



Transnet Freight Rail, a division of

**TRANSNET SOC LTD**

Registration Number 1990/000900/30

[hereinafter referred to as **Transnet**]

**REQUEST FOR QUOTATION [RFQ] No BFX/52792**

**FOR THE SUPPLY OF: CIVIL AND ELECTRICAL MAINTENANCE TO MESS AND  
ABLUTION RAIL NETWORK DEPOT BLOEMFONTEIN  
(ASSET U2AX340B)**

**FOR DELIVERY TO: REAL ESTATE MANAGEMENT**

**ISSUE DATE: 20 FEBRUARY 2014**

**CLOSING DATE: 18 MARCH 2014**

**CLOSING TIME: 10:00**

**COMPULSARY SITE MEETING**

**DATE : 04 MARCH 2014**

**VENUE : TRANSNET ROAD,SUPPLY CHAIN SERVICES BLOEMFONTEIN**

**TIME : 10H00**

**ANNEXURE (A) SPECIFICATIONS (CIVIL)**

**ANNEXURE (B) CONTRACTOR TENDER PRICE (CIVIL)**

**ANNEXURE (C) SPECIFICATIONS (ELECTRICAL)**

**ANNEXURE (D) SCHEDULE OF QUANTITIES (ELECTRICAL)**

**ANNEXURE (E) B-BBEE PREFERANCE POINTS CLAIM FORM**

**ANNEXURE (F) SAFETY ARRANGEMENTS**

**Section 1**  
**NOTICE TO BIDDERS**

Quotations which must be completed as indicated in Section 2 of this RFQ are to be submitted as follows:

**METHOD:** **COURIER OR BY HAND**

**CLOSING VENUE:** **The Secretariat**  
**Acquisition council**  
**Admin Support Office**  
**Tender Box**  
**Office no 2**  
**Real Estate Management Building**  
**Austen Street**  
**Beaconsfield**  
**Kimberley**  
**Contact Person Maggie Pain – 838 3341**

**1 Responses to RFQ**

Responses to this RFQ [Quotations] must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

**2 Broad-Based Black Economic Empowerment [B-BBEE]**

Transnet fully endorses and supports the Government's Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. Transnet will accordingly allow a "preference" to companies who provide a valid B-BBEE Verification Certificate. All procurement transactions will be evaluated accordingly.

**2.1 B-BBEE Scorecard and Rating**

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note that the following preference point system is applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included).
- Bidders are to note that if the 80/20 preference point system is stipulated in this RFP and all Bids received exceed R1 000 000.00, the RFP must be cancelled.

The value of this bid is estimated to be **below R1000 000** (all applicable taxes included) and therefore the **80/20** system shall be applicable.

When Transnet invites prospective suppliers to submit Proposals for its various expenditure programmes, it requires Respondents to have their B-BBEE status verified in compliance with the

Codes of Good Practice issued in terms of the Broad Based Black Economic Empowerment Act No. 53 of 2003.

The Department of Trade and Industry recently revised the Codes of Good Practice on 11 October 2013 [Government Gazette No. 36928]. The Revised Codes will replace the Black Economic Empowerment Codes of Good Practice issued on 9 February 2007. The Revised Codes provide for a one year transitional period starting 11 October 2013. During the transitional period, companies may elect to be measured in terms of the Revised Codes or the 2007 version of the Codes. After the first year of the implementation of the Revised Codes, B-BBEE compliance will be measured in terms of the Revised Codes without any discretion. Companies which are governed by Sector-specific Codes will be measured in terms of those Sector Codes.

As such, Transnet will accept B-BBEE certificates issued based on the Revised Codes. Transnet will also continue to accept B-BBEE certificates issued in terms of the 2007 version of the Codes provided it was issued before 10 October 2014. Thereafter, Transnet will only accept B-BBEE certificates issued based on the Revised Codes.

Respondents are required to complete Annexure A (the B-BBEE Preference Point Claim Form) and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

**Note: Failure to submit a valid and original B-BBEE certificate or a certified copy thereof at the Closing Date of this RFQ will result in a score of zero being allocated for B-BBEE.**

*[Refer clause 20 below for Returnable Documents required]*

*Note: Should a JV be envisaged the principal Respondent is required to submit the required responses as indicated above.*

**The commitments made by the successful Respondents will be incorporated as a term of the contract and monitored for compliance.**

### 3 Communication

- a) Respondents are warned that a response will be liable for disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of Transnet in respect of this RFQ between the closing date and the date of the award of the business.
- b) A Respondent may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following Transnet employee:  
Name: Jakkie Kotze                      Email: Jakkie.kotze@transnet.net
- c) Respondents may also, at any time after the closing date of the RFQ, communicate with Maggie Pain on any matter relating to its RFQ response:  
Telephone                      053 – 828 3341      Email      Maggie.pain@transnet.net

**4 Tax Clearance**

The Respondent's original and valid Tax Clearance Certificate must accompany the Quotation. Note that no business shall be awarded to any Respondent whose tax matters have not been declared by SARS to be in order.

**5 VAT Registration**

The valid VAT registration number must be stated here: \_\_\_\_\_ [if applicable].

**6 Legal Compliance**

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

**7 Changes to Quotations**

Changes by the Respondent to its submission will not be considered after the closing date and time.

**8 Pricing**

All prices must be quoted in South African Rand on a fixed price basis, excluding VAT.

**9 Prices Subject to Confirmation**

Prices quoted which are subject to confirmation will not be considered.

**10 Negotiations**

Transnet reserves the right to undertake post-tender negotiations with selected Respondents or any number of short-listed Respondents.

**11 Binding Offer**

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

**12 Disclaimers**

Transnet is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. Please note that Transnet reserves the right to:

- modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify Quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced Quotation;
- reject all Quotations, if it so decides;
- place an order in connection with this Quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or
- make no award at all. Transnet reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

**13 Transnet’s supplier integrity pact**

Transnet’s Integrity Pact requires a commitment from suppliers and Transnet that they will not engage in any corrupt and fraudulent practices, anti-competitive practices; and act in bad faith towards each other. The Integrity Pact also serves to communicate Transnet’s Gift Policy as well as the remedies available to Transnet where a Respondent contravenes any provision of the Integrity Pact.

Respondents are required to familiarise themselves with the contents of the Integrity Pact which is available on the Transnet Internet site [www.transnet.net/Tenders/Pages/default.aspx] or on request. Furthermore, Respondents are required to certify that they have acquainted themselves with all the documentation comprising the Transnet Integrity Pact and that they fully comply with all the terms and conditions stipulated in the Transnet Supplier Integrity Pact as follows:

<b>YES</b>	<b>NO</b>
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Should a Respondent need to declare previous transgressions or a serious breach of law in the preceding 5 years as required by Annexure A to the Integrity Pact, such declaration must accompany the Respondent’s bid submission.

**14 Evaluation Criteria**

**15 Transnet will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:**

Criterion/Criteria	Explanation
<b>Administrative responsiveness</b>	Completeness of response and returnable documents
<b>Substantive responsiveness</b>	Prequalification criteria, if any, must be met and whether the Bid materially complies with the scope and/or specification given.
<b>Final weighted evaluation based on 80/20 preference point system as indicated in paragraph Error! Reference source not found.</b>	<ul style="list-style-type: none"> <li>Pricing and price basis [firm] - whilst not the sole factor for consideration, competitive pricing and overall level of unconditional discounts<sup>1</sup> will be critical</li> <li>B-BBEE status of company - Preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table indicated in Annexure A.</li> </ul>

<sup>1</sup> Only unconditional discounts will be taken into account during evaluation. A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment is effected.

**16 Validity Period**

Transnet desires a validity period of 90 [ninety] days from the closing date of this RFQ.

This RFQ is valid until \_\_\_\_\_.

**17 Banking Details**

BANK: \_\_\_\_\_

BRANCH NAME / CODE: \_\_\_\_\_

ACCOUNT HOLDER: \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

**18 Company Registration**

Registration number of company / C.C. \_\_\_\_\_

Registered name of company / C.C. \_\_\_\_\_

**19 Disclosure of Prices Quoted**

Respondents must indicate here whether Transnet may disclose their quoted prices and conditions to other Respondents:

YES  NO

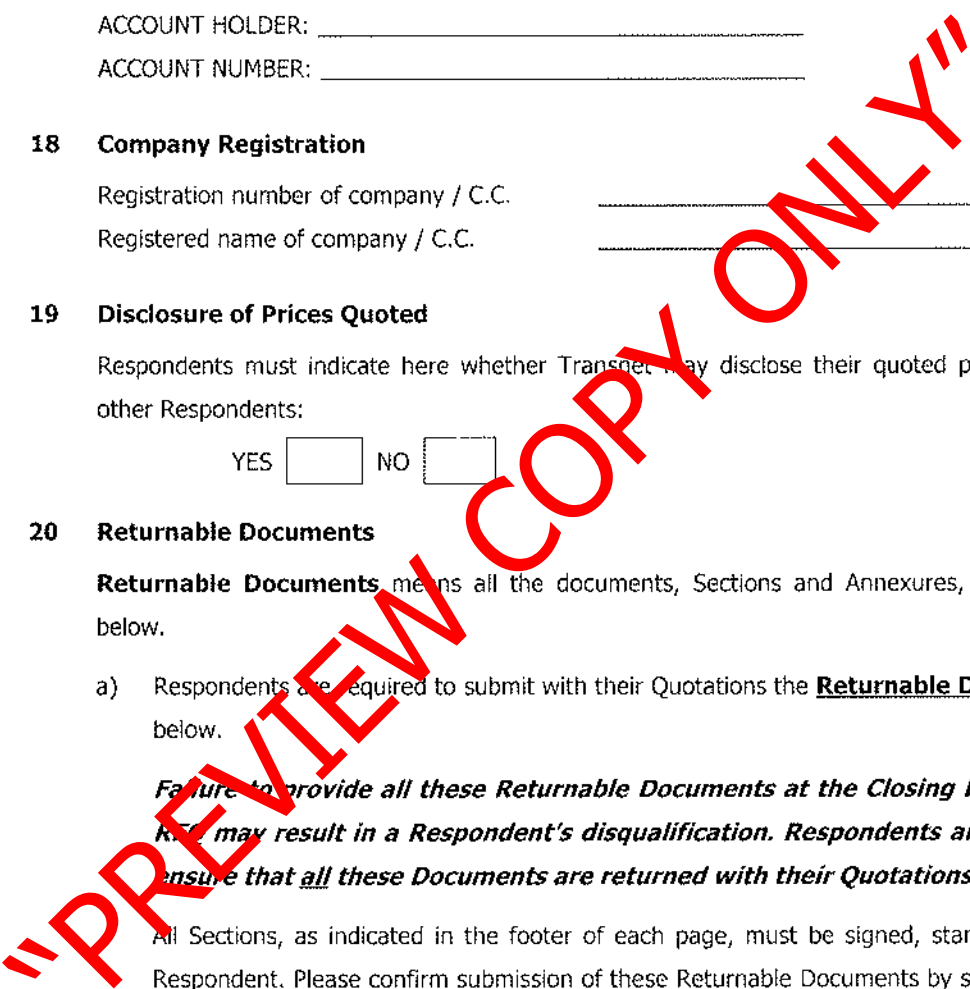
**20 Returnable Documents**

**Returnable Documents** means all the documents, Sections and Annexures, as listed in the tables below.

a) Respondents are required to submit with their Quotations the **Returnable Documents**, as detailed below.

*Failure to provide all these Returnable Documents at the Closing Date and time of this RFQ may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations.*

All Sections, as indicated in the footer of each page, must be signed, stamped and dated by the Respondent. Please confirm submission of these Returnable Documents by so indicating [Yes or No] in the table below:



<b>Returnable Documents</b>	<b>Submitted [Yes or No]</b>
SECTION 1 : Notice to Bidders	
<ul style="list-style-type: none"> <li>- Valid and original B-BBEE Verification Certificate or certified copy thereof [Large Enterprises and QSEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero for preference</li> </ul>	
<ul style="list-style-type: none"> <li>- Valid and original B-BBEE certificate/sworn affidavit or certified copy thereof from auditor, accounting officer or SANAS accredited Verification Agency [EMEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the RFQ will result in an automatic score of zero being allocated for preference</li> </ul>	
<ul style="list-style-type: none"> <li>- In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement</li> </ul>	
<ul style="list-style-type: none"> <li>- <b>Original</b> valid Tax Clearance Certificate [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party]</li> </ul>	
SECTION 2 : Quotation Form	
SECTION 3: Vendor Application Form	
<ul style="list-style-type: none"> <li>• Original cancelled cheque or bank verification of banking details</li> <li>• Certified copies of IDs of shareholder/directors/members [as applicable]</li> <li>• Certified copies of the relevant company registration documents from Companies and Intellectual Property Commission (CIPC)</li> <li>• Certified copies of the company's shareholding/director's portfolio</li> <li>• Entity's letterhead</li> <li>• Certified copy of VAT Registration Certificate [RSA entities only]</li> <li>• Certified copy of valid Company Registration Certificate [if applicable]</li> </ul>	
ANNEXURE A - SPECIFICATIONS CIVIL	
ANNEXURE B - CONTRACTOR TENDER PRICE CIVIL	
ANNEXURE C - SPECIFICATIONS ELECTRICAL	
ANNEXURE D - SCHEDULE OF QUANTITIES ELECTRICAL	
ANNEXURE E - BBBEE PREFERENCE CLAIM FORM	
ANNEXURE F - SAFETY ARRANGEMENTS E4E	

- b) In addition to the requirements of paragraph a) above, Respondents are further requested to submit with their Proposals the following **additional documents** as detailed below.

Please confirm submission of these additional documents by so indicating [Yes or No] in the table below:

<b>Additional Documents</b>	<b>SUBMITTED [Yes or No]</b>
Valid Letter of Goods Standing	

Respondent's Signature

Date & Company Stamp



**Section 2  
QUOTATION FORM**

I/We \_\_\_\_\_  
hereby offer to supply the goods/services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

- the Standard Terms and Conditions for the Supply of Goods or Services to Transnet [available on request]; and
- any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless Transnet should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, Transnet may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by Transnet in calling for Quotations afresh and/or having to accept any less favourable offer.

**Price Schedule**

I/We quote as follows for the goods required, on a "delivered nominated destination" basis, excluding VAT:

Item No	Description of Goods /Services	Total Price (EXCL VAT)
1	Civil Maintenance	
2	Electrical Maintenance	

Delivery Lead-Time from date of purchase order : \_\_\_\_\_ [days/weeks]

**Notes to Pricing:**

- All Prices must be quoted in South African Rand, exclusive of VAT
- To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being disqualified.
- Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.

.....  
Respondent's Signature

.....  
Date & Company Stamp



## Section 3

## VENDOR APPLICATION FORM

## Transnet Supplier Declaration/Application

The Financial Director or Company Secretary

Transnet Vendor Management has received a request to load your company on to the Transnet vendor database. Please furnish us with the following to enable us to process this request:

1. Complete the "Supplier Declaration Form" (SDF) on page 2 of this letter
2. **Original** cancelled cheque **OR** letter from the bank verifying banking details (**with bank stamp**)
3. **Certified** copy of Identity document of Shareholders/Directors/Members (where applicable)
4. **Certified** copy of certificate of incorporation, CM29 / CM9 (name change)
5. **Certified** copy of share Certificates of Shareholders, CK1 / CK2 (if CC)
6. A letter with the company's letterhead confirming physical and postal addresses
7. **Original** or **certified** copy of SARS Tax Clearance certificate and VAT registration certificate
8. A signed letter from the Auditor / Accountant confirming most recent annual turnover and percentage black ownership in the company **AND/OR** BBBEE certificate and detailed scorecard from an accredited rating agency (SANAS member).

**NOTE:**

- **Failure to submit the above documentation will delay the vendor creation process.**
- **Where applicable, the respective Transnet business unit processing your application may request further information from you. E.g. proof of existence of a Service/Business contract between your business and the respective Transnet business unit etc.**

**IMPORTANT NOTES:**

- a) **If your annual turnover is less than R1 million**, then in terms of the DTI codes, you are classified as an Exempted Micro Enterprise (EME). If your company is classified as an EME, please include in your submission, a signed letter from your Auditor / Accountant confirming your company's most recent annual turnover is less than R1 million and percentage of black ownership and black female ownership in the company **AND/OR** BBBEE certificate and detailed scorecard from an accredited rating agency (e.g. permanent SANAS Member), should you feel you will be able to attain a better BBBEE score.
- b) **If your annual turnover is between R5 million and R35million**, then in terms of the DTI codes, you are classified as a Qualifying Small Enterprise (QSE) and you claim a specific BBBEE level based on any 4 of the 7 elements of the BBBEE score-card, please include your BEE certificate in your submission as confirmation of your status. The BBBEE certificate and detailed scorecard should be obtained from an accredited rating agency (e.g. permanent SANAS Member).
- c) **If your annual turnover is in excess of R35million**, then in terms of the DTI codes, you are classified as a Large Enterprise and you claim a specific BEE level based on all seven elements of the BBBEE generic score-card. Please include your BEE certificate in your submission as confirmation of your status.  
**NOTE:** BBBEE certificate and detailed scorecard should be obtained from an accredited rating agency (permanent SANAS Member).
- d) **To avoid PAYE tax being automatically deducted from any invoices received from you**, you must also contact the Transnet person who lodged this request on your behalf, so as to be correctly classified in terms of Tax legislation.
- e) Unfortunately, **No payments can be made to a vendor** until the vendor has been registered, and no vendor can be registered until the vendor application form, together with its supporting documentation, has been received and processed.
- f) **Please return the completed Supplier Declaration Form (SDF) together with the required supporting documents mentioned above to the Transnet Official who is intending to procure your company's services/products in order that he/she should complete and Internal Transnet Departmental Questionnaire before referring the matter to the appropriate Transnet Vendor Master Office.**

## Supplier Declaration Form

Company Trading Name							
Company Registered Name							
Company Registration Number Or ID Number If A Sole Proprietor							
Form of entity	CC	Trust	Pty Ltd	Limited	Partnership	Sole Proprietor	
VAT number (if registered)							
Company Telephone Number							
Company Fax Number							
Company E-Mail Address							
Company Website Address							
Bank Name				Bank Account Number			
Postal Address						Code	
Physical Address						Code	
Contact Person							
Designation							
Telephone							
Email							
Annual Turnover Range (Last Financial Year)		< R5 million	R5-35 million	> R35 million			
Does Your Company Provide		Products	Services	Both			
Area Of Delivery		National	Provincial	Local			
Is Your Company A Public Or Private Entity		Public		Private			
Does Your Company Have A Tax Directive Or IRP30 Certificate		Yes		No			
Main Product Or Service Supplied (E.G.: Stationery/Consulting)							
<b>BEE Ownership Detail</b>							
% Black Ownership	% Black women ownership	% Disabled person/s ownership					
Does your company have a BEE certificate		Yes	No				
What is your broad based BEE status (Level 1 to 9 / Unknown)							
How many personnel does the firm employ		Permanent	Part time				
Transnet Contact Person							
Contact number							
Transnet operating division							
<b>Duly Authorised To Sign For And On Behalf Of Firm / Organisation</b>							
Name				Designation			
Signature				Date			
<b>Stamp And Signature Of Commissioner Of Oath</b>							
Name				Date			
Signature				Telephone No.			

Respondent's Signature

Date &amp; Company Stamp

## ANNEXURE A

**BUILDING DESCRIPTION: ABLUTION M.T.V.**

**CITY / TOWN: BLOEMFONTEIN**

**TENDER NO:**

**ASSET NO: 02AX340B**

**ITEM NO. SPECIFICATIONS PER ITEM.**

### CEILING

- 31 Work description: Install suspending ceiling complete as per type specified in fault list  
Supply and install suspended ceiling. Use Donn Products ceiling grid & accessories or Mac steel interior systems grids and accessories. Use the LSM 25 cornice wall moulding from Donn and T37 main tee with T32 cross tee and or similar system from Mac steel Interior systems. Use 2.5mm pre stress galvanized wire, 4mm rod suspension system or 19mm wide galvanized strap as hangers. The installation shall be done according to the specification of the relevant manufacture. Supply and install 595mm x 1195mm x 12,7mm thick laminated white vinyl Rhinodek tiles. The tile should be installed according to the manufacture's specification. Hold down clips must be used to hold the boards firmly in position. After installation the ceiling shall be level and all grid strips shall be straight.

### WALLS INTERIOR

- 70 Work description: Chip 80% of wall and provide key coat on wall for ceramic tiles  
Apply Tylon Key it or Tal primer and keying agent to smooth surfaces. Surface must be firm, free of dust, wax polish and organic growth. Painted and gypsum plastered surfaces need to be chipped to remove 80% of paint or gypsum. Apply Tylon Key it or Tal keying agent as specified by the manufacturer.  
**BEFORE ANY TILING MAY COMMENCE, THE REPRESENTATIVE MUST FIRST APPROVE THE SURFACE.**
- 71 Work description: Apply key coat on wall for ceramic tiles  
Apply Tylon Key it or Tal primer and keying agent to smooth surfaces. Surface must be firm, free of dust, wax polish and organic growth. Painted and gypsum plastered surfaces need to be chipped to remove 80% of paint or gypsum. Apply Tylon Key it or Tal keying agent as specified by the manufacturer.  
**BEFORE ANY TILING MAY COMMENCE, THE REPRESENTATIVE MUST FIRST APPROVE THE SURFACE.**
- 73 Work description: Remove glazed wall tiles.  
Remove old tiles completely with all adhesive and clean surfaces thoroughly, ready for new tiles.

**Tenderer signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

TENDER NO:

ASSET NO: 02AX340B

ITEM NO. SPECIFICATIONS PER ITEM.

74 Work description: Lay glazed wall tiles.

\*BEFORE TILING COMMENCES, THE REPRESENTATIVE MUST FIRST APPROVE THE SURFACE, IN SITE BOOK. \*ALL HOLLOW SOUNDING TILES SHALL BE REMOVED AND RE-FIXED. \*USE ONLY TYLON CM11 OR TAL PROFESSIONAL ADHESIVE OR TYPE APPROVED BY PROJECT MANAGER. \*NEVER USE SPOT OR BLOB METHODS. \*NEVER BUTT JOINT TILES.

Glazed ceramic wall tile and fittings shall comply with (SABS 22). Tiles should be even in shape and size, free from cracks, twists or blemish and uniform in colour. Tiles shall be fixed in accordance with (SABS 0107). Tiles should be fixed with a cement based adhesive. The adhesive shall be as recommended by the manufacturer of the tiles. Joints shall be level, straight, continuous and with 2mm spacers for tiles up to 250 x 200mm and 3mm for bigger sizes as recommended by the tile manufacturer. Symmetrical arrangements of tiling, with cutting along both sides of panels, to avoid cutting of tiles smaller than 50mm wide, shall be done. Cutting and fitting of tiles against walls and around doorframes, etc must be neat, with a gap between 2 and 5 mm. Tiling is to be returned into reveals of openings, onto window sills, and onto top of screen walls, etc. Do not stack tiles outside, exposed to dust, dirt and rain. Store under cover and not in direct contact with soil. Use only approved cement based tile adhesive. Follow adhesive manufacturer's instructions. Use notched trowel to apply adhesive 6mm X 6mm notches at 6mm intervals. The BLOB and SPOT method must not be used. Joint widths shall be 3mm. Tiles must be dry before being bedded. Tap tiles level with a rubber mallet. All tiles must make 100% contact with adhesive, make sure there are no voids. Allow the adhesive to cure for 2 to 3 days before grouting. Use only approved grout. Mix grout with Tylon or Tal Bond-it in shower areas. Fill joints to lower edge of bevel and not level with the top of the tile. The work must be kept very clean during grouting as dried grout is almost impossible to remove from textured tiles. DO NOT USE ACIDS, SPIRITS OF SALTS, AMMONIA, OTHER STRONG CHEMICALS OR STEEL WOOL TO CLEAN TILES.

#### WINDOWS INTERIOR

161 Work description: Install/replace vertical blinds (7)  
See install/replace Vertical blinds (1) for specifications

#### WINDOWS INT AND EXT

198 Work description: Paint window frame complete.  
Clean window frame from rust and dirt by scraping or by means of steel wire brush. Sand frame complete and wipe off all sanding dust to obtain a perfectly clean surface. Prime all exposed metal surfaces with an approved metal primer. Apply one coat universal undercoat and two coats water-base Dulux Pearl glo. After painting, window-opening sections shall open and close easily. All Window handles, peg stays and sliding stays shall be removed to paint window. The Window handles, peg stays and sliding stays shall be removed cleaned and re-fitted. Contractor shall be responsible for any lost window fittings

#### DOORS/SECURITY GATES

271 Work description: Paint door complete, 2 coats.  
Previously painted doors: Wash thoroughly with a suitable detergent to remove all dirt and rinse with clean water. Remove defective paint/varnish and repair all holes and defective places with a suitable wood filler. Sand complete door and wipe off all sanding dust with a damp cloth. Allow to dry and apply one coat universal undercoat and one coat gloss enamel paint. New doors to be painted: Sand smooth and wipe sanding dust off with damp cloth. Allow to dry and apply one coat wood primer, one coat universal undercoat and one coat gloss enamel. Allow paint to dry between coats as per specification.

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

TENDER NO:

ASSET NO: 02AX340B

ITEM NO. SPECIFICATIONS PER ITEM.

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- 287 Work description: Security gate spot prime and paint 2 coats.  
Remove all defective paint and rust, sand completely and wipe off all sanding dust with a damp cloth. Spot prime any bare metal areas with Dulux, Plascon or approved anti rust primer. Apply Plascon, Dulux or approved universal undercoat and one coat Plascon, Dulux or approved gloss enamel.

DOORFRAMES

- 312 Work description: Paint frame with fan light, complete 2 coats.  
Previously painted wooden door frame: Wash thoroughly with a suitable detergent to remove all dirt, rinse with clean water. Remove defective paint and repair all holes and defective places with a suitable wood filler. Sand complete frame and wipe off all sanding dust with a damp cloth. Allow too dry and apply one coat universal and one coat gloss enamel on painted frames. Previously painted steel doorframes: Clean door frame from all rust and dirt by means of scraping, steel wire brush or sanding. Sand frame complete and wipe off all sanding dust with damp cloth. Allow too dry. Spot prime all exposed metal surfaces with an approved metal primer. Apply one coat universal undercoat and one coat gloss-enamel. New wooden door frames to be painted: Sand smooth, wipe sanding dust off with damp cloth, allow to dry. Apply one coat wood primer, one coat universal undercoat and 2 coats Dulux pearglo on doors frames. Allow paint to dry between coats as per manufacturer specifications

PLUMBING INTERIOR

- 477 Work description: Fit / Replace shower rose  
Provide and fix in each shower cubicle an approved 50mm diameter brass chromium-plated shower rose connected with short length of 15mm diameter chromium-plated pipe taken down on wall to height required and connected to 15mm brass chromium-plated stop cock to cold water supply.
- 480 Work description: Install shower door (pivot)  
Supply and install pivot shower door from Kal Aluminium or Wespeco or type approved by project manager. Install according to the manufacture's specifications.
- 509 Work description: Vertical or Horizontal chasing for pipes.  
All necessary holes shall be cut in walls, floors, roofs, ceilings, etc. for pipes, brackets, etc. and any damage shall be made good in all trades, after pipes, etc. have been built in, all to the satisfaction of the Representative/Agent.
- 511 Work description: Install / replace water pipes 15mm copper pipes  
Copper pipes for domestic water services in all cases shall comply with the requirements of SABS Specification 460 Class 2 and 3. For applications below ground only Class 2 or 3 shall be used. Pipe work shall be of Class 2 or 3. Provision must be made for union couplings in strategic places. No exposed surface mounted piping will be permitted on wall surfaces except where it is avoidable and provided it is not unsightly, all to the approval of the Manager. A proper inclination shall be maintained in fixing pipes so that no air can be lodged in them. All pipe work to be installed in compliance with manufacturers specification and SABS 0252 code of practice. Provision must be made for thermal expansion and the proper anchoring there of. All pipe runs should be flushed, fastened and pressure tested, prior to the application of any terminal fittings.

FIT/REPLACE ITEMS/ FURNITURE

- 536 Work description: Fit/Replace toilet paper holder/dispenser.  
Replace/provide with type specified on work list. Chromium-plated toilet roll holders or White powder coated toilet paper dispenser holding 2 or 3 rolls.

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



TENDER NO:

ASSET NO: 02AX340B

ITEM NO. SPECIFICATIONS PER ITEM.

- 538 Work description: Install single soap dish, type as specified in work list  
Porcelain soap dish. Form openings in wall over bath and sink, where specified and provide and build in, in cement mortar 152 x 152mm approved white glazed earthenware soap receptacle. Soap receptacles are to be thoroughly wetted in water prior to fixing and neatly finished off with neat white cement grout.
- 541 Work description: Fit/Replace hat and coat hooks.  
Provide and fix in the position indicated or directed, 100 x 22mm thick oiled and polished hardwood rails with chamfered edges, screwed to plugs in walls and provide hat and coat hooks as sample No. 173, at approximately 200mm centres, securely screwed to hardwood rails. Replace missing hooks with new hat and coat hooks to match existing type.

ROOF

- 590 Work description: Paint roof sheets underside roof overhang/veranda  
The Project manager must first approved roof after cleaning before the first coat is apply and must first approved the first coat before the second coat can be applied. The roof paint shall be applied by paint shall be applied by.  
Roof shall be 100% clean before the roof paint is applied. All the rusted areas shall be spot primed, and the primer shall be dry before the first coat of Dulux roof guard or Plascon roof paint is applied. The roof paint shall be applied by brush, the use of roller or broom is not permitted. The paint shall be apply according to the manufacturer specifications and over coat times.
- 598 Work description: Paint expose roof timber  
Item include cleaning by washing off all dirt. Remove all loose, chalky, flaking, peeling paint from wood, sand and wipe off sanding dust with damp cloth and leave to dry before applying paint.
- 599 Work description: Paint expose roof timber sprockets.  
Item include cleaning by washing off all dirt. Remove all loose, chalky, flaking, peeling paint from wood, sand and wipe off sanding dust with damp cloth and leave to dry before applying paint.

FACIA/BARGE BOARDS

- 616 Work description: Paint fascia board steel/asbestos two coats  
STEEL FASCIA BOARDS: Clean from rust and dirt by scraping or by means of steel wire brush, sand completely and wipe off all sanding dust to obtain perfectly clean surface. Spot prime all exposed metal surface with an approved metal primer. Apply one coat universal undercoat and one coat of gloss enamel.  
CEMENT FIBRE FASCIA BOARDS WITH PAINT IN GOOD CONDITION: Clean from all dust and dirt with approved detergent and rinse with clean water. Remove all defective paint, sand completely wipe off all sanding dust with a damp cloth, spot prime all nail and screw heads and apply two coats Plascon wall and all paint of Dulux wall guard paint or approved paint for cement fibre products.  
CEMENT FIBRE FASCIA BOARDS WITH PAINT IN BAD CONDITION: Remove all paint coatings back to bare surface. sand down to a smooth surface, spot prime nail and screw heads with universal undercoat and paint surfaces two coats Plascon wall and all or with two coats Dulux wall guard paint.  
CEMENT FIBRE FASCIA BOARDS NEW  
Clean, spot prime nail and screw heads with universal undercoat and paint surfaces two coats Plascon wall and all or with two coats Dulux wall guard paint.

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

TENDER NO:

ASSET NO: 02AX340B

ITEM NO. SPECIFICATIONS PER ITEM.

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- 617 Work description: Paint Barge board steel/Cement fibre two coats  
STEEL BARGE BOARDS: Clean from rust and dirt by scraping or by means of steel wire brush, sand completely and wipe off all sanding dust to obtain perfectly clean surface. Spot prime all exposed metal surface with an approved metal primer. Apply one coat universal undercoat and one coat of gloss enamel.  
CEMENT FIBRE BARGE BOARDS WITH PAINT IN GOOD CONDITION: Clean from all dust and dirt with approved detergent and rinse with clean water. Remove all defective paint, sand completely wipe off all sanding dust with a damp cloth, spot prime all nail and screw heads and apply two coats Plascon wall and all paint of Dulux wall guard paint or approved paint for cement fibre products.  
CEMENT FIBRE BARGE BOARDS WITH PAINT IN BAD CONDITION: Remove all paint coatings back to bare surface, sand down to a smooth surface, spot prime nail and screw heads with universal undercoat and paint surfaces two coats Plascon wall and all or with two coats Dulux wall guard paint.  
NEW CEMENT FIBRE BARGE BOARDS NEW  
Clean, spot prime nail and screw heads with universal undercoat and paint surfaces two coats Plascon wall and all or with two coats Dulux wall guard paint.

GUTTERS/DOWNSPIPES

- 622 Work description: Remove gutter and down pipe complete, including brackets, Remove gutters brackets with care as not to damage wood sprockets

SITE CLEANING/CUT TREE/RUBBLE

- 858 Work description: Cut back tree branches over hanging roof  
All equipment and machinery that will be used in the execution of the contract shall comply with the safety standards as required in Act 85 of 1993 and all amendments and all regulations to the Act. Personnel shall have all the necessary safety equipment at all times in their possession and shall use it. The contractor shall repair and make good any damage to buildings, fences and any other property to the satisfaction of the representative. The Contractor shall remove and dispose of all the branch and rubbish that may accumulate on the site. After completion the contractor shall leave the site in a clean and tidy condition.

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



**ANNEXURE B**

**CONTRACTOR TENDER PRICE LIST PER ITEM**

BUILDING DESCRIPTION ABLUTION M.T.V.

CITY / TOWN: BLOEMFONTEIN

TENDER NO:

ASSET NO: 02AX340B

**CONTRACTOR TENDER PRICE LIST FOR INTERIOR AND EXTERIOR WORK TO BUILDINGS**

Measurements and or quantities do not include off cuts or waste all measurements of material is measure as nett fixed. Contractor to add his own % for off cuts and waste.

The contractor is responsible to check all the measurements and quantities before ordering any material. The measurement and quantities are only a guide for tender purposes.

Value Added Tax (VAT) shall be excluded in the schedule of rates and prices.

To be supplied by the Contractor: The Contractor shall provide all labour, material, transport, consumable stores, plant, equipment, tools, services, materials and ingredients of every description required for the carrying out and completion of the WORK as per the attached worklist and specification and as may be ordered by the Project Manager.

GENERAL: The Building will be occupied during renovations, The Project manager, contractor and manager of the TFR staff using the building will discuss and agree on site the maintenance plan for the building. The necessary move of furniture in the same room if necessary is included in all the items. All normal cleaning, preparation include sanding, stopping and wash of items to be painted as specified by the paint manufacturer is included in all the paint items, Were abnormal cleaning is required it will be specified as an additional item. All scaffolding and use of ladders up to 4.50m high interior and exterior if and as necessary is part of all the items. All work shall be done according to the attached specifications and shall comply with the National building regulations. Unless otherwise specified all materials must comply with SANS specifications. Where no applicable SANS Specification exists the materials must be approved by the Transnet freight rail project manager. All material shall be fitted, install or applied as specified by the manufacture.

The contractor shall be liable for any damages cause by him or his staff to any Transnet freight rail property and or equipment.

SAFTEY: The contractor shall comply with the Occupational Health Safety Act, 1993 (Act 85 of 1993)

Page 1 of 4

SUB TOTAL PAGE 1

TENDER NO:

ASSET NO: 02AX340B

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
CEILINGS					
31	Install donn or Mac steel type suspending ceiling with 12,7mm thick laminated white vinyl rhinodek tiles complete	65	M^2		
WALLS INTERIOR					
70	Chip 80% of wall area to be tiled and apply key coat to wall before laying ceramic tiles. key coat shall be apply according the manufacturer specification on container	241	M^2		

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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TENDER NO:

ASSET NO: 02AX340B

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
71	Apply key coat to wall before laying ceramic tiles, key coat shall be applied according the manufacturer specification on container) (use item when tiling direct on to straight and level brick wall)	241	M^2		
73	Remove glazed wall tiles complete from plaster or brick wall, remove all adhesive.	80	M^2		
74	Lay 1st grade 200 x 250mm white ceramic glazed wall tiles, use 3mm spacers, item include walls, reveals, soffits, sills and the top of shower walls, use white grout, use only Tylon wb11 adhesive or adhesive approved by project manager	241	M^2		
WINDOWS INTERIOR					
161	Install / replace vertical blinds **slats only re-use rail** complete with new rail ** with approved type blinds, size ----- mm wide x ----- mm drop, colour plain fawn, measured for **recess ** face** fit, rail anodized alumium, read attached spec !!	9	EA		
WINDOWS INT AND EXT					
198	Paint residential small pane type window frame complete, with 1 coat universal undercoat and 2 coats Dulux water-base pearlglc lockness code-311-5, item includes removing all old paint from glass area and cleaning of glass, see detailed specifications.	9	EA		
DOORS/SECURITY GATES					
271	Paint door complete both sides, side edges, top edge under coat and 2 coats Dulux pearlglc river rock code 6j1-7, apply paint only after preparation as per attached specification, door=10mm x 2.03m door=3.66 m2, 750mm x 2.03m door=1.42 m2.	4	EA		
287	Security gate prepare for painting, spot prime, paint coat universal undercoat and 1 coat white gloss enamel, single standard 810 x 2030mm gate, 40mm square tubing outer frame, 25mm square tubing gate frame and 12mm dia round bars , see attached spec	2	EA		
DOORFRAMES					
312	Paint door frame with fan light, undercoat and 2 coats Dulux pearlglc lockness code-311-5, item includes the paint of fan light window, single frame 115mm=1.85m2, 230mm=2.50m2, double frame 1511mmx115mm=2.1 m2, 230mm=3.00 m2, preparation included	4	EA		
PLUMBING INTERIOR					
477	Fit / replace shower rose with swivel type complete with cobra brass chrome plated extension pipe with cover plate	6	EA		
480	Install kal/wespeco or approved pivot glass and aluminium shower door with obscure/frosted glass, silicone sealer shall be applied between tiles and aluminium frame before fitting frame and not after frame has been fixed.	6	EA		
509	Vertical or horizontal chasing for pipes up to 25mm wide x 50mm deep, make good after pipes , installation has been completed, repair to match wall finish.	10	M		
511	Install water pipes 15mm class 2 copper pipes against wall and or in wall and or in roof, item exclude fittings, item to supply water point cover the fittings, (pipes in wall, all the pipe work shall be inspected before closing of pipes with plaster).	10	M		
FIT/REPLACE ITEMS/ FURNITURE					
536	Replace toilet paper holder white lockable paper dispenser type holding 2 or 3 rolls	2	EA		

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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TENDER NO:

ASSET NO: 02AX340B

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
538	Fit soap dish build in porcelain/ chrome plated type fit on to tiles. (for shower fit 1250mm height from shower floor)	6	EA		
541	Fit or replace hat and coat hooks, use only heavy duty chrome plated type that is approved by project manager	6	EA		
ROOF					
590	Do preparations as specified and paint roof corr iron/IBR two coats Dulux or Plascon white roof paint. area is length x width (area do not include roof sheet profile) overcoat time 4 hours. (see attached paint specification)	156	M <sup>2</sup>		
598	Paint exposed roof timber purlin, paint 1 pink wood primer, 1 coat universal undercoat and 2 coats white Dulux roof guard paint. apply paint only after preparation as per attached specification	26	M		
599	Paint exposed roof timber sprockets, 1 coat universal undercoat and 2 coats white 2 coats white Dulux wall guard or Dulux roof guard. bare wood areas shall be spot primed with wood primer. apply paint only after preparation as per attached specification.	10	M		
FACIA/BARGE BOARDS					
616	Paint facia board steel / nutec-cement, 2 coats Plascon wall and all paint or with Dulux white roof guard paint (paint only from side) apply paint only after preparation as per attached specification has been done	5	M		
617	Paint barge board steel / nutec-cement 2 coats Plascon wall and all paint or with Dulux white roof guard paint (paint only from side) apply paint only after preparation as per attached specification had been done	50	M		
GUTTERS/DOWNSPIPES					
622	Remove gutters complete with brackets, down pipes and down pipe holder bats, item include the iron down pipe holder bat holes in wall with cement	24	M		
SITE CLEANING/CUT TREE RUBBLE					
858	Cut tree branches exceeding 200mm girth and not exceeding 500mm girth overhanging roof and remove from site	1	JOB		

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Tenderer signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## ANNEXURE B

### **CONTRACTOR TENDER PRICE LIST PER ITEM**

BUILDING DESCRIPTION ABLUTION M.T.V.

CITY / TOWN: BLOEMFONTEIN

TENDER NO:

ASSET NO: 02AX340B

#### CONTRACTOR TENDER PRICE LIST FOR INTERIOR AND EXTERIOR WORK TO BUILDINGS

Measurements and or quantities do not include off cuts or waste all measurements of material is measure as nett fixed. Contractor to add his own % for off cuts and waste.

The contractor is responsible to check all the measurements and quantities before ordering any material. The measurement and quantities are only a guide for tender purposes.

Value Added Tax (VAT) shall be excluded in the schedule of rates and prices.

To be supplied by the Contractor: The Contractor shall provide all labour, material, transport, consumable stores, plant, equipment, tools, services, materials and ingredients of every description required for the carrying out and completion of the WORK as per the attached worklist and specification and as may be ordered by the Project Manager.

**GENERAL:** The Building will be occupied during renovations, The Project manager, contractor and manager of the TFR staff using the building will discuss and agree on site the maintenance plan for the building. The necessary move of furniture in the same room if necessary is included in all the items. All normal cleaning, preparation include sanding, stopping and wash of items to be painted as specified by the paint manufacturer is included in all the paint items, Where abnormal cleaning is required it will be specified as an additional item. All scaffolding and use of ladders up to 4.50m high interior and exterior if and as necessary is part of all the items. All work shall be done according to the attached specifications and shall comply with the National building regulations. Unless otherwise specified all materials must comply with SANS specifications. Where no applicable SANS Specification exists the materials must be approved by the Transnet freight rail project manager. All material shall be fitted, installed or applied as specified by the manufacture.

The contractor shall be liable for any damages cause by him or his staff to any Transnet freight rail property and or equipment.

**SAFTEY:** The contractor shall comply with the Occupational Health Safety Act, 1993 (Act 85 of 1993)

Page 1 of 2

SUB TOTAL PAGE 1

TENDER NO:

ASSET NO: 02AX340B

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
	WALLS EXTERIOR				
684	Paint exterior brick wall, not plastered, with 2 coats Dulux wall guard paint or similar paint approved by project manager. apply paint only after preparation as per attached specification has been done. colour: Dulux barely beige code 3hi-1.	130	M <sup>2</sup>		

Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ANNEXURE A**

**BUILDING DESCRIPTION: ABLUTION M.T.V.**

**CITY / TOWN: BLOEMFONTEIN**

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**TENDER NO:**

**ASSET NO: 02AX340B**

**ITEM NO.      SPECIFICATIONS PER ITEM.**

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**WALLS EXTERIOR**

684 Work description: Paint wall, brick finish.

All paint work shall be done to the specification of the manufacturer. Over coating time shall be allowed as specified by the manufacturer. All surfaces not being painted, such as brick work, sills, floors and the like must be covered up and protected against spotting before any painting commences. No sweeping or dusting shall be allowed while painting is in progress or while paint is still wet. All items that are more cost effective to be removed from wall and to be re-fixed, must be removed to avoid cutting in against items such as notice boards and other items.. Dry film thickness to be 90µm per coat.

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Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

TENDER NO:

ASSET NO: 02AX340B

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
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PRELIMINARY AND GENERAL

P and G shall include all cost not directly relate to a specific item on the schedule of prices and rates. All items not specifically mentioned in the Schedule of Rates and prices and form part of contractor's requirements such as cost of stationery, as well as establishment of workers on site and removal of site establishment, it will also include the handing over of the site to the contractor and the handing back of the site after completion of work .

P + G

RISK AND SAFTEY

TOTAL CIVIL

RISK ASSESSMENTAND SAFTEY INDUCTION

Cost for the risk assessment must include a full identification of the risks before the work starts and the necessary equipment, appropriate precautions and systems of work must be provided and implemented.

VAT

Cost for the risk assessment and saftey include complete compliance with the current Occupational Health Safety Act.

TOTAL

Included in risk and saftey, The standardised Transnet freight rail induction shall be given to all staff of all contractors at the start of each project and the contractors shall send all his staff that will work on the Transnet freight rail site to the induction on the date as agreed on between TFR Project manager and the contractor

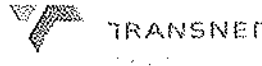
The sub total price, excluding VAT, must be carried over to the Service Fee and Cost Form, Section 6 of the RFQ. The amount must also be written in words on the Service Fee and Cost Form.

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Tenderer signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# Annexure C

## TRANSNET FREIGHT RAIL



### SPECIFICATION

#### For the upgrade of all lighting and power points for Infra Bathrooms located in Bloemfontein Asset number 02AX340B

##### 1. SPECIFICATION:

This contract covers the complete upgrade of all the lighting and power point circuits throughout Transnet Freight rail building located in Bloemfontein

This specification includes but is not limited to the removal of all obsolete lighting and power point circuit wiring and fixtures, the supply and installation of new wiring and fittings, connection and testing of all circuits complete. All work in the specification must be carried out strictly according to local and national regulations for electrical installations SANS 10142-1.

##### 2. General

All fluorescent lights must have electronic ballast. **(Osram)**

All material items in the installation must be SABS approved.

All lighting circuits 10A circuit breakers, and power points 20A circuit breakers.

All plug circuits to be fed by 2.5mm<sup>2</sup> Wiring, all lighting circuits with 1.5mm<sup>2</sup> wiring and all heater circuits to be fed by 4mm wiring.

**All plugs and light switches to be used must be Crabtree**

##### 3. Sketches.

No sketch is available but all detail will be explained on site.

##### 4. ROOM 1 (LOCKER ROOM)

Contractor to remove all old electrical circuits, and fittings from room.

Contractor to install one single lever light switch flush mounted at entrance door as indicated.

Contractor to supply and install two 5 FT double fluorescent fittings with electronic ballast as indicated.



Contractor to supply and install one double socket outlet flush mounted as indicated.

Contractor to supply and install one 2x20 way flush mounted distribution board (SU 2) as indicated

Contractor to supply and install two 3Kw wall mounted fan heaters with isolators as indicated.

Contractor to reinstall motion sensor

#### **5 ROOM 2 (LOCKER ROOM)**

Contractor to remove all old electrical circuits, and fittings from room.

Contractor to install one two lever light switch flush mounted at entrance door as indicated.

Contractor to supply and install one 5 FT double fluorescent fitting with electronic ballast as indicated.

Contractor to supply and install one Motion detector sensor SAE-UE-MS-CSAWE as indicated

#### **6 ROOM 3 (SHOWERS)**

Contractor to remove all old electrical circuits, and fittings from room.

Contractor to supply and install two 5Ft double vapour proof fluorescent fittings in room as indicated.

Contractor to supply and install two 300mm ceiling mounted extractor fans as indicated.

Contractor to reinstall motion sensor.

#### **7 ROOM 4 (TOILETS)**

Contractor to remove all old electrical circuits, and fittings from room.

Contractor to install one single lever light switch flush mounted at entrance door as indicated.

Contractor to supply and install one 5 FT single fluorescent fitting with electronic ballast as indicated.

Contractor to supply and install one Motion detector sensor SAE-UE-MS-CSAWE as indicated

8 All MCB's, Isolators, Distribution Boards, light switches and switched socket outlets must be clearly marked. All electrical components (light switches, MCB's, Isolators, Switched socket outlets and etc.) must be labelled in such a way as to easily identify where each item is fed from or where each item is feeding too. These labels must be permanently fixed to each electrical component.

9 **Compliance certificate**

All electrical work carried out by the contractor must comply fully with **the new Electrical Code of Practice SANS 10142-1 and all latest amendments.**

Contractor must supply the Transnet Technical Officer with an electrical compliance certificate for all electrical work carried out upon completion of electrical works.

10 **Reporting**

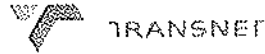
Any item not serviceable that is not covered in the above specification is to be reported to the Technical Officer.

11 **Commissioning**

Upon completion of the works the Contractor shall test, commission and hand over the completed works to the Technical Officer.

# Annexure D

## TRANSNET FREIGHT RAIL



### 1. SCHEDULE OF QUANTITIES

For the upgrade of all lighting and power points for Infra Bathrooms located at Bloemfontein Asset number 02AX340B

The schedule of quantities includes the supply, installation, testing and commissioning of all the following items strictly according to the main specifications:

Item No.	Quantity	Description	Unit Price	Total Price
1.0		<b>ROOM 1 (LOCKER ROOM)</b>		
1.1	1	Strip out all old equipment		
1.2	1	Single lever light switch (With 2x4 flush box)		
1.3	2	5Ft Double fluorescent fittings with electronic ballast		
1.4	1	Single socket outlet.		
1.5	1	2x 20 Way flush DB (SU 2)		
1.6	2	3 KW wall mounted fan heater with 4x4 flush box		
1.7	1	Reinstall motion sensor		
		<b>ROOM 2 (LOCKER ROOM)</b>		
2.1	1	Two lever light switch (With 2x4 flush box)		
2.2	1	5Ft Double fluorescent fittings with electronic ballast		

2.3	1	Motion detector sensor SAE-UE-MS-CSAWE		
		<b>ROOM 3 (SHOWERS)</b>		
3.1	2	5FT Double Vapor proof fluorescent fitting		
3.2	2	300mm Extractor fan ceiling mount (Clipsal)		
3.3	1	Reinstall motion sensor		
		<b>ROOM 4 (TOILETS)</b>		
4.1	1	Single lever light switch (With 2.4 push box)		
4.2	1	5Ft single fluorescent fittings with electronic ballast		
4.3	1	Motion detector sensor SAE-UE-MS-CSAWE		
<b>5</b>		<b>General items</b>		
5.1	30M	Conduit 20mm		
5.2	50 M	1.5mm Surfex		
5.3	10 M	2.5mm Surfex		
5.4	20M	4mm Surfex		
5.5	1	60A three phase circuit breaker (Main switch)		
5.6	1	60A single phase earth leakage		
5.7	2	10 A single phase breakers for lights		
5.8	1	20A single phase circuit breakers for plug		
5.9	2	20A single phase circuit breaker for fan heaters		
5.10	3	20A single phase circuit breakers for geysers		
5.11	3	TTD Hellerman Tyton seven day timer for geysers		

6	5%	<b>Sundries</b>		
7	1	Compliance certificate for whole installation.		
		Contract value to be transferred to the pricing page in tender document excluding Vat		

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## RFQ FOR CIVIL AND ELECTRICAL MAINTENANCE

### ANNEXURE E

#### B-BBEE PREFERENCE POINTS CLAIM FORM

This preference form contains general information and serves as a claim for preference points for Broad-Based Black Economic Empowerment [B-BBEE] Status Level of Contribution.

#### 1. INTRODUCTION

- 1.1 A total of twenty preference points shall be awarded for B-BBEE Status Level of Contribution.
- 1.2 Failure on the part of a Bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System [SANAS] or a Registered Auditor approved by the Independent Regulatory Board of Auditors [IRBA] or an Accounting Officer as contemplated in the Close Corporation Act [CCA] together with the bid will be interpreted to mean that preference points for B-BBEE Status Level of Contribution are not claimed.
- 1.3 Transnet reserves the right to require of a bidder, either before a Bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by Transnet.

#### 2. GENERAL DEFINITIONS

- 2.1 **"all applicable taxes"** include value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 **"B-BBEE status of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **"Bid"** means a written offer in a prescribed or stipulated form in response to an invitation by Transnet for the provision of goods, works or services;
- 2.5 **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 [Act No. 53 of 2003];
- 2.6 **"comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilised have been taken into consideration;
- 2.7 **"consortium or joint venture"** means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract;
- 2.8 **"contract"** means the agreement that results from the acceptance of a bid by Transnet;

- 2.9 **"EME"** means any enterprise with an annual total revenue of R5 [five] million or less as per the 2007 version of the B-BBEE Codes of Good Practice and means any enterprise with an annual total revenue of R10 [ten] million or less as per the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928;
- 2.10 **"firm price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs and excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 **"functionality"** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **"non-firm prices"** means all prices other than "firm" prices;
- 2.13 **"person"** includes reference to a juristic person;
- 2.14 **"QSE"** means any enterprise with an annual total revenue between R5 [five] million and R35 [thirty five] million as per the 2007 version of the B-BBEE Codes of Good Practice and means any enterprise with an annual total revenue of between R10 [ten] million and R50 [fifty] million as per the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928
- 2.15 **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.16 **"subcontract"** means the primary contractor's assigning or leasing or making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.17 **"total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- 2.18 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.19 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The Bidder obtaining the highest number of total points for the evaluation criteria as enumerated in Section 2 of the RFP will be awarded the contract, unless objective criteria justifies the award to another bidder.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- 3.3 Points scored will be rounded off to 2 [two] decimal places.



- 3.4 In the event of equal points scored, the Bid will be awarded to the Bidder scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more Bids have scored equal points including equal preference points for B-BBEE, the successful Bid will be the one scoring the highest score for functionality.
- 3.6 Should two or more Bids be equal in all respect, the award shall be decided by the drawing of lots.

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#### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 4.1 In terms of the Preferential Procurement Regulations, 2011, preference points shall be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points [Maximum 20]
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 4.2 Bidders who qualify as EMEs in terms of the 2007 version of the Codes of Good Practice must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EME's with B-BBEE Status Level Certificates.
- 4.3 Bidders who qualify as EMEs in terms of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928 are only required to obtain a sworn affidavit on an annual basis confirming that the entity has an Annual Total Revenue of R10 million or less and the entity's Level of Black ownership.
- 4.4 In terms of the 2007 version of the Codes of Good Practice, Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.5 In terms of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928, Bidders who qualify as QSEs are only required to obtain a sworn affidavit on an annual basis confirming that the entity has an Annual Total Revenue of R50 million or less and the entity's Level of Black ownership. Large enterprises must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.6 A trust, consortium or joint venture will qualify for points for its B-BBEE status level as a legal entity, provided that the entity submits its B-BBEE status level certificate.
- 4.7 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 4.8 Tertiary institutions and public entities will be required to submit their B-BBEE status level

certificates in terms of the specialised scorecard contained in the B-BBEE Codes of Good Practice.

- 4.9 A person will not be awarded points for B-BBEE status level if it is indicated in the Bid documents that such a Bidder intends subcontracting more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not qualify for at least the same number of points that such a Bidder qualifies for, unless the intended subcontractor is an EME that has the capability and ability to execute the subcontract.
- 4.10 A person awarded a contract may not subcontract more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.
- 4.11 Bidders are to note that in terms of paragraph 2.6 of Statement 000 of the Revised Codes of Good Practice issued on 11 October 2013 in terms of Government Gazette No. 36928, any representation made by an entity about its B-BBEE compliance must be supported by suitable evidence or documentation. As such, Transnet reserves the right to request such evidence or documentation from Bidders in order to verify any B-BBEE recognition claimed.

## 5. B-BBEE STATUS AND SUBCONTRACTING

### 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

B-BBEE Status Level of Contribution of \_\_\_\_\_ = \_\_\_\_\_ [maximum of 20 points]

Note: Points claimed in respect of this paragraph 5.1 must be in accordance with the table reflected in paragraph 4.1 above and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency, accredited by SANAS or a Registered Auditor approved by IRBA or a sworn affidavit in the case of an EME or QSE.

### 5.2 Subcontracting:

Will any portion of the contract be subcontracted? YES/NO [delete which is not applicable]

If YES, indicate:

- (i) What percentage of the contract will be subcontracted? .....%
- (ii) The name of the subcontractor .....
- (iii) The B-BBEE status level of the subcontractor .....
- (iv) Is the subcontractor an EME? YES/NO

### 5.3 Declaration with regard to Company/Firm

- (i) Name of Company/Firm.....
- (ii) VAT registration number.....
- (iii) Company registration number.....
- (iv) Type of Company / Firm [TICK APPLICABLE BOX]

Partnership/Joint Venture/Consortium

One person business/sole propriety

Close Corporations

Company (Pty) Ltd

(v) Describe Principal Business Activities

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

(vi) Company Classification [TICK APPLICABLE BOX]

- Manufacturer  
 Supplier  
 Professional Service Provider  
 Other Service Providers, e.g Transporter, etc

(vii) Total number of years the company/firm has been in business.....

**BID DECLARATION**

I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the company/firm, certify that points claimed, based on the B-BBEE status level of contribution indicated in paragraph 4 above, qualifies the company/firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.
- (ii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 6 above, the contractor may be required to furnish documentary proof to the satisfaction of Transnet that the claims are correct.
- (iii) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, Transnet may, in addition to any other remedy it may have:
  - (a) disqualify the person from the bidding 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) restrict the Bidder or contractor, its shareholders and directors, and/or associated entities, or only the shareholders and directors who acted in a fraudulent manner, from obtaining business from Transnet for a period not exceeding 10 years, after the *audi alteram partem* [hear the other side] rule has been applied; and/or
  - (e) forward the matter for criminal prosecution.

**WITNESSES:**

- 1. ....
- 2. ....

SIGNATURE OF BIDDER

DATE:.....

COMPANY NAME: .....

ADDRESS:.....

## ANNEXURE(F)

## TRANSNET SOC LIMITED

(Registration no. 1990/000900//30)

**SAFETY ARRANGEMENTS AND PROCEDURAL COMPLIANCE  
WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT  
(ACT 85 OF 1993) AND APPLICABLE REGULATIONS**

**1. General**

- 1.1 The Contractor and Transnet Limited (hereinafter referred to as "Transnet") are individual employers, each in its own right, with their respective duties and obligations set out in the Occupational Health and Safety Act, Act 85 of 1993 (the Act) and applicable Regulations.
- 1.2 The Contractor accepts, in terms of the General Conditions of Contract and in terms of the Act, his obligations as an employer in respect of all persons in his employ, other persons on the premises or the Site or place of work or on the work to be executed by him, and under his control. He shall, before commencement with the execution of the contract work, comply with the provisions set out in the Act, and shall implement and maintain a Health and Safety Plan as described in the Construction Regulations, 2003 and as approved by Transnet, on the Site and place of work for the duration of the Contract.
- 1.3 The Contractor accepts his obligation to complying fully with the Act and applicable Regulations notwithstanding the omission of some of the provisions of the Act and the Regulations from this document.
- 1.4 Transnet accepts, in terms of the Act, its obligations as an employer of its own employees working on or associated with the site or place of work, and the Contractor and Technical Officer or his deputy shall at all times, co-operate in respect of the health and safety management of the site, and shall agree on the practical arrangements and procedures to be implemented and maintained during execution of the Works.
- 1.5 In the event of any discrepancies between any legislation and this specification, the applicable legislation will take precedence.

**2. Definitions**

- 2.1 In this Specification any word or expression to which a meaning has been assigned in the Construction Regulations, shall have the meaning so assigned to it, unless the context otherwise indicates: -
- 2.2 The work included in this Contract shall for the purposes of compliance with the Act be deemed to be "**Construction Work**", which, in terms of the Construction Regulations, 2003 means any work in connection with: -
- (a) the erection, maintenance, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure;
  - (b) the installation, erection, dismantling or maintenance of fixed plant where such work includes the risk of a person falling;
  - (c) the construction, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system or any similar civil engineering structure; or
  - (d) the moving of earth, clearing of land, the making of an excavation, piling, or any similar type of work;
- 2.3 "**competent person**" in relation to construction work, means any person having the knowledge, training and experience specific to the work or task being performed: Provided that where appropriate qualifications and training are registered as per the South African Qualifications Authority Act, 1995 these qualifications and training shall be deemed to be the required qualifications and training;

- 2.4 **"contractor"** means principal contractor and "subcontractor" means contractor as defined by the Construction Regulations, 2003.
- 2.5 **"fall protection plan"** means a documented plan, of all risks relating to working from an elevated position, considering the nature of work undertaken, and setting out the procedures and methods applied to eliminate the risk;
- 2.6 **"health and safety file"** means a file, or other record in permanent form, containing the information required to be kept on site in accordance with the Act and applicable Regulations;
- 2.7 **"Health and Safety Plan "** means a documented plan which addresses the hazards identified and include safe work procedures to mitigate, reduce or control the hazards identified;
- 2.8 **"Risk Assessment"** means a programme to determine any risk associated with any hazard at a construction site, in order to identify the steps needed to be taken to remove, reduce or control such hazard;
- 2.9 **"the Act"** means the Occupational Health and Safety Act No. 85 of 1993.

### 3. Procedural Compliance

- 3.1 The Contractor who intends to carry out any construction work shall, before carrying out such work, notify the Provincial Director in writing if the construction work:-
- (a) includes the demolition of a structure exceeding a height of 3 metres; or
  - (b) includes the use of explosives to perform construction work; or
  - (c) includes the dismantling of fixed plant at a height greater than 3m,
- and shall also notify the Provincial Director in writing when the construction work exceeds 30 days or will involve more than 300 person days of construction work and if the construction work:-
- (a) includes excavation work deeper than 1m; or
  - (b) includes working at a height greater than 3 metres above ground or a landing.
- 3.2 The notification to the Provincial Director shall be on a form similar to Annexure A of the Construction Regulations, 2003, also shown in Annexure 1 of this Specification. The Contractor shall ensure that a copy of the completed notification form is kept on site for inspection by an inspector, Technical Officer or employee.
- 3.3 The Contractor shall, in accordance with the Act and applicable Regulations, make all the necessary appointments of competent persons in writing on a form similar to Annexure 2 of this Specification and deliver copies thereof to the Technical Officer. Copies should also be retained on the health and safety file.
- 3.4 Subcontractors shall also make the above written appointments and the Contractor shall deliver copies thereof to the Technical Officer.
- 3.5 In the case of a self-employed Contractor or any subcontractor who has the appropriate competencies and supervises the work himself, the appointment of a construction supervisor in terms of regulation 6.1 of the Construction Regulations, 2003 will not be necessary. The Contractor shall in such a case execute and sign a declaration, as in Annexure 3, by which he personally undertakes the duties and obligations of the "Chief Executive Officer" in terms of section 16(1) of the Act.
- 3.6 The Contractor shall, before commencing any work, obtain from the Technical Officer an access certificate as in Annexure 4 executed and signed by him, permitting and limiting access to the designated site or place of work by the Contractor and any subcontractors under his control.
- 3.7 Procedural compliance with Act and Regulations, as above, shall also apply to any subcontractors as employers in their own right. The Contractor shall furnish the Technical Officer with full particulars of such subcontractors and shall ensure that they comply with the Act and Regulations and Transnet's safety requirements and procedures.

### 4. Special Permits



Where special permits are required before work may be carried out such as for hotwork, isolation permits, work permits and occupations, the Contractor shall apply to the Technical Officer or the relevant authority for such permits to be issued. The Contractor shall strictly comply with the conditions and requirements pertaining to the issue of such permits.

## 5. Health and Safety Programme

5.1 The Tenderer shall, with his tender, submit a Health and Safety Programme setting out the practical arrangements and procedures to be implemented by him to ensure compliance by him with the Act and Regulations and particularly in respect of: -

- (i) The provision, as far as is reasonably practical, of a working environment that is safe and without risk to the health of his employees and subcontractors in terms of section 8 of the Act;
- (ii) the execution of the contract work in such a manner as to ensure in terms of section 9 of the Act that persons other than those in the Contractor's employment, who may be directly affected by the contract work are not thereby exposed to hazards to their health and safety;
- (iii) ensuring, as far as is reasonably practical, in terms of section 27 of the Act that no employee or subcontractor of the Contractor does or omits to do any act which would be an offence for the Contractor to do or omit to do.

5.2 The Contractor's Health and Safety Programme shall be based on a risk assessment in respect of the hazards to health and safety of his employees and other persons under his control that are associated with or directly affected by the Contractor's activities in performing the contract work and shall establish precautionary measures as are reasonable and practical in protecting the safety and health of such employees and persons.

5.3 The Contractor shall cause a risk assessment contemplated in clause 5.2 above to be performed by a competent person, appointed in writing, before commencement of any Construction Work and reviewed during construction. The Risk Assessment shall form part of the Health and Safety programme to be applied on the site and shall include at least the following:

- (a) The identification of the risks and hazards that persons may be exposed to;
- (b) the analysis and evaluation of the hazards identified;
- (c) a documented Health and Safety Plan, including safe work procedures to mitigate, reduce or control the risks identified;
- (d) a monitoring and review plan.

5.4 The Health and Safety Plan shall include full particulars in respect of: -

- (a) The safety management structure to be instituted on site or place of work and the names of the Contractor's health and safety representatives and members of safety committees where applicable;
- (b) the safe working methods and procedures to be implemented to ensure the work is performed in compliance with the Act and Regulations;
- (c) the safety equipment, devices and clothing to be made available by the Contractor to his employees;
- (d) the site access control measures pertaining to health and safety to be implemented;
- (e) the arrangements in respect of communication of health and safety related matters and incidents between the Contractor, his employees, subcontractors and the Technical Officer with particular reference to the reporting of incidents in compliance with Section 24 and General Administrative Regulation 8 of the Act and with the pertinent clause of the General Conditions of Contract forming part of the Contract and
- (f) the introduction of control measures for ensuring that the Safety Plan is maintained and monitored for the duration of the Contract.



- 5.4 The Health and Safety programme shall be subject to the Technical Officer's approval and he may, in consultation with the Contractor, order that additional and/or supplementary practical arrangements and procedures be implemented and maintained by the Contractor or that different working methods or safety equipment be used or safety clothes be issued which, in the Technical Officer's opinion, are necessary to ensure full compliance by the Contractor with his obligations as an employer in terms of the Act and Regulations. The Technical Officer or his deputy shall be allowed to attend meetings of the Contractor's safety committee as an observer.
- 5.5 The Contractor shall take reasonable steps to ensure that each subcontractor's Health and Safety Plan is implemented and maintained on the construction site: Provided that the steps taken, shall include periodic audits at intervals mutually agreed to between the them, but at least once every month.
- 5.6 The Contractor shall stop any subcontractor from executing any construction work, which is not in accordance with the Contractor's, and/or subcontractor's Health and Safety Plan for the site, or which poses a threat to the health and safety of persons.
- 5.7 The Contractor shall ensure that a copy of the Health and Safety Plan is available on site for inspection by an inspector, Technical Officer, agent, subcontractor, employee, registered employee organisation, health and safety representative or any member of the health and safety committee.
- 5.8 The Contractor shall consult with the health and safety committee or, if no health and safety committee exists, with a representative group of employees, on the development, monitoring and review of the Risk Assessment.
- 5.9 The Contractor shall ensure that all employees under his control are informed, instructed and trained by a competent person regarding any hazard and the related work procedures before any work commences, and thereafter at such times as may be determined in the Risk Assessment.
- 5.10 The Contractor shall ensure that all subcontractors are informed regarding any hazard as stipulated in the Risk Assessment before any work commences, and thereafter at such times as may be determined in the Risk Assessment.
- 5.11 The Contractor shall ensure that all visitors to a construction site undergoes health and safety induction pertaining to the hazards prevalent on the site and shall be provided with the necessary personal protective equipment.

## 6. Fall Protection Plan

- 6.1.1 In the event of the risk and hazard identification, as required in terms of clause 5.3 of this Specification, revealing risks relating to working from an elevated position the contractor shall cause the designation of a competent person, responsible for the preparation of a fall protection plan;
- 6.2 The Contractor shall implement, maintain and monitor the fall protection plan for the duration of Contract. The Contractor shall also take such steps to ensure the continued adherence to the fall protection plan.
- 6.3 The fall protection plan shall include:-

- (a) A Risk Assessment of all work carried out from an elevated position;
- (b) the procedures and methods to address all the identified risks per location;
- (c) the evaluation of the employees physical and psychological fitness necessary to work at elevated positions;
- (d) the training of employees working from elevated positions; and
- (e) the procedure addressing the inspection, testing and maintenance of all fall protection equipment.

## 7. Hazards and Potential Hazardous Situations

The Contractor and the Technical Officer shall immediately notify one another of any hazardous or potentially hazardous situations which may arise during performance of the Contract by the Contractor or any subcontractor and, in particular, of such hazards as may be caused by the design, execution and/or location and any other aspect pertaining to the contract work.

**8. Health and Safety File**

- 8.1 The Contractor shall ensure that a health and safety file is opened and kept on site and shall include all documentation required as per the Act and applicable regulations, and made available to an inspector, the Technical Officer, or subcontractor upon request.
- 8.2 The Contractor shall ensure that a copy of the both his Health and Safety Plan as well as any subcontractor's Health and Safety Plan is available on request to an employee, inspector, contractor or the Technical Officer.
- 8.3 The Contractor shall hand over a consolidated health and safety file to the Technical Officer upon completion of the Construction Work and shall in addition to documentation mentioned in the Act and applicable Regulations include a record of all drawings, designs, materials used and other similar information concerning the completed structure.

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**ANNEXURE 1**

**OCCUPATIONAL HEALTH AND SAFETY ACT, 1993**

**Regulation 3(1) of the Construction Regulations**

**NOTIFICATION OF CONSTRUCTION WORK**

- 
- 
- 1(a) Name and postal address of principal contractor:  
\_\_\_\_\_
  - (b) Name and tel. no of principal contractor's contact person:  
\_\_\_\_\_
  - 2. Principal contractor's compensation registration number: \_\_\_\_\_
  - 3.(a) Name and postal address of client:  
\_\_\_\_\_
  - (b) Name and tel no of client's contact person or agent:  
\_\_\_\_\_
  - 4.(a) Name and postal address of designer(s) for the project:  
\_\_\_\_\_
  - (b) Name and tel. no of designer(s) contact person:  
\_\_\_\_\_
  - 5. Name and telephone number of principal contractor's construction supervisor on site appointed in terms of regulation 6(1).  
\_\_\_\_\_
  - 6. Name/s of principal contractor's construction sub-ordinate supervisors on site appointed in terms of regulation 6(2).  
\_\_\_\_\_
  - 7. Exact physical address of the construction site or site office:  
\_\_\_\_\_  
\_\_\_\_\_
  - 8. Nature of the construction work:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - 9. Expected commencement date: \_\_\_\_\_
  - 10. Expected completion date: \_\_\_\_\_

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11. Estimated maximum number of persons on the construction site: \_\_\_\_\_

12. Planned number of contractors on the construction site accountable to the principle contractor:

\_\_\_\_\_

13. Name(s) of contractors already chosen.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Principal Contractor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Client**

\_\_\_\_\_  
**Date**

- \* THIS DOCUMENT IS TO BE FORWARDED TO THE OFFICE OF THE DEPARTMENT OF LABOUR **PRIOR TO COMMENCEMENT** OF WORK ON SITE.
- \* **ALL PRINCIPAL CONTRACTORS** THAT QUALIFY TO NOTIFY MUST DO SO EVEN IF ANOTHER PRINCIPAL CONTRACTOR ON THE SAME SITE HAD DONE SO PRIOR TO THE COMMENCEMENT OF WORK.

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**ANNEXURE 2**

**(COMPANY LETTER HEAD)**

**OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT 85 OF 1993) :**

**SECTION/REGULATION:** \_\_\_\_\_

**REQUIRED COMPETENCY:** \_\_\_\_\_

In terms of \_\_\_\_\_ I, \_\_\_\_\_

representing the Employer) do hereby appoint \_\_\_\_\_

As the Competent Person on the premises at \_\_\_\_\_

(physical address) to assist in compliance with the Act and the applicable Regulations.

Your designated area/s is/are as follows :-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date :** \_\_\_\_\_

**Signature :-** \_\_\_\_\_

**Designation :-** \_\_\_\_\_

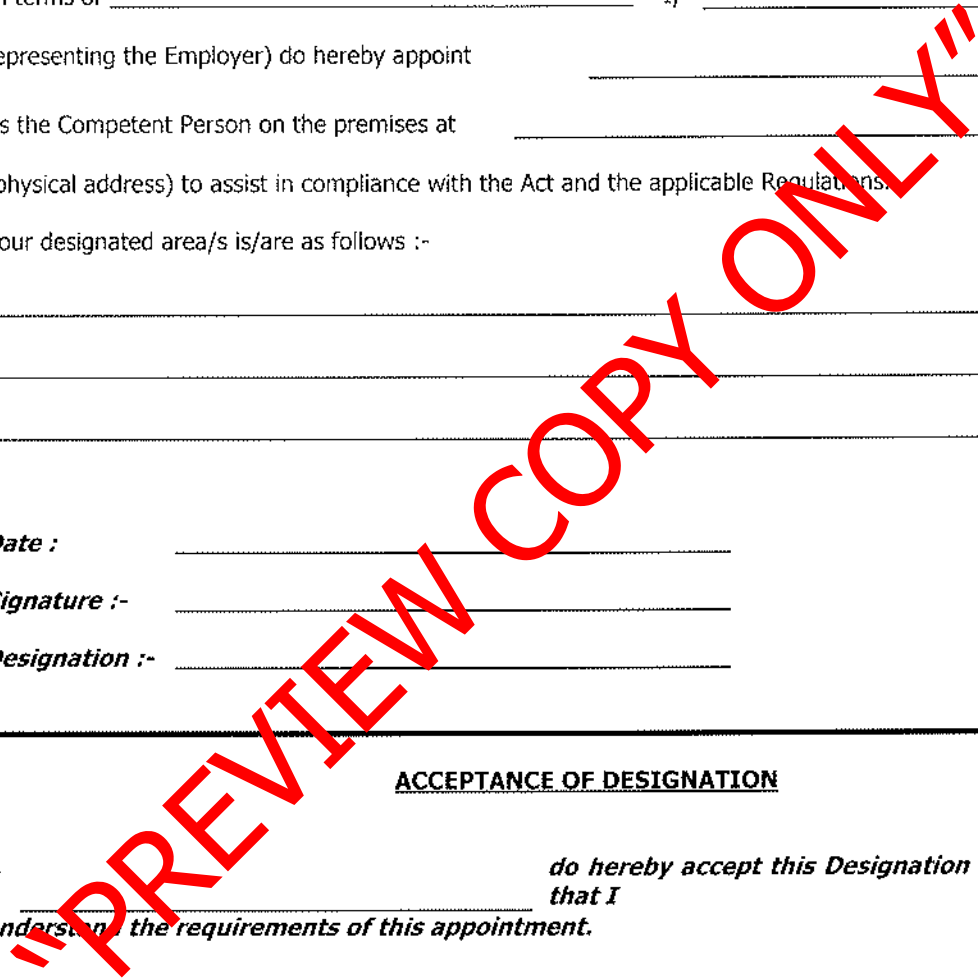
**ACCEPTANCE OF DESIGNATION**

*I, \_\_\_\_\_ do hereby accept this Designation and acknowledge that I understand the requirements of this appointment.*

**Date :** \_\_\_\_\_

**Signature :-** \_\_\_\_\_

**Designation :-** \_\_\_\_\_



**ANNEXURE 3****(COMPANY LETTER HEAD)****OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT 85 OF 1993) :****DECLARATION**

In terms of the above Act I, \_\_\_\_\_ am personally assuming the duties and obligations as Chief Executive Officer, defined in Section 1 of the Act and in terms of Section 16(1), I will, as far as is reasonably practicable, ensure that the duties and obligations of the Employer as contemplated in the above Act are properly discharged.

**Signature :-** \_\_\_\_\_

**Date :** \_\_\_\_\_

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**ANNEXURE 4**

**(LETTER HEAD OF BUSINESS DIVISION OR UNIT OF TRANSNET LIMITED)**

**SITE ACCESS CERTIFICATE**

Access to : \_\_\_\_\_ (Area)  
Name of Contractor/Builder :- \_\_\_\_\_  
Contract/Order No.: \_\_\_\_\_

The contract works site/area described above are made available to you for the carrying out of associated works

In terms of your contract/order with  
(company) \_\_\_\_\_

Kindly note that you are at all times responsible for the control and safety of the Works Site, and for persons under your control having access to the site.

As from the date hereof you will be responsible for compliance with the requirements of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended, and all conditions of the Contract pertaining to the site of the works as defined and demarcated in the contract documents, including the plans of the site or work areas forming part thereof.

**Signed :** \_\_\_\_\_ **Date :** \_\_\_\_\_  
**TECHNICAL OFFICER**

**ACKNOWLEDGEMENT OF RECEIPT**

**Name of Contractor/Builder** \_\_\_\_\_ **I,**  
**:-** \_\_\_\_\_ **do hereby acknowledge and accept the**  
**duties**  
**and obligations in respect of the Safety of the site/area of Work in terms of the Occupational**  
**Health and Safety Act; Act 85 of 1993.**

**Name :** \_\_\_\_\_ **Designation** \_\_\_\_\_  
\_\_\_\_\_

**Signature :** \_\_\_\_\_ **Date :** \_\_\_\_\_  
\_\_\_\_\_