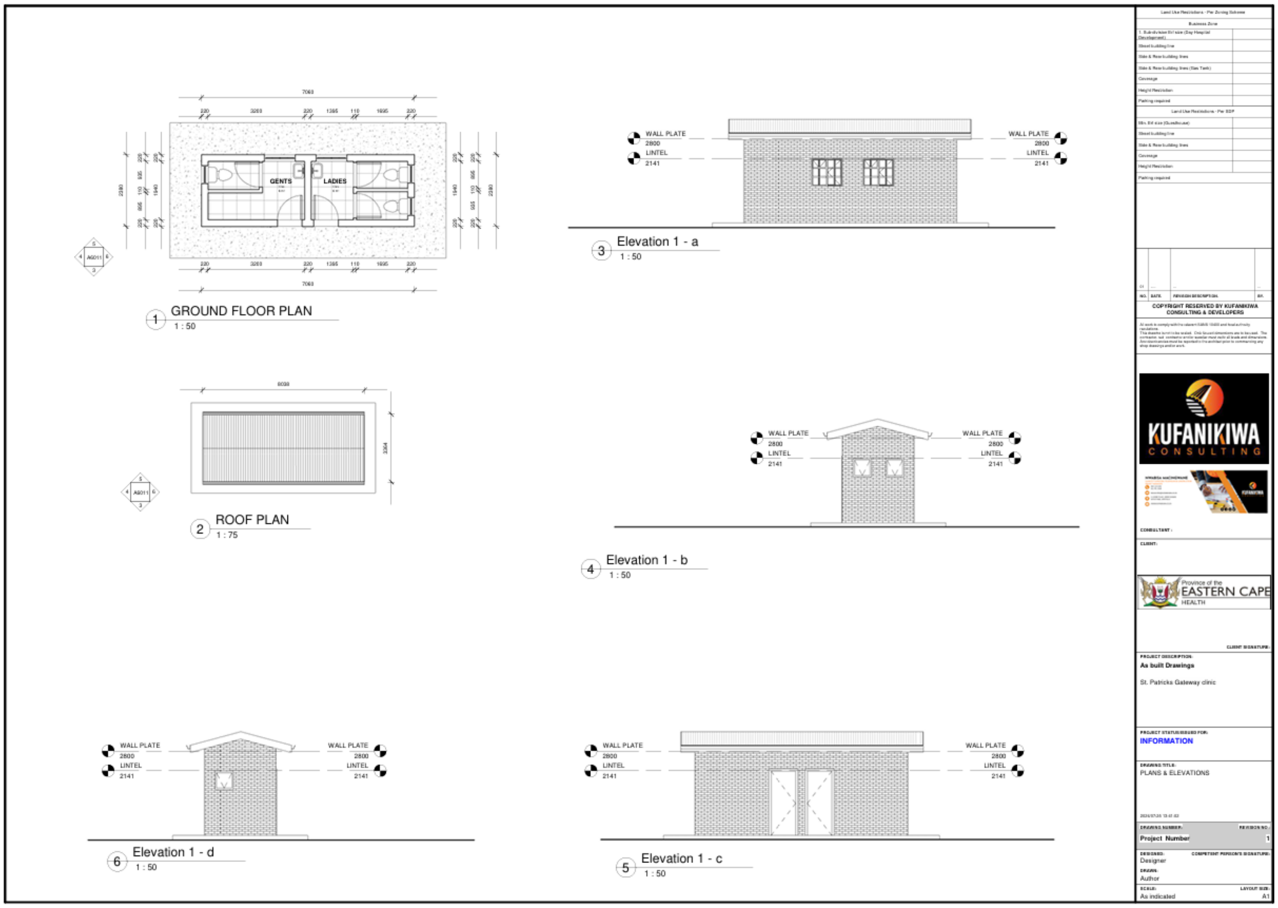
ST PATRICKS GATEWAY CLINIC: MAIN CLINIC



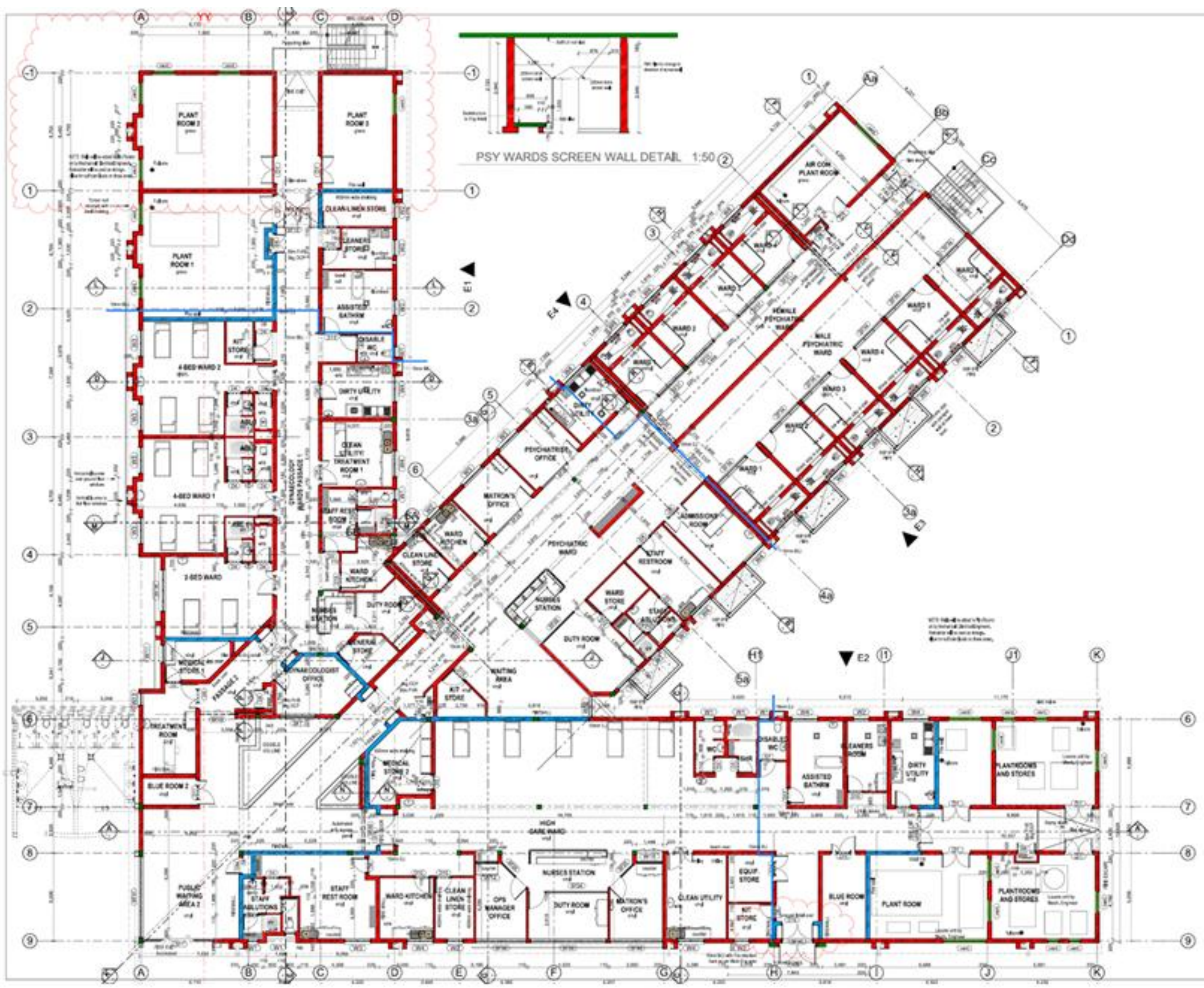
ST PATRICKS GATEWAY: MAIN CLINIC ELEVATIONS



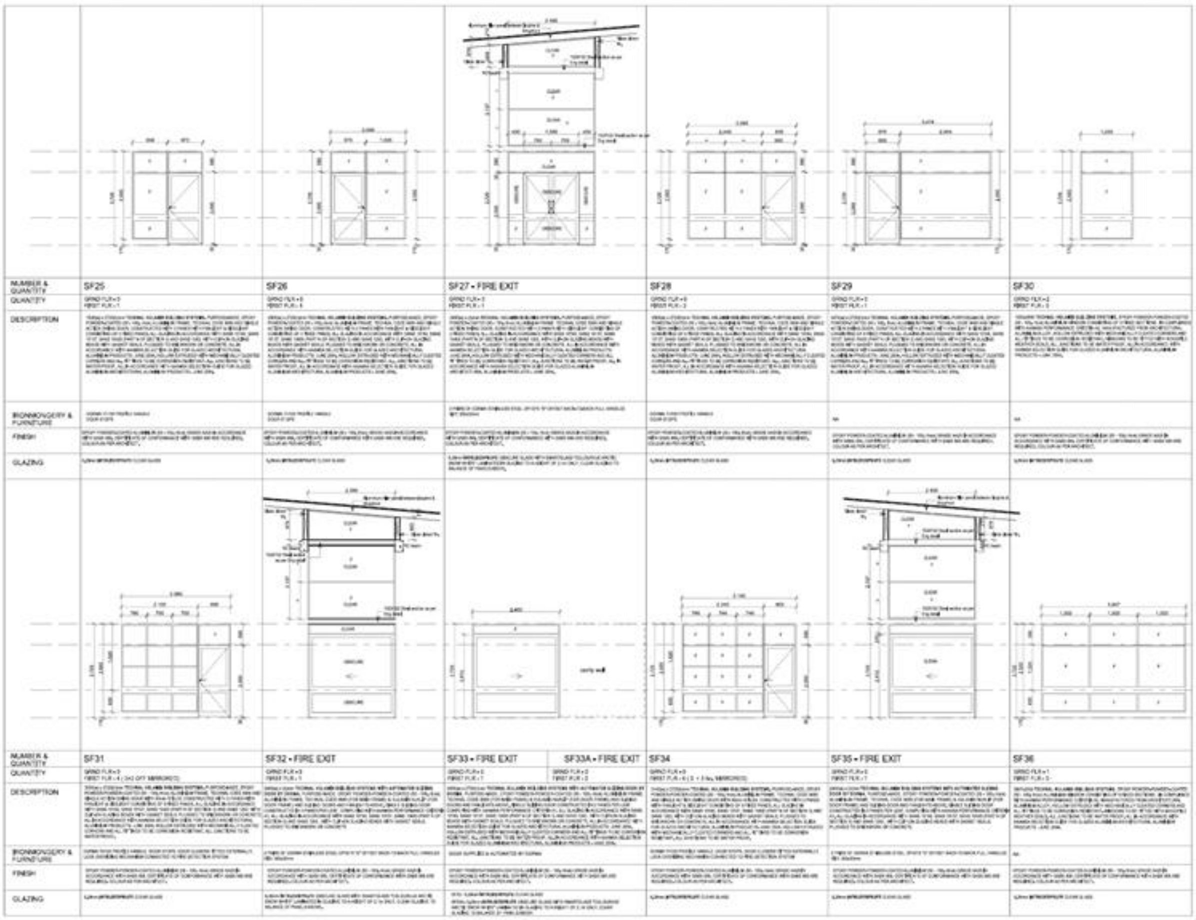
ST PATRICKS GATEWAY CLINIC: GUARDHOUSE PLAN



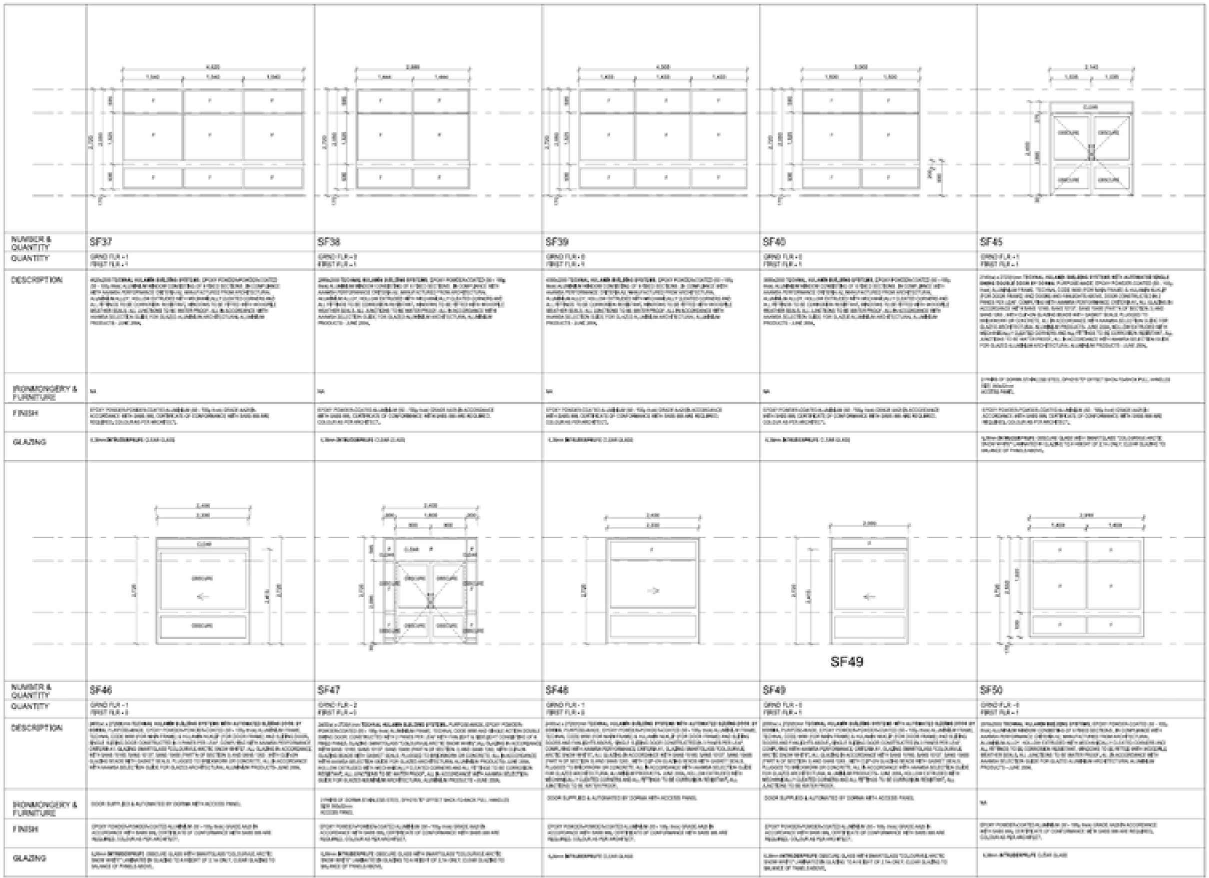
ST PATRICKS GATEWAY CLINIC: ABLUTIONS



Oliver & Adelaide Tambo Memorial Hospital (Psychiatric Ward)



Oliver & Adelaide Tambo Memorial Hospital (Psychiatric Ward) (Shopfront SF25-SF36)



Oliver & Adelaide Tambo Memorial Hospital (Psychiatric Ward) (Shopfront SF37-SF50)

PART C4
SITE INFORMATION

C4.1 SITE INFORMATION

Project title:	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Project Number:	**SCMU5-AN25/26-0005**

GENERAL

Prospective bidders to familiarize themselves with the locality, access, any other “restrictions”. (Refer to *Scope of Works C3)*

The facilities are situated in the Alfred Nzo Region, under the Winnie Madikizela Mandela Local Municipality near Bizana town.

Existing Site/Premises to be fenced at all times.

Prospective bidders are to note that it is a condition of contract that the facility shall be always fenced and secure.

GEOTECHNICAL INVESTIGATION REPORT

N/A

Occupational Health and Safety Specification

Issued in terms of the Occupational Health and Safety Act, 1993 Construction regulations 2014

PROJECT NAME	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
DISTRICT	**ALFRED NZO DISTRICT**
BID NO	**SCMU5-AN26/27-0005**

Province of the
EASTERN CAPE
HEALTH

1 Contents

2 SCOPE

2.1 Site Specific Specification

This health and safety specification pertains to the scope of works outlined in the tender document as well as in this OHS Specification document.

- Provides the overarching framework within which the Principal Contractor is required to demonstrate compliance with certain requirements for occupational health and safety established by the Occupational Health and Safety Act 85 of 1993 during work;
- Establishes the way the Principal Contractor is to manage the risk of health and safety incidents during construction; and
- Establishes the way the Client's Health and Safety Agent will interact with the Principal Contractor.

This specification establishes general requirements to enable the Principal Contractor to satisfy aspects of the Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) and the relevant related regulations. The Principal Contractor is required to develop, implement and maintain a site-specific health and safety plan. The Client is required to provide certain site-specific information to the Principal Contractor or a health and safety specification for the works to enable such a plan to be formulated. Accordingly, this specification on its own cannot ensure compliance with the requirements of the Act.

A Client must stop any contractor from executing construction work which is not in accordance with the contractor's health and safety plan for the site or which poses to be a threat to the health and safety of persons.

3 Detailed Scope of Works:

Facilities: IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH

Project Name:	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT**
Tender No:	**SCMU5-AN26/27-0005**

C3.1 SCOPE OF WORKS

IMIZIZI CLINIC SCOPE OF WORKS

DESCRIPTION OF THE WORKS:

Repairs, renovations and refurbishments to existing Imizizi clinic

- Located in KwaMzizi Location, near Bizana, Alfred Nzo District

The facility coordinates are as follows:

GPS: Latitude -30.905023°, Longitude 29.969402°

1. External Works

1.1 Facility Signage

- Supply and install new facility identification signage and service board complete with galvanised support posts, reinforced concrete foundations, graphics, anti-corrosion coating, and all associated fittings and accessories.

1.2 Boom Gate and Canopy

- Supply, fabricate and install a manually operated boom gate complete with:
    - 3 m galvanised steel boom arm.
    - Surface-mounted galvanised steel pivot post.
    - Minimum post height of 1.0 m above finished ground level.
    - Reinforced concrete foundation complete with anchor bolts.
    - Lockable padlock latch.
    - High-visibility reflective markings.
    - Anti-corrosion protective coating.
- Supply, fabricate and install a boom gate canopy comprising galvanised structural steel columns supporting galvanised steel roof purlins with 0.58 mm Colourplus Klip-Lok roof sheeting laid to a minimum pitch of 5°, complete with flashings, fascia boards, barge boards, gutters, downpipes, rainwater goods, and all associated fixings.

1.3 Walkways and Roadways

- Prepare existing walkway and roadway surfaces by removing all loose, cracked, spalled or deteriorated material back to a sound substrate.
- Repair and reinstate affected areas using approved materials of matching type, thickness and strength to restore safe, durable and even pedestrian and vehicular surfaces.
- Replace unsuitable sub-base material where required and compact to the specified density.
- Reinstate existing levels, falls and drainage patterns.
- Make good adjoining kerbs, channels, paving, edge restraints and interfaces.

1.4 Security Fencing

- Remove the existing perimeter fence only after the replacement fence has been completed to maintain continuous site security.
- Supply and install approximately 2 100 mm high galvanised welded wire mesh security fencing complete with galvanised steel pipe posts, reinforced concrete foundations, straining assemblies and all associated fittings.
- Assess existing steel posts and repair, re-use or replace where suitable.

- Replace the damaged entrance gate with a new 3 m wide double-leaf galvanised swing gate complete with T-slide locking mechanism, lock box, hinges, gate stops and associated ironmongery.

1.5 Security Gates

- Service, overhaul and adjust existing steel security gates fitted to external doors.
- Supply and install new single-leaf steel security gates to designated openings.

1.6 Fascia Boards

- Prepare and make good existing fascia boards.
- Replace deteriorated 225 × 12 mm fascia boards where required to match the existing profile and finish.
- Ensure seamless integration between new and existing fascia boards.

1.7 Rainwater Goods

- Inspect, overhaul, adjust and service the existing rainwater disposal system.
- Replace damaged PVC gutters and downpipes where required.
- Ensure all rainwater goods are securely fixed, watertight and discharge effectively away from the building.

1.8 Existing External Waiting Area

- Upgrade and weatherproof the existing external waiting area by installing galvanised metal side cladding extending approximately 150 mm above the top of the concrete slab.
- Adequately seal all joints and interfaces to prevent water and wind ingress.
- Install new fascia boards, barge boards, gutters and downpipes.
- Make good all disturbed finishes and ensure the completed waiting area provides adequate weather protection.

2. Waterborne Ablutions

Provide a Provisional Sum for the supply and installation of sanitary plumbing works, including the replacement of defective sanitary fittings, waste pipes, traps, connectors, valves, plumbing reticulation and associated plumbing components. The allowance shall include testing, commissioning, making good all disturbed finishes and disposal of redundant materials. The final scope and extent of the works shall be confirmed by the Employer's Representative/Principal Agent during construction.

3. Main Clinic

3.1 Doors, Windows and Ironmongery

- Repair, prepare and refinish existing timber doors.

- Replace defective locks, handles and associated ironmongery.
- Supply and install cabinet roller catches.
- Service and align existing metal door frames.
- Install brass weather bars to external doors.
- Replace the guard house entrance door.
- Remove and replace broken glazing.
- Remove and replace deteriorated glazing putty.
- Replace defective window hardware including handles, stays, fasteners and catches.
- Install timber cladding to the medicine room window.
- Supply and install steel security gates to designated sensitive areas.

3.2 Floors

- Polish existing vinyl floor finishes.
- Replace damaged vinyl tiles with homogeneous vinyl sheeting in consulting rooms to match existing.
- Prepare, repair and repaint verandah floor surfaces using approved heavy-duty floor coatings.

3.3 Ceilings and Internal Finishes

- Refurbish ceilings by repairing cracks and reinstating loose or missing cornices.
- Repair defective plaster and make good damaged wall and ceiling surfaces.
- Refurbish existing timber skirtings and replace damaged sections where necessary.
- Prepare all internal wall and ceiling surfaces for painting.

3.4 Electrical

- Replace defective switches, socket outlets, luminaires and electrical accessories.
- Test the electrical installation and issue the relevant Certificate of Compliance where applicable.

3.5 Painting

- Prepare all identified internal wall surfaces and repaint using approved paint systems.
- Prepare all external wall surfaces and repaint using approved weather-resistant exterior coatings.
- Include all necessary surface preparation, crack repairs, priming and finishing coats to achieve a durable and uniform finish.

ST PATRICKS GATEWAY CLINIC SCOPE OF WORKS

DETAILED SCOPE OF WORKS

The list below indicates the identified works for St Patricks Gateway clinic, intended to improve the facility's infrastructural conditions.

DESCRIPTION OF THE WORKS:

Repairs, renovations and refurbishments to existing St Patricks Gateway clinic

- Located in Hospital street, in Bizana town, Alfred Nzo District

The facility coordinates are as follows:

GPS: Latitude -30.861772° Longitude 29.854616°

PRIORITY AREAS

- **Main Clinic and Admin Block:**
- **Guard House:**
- **Ablutions**
- **External Areas:** External waiting area

DETAILED SCOPE OF WORKS

1. External Works

1.1 Facility Signage

- Supply and install new facility identification signage and service board complete with galvanised support posts, reinforced concrete foundations, graphics, anti-corrosion coating, and all associated fittings and accessories.

1.2 Boom Gate and Entrance Canopy

- Remove the existing boom gate retainer.
- Supply, fabricate and install a manually operated boom gate complete with:
    - 3 m galvanised steel boom arm.
    - Surface-mounted galvanised steel pivot post.
    - Minimum post height of 1.0 m above finished ground level.
    - Reinforced concrete foundation complete with anchor bolts.
    - Lockable padlock latch.
    - High-visibility reflective markings.
    - Anti-corrosion protective coating.
- Supply, fabricate and install a boom gate canopy comprising galvanised structural steel columns supporting galvanised steel roof purlins with 0.58 mm Colourplus Klip-Lok roof sheeting laid to a minimum pitch of 5°, complete with flashings, fascia boards, barge boards, gutters, downpipes, rainwater disposal components, and all associated fixings.

1.3 Security Fencing

- Remove the existing perimeter fencing only after the replacement fence has been completed to maintain site security throughout construction.
- Supply and install approximately 2 100 mm high galvanised welded wire mesh security fencing complete with galvanised steel pipe posts, reinforced concrete foundations, straining assemblies and all associated fittings.
- Assess existing steel posts and repair, re-use or replace where suitable.

- Replace the damaged entrance gate with a new 3 m wide double-leaf galvanised swing gate complete with T-slide locking mechanism, lock box, hinges, gate stops and associated ironmongery.

1.4 Security Gates
- Service, overhaul and adjust existing steel swing security gates to external doors.
- Supply and install new single-leaf steel security gates to designated openings.

1.5 Fascia Boards
- Prepare and make good existing fascia boards.
- Replace deteriorated 225 × 12 mm fascia boards where required.
- Ensure new fascia boards match the existing profile and finish.

1.6 Rainwater Goods
- Inspect, overhaul, adjust and service the existing rainwater disposal system.
- Replace damaged PVC gutters and downpipes where required.
- Ensure the rainwater system is watertight and discharges effectively away from the building.

1.7 New External Covered Waiting Area
Construct a new covered external waiting area adjoining the existing clinic building, including:
- 150 mm reinforced concrete floor slab on compacted G7 selected fill.
- Reinforced concrete foundations.
- Structural steel support columns securely anchored to foundations.
- Galvanised steel roof framing.
- 0.58 mm Colourplus roof sheeting.
- Galvanised side cladding extending approximately 150 mm above finished floor level.
- Fascia boards, barge boards, gutters and downpipes.
- Weatherproof sealing of all joints.
- Associated drainage, painting and finishing works.

2. Waterborne Ablutions
Carry out repairs and refurbishment to the existing ablution facilities, including:
- Replace damaged WC suites.
- Replace damaged wash hand basins.
- Replace damaged taps.
- Supply and install medical elbow-operated mixer taps.
- Supply and install soap dispensers.
- Replace toilet accessories.
- Replace damaged sanitary plumbing fittings.
- Test, commission and rectify the drainage system.
- Make good all disturbed finishes.

5. Ablutions
5.1 Building Alterations
- Replace damaged white glazed ceramic wall tiles in isolated patches to match existing.
- Replace defective vitreous china sanitary fittings complete with associated plumbing reticulation.
- Plaster, paint and make good all disturbed wall, ceiling and floor finishes.
- Remove and replace existing 4 mm glazing in metal frames with 6.38 mm laminated safety glass.

5.2 Doors, Windows and Ironmongery
- Replace damaged door ironmongery, including cleaning, adjustment of fixing holes and installation of new handles.
- Replace damaged window hardware including handles, pegs, stays, fasteners and catches.

- Ensure all replacement hardware is compatible with existing windows and fully operational.

5.3 Plumbing
- Inspect, service and repair domestic plumbing installations.
- Locate and repair leaks.
- Replace defective pipework, taps, traps, valves and fittings.
- Clear blockages.
- Reseal joints.
- Test the complete plumbing reticulation and drainage system.
- Make good all disturbed finishes.

5.4 Painting
- Prepare, prime and repaint all internal wall surfaces.

6. Administration Block
Refurbishment Works
- Remove and replace existing damaged 4 mm glazing in metal frames with 6.38 mm laminated safety glass.
- Make good all disturbed finishes following glazing replacement.

<u>AMADIBA CLINIC SCOPE OF WORKS</u>

DESCRIPTION OF THE WORKS:

Repairs, renovations and refurbishments to existing Amadiba clinic
- Located in Amadiba Location, near Bizana, Alfred Nzo District

The facility coordinates are as follows:
GPS: Latitude -31.073161°, Longitude 30.179250°

- Main Clinic – Repairs, Renovations and Refurbishment (RRR)
- Guard House – Boom Gate
- Ablutions – Repairs, Renovations and Refurbishment
- External waiting area

1. External Works
1.1 Facility Signage
- Supply and install new facility identification signage and service board complete with galvanised support posts, reinforced concrete foundations, graphics, anti-corrosion protection, and all associated fittings and accessories.

1.2 Boom Gate and Entrance Canopy
- Supply, fabricate and install a manually operated boom gate complete with:
  - 3 m galvanised steel boom arm.
  - Surface-mounted galvanised steel pivot post.
  - Minimum post height of 1.0 m above finished ground level.
  - Reinforced concrete foundation complete with anchor bolts.
  - Lockable padlock latch.
  - High-visibility reflective markings.
  - Anti-corrosion protective coating.
- Supply, fabricate and install a boom gate canopy comprising galvanised structural steel columns, galvanised steel roof purlins and 0.58 mm Colourplus Klip-Lok roof sheeting laid to a

minimum roof pitch of 5°, complete with flashings, fascia boards, barge boards, gutters, downpipes, all necessary fixings and associated works.

1.3 Security Fencing

- Remove existing perimeter fencing only after the replacement fence has been fully completed to maintain continuous site security.
- Supply and install approximately 2100 mm high galvanised welded mesh security fencing securely fixed to galvanised steel pipe posts founded in reinforced concrete.
- Assess existing steel posts and repair, re-use or replace where suitable.
- Replace the damaged entrance gate with a new 3 m wide double-leaf galvanised swing gate complete with T-slide locking mechanism, lock box, hinges, stops and associated ironmongery.

1.4 Security Gates

- Service, overhaul, adjust and make good existing steel security gates to external doors.
- Supply and install new single-leaf steel security gates to designated external openings.

1.5 Fascia Boards

- Prepare and make good existing fascia boards.
- Replace deteriorated 225 × 12 mm fascia boards where required to match the existing profile and finish.
- Ensure seamless integration between existing and new fascia boards.

1.6 Rainwater Goods

- Service, overhaul and realign the existing rainwater disposal system.
- Replace damaged PVC gutters and downpipes where required.
- Ensure all rainwater goods are securely fixed, watertight and discharge effectively away from the building.

1.7 External Covered Waiting Area

Construct a new covered external waiting area adjoining the existing clinic building, including:

- 150 mm reinforced concrete floor slab cast on compacted G7 selected fill.
- Reinforced concrete foundations.
- Structural steel support posts securely anchored to foundations.
- Galvanised steel roof framing.
- 0.58 mm Colourplus roof sheeting.
- Galvanised side cladding extending approximately 150 mm above finished floor level.
- Fascia boards, barge boards, gutters and downpipes.
- Weatherproof sealing of all joints and interfaces.
- All associated concrete works, drainage, painting and finishing works.

2. Waterborne Ablutions

Carry out repairs and refurbishment to the existing ablution facilities, including:

- Replace defective sanitary plumbing fittings and accessories.
- Repair damaged plumbing reticulation where required.
- Test the complete drainage system and rectify defects.
- Test and commission the sanitary installation.
- Make good all disturbed finishes following completion of the plumbing works.

3. Medical Waste ABT Unit

- Reposition the existing Medical Waste ABT unit to a location identified by Facility Management.
- Reconnect the unit to the existing electrical, potable water and sewer reticulation services.
- Test and commission all services following relocation.

4. Main Clinic

4.1 Doors, Windows and Ironmongery

- Repair, prepare and refinish existing timber doors.
- Replace defective door locks, handles and associated ironmongery.
- Supply and install cabinet roller catches.
- Service and align existing metal door frames.
- Install brass weather bars to external doors.
- Replace the guard house entrance door.
- Remove and replace broken glazing.
- Remove and replace deteriorated glazing putty.
- Replace defective window hardware, including handles, stays, fasteners and catches.
- Install timber cladding to the medicine room window.
- Supply and install steel security gates to designated sensitive areas.

4.2 Floors
- Polish existing vinyl floor finishes.
- Prepare, repair and repaint verandah floor surfaces using approved heavy-duty floor coatings.

4.3 Ceilings and Internal Finishes
- Refurbish ceilings by repairing cracks and reinstating loose or missing cornices.
- Repair defective plaster where required.
- Refurbish existing timber skirtings and replace damaged sections where necessary.
- Prepare all internal wall and ceiling surfaces.
- Make good all disturbed finishes ready for painting.

4.4 Electrical
- Replace defective switches, socket outlets, luminaires and electrical accessories.
- Test the electrical installation and issue the relevant Certificate of Compliance where applicable.

4.5 Painting
- Prepare internal wall surfaces and repaint using approved paint systems.
- Prepare external wall surfaces and repaint using approved weather-resistant exterior coatings. Include all surface preparation, crack repairs, priming and application of the specified finishing coats

3. DEFINITIONS

As per the Occupational Health and Safety Act (85 of 1993) and the relevant regulations and applicable standards.

3.1. List of Abbreviations

AIA	Approved Inspection Authority
BOQ	Bill of Quantities
CEO	Chief Executive Officer
CHS	Construction Health and Safety
CHSA	Construction Health and Safety Agent
CHSO	Construction Health and Safety Officer
COC	Certificate of Compliance
COIDA	Compensation for Occupational Injuries and Diseases Act
COLTO	Committee of Land and Transportation Officials
CR	Construction Regulations (Gazette 10113 of 07/02/2014)
DoEL	Department of Employment and Labour
FPP	Fall Protection Plan
GAR	General Administration Regulations
GSR	General Safety Regulations

ID	Identification Document
HASCHEM	Hazardous Chemicals
RHCA	Regulations for Hazardous Chemical Agent
HBAR	Hazardous Biological Agents Regulations
HIRA	Hazard Identification Risk Assessment
H&S	Health and Safety
NQF	National Qualifications Framework
OHSA	Occupational Health and Safety Act No. 85 of 1993 (as amended)
OHSS	Occupational Health and Safety Specification
PA	Principal Agent
CHSS	Construction Health and Safety Specification
POPIA	Protection of Personal Information Act
PSHSS	Project Specific Health and Safety Specification
PC	Principal Contractor
PPE	Personal Protective Equipment
PSP	Professional Service Providers
SABS	South African Bureau of Standards
SANS	South African National Standards (Authority)
SDS	Safety Data Sheet
SHE	Safety Health and Environment
SWP	Safe Work Procedure
UIF	Unemployment Insurance Fund

3.2. Key References

Occupational Health and Safety Act No. 85 of 1993 and Regulations (as amended)

Mine Health and Safety Act and Regulations No. 29 of 1996 (as amended)

Compensation for Injury and Occupational Diseases Act No. 100 of 1993 (as amended)

South African National Standards

Municipal Bylaws

4. INTERPRETATION

The Act and its associated regulations shall have precedence in the interpretation of any ambiguity or inconsistency between it and this specification.

4.1. Purpose of the Project Specific Health and Safety Specification (PSHSS)

The PSHSS is a performance specification to ensure that the Client and any bodies that enter into formal agreements with the Client / Agents, Professional Service Consultants (Engineers, Quantity Surveyors and Architects), Principal Contractor and Contractors achieve an acceptable level of OHS performance.

The absence of advice or approval for any document mandated by the PSHSS, such as hazard identification and risk assessments, or any communication from the Client should not be interpreted as the Client accepting any obligation that relieves the Principal Contractor of the responsibility to meet the required performance standards and comply with legal requirements. It is essential to note that the Client does not assume liability for any consequences arising from the Principal Contractor's failure to adhere to the PSHSS; thus, the Principal Contractor retains the responsibility for achieving the necessary performance levels and ensuring legal compliance.

A Mandatary Agreement in terms of Section 37.2 of the OHSA will be signed between parties prior to any works commencing. The PSHSS highlights the aspects to be implemented over and above the minimum requirements of current legislation. Requirements may be changed should new risks arise, work scope change or any other issues be identified that could not have been foreseen during the design phase of the project, or during the construction phase. Any new legislation or standards (legislated or determined by the Client) that are promulgated or accepted during the contract will automatically be applied.

It should be noted that this PSHSS in no way relieves the Contractor of any of his responsibilities set out in the Act and Regulations

4.2. Implementation of the Project Specific Occupational Health and Safety Specifications (PSHSS)

A project specific H&S specification will be subject to approval by the Client. This must include all supporting documentation as required to verify the H&S system. The OHS Plan must address the scope of works.

5. GENERAL REQUIREMENTS

5.1. Risks

Principal Contractor to provide a detailed risk assessment for the entire work on site. The items noted are for information only and must be expanded as required by the project.

Summary of Risk on site:

a) Working within an operational health facility (sick people).
b) Temporary Works
c) Working at Heights.
d) Site establishment
e) Hand tools
f) Fire
g) Selection of Workers/ Staff for site
h) Fragile Materials
i) Hazardous Substances
j) Public safety
k) Night Work
l) Unsafe site Access roads
m) Snakes
n) Underground Services
o) Electrical works
p) Stuff transportation
q) Painting
r) Demolition work
s) Biological risks
t) Ergonomic risks
u) Environmental pollution
v) Weather related.
w) Equipment and machinery
x) Involved in activities across different sites

Existing structures on site and surrounding land use (with a significant impact on Health & Safety):

a) Health Facility safety a concern.

b) Security

c) SMME

5.2. Specified Hazardous Chemical Substances

The PC is to supply the products required as per the bill of quantities-, materials / safety data sheets (SDSs) for each of the product foreseen to be utilized on site. The South African SDS to be provided as per the new legislation.

The SDS data must be indexed, and a risk analysis done to indicate the risks related to each product in use. Training on this information must be given on site and risk controls implemented.

Please ensure that wastewater resulting from the cleaning of paint brushes is treated as hazardous biological waste and must not be disposed of directly into drainage systems. Implement a filtration system for the removal of paint waste. Additionally, ensure adequate ventilation systems are in place in areas where paint primer is applied to facilitate air circulation during painting activities. This may include the use of fans and opening windows to enhance ventilation.

6. OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

6.1. Notification of Commencement of Construction Work

The Principal Contractor (PC) shall notify the Provincial Director of the Department of Employment and Labour (DoEL) in writing, using the prescribed Construction Regulation Annexure 2 form, at least 7 days prior to the commencement of construction work. This notification must be submitted to the nearest Regional Department of Labour Office for acknowledgment, and proof of submission and/or receipt must form part of the OHS Plan approval process.

Work may **only commence once the notification is correctly completed and signed by the Client**, which must follow written approval by the Health and Safety (H&S) Agent. Any **changes to the initial submission**, such as Contractor details, expected completion dates, or workforce size, must be reflected in a **revised Annexure 2**, which must also be submitted to the DoEL.

6.1.1. Health & Safety Training

The Principal Contractor must ensure that all his / her staff is adequately trained to perform the tasks allocated to them and that there is always the requisite amount of supervision to maintain safe work practices and standards, particularly where semi-skilled and unskilled personnel are involved. The contractor shall conduct a training needs analysis to ascertain what health and safety training, and re-training is required. No employees shall be allowed on site unless there is proof of induction training and identification.

Competency for the following is not negotiable; list is not limited to:

- Construction Manager and Assistant alternate Construction Manager, Competent person with a minimum qualification of NQF Level 6 with at least minimum of 2 years' experience.
- Health and Safety Officer must have NQF Level 5 and fully registered with SACPCMP with 1 year post experience to registration with SACPCMP.
- Temporary works planner and controller
- SHE Reps (certificate NQF Level 2)
- First Aiders (Level 3)
- Fire extinguisher Inspectors. (awareness training level 2)
- All appointed inspectors and supervisors must understand liability and duty of signing appointments.

6.1.2. Induction

The contractor shall conduct a site-specific health & safety induction for all the employees, contractors and visitors to the site.

Copies of the attendance registers signed by the attendees as acknowledgement of attendance are to be kept on site in the health & safety file for verification during inspections and Client Audits.

6.1.3. Awareness

The Principal Contractor shall conduct on-site periodic toolbox talks that cover the relevant activity and an attendance register, and the contents of the topics discussed must be kept on site in the health & safety file.

Proof of training requires proof of the lesson plan and employee signatories.

Safety notices and symbolic signs, including health and safety awareness posters must be displayed at the site entrance and at strategic positions on the site to create health and safety awareness.

6.1.4. Competency

The Principal Contractor shall send relevant persons to appropriate courses as required by the Act, relevant Regulations, and applicable safety standards. The type of training to be conducted will be determined after conducting a Hazard Identification and Risk Assessment (HIRA). Copies of training certificates must be kept on site in the health & safety file.

The training to be conducted is, but not limited to:

Health & Safety Representative Course.
First Aid Level 3 Training,
Incident investigation; and
HIRA Course.

Proof of competency to be attached to Appointment letters.

6.2. Organogram and Appointment of Competent Site Personnel

Contractor will be required to submit a detailed **organogram** clearly illustrating the **personnel responsible for supervision** on site. This organogram must **align with the formal appointments** recorded in the project's **Occupational Health and Safety file** and must accurately **reflect the individuals appointed to be physically present and active on site**. Each supervisory role depicted must correspond to a valid legal appointment (e.g., Construction Manager, Supervisor, Safety Officer), and any discrepancies between the organogram and the appointment letters will be deemed non-compliant. The organogram must be updated promptly to reflect any changes in supervisory personnel across the different operational sites.

6.3. Opening of multiple sites simultaneously

Each site must have its own designated **Level 3 First Aider** to ensure prompt first aid treatment in the event of an injury or emergency. While the **Construction Manager** and **Safety Officer** may move between sites as needed, the **SHE Representative** and **Construction Supervisor** must be appointed on a **full-time basis** for each separate site. No personnel in these key roles may be shared.

The contractor is therefore reminded to carefully plan and appropriately staff each site prior to the commencement of any work.

6.4. OHSA 16.1 CEO

The CEO (OHSA S16.1) of the PC will take overall responsibility for the appointment of competent site staff for the duration of the project. Should the CEO not be personally involved in the project, the H&S responsibilities are to be delegated to the Acting CEO (OHSA 16.2). Knowledge and training in H&S are required, and certificates indicating H&S training as well as experience to be included in CVs.

All other legal appointments are to be made with relevance to the type of work to be performed.

Note: Please be aware that the construction manager is not permitted on this project to sign legal appointment letters. Only the 16.2 appointment may sign legal appointment letters.

6.4.1. Construction Manager (CR 8.1)

The Principal Contractor is required to formally designate a **full-time** competent individual specializing in civil construction works as the Construction Manager. This individual will be responsible for overseeing all construction activities at the designated site, including ensuring compliance with occupational health and safety standards. If the designated Construction Manager is unavailable, an alternate must be appointed, possessing appropriate training and/or experience in the relevant area of responsibility.

Upon the acceptance of the tender, the contractor is obligated to submit the Construction Manager's competency details in writing to the client for approval before commencing work.

Note: Please be aware that the construction manager is not permitted on this project to sign legal appointment letters. Only the 16.2 appointment may sign legal appointment letters.

6.4.2. Construction Work Supervisor (CR 8.7)

The Principal Contractor must in writing appoint construction work supervisor/s responsible for construction activities and ensuring occupational health and safety compliance on the construction site.

Note: Each project must have a dedicated, full-time supervisor appointed specifically for that project. No supervisor will be permitted to oversee more than one site.

6.4.3. Construction Health and Safety Officer (CR 8.5)

The Principal Contractor must appoint a suitably competent Construction Health & Safety Officer (CHSO) to co-ordinate his or her organization's health & safety efforts on the site.

The CV for the proposed CHSO must be submitted to the Client appointed CHS Agent for approval. The appointed CHSO must be full time on site and readily available during working hours. The CHSO must conduct monthly internal audits and random site safety, and equipment checks, including overall compliance with the site-specific construction health and safety plan and procedures, and compile a monthly CHSO report (see Annexure A) to be tabled at each site progress meeting. The CHSO must evaluate the contractors Health and Safety Plan. The minimum qualification for the CHSO must be a matric certificate, NQF 5 qualification with at least two years and more experience on civil engineering and/or building projects.

The CHSO that the Principal Contractor intends to appoint **must be fully registered as a CHSO** with the SACPCMP and shall provide a valid registration with a letter of good standing with SACPCMP.

6.4.4. Health & Safety Representative / H&S Committee Member (OHS Act 17 & 19)

Irrespective of the number of employees on site, both the Principal Contractor (PC) and all contractors are required to appoint a **full-time Health and Safety Representative for each**

site. This individual must be **dedicated solely to that specific site** and must **not be shared across multiple sites**.

The appointed representative must have successfully completed the relevant Health and Safety Representative training course. All elections or appointments must be documented in writing.

Health and Safety Representatives are responsible for conducting regular site inspections using the prescribed Annexure A form attached. Records of these inspections must be maintained in the project's Health and Safety File. Any deviations or non-conformances identified must be addressed immediately by the responsible person.

The Health and Safety Representative will report to and liaise directly with the appointed Health and Safety Officer.

In addition, it is compulsory for this project to establish a Health and Safety Committee. Committee meetings must be held at least once a month to address and discuss relevant health and safety matters.

6.4.5. First Aider / First Aid Attendant

The Principal Contractor must appoint a Level 3 First Aid Attendant for the project and where practicable, one Level 3 First Aid Attendant for each work team or section of the works. The appointed Level 3 First Aid Attendant must be suitably qualified and have valid training certificates.

The Principal Contractor together with the responsible Level 3 First Aid Attendant must ensure that the first aid boxes(s) are available on site and fully stocked. General Safety Regulations must be applied. The First Aider must be always available and accessible on site and should form part of the rescue team.

6.4.6. Risk Assessor

The Principal Contractor is required to appoint a competent risk assessor that’s full time on site and must understand the process of identifying hazards and assessing risks emanating from the identified hazards.

This appointed person can be an already designated health & safety officer that’s full time on site because the task of assessing risks is an ongoing process and therefore risk review process must be done regularly.

There must be a direct link to the personal protective equipment / clothing and training to be conducted throughout the contract.

6.4.7. Appointment of Competent Contractors (CR7.1)

The Principal Contractor is to ensure compliance with the Clients minimum standards and all legislative requirements. The same H&S standards required of the PC are to be applied to all Contractors. A register of all Contractors and Suppliers is to be on file and kept updated at all times. The PC is to ensure there is sufficient funding for H&S compliance by each Contractor.

The following minimum aspects are applicable to any Contractor appointed:

- The CHSO is to ensure a contractor’s appointment and approval of H&S documentation at least seven (7) working days prior to commencing work.
- No Contractor may work under the PCs Compensation Registration Number. If required, the PC may assist targeted subcontractors with their registration with the Compensation Commissioner. However, such Contractors will not be able to

commence work until proof of registration or Letter of Good Standing has been received.

- No work may commence without the following documentation in place:
  - The principal contractor is to have a CR5.1(k) appointment letter.
  - Mandatory (37.2) agreements between the contractor and the client.
  - Valid letters of Good Standing.
  - OHS Plan Approval Letter issued by the Client.

7. GENERAL RISK MANAGEMENT

7.1. Health Risks and Medical Surveillance

All personnel, including Contractor employees, must possess a medical fitness certificate issued by a registered Occupational Medical Practitioner before starting work. The commencement of Medical Certificate of fitness is scheduled during the pre-employment phase, and Annexure 3 should be on record.

Authorization to retain, share, and dispose of data must be documented under the Protection of Personal Information Act (POPIA).

Every worker, including those employed by Sub-Contractors, must have a valid medical fitness certificate before commencing work. No employed / contract worker will be allowed on site without a valid medical certificate of fitness. Annual medical surveillance is mandatory unless a more frequent schedule is specified.

Provisions for retaining medical records for the required duration should be duly acknowledged. Given the potential health risks the following aspects are to be included in each medical surveillance intervention:

- Full medical, surgical, and occupational history.
- Full physical examination of all systems, and
- Referral if required for the management of identified health issues that may affect the worker.

Specific testing for existing conditions and limitations relative to exposure could include, but are not limited to:

- Audiometry (hearing tests).
- Spirometry (lung function testing).
- Chest X-rays.
- Liver function testing (volatiles), and

Any other relevant tests should be identified as part of the project. It is recommended that the Principal Contractor (PC) implement a medical surveillance plan for workers. During any sewer connections or demolition activities, it is essential to ensure that all employees vaccinated against Hepatitis B virus. Appropriate allowances for this should be included in the Bill of Quantities (BoQ).

7.2. Emergency Procedures

An emergency plan and procedure that is appropriate to the risks is required prior to commencement on site. It is advised that the system should be simple and easy for any worker to follow.
The emergency plan is to ensure the inclusion of local service providers where possible. Such arrangements should be made with these persons prior to the commencement of the project.

Local emergency telephone numbers must be displayed and made part of the emergency procedure.

The general principals of emergency management are to be applied as it applies to the hierarchy of control and management. The PC must consult with the Client in preparation of the emergency as buildings will be operational.

7.3. Fires and Emergency Management

Emergency preparedness is a critical component of this project and must be prioritised at all active sites. Emergency equipment, including appropriately rated fire extinguishers and fully stocked first aid boxes, must be readily available and accessible at all times. The quantity and type of fire extinguishers must correspond to the specific fire risks identified on site and in relation to the activities being undertaken, and all plant and machinery must also be equipped with suitable extinguishers. Open fires are strictly prohibited on all sites, and clearly designated smoking areas with controlled smoking times must be established and enforced.

Each site must have appointed emergency responders, including competent Level 3 First Aiders, who form part of a clearly defined emergency response team. These individuals must be formally appointed, with their roles and responsibilities clearly documented. Prior to the commencement of any work, a comprehensive emergency response plan must be submitted. This plan must outline the procedures and actions to be followed in the event of various emergencies, including fire, injury, environmental incidents, and disease outbreaks. It must also demonstrate coordination with local emergency service providers, such as fire and ambulance services, and ensure that all relevant arrangements are finalised before project initiation. Furthermore, the plan must incorporate specific protocols to address the risk of a disease outbreak, including preventative measures, health monitoring, and detailed response strategies.

Giving due consideration to site-specific emergency risks and ensuring the availability of emergency equipment, trained personnel, and a well-structured response plan is essential to maintaining safety, legal compliance, and operational integrity across all active sites.

7.4. Incident Management and Compensation Claims

All incidents and accidents are to be investigated. All serious incidents involving any form of disabling injury or fatality are to be reported to the Designer (PA) /Client /CHS Agent immediately. This shall be confirmed in writing following the incident.

Proof of compensation claims, DOEL reports, and other relevant information must be on site for verification. All Occupational diseases to be reported to Compensation Commissioner

7.5. Personal Protective Equipment (PPE) and Clothing

The PC is to provide PPE to all employees free of charge.

The wearing of the identified SANS approved PPE at all times is non-negotiable.

- Hard hats: Chin strapped hats must have a safety breaker strap (Applicable only to employees performing work at height).
- Protective footwear.
- Overalls must be high-visibility and clearly display the company name, with reflective strips for enhanced worker visibility.
- Eye protection (as required)
- Attenuated hearing protection.
- Reflective jackets - only for supervisors and visitors (no bibs)
- Respiratory protection (minimum of FFP2).
- Gloves.
- other necessary PPE identified from SDS’s and/or risk assessments.
- PPE for Visitors (Reflector vest and Hard hat only)

7.6. Occupational Health and Safety Signage

On-site H&S signage is required. Signage shall be posted up at fixed or temporary working areas, or other potential risk areas/operations. These signs shall be in accordance with the requirements of the General Safety Regulations or SANS requirements as amended. Signage is to be noted on the site drawings indicating where fixed/temporary signage is required.

- 'Hard hat area' or other PPE requirements noted.
- First aid box positions (including vehicles); and
- Fire extinguishers.
- Assembly Area
- Construction work in progress
- No Un-authorized entry.

Signs shall be posted at areas of work on site indicating that a construction site is being entered and that persons should take note of H&S requirements.

7.7. Induction of Employees and Visitors, General H&S Training

A simple, formal induction program is to be prepared which is site specific. Inductions must be carried out for all workers and visitors (including Client and PSP's) to the site. Record of induction must be kept for a period of 2 years.

DSTI training is required to ensure workers are familiar with the risks and H&S measures of the work or tasks to be done.

Penalties for non-compliance regarding induction is stipulated in penalty clause.

7.8. Access Control Measures

Access control measures apply to all individuals involved in the construction project, including contractors, subcontractors, suppliers, and visitors. The contractor is responsible for maintaining a secure, safe, and controlled environment within the client premises throughout the duration of the project. This includes strict adherence to safety protocols and proactive risk mitigation to protect staff, and all other occupants of the clients.

7.9. Protection of Members of the Public

The contractor must implement appropriate measures to ensure the safety of the public at all times. This includes the installation of adequate barriers and warning signage around the work area. Workers are to actively deter public access to hazardous zones. Where work interfaces with public footpaths or bridges, these must be closed off or made safe to prevent injury. Traffic management systems, including signage, must be in place at site entrances to alert motorists of construction vehicle movements. Roads leading to the site are to be kept free of mud to prevent slip hazards. Refer to the plant risk assessment for plant-specific precautions. A safe means of access must be established and agreed upon for both construction vehicles and affected homeowners. Furthermore, all employees who may be exposed to TB patients during the course of their duties must be vaccinated against Hepatitis B prior to commencing work on site.

7.10. POPI Act Policy, Procedure and Control

The PC will ensure that the companies control of information is known to all employees and that the employees had signed off on Medicals, Monitoring and Incident information being shared, and all other contractual information sharing requirements. All personal information collected for health and safety purposes will be handled in accordance with the Protection of Personal Information Act (POPIA). Such information will only be used for the intended purpose and will not be disclosed to unauthorized individuals or entities.

The Contractor must get consent before collecting any personal information, and individuals will be informed about the specific purpose for which their information is being collected or used. Personal information will be retained only for the necessary duration required for health and safety compliance purposes.

Each employee of the contractor is required to sign a declaration granting permission for us to capture photographs during audits and utilise them exclusively for reporting purposes to the client. (see declaration form Annexure C).

8. Communication On Site

All H&S communication during the project between the CHS Agent and the PC will be done through the PA/ Clerk of works/ Client and will be in writing, including the issue and responses to non-conformances and H&S audit results.

9. Care of Workers on Site (Welfare)

Adequate welfare facilities must be provided for all workers at all times, including access to clean and safe drinking water, decent shelter, and hygienic toilet facilities. The required ratio is **one toilet for every 15 workers**, and **separate toilets must be provided for men and women**, clearly marked to ensure privacy and dignity for all employees. These facilities must be maintained in a clean and functional condition throughout the duration of the project.

Clean drinking water should be accessible to all employees continuously, with an emphasis on the importance of protecting this precious resource. Hand washing facilities must be provided with soap and hand sanitiser.

A sheltered eating area is required for on-site workers.

Moreover, an information board within employee facilities should be utilised to display audits and awareness notices. Department of Employment and Labour (DoEL) information must be prominently displayed and effectively communicated.

Arrangement can be made with the facility to use their ablution facilities, this arrangement must be done in writing and signed by both parties. These facilities must be used responsibly and returned in the same condition as they were received upon completion of the work. Under no circumstances may the Principal Contractor or their workers use facilities intended for staff or visitors of the healthcare facility

10. Discipline, Alcohol and Substance Abuse

Contractors working on site, regardless of the project duration, are expected to fully comply with all facility rules and regulations. This includes strict adherence to the client's safety protocols and operational requirements. All employees, including management, are required to follow instructions issued in the interest of health and safety. Any failure to comply with these instructions, company policies, or client safety rules will result in disciplinary action.

No individual is permitted to work or access the site while under the influence of alcohol or any substances that may jeopardize their own safety or the safety of others. Contractors are responsible for establishing an Alcohol Abuse Policy and implementing disciplinary procedures to ensure compliance with the policy.

11. Electrical Tools

The use of electrical tools involves potential hazards such as electric shock, burns, or fire. Safety measures include proper training on tool usage, regular equipment inspections, using tools with appropriate safety features, and following guidelines for electrical safety to prevent accidents.

12. Hoarding

Adequate hoarding to be done to reduce dust and noise and prevent public entrance to site. Security features must accompany the hoarding to maintain a secure environment for the existing occupants. Hoarding will be specified by the PA.

Please be advised that throughout the construction phases, the clients will remain fully operational. It is crucial to prioritize the quality, specifications, and placement of temporary hoardings to effectively contain dust and reduce noise levels.

13. Construction And Mobile Plant

The principal contractor must ensure that equipment in use is in good working order and fit for purpose. The PC must plan for access and egress, ensuring no unsafe situation or blocking of emergency routes occur unless planned for and coordinated with PSP.

14. Working at Heights

Prior to commencing any work, it is imperative to formulate a Working at Heights Fall Protection Plan, inclusive of a Fall Arrest Plan, developed by a qualified professional. A competent individual, as defined by Unit Standard 229994, must develop a practical, site-specific Fall Protection Plan in accordance with Construction Regulation 10 (CR 10). This plan must be submitted to the client-appointed Construction Health and Safety Agent (CHSA) for evaluation and approval.

A meticulous risk assessment must be conducted to identify and address potential hazards related to working at heights, including but not limited to falls, unstable surfaces, and adverse weather conditions. To uphold safety standards, all workers must undergo thorough training and demonstrate competence in working at heights.

Furthermore, employees required to work at heights must be declared medically fit by an occupational health practitioner, and valid medical certificates must be obtained and kept on record prior to commencing such work. These medicals must specifically cover the physical and psychological fitness required for working at elevated positions.

All ladders used on-site must meet SABS-approved standards to ensure the safety of personnel throughout the project. The appointment of a competent person to erect, supervise, and inspect scaffolding is crucial for ensuring compliance with SANS 10085 standards. Additionally, fall arrest and fall protection equipment must be readily available on-site and subjected to regular inspections and maintenance to ensure their ongoing integrity and effectiveness.

15. Delivery of Materials

The Principal Contractor (PC) is responsible for the proper management of all material deliveries to the site, ensuring coordinated stacking and storage. Dust generation should not cause a nuisance to the health facilities and surrounding communities.

Material stacking must be conducted in a controlled manner, with a focus on minimising wastage. Lay down areas should be cordoned off to manage multiple contractors effectively, ensuring the safety of everyone. All sand and dust-related materials must be securely enclosed to prevent wind-driven dust nuisances at the health facilities and surrounding communities.

16. Site Establishment and Requirements

While the client may have existing security services in place for the facility, it must be clearly understood that the contractor is fully responsible for the security of their own personnel, tools, equipment, and materials. The contractor is therefore required to appoint their own security personnel as necessary to safeguard their operations. Under no circumstances should the contractor request the use of any room within the facility for storage purposes. The Principal Contractor (PC) must provide their own lockable storage facility for secure storage of tools, materials, and equipment.

In terms of site utilities, the contractor may make arrangements with the Facility Manager for access to water and electricity, should the need arise. Alternatively, the contractor may choose to provide their own supply. Any arrangements made regarding the use of the facility's utilities must be formalised in writing and signed by all relevant parties, ensuring clarity of responsibilities and avoiding any misunderstandings during the project.

These provisions are essential to maintain order, accountability, and smooth cooperation between the contractor and the facility during the course of the project.

Site lay out plan indicating:

- Access and security controls
- Site Office
- Lay down areas.
- Parking
- Escape routes (emergency) and assembly points
- Fire extinguishers
- First Aid Equipment
- Waste
- Facilities

17. Ergonomics

Conduct a thorough ergonomic risk assessment carried out by a competent professional. Provide consistent guidance to workers regarding ergonomic considerations in tasks, equipment lifting, and repetitive movements.

18. Biological Waste and Hygiene Control

The Principal Contractor (PC) must implement strict control measures and procedures for the handling, storage, and disposal of waste in accordance with the approved Waste Management Plan and applicable regulations. All waste generated on site must be managed responsibly, with particular emphasis on segregation, containment, and disposal at accredited facilities to ensure environmental compliance and minimise health risks.

Special attention must be given to biological waste and hygiene control throughout the project, especially in high-risk areas. This includes establishing and maintaining proper drainage systems, as well as regular cleaning and safe removal of biological and chemical waste materials. All procedures must comply with relevant health and environmental standards to prevent contamination or exposure risks.

Personnel handling such waste must use the appropriate personal protective equipment (PPE), including disposable gloves, masks, and other protective gear, to safeguard against potential hazards. Regular training and supervision should be provided to ensure strict adherence to these procedures.

19. Wildlife and Insects and Vegetation

Before work begins, conduct a site-specific risk assessment to identify potential hazards related to wildlife, insects, and vegetation. This includes identifying areas with risks such as wildlife habitats, nests, or locations with dangerous plants or insect infestations (e.g., poisonous plants, venomous insects). Ensure all workers are informed about the identified risks and the procedures to mitigate them.
Workers should avoid disturbing or engaging with wildlife. Under no circumstances should they approach, touch, or attempt to handle wild animals. Be especially cautious of venomous snakes, aggressive animals, and other dangerous species. When working in areas where such wildlife may be present, workers must wear appropriate personal protective equipment (PPE). If hazardous wildlife is spotted, it should be reported immediately to the site supervisor, and a trained professional may need to safely remove the animal.
Workers should be educated on recognizing poisonous and indigenous plants. They must avoid contact with these plants and consistently wear suitable PPE to prevent exposure.

20. Electrical

In addition to the requirements of the Electrical Machinery Regulations and the General Machinery Regulations, any electrical distribution board used for construction work shall be fitted with suitable earth leakage protection and must have a valid Certificate of Compliance (COC) issued by a qualified electrician. All electrical leads must be properly and firmly connected and plugs and sockets shall be maintained in good and safe condition, each accompanied by the appropriate COCs to verify compliance and safety.

All electrical apparatus, excluding electrical hand tools, shall be equipped with a physical “lock out” system that prevents operation by anyone other than an authorized supervisor. A “lock out” sign must be prominently displayed when the apparatus is not in use.

Furthermore, method statements and safe work procedures are required for all tasks involving electrical tool to ensure safe operation and compliance with safety standards. The validity and availability of Certificates of Compliance for all electrical equipment must be confirmed and kept on site for inspection at all times.

21. Demolition Work

All demolition activities must be carried out in accordance with a current, site-specific demolition method statement. This method statement must be prepared by a competent person and approved by site management, and a competent structural engineer. The demolition process must fully comply with the requirements of Construction Regulation 14.

No structural elements may be removed, altered, or interfered with without the written approval of a competent engineer responsible for structural integrity.

Emergency procedures must be clearly established, communicated to all personnel, and visibly displayed on site prior to the commencement of any demolition work.

Only trained and competent personnel shall be allowed to perform demolition activities. At all times, safe access and egress must be maintained for workers and emergency response.

All workers must wear suitable and sufficient Personal Protective Equipment (PPE), including head, eye, and skin protection relevant to the specific demolition hazards.

The contractor must implement effective dust suppression and noise reduction measures prior to and during demolition activities. Waste and rubble must be removed from site as soon as possible, with registers kept up to date. Proof of legal disposal of all demolished material must be submitted and kept on record for auditing purposes.

22. Decanting of Occupied Areas

The contractor must ensure that no construction or related work is carried out in areas where health facility staff, patients, or visitors are still present. Decanting – the process of temporarily relocating occupants from work areas – must be done in a safe, well-coordinated, and efficient manner. This is essential to avoid disruptions to critical health services and to ensure the safety and well-being of all individuals on the premises.

The contractor is required to communicate the decanting schedule in advance to all affected stakeholders, including facility management. This includes giving sufficient notice to allow for internal preparations and coordination. All movement of equipment, furniture, and personnel must be carried out with minimal disruption and under safe conditions.

A comprehensive decanting programme must be submitted by the contractor prior to commencing any works. This programme should clearly demonstrate proper planning, including timelines, phases of decanting, safety precautions, and how continuity of health services will be maintained. The plan must be reviewed and approved by the relevant project and facility stakeholders before implementation.

23. Paint Work

Please treat wastewater from cleaning paint brushes as hazardous chemical waste and avoid disposing of it directly into drainage systems. Instead, implement a filtration system to remove paint waste.

24. Excavation work

The anticipated depth for excavations can be up to 1.5m. Excavations deeper than 1.5m need shoring or bracing. Although no overhead services were noted or anticipated, the contractor must remain vigilant in this regard. There are existing services.

The area being worked in needs to be properly barricaded or fenced off. Barricading must be done in such a manner that prevents people from falling into open excavations. Excavations should preferably not be opened beyond what can be worked on daily. **Danger tape or candy tape is not permitted to be used on site as a means of barricading**! Suitable material such as hard-plastic mesh (long durability) adequately supported and being able to withstand a normal person's weight and the elements (wind, rain) must be utilized as barricading.

The Principal Contractor is responsible for ensuring safe access to and from all excavation areas. This can be accomplished by providing a secure ladder that allows workers to safely enter and exit the excavation. Alternatively, a properly constructed ramp may be built to facilitate easier and safer movement into and out of the excavation.

In addition to safe access points, the PC must ensure that clear and unobstructed walkways are maintained around the entire perimeter of the excavation. These walkways must be sufficiently wide to allow workers and equipment to move safely without risk of trips or falls.

Furthermore, appropriate warning and safety signage must be installed conspicuously to alert all personnel and visitors to potential hazards. These signs should comply with safety standards and be positioned to maximize visibility.

All open excavations shall be kept clean (dewatered) of standing water.

25. Asbestos Management

If asbestos-containing material is discovered on site, the contractor must immediately stop all work in the affected area and notify the client as well as the relevant authorities. Any identified asbestos-related work must be conducted strictly in accordance with the Asbestos Abatement

Regulations, 2020 (as amended). All activities involving asbestos must comply with applicable legislation, which includes performing thorough risk assessments, utilizing appropriate personal protective equipment (PPE), conducting air monitoring, and implementing medical surveillance where require.

26. Hand Tools

No handmaid or damaged tools may be used on site.
The Principal Contractor needs to exercise control over all contractors on site. Hand tools may only be used for its intended purpose.
A competent person must be appointed to inspect hand tools monthly.

Inspections need to be recorded on a register and each tool identified with a unique number. Inspection of equipment and tools.

The following items of equipment must be regularly inspected and maintained and appropriate records kept.

1. First Aid dressing registers
2. Fire equipment
3. Portable electrical equipment
4. Stacking and storage inspections
5. Regulations for Hazardous Chemical Agents (RHCA)
6. Ladders
7. Excavations
8. Construction vehicles and mobile plant.
9. Health and Safety Representatives checklists

27. Ladders and Ladder Work

The Principal Contractor shall appoint a competent person in writing to inspect all ladders monthly and record such findings in a register.
Ladders are to extend one meter above a landing and must be secured at the top and have a secure, non-slip base.
All ladders that do not comply with Health and Safety standards are to be removed from the site immediately.

28. Electrical and Mechanical Work

Electrical work and mechanical work are exclusively to be executed by individuals recognised as competent in their respective fields. Strict adherence to safe work procedures is mandatory, with continuous monitoring by competent personnel. Any electrical installations and mechanical works necessitating a Certificate of Compliance (COC) must only be overseen by an appointed person duly approved by the Electrical and Mechanical Engineer. Non-compliance with these directives may result in legal consequences. The electrical contractor must be registered with the Department of Employment and Labour (DOEL), and the competent person on-site must match the registered name. Their competency to manage required voltages needs verification, along with proof of competence.

Competent person must issue Certificates of Compliance (COC), cover temporary electrical installations and mechanical installations and provide a temporary disconnection certificate with a lockout procedure for demolition and refurbishment work.
All electrical and mechanical installations must adhere to the Health and Safety Act, Construction Regulation 2014, Electrical Installation Regulations (EIR), and relevant standards. Specialised contractors must handle such work, and compliance with Regulation 7 of Construction Regulations 2014 is mandatory when appointing them.

29. Non-Conformances

Should, at any time, the works, or part of the works, be stopped due to unsafe acts or non-compliance with the Clients OHS Specification or PCs H&S Plan; the PC shall have no claim for extension of time or any other compensation.

30. Health And Safety File

As required by Construction Regulation 7, the Principal Contractor shall keep and maintain a Site Health and Safety File where all relevant health & safety records will be kept, including the Site-Specific Health & Safety Plan, and the relevant construction risk assessments as referred to above. Other relevant information includes but not limited to:

a) Client Site Specific Health and Safety Specification and HIRA
b) PC appointment letter
c) Signed 37.2 Mandatory Agreement
d) PC approved OHS Plan and approval letter.
e) Notification of Construction Work
f) OHS Administrative statuary documents:
    - Valid Letter of Good Standing with the Workmen's Compensation Commissioner
g) OHS Policies and procedures signed by the CEO, dated with a review provision.
h) Other Policies (POPIA, Alcohol Abuse, Drug Abuse, HIV/Aids, Smoking, Environmental, Waste Management, PPE, Competency)
i) Organogram with appointments, competencies, and statutory registrations
j) HIRA for proposed site activities and works.
k) Safe work procedures / Methodologies/ Plans: inclusive of but not limited to:
    - Noise reduction plan
    - Dust control
    - Waste management plans
    - Facility management and planning for safe access to the works areas.
    - Demolition plan
l) Induction program
m) Training and toolbox talks. Upliftment of competency requirements as required for this works.
n) Inspection registers with appropriate policies and procedures
o) Emergency management, relevant contact numbers.
p) Hazardous Chemical management
q) Construction environmental management system
r) Laws and Regulations
s) Communications
t) OHS Committee
u) Sub-Contractor Management
v) Employee medical monitoring:
    - OHS Medicals fit for work.
    - Employee ID; s
    - Assessment for work at heights
    - Ergonomic surveys
    - Proof of UIF payments

v) Incident Management:
    - Procedures
    - General monthly incident management register
    - Annexure 1
    - COIDA forms

u) Audits

- Internal
- Subbie Audits
- CHSA Audits and Inspections

31. Project Close Out Requirements

The documentation submitted and approved following the awarding of the contract will be used to form the H&S file. On completion of the project, a consolidated health and safety file consisting of the following documents but not limited to, shall be submitted to the client appointed CHSA:

- The H&S Plan and the approval by Client.
- PC Appointment Letter.
- Mandatory Agreements with Clients.
- Notification of Construction Work
- Record of Competencies (CVs) and appointments (close out of appointments.
- Training Records.
- Method statements.
- Risk assessments.
- Safe work procedures and specialized plans.
- Emergency and Injury Management (Accident Stats and Investigations);
- Medical surveillance records.
- Registers and Checklist.
- Internal H&S Audit Reports.
- Contractor H&S Audit Reports.
- Non-Conformance Reports.
- COC's
- Any other documents which may be required by the appointed CHSA.

The file must be submitted for close out and sign off by the CHSA and then submitted with a performance close out report to the Client for storage.

32. Penalties

The Client, Pr. CHSA, PA observing an unsafe act or practice reserves the right to stop work, and issue non-conformances when SHE violations are observed, for both PCs and/or their Contractors. Expenses incurred as a result of such work stoppage will be for the PCs account.

Penalties shall be enforced on the principal contractor for SHE related non-conformances identified for both the Principal Contractor and/or his/her sub-contractor(s) and/or supplier(s) pertaining to this contract on SHE requirements.

Penalties applied will be according to the following tables and where issued, the amount indicated on the non-conformance will be deducted from the certificate of the PC. Failure or refusal on the part of the PC or their Contractors to take the necessary steps to ensure the safety of workers and the general public in accordance with these specifications or as required by statutory authorities or ordered by the engineer, shall be sufficient cause to apply penalties.

In cases where a penalty has been issued and the contractor provides reasonable evidence to support the non-issue of the penalty; the client or PA may withdraw the penalty.

SHEQ-Contractor Management	Value 0f Contract (Excl. VAT.) in millions R				
DELAYS ON ITEMS ATTRACTING PENALTIES	**<1**	**≥1<5**	**≥5<20**	**≥20<50**	**≥50**
a) If SHE non-conformances, corrective actions, and preventative actions are not resolved within the agreed target dates, and the delay exceeds 5 days, a daily penalty in Rands will be applied for each day the contractor remains non-compliant.	1,000	5,000	10,000	10,000	10,000
b) Non-reporting of incidents and statistics within the shift (Rands)	1,000	5,000	10,000	10,000	10,000
c) Repeat SHE non-conformances (Rands)	2,000	10,000	20,000	20,000	20,000
d) Work on site without Core Employees (OHS Officer and Construction Manager permit on site)	2,000	10,000	20,000	20,000	20,000
e) Overtime Work without the required approvals (Rands)	2,000	10,000	20,000	20,000	20,000

Over and above the details relating to the penalties noted in the SHE Management System, and Tender document, spot fines will be issued as follows, according to 'minor', 'medium' or 'severe' non-conformances.

The term "count" refers to the number of non-conformances or issues, so if there are multiple unresolved issues, the penalty would be calculated by multiplying R5 by the total number of issues that are still non-compliant past the agreed target date.
For example, if there are 3 non-conformances unresolved, the total penalty would be 3 x R5 = R15.

MINOR:			**MEDIUM**			**SEVERE**		
Value of Contract (Excl VAT.) in millions R			Value of Contract (Excl VAT.) in millions R			Value of Contract (Excl VAT.) in millions R		
<1	≥1<5	≥5<20	<1	≥1<5	≥5<20	<1	≥1<5	≥5<20
Penalty: R5/count			Penalty: R/count and a non-conformance			Penalty: R/count, a non-conformance and/or activity stoppage		
R 10	**R 25**	**R 50**	**R 25**	**R 250**	**R 500**	**R 250**	**R 2500**	**R 5000**
Non-use of PPE supplied			*Toilets not supplied or regularly serviced; lack of drinking water*			*Contractors working without Health and Safety Plan approval*		
Non completion of registers for plant and equipment on site			*Contractors not audited*			*Workers transported in contravention of the OHS plan or legal requirements*		
Lack of H&S signage at work areas			*Working without training or the appropriate, approved H&S method statements*			*Invalid Letters of Good Standing*		
Tools and equipment identified in poor condition during inspections			*Legal non-conformances identified during the previous audit and not addressed within the agreed time frame*			*Non-compliance with traffic accommodation requirements: layout or physical conditions*		
			No monthly OHS report at site meeting to report on			*Any serious breach of legal requirements*		
			No certificates of fitness for workers as required			*Work on site without Core Employees (OHS Officer and Construction Manager permit on site)*		

Absence of the reference to a possible penalty for non-conformance does not mean one cannot be issued. All aspects will link to legal non-compliance or risks identified in the SHE Specification or work being done at the time. The 2 forms of penalties will be used together, with immediate penalties issued as they apply.

In addition, a time-related penalty of R500,00 per day over and above the fixed penalty may be deducted for non-compliance to rectify any non-conformance within the allowable time after a site instruction to this effect has been given by the Designer. The site instruction shall state the agreed time, which shall be the time in hours for reinstatement of the defects. Should the Contractor fail to adhere to this instruction, the time-related penalty shall be applied from the time the instruction was given

Province of the EASTERN CAPE
HEALTH

ANNEXURE A

CONTRACTORS MONTHLY HEALTH AND SAFETY REPORT

(To be submitted by the end of the first week of each month and be available with each audit)

CONTRACT NUMBER:		PROJECT NAME:	CONTRACT DETAILS:
1	GENERAL ACTIVITIES FOR THE MONTH (Detail each area of work)		
2	NUMBER OF WORKERS (permanent and local, contractors)		
3	TRAINING DONE (Supplier, no of people, type)		
4	INCIDENTS / ACCIDENT (List number and details, attach reports)		
6	NON-CONFORMANCES (Closed out or active)		
7	CONTRACTORS (list, approval status)		
8	AUDITS COMPLETED (internal and external)		
9	CRITICAL ISSUES		
10	GENERAL		

Health and Safety Officer: ___________________

Signature: _______________________ **Date:** ______________________

Construction Manager: ______________________________

Signature: _______________________ **Date:** ____________________

Province of the EASTERN CAPE HEALTH

Annexure B: OHS BUDGET

OCCUPATIONAL HEALTH & SAFETY ESTIMATE					
CONSTRUCTION WORK PROJECT					
ITEM NO	**DESCRIPTION**	**UNIT**	**QTY**	**RATE**	**TOTAL**
1	**Occupational Health & Safety, incl. HBA**				
1.1	Preparation of the Contractor's site-specific Health and Safety Plan & Risk Assessment Health and Safety File in Hard Copy. (Include sub-contractors OHS File compliance)	Sum			
2	**Provision of Personal Protective Equipment (PPE)** **Note:** Tenderer to provide quantity for full component of staff for contract period				
2.1	Overalls with reflective strips including the contractor's logo and proof of induction	Item			
2.2	Hard Hats (High Density polyethylene, & 6-point lining)	Item			
2.3	Safety boots/shoes (Steel-Toe)	Item			
2.4	Earplugs/muffs	Item			
2.5	Dust Mask (at least FFP2 type)	Item			
2.6	Safety gloves	Item			
2.7	Ear Defenders SABS approved	Item			
2.8	Reflective vest for Visitor and Supervisors	Item			
3	**Competent Personnel**				
3.1	Competent scaffolding supervisor, erectors. Etc				
3.2	Competent Formwork Supervisors and erectors				
3.]3	Competent Fall Protection Plan Developer				
3.4	Work at heights training for all employees working at heights				
4	Cost of **medical certificates** and medical surveillance per employee **Note:** Tenderer to provide quantity for full component of staff for contract period				
4.1	Initial (baseline) medical examinations	Item			

4.2	Provision of First Aid Boxes to GSR requirements	Item			
4.3	Working At heights medicals				
4.4	Working at heights fall arrest equipment				
4.6	Fire and emergency prevention signag	Sum			
4.7	Vaccination (sewer works)	Sum			
5	**Adhoc: Any OHS & HBA related requirements not listed above**				
5.1	Close out H& S files scanned electronically with original files to CHSA.	Sum	1		
SUBTOTAL TAKEN FORWARD TO THE PRELIMINARIES					

This list is not exhaustive, and contractors may expand all levels to include all relevancy H & S expenditure

The Clients Principal Agent Approval:

Name: ____________________

Signature: ________________________

Date: ___________________________

FOR PRINCIPAL CONTRACTOR

Principal Contractor Representatives Acceptance: Name: ____________________________________

Signature: ________________________________

Date: _______________________

Annexure C: PoPIA Declaration form

DECLARATION FORM: PERMISSION TO CAPTURE PHOTOGRAPHS DURING AUDITS

I, [Name of the Individual], hereby grant permission to [Your Company Name], hereinafter referred to as "the Company," to capture photographs during audits conducted on [Date(s)] at [Client's Name/Location]. I understand that these photographs will be utilized exclusively for reporting purposes to the client.

I acknowledge and agree to the following terms and conditions:

1. **Purpose of Photography:** The photographs captured by the Company during the audits will be used solely for the purpose of documenting and reporting on the audit findings to the client.
2. **Exclusivity:** I understand that the photographs taken will be used exclusively for reporting purposes to the client and will not be shared, sold, or utilized for any other purpose without my explicit consent.
3. **Confidentiality:** The Company agrees to treat all photographs as confidential information and will take appropriate measures to ensure that they are not disclosed to any third party without the consent of the undersigned.
4. **Duration of Permission:** This permission is granted for the duration of the audit conducted on [Date(s)] and includes any subsequent reviews or follow-up audits directly related to the initial audit.
5. **Withdrawal of Consent:** I reserve the right to withdraw this permission at any time by providing written notice to the Company. In the event of withdrawal, the Company will cease to use the photographs for reporting purposes.
6. **Indemnity:** I agree to indemnify and hold the Company harmless from any claims, actions, damages, or liabilities arising out of the use of the photographs in accordance with this declaration.

I have read and understood the terms and conditions outlined in this declaration. By signing below, I affirm my consent to the capture of photographs by [Your Company Name] during the specified audits for reporting purposes to the client.

Individual's Full Name: ____________________________

Signature: ____________________________

Date: ____________________________

[Witness Section, if applicable]

Witness's Full Name: ____________________________**Signature:**____________________

Date: ____________________________

Annexure D: Baseline Risk Assessment

BASELINE HAZARD IDENTIFICATION AND RISK ASSESSMENT

CLIENT / EMPLOYER	**EASTERN CAPE DEPARTMENT OF HEALTH**
PROJECT / CONSTRUCTION SITE & EXACT LOCATION OF THE WORKS	**REPAIRS AND RENOVATIONS TO IMIZIZI CLINIC, AMADIBA CLINIC, ST PATRICS GATEWAY CLINIC AND OARTH IN ALFRED NZO DISTRICT** **SCMU-AN26/27-0005**

Hazard & Risk Identification				**Raw Risk Evaluation**			**Risk Control Measures & Residual Risk Rating**					
1a.	1b	1c.	1d.	2a.	2b.	2c.	3a.	3b	3c	3d	3e	3f
S/N	**Work activity**	**Hazard**	**Consequential Risk / Possible Accident / Ill health to persons, fire or property loss**	**Severity**	**Likelihood**	**RPN***	**Risk Control Measures**	**Severity**	**Likelihood**	**RPN***	**Responsible Party/ Person**	**Remarks/ flags**
SITE SPECIFIC RISK ASSESSMENT												
1	**Notification to DOL**: Permit or Notification	Principal Contractor not submitting the required documentation 7 days before planned work commencement. Plan not to specification and baseline HIRA: Client information delays Repeated assessments delaying approvals	Project delays, lost costs.	4	4	**16**	Principal Contractor to begin with document preparation immediately after formal appointment and ensure completed notice to DOL in the SHE File. PC to use the Client specification for plan format and content. Focus on project scope and risks.	2	2	**4**	N/A	Manage: CHSA applies
2	Site clearance	Application and approval for site clearance	The lack of proper site clearance may lead to snake and insect bites, and the plant is operating without certified trained personnel.	5	4	**20**	All sensitive and high-risk activities to be identified prior and method statements approved as per requirement of the site clearance.	2	2	4	8.1 &8.5	To be monitored
	Operations planning for any related infrastructure work and installations on Site.	operations not done in advance according to approved Project requirements.	Delays in obtaining site clearance, receiving wayleave on time, and improper fencing installation according to the drawings could impact security	5	4	**20**	operations should be planned and agree with contractor/s at an early stage as possible during the project	2	2	4	8.1 &8.5	To be monitored
3	Site establishment	Falling loads due to equipment failure or improper rigging. Overloading of lifting equipment. Struck-by hazards (swinging loads hitting workers or structures). Collapse of lifting equipment due to poor ground conditions or instability. Poor communication between signaller and operator.	Defective or poorly maintained lifting equipment - may result in falling loads. Improper rigging or use of unsuitable lifting gear - may cause loads to slip or fall. Exceeding safe working load (SWL) limits - may overload equipment and cause failure. Unstable or unsuitable ground conditions - may lead to equipment tipping or collapse. Inadequate communication/signalling between operator and signaller - may cause uncontrolled load movement and struck-by incidents. Swinging or unbalanced loads - may hit workers, structures, or equipment. Unauthorized or untrained personnel operating lifting equipment - increases risk of accidents. Working near overhead powerlines or structures - risk of electrocution or collision.	5	4	**20**	SHEQ Management System and Program, external and internal risks assessments, inspections and audits, suitable and qualified supervisors/workers, fall protection plan and emergency actions, medical surveillance and periodic monitoring, maintenance schedules, inspection/recording and corrective action plan and follow up, training requirement assessments, weather condition monitoring, etc.	2	2	**4**	8.1 &8.6	To be monitored
		Collapse of site offices, containers, or storage stacks. Fire hazards from improper storage of flammable/chemical materials. Tripping hazards from poorly organized laydown areas.	**Collapse of site offices, containers, or storage stacks** Serious injuries or fatalities from crushing, Damage to materials, tools, and important project documents. **Fire hazards from improper storage of flammable/chemical materials** Severe burns or fatalities, Destruction of site offices, equipment, and stored materials, Environmental contamination from chemical spills. **Tripping hazards from poorly organized laydown areas** Minor to severe injuries (sprains, fractures, head injuries), Reduced productivity due to accidents and unsafe movement on site, Possible compensation claims and medical costs.	5	4	**20**	It is essential to ensure that all structures are placed on stable, level ground, properly secured, and regularly inspected to prevent crushing injuries, damage to materials, and work stoppages. Fire hazards from improper storage of flammable or chemical materials can be controlled by storing such substances in designated, well-ventilated areas away from ignition sources, using approved containers, maintaining firefighting equipment nearby, and training personnel in safe handling and emergency response to prevent burns, fatalities, destruction of property, environmental contamination, and legal or reputational consequences. Tripping hazards in poorly organized laydown areas can be minimized by maintaining clear, well-lit walkways, keeping materials neatly arranged and off the ground, conducting regular housekeeping inspections, and ensuring employees are trained in safe movement and material handling to reduce the risk of injuries, productivity losses, and potential compensation claims.	2	2	**4**	8.1 &8.6	To be monitored

Hazard & Risk Identification				Raw Risk Evaluation			Risk Control Measures & Residual Risk Rating					
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	Site establishment	Excavation collapse during trenching or foundations. Striking underground services (water, gas, electrical, sewer). Uneven or unstable ground causing equipment rollover.	Excavation **collapse during trenching or foundations** Burial or crushing of workers leading to serious injury or fatalities. Damage to adjacent structures, utilities, or nearby property. Project delays and costly recovery operations. **Striking underground services (water, gas, electrical, sewer)** Electrocution or explosions (gas/electric lines). Flooding, contamination, or environmental damage (water/sewer lines). Major service disruptions affecting the public. Legal penalties, compensation claims, and reputational harm. **Uneven or unstable ground causing equipment rollover** Operator injury or fatality. Crushing hazards to nearby workers. Severe damage to plant and equipment. Delays and increased project costs due to recovery and repair	5	4	20	To control the risks associated with excavation work during trenching or foundation activities, it is essential to implement comprehensive safety measures. Excavation collapse can be mitigated by ensuring proper shoring, benching, or sloping of trench sides according to engineering standards, maintaining stable ground conditions, and conducting regular inspections, which helps prevent burial or crushing of workers, damage to nearby structures, and costly project delays. Striking underground services can be avoided through accurate site surveys, use of utility plans, and safe digging practices, reducing the risk of electrocution, explosions, flooding, environmental contamination, service disruptions, and legal or reputational consequences. Uneven or unstable ground hazards for equipment can be managed by verifying ground stability before operation, using appropriate machinery for site conditions, and training operators on safe handling techniques, thereby minimizing the risk of equipment rollover, operator or worker injuries, equipment damage, and associated project delays or increased costs.	2	2	4	8.1 &8.6	To be monitored
		Electrocution from temporary electrical supply. Water contamination or leaks from temporary plumbing. Fire/explosion hazards from temporary fuel storage.	**Electrocution from temporary electrical supply** Severe injury or fatality from electric shock. Fire outbreak due to short circuits. Work stoppages and investigation delays. **Water contamination or leaks from temporary plumbing** Health risks to workers from unsafe drinking water. Flooding of site areas, damaging equipment and materials. Environmental damage and regulatory non-compliance. **Fire/explosion hazards from temporary fuel storage** Serious burns or fatalities. Destruction of site infrastructure, offices, and equipment. Environmental pollution from fuel spills. Legal liability, penalties, and reputational harm.	5	4	20	To control the risks associated with temporary site services, strict safety measures must be implemented. Electrocution hazards from temporary electrical supplies can be mitigated by ensuring all installations are performed by qualified personnel, using properly rated equipment, regularly inspecting for faults, and providing clear labelling and isolation of live circuits, thereby preventing electric shocks, fire outbreaks, and work stoppages. Risks from temporary plumbing, such as water contamination or leaks, can be managed by installing safe drinking water systems, regularly testing water quality, and ensuring proper drainage to avoid flooding, equipment damage, and environmental non-compliance. Fire and explosion hazards from temporary fuel storage can be reduced by storing fuels in approved containers, maintaining safe distances from ignition sources, implementing spill containment measures, and training workers in emergency response, which helps prevent serious injuries, destruction of property, environmental pollution, and legal or reputational consequences.	2	2	4	8.1 &8.6	To be monitored
4	Entrance to Site	Site Establishment on site at open area of clinic. Obstruction for Emergency Services, Delivery vehicles etc.	Obstruction of Emergency Services. Obstruction of vehicles entering clinic	4	3	12	Site camp to be clearly demarcated considering project requirements. Laydown areas to be sufficient in size and controlled. Laisse with Client and plan. Do not allow demolition of rubble, deliveries to crowd access or build up. Ensure site camp is approved by PA	2	3	6	8.1	To be monitored

Hazard & Risk Identification				Raw Risk Evaluation			Risk Control Measures & Residual Risk Rating					
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S/N	**Work activity**	**Hazard**	**Consequential Risk / Possible Accident / Ill health to persons, fire or property loss**	**Severity**	**Likelihood**	**RPN***	**Risk Control Measures**	**Severity**	**Likelihood**	**RPN***	**Responsible Party/ Person**	**Remarks/ flags**
5	Night work	Reduced visibility, fatigue and decreased alertness, increased risk of crime or security breaches, Noise and Environmental restrictions, inadequate supervision	Increased Risk of Accidents and Injurie, Health Problems, Delayed Emergency Response and Medical Treatment.	5	4	20	Contractors are required to provide sufficient lighting, manage worker fatigue by scheduling appropriate rest breaks, and carry out comprehensive risk assessments. They must ensure qualified supervision, maintain effective communication, and supply suitable personal protective equipment such as reflective clothing. Emergency preparedness measures, including first aid provisions and clear response procedures, must be established. Additionally, all night work plans must be communicated to and approved by the client before the contractor may proceed with any night-time operations.	2	3	6	PSPs and the Contractor	To be monitored
6	Gaining access to site. OHSA 8.9.12.15.	Restricted access to sites where employees will be placed in an area where they have to crossroad through the traffic zone. (Parking and/or delivery areas) Work in an active hospital with emergency vehicle needs, Confined work areas: restricted storage of materials,	Injuries and illness, financial loss, loss of reputation, time, project	4	3	**12**	Proper layout of site by Construction Manager, taking into consideration all transport plant and material movements and storage on site. Construction Manager to check layout Drawing to compare with the requirements of the OHS Act and other relevant regulations. Strict control on decanting and phasing needs of the project.	2	3	6	8.1 &8.5	Manage: Special focus on emergency needs
7	Induction/Training	Failure to induct workers and lack of training. Lack of correct and updated information/ awareness. Lack of Induction warnings of hazards in access to site. outbreaks not reported to PC	Workers not adhering to prescribed controls due to lack of awareness resulting in increased exposure.	5	4	20	Contractor to develop a comprehensive induction programme	2	2	4	8.1 &8.6	To be monitored and implemented on an ongoing basis
8	Site security and safeguarding	Lack or absence of access control. Inadequate security controls. Loss of client documents and processes Fire Public Liabilities.	Theft and delays. Loss of contract, finance. Life. Covid 19 transmission	5	5	25	Security guards to be appointed to keep watch. No smoking in works areas, Police clearances, supervision, work scheduling. Symbolic safety signage. Covid warning for PC: Signage that states: DO NOT ENTER IF SYMPTOMATIC: TEST.	3	3	**9**	Principal Contractor	To be monitored and implemented on an ongoing basis
9	Working in multiple sites at the same time	Inadequate Supervision, poor communication, Duplicate use of Personnel, Non-Compliance with Sure specific safety requirements, fatigue, Logistical Challenges	delays in Emergency Response, increase likelihood of Accidents and injuries, in complete documentation and record keeping, legal and financial consequences	5	5	25	No more than two sites may operate concurrently to prevent operational issues and ensure effective oversight. Proper site-specific management from the contractor is essential, and strict compliance with safety and regulatory requirements must be maintained at all times.	3	3	**9**	The PSPs and the Contractor	To be monitored
10	Appointment of Subcontractors	Incompetent contractors	Person getting injured due to lack of safety knowledge	5	4	20	Appointing Competent Sub-Contractor. Ensure Letter of Good Standing is Valid with Commissioner. Ensure 37,2 Agreement is signed.	2	3	6	Principal Contractor	To be monitored and implemented on an ongoing basis

Hazard & Risk Identification				Raw Risk Evaluation			Risk Control Measures & Residual Risk Rating					
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11	Selection of workers / staff for site.	Employees medically unfit and incorrectly	Accidents resulting in injuries and/or damage to property. Loss of finance, time, reputation, project.	3	5	15	Require all employees to undergo medical examinations before starting work on the site. These examinations will be conducted by an Occupational Practitioner based on the specific tasks assigned.	2	2	4	Principal contractor and the PSC	To be monitored and implemented on an ongoing basis
		Incompetent staff appointed on project.	Accidents due to incompetence result in serious injuries and/or damage to property. Decreased Productivity: Possible fatality. Loss of finance, time, reputation, project.	5	4	20	Develop a recruitment and selection process in place, including proper screening, verification of qualifications, and assessments to ensure that selected workers possess the required skills and competencies for the job					
		A person has no knowledge of health and safety.	Accidents resulting in injuries and/or damage to property, Legal liabilities under DOEL. Loss of finance, reputation, time, project.	5	3	15	All staff to be inducted for site before work commences. Contractors to ensure induction is project specific.					
12	Training of Employees	Incompetent person does not equip to do the work assigned for.	Delays in construction work. Damage of property. Injury of people.	5	5	25	Train all person as per duties and responsibilities.	2	3	6	Principal contractor	To be monitored and implemented on an ongoing basis
13	Communication and Documentation	Lack of Communication	Ineffective communication could lead to injuries, Loss, damage, Poor control, Lack of understanding	3	3	9	Ensure Communication Procedures are clear and communicated to all employees. Ensure all employees sign the POPI Act and get training on this to ensure communication and submission of documents is controlled. Ensure Clear communication with clinic around all procedures that effect Property, Emergency Vehicles, Delivery Vehicle etc.	2	2	4	Principal contractor	
14	Induction/Training	Failure to induct workers and lack of training. Lack of correct and updated information/ awareness. Lack of Induction warnings of hazards in access to site. outbreaks not reported to PC	Workers not adhering to prescribed controls due to lack of awareness resulting in increased exposure.	5	4	20	Contractor to develop a comprehensive induction programme	2	3	6	Principal contractor	
15	Storage of flammables GSR 4 &Cr25. PV	Unsafe storage of flammables. Mixing polymers, combustibles and flammables' public liability. Lack of securing empty and full PV . (Medical gases, LPG and Fire defensive cylinders)	Risk of fire, explosions resulting to burns to the body or even multiple fatalities. Fire spreading to adjacent structures. Loss of material and loss of hospital functionality. Serious damage to property. Loss of finance, reputation and project.	5	4	20	Flammable stores to be well ventilated and fitted with a roof to protect from direct exposure to sunlight. Access control to stores. Signage and warnings HCS Supervisor / Controller to be designated in writing. Induction of workers and visitors. No smoking. Safe storage of all PV. Safe transit of goods.	5	1	5	Principal Contractor	Proceed with care.

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16	Electrical Installations Temporary electrical installations CR 24 and ER, EMR	Incompetent and/or unregistered electricians. Incorrect/unsafe installations. Damaged cables. Exposed wires. Failure to ensure lock-out and dead conditions on major electrical servers: Generator, UPS and E. Supply, Lack of lock out. Underground and overhead services. Lack of COC's. Lack of Hospital functionality. Not following latest drawings	Electrocution, fires. Serious damage to property. Serious injuries, possible fatalities. Loss of finance, reputation, project.	4	3	**12**	Installation to be done by a competent registered electrician or registered electrical contractor. Electrical Installations Inspector to be designated in writing and registered with DOL. PC to ensure dead conditions prior to work activity and demolition. Lock out procedures as required. COCs and locking out were required. Phasing program to be followed strictly. follow the latest drawings.	4	1	**4**	Principal Contractor	Proceed with care. Additional control is advised. Temporary Electrical Installations Inspector to monitor and control.
17	Availability of basic facilities and emergency services / equipment. CR. 29, 30.	Not having the essential services readily available. Not having a plan. Not co-ordinating plan with hospital, not communicating plan, not doing exercises. Not taking care when unknown services may be present.	Worsening of first aid injuries. Detrimental health to employees. Spread of fires, disease and increased incident risk. Loss of finance, reputation, project	4	3	**12**	Plan, Provide and implement. Practice. Ensure that exercises are done to check that a plan is relevant and review emergency risk daily in DSTI's. ensure emergency plans are coordinated with Hospital emergency escape plans and that it is included in the induction. Ensure the alarm is audible.	3	2	**6**	Principal Contractor	Proceed with care.
18	Public safety OHSA 8.	Transmission of HBA Lack of safety hoarding and works controls. Lack of managing deliveries. Lack of access control. Lack of sticking to decanting and phasing plans. Lack of responsible.	Injuries to persons and / or the public. Public liability / court claims. Transmission of Virus, death. Loss of time, reputation and monies.	4	4	**16**	Induction of workers and visitors. Symbolic safety signs and notices. Work scheduling and traffic routes planned and controlled. HBA controls. Identity of company employees work for on overalls. Worker controls.	3	3	**9**	Principal Contractor	Proceed with care. Remedial actions to be taken at appropriate times.
19	Designation of laydown areas	Site is spread out, with inadequate space various materials will be stacked on top of each other causing unstable stacks. Lack of cleaning material and equipment, poor maintenance and control of areas; Lack of planning for delivery truck space and access. condition of internal roads. Impact on hospital functionality	Unstable stacks of materials may fall onto persons resulting in serious injuries / even fatality. Lack of finance, resources, reputation and project.	5	3	**15**	Site camp to be clearly demarcated considering project requirements. Laydown areas to be sufficient in size and controlled. Timber poles and/or other suitable base material to be available to stack materials on. Laydown areas to be of firm level ground. Laisse with Client and plan. Do not allow demolition rubble, deliveries to crowd access or build up, resulting on hospital functionality breakdown. Be careful of hospital clientele, age and needs.	5	2	**10**	Principal Contractor	Proceed with care. Remedial actions to be taken at appropriate times. Be aware of dynamic risk impacts and unforeseeable conditions.

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S/N	Work activity	Hazard	Consequential Risk / Possible Accident / Ill health to persons, fire or property loss	Severity	Likelihood	RPN*	Risk Control Measures	Severity	Likelihood	RPN*	Responsible Party/ Person	Remarks/ flags
20	Condition of ablution facilities.	Illegal facilities: pit latrines. Unclean and unhygienic ablution facilities. Non-ventilated ablution facilities. Mosquitos and odour customer complaints.	Possible health problems due to propagation of germs. Help with A & C_ illness. Loss of time, money, reputation, project.	3	4	**12**	Toilets are to be well ventilated and kept clean and hygienic at all times. Water for washing of hands to be readily available. PC to discuss porta loo from registered supplier or building ablutions and connecting into structural sewer as arranged with PA, secure privacy of facilities.	1	2	**2**	Principal Contractor	
21	Poor waste management	Poor waste management on site. Poor housekeeping, Demolition waste builds up	Loss of life. Loss of material, time, finance, reputation. Public liability risks.	3	4	**12**	Good housekeeping and waste disposal are always in work areas and laydown areas. PC will have to ensure that demolition rubble is correctly timorously disposed of. + New building materials to be placed in work areas in a safe manner.	2	1	**2**	Principal Contractor	**Require a waste disposal Method statement.**
22	Selection of workers / staff for site. Statutory compliance relating to PC business and employment practices.	Employees are medically unfit and incorrectly placed for job categories. Vulnerable employees. Fear of reporting illness and incidents. Lack of Community input, unrest	Accidents resulting in injuries and/or damage to property. Loss of finance, time, reputation, project.	3	5	**15**	All employees have medical procedures done before commencing work on site, or soonest after appointment. Annexure 3 to be FIT FOR WORK, as per task. PC to prepare form for service providers. To be addressed in OHS plan. Employment of local labour to be done in accordance with issued specification relating to the matter. Ensure communication without victimization.	3	3	**9**	Principal Contractor	**Clarity on medical monitoring be given in the SHE Plan.**
		Incompetent staff appointed on project. Not registered with the relevant Council.	Accidents due to incompetence result in serious injuries and/or damage to property. Possible fatality. Loss of finance, time, reputation, project.	5	4	**20**	Skilled staff to have proof of competencies available. Appointed contractor to ensure all qualifications of staff are verified before appointment for project. Appointed personnel to be on site for project duration.	5	3	**15**	Principal Contractor	**No OHS Plan approval without proof of appointed person's competency, registration and scope organogram appointments.**
		Lack of adequate staffing for work Lack of Statutory compliance; COIDA, UIF and employee contracts. Lack of agreements on POPIA. SARS are not paid.	Accidents resulting in injuries and/or damage to property, Legal liabilities under DOL.Loss of finance, reputation, time, project.	5	3	**15**	All staff to be inducted for site before work commences. Contractor to ensure induction is project specific. Everyone coming into the site for the first time must be introduced to (Visitors). Staff to have COIDA, Contracts and UIF. Ensure training needs analysis is done and improve relevant competencies. POPIA.	3	1	**3**	Principal Contractor	POPIA to be addressed in SHE Plan.
23	Staff transportation	Vehicle Collisions, Poor Visibility, Unsafe Vehicle Operations, Uneven or poor road conditions, overcrowding, Transporting employees in the back of a vehicle along with materials	serious injuries of fatalities for crashes, risk of hitting unsee obstacles, Vehicle instability, tipping or loss of control	5	3	**15**	Contractors must use designated vehicles for transporting personnel, ensuring that no materials are transported alongside workers. All vehicles used must be roadworthy, regularly inspected, and equipped with seatbelts, which must be worn at all times.	2	3	**6**	Principal Contractor	Proper management
24	Contract Control: Phasing of work and control on site creep.	Not doing a works program, not including phasing and decanting into project program, delays in ordering materials, failure to resource works adequately, failure to do cost control: Project program aligned with time and expenditure, Unknown hazards not identified for early planning	loss of project, time, costs and reputation.	5	5	**25**	Adhere to contract. Plan and program. Update noting time and expenditure within program requirements. Do not allow site creep. Plan for phasing and decanting. Plan to get information immediately. Build what is on specifications and drawings and when in doubt check with relevant PSP. Do not wait until meetings for clarity. respect timelines.	3	3	**9**	Principal contractor	Stick to contract.

***RPN - Risk Prioritization Number**

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WORK SPECIFIC RISK ASSESSMENT												
1	Use of hand tools	Sub-standard and unsafe hand tools; Incorrect use. Lack of hygiene	Injury to parts of the body. Spread of disease	2	5	10	PPE, checks/inspection registers, control, training.	2	2	4	Principal Contractor	Monitor.
2	Use of portable power tools	Sub-standard electrical power tools and incorrect use thereof. Lack of hygiene. Tripping client operations. Noise and vibration	Spread of disease. Injury and loss	3	5	15	Control, checks, issue and inspection registers to be completed, Training, emergency action / plan. COC's for compliance. Purchase low noise equipment, and provide additional hoarding, sound suppression systems. Plan works not to impact on patients rest times.	3	3	9	Principal Contractor	Monitor.
3	Loading and Off-loading	Unsafe offloading of material and unsafe material stacks. Heavy objects and manual handling; Shortage of persons for task; Vehicle accidents, blocking emergency routs	Injury and loss of finance, reputation and contract.	3	4	12	Adequate number of workers for the task at hand; Proper training and induction on manual handling techniques; PPE and adequate supervision; Use designated area for offloading, stacking and storage of material. Keep escape routes clear.	3	3	9	Principal Contractor	Site layout plans should be used . Check delivery impacts.
4	Stacking and storage	Improper stacking and storage. Improper handling of fragile materials	Serious injuries and/or fatalities. Loss of material and equipment, loss of finance, time, reputation.	3	4	12	Good housekeeping, Competent Stacking & Storage Supervisor; Demarcated material laydown areas; Stacking and storage inspections;	3	3	9	Principal Contractor	Monitor.
5	Noise	Excessive noise generated by construction workers, plant, and machinery	Hearing Damage, Patient Disturbance, Communication Challenges. Negative Impact on clinic	5	5	20	Schedule noisy construction activities during periods of lower clinic activity or when patient disruption is minimized. Establish specific timeframes for particularly noisy tasks to reduce overall exposure. Establish clear communication protocols among construction workers and clinic staff to ensure coordination while minimizing unnecessary noise. Correct PPE	5	3	15	Principal Contractor	Monitor.
6	Dust Control	Stock piling of material airborne dust particles	Environmental risk, to employees, patients, staff, and visitors. Respiratory problems	5	5	20	Implement dust control measures, such as water spraying, dust suppressants, or chemical stabilizers, to minimize the generation and dispersion of dust. Covering materials or using enclosed storage can help control dust from construction materials. Provide correct PPE Plan the construction site layout to strategically position stockpiles and construction activities away from sensitive clinic areas.	3	3	9	Principal Contractor	Monitor.
7	Working in Elevated Areas / Heights CR. 10 and 16 GSR6. SANS 10085. All work is single story level. Ladder work and safe works platforms will be constructed	Unsafe / incorrect use of ladders / scaffolding; Poor erection of scaffolding; Non-Use of Recommended FAS; Lack of Edge Protection;	Falling from height resulting in serious injuries or fatality; Scaffolding collapse leading to multiple serious injuries or fatalities, damage to property and production loss.	5	4	20	Comprehensive fall protection plan developed by a competent fall protection plan developer must speak to scope of works; Competent scaffold erectors and inspectors; Proper erection and inspection of all scaffolding; Work at heights training and competency; Adequate supervision; No work over others. ensure level ground and use of scaffold boards	5	3	15	Principal Contractor	High priority remedial action.
		Falling objects. Ill employee. Weather: lightning, high winds and rain. Poor housekeeping. Poor control of loads. Wroten wood trusses and roof sheeting.	Objects falling on workers below, resulting in serious head injuries and Equipment/tools damage. Falls and slips, fall through.	5	4	20	Installation of nets and toe boards; Worker training and induction; Regular tool box talks; Identification of "no go areas" and putting up warning signage; Provision of hard hats and other PPE; DSTI's and control off loads	5	3	15	Principal Contractor	High priority remedial action. Implement additional (secondary) controls immediately.

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8	Unknown hazards may be present during works.	People & vehicle / plant movement in close proximity to excavations. Serves is a serious hazard	Serious injuries or fatality; Asset Damage; Production Loss;	5	4	20	All excavations deeper than 1.5m shall be adequately shored and braced if not sloped; All excavation areas to be barricaded until backfill is complete; Daily Excavation inspections to be conducted before work commences by the appointed inspector (CR13(1)(a)); Checklists to be handed to safety officer for filing; Warning & prohibition signage to be installed at access to excavation. Restrict access to excavation area only to authorized persons & plant .	3	3	9	Principal Contractor	**Unknown hazards may be present during works.**
9	Existing Services	Not being aware of existing services (i.e. Electrical and data cables; water and sewer lines)	Damage to existing services; Power cuts, flooding and sewer spillages; Coming into contact with live electrical services may result into electrocution causing serious injuries or even fatality;	5	4	20	As-built drawings and drawings for existing services; Induction of workers and proper work instruction; Wearing of non-conductive gloves when exposing services by hand; Competent operators; Adequate supervision;	5	3	15	Principal Contractor	Working fully aware of risk.
10	Operating of Heavy Construction Vehicles and Mobile Plant on site: TLB may be used for demolition of stores, leveling and so on.	Failure to inspect vehicles and mobile plant; Faulty vehicles and plant; Lack of access and route planning	Equipment failure resulting in serious injuries or fatalities, asset damage and production Loss	5	4	20	Daily pre-use inspections by drivers and operators; Maintenance plans / schedules and implementation; Induction of workers and visitors; Plant to be equipped with warning devices (construction light, reverse hooter, flag, etc.)	4	2	8	Principal Contractor	Monitor.
		Incompetent and unfit operators; Not planned deliveries, no traffic controls	Vehicle and plant collisions resulting in serious damage to property and loss of production; Workers / visitors being bumped or run over by vehicles and plant resulting in serious injuries or even fatality;	5	3	15	Operator to be inducted & appointed in writing; Proof of medical fitness to be available; Proof of competency and licensing to be made available prior; High visibility clothing and alertness to the immediate surroundings; Site access is restricted with Nessie Knight needs. PLANNING.	2	3	6	Principal Contractor	Monitor.

Hazard & Risk Identification				Raw Risk Evaluation			Risk Control Measures & Residual Risk Rating					
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11	Temporary Works CR. 12	Poor or no temporary works designs; Incompetent Erectors and / or Inspector; Poorly erected temporary works; incorrect supports. Removal of supports to quickly	Loss of life. Loss of material, time, finance, reputation. Public liability risks.	5	5	**25**	Competent appointed person/s to design, supervise, inspect and approve temporary works must be appointed; Temporary works designs to be made available; Training of temporary works erectors; Regular safety talks and adequate supervision; Inspection of temporary works as prescribed;	3	3	**9**	Principal Contractor	Monitor.
12	Demolition CR. 14	Lack of hoarding and access control. Noise, vibration and dust. Lack of competency. Lack of preventing collapse of structures. Flooding. Unplanned outage on hospital function. Asbestos or lead, Aspergillus, molds and funguses, bird droppings, people movement underneath works, structural collapse. Unknown hazards	Loss of life. Loss of material, time, finance, reputation. Public liability risks.	5	5	**25**	appt competent planner and controller. Inspect. Minimize risks. Manage waste timorously. Ensure structural integrity. also of adjacent structures. Isolation of services Have relevant approved demolition plan and sequence. Detailed structural engineers survey of structure. Inspections during demolition works which includes support structures and hoarding. Plan to minimize noise, vibration and dust. Employees informed, ventilation planned for, correct PPE. controlled access and egress. emergency readiness. Plan for AR and LR to be applied.	5	2	**10**	8.1 of PC	**Structural areas must have Demolition plans and drawings.**
13	Concrete Work - Delivery of concrete by supplier (Ready Mixed)	Ready-mix trucks may collide with other vehicles on site; access for plant delivery.	loss of life. Loss of material, time, finance, reputation. Public liability risks.	4	4	**16**	Ready mix to indicate prior to entering the site and be guided/directed to the off-loading zone, ensure min speed limit clear access route of other site vehicles as well as workers;	4	3	**12**	Principal Contractor	High priority remedial action. Implement additional (secondary) controls immediately.
14	Minor batching	No board, wrong mixers, organic contamination, water waste, sludge run off, no use of PPE	dermatitis, minor injuries, eye loss, loss of finance, time, material, reputation and project.	4	4	**20**	Plam batching area, use engineers specifications and mix design, build water run off buffer, mix on mixing platform to avoid organic matter contamination. Do quality control, Provide training and PPE. Ergonomic hazards to be addressed. commencing work;	3	3	**9**	Principal Contractor	Monitor.
	Concrete Work - General (Vibrating concrete)	Concrete splash from vibrating, operating the poker; Noise	Injury to workers, possible serious injuries; Health impacts: Noise, vibration and dermatitis	4	5	**20**	Use correct PPE issued on the "PPE Schedule" ; Operator self check for PPE; Supervisor to ensure and control.	4	3	**12**	Principal Contractor	Monitor

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S/N	**Work activity**	**Hazard**	**Consequential Risk / Possible Accident / Ill health to persons, fire or property loss**	**Severity**	**Likelihood**	**RPN***	**Risk Control Measures**	**Severity**	**Likelihood**	**RPN***	**Responsible Party/ Person**	**Remarks/ flags**
15	Mechanical	Failure to plan and resource competent service providers; lack of lock out facilitation, Loads and specialized equipment needs, failure to follow specs and drawings, failure to teach stakeholders on equipment and provide required manuals. Failure to secure PV. Failure to identify services: Current and color coding new services to SANS standards.	Loss of life and injuries. Loss of material, time, finance, reputation. Public liability risks.	5	4	20	Appoint competent PC. Follow specifications and latest drawings. If in doubt: refer to Project management before commencing works. Follow decanting plan. Use drip trays, fire hydrant, lock out according to task HIRA and DSTI. Secure PV. Update manuals and plan for training during works and before site hand over to end-users.	3	3	9	Principal contractor	Monitor.
16	Fire Equipment	Incorrect or no fire equipment , Faulty Fire Equipment	Risks to life, property, and the overall safety of the environment	5	5	25	Ensure correct Fire Equipment is Identified for emergency Procedures. Appoint and train designated personnel who are competent to handle emergency situations. Check Equipment Regularly	3	3	9	Principal Contractor	Monitor and ensure planning
17	Ergonomics	Strain Injuries: Prolonged overhead work during ceiling installation can lead to muscle strain and fatigue in the shoulders, arms, and back. Repeated motions such as lifting, reaching, and bending while installing	Muscle Strain, Nerve damage, Back Strain. Repetitive motion injuries like tendonitis and carpal tunnel syndrome. Bending and	5	5	25	Appoint a competent person in writing to do an ergonomic risk assessment and procedures. Rotate employees doing repetitive work as well as those working with vibrating equipment. Encourage exercise culture. Providing ergonomic training to workers on proper lifting techniques, posture, and use of ergonomic tools. Using mechanical aids such as hoists or dollies to assist with lifting heavy	2	3	6	8.1 and 8.5	Monitor and ensure planning

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18	Painting	Exposure to volatile organic compounds (VOCs) in paints, solvents, and other chemicals. Potential for inhalation of toxic fumes or skin contact.	Respiratory problems, skin irritation, or more severe health issues. Long-term exposure may lead to chronic conditions or cancer.	4	4	16	Use paints and solvents with low VOC content. Ensure proper ventilation in the area where painting is conducted. Provide and enforce the use of personal protective equipment (PPE), including respirators and gloves. Educate workers about safe handling procedures and emergency response. Provide comprehensive training on the hazards associated with painting and safe practices. Ensure adequate supervision to enforce safety procedures and correct unsafe behaviors.	2	3	6	Principal contractor	Proper management
		Handling heavy cans or containers of paint. Use of brushes, rollers, or sprayers which could cause strain or injury.	Strains, sprains, or other musculoskeletal injuries. Cuts or abrasions from equipment.	4	4	16	Provide training on proper lifting techniques and ergonomics. Use equipment designed to reduce physical strain. Ensure that tools are in good condition and appropriate for the job.	2	3	6	Principal contractor	Proper management
19	Incident Reporting	Potential overlooking or underreporting incidents, accidents, or near misses. Failure to report incidents	Unaddressed Safety Issues due to lack of report. Repetition of incidents. Legal and Compliance Consequences:	3	5	15	Develop incident procedures. Communicate to all employees. Promote Reporting Culture Competent person appointed to ensure streamline incident investigation.	2	2	4	Principal contractor	Proper management
20	Distribution of PPE	Potential errors or oversights in the distribution process. This can include incorrect selection, sizing, or distribution of PPE. Employees not wearing PPE. Employees not maintaining PPE	Inadequate Protection, Non-Compliance with Regulations. Increased Injury or Health Risks	5	5	25	Ensure PPE is Free To all employee and are distributed due to Task and Risk involve. Ensure Quality Control Checks. Training Employees on Maintaining PPE and how to use PPE.	3	3	9	Principal contractor	Proper management

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S/N	**Work activity**	**Hazard**	**Consequential Risk / Possible Accident / Ill health to persons, fire or property loss**	**Severity**	**Likelihood**	**RPN***	**Risk Control Measures**	**Severity**	**Likelihood**	**RPN***	**Responsible Party/ Person**	**Remarks/ flags**
21	Installation of Fence during construction work	Public traffic movement next to area where work will be conducted	Moving traffic next to working next to working area, employees being struck be vehicles	3	4	12	Warning signs must be placed in roadway to warn motorist of work being done. Barricading must be erected to ensure safe work distance between public roads and employees. Employees to be informed regularly about dangers of working next to roads via toolbox talks	2	3	**6**	Principal Contractor	Monitor and ensure planning
		Pedestrian Movement.	Members o the public walking through work area, tripping hazards	3	4	**12**	All work areas must be clearly barricaded and warning signs displayed regarding work conducted. Members of the public must be prevented from accessing work areas. Work must be assessed before conducted to ensure all precautions are taken to prevent injury to members off the	2	3	6	Principal Contractor	Monitor and ensure planning

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S/N	**Work activity**	**Hazard**	**Consequential Risk / Possible Accident / Ill health to persons, fire or property loss**	**Severity**	**Likelihood**	**RPN***	**Risk Control Measures**	**Severity**	**Likelihood**	**RPN***	**Responsible Party/ Person**	**Remarks/ flags**
22	Safety Signage	Ineffective communication or misunderstanding due to poorly designed, unclear, or misleading signs.	Injury to persons, Damage to Property, Financial Loss.	5	5	**25**	Ensure that safety signs convey information in a clear and concise manner. Place safety signs in prominent locations where they can be easily seen by individuals approaching the area. Implement a routine inspection and maintenance schedule to ensure that safety signs remain in good condition. Ensure that safety signs comply with relevant safety regulations and standards.	3	3	**9**	Principal contractor	Proper management
23	Communication and Documentation	Lack of Communication	Ineffective communication could lead to injuries, Loss, damage, Poor control, Lack of understanding	3	3	**9**	Ensure Communication Procedures are clear and communicated to all employees. Ensure all employee sign POPI Act and get training on this to ensure communication and submission of documents is controlled. Ensure Clear communication with clinic around all procedures that effect Property, Emergency Vehicles, Delivery Vehicle etc.	2	2	**4**	Principal contractor	Proper management
24	Emergency planning and response, as required by the Construction Regulations (CR),requires emergency planning for high risk work. Includes ensuring that emergency vehicles are not obstructed and interruption of services	Obstructed Emergency Access, Delayed Emergency Response, Interruption of Critical Services, Uncontrolled High-Risk Activities, Lack of Emergency Resources, poor communication During Emergencies,	Loss of life. Loss of material, time, finance, reputation. Public liability risks.	5	5	**25**	Plan for when things go wrong: Appoint emergency coordinator, display route plan to assembly areas. Ensure access to these areas. Have emergency and relevant role players contact numbers. Build relationships with Police and relevant service providers. Plan for project continuity. Plan to prevent incidence. Have Incident procedures.	5	3	**15**	Principle Contractor.	Implement controls
25	Contractor Management	Unapproved contractors on site. No COIDA. Lack of competent oversight by PC.	Legal non-compliance; Risk to Client and project; Stoppages due to non-compliance; Loss of finance, time, reputation	5	4	**20**	Appoint a competent PC and sub contractors. Ensure phasing plans are carried out to PM criteria. Do a clear works program and update. Involve 8.5 at Section 8 meetings.	5	3	**15**	Principal Contractor	Monitor and ensure planning
26	POPIA	Not getting and giving information on personal data management	Legal non-compliance; Risk to Client and project; Stoppages due to non-compliance;	5	5	**25**	POPIA Policy Statement, Record keeping and employee signatures obtained prior to medical testing. Make this part of the contract.	3	2	**6**	Principal Contractor	Implement controls

***RPN - Risk Prioritization Number**

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HBA level 3 GENERIC RISK ASSESSMENT.												
1	Preparation for works commencement on site	Access control not done, employees not aware and informed	Failure to comply with legal requirements resulting in work stoppage, increased infection rates, and possibly legal action against the PC.	5	3	15	Access signage: Do not enter if symptomatic. Update Covid policy and protocols, Educate and inform.	5	1	5	Principal Contractor	Stay updated.
2	Site Preparation	Failure to plan and resource; asymptomatic person not wearing a mask when knowingly +. Symptomatic person not isolating and testing.	Public liability, legal risk. Spread of disease	4	3	12	Update plan to current legislative requirements, inform, Signage to warn, Encourage awareness and knowledge, provide PPE, hygiene and sanitation goods.	3	3	9	Principal Contractor	Monitor
3	Induction/Training	Failure to induct workers and lack of training; Lack of correct and updated information/ awareness. Lack of Induction warnings of hazards in access to site.	Workers not adhering to prescribed controls due to lack of awareness resulting in increased exposure.	5	4	20	Copies of all the updated and relevant regulations and guidelines to be readily available on site and communicated to workers; Information / Awareness posters to be conspicuously displayed at strategic positions on site; Toolbox talks / DSTIs addressing COVID 19 related risks. Induction must address needs; access and traffic risks.	3	3	9	Principal Contractor	Monitor and implement.
4	Demographics of labour	Vulnerability due to age, underlying auto-immune or chronic disease/s. Transporting incorrectly	Health complications of vulnerable groups once infected with the virus; Possible death. Loss of reputation, time, finance, project	5	4	20	List of vulnerable employees to be maintained; ; Induction, DSTIs and toolbox talks to be done daily on topics relating to Covid-19, personal hygiene and PPE. Strict enforcement for use of PPE; FIT FOR WORK CERTIFICATES Staff in exposed age groups and compromised health conditions to be considered high risk and managed appropriately. Also address HIV, TB, Heb A,B,C	4	3	12	Principal Contractor	Stay informed
5	Origin of labour	Use of public transport to get to work and to move between towns and cities, districts, municipalities and rural villages; Workers who may have come into close contact with suspected HBAs	Non-use of cloth or respiratory masks / face shields by public transport commuters; Employees / workers could be possibly exposed and get infected resulting in spreading of the virus during movement.	3	4	12	Advise folk traveling on public transport on hygiene, ventilation, travel time and potential risks they should be aware off. Encourage cough protocols.	2	3	6	Principal Contractor	Monitor
6	Personal hygiene and accountability	Not reporting status, Poor personal hygiene and improper cough / sneezing etiquette. Spread of Covid 19 and other HBA's.Lack of correct masks use.	Increased risk of spreading the virus amongst co-workers and contaminating surfaces and/or tools. Touching of surfaces, tools and items that may have been contaminated;	5	3	15	Workers to be trained on proper personal hygiene and reporting protocols, which training must include the following: -Report - Frequently clean hands by using provided alcohol-based hand rub or soap with water. - Covering of mouth and nose with a flexed elbow when coughing / sneezing - Maintaining safe social distancing by avoiding close contact with anyone that has fever and cough	3	2	6	Principal Contractor	monitor
7	Soap and paper towels	Lack of adequate stock of to maintain facility hygiene	Poor implementation of hygiene protocols due to lack of resources resulting in increased risk of exposure and cross-infection;	4	4	16	Principal Contractor to ensure availability of stock at all times on site; It is recommended that adequate quantities of stock that should last for at least one month be procured and weekly as per the demand on site;	4	3	12	Principal Contractor	Facilities Regulations and Environmental Regulations apply.
8	Alcohol and substance abuse	Workers, visitors arriving at site under the influence of substances; Use of Breathalyzer for alcohol testing;	Intoxicated workers and/or visitors not complying with procedures laid down to prevent the spread of the virus; Cross infection due to use of shared breathalyzers;	5	4	20	Policy and method statement for substance abuse to be reviewed, management of visitors and workers under the influence of alcohol or other substances. Use of disposable individual testing units and appropriate disposal in hazardous waste bins.	5	3	15	Principal Contractor	High priority remedial action. Implement additional (secondary) controls immediately.

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9	HBA Risk awareness: Awareness Signage / Posters	Lack of awareness signage and posters if positive or symptomatic	Workers not adhering to prescribed controls due to lack of awareness resulting in increased exposure.	5	3	15	A policy and method statement to be prepared. Display of posters and signage with the site rules and protocols that needs to be maintained at strategic points. **DO NOT ENTER IF SYMPTOMATIC: TEST .** illness protocols: IF sick, test, if +: Isolate for a minimum of 7days, or until symptoms go away. Competent supervision and adequate awareness training required. Discipline to be applied to those not complying.	3	2	6	Principal Contractor	Proceed with care. Remedial actions to be taken at appropriate times.
10	Access Control	Uncontrolled access points; Untrained access controller / security guard Poor maintenance of site security fence;	Unauthorized access to site resulting in increased risk of contamination of the workplace and cross infection; Access controller / security guard not following correct procedure; Workers, visitors, site administration arriving on site via personal and public transportation. Failure to display no entry protocol.	5	4	20	Policy and method statements. All persons entering site to sanitize hands, prior to entry to site. Periodic alcohol testing to continue however only when warranted through suspicion.	5	3	15	Principal Contractor	High priority remedial action. Implement additional (secondary) controls immediately.
11	Welfare facilities	Inadequate space for maintaining social distancing; Failure to disinfect welfare facilities; Possible contaminated surfaces;	Inability to maintain social distancing resulting in possible cross contamination and increased risk of infection; Workers coming into close contact with contaminated surfaces resulting in virus infections;	5	4	20	Updating of policy, method statements and HIRA, limiting of personnel on site to minimum number required to maintain control and management. Implement and maintain cleaning and disinfecting programme. Site rules for social distancing to 1.5m. Stagger number of people attending induction and training sessions. Use technology to avoid close proximity between individuals where possible.	5	3	15	Principal Contractor	High priority remedial action. Implement additional (secondary) controls immediately.
12	Emergency planning and response	Not following correct procedure for dealing with COVID-19 suspected cases; Emergency Co-Ordinator not trained in COVID-19 emergency response procedure;	spread of disease. Injury and loss	4	3	12	Review emergency plan and method statements. DSTIs and toolbox talks. Competent supervision and emergency co-ordinator to be trained on emergency arrangements. Updating of the emergency plan and communicated to all personnel. Emergency Number List updated to include National Institute of Communicable Diseases (NICD) Emergency Hotline – 0800 029 999 and dedicated Isolation Hospital Details.	5	2	10	Principal Contractor	Proceed with care. Remedial actions to be taken at appropriate times.
13	First Aid	First Aid Attendant not trained in COVID-19 and proper procedure to be followed when rendering first aid; First Aid Attendant not provided with and not using suitable PPE. Lack of general competency and valid certification. No First aid box or signage,	disease spread	5	3	15	The designated First Aid Attendant must be made aware of the hazards and risks related to COVID-19; Suitable PPE for the First Aid Attendant must be readily available on site at all times (N-95, FFP1 / FFP2 masks, Goggles and Latex gloves); CCO to monitor and control; Competency and resources must be up to date. report and record cases.	5	2	10	Principal Contractor	General good health and good immune systems are the best defense against diseases.
14	Contractor Management	Non-compliant Contractors and lack of keeping updated.	Increased risk exposure due to lack of monitoring and enforcement resulting in the spread of the virus;	3	4	12	Update the site HIRA, OHS systems according to the current relevant Regulations and HBR.	2	3	6	Principal Contractor	Monitor