

BID NUMBER	BID 9-2024
CLOSING DATE AND TIME	MONDAY 22ND JULY 2024 @ 12:00PM
DESCRIPTION	VROLIJKHEID NATURE RESERVE: PHASE 1: REPAIRS AND RENOVATIONS TO EXISTING 5 HOUSES & PHASE 2: ADDITIONS & ALTERATIONS TO WELCOME CENTRE
NAME OF TENDERER/BIDDER	
CSD NUMBER	
TOTAL BID PRICE (VAT INCLUDED)	
VALIDITY PERIOD OF BID	

SUBMISSION OF DOCUMENTS

Sealed tenders, endorsed as indicated in the bid document, must reach **Casidra** SOC Ltd at their Head Office, 22 Louws Avenue, Southern Paarl, placed in the bid box available at Reception.

FAILURE TO PROVIDE ANY OF THE COMPULSORY DOCUMENTATION AND PARTICULARS MAY RENDER THE BID INVALID.

THE FOLLOWING RETURNABLE DOCUMENTS (INCLUDING THE CBD FORMS AS PART OF THE BID) MUST BE VALID FOR A PERIOD OF 90 CALENDER DAYS AFTER CLOSURE OF THE BID AND SUBMITTED AS PART OF THE BID PACKET

Document	Description	Compulsory	Comment
CBD 1	Invitation to bid	✓	
CBD 2	Conditions to submit bid	✓	
CBD 3	Terms of Reference	✓	
CBD 4	Pricing schedule	✓	
CBD 5	Supply Chain – Preferential Procurement Regulations 2022 and Codes of good practice	✓	

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Name of bidder					
Postal address					
Street address					
Telephone number (code and number)					
Cellphone number					
Faxcimilie number (code and number)					
E-mail address					
VAT registration number					
SARS TCC attached (Foreign suppliers with no tax obligation in South Africa must complete the SBD1 form that will be submitted to SARS for verification and issuing of a Confirmation of Tax Obligation letter.)		YES	☐	NO	☐
Originally certified B-BBEE status level certificate/Original Sworn Affidavid (A B-BBEE status level verification certificate must be delivered to Casidra SOC Ltd, 22 Louws Avenue, Paarl, in order to qualify for preference points for B-BBEE)		YES	☐	NO	☐
CIDB Registration number	Number:	YES	☐	NO	☐
Registration for electrical compliance with departement of labour	Number:	YES	☐	NO	☐
COIDA	Number:	YES	☐	NO	☐

I, _____ as the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the information submitted is true and correct and that I am duly authorized as a signatory of this bid. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of Casidra. In terms of the POPI Act I further give consent that my contact and company details as will be captured on the Casidra database may be shared with the role players/funders involved in the project and be used by Casidra for the purpose of further procurement.			
Signature of bidder		Date	
Capacity under which this bid is signed			

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1. BID SUBMISSION:		
1.1. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted. 1.2. All bids must be submitted on the official forms provided (not to be re-typed). 1.3. Bidders must be registered on the Central Supplier Database (CSD). 1.4. Original Sworn Affidavit and originally certified B-BBEE certificates must be submitted to bidding institution to qualify for preference points for B-BBEE. 1.5. Bids are subject to the Casidra SOC Ltd Financial Regulations, Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the General Conditions of contract (GCC) where applicable, and if applicable other special conditions of contract.		
2. TAX COMPLIANCE REQUIREMENTS		
2.1. Bidders must ensure compliance with their tax obligations. 2.2. If a discrepancy exists between CSD and SARS, a printed version of the Tax Clearance Certificate (TCC) must be supplied by the supplier and the e-Filing PIN number for verification of authentication by Casidra SOC Ltd. 2.3. Foreign suppliers with no tax obligation in South Africa must complete SBD1 that will be submitted to SARS for verification and the issuing of a Confirmation of Tax Obligation letter. 2.4. Consortia/joint ventures/sub-contractors must each submit a separate TCC.		
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
3.1. Is the bidder a resident of the Republic of South Africa (RSA)	Yes ☐	No ☐
3.2. Does the bidder have a branch in RSA?	Yes ☐	No ☐
3.3. Does the bidder have a permanent establishment in the RSA?	Yes ☐	No ☐
3.4. Does the bidder have any source of income in the RSA?	Yes ☐	No ☐
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS/TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.		
4. TENDER CONDITIONS		
CASIDRA reserves the right to: - disregard any bids where the declaration has not been signed; - accept parts of the bid items or split bids based upon item prices; - disclose the results of the points awarded on request; - evaluate and award points according to the documentation supplied and evaluate functionality at its own discretion; - award the bid to the qualifying bidder with the highest number of points scored, unless the prices are not market related or on the basis of objective criteria stated in the tender documents, and - to award the bid to a bidder which does not necessarily have the lowest price.		
The bid may be cancelled if: - all the bid offers received are higher than R50 million; - circumstances change and there is no longer a requirement for this service; - funds are no longer available or if there are insufficient funds available in the budget for the work; - no acceptable bids and/or market related prices are received; - there is a material irregularity in the tender process (administrative non-compliance of prescribed legislation); - false information was supplied by the bidder; - Cancellation of bid will be placed in the same media as initially advertised.		
Other notes: - Final points scored will be rounded off to the nearest 2 decimal places. - In the event of equal scores, the offer with the highest B-BBEE score will be successful. If scores are still equal, and where functionality is part of the bid, the offer with the highest functionality score will be successful. If the scores are still equal, the drawing of lots will determine the outcome. Casidra SOC Ltd retains the right to amend financial/accounting calculations and to accept the amended amount as the new bid amount.		

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PLEASE INDICATE TYPE OF WORKS		
Infrastructure/construction (includes animal husbandry, building, greenhouses, sheds and storerooms, civil and building works including stores, engineering and electrical engineering works)	☒	
Training	☐	
Catering services	☐	
Production inputs (includes feed, fertilizers, packing material, seeds and plants, transport, soil preparation)	☐	
Professional services (Engineers, consulting engineers, Veterinarians and services, Legal Practitioners, Industrial Consultants or Recruitment Agencies, Training service providers, Subject matter specialists acting as consultants, etc.)	☐	
Mechanisation (Vehicles, farming implements/equipment)	☐	
Other (please specify)	☐	
PROCUREMENT STRATEGY (Please indicate by choosing either YES or NO and click on the box.)	Yes	No
1. Advertising on e-tender	☒	☐
2. Advertising on CIDB	☒	☐
3. Advertising on Casidra portal	☒	☐
4. RFQ	☐	☒
5. Open tender process	☒	☐
6. Contract administration sheet completed	☒	☐
7. Procure plan sheet completed	☒	☐
8. Advertise period (3weeks/ or longer) <i><u>*Note if bid document and advertisement period is less than 14 days, attach CEO approval.</u></i>	☒	☐

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SUPPORTING DOCUMENTATION		
Project managers to indicate what supporting documentation MUST form part of the tender. If marked YES, then it must be provided to SCM:	Yes	No
Baseline Risk Assessment	☒	☐
Health & Safety plan	☒	☐
Drawings / sketches	☒	☐
COMPULSORY DOCUMENTATION NEEDED TO BE SUBMITTED AS PART OF THIS BID:		
COIDA – Letter of good standing	☒	☐
COMPANY PROFILE – Detailed company profile including but not withstanding core business activities, background, resources, etc.	☒	☐
CONSTRUCTION MANAGER COMPETENCY - Provide proof of competency of a construction manager in terms of Construction Regulations 2014 Clause 8 in format of CV showing competency in field of construction as well as health & safety	☒	☐
ELECTRICAL – Letter from department of labour for Electrical registration of sub-contractor with expiry date.	☒	☐
WARRANTY – Provide written proof for a 12-month warranty for product / goods offered	☐	☒
SERVICE AGREEMENT – Provide written proof of 3 months after sales agreement	☐	☒
PRODUCT BROCHURE – Provide brochure and technical specifications of product offered.	☐	☒

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PROJECT: BID 9-2024: VROLIJKHEID NATURE RESERVE: PHASE 1: REPAIRS AND RENOVATIONS TO EXISTING 5 HOUSES & PHASE 2: ADDITIONS & ALTERATIONS TO WELCOME CENTRE	
GENERAL REQUIREMENTS The works, as described, is situated in Vrolijkheid nature reserve of Cape Nature situated between Macregor & Roberston on the Langverwagten Road. This project consists of the following elements: • This project will consist of two phases. Both phases will run concurrently. • Part A is the repairs and renovations to existing 5 houses. • Part B is the additions & alterations to welcome centre	
Conditions that may pose a risk: (Summary of Risk analysis) Working at heights, extreme day temperatures, snakes and bees are at the foremost for risks at this specific construction site. The requirements of the Occupational Health and Safety Act will be strictly enforced. The contractor must put all necessary precautions in place to work under these conditions. A detailed risk management plan and Occupational Health & Safety specification is provided.	
CONTRACT PERIOD	The completion period of this service is (Five) 5 months starting from the day of appointment.
CIDB GRADING (If marked YES under Procurement Strategy above)	For Construction works above the value of R500 000: tenderers must have a CIDB contractor grading designation GRADE 4 GB or higher 4 GB Joint ventures are eligible to submit tenders provided that: 1. Every member of the joint venture is registered with the CIDB; 2. The lead partner has a contractor grading designation in the (above indicated) class of construction work; 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 Table 9 of the <i>Construction Industry Development Regulations, 14 November 2008, GG 31603</i>.
SUB CONTRACTING Bidder to complete sub-contracting section on CBD 5 if applicable.	Under CIDB Practice note 7 of 2007, one of the following subcontracting will apply: 1. Domestic subcontractor (appointed by the main contractor at his/her discretion);

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FUNCTIONAL REQUIREMENTS

Functional refers to: A service or product that is designed to be practical, useful, working or operating, taking into account factors like quality, reliability, viability, and durability and the technical capacity (time and resources) and ability (knowledge and skills) of the bidder to execute the works.

An offer that does not obtain the minimum score for each functionality criterion or the minimum weighted average for functionality as indicated, is not an acceptable tender. Is this bid subject to the evaluation of functional requirements? **YES** (Casidra to indicate)

If "YES", the following criteria will be used for evaluation:

No	Evaluation criteria	Weight (A)	Score (B)	Minimum score required	Total (A x B)
1	Experience of similar work	40%	For office use	4	For office use
2	References of previous work	40%	For office use	4	For office use
3	Construction equipment available for contract	20%	For office use	3	For office use
TOTAL SCORE - A minimum score of 76% is required for functional requirements for this bid to be considered for further evaluation				% = Total / 5	For office use

Functional Item	1 Poor: Non-compliant	2	3	4	5 Excellent: Fully compliant
Experience of similar work – (refer to company CV)	No experience indicated on CV	Less than 2 jobs with similar experience - Limited exposure to work at hand	Work is similar, but related.	Similar work	High level similar work
References from clients on similar nature related previous work	No references or very poor rapport by all three references	Some minor problems experienced by all three references	Moderately good by all three references	Recommended by all three references	Highly recommended by all three references
Construction equipment available for contract	Has no plant resources at all	Has insufficient in-house plant available to execute works & has to hire most of the plant externally	Has basic in-house plant available to execute works but also has to hire externally	Has sufficient in-house plant available to execute works	Has more than sufficient in-house plant available to execute works

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LABOUR LOG SHEETS

One of Casidra's agreed mandate with the Western Cape Department of Agriculture is to report on jobs created for the individual projects. To assist Casidra with accurate reporting it is a condition of this bid document that the successful bidder will have to submit labour log sheets with all required information properly completed.

Documentation **MUST be submitted with every payment claim** from the Contractor on a monthly basis. Failure to submit this information will result in default by the contractor and may affect payment certificates being issued.

The Protection of Personal Information Act 4 of 2013 (also known as POPIA), regulates and controls the processing, usage and storage of personal information. In order to be compliant with POPIA, Casidra commits not to share your information with any third party outside Provincial & National Departments of Agriculture, project management agencies, co-workers and associates / partners as per our business approval and evaluation, and reporting processes.

SCOPE OF WORKS

GENERAL CONDITIONS

SITE ACCESS:

The movement of vehicles on the site should be confined to clearly demarcated access routes and existing roads should be used where approved by the Project Manager. Any deviation should first be approved by the Project Manager with consultation with the Landowner. The Contractor should ensure that vehicles leaving the site are clean and, wherever possible do not deposit mud and any other earth material on road surfaces. Please note to make allowance for removing security fencing panels and re-instatement in the tender pricing to gain access with mechanised plant.

SHEDS FOR EMPLOYEES AND MATERIALS:

The Contractor shall provide for the supply, erection and maintenance and removal on completion of the works, of ample temporary sheds for the proper storage of materials and for the use of his employees

TEMPORARY LATRINES:

The contractor shall provide for the supply and erection of proper temporary latrines for the use of his employees. Latrines are to be maintained in a thoroughly clean and orderly condition and adopt such precautions to prevent the soil from being contaminated/polluted and remove such latrines at the completion of the works.

DUST CONTROL:

The Contractor is to take appropriate measures to minimise the generation of dust as a result of construction works, to the satisfaction of the Project Manager.

(Please see the baseline risk assessment and the health and safety specification).

FIRE PREVENTION MEASURES:

No unauthorised fires may be allowed inside the construction area.

(Please see the baseline risk assessment and the health and safety specification).

The Contractor shall pay damages and the costs incurred to organisations called to put out any fires started by him. The Contractor shall also pay any costs incurred to reinstate / rehabilitate burnt areas as deemed necessary by the Project Manager.

If the project proposal includes the disposal of biomass by means of burning on site, it must comply as per National Veld and Forest Fire Act of 1998 and all relevant addendums.

DISCREPENCIES BETWEEN PLAN AND SPECIFICATION:

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Any discrepancy between the plan and the specification must be brought to the attention of the technical Project Manager before the tenderer submits his price. This is to eliminate any confusion as to what is required for the contract because the tenderer must take note of the fact ***that no additional costs will be entertained for discrepancies between the plan and the specification after the tender price has been submitted.***

PLACING OF ORDERS:

The contractor shall place all orders for materials as early as possible, as he/she will be held responsible for any delay in the delivery thereof.

DIMENSIONS OF NEW WORK:

The contractor shall take all dimensions affecting new work on the site since he will be held solely responsible for all new work being of the correct sizes.

ACCURACY IN BUILDING WORK:

The method of measurement and accuracy of dimensions required for the setting out of structures and for completed building work shall be as described in SABS Code of Practice 0155, unless otherwise specified in this document.

SECURITY:

The successful bidder is responsible for his own security of his/her plant, facilities, resources, etc for the duration of the contract.

DRAWINGS:

The below drawings are to form of the contract regarding specifications and construction detail: -

- Sketch A
- Sketch B
- Sketch C
- Sketch D
- a1 plan layout vrolijkheid- welcome centre - rev 3

SITE CLEAN UP:

The Contractor shall ensure that all structures, equipment, materials and facilities used or created on site for or during construction activities are removed to the satisfaction of the Project Manager once the project has been completed. All roads to be repaired to at least its original condition. All damage to the sites infrastructure or land production must be repaired or rehabilitated before completion of the project.

PUBLIC LIABILITY

The Supplier shall put in place and maintain for the duration of the Contract general liability insurance to a value of R5 million (Five Million) per claim to cover both the Purchaser and the Supplier for liability arising from death or injury of a person, or loss or damages to property caused by the execution of the Contract. The number of claims shall be unlimited for the duration of the Contract. Please provide proof hereof.

PART A

ROBERTSON: VROLIJKHEID NATURE RESERVE: REPAIRS AND RENOVATIONS TO EXISTING 5 HOUSES

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CONCRETE AND BRICKWORK:

REPAIR CONCRETE SURFACES:

Hack up existing defective concrete surface bed, check filling, fill in and consolidate up to the underside of the concrete floor slab.

Cast new 20mpa concrete surface bed in thicknesses to match the existing surface bed. The new surface bed shall be finished off with a wood float and steel trowel to a true, smooth and even surface, and tinted if required to match existing.

Allow for cracked concrete surfaces to the aprons and concrete paving at houses 1-5

Square metres: 25

WALLS (REMOVE):

Carefully take down walls as shown on drawings and with sizes mention below and remove rubble from site. Make good to all trades to match the existing.

Size of walls to be remove in houses 2 & 5: 2215 x 2,0m high

Quantity: 2

ITEMS TAKEN OUT FROM WALLS AND STORE ON SITE:

Carefully take out the items shown or specified below and store on site;

Carefully remove all bedroom cupboards to houses 1 – 5 and store on site.

After removal of the cupboards, make good to all trades to match the existing.

Lot:

BUILD UP OPENINGS WHERE WINDOWS ARE REMOVED:

Cut toothings the full height of openings. Prepare for and build up openings in new brickwork with cement mortar to match existing. Replaster to match the existing

To house 2 & 5

Size: 510 x 940mm

Quantity: 2

To houses 1, 3 & 4

Size: 510 x 940mm

Quantity: 3

REMOVE DOORS AND FRAMES AND BUILD IN NEW ALUMINIUM DOORS:

Take out the existing doors and frames were mentioned and leave on the site.

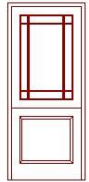
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Enlarge openings as required and cut toothings for the full height of openings.

Build in new aluminium single doors with similar sizes as the doors that were taken out and to style as indicated below. Installation must be done strictly according to the manufacturer's instructions. The framework be off anodized aluminium and the glass to be 6mm thick safety laminated glass. Price for standard colours such as, white, charcoal, brown, etc. Client to choose colour on site.

Minimum thickness of aluminium framing to be 32mm. All mitres to be neat 45 degrees.

Make good in all trades to match the existing



Allow for the front entrance doors to houses 1 – 5

Quantity: 5

REMOVE DOORS AND FRAMES AND BUILD IN NEW ALLUMINIUM SLIDING DOORS:

Take out the existing doors and frames where mentioned and leave on site.

Enlarge openings as required and hack off plasterwork. Set new aluminium sliding doors as per the above specifications in position and replaster reveals on completion.

Make good in all trades to match the existing

To houses 2 & 5

Size : 2190 x 2032mm

Quantity: 2

To house 1, 3 & 4 – Opening to be widened to fit a 1800mm wide sliding door

Size: 1800 x 2115mm

Quantity: 3

REMOVE WINDOWS AND BUILD IN NEW ALLUMINIUM WINDOWS:

Take out the existing windows from all the house and leave on site.

Enlarge openings as required or hack off plastering inside the reveals. Provide and fit into the openings new anodized aluminium windows with glass thickness of 4mm. Price for standard colours such as, white, charcoal, brown, etc. Client to choose colour on site.

Burglar proofing to be included to each window in the installation

Make good in all trades to match the existing.

To houses 2 & 5

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960 x 900mm

Quantity: 2

1005 x 1240mm

Quantity: 6

1010 x 1230mm

Quantity: 2

2465 x 1230mm

Quantity: 2

510 x 640mm

Quantity: 12

1490 x 1230mm

Quantity: 6

1970 x 1225mm

Quantity: 2

1000 x 935mm

Quantity: 2

965 x 890mm

Quantity: 4

935 x 870mm

Quantity: 2

To houses 1, 3, & 4

965 x 900mm

Quantity: 3

515 x 935mm

Quantity: 9

1495 x 940mm

Quantity: 3

1010 x 1230mm

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Quantity: 6

1010 x 930mm

Quantity: 3

510 x 645mm

Quantity: 9

520 x 930mm

Quantity: 3

2475 x 1230mm

Quantity: 3

REMOVE DOORS AND FRAMES AND FORM ARCHES:

Take out the existing doors and frames to the kitchens and lounges as shown on the drawings and remove from the site. Measure two bricks sizes higher than the existing door height, draw a half circle and cut the section out to form an arch.

Make good in all trades to match the existing

Allow for the following doors;

To house 2 & 5

Quantity: 4

To house 1, 3 & 4

Quantity: 9

REPAIR CRACKS IN WALLS AND CONCRETE FLOORS:

Cracks 10mm to 25mm wide are to have the plaster cut away on both sides of crack, not less than 150mm from edge of crack in straight lines. The cracks, then to be filled in with 3:1 semi dry cement mortar, well caulked in, and with the joints of brickwork raked out to form key for plaster.

Provide and fix to the bare brickwork a strip of galvanised bird wire not less than 300mm wide. Well wet the brickwork and replaster the surface with 4:1 cement mortar, finished smooth and flush with adjoining surfaces to match existing.

Allow for crack repairs to all the houses

Lineal metres: 25

EXTERNAL CEMENT PLASTER ON BRICKWORK: (FACE BRICK WALLS)

Render all external face brick walls of all the existing braais with 4:1 cement plaster.

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Square metres: 150

HACK OFF AND REPLASTER:

Hack off the plaster on the areas which are cracked or damaged, wet the bare brickwork, rake out joints and render in 4:1 cement mortar, finished to a smooth and even surface to match existing.

To houses 1 - 5

Square metre: 30

WOODEN BLOCK FLOORS (REPLACE WITH CONCRETE SURFACE BEDS):

Take up wooden floor blocks and leave on site.

Clean all bitumen to the existing concrete surfaces. Provide approved sand bedding of 25mm thick, watered as required and ram well

Provide and lay damp-proof membrane under new surface bed. The damp-proof membrane shall be of green polyethylene sheeting complying with SABS Specification 952 Type C — plain surface 250 microns and manufactured in widths of 1000mm and greater, all laid in the widest practical widths to minimise joints, turned up and dressed to load bearing walls and, if applicable, lapped with the damp-proof course in the walls.

All joints shall be sealed with pressure sensitive tape applied over the leading edge of the joint.

NB: All cutting of plastic membranes shall be carried out using sharp instruments.

Lay 15 Mpa (1:3:5 mixture) concrete surface beds, 75mm thick and taken through door openings to form thresholds where required.

Make good to match existing.

To the wooden floors in houses 1,3 & 4

Square metres: 294

To the wooden floors in houses 2 & 5

Square metres: 255

CARPENTRY AND JOINERY

TREATMENT OF TIMBER;

Timber shall be treated in accordance with Government Gazette Notice No. R. 602 of 27 March 1986 and any amendments thereto in all areas defined in the aforementioned notice. Proof of treatment is to be lodged with the Representative prior to the use of any timber in the service. The specific properties mark shall also be indicated on all treated timber in accordance with SABS Specification 1288

RE-FIXING OF WOODWORK:

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Examine all woodwork such as fascia and barge boards, eaves coverings and jacuzzi panelling and all other woodwork fixed to walls and securely refix in their original positions using new plugs, longer screws, etc.

Allow for the replacement of missing wooden strips at the jacuzzies of all the house.

Quantity: 5

KITCHEN CUPBOARDS (REPAIRS):

Remove all cupboard doors and drawer front faces and replace with new 16mm thick moulded **super wood doors** and hang on vertical partitioning with new fully adjustable concealed self-closing hinges rebated into doors. All handles to be refitted on completion.

To Houses 1, 3 & 4

Size of Bottom cupboard doors

490 x 720mm High

Quantity: 24

Drawers

Quantity: 15

To Houses 2 & 5

Size of Bottom cupboard doors

450 x 900mm High

Quantity: 24

Drawers: 10

NOTE: the above sizes is approximately. The tenderer will have to remeasure on site to obtain correct measurements.

ROOF COVERING

ROOF COVERING (REPLACE ENTIRE ROOF AREA):

Take down the existing thatch roof coverings including the round wooden battens and remove all rubble from site. Supply and install the following:

PURLINS:

Purlins to be 75 x 50mm, all securely skew nailed on each side to rafter. To ends of purlins at verges, provide 75 x 50mm purlins between wall face and barge board, securely spiked to purlins for fixing barge boards.

LININGS TO VALLEYS:

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Line the valleys with 0,60mm thick galvanised sheet iron. Linings to valleys in roofs shall be of galvanised sheet iron or sheet copper as specified having 225mm laps at end joints and dressed up and on to purlins at each side of valleys in corrugated iron and fibre cement covered roofs, but for slate and tile covered roofs shall have each edge folded back as open bead. Linings shall be cut and properly fitted at top and bottom of valleys.

ROOF INSULATION:

Provide and install new high density, rigid, extruded polystyrene insulation boarding ("Isoboard" insulation) of 30mm thick and 600mm wide, with tongue & groove joints, fixed concurrent with roof covering over the wooden purlins, with 5mm gaps between boards butt-jointed over purlins. All as per the Manufacturer's instructions.

RIB THROUGH ROOF COVERING:

Provide and cover the roofs with new corrugated roofing iron such as 0,47mm thick Z275 galvanised, IBR roofing sheets.

To house 1,3 & 4

Square metres: 465

To Houses 2 & 5

Square metres: 350

Roofing must include the following 3 items:

- **Valleys** - Linings to valleys in roofs shall be of 0,6mm galvanised sheet iron having 225mm laps at end joints and dressed up and on to purlins at each side of valleys in corrugated iron covered roofs. Linings shall be cut and properly fitted at top and bottom of valleys.
- **Ridging** - Ridging for ridges and hips of corrugated iron covered roofs shall be 0,60mm thick (after galvanising)
- **Flashings around chimneys and roof windows** - Sole and cover flashings to rib-trough roof covering and where butting against vertical wall or other surfaces and sides and front of chimney stacks, shall be of 0,6mm galvanised sheet iron, turned up for at least 100mm against vertical surfaces and close dressed for not less than 200mm on to top of the roofing iron. for corrugated iron covering as, but are to be to the forms and sizes and with type of infill pieces as laid down in the manufacturer's specification
- **Closures under ridging and at verges** -

NOTE:

- The Contractor is to submit a certificate, signed by the Merchant, stating that the roof covering supplied complies with the required thickness specified
- The solar and piping for the hot water cylinder on the roofs needs to be remove when the thatching is going to be taken down and to be refitted when the new sheeting has been fitted.

BARGE BOARDS (UPVC):

The verges of roof to be finished with 225 x 9mm thick UPVC complying with the requirements of SABS Specification Standards.

Allow for houses 1 - 5

FASCIA BOARDS (UPVC):

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To the ends of rafters fix 225 x 9mm thick UPVC fascia Boards with SABS Specification Standards

Fascia boards to be mitred at angles, fixed to bottom purlin and to ends of rafters.

Allow for houses 1 - 5

NOTE:

The ends of the rafters (Round Creosoted poles) to be cut off perpendicular to receive fascia and barge boards.

VENETIAN BLINDS (REPLACE):

Carefully remove the existing venetian blinds from windows and leave all material on site

Supply and install new horizontal wooden blinds in the window openings as mentioned below. Colour of blinds will be chosen by the Client.

To houses 2 & 5

960 x 900mm

Quantity: 2

1005 x 1240mm

Quantity: 6

1010 x 1230mm

Quantity: 2

2465 x 1230mm

Quantity: 2

510 x 640mm

Quantity: 12

1490 x 1230mm

Quantity: 6

1970 x 1225mm

Quantity: 2

1000 x 935mm

Quantity: 2

965 x 890mm

Quantity: 4

935 x 870mm

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Quantity: 2

To houses 1, 3, & 4

965 x 900mm

Quantity: 3

515 x 935mm

Quantity: 9

1495 x 940mm

Quantity: 3

1010 x 1230mm

Quantity: 6

1010 x 930mm

Quantity: 3

510 x 645mm

Quantity: 9

520 x 930mm

Quantity: 3

2475 x 1230mm

Quantity: 3

WINDBREAKERS - OUTDOOR CURTAINS

Provide and install to as shown on Sketch A, new durable, waterproof, reinforced and flexible canvas type roll up curtains. Including a wind stability system in the base, and versatile, weatherproof, user friendly Velcro and zippers to close off openings. The curtains to be fixed to the walls and existing lean-to roof post with approved brackets.

The middle of the opening as shown to be translucent. Allow for a roll up curtain to close the opening with Velcro material

To houses 1, 3 & 4 – See Sketch A for measurements

Quantity: 6 Openings

CUPBOARDS (Vanity):

Provide and install new wooden cupboards of sizes as shown on sketch C and containing cupboard doors with two shelves.

The cupboards to be constructed out of 32mm thick waterproof melamine "Postform" top and intermediate shelves and sides of cupboards with 16mm thick melamine boarding.

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Shelves to be supported on planed softwood bearers of 50 x 25mm thick, screwed to vertical partitions. Provide the cupboards with 2 x 16mm thick moulded **super wood doors** and hang on vertical partitioning with fully adjustable concealed self-closing hinges rebated into doors.

Allow for a cupboard per house.

Quantity: 5

REPLACE MORTICE DOOR LOCKS:

Remove existing defective mortice cupboard locks. Provide and fit new upright 4-lever mortice locks. 75 mm long, complete with chromium-plated furniture and one (2) keys. Where rebated locks are to be replaced, new similar locks shall be provided and fitted. Fit and adjust new striking plate.

Quantity: 4

TILING

VITRIFIED CERAMIC TILES:

Remove the existing skirtings from the walls and remove from site.

Cover the floors indicated as mentioned below with vitrified ceramic tiles, all bedded to a true and even surface in 3:1 cement mortar and with joints not exceeding 8 mm wide.

After the tiles have been allowed to set for a period of not less than 24 hours, the joints shall be grouted in with an approved epoxy compound or acid resistant cement mortar.

Form vitrified ceramic tile skirtings, 100mm high, coved at junction with floor and rounded on top edge to project 6mm beyond plaster face above or flush with tile face above, bedded, jointed and pointed as described for floors. Allow for chipping of the walls first before skirtings can be laid.

To the new concrete floors in houses 1,3 & 4

Square metres: 294

To the new concrete floors houses 2 & 5

Square metres: 255

GLAZED TILING (SHOWERS)

Prepare painted walls by chipping of most of the paint and apply one coat of "Permabond" mixed with tile adhesive to all the chipped areas. Tile the walls in showers shown on Sketch A to a height of approximately 2000mm.

Glazed tiles for wall tiling shall comply with the requirements of SABS Specification 22 and shall be white, size 200 x 200mm and or 5,0 mm thick.

The tiles shall be fixed in accordance with SABS Code of Practice 0107 with horizontal and vertical joints continuous, and shall have all joints rubbed in solid with neat white cement grout. Tiles shall be well soaked in water before fixing with cement mortar and thoroughly cleaned off after fixing. Walls shall be well wetted before tiling is commenced.

Tiling shall be returned into reveals of openings and on to window sills, and shall be butted at internal angles and provided with mitred joints to external angles. All necessary cutting to tiles shall be properly performed.

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Allow for the new showers on the first floor of houses 1, 3 & 4

Walls:

Square metres: 26

Floors:

Square metres: 7

REPLACE GLAZED TILES:

Hack off glazed wall tiling, including the cement backing thereto, to the areas where directed and remove rubble from site.

Rake out joints of brickwork, prepare and tile the areas with new tiles to match existing.

To house 1 – 5

Square metres: 25

PLUMBING AND DRAINAGE

EAVES GUTTERS (OG PROFILE):

Supply and install new seamless aluminium, 125mm OG profile guttering against the new fascia boards, strictly according to the manufacturer's instruction.

The guttering to be installed strictly according to the manufacturer's instructions.

To houses 1, 3 & 4

Lineal metres: 144

To houses 2 & 5

Lineal metres: 168

RAINWATER PIPES (RECTANGULAR):

Rainwater pipes to be square of 0,60mm thick aluminium, to size specified, with offsets and elbows of similar sheet metal secured to walls with brackets as per manufacturer's design.

Approximate sizes: 75 x 50mm

To houses 1, 3 & 4

Quantity: 27

To houses 2 & 5

Quantity: 45

CAST IRON VENTILATION PIPES:

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Cut off the cast iron ventilation pipes at ground level and make the connection with a specially designed connector (110mm SP 140 connector) The rubberised fins push inside the old pipe to make an airtight seal, and the new PVC soil pipe fits straight into the integral socket.

Provide and fit a new 110mm UPVC air vent valves (One way)

Allow for all cast iron pipework at houses 1 – 5

Quantity: 10

SHOWERS

PARTITIONS:

Form framework for partitions in the position and to the sizes shown on Sketch C, constructed with 75 x 50mm thick uprights, spaced at approximately 500mm centres, with 75 x 50mm thick top, bottom and intermediate rails, spaced at not more than 500mm apart, securely screwed together and fixed to walls, floors, Roof rafters etc. with M10 bolts built in with 3:1 cement mortar. Cover both sides of framework with 9mm thick Nutec boarding, securely screwed to framework with 38mm long self drilling screws. Cover joints with self-adhesive fibre tape.

Provide 75 x 19mm thick skirtings fixed to both sides of partitions and fix at intersections of walls, floor and lintels 19mm quadrants, fixed to framework.

Provide and fit into position shown a new 40mm thick hollow core door which is to be faced with veneer as per the other doors of the house.

Hang doors on 100mm butts and fit 75mm 3-lever lock and furniture to match the furniture of the other doors in the houses

Provide and install to the one side of the shower cubicle a shower glass partition including a shower door with aluminium framing at a height of 2000mm. The glass to be at least 10mm thick.

CEILINGS:

Provide and fix 114 x 38mm thick rafters between the new partitioning and walls or existing rafters of the roof, spaced at 750mm apart. Supply and fix new 6mm thick "Nutec" boarding against the rafters. Provide and fix 25mm quadrants between walls and new ceilings.

All partitioning and new ceilings to be painted with 2 coats of emulsion paint before the final coat as later specified be applied.

BENCH:

Construct a 40 x 40 x 3mm thick galvanised angle iron framework of sizes shown and to a height of 500mm for the new bench. The legs to be rawl bolted to the concrete floor with M8 raw bolts. Fit baseplates accordingly.

Cover the framework with hardwood (Balau Wood) 5 slats of 75 x 50mm thick, evenly spaced and treated on completion

SANITARYWARE

All fixtures shall be white Vaal Sanitaryware or equal approved units.

The Contractor shall allow for all water, waste and soil pipes to all sanitaryware fittings and connect to the existing manholes.

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1. **WC pans and cisterns** shall be 'Classic' washdown suite, code 750611 with hardwood double flap toilet seat.
2. **WHB** shall be heavy duty basin, pedestal type, 558 x 406mm, to take plain 'P' trap 32mm, as per Marley or equal approved, and shall be fitted with a basin waste, chromium plated with 62mm diameter flange, 80mm shank, with backnut, plug, chain and stay; mixer as per Cobra or equal approved.
3. **Toilet roll holders** shall be hardwood (same as toilet seat) and screwed to walls.

MIRRORS:

Provide mirrors as shown on Sketch C, size 450 x 600mm high of 6mm thick rounded and polished edge silvered plate glass.

Each mirror to be drilled four (4) times and countersunk screwed to plugs in walls with 38mm long screws, fitted with domed chromium-plated cups.

Provide at each fixing point a felt washer between wall and mirror.

SHOWER PLUMBING:

Connect new 15mm diameter copper piping at the existing hot water and take pipework towards the new shower cubicle.

Provide and fix in each new shower cubicle an approved 150mm diameter brass chromium-plated shower rose connected with a short length of 15mm diameter chromium-plated copper piping and connect to 15mm copper piping chased into the walls to height required, connect to bridge piece of similar piping fitted with tee piece in centre cobra arrive concealed shower mixer and connect to hot and cold-water supply as required.

Provide and install an 800 x 70mm stainless steel floor drain (As per Lacey Shower Waste or equal and approved) in position as shown which must be done when the concrete floor is being casted.

Allow for showers to houses 1, 3, & 4

Quantity: 3

NOTE:

- All plumbing fittings to be of "Cobra" or equal and approved.
- The new concrete floors to the shower must be 100mm thick and not to the sizes as specified before.

GLAZING

OBSCURE GLASS:

Remove the existing window panes to windows mentioned below and remove rubble from site. Prime rebates and glaze the windows with 3mm thick obscure glass and putty.

The contractor must allow to apply one approved primer coat to all rebates and allow for it to dry before commencement of the glazing.

To the new showers on 1st floor in house no. 1, 3 & 5

Square metres: 3.5

MIRRORS (ABOVE VANITY CUPBOARDS):

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Provide mirrors as mentioned, size 600 x 1000mm high of 6mm thick rounded and polished edge silvered plate glass.

Each mirror to be drilled four (4) times and countersunk screwed to plugs in walls with 38mm long screws, fitted with domed chromium-plated cups.

Provide at each fixing point a felt washer between wall and mirror.

To houses 1-5

Quantity: 5

PAINTING

PREPARATION FOR PAINTING:

CLEANING DOWN: Cleaning down shall mean washing down with approved cleanser, filling as necessary, rubbing down to an even surface and hosing down to remove all dust and loose particles.

WIRE BRUSHING: Wire brushing shall mean wire brushing to a clean and solid surface, filling as necessary, rubbing down to an even surface and hosing down to remove all dust and loose particles.

RUB DOWN: Rub down to bare surface shall mean complete removal of everything to the base of material.

KNOT, PRIME AND STOP: This shall mean the applying of a brushing lacquer to all knags (knots) in soft wood, applying an approved primer to woodwork and to stop up holes with an approved filler and the sanding to a smooth and evenly surface there-after.

EXTERNAL PAINTING

EXPOSED WOODWORK FROM THATCH ROOFING:

Rub down, prepare for and paint two coats of carbolineum wood preserver to all exposed woodwork from the roofing. This must be done before the new roofing sheets are to be fitted.

To all five houses.

Lot:

PAINT PAINTED EXTERNAL WOODWORK:

Stop up holes, treat all exposed knots with knotting and sand down to a smooth and even surface. Paint previously painted woodwork with one prime coat to bare surfaces, one undercoat and one coat semi-gloss, Velvagro as per Plascon catalogue, or equal and approved paint.

To all the previously painted woodwork to all five houses.

Lot:

VARNISH VARNISHED EXTERNAL WOODWORK:

Thoroughly sand down all previously varnished woodwork to a smooth and even surface. Stop up holes or other defects with an approved stopping, tinted to match the colour of the wood surface.

Sand down surfaces to a smooth and even surface. Apply two coats of weather resistant oil varnish, resistant against ultra violet rays, to woodwork.

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To the previously varnished woodwork to all five houses.

Lot:

PAINT NEWLY PLASTERED EXTERNAL WALLS:

Thoroughly clean off painted external walls, free from dirt, loose or flaking paint by means of a wire brush or any other effective method. Stop up holes or any other defects and finish off stopping.

Paint walls with one coat approved primer and two coats thermoplastic texture paint, strictly in accordance with manufacturer's instructions

To all the newly plastered face brick walls of all the existing braais,

Square metres: 150

PAINT PAINTED EXTERNAL WALLS:

Thoroughly clean off painted external walls, free from dirt, loose or flaking paint by means of a wire brush or any other effective method. Stop up holes or any other defects and finish off stopping.

Paint walls with two coats thermoplastic texture paint, strictly in accordance with manufacturer's instructions.

To all five houses.

Lot:

PAINTED WINDOW SILLS:

Wash down painted window sills with an approved detergent and paint two coats of approved matt black acrylic emulsion paint.

To all five houses.

Lot:

PAINT ON METAL SURFACES:

Sand down surfaces to a smooth and even surface. Prepare and paint one undercoat and one coat semi-gloss, Velvagio as per Plascon catalogue, or equal and approved paint.

To all the previously painted metalwork to all five houses.

Lot:

INTERNAL PAINTING

PREVIOUSLY PAINTED CEILINGS:

Clean down and paint two coats acrylic emulsion paint to the ceilings of all the rooms to all the houses.

Where fungus on the ceilings appears, it needs to be washed down first with an approved detergent and then painted with similar paint as above but must be mixed with an approved mould killer.

To all five houses.

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Lot:

PAINT EXISTING WALLS:

Wash down with an approved detergent. Prepare for and paint one undercoat and two coats of 100% acrylic emulsion paint to the wall of all the rooms at all the houses.

To bad portions of the existing walls, strip of all flaked or otherwise defective paint film.

Prepare for and apply one coat of an approved sealer coat and paint as described above.

To all five houses.

Lot:

VARNISH INTERNAL WOODWORK:

All previously varnished woodwork as mentioned below surfaces shall be thoroughly cleaned and sanded down to a smooth and even surface. All cracks, nail holes or other defects shall be stopped with approved tinted stopping to match the colour of the wood surface. All cracked and loose stopping shall be hacked out, similarly renewed and all stopped surfaces shall be sanded down to a smooth and even surface flush with the surrounding woodwork.

Apply two coats of clear varnish.

To all the previously varnished woodwork to all the houses.

To all five houses.

Lot:

PAINT INTERNAL WOODWORK:

All previously painted woodwork as mentioned below shall be sanded down to a smooth and even surface and thoroughly cleaned, free from grease, dirt, loose or flaking paint.

All cracks, nail holes or other defects shall be stopped with approved wood filler and rubbed down to a smooth and even surface flush with the surrounding surfaces, and all bare woodwork shall be painted with one coat primer. Paint woodwork with one universal undercoat and one high gloss paint.

To all the previously painted woodwork to all five houses.

Lot:

PAINT INTERNAL STEELWORK:

All previously painted metal surfaces shall be thoroughly cleaned and sanded down to a smooth and even surface, free from dirt and grease, and all rust, flaking paint or scale removed by means of a wire brush. Apply one coat of approved rust solvent and neutraliser to all bare surfaces, all strictly applied in accordance with the manufacturer's instructions.

Apply one coat of zinc chromate primer to all treated surfaces, prior to painting. Paint metal surfaces with one undercoat and one coat semi-gloss, Velvagro as per Plascon catalogue, or equal and approved paint.

To all previously painted steelwork to all five houses.

Lot:

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STAIRCASES:

Remove the paint to the risers of the staircase in house number 3 with paint remover and clean the treads as well as the other staircases in the other four houses. with an approved detergent.

Painted stairs – Sand down and remove all flaking paint. Apply 2 coats of approved Stoep paint.

END OF WORK TO BE DONE FOR PART A**PART B****ROBERTSON: VROLIJKHEID NATURE RESERVE: ADDITIONS AND ALTERATIONS TO WELCOME CENTRE****EXCAVATING****CLEARING SITE:**

Clear site for the whole area of the ground to be built upon up to a distance of at least 1 m beyond the perimeter of the structure of building(s) and/or extent of steps, pavings, etc. This operation shall be deemed to include the digging up and removal of rubbish, debris, vegetation, hedges, shrubs and small trees (up to 200 mm girth), bush, etc. as well as the digging up of top soil and examining for and removal of all dead roots and other vegetable matter likely to provide food for termites.

PROTECTION AGAINST TERMITES:

The ground under surface beds shall be poisoned with an approved registered soil poisoning material of the chlordane or aldrin type mixed with water, applied at the rate of not less than 5 litres of solution per m². Great care is to be taken to apply the solution evenly over the whole surface. The concentration of the solution shall be in accordance with the Manufacturer's instructions.

EXCAVATION:

Dig trenches for foundations to the various lengths, widths and depths as shown on the drawing to a secure and sound foundation. Bottoms of trenches and holes shall be level, with sides trimmed vertical for the full width from top to bottom.

The bottoms of trenches shall be stepped as shown but if the stoppings are not shown on drawings or are not otherwise directed on site, the stepping shall be of at least the thickness specified for the concrete footings but shall be adjusted downwards to conform with an exact number of brick courses where necessary.

Any excavations taken out too deep shall be made up to correct levels with Class A concrete, at the Contractor's expense. Back filling and ramming is not acceptable.

FILLING UNDER SOLID FLOORS AND TO FOUNDATIONS:

Filling shall be of approved clean earth in layers not exceeding 150 mm in depth, well-watered, rammed and thoroughly consolidated to at least a density of 90% Modified AASHTO (American Associations of State Highway and Transportation Officials) Before filling is placed the virgin soil shall be scarified and compacted to at least 90%

SURPLUS EARTH:

All surplus earth and other materials resulting from the excavations are to be deposited on site and carted away.

EXCAVATIONS FOR NEW DRAINS AND SEWERS:

Excavate to required depths for all new drains and sewers to all NBR requirements.

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SITEWORKS

CLEAR SITE AND EXCAVATE:

Clear site where the new parking area (paving) and carport are to be erected by removing grass and in-situ material to such depth as may be directed by the Representative/Agent, to secure a sound base to accommodate the new compacted sub-base, base course and paving as later specified.

All excavated material is to be removed from site. If part of the excavated material is found to be clean and suitable to be used as sub-base material, it must be stockpiled on site for that purpose, all as per instruction by the Representative \ Agent.

CLEAN SAND BEDDING MATERIAL (25mm Thick after compaction)

Import and level complete area with a 25mm thick layer of clean sand.

Square metres: 83

NEW INTERLOCKING CONCRETE ROADSTONES (Brick paving)

Supply and lay new approved 80mm thick, interlocking, 30 Mpa concrete roadstones. Allow for the rate of R170 /m² for paving bricks. Client will choose finish.

Square metres: 83

CONCRETE

MASS CONCRETE FOOTINGS TO WALLS

Lay 15 Mpa (1:3:6 with 38mm stone) concrete footings under new walls of widths and thicknesses shown and figured on drawing. The footings are to be stepped according to the slope of the grounds, with 375mm overlap at each stepping, all finished level on top ready for the walling above.

All foundations for all wall thicknesses of new work as shown on plan.

CONCRETE SURFACE BEDS TO FLOORS:

Lay surface bed to all floors with Class C-concrete, 75mm thick, at the levels shown or required to suit the various floor finishings and carry through or into door openings to form thresholds.

RE-INFORCED CONCRETE SLAB ABOVE SAFE:

The roof slab is to be formed with Class E-concrete formed of 150mm thick laid on temporary formwork and reinforced with REF 245 galvanised mesh.

REINFORCED CONCRETE WALLS TO STRONG ROOM:

The walls to strong room are to be formed with Class E-concrete, 150mm thick, to the dimensions shown on the drawings, carried up in temporary formwork from top of concrete footings to underside of ceiling slab, reinforced on inside and outside surface with welded fabric. Embed all necessary hoop iron and wire ties in the concrete for tying in the brickwork as the work proceeds. Form openings of the sizes and in the positions shown for strong room door and ventilators.

CONCRETE TO CAVITIES:

Prepare for and pour concrete mix of 25 Mpa (1:2:4 with 19mm stone), into cavities of the cement block walling up to completed plinth height. To all new corners of the building, allow for two Y12 reinforcing bars built into footings and up the cavity. Allow for 4 per corner.

CURING OF CONCRETE:

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After the concrete has been placed, all exposed surfaces shall be kept continuously damp for at least 10 days by methods such as covering with approved building paper, or by means of wet canvas, wet sacks, wet sand, by continuous hosing or ponding with water.

CONCRETE TEST CUBES:

Contractor to make allowance for 3 test cubes of 150 x 150 x 150mm for each individual pour undertaken for concrete. The testing of all concrete cubes will be done by an accredited laboratory approved. The Contractor is responsible for the provision of the cube moulds and for timeous delivery of the cubes to the laboratory.

Payment will only be affected after 7-day test results are received and within tolerance.

BRICKWORK

BUILDING ON CONCRETE FOOTINGS AND BEAMS:

No brickwork, stone walling or other structure shall be built on concrete footings until at least three days after placement of the concrete in the case of mass concrete footings and after seven days in the case of reinforced concrete.

GENERAL PURPOSE BRICKS:

Must be good, sound, extra hard burnt machine-made bricks, even in size and in accordance with the requirements of SABS-specification 227. The bricks must be Non-face Plaster.

BRICK WALLS FOR FOUNDATIONS (NFX):

Build all walls with **extra hard burnt bricks** to the thicknesses and lengths as shown on all drawings in cement mortar. The bricks are to laid in **water bond**. Allow for 1,6mm galvanised brick force every 5th course. Allow for mixing water repellent "Pudlo" in mortar mix.

ONE BRICK WALLS:

One brick thick walls are to be built in Stretcher Bond and in 3:1 cement mortar. Joints in brickwork, to walls specified to be plastered or tiled, are to be raked out.

HALF BRICK THICK WALLS:

Half brick thick walls are to be built in cement mortar, reinforced with 75mm wide brick reinforcement, one row to every fourth course in height, and built 100mm into main connecting walls. The reinforcement shall be lapped 150mm at end joints, and 75mm at angles.

JOINING NEW WALLS TO PLASTERED STRUCTURES:

Cut and hack off plaster and cut toothing 4 courses by 230 mm deep to form block bonding between new and existing walls. Brickwork forming new toothings to be well bedded and filled in on top and ends with 5:1 cement mortar. Contractor to ensure when new plaster it is to finish flush with and to match existing.

NEW WALLS IN EXISTING BUILDING:

Take up floor finishing, hack up surface beds to width required to suit the footings as shown on drawings. Excavate through filling to an approved depth and leave ready for concrete footings. Fill into excavations and ram well on completion of foundation walls.

Lay Class B-concrete footings under new foundation walls 600mm widths and 230mm thick.

BUILD UP OPENINGS WHERE DOORS AND WINDOWS ARE REMOVED:

Cut toothings the full height of openings. Prepare for and build up openings in new brickwork with cement mortar to match existing.

BRICK STEPS:

Build steps at entrance door with treads formed with hard burnt bricks as described set on edge with ends to front and all joints continuous. Form risers to steps with facing bricks as above, set on face with edge to front. The bricks are to be bedded on the stepped concrete under and jointed solid in 3:1 cement mortar and pointed with a slightly sunk joint.

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PRESTRESSED LINTELS:

Provide over all new doors, windows and openings pre-stressed concrete lintels reinforced with stressed high-tensile steel wires and lintols to be 450 mm longer than width of openings. Where lintols have been inserted for openings, lintols must be propped for a minimum of 14 days.

BEAM FILLING:

Carry block brickwork hard up against underside of roofing where applicable and finish neatly. Build beam filling to all external walls.

BUILDING IN OF STEEL WINDOW FRAMES:

Set up in position where shown on plan, steel window frames and build lugs firmly into brickwork. Strut as required and build in as work proceeds. Steel windows are measured under METALWORKER

BUILDING IN OF WOOD FRAMES:

Set wooden frames for doors in positions shown or required. Provide and fix galvanised hoop iron cramps. Strut to prevent distortion and to keep frames in position and build in as the work proceeds

REPAIR CRACKS:

Plaster around all large cracks shall be hacked off for at least 200mm on either side of crack. Cracks are to be filled in with stiff 3:1 cement grouting solidly caulked in. All badly cracked or broken bricks shall be replaced with new approved bricks, laid in cement mortar. Areas to be replastered shall be thoroughly cleaned, wetted and replastered with cement plaster, finished off to a smooth and even surface and on the same plane as the existing plaster, with all joints between old and new plaster properly concealed.

BUILDING IN OF PRESSED STEEL DOOR FRAMES:

Supply and set up in position where shown or mentioned, pressed steel door frames and build lugs firmly into brickwork. Strut as required and build in as work proceeds. All door frames to be properly caulked behind so that no hollow voids are left.

WINDOW SILLS (EXTERNALLY):

To the window openings shown, form sills with cement brick on edge course in general bricks to match, bedded and jointed in 3:1 cement mortar and pointed with a keyed joint, laid sloping and projecting 22mm. Joints in brickwork to sills are to be raked out to receive plaster as later described.

WINDOW SILLS (INTERNALLY):

To the window openings specified, form sills with cement brick on edge course in bricks to match, bedded and jointed in 3:1 cement mortar and plastered as specified later. The sills to have a slope of 45°.

INSTALLATION OF ELECTRICAL SERVICES:

The installation of electrical services, where such services are being provided, the contractor must cut all necessary chase work and holes in walls for conduits and form recesses in walls for conduits and form recesses in walls for switchboard cupboard and boxes, etc.

Note: Chasing to be done only to raw brickwork and no chasing will be permitted on newly plastered walls.

PROTECT AND CLEAN DOWN BRICKWORK, ETC.:

Protect angles of face brickwork, reveals, steps, etc., liable to damage during the progress of the remaining work. Clean down as the work proceeds, brickwork, sills, copings, beams, etc., liable to be soiled by mortar or plaster splashes during progress of the remaining work. The floors are to be covered up and protected from damage and contact with mortar during the progress of the works and cleaned off on completion.

WATERPROOFING

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DAMP-PROOFING COURSE:

Lay a damp-proof course on all new foundation walls. Lay similar damp-proof course under window cills.

DAMP-PROOFING MEMBRANE:

Lay a damp-proof membrane under all new solid floors specified.

FLASHINGS AT JUNCTIONS OF LEAN-TO ROOF WITH WALLS:

Contractor to allow for aluminium counter flashing which must be fixed into brick wall by cutting a joint and bending in the flashing with an approved sealant over the entire length of the headwall. Over this allow for a four coat bitumen acrylic waterproofing membrane apply strictly according the manufacturer's instructions.

To all the new lean-to roofs

ROOF COVERINGS**STRUCTURAL TIMBER:**

Contractor's attention is drawn in regard to the use of South African softwood for structural timbers.

LININGS TO VALLEYS:

Line the valleys with 0,60mm thick galvanised sheet iron

CORRUGATED FIBRE CEMENT ROOFING:

Cover the roof shown, with corrugated fibre cement roofing sheets as described in drawing.

LEAN-TO ROOFS:

Provide roof of the sizes shown, consisting of fibre cement roof sheets to match existing roof pitch as described in drawing with ends wrapped around with dpc plastic.

Please note that no XXX timber will be allowed on site or built in to any roof structure. Into new brickwork 0.6 mm Galvanised hoop iron must be built down into brickwork for 5 courses minimum (750 mm preferable) and wrapped around the rafters. Purlins are only to be splayed cut above a rafter. Purlin splay cuts are to be staggered.

Sizes of lean-to roofs as indicated on drawing.

WALL PLATES:

Provide and bed in 6:1 cement mortar on top of walls 114 x 38mm thick plates. All surfaces of roof plates are to be treated with two coats wood preservative before the plates are bedded in position.

PRE-FABRICATED ROOF TRUSSES:

Pre-fabricated timber roof trusses shall comply with the requirements of SABS Specification 0163 and be constructed of South African pine as described in Clause 8.5 to the designs shown on the Manufacturer's detail drawings. The timber shall be of cross-sectional dimensions shown, cut to correct lengths with ends square or at the required angle. Trusses shall be assembled in truss fabricating jigs with the truss having the proper camber, all tightly clamped together with joints secured using approved connector plates of galvanised steel sheet. Connector plates shall be pressed into the timber simultaneously from both sides of the truss with a hydraulic press capable of exerting such pressure as will ensure complete penetration of the teeth into the timber. The connector plates shall be of such size as will ensure that the joints so made will adequately withstand the forces exerted on the joints.

Upon completion, a A19 roof certificate must be given upon completion of trusses, before roofing material can be installed.

FASCIA BOARDS: (WOOD):

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To the ends of rafters fix 225 x 32mm thick wrought South African pine fascia boards. Fascias to be mitred at angles, fixed to bottom purlin and to ends of rafters.

OLD FASCIA BOARDS (REPLACE WITH NEW):

Neatly cut fascia boards as required, take down and remove from site. Provide and fix new fascia boards to match existing.

BARGE BOARDS (REPLACE WITH NEW):

Carefully loosen existing sheet iron cappings where applicable. Take down barge boards and replace with new to match existing.

RE-FIXING OF WOODWORK:

Examine all woodwork such as fascia and barge boards, eaves coverings and cover strips and all other woodwork fixed to walls and securely refix in their original positions using new plugs, longer screws, etc.

REPAIR LEAKS IN FIBRE CEMENT ROOF:

Thoroughly check roof for leaks, loose or missing roofing screws and repair roof as follows:

Remove loose roofing screws, replace existing washers, if required, with new "Plaxit" or other similar approved upper galvanised cups and grey or malthoid under washers, plug holes in purlins with glued wooden pegs, and refix existing screws to purlins. Replace all damaged or missing screws with new 100mm long galvanised iron roofing screws, provided with the necessary washers and screwed to holes plugged with glued wooden pegs, all as described above. Where replacing or removal of existing screws are not required, the existing screws are to be driven in deeper, and heads of screws shall be sealed off with "Secomastic" or similar approved material.

Loose ridge plates and valley linings, shall be repaired and fixed in the same manner as above.

HANGING OF DOORS:

All doors are to be hung in such a way that the completed door functions smoothly and perfectly. The clearance gap between door and frame after hanging shall not exceed 2 mm (+0mm —1mm) at sides and head of door. The gap between meeting stiles of doors hung folding shall also comply with the foregoing.

The clearance gap between foot of door and floor may be increased to 6 mm (+0mm —3mm) to accommodate any minor unevenness in the floor surface. The foregoing is not applicable where floor springs are specified to be used. Any door frame found to be distorted or out of plumb shall be reported to the Project Manager before any door is hung to such frame. Failure in this regard will result in the Contractor being held liable for all rectification work at his own expense. The foregoing shall be rigorously enforced where the door as hung will not close and latch properly.

When hung, no strain upon the hinges shall be detectable due to hinge binding. Depending upon the hinges supplied with pressed steel door frames the hanging edge of door may be angled back slightly from the hinge face of door to obviate such binding.

External doors shall be hung on brass hinges from which the hinge pin is not removable.

Any door that is too wide or tall to fit the door frame shall be reduced in size by removing material equally from each edge — removing material from one edge only to obtain a fit is unacceptable.

Mortice locks where specified are to be snugly fitted into the mortice with face plate flush with edge of door. In flush doors the mortice is to be deep enough to accept the lock, but must not penetrate through to the core of the door.

Lever handle door furniture is to be fixed with the backplate parallel to the edge of the door. Ensure that the handles function smoothly and do not bind. Screws used for fixing of hinges shall be screwed into holes of suitable sizes. In addition, prior to the final hanging of any unprotected external door, where such door opens to the outside of the building, both the top and bottom concealed edges shall be sealed with not less than two coats of the finish specified for the exposed surfaces of the door. Where the door opens to the inside of the building only the bottom edge of the door shall be so finished.

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REPLACE DOOR/S:

Provide and hang on existing hinges, screwed with new screws, new hollow core flush doors.

The frames to be hardwood meranti frames with side and top rails. Size to be 114 x 76mm stop rebated and angle rounded stiles, framed to continuous head rail with angle rounded and one rebated. Hang each door on a pair of band brass 100mm but hinges. Fit to each door an Indicating Bolt

Replace toilet doors (3)

RECEPTION COUNTER / SHELVING:

Allow for half brick tied to existing walls to shape and size of counter as shown on drawing. Wall to be firebrick. Client will choose finish.

Provide and fit up a counter where and of the sizes shown on drawings. The counter to be constructed out of 20mm slate top. Colour Midnight Black or equal and approved fixed to framing under and set projecting 100mm over from external wall. Framing to be of softwood and fixed to wall, which forms the front as specified above.

On inside allow for two shelves evenly spaced formed from 22mm block board. Fixed to softwood framing 50 x 25mm with 32mm brass screws.

PINNING BOARD (HUNG ON PLATE HANGERS):

Provide 13mm thick blockboard back, covered on front with 6mm thick approved cork-based board pasted into backboard. Lay pinning board in rebate of framing and screwed to framing with suitable length screws. Provide notice boards to office, reception and waiting area

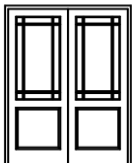
BACKBOARDS FOR FIRE EXTINGUISHERS:

Provide and fix hardwood boards, size 680 x 127 x 25mm thick, angle rounded on exposed edges and securely screwed to plugs in walls.

ALUMINIUM DOORS: (Front entrance)

Form opening together with prestressed lintols to specification as mentioned elsewhere. Build in new 1614 aluminium double door as shown on the attached drawings and to style as indicated below. Installation must be done strictly according to the manufacturer's instructions. The framework of the partitioning must be off anodized aluminium and the glass to be 6mm thick safety laminated glass. Price for standard colours such as, white, charcoal, brown, etc. Client to choose colour on site.

Minimum thickness of aluminium framing to be 32mm. All mitres to be neat 45 degrees.



The side door to be purpose made and to open outwards. See drawing for sizes

CLEANING OUT ETC.:

All shavings, cuttings and rubbish shall be cleaned out as they accumulate during the progress of the work.

CEILINGS. PARTITIONS AND ACCESS FLOORING**GYPSUM PLASTERING BOARD CEILINGS:**

Provide 38 x 38mm brandering where shown or mentioned, fix to tie beams and ceiling joists. Cover the ceilings with 12,5mm thick gypsum plasterboard, finish off with 50mm wide gypsum cover strips and 76mm gypsum cornices.

All joints to be covered with fibre tape and skimmed prior to painting.

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Ceilings to be done to Male, Female bathrooms.

ISOBOARD CEILINGS:

Provide and install new high density, rigid, extruded polystyrene insulation boarding ("Isoboard" insulation) of 30mm thick and 600mm wide, with tongue & groove joints, fixed concurrent with roof covering over the timber purlins, with 5mm gaps between boards butt-jointed over purlins. All as per the Manufacturer's instructions.

Ceilings to be installed to new stoep and covered entrance areas.

FLOOR COVERINGS

VITRIFIED CERAMIC TILES:

Cover the floors indicated on drawing or as mentioned with vitrified ceramic tiles. Form vitrified ceramic tile skirting 100mm high, rounded on top edge, laid and grouted in with 3:1 cement mortar and with joints not exceeding 2mm wide, filled in with approved epoxy compound.

All tiles to be non-slip. Areas to be tiled are the new stoeps, covered entrance, seating room, Male & Female toilets.

Allow for the amount of R120 a m2 for the supply of ceramic floors. Also allow for 4 m2 in boxes to be handed over to client upon completion. Client will choose finish.

IRONMONGERY

SERVICE DOOR LOCKS:

Remove door locks, replace worn out parts with new parts, oil locks, refit and assure that locks are working properly. Where cylinder type locks occur, the locks shall be properly cleaned and treated with graphite.

HYDRAULIC DOOR CLOSER:

Provide and fit a new hydraulic door closer as per Briton 2000 or equal and approved to front double doors. Must be fixed to one door.

Also allow for one to male WC and one to female WC.

Total: Three

FLOOR MOUNTED SPRING DOOR STOP:

Form opening in floor for recess. Fit aluminium floor mounted door stops into floor. All edges to be finished neatly between floor and door stoop. Allow for two for entrance doors.

REPLACE MORTICE DOOR LOCKS:

Remove existing defective door locks. Provide and fit new mortice locks according to the sizes and quantity levers as mentioned below, including furniture as required. Each lock is to be supplied with two keys. Fit and adjust striking plates.

Quantity: One

METALWORKER

HOT DIP GALVANISING TO STEELWORK:

All steelwork to be built in must be hot dip galvanised as described below.

N.B. Hot dip galvanising to steelwork is applicable on coastal services only.

STRONG ROOM DOOR (CATEGORY 1):

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Provide and fix in opening in the wall where shown or mentioned a Category 2 strong room door as described below, but with front plate approximately 10 mm thick, body thickness 55mm and 20mm round Lockbolts.

Before leaving the Manufacturer's works, all welding shall be cleaned off flush and smooth and all the surfaces of the windows and screens etc. are to be properly cleaned and primed with zinc phosphate primer.

The width of the clear opening shall be measured when the door is opened to 180°, but this dimension shall not exceed 880 mm for any category of door.

Doors shall be fitted with lever handles for operating the sliding bolts and bow handles for opening and closing of doors. Provide and fit covered escutcheon over keyhole, or over each keyhole if door is fitted with more than 1 lock, all securely attached to door. All fittings shall have chromium plated finish.

The door shall be badged on outer face with the Manufacturer's name and on the inside of door with a permanent marking indicating the category of door. The door and frame shall be thoroughly cleaned of all scale, rust, grease, oil and foreign matter and given 1 coat of metal primer applied by means of a spray gun or brush before leaving the Manufacturer's works.

The door frame shall not be built into walls as the work proceeds, but shall be fixed in position in the opening in the wall with the grip lugs provided with the frame.

The Contractor shall ensure that the lock and other vital parts of the door are in no way tampered with either before or after fixing in the building. Should it be discovered and proved to any tampering has taken place, the Contractor will be held solely responsible and if necessary shall, at his own expense, furnish a new door or lock and keys.

PLASTERING

THICKNESS OF PLASTER:

Plaster on walls shall be not less than 12mm or more than 20mm.

APPLICATION OF PLASTER:

Walls shall be well wetted before plastering is commenced. The surfaces of plastered walls internally shall be steel trowelled to a smooth, even and true finish. All external plaster shall be finished to a true and even surface with a wood float. All plaster surfaces shall be free from blemish.

Plaster shall be returned into reveals and soffits of openings and all angles shall be true and straight with salient angles slightly rounded.

The rendering coat of plaster in two coat work shall be approved by the Project Manager before the setting coat is applied and notice shall be given to the Project Manager when the plaster is ready for inspection. All cracks, blisters and other defects shall be cut out, made good and the whole left perfect at completion.

EXTERNAL PLASTER TO ALL NEW BRICKWORK:

Render all newly built external walls from natural ground level with 5:1 cement plaster as shown on plan.

INTERNAL PLASTER TO ALL NEW BRICKWORK:

Render all internal walls from finish floor level with 4:1 cement plaster. Plaster to have steel trowel finish.

V-JOINT PLASTER:

Run sunk V-joint to cement plaster between new blockwork and old blockwork.

SCREEDING TO FLOORS:

Concrete floors shall be screeded with 3:1 cement plaster of thickness required, but in no case less than 12 mm, all steel trowelled to true and smooth surfaces. The sand used in the plaster shall be of such fineness as will allow for the screed being trowelled to a surface suitable to receive the finishes.

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Screeds have to be laid to a 1:100 fall to new floor drains as specified elsewhere.

The screeding shall be laid before the concrete sub-floors have matured, otherwise the exposed surfaces of the concrete shall be thoroughly cleaned with a wire brush and a coat of neat cement grout applied immediately before the screeding is laid.

The screeding shall be laid in good time, but no finishes are to be laid if the screed exceeds 70% moisture content when measured with a hygrometer. No traffic shall pass over nor shall any building operations take place on the screeding unless a proper protective covering is first provided.

PAINTING

PREPARATION FOR PAINTING:

CLEANING DOWN: Cleaning down shall mean washing down with approved cleanser, filling as necessary, rubbing down to an even surface and hosing down to remove all dust and loose particles.

WIRE BRUSHING: Wire brushing shall mean wire brushing to a clean and solid surface, filling as necessary, rubbing down to an even surface and hosing down to remove all dust and loose particles.

RUB DOWN: Rub down to bare surface shall mean complete removal of everything to the base of material.

KNOT, PRIME AND STOP: This shall mean the applying of a brushing lacquer to all knags (knots) in soft wood, applying an approved primer to woodwork and to stop up holes with an approved filler and the sanding to a smooth and evenly surface there-after.

EXTERNAL PAINTING

PAINT PAINTED EXTERNAL WOODWORK:

Stop up holes, treat all exposed knots with knotting and sand down to a smooth and even surface. Paint previously painted woodwork with one prime coat to bare surfaces, one undercoat and one coat semi-gloss, Velvagro as per Plascon catalogue, or equal and approved paint.

To all the previously painted woodwork.

Lot:

PAINT NEWLY PLASTERED EXTERNAL WALLS:

Thoroughly clean off painted external walls, free from dirt, loose or flaking paint by means of a wire brush or any other effective method. Stop up holes or any other defects and finish off stopping.

Paint walls with one coat approved primer and two coats thermoplastic texture paint, strictly in accordance with manufacturer's instructions

To all the newly plastered areas.

PAINT PAINTED EXTERNAL WALLS:

Thoroughly clean off painted external walls, free from dirt, loose or flaking paint by means of a wire brush or any other effective method. Stop up holes or any other defects and finish off stopping.

Paint walls with two coats thermoplastic texture paint, strictly in accordance with manufacturer's instructions.

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Lot:

PAINT ON METAL SURFACES:

Sand down surfaces to a smooth and even surface. Prepare and paint one undercoat and one coat semi-gloss, Velvagro as per Plascon catalogue, or equal and approved paint.

To all the previously painted metalwork to all five houses.

Lot:

INTERNAL PAINTING

PREVIOUSLY PAINTED CEILINGS:

Clean down and paint two coats acrylic emulsion paint to the ceilings of all the rooms to all the houses.

Where fungus on the ceilings appears, it needs to be washed down first with an approved detergent and then painted with similar paint as above but must be mixed with an approved mould killer.

Lot:

PAINT CEILINGS

Clean down and paint three coats acrylic emulsion paint to all newly installed ceilings and two coats on all previously painted ceilings

Lot:

PAINT EXISTING PAINTED WALLS:

Wash down with an approved detergent. Prepare for and paint two coats of 100% acrylic emulsion paint to the existing painted walls.

To bad portions of the existing walls, strip of all flaked or otherwise defective paint film.

Prepare for and apply one coat of an approved sealer coat to all newly plastered areas and paint as described above.

Lot:

VARNISH INTERNAL WOODWORK:

All previously varnished woodwork as mentioned below surfaces shall be thoroughly cleaned and sanded down to a smooth and even surface. All cracks, nail holes or other defects shall be stopped with approved tinted stopping to match the colour of the wood surface. All cracked and loose stopping shall be hacked out, similarly renewed and all stopped surfaces shall be sanded down to a smooth and even surface flush with the surrounding woodwork.

Apply two coats of clear varnish to the existing ceiling.

To all the previously varnished woodwork to all the houses.

Lot:

PAINT INTERNAL WOODWORK:

All previously painted woodwork as mentioned below shall be sanded down to a smooth and even surface and thoroughly cleaned, free from grease, dirt, loose or flaking paint.

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All cracks, nail holes or other defects shall be stopped with approved wood filler and rubbed down to a smooth and even surface flush with the surrounding surfaces, and all bare woodwork shall be painted with one coat primer. Paint woodwork with one universal undercoat and one high gloss paint.

To all the previously painted woodwork

Lot:

PAINT INTERNAL STEELWORK:

All previously painted metal surfaces shall be thoroughly cleaned and sanded down to a smooth and even surface, free from dirt and grease, and all rust, flaking paint or scale removed by means of a wire brush. Apply one coat of approved rust solvent and neutraliser to all bare surfaces, all strictly applied in accordance with the manufacturer's instructions.

Apply one coat of zinc chromate primer to all treated surfaces, prior to painting. Paint metal surfaces with one undercoat and one coat semi-gloss, Velvagro as per Plascon catalogue, or equal and approved paint.

To all previously painted steelwork

Lot:

ELECTRICAL WORK

The Contractor must allow for the installation of at least 3 more additional circuit breakers into the existing DB Board from there to supply and install all other fittings and switches as shown on the Sketch.

The contractor must allow to replace the existing light fittings and the following items to be installed:

LIGHT FITTINGS:

From the distribution board, wiring by means of 1.5mm conductors plus earth wire to a total of 20 x 1200mm long fluorescent light fittings (covered) and 4 x bulkhead fittings as shown. The light fittings will be controlled by single and two-lever switches.

From the distribution board, wiring by means of 1.5mm conductors plus earth wire to a total of 1 x 50-Watt LED flood lights outside the centre. To be controlled by a day-night switch.

NOTE:

All fluorescent fittings shall be double tubed and covered and shall be fitted in such a way as to maximize even light distribution

The light fittings shall be controlled by means of 2 x 20-amp circuit breakers installed in the distribution board.

SOCKET OUTLETS:

From the distribution board, wiring by means of 2.5mm conductors plus green earth wire to a total of 5 x double socket outlets and 3 x single socket outlets, installed in the positions as indicated on drawing.

The socket outlets shall be controlled by means of 2 x 20-amp circuit breakers, installed in the distribution board.

MAIN DISTRIBUTION BOARD:

Supply and install additional circuit breakers as required. The electrical DB shall be labelled accordingly and the contractor shall provide a typed legend for the board.

NOTE:

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Bidders are advised to thoroughly acquaint themselves with the nature and extend of work to be done, with the site conditions and to re-measure cable lengths and thicknesses as to what was provided in the document. The final position light fittings and height of the plugs shall be determined on site.

All wiring towards the switches shall chased into the walls as the work proceeds

All exposed wiring on the ceilings shall be enclosed in 20mm diameter PVC conduit and shall be laid alongside the roof areas and fixed with holder bats every 500mm centres..

All work shall be carried out according to SANS 0142 and certificate of compliance shall be submitted on completion of service.

Tenderer to submit Proof of Electrical Sub-contractor registration with the Department of Labour

END OF WORK TO BE DONE FOR PART B

TIMELINE

<u>TIMELINE</u>			
<u>ACTION</u>	<u>START DATE</u>	<u>END DATE</u>	<u>DURATION (DAYS)</u>
Approval of bid specifications	2024/06/18	2024/06/27	9
Advert date	2024/06/27	2024/06/27	0
Closing date	2024/06/27	2024/07/22	25
Bid Evaluation date	2024/07/22	2024/08/14	23
Award date	2024/08/14	2024/08/21	7
Signing of contract, issue of order (commence date of contract)	2024/08/21	2024/08/28	7
Completion of, and or delivery of the service	2024/08/28	2025/01/28	153
Total duration			224

BID CONDITIONS

Lump Sum Bid / Measured

These documents are for a lump sum bid for all labour and material as set out in the Scope of Works. For the purposes of variation orders, the hourly or unit rates rate of the services should also be given if requested on the

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form **CBD 4**. For the purposes of variation orders, the unit rates rate of the services should also be completed on form **CBD 4**. The quantities as indicated is a guideline as to the extent of the work.

No unit rate price adjustment of whatever nature, except for decreases or increases in the Value-Added Tax (VAT) and / or Variation Orders, will be applicable in this contract. The bidder shall make provision in his bid price for possible fluctuations in costs.

Premises in Occupation

The premises for the works **will** be in occupation during the contract period. Approval to access the premises must be obtained from the land owner.

Fixed Price Bids

No contract price adjustment of whatever nature, except for decreases or increases in the Value-added Tax (VAT) and / or Variation Orders, shall be applicable in this contract. The Contractor will make provision in his bid for possible fluctuations in costs.

If the instruction / appointment for the construction of certain phases is done after the validity of the bid has expired, prices may, on request, be updated or re-negotiated within the reasonable norms of escalation.

Expenses in Preparation of Bid

The Client will not be responsible for, subject to the Preferential procurement regulations, nor pay any expenses for losses which the bidder may incur in preparation of this bid.

Inspection of Site

Bidders must familiarise themselves with the local conditions, the accessibility of the site, the full extent and nature of the work to be done and the conditions affecting the execution and pricing of the bid. Claims on the grounds of lack of knowledge in such respects or otherwise will not be entertained.

A compulsory site meeting will be held at Vrolijkheid Nature Reserve on Wednesday the 12th July 2024 at 10h30. Interested parties will meet at the Vrolijkheid Nature Reserve in boardroom.

Only information given in writing to the Contractor by the Engineer during the tender period will be regarded as binding on the Contract. Verbal information, given during the site inspection or at any other time prior to the award of the Contract, will not be regarded as binding on the Contract.

Site

The site to be occupied will be clearly pointed out to the Contractor at the site handover. The Contractor will not be allowed to extend his operations beyond the boundaries of the site.

Water for the Works

The Contractor may use water from the existing supply if available. He will obtain permission from the Representative before any connection to or extension of the existing supply is made, which will be executed, removed and made good on completion of the works at the Contractor's own expense.

Electricity & Lighting for the Works

The Contractor may use the existing power supply if available. He will obtain permission from the Representative before any connection to or extension of the existing supply is made, which shall be executed, removed and made good on completion of the works at the Contractor's own expense.

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The Contractor will allow for the risk of failure in the electrical supply or in case of an insufficient supply, in which case he will make his own arrangements and all costs that may arise shall be for his own account.

Scaffolding & Hoisting Equipment

The Contractor will provide for the supply, erection and removal of scaffolding and / or hoisting equipment as required.

Tools, Equipment & Machinery

The Contractor will provide all his own tools and equipment as well as facilities and transport for this project. Machinery should be sufficient to complete the works in the allocated time.

Existing Services

If the Contractor encounters any existing services such as cables, pipes or sewers during the execution of the works, he must immediately notify the Client, halting all work in the vicinity thereof, until instructions to proceed have been given by the Project Manager.

Electric wires, telephone wires, pipes, etc. will not be interfered with during the course of the contract but if it should be necessary to disconnect or cut any such wires or pipes, the Client will be advised thereof and his instruction awaited.

Accounts and Payments

Payment of accounts received by the Client in terms of the works completed, shall be affected within 30 days after receipt of a correctly completed and approved invoice for the work module. The Client does not accept responsibility for delays in payment due to faulty accounts or paperwork.

Payments will be done maximum on a monthly basis and will only be made for work done/completed

Wage rates

Be responsible for all the sub-Contractors appointed by him to complete the works. A minimum **of 75%** of local labour must be incorporated in the project and all workers must be SA citizens.

The following guidelines should be considered when setting rates of pay for workers:

- The rate set should take into account wages paid for comparable unskilled work in the local area per sector, if necessary.
- The rate should be an appropriate wage to offer an incentive for work, to reward effort provided and to ensure a reasonable quality of work.
- It should not be more than the average local rate to ensure people are not recruited away from other employment and jobs with longer-term prospects.
- Men, women, disabled persons and the aged must receive the same pay for work of equal value.
- Provision should be made in the tender for value for payment of UIF and COIDA statutory levies.

Construction Insurance

Proof of construction insurance for planned work must be submitted by the successful contractor. If you do not have insurance, for smaller (less than R100 000) projects, Casidra can put it under its insurance portfolio for your own costs (0.5% of the contract value). We must be given enough prior notice regarding this.

Inspections, tests and analysis

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

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If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the contractor shall be open, at all reasonable hours, for inspection by a representative of the Client or an organization acting on behalf of the Client.

If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the Client shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

If the inspections, tests and analyses show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the Client.

Where the supplies or services do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the contractor.

Supplies and services which do not comply with the contract requirements may be rejected.

Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the contractor who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal, the rejected supplies shall be returned at the contractors cost and risk. Should the contractor fail to provide the substitute supplies forthwith, the Client may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the contractor.

The provisions of above clauses regarding inspection & testing shall not prejudice the right of the Client to cancel the contract on account of a breach of the conditions thereof, or to act in terms of the conditions of contract.

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VROLIJKHEID NATURE RESERVE: PHASE 1: REPAIRS AND RENOVATIONS TO EXISTING 5 HOUSES & PHASE 2: ADDITIONS & ALTERATIONS TO WELCOME CENTRE							
NAME OF BIDDER							
BID NUMBER		9-2024 VROLIJKHEID NATURE RESERVE: PHASE 1: REPAIRS AND RENOVATIONS TO EXISTING 5 HOUSES & PHASE 2: ADDITIONS & ALTERATIONS TO WELCOME CENTRE					
Are you registered in terms of sections 23(1) of 23(3) of the Value-Added Tax Act 1999 (Act no 89 of 1991)? ¹			<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>☐</td> <td>☐</td> </tr> </table>	Yes	No	☐	☐
Yes	No						
☐	☐						
If yes to above, provide your VAT number							
Bill of quantities (if yes, it will be attached separately)			<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td>☐</td> <td>☐</td> </tr> </table>	Yes	No	☐	☐
Yes	No						
☐	☐						
Item no	Quantity	Description	Bid price (RSA currency) (see 3a)				
		PART A – RENOVATION TO 5 HOUSES					
		PART B – WELCOME CENTRE					
		SUB TOTAL					
		10% CONTIGENCY					
		SUB TOTAL					
		LESS DISCOUNT FOR SET ASIDE RECOVERABLE ITEMS FROM RENOVATION WORK (Cupboards, doors, windows, floor blocks, etc) MATERIAL					
		SUB TOTAL					
		VAT					
		GRAND TOTAL					

Signature of bidder	
Date	

¹ https://www.gov.za/sites/default/files/gcis_document/201505/act-89-1991s.pdf

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NOTES (applicable where indicated)		
A. PRICE (where applicable)		
1. FIRM PRICES - Only firm prices will be accepted. - No non-firm prices will be considered. - All delivery cost must be included in the bid price for delivery at prescribed destination. - In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.		
2. NON-FIRM PRICES - In cases of period contracts, non-firm prices will be adjusted (loaded) with the assessed contract price adjustments implicit in non-firm prices when calculated the comparative prices. - Price adjustments will be allowed at periods and times specified in the bidding documents. - In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point. - The quantities are given as a guideline for a bid and for the purposes of unit rates and in no way be used as a measured bid.		
3. PROFESIONAL SERVICES All applicable taxes include value-added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.		
B. CONSTRUCTION (applicable to construction only)		
- The total price for the service must include all labour and material required for the proper execution of the work as described in the Scope of Works and as per Engineers drawings (where applicable). - The tender will be evaluated on the criteria for a market related price. - The contractor must attach a detailed and comprehensive proof of competency of a construction manager in terms of Construction Regulations 2014, Clause 8 including experience regarding construction health & safety regulations. - The contractor must attach the proof of CIBD grading as specified in the scope of works. - The contractor must be in possession of a valid COIDA letter of good standing and it must be attached. - Where applicable, the contractor must attach valid proof or registration with the Department of Labour for the installation of the main electrical supply.		
C. OTHER NOTES (applicable to all bids)		
- The tender will be evaluated on the criteria for a market related price. - The full cost of the service and/or works must be indicated and may not be discounted or cross subsidised against another service, project, transaction or sale of goods. Such contributions against the total project cost must be specified, itemised, costed and clearly indicated in the bid. - The prices must be valid for a period of 90 days from date of closure of the bid to allow for evaluation and appointment. Casidra SOC Ltd retains the right to amend financial/accounting calculations and to accept the amended amount as the new bid amount.		
D. COMPANY PROFILE (applicable when requested)		
- The contractor must attach a detailed and comprehensive company profile including core competencies of personnel. The company profile must summarize information about the organisation. - The company profile must include the following: - Company core business activities (describe products and services and markets in which it operates). - Company background (state number of years in business, location, history of company etc.) - Company resources (number of employees, core competencies of personnel, structure of company)		
E. WARRANTY (applicable when requested)		
Where requested, the bidder must attach proof of warranty offered on the letterhead of the bidder.		
F. BROCHURE (applicable when requested)		
- Bidder must provide detailed brochure and technical specifications of products where requested. - Bidder must be able to provide proof of service location within applicable radius as specified in CBD 3 (Scope of works).		
G. AFTER SALES SERVICES AGREEMENT (applicable when requested)		
Where applicable, the bidder must sign and submit the after sales agreement.		
H. APPOINTMENT (applicable to construction and professional services)		
- The successful contractor will be given notification in writing by means of an appointment letter - The successful contract must sign the CBD 8, together with this document, which will form the contract.		

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CHANGES MADE BY BIDDER

If the bidder wishes to make any changes to any of the bid conditions or specifications, or wishes to qualify this bid in any way, it must be clearly set out below. Any changes made and not listed, will disqualify a bid.

Any changes made by the bidder outside the scope of works, resulting in not meeting pre-qualifying conditions or compulsory subcontracting, may influence the functionality of the end product and may result in the bid being disqualified.

[illegible]

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PROOF OF RELEVANT EXPERIENCE AND REFERENCES

The following must be completed in detail by bidder.

1. Supply at least **three (3)** different references from **three (3)** different companies with contact numbers.
2. **References to either complete the scoresheet which must be submitted with the bid document or provide the bidder with a reference of which a copy must be attached to the bid document.**
3. Description of work must be relevant to nature of this contract. **Do not list work if it does not fall within the scope of works.**
4. Elaborate on project under Description by being specific at to the works executed in the contract to support relevant experience.

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REFERENCES PROVIDED BY TENDERER

Reference company name					
Contact information					
Description of work					
Value of work					
Completed					
Performance of the contractor according below criteria:					
	Poor/bad	Done	Average	Good quality	Excellent
Quality of work					
Project time frame					
Completed within budget					
Overall management of works					
Signed by (Name)					
Signature					
Date					

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REFERENCES PROVIDED BY TENDERER

Reference company name					
Contact information					
Description of work					
Value of work					
Completed					
Performance of the contractor according below criteria:					
	Poor/bad	Done	Average	Good quality	Excellent
Quality of work					
Project time frame					
Completed within budget					
Overall management of works					
Signed by (Name)					
Signature					
Date					

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REFERENCES PROVIDED BY TENDERER

Reference company name					
Contact information					
Description of work					
Value of work					
Completed					
Performance of the contractor according below criteria:					
	Poor/bad	Done	Average	Good quality	Excellent
Quality of work					
Project time frame					
Completed within budget					
Overall management of works					
Signed by (Name)					
Signature					
Date					

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PLANT AND EQUIPMENT TO BE USED

The following is a list of main items of equipment, plant and tools the bidder has at his disposal or will hire or purchase if the bidder is successful.

[illegible]

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SCHEDULE: CONSTRUCTION MANAGER COMPETENCY

The contractor must attach to this page DETAILED & COMPREHENSIVE proof of competency of a construction manager in terms of Construction Regulations 2014 Clause 8.

Please attach a complete CV for evaluation purposes relevant to this occupation of Construction work. Please also supply this particular person's experience regarding construction health & safety regulations.

If more space is required, please add a separate page.

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SCHEDULE: DETAILED COMPANY PROFILE

The contractor must attach to this page a DETAILED & COMPREHENSIVE company profile including core competencies of personnel. The company profile must summarize information about your organisation.

In order for a company profile to be compliant for this bid, the following detail MUST be included in the company profile.

- Company core business activities – Describe your products and services and markets in which you operate
- Company background – State number of years in business, location, history of company, etc
- Company resources – Number of employees, core competencies of personnel, structure of company - organogram

If more space is required, please add a separate page.

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SCHEDULE: CIDB GRADING

The contractor must attach to this page their proof of CIDB grading of **4GB** or higher

If more space is required, please add a separate page.

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COIDA LETTER OF GOOD STANDING

The contractor must attach to this page a copy of the current letter of good standing

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SCHEDULE: PROOF OF REGISTRATION OF ELECTRICAL SUB-CONTRACTOR

The contractor must attach to this page proof of registration with the Department of Labour for the installation of the main electrical supply.

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SUPPLY CHAIN MANAGEMENT								
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 AND CODES OF GOOD PRACTICE								
Only for use of bids from R2 000 to maximum of R50 million								
Casidra, as a Schedule 3D development and implementation agent for the Western Cape Provincial Government underwrites, and complies with the Provincial and National developmental initiatives and administers funds on behalf of donors. Within this context, and because of the specific requirements of the donors for the application of the funds, the awarding of bids is dependent on the special evaluation criteria as set out in the policies of Casidra. The evaluation criteria of this Preferential Procurement Policy are based on the “Preferential Procurement Policy Framework (Act 5 of 2000)” and related Regulations. Awarding of the bid is dependent on preferential points system, and every presentation is measured against the specific evaluation criteria as shown. The completion and signature of the document is thus a pre-requisite to qualify as a service provider.								
This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution. NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST MAKE SURE OF THE CONTENTS OF THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT AND THE CODES OF GOOD PRACTICE WHICH CAN BE FOUND ON: http://www.thedtic.gov.za/financial-and-non-financial-support/b-bbee/broad-based-black-economic-empowerment/ https://www.gov.za/documents/broad-based-black-economic-empowerment-act https://www.bbbeeecommission.co.za/								
DEFINITIONS								
1.1	“ affidavit ” is a type of verified statement or showing, or in other words, it contains a verification, meaning it is under oath or penalty of perjury, and this serves as evidence to its veracity and is required for court proceedings;							
1.2	“ B-BBEE ” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;							
1.3	“ B-BBEE status level 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 of Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;							
1.4	“ EME ” is an Exempted Micro Enterprise with an annual total revenue of R10 million or less;							
1.5	“ Large Enterprise ” is any enterprise with an annual total revenue above R50 million;							
1.6	QSE is a Qualifying Small Enterprise with an annual total revenue between R10 million and R50 million;							
1.7	“ The Act ” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);							
1.8	“ The Regulations ” means the Preferential Procurement Regulations, 2011 and 2022;							
1.9	“ Consortium or joint venture ” means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract;							
1.10	“ person ” includes a juristic person;							
1.11	“ sub-contract ” means the primary contractor’s assigning, leasing, 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;							
1.12	“ 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							
1.13	“ 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;							
1.14	“ Original sworn affidavit ” means the initial document which was not photocopied or electronically reproduced;							
1.15	“ Original certified B-BBEE certificate ” means the certification of a copy of the B-BBEE certificate confirming the validity of the original document. The stamp of the notary must be ORIGINAL .							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 5px;">For office use only</td> <td style="width: 33%; padding: 5px;">Version no: 1</td> <td style="width: 33%; padding: 5px;">Date: NOVEMBER 2023</td> </tr> <tr> <td style="padding: 5px;">To be initialised by bidder</td> <td colspan="2" style="padding: 5px; text-align: center;"><i>Initial here</i></td> </tr> </table>			For office use only	Version no: 1	Date: NOVEMBER 2023	To be initialised by bidder	<i>Initial here</i>	
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GENERAL CONDITIONS

- 1.1 The value of this bid is estimated to **not exceed R50 million** (all applicable taxes included) and therefore the 80/20 points system shall be applicable.
- 1.2 Preference points for this bid shall be awarded for:
- Price; and
 - B-BBEE Status Level of Contribution.
- 1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE	100

- 1.4 Failure on the part of a bidder to fill in, sign this form and submit in the circumstances prescribed in the Codes of Good Practice either a B-BBEE Verification Certificate form issued by a Verification Agency accredited by the South African Accreditation System (SANAS) or by a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an affidavit confirming annual total revenue and level of black ownership together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.5 The purchaser 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 the purchaser.
- 1.6 The bidder is responsible to provide **Casidra SOC Ltd** with (refer to 2.2 under POINTS AWARDED FOR PRICE:
- An **original sworn affidavit**
 - An **originally certified B-BBEE certificate**.

ADJUDICATION USING A POINT SYSTEM

- 1.1 Subject to Regulation 7 of the **Casidra SOC Ltd** Financial Regulations and PPR 2022, the bidder obtaining the highest number of total points will be awarded the contract.
- 1.2 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.
- 1.3 Points scored must be rounded off to the nearest 2 decimal places.
- 1.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 1.5 However, where functionality criterion forms part of the bid and 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 must be the one scoring the highest score for functionality.

POINTS AWARDED FOR PRICE**THE 80/20 PREFERENCE POINT SYSTEM**

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

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Rand value of offer tender consideration

P_{min} = Rand value of lowest acceptable tender

2. A maximum of 20 points will be awarded for B-BBEE status level of contribution:

- 2.1. In terms of Regulations 5(2) of the Regulations preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level on Contributor	Number of points	Points awarded (for office use only)	BEE recognition level
1	20	EME & QSE 100% Black owned	135%
2	18	EME & QSE 51% + Black	125%
3	14		110%
4	12	EME 51% < Black owned	100%
5	8		80%
6	6		60%
7	4		50%

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8	2		10%
Non-compliant contributor	0		0%

2.2. B-BBEE requirements:

An **EME** must submit a valid, fully completed, **original, certified, dated and signed sworn affidavit** (no photostat copies of certification allowed) confirming annual turnover and level of black ownership or an affidavit issued by Companies Intellectual Property Commission (accounting officer for a Closed Corporation).

If a **startup EME**, a **clear, originally certified copy**, of B-BBEE certificate issued by the CIPC for EME's only is accepted.

A **QSE that is less than 51% (50% or less) black owned** must be verified in terms of the QSE scorecard issued via Government Gazette and submit a **clear, valid, originally certified copy** of a B-BBEE Verification Certificate issued by SANAS.

A **QSE that is at least 51% black owned (51% or higher)** must submit an **original, certified, dated and signed sworn affidavit** confirming turnover and level of black ownership as well as declare its empowering status or an affidavit issued by Companies Intellectual Property Commission.

A **large enterprise** must submit a **clear, valid, originally certified copy** of a B-BBEE Verification Certificate issued by a verification agency accredited by SANAS.

A **trust, consortium or joint venture**, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

A **trust, consortium or joint venture** (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE status level verification certificate for every separate tender.

Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

3. Bids of non-compliant contributors (where no certificate was submitted) will be considered but no points will be awarded for B-BBEE status.

DECLARATION
Bidders who claim points in respect of B-BBEE status level of contribution **MUST** complete the following:

1. B-BBEE status level of contributor claimed in terms of paragraph 1 and 2 above:
B-BBEE status level of contributor:

2. SUB-CONTRACTING

2.1. Will any portion of the contract be sub-contracted:
(**Tick applicable box**)

Yes ☐	No ☐
------------------------------	-----------------------------

2.2. If YES, INDICATE:

a. What percentage of contract will be subcontracted?	
b. The name of the subcontractor	
c. B-BBEE status level of the sub-contractor	
d. Is sub-contractor EME or QSE	Yes ☐ No ☐

e. Attach the **originally certified** B-BBEE certificate/**original** sworn affidavit as proof.

MARKET RELATED PRICING

If a bidder, whose tender is compliant and received the highest overall points, do not offer a market related price, the offer may be negotiated with that bidder to be market related.

Are you willing to negotiate your offer?	Yes ☐ No ☐
--	--

SUPPLY CHAIN PERFORMANCE MEASUREMENT

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In order for **Casidra** to measure its supply chain efficiency and effectiveness, please assist us by answering the following questions:

- **What were the source that made you became aware of this bid being available.**

Personal Email invite to bid:	☐
Via a friend or business partner:	☐
National Government E-Tender website:	☐
Local Newspapers:	☐
Casidra own website:	☐
CIDB website	☐
Other (specify)	☐

- **Was the time allowed to date of closure sufficient for you to compile an offer?**

No – too short ☐	Yes – Sufficient ☐	No - Too long ☐
---	---	--

I, _____

as the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the abovementioned information is true and correct and that I am duly authorized as a signatory of this bid. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of **Casidra**.

In terms of the POPI Act I further give consent that my contact and company details as will be captured on the **Casidra** database may be shared with the role players/funders involved in the project and be used by **Casidra** for the purpose of further procurement.

Signature	
Date	

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DECLARATION OF INTERESTS, BIDDERS' PAST SCM PRACTICES AND INDEPENDENT BID DETERMINATION

1. To give effect to the requirements of the Western Cape Provincial Treasury Instructions, 2019: Supply Chain Management (Goods and Services), Practice Note 4 of 2006 Declaration of Bidders Past SCM Practices-(SDB8), Instruction note Enhancing Compliance Monitoring and Improving Transparency and Accountability in Supply Chain Management SBD 4 Declaration of Interest, Practice Note 2010 Prohibition of Restrictive practices SBD9, Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998 as amended together with its associated regulations, the Prevention and Combating of Corrupt Activities Act No 12 of 2004 and regulations pertaining to the tender defaulters register, Paragraph 16A9 of the National Treasury Regulations and/or any other applicable legislation.
2. All prospective bidders intending to do business with this institution must be registered on the central supplier database.
3. Definitions:

"Bid" includes a price quotation, advertised competitive bid, limited bid or proposal

"Bid rigging (or collusive bidding)" occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors

"business interest" means —

- (a) a right or entitlement to share in profits, revenue or assets of an entity;
- (b) a real or personal right in property;
- (c) a right to remuneration or any other private gain or benefit, and includes any interest contemplated in paragraphs (a), (b) or (c) acquired through an intermediary and any potential interest in terms of any of those paragraphs;

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

"employee" means a person employed by the Provincial Government, a provincial public entity or a business enterprise, whether permanently or temporarily, including —

- a) an employee as contemplated in section 8 of the Public Service Act, 1994 (Proclamation 103 of 1994);
- b) a person appointed in terms of section 12A of the Public Service Act;
- c) a person transferred or seconded to the Provincial Government or a provincial public entity in terms of section 15 of the Public Service Act; and
- d) an educator as defined in the Employment of Educators Act, 1998 (Act 76 of 1998), and includes a member of the board or other controlling body of a provincial public entity;

"entity" means any —

- a) association of persons, whether or not incorporated or registered in terms of any law, including a company, corporation, trust, partnership, close corporation, joint venture or consortium; or
- b) sole proprietorship;

"entity conducting business with the Institution" means an entity that contracts or applies or tenders for the sale, lease or supply of goods or services to the Province;

"Family member" means a person's —

- a) spouse; or
- b) child, parent, brother or sister, whether such a relationship results from birth, marriage or adoption.

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by submitting the REPORT FRAUD on the Casidra SOC Ltd website <https://casidra.co.za/report-fraud/>. This registration form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

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“intermediary” means a person through whom an interest is acquired, and includes—

- a) a person to whom is granted or from whom is received a general power of attorney; and
- b) a representative or agent;

“Institution” in this regard means — **Casidra SOC Ltd**

“Provincial Government Western Cape (PGWC)” means the Institution of the Western Cape, and a provincial public entity;

“spouse” means a person’s:

- a) partner in marriage;
 - b) partner in a customary union according to indigenous law; or
 - c) partner in a relationship in which the parties live together in a manner resembling a marital partnership or customary union;
4. Regulation 13(c) of the Public Service Act, 2016, effective 1 February 2017, prohibits any employee from conducting business with an organ of state, or holding a directorship in a public or private company doing business with an organ of state unless the employee is a director (in an official capacity) of a company listed in schedules 2 and 3 of the Public Finance Management Act.
 5. The bid of any bidder may be disregarded if that bidder or any of its directors have abused the institution’s supply chain management system; committed fraud or any other improper conduct in relation to such system; or failed to perform on any previous contract.
 6. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). Collusive bidding is a per se prohibition meaning that it cannot be justified under any grounds.
 7. Communication between partners in a joint venture or consortium will not be construed as collusive bidding.
 8. In addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

SECTION A: DETAILS OF THE ENTITY

A1.	Name of the Entity	
A2.	Entity registration Number (where applicable)	
A3.	Entity Type	
A4.	Tax Reference Number	
A5. Full details of directors, shareholder, member, partner, trustee, sole proprietor or any persons with a right or entitlement to share in profits, revenue or assets of an entity, of the entity should be disclosed in the Table A below.		

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by submitting the REPORT FRAUD on the **Casidra SOC Ltd** website <https://casidra.co.za/report-fraud/>. This registration form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity’s responsibility to advise the Institution in writing of the change in such details.

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If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by submitting the REPORT FRAUD on the Casidra SOC Ltd website <https://casidra.co.za/report-fraud/>. This registration form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

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SECTION B: DECLARATION OF THE BIDDER'S INTEREST

The supply chain management system of an institution must, irrespective of the procurement process followed, prohibit any award to an employee of the state, who either individually or as a director of a public or private company or a member of a close corporation, seeks to conduct business with the WCG, unless such employee is in an official capacity a director of a company listed in Schedule 2 or 3 of the PFMA as prescribed by the Public Service Regulation 13(c). Furthermore, an employee employed by an organ of state conducting remunerative work outside of the employee's employment should first obtain the necessary approval by the delegated authority (RWOEE), failure to submit proof of such authority, where applicable, may result in disciplinary action.

		YES	NO
B1.	Are any persons listed in Table A employees of the Institution? (If yes, complete Table B and attach "RWOP")	☐	☐
B2.	Are any employees of the entity also employees of the Institution? (If yes complete Table B and attach "RWOP")	☐	☐
B3.	Are any family members of the persons listed in Table A employees of the Institution? (If yes complete Table B)	☐	☐

TABLE B

Details of persons connected with the bidder who are employees of the Institution as defined should be disclosed in Table B below.

FULL NAME OF INSTITUTION EMPLOYEE	IDENTITY NUMBER	PROVINCIAL DEPARTMENT/ ENTITY OF EMPLOYMENT	DESIGNATION / RELATIONSHIP TO BIDDER**	INSTITUTION EMPLOYEE NO./PERSAL NO. (Indicate if not known)

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by submitting the REPORT FRAUD on the Casidra SOC Ltd website <https://casidra.co.za/report-fraud/>. This registration form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

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SECTION C: PERFORMANCE MANAGEMENT AND BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

To enable the prospective bidder to provide evidence of past and current performance with the Institution.

		YES	NO
C1.	Did the entity conduct business with the Institution in the last twelve months? (If yes complete Table C)	☐	☐

C2. Table C

Complete the below table to the maximum of the last 5 contracts.

NAME OF CONTRACTOR	PROVINCIAL DEPARTMENT OR PROVINCIAL ENTITY	TYPE OF SERVICES OR COMMODITY	CONTRACT / ORDER NUMBER	PERIOD OF CONTRACT	VALUE OF CONTRACT

C3.	Is the entity or its principals listed on the National Database as companies or persons prohibited from doing business with the public sector?	NO	YES
C4.	Is the entity or its principals listed on the National Treasury Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004)? (To access this Register, enter the National Treasury's website, www.treasury.gov.za , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.)	NO	YES
C5.	If yes to C3 or C4, were you informed in writing about the listing on the database of restricted suppliers or Register for Tender Defaulters by National Treasury?	NO	YES
C6.	Was the entity or persons listed in Table A convicted for fraud or corruption during the past five years in a court of law (including a court outside the Republic of South Africa)?	NO	YES

If you know of any corrupt, fraudulent or collusive actions in the Institution, please report it by submitting the REPORT FRAUD on the Casidra SOC Ltd website <https://casidra.co.za/report-fraud/>. This registration form must be completed annually. Should the information herein declared change in the course of the year or before the next renewal or in relation to any bid, quotation or contract, it is the entity's responsibility to advise the Institution in writing of the change in such details.

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SECTION D: DULY AUTHORISED REPRESENTATIVE TO DEPOSE TO AFFIDAVIT

The form should be signed by a duly authorized representative of the entity before a commissioner of oaths.

I, hereby swear/affirm;

- i. that the information disclosed above is true and accurate;
- ii. that I understand the content of the document;
- iii. that I have arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. In addition, that there will be no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to the Institution.;
- iv. that there have been no consultations, communications, agreements or arrangements made with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification of the bid submitted where so required by the institution; and that my entity was not involved in the drafting of the specifications or terms of reference for this bid; and
- v. that I or the representative of the company are aware of and undertake not to disclose the terms of any bid, formal or informal, directly or indirectly, to any competitor, prior to the awarding of the contract.

DULY AUTHORISED REPRESENTATIVE'S SIGNATURE

I certify that before administering the oath/affirmation I asked the deponent the following questions and wrote down his/her answers in his/her presence:

1.1. Do you know and understand the contents of the declaration?

ANSWER:

1.2. Do you have any objection to taking the prescribed oath?

ANSWER:

1.3. Do you consider the prescribed oath to be binding on your conscience?

ANSWER:

1.4. Do you want to make an affirmation?

ANSWER:

I certify that the deponent has acknowledged that he/she knows and understands the contents of this declaration, which was sworn to/affirmed before me and the deponent's signature/thumbprint/mark was placed thereon in my presence.

SIGNATURE and FULL NAMES

Commissioner of Oaths

Designation (rank) ex officio: Republic of South Africa

Date:Place

Business Address:

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