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TERMS OF REFERENCE

ASSESSMENT AND REFURBISHMENT OF SCHOEMANSDAL COMMUNITY HALL

TENDER NO. KOB/DD/02/2024

CLOSING DATE OF SUBMISSIONS: 01 March 2024

TIME: 12:00 NOON

TENDERS MUST BE HAND DEPOSITED AS FOLLOWS:

Komati Basin Water Authority
Maguga Dam
Pigg's Peak
ESWATINI
Telephone 013 591 2644

Komati Basin Water Authority
R570 Driekoppies Dam Offices
Schoemansdal
Republic of South Africa
Telephone 013 591 2633



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SECTION 1: REQUEST FOR PROPOSALS
ASSESSMENT AND REFURBISHMENT OF SCHOEMANSDAL COMMUNITY
HALL

1. Interested, competent and experienced construction companies are invited to submit a services proposal and, under separate envelope, a financial proposal for the assessment and refurbishment of Schoemansdal community hall. Proposals would form the basis for negotiations and an agreement between the successful bidder and the Komati Basin Water Authority (KOBWA).
2. The services being sought are intended to conduct the process of evaluation and refurbishment of Schoemansdal Community Hall.
3. To assist bidders in preparing proposals, the following are enclosed:
 - a. Supplementary Information (Section 2),
 - b. Appendix A - Scope of Services (Section 3),
 - Proposals should be submitted in the format provided for in Section 2 to be evaluated in two stages. Initially the services proposal will be evaluated and rated. **Should a rating of less than 70% be achieved the proposal will not be acceptable and the financial proposal will not be opened.**
 - Weighting;
 - (i) Technical Proposal 60%,
 - (ii) Financial Proposal 40%

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4. Mandatory Bid Requirements - the following are ALL mandatory attributes to qualify to make the bid and should form part of the technical proposal;

- 4.1. Company registration
- 4.2. CIDB Grade 2 or 3
- 4.3. Professional Registration with relevant Bodies i.e., ECSA, SACAP, SACPCMP, and/or SACQSP
- 4.4. Proof of payment for the purchased TOR
- 4.5. Current tax clearance certificate not older than three months
- 4.6. Attendance of compulsory site visit on 13 February 2024 at 10:00 am

5. Proposal Evaluation - the services proposal will be evaluated using the two-stages bidding process as follows:


- 5.1 Functionality Criteria; and
- 5.2 The 80/20 preference point system.

A maximum of 80 points representing price and 20 points representing Broad-Based Black Economic Empowerment for South Africa. Only bidders who meet the minimum requirements of the functionality criteria will be considered in this phase. The following formula will be used for the preference point system.

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6. Functionality Proposal Evaluation

CRITERIA FOR FUNCTIONALITY	RATINGS	WEIGHT
Company experience in the industry and list and dates of all the projects accomplished since	Between 0 – 5 years: max.5 Between 6-10 years: max. 10 Greater than 10 years: max. 15	15
Personnel Qualifications & Experience <ul style="list-style-type: none"> • Civil Engineering • Architecture • Quantity Surveying • Project Management 	Team Leader: 15 Support staff (2+): 10	25
Proposed plan, organogram and Operational Plan	Technical Aspect Understanding of the TOR 15 Provide condition assessment methodology 20	35
Safety, Health, Environment and Quality Compliance	Provide policy statement signed by top management 5 Health and Safety Plan with Risk assessment (HIRA) for the project 10	15
Institutional Experience -Track Record of clients -Company Profile	Provide a minimum of 3 company references and brief testimonials bearing a date of not more than 36 months ago. 5	5
Financial Stability	Provide two most recent consecutive financial statements 5	5
Total		100

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7. The financial proposal will be evaluated as follows:

The financial proposal with the lowest Total Designated Cost (TDC) will be assigned the maximum of 100. The TDC is defined as the total of all costs directly related to personnel allowances (salary, social benefits, transport of personnel and effects), fees and directly reimbursable expenses for project items such as vehicles, computers etc. The financial proposals will be scored as:

$$P_x = 100C_m / C_x$$

Where:

P_x = Rating assigned to a financial proposal,

C_m = Cost of the lowest TDC

C_x = TDC of proposal being assessed.


8. The 80/20 preference point system

A maximum of 80 points representing price and 20 points representing Broad-Based Black Economic Empowerment for South Africa. **Only bidders who meet the minimum requirements of the functionality criteria will be considered in this phase.** The following formula will be used for the preference point system:

$$P_s = 80 - 1 - \left[\frac{P_t - P_{min}}{P_{min}} \right]$$

Where:

P_s = Points scored for comparative price of offer under consideration.

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Pt = R value of offer under consideration.

Pmin = R value of lowest acceptable offer.

B-BBEE Statuses Level of Contributor	Number of Points (80/20 System)
1	20
2	18
3	16
4	14
5	12
6	10
7	8
8	4
Non-Compliant Contributor	0

9. Costs for preparing the proposal and for any negotiations are not reimbursable


10. Proposals including costs should be valid for a period of at least 90 days from the closing date for submissions.

11. Compulsory site visit will be held at Driekoppies dam on the 13 February 2024 at 10:00 am

12. Proposals must be physically submitted and signed for on the register on or before 12h00 hours on the 01 March 2024 into a tender box at the following address;

Komati Basin Water Authority
Maguga Dam Offices
Piggs Peak
Eswatini
H108

Komati Basin Water Authority
Driekoppies Dam Offices
Schoemansdal 1331|Along R570 Road
RSA, Mpumalanga
1331

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13. Proposals should be submitted in two separate, sealed envelopes as follows:

Technical Proposal – Ref: **KOB/DD/02/2024a**; and


Financial Proposal – Ref: **KOB/DD/02/2024b**

Any request for more information or clarifications should be made in writing, no later than five (5) days before the tender closing date at the following contact details:

Mr. Thabo Mahlobo – Infrastructure Maintenance Technologist

Tel: (+27) 13 591 2633

Email: thabo.mahlobo@kobwa.co.za copy to: sakhiwe.nkomo@kobwa.co.za
maguga.office@koba.co.za

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SECTION 2: SUPPLEMENTARY INFORMATION

Supplementary Information to include, but not limited to the following:

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1. General
 - 1.1 Preparation and submission of proposal
 - 1.2 Proposed Schedule for submission, evaluation, negotiation, and award
 - 1.3 Negotiations
2. Implementation
3. Deliverables
4. Institutional Experience
5. Overall Approach
6. Financial Proposal

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1. General

1.1. Preparation and submission of proposal

- 1.1.1. **Submission of Qualifications:** Proposers should submit abridged Curriculum Vitae's (CV's) of the proposed personnel in the evaluation criteria.
- 1.1.2. **Compliance with Laws:** In connection with the furnishing of supplies or performance of work under the contract, the Consultant agrees to comply with the relevant state laws applicable.

1.2. Proposed schedule for submission and commencement of services:


- Closing Date : 01 March 2024
- Expected Commencement of services : 08 July 2024

1.3. Negotiations

The required negotiations to reach agreement on all components of the required services will result in a contract. Negotiations will commence with the services proposal and proceed to the financial proposal focusing on underlying or unit cost rates.

2. Implementation

KOBWA intends to carry out a condition evaluation and refurbishment of the Schoemansdal community hall. This will include, among other things, structural components such as walls, floors, roofs, windows, and doors amongst other things. The scope will also attend to but not limited to the following; Internal, external finishes and fixtures, as well as ablution facilities such as septic tank and electrical connection and reinstallation.

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3. Required documentation.

The expected documents from this proposal are as follows:


- A brief report on the condition of the community hall.
- Financial proposal from project initiation to project handover phase
Proposed brief design alterations where necessary.
- A tender document for the refurbishment of the community hall.

4. Institutional Experience

Describe in detail the qualifications of the firm and the company personnel to whom the task would be assigned as well as any back up personnel.

Details should include:

- 4.1. Familiarity and years of service to similar institutions.
- 4.2. Detail of past work performance including the value of the contract.
- 4.3. Names of assigned personnel and their function with relation to this proposal. The personnel sent by the service provider to perform the work shall be as per the submitted bid documentation, any changes to personnel shall be reviewed and approved by KOBWA.
- 4.4. Experience, education and training of assigned personnel with particular regard to public entity experience.
- 4.5. Professional affiliations / credentials of assigned personnel as well as any pertinent publications.
- 4.6. Availability of personnel for consultation from other locations / specialties within the company.
- 4.7. References with names, addresses, and phone numbers of current clients who can be contacted by KOBWA for discussion of services provided to that client.

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- 4.8. How the institution proposes to help KOBWA save costs.
- 4.9. Any additional remarks/ comments the company wishes to make to elaborate their proposal and qualifications.

5. Overall Approach

5.1. Work Approach

- (i) Bidders should specify their work approach, referring specifically to components of the services requested, including timeliness for both delivery and service.
- (ii) Tasks and subtasks by components should be specified.
- (iii) Involvement of key personnel should clearly be indicated and required resources.

5.2. Work program and manpower schedule


Proposals should include a project plan indicating the timing and duration of tasks and subtasks.

5.3. Facilities and accommodation

All facilities, equipment and supplies necessary for the services (e.g., accommodation; office space, equipment and supplies) should be described in the services proposal.

6. Financial Proposal

- 6.1. General - Please indicate clearly the costs of service, breaking it down into components, as the need arises for clarity. This should be split by phases clearly indicating the cost of implementing each phase.

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6.2. Staff Costs - KOBWA is not liable for any other costs other than the actual cost of implementing the said refurbishment.

6.3. Consultancy information (To be included in the Technical Proposal)


6.3.1. Name of Institution.

6.3.2. Address, telephone and fax numbers, e-mail.

6.3.3. Name and designation of contact persons to whom KOBWA can refer:

- (i) During proposal evaluation.
- (ii) To represent the institution, if requested, to negotiate for the proposed work.

6.3.4. Organizational chart showing designation and reporting relationships of staff proposed for this assignment.

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SECTION 3: APPENDIX A - SCOPE OF SERVICES


1. BACKGROUND

The Komati Basin Water Authority (KOBWA) is a bi-national company formed in 1993 through the treaty on the Development and Utilization of the Water Resources of the Komati River Basin signed in 1992 between the Kingdom of Swaziland and the Republic of South Africa. The purpose of KOBWA is to implement the design, construction, operation and maintenance of the Driekoppies Dam in South Africa and the Maguga Dam in Swaziland.

The community hall was built by KOBWA and donated to the Nkomazi Local Municipality in the late 90s as part of Corporate Social Responsibility (CSR) program and has been in the care of the municipality ever since. Over the years, the hall served as a recreational centre for the community of Schoemansdal and was successfully used to host various events. However, the facility was vandalised, and every moveable asset which includes but not limited to roof sheets, doors, windows and the fence line amongst other things were looted thus rendering the facility unusable. Some parts of the infrastructure are still intact, while others are reparable while others are totally damaged and needs to be replaced, thus the facility needs to be inspected for a detailed current condition to inform the refurbishment proposal.

2. OBJECTIVES

KOBWA requires a competent and experienced construction company to conduct a condition assessment and refurbishment of KOBWA community hall. The main objective of the project is to conduct a refurbishment of the hall and bring it back to its original state of operation. A detailed condition assessment report which includes the current condition of the hall, a Bill of Quantities, and a proposed project schedule are some critical areas

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of the project that should be given particular consideration because they serve as a catalyst for the project's implementation.

2.1 Methodology /Scope

The project scope is outlined below:


The following proposed sequence of activities are to be done under this project:

Task A: Condition Assessment/Inspection

- a) Conduct a condition assessment/inspection of all the infrastructure components including the perimeter fence and parking area at the community hall and provide a detailed report and a proposed scope of work upon completion of the assessment.
- b) Compile a Bill of quantities for all the works that needs to be performed to bring the hall, its perimeter fence and parking area to a usable condition.

Task B: Implementation

- a) Develop a proposal on the re-design of the existing structures where necessary.
- b) Carryout the overall refurbishment of the hall as outlined in section 2 above.
- c) In addition to the condition assessment report that still needs to be conducted, the following scope of works should be taken into account;
 - (i) Erect and Supply scaffolding for the duration of the project.
 - (ii) Carefully remove and replace any damaged corrugated IBR roofing sheet, ceiling, and gutters, making sure to dispose of the removed material in a designated place.
 - (iii) Cut into and replace damaged sawn timber with appropriate branding/purlins, making sure to securely affix to the existing truss using fasteners, hurricane clips, or bolts.
 - (iv) Provide provision of basic plumbing and electrical repairs and replacement where necessary.
 - (v) Erect a perimeter fencing around the hall.
 - (vi) Construct a parking lot for use by people using the hall.

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- d) Compile and submit monthly progress reports.
- e) Compile and submit closeout reports.


Task C: Supervision

- a) Offer Project Management services.
- b) Respond promptly to site-related issues as and when they arise.
- c) Monitoring and enforcing the measures taken to ensure safety of the workers, other project personnel, general public and works.
- d) Monitoring and enforcing the measures taken to ensure the protection of the environment.
- e) Monitoring and enforcing the measures taken to ensure the protection and safety of the persons and property.

Deliverables

All reports, drawings and maps produced and used as part of the project should be submitted to KOBWA. All reports should be submitted in hard copy and electronical copy. The following lists of activities under no particular order are the expected project deliverables that must be executed as per the scope and specifications of this project.

- a) Inception Report.
- b) Detailed condition assessment report.
- c) Project Plan.
- d) Project execution in accordance with the project scope and specifications.
- e) monthly progress Reports from project initiation phase to project handover phase which includes but not limited to the following;
 - (i) Planned and actual progress of works,
 - (ii) Status of incomplete works,
 - (iii) Material, labour, availability,
 - (iv) Revised schedules,
 - (v) Design changes/ variations,
 - (vi) Financial particulars,

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- (vii) Progress photographs,
- (viii) Environmental monitoring and social issues,
- (ix) Factors adversely affecting progress of project,
- (x) Decisions yet to be taken,
- (xi) Weather conditions,
- (xii) Accidents on site and any other relevant details,
- (xiii) Contractor's claims,
- (xiv) Revised Bills of Quantity, if required,
- (xv) Expenditure to date
- (xvi) Cash- flow projections

- f) Monthly progress meeting and minutes from project initiation phase to project handover phase.
- g) Assisting IMT with registration as an ECSA Pr. Technologist

Duration of Assignment


The successful company is expected to provide a Gantt chart (in months, or other Critical Path Method (CPM)) logic diagrams showing the timing and duration of tasks and subtasks. This program is meant for management and reporting on the services, and for ease of supervision by KOBWA regarding provision of the services;

3. SITE FACILITIES AVAILABLE

a) Power Supply

The contractor shall make his arrangements for the provision of electrical power if required.

b) Water Supply

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The contractor shall make his arrangements for the provision of water supply for construction.

c) Housing of Personnel

The contractor shall make his arrangements to house his personnel.

d) Sanitary Facilities

The contractor shall supply adequate toilet facilities for the use of his personnel in accordance with environmental regulations. These facilities shall be kept clean and tidy at all times.

e) Extension of time due to inclement weather


The extension of time for completion due to inclement weather shall be determined by KOBWA in accordance with the provisions of the Joint Building Contracts Committee (JBCC)

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APPENDIX A - SPECIFICATIONS OF SERVICES

4.1. PARTICULAR SPECIFICATION: BUILDING CONSTRUCTION

This scope covers general building construction, such as brickwork, plaster, roofs (other than concrete), windows, doors (other than security doors), and other

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openings, water supply, sanitary services, floor finishes and painting. These specifications should be applied where deemed necessary by both the contractor and KOBWA.

a) BRICKWORK

All bricks shall comply with the requirements of SABS 227 for clay face and general-purpose bricks or SABS 1215 for cement bricks. Face bricks shall be of uniform texture and colour and shall be submitted for approval before confirmation of order by the contractor. Bricks are referred to in accordance with the six COROBRIK classification. Cement bricks shall have a nominal compressive strength of 14MPa, unless otherwise approved by KOBWA.

Sand for mortar shall comply with the requirements of SABS 1090 for high strength mortar. Mortar shall not contain any lime and shall comply with the requirements for class II mortar as specified in SABS 0164. The preparation of mortar shall be carried out in such a manner that it is used within 1 hour after mixing.

Every fifth layer of bricks shall be continuously reinforced by a layer of heavy-duty welded brick reinforcement. Walls shall be anchored to adjoining concrete columns by a 40mm x 500mm galvanized steel strap, fixed to the concrete by at least two power driven nails and placed in the same layer as the brick's reinforcement. Where brickwork is used as a facing to a concrete wall, it shall be anchored by a 40mm x 1,2mm x 300mm galvanized steel strap, fixed to the concrete by at least two power driven nails and placed at 500mm centres in each direction. Face bricks shall be kept clean of excess plaster or mortar and be thoroughly cleaned after completion.

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b) PLASTERING

Walls and brickwork to be plastered shall be thoroughly cleaned with brushes with water before plastering commences. Thereafter plaster to a thickness of between 12mm and 20mm shall be applied. The final finish shall be steel trowelled to obtain smooth surface without scratches or pockmarks.


Plaster should consist of one part cement to four parts sand. All plaster shall be cured with water for a period of not less than 3 days after application. All cracks appearing in the plaster shall be repaired by the contractor to the satisfaction of the Engineer before any painting commences and before the plaster can be accepted.

c) ROOF AND CEILING

The work under this clause includes all carpentry, including wall plates, anchors, bracings, all ceiling including trap doors, roofing sheets, flashing, lap joints, ventilators, gutters, rainwater pipes, fascias, bird-proofing and insulation materials.

Roof refurbishment should be executed according to the existing design and in accordance with the specifications by the manufactures of the trusses and other components. The contractor shall be responsible for submitting to the engineer for his approval, detailed drawing of the roof trusses showing all bracings, connecting plates, wall plates and fixing hurricane clips. The design loads and deflections shall be listed on the drawings and certified by a Professional Engineer that they conform to the requirements of part B of the National Building Regulations. Roof construction shall not commence before these detailed drawings have been approved by the Engineer.

Roof covering material and components, the methods and materials for fixing as well as the side and end overhangs shall comply with the requirements of Part L

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of the National Building Regulations. Where pre-painted or pre-coated roofing sheets are specified and where insulation material is attached to roofing sheets special care should be taken in the careful handling of these sheets to prevent any damage to this material. No sheets with any damage to the painting, coating or insulation material shall be used. Where specified, aluminium foil "Sisalation" 420 RSA shall be provided under all sheet steel roofing and shall be laid strictly in accordance with the manufacturer's instructions with adequate support to prevent sagging.

All carpentry and timber shall comply with the requirements of the drawings and Part L of the National Building Regulations. Roof timber delivered on site shall be adequately protected against sun and rain to prevent discolouring and damage.

Gutters and rainwater pipes shall be as shown on the drawings or listed in the schedule and shall comply with requirements of part R of the National Building Regulations.

d) FLOOR FINISHES

Cement-sand mortar and granolithic finishes shall only be applied according to the bonded method and the only after there is no risk that damage can occur due to the installation of equipment or further construction work. Skirting shall be 60mm high x 15mm thick sanded meranti timber or any of contractor's choice and fixed with steel nails in predrilled holes through skirting and partially brick work. When shown on the drawings floor areas shall be finished off with a special coating system strictly in accordance with the supplier's instructions, copy of which shall be submitted to the Engineer before commencing with the application of the coating system.

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e) WATER SUPPLY AND SANITATION

The work shall comply with the requirements of Part P of the National Building Regulations.

Only pipes with nominal bore of 20mm and larger shall be used for water supply. Pipes shall be uPVC (SABS 697), copper (SABS 460) or galvanized steel. Water taps shall comply with SABS 226 and all indoor taps shall be chromium plated. Outdoor taps shall be hose bib taps. For hot water supply the size and position of the geyser shall be as shown on the drawings. Geysers shall comply with the requirements of SABS 151. The control and safety valves for hot and cold-water supply systems shall conform to SABS 198. Unless otherwise specified or ordered by the Engineer, all pipes shall be underneath plaster.


Toilets shall be supplied with a durable chromium plated paper holder fixed to the wall and chromium plated double coat hook fixed to the inside of the door. Two chromium plated double coat hooks shall be fitted above the bench in each shower cubicle and one behind the ablution entrance door.

Sewer drainage and ventilation pipes shall be uPVC in accordance with SABS 791 for underground pipes and SABS 967 for above ground pipes. Sewer, manholes, septic tank and French drains shall be constructed according to the requirements as

f) PAINTING

General

The manufactures recommendations for the use of each type of paint, varnish or coating shall be strictly adhered to and special attention shall be given to elapsed time between the application of consecutive layers. Where

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recommended by the manufacturer, additional coats such as sealing and/or bonding coat shall be applied to plastered walls. All surfaces shall be clean, dry and correctly prepared before painting. All surfaces including hidden steel surfaces or steel surfaces which may not be easily accessible after erection shall be painted beforehand. All components which will be stored on site for prolonged periods before painting shall be adequately protected against elements.

The final colours shall be specified or approved by the engineer. The colours of prime and undercoats shall be determined accordingly. All paints shall comply with the requirements of the relevant SABS standards as indicated hereinafter and shall also have the SABS mark on the containers. All coats shall be applied uniformly to prevent running of paint.


(i) Ungalvanized steel

All steel surfaces shall be prepared according to the requirements of SABS 064 to ensure that they are free of rust, welding deposits, dirt, oil, grease, loose mill-scale and other foreign matter. All burrs shall be removed from the edges.

In case of steel windows and doors, a red oxide prime coat shall be applied. After the erection of the steel or after windows and steel doors have been built in, the surfaces shall be cleaned, and all damaged areas made good before applying a further coat of zinc chromate primer comply SABS 679 Type I.

The final painting shall consist of an undercoat that complies with SABS 681 type II followed by final coat of high gloss enamel which complies SABS 630.

(ii) Galvanized Steel

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The surfaces of exposed galvanized steel to be painted shall be thoroughly cleaned using general purpose cleaner (0.5%) which complies with SABS 892. After cleaning, one coat of calcium plumbate primer which complies with SABS 912 shall be applied. This shall be followed by an undercoat which complies with SABS 681 type II and one final coat of high gloss enamel.

(iii) Timber


After surfaces of the wood, of which the moisture content must be in balance, have been cleaned, the knots and resin pocket shall be coated with one coat of knotting varnish. Thereafter, one coat of primer followed by an undercoat and one coat of high gloss enamel.

4.2. PARTICULAR SPECIFICATION: PLUMBING INSTALLATION

General

Plumbing materials and equipment should be supplied, delivered and installed, (installations should wait for prior approval).

- (i) Sewer pipes, drains and other related piping components such as flanges, elbows, tees and valves should be opened and unclogged. Those broken should be fixed or replaced where deemed uneconomical to repair.
- (ii) Damaged water reticulation infrastructure must be replaced, and broken geysers must either be fixed or replaced if repair is not deemed cost-effective.

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4.3. PARTICULAR SPECIFICATION: ELECTRICAL INSTALLATION

a) Conduit Installation

The conduit installation shall be carried out on the “loop-In” system and no conduit shall have a diameter of less than 20mm. All conduits shall be built into walls, concrete ceilings etc., and no conduit will be allowed on the surface.


All conduits ends shall be reamed and all joints securely screwed together. No inspection bends or elbows will be allowed in the installation. Running joints may only be used where unavoidable and shall be provided with lock nuts. All screwed joints shall be thoroughly painted with “Red Lead” in order to prevent corrosion.

No conductor may be drawn into any conduit, unless all foreign materials, moisture and sharp edges have been removed.

In an event of conduit terminating in any sheet metal box, two lock nuts and a brass bush or one lock nut and a bush-nut shall be used. Standard round conduit boxes shall be used for light points and draw box. Draw boxes shall be provided with enamelled metal cover plates with brass screws.

Standard 100 x 50 x 50 mm hot dipped galvanized pressed steel boxes shall be used for all switch boxes, plug boxes and telephone outlets.

Expansion boxes shall be provided at all expansion joints in the building. Such expansion boxes shall comprise a flush hot dipped galvanized sheet steel with a black enamelled steel cover plate secured in position by means of brass screws. The conduit on the one side shall be securely fixed to the box, while the conduit on the other side shall be able to move freely in the box in order to provide for movement of the building. The conduit on the one side shall be bonded on the other side inside the box by means of flexible copper connections with clamps, bolts and nuts, in order to ensure earth continuity.

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b) Installation of multicore Cables Earth-wires

All multicore cables used on this contract shall comply with the requirements laid down in SABS 150-970 as amended to date for PVC cables with copper conductors and insulated for 600/1000V with copper conductors and suitable for use on earthed system, depending on the application.

c) Cable Trenches


The contractor will be responsible for the excavation, bedding, back-filling, consolidation and making good of all cable trenches. Cable trenches for L.T power cables shall be deep enough to facilitate the laying of these cables at a depth of 750mm, below final ground level. The floors of all cable trenches shall be smooth and free from boulders and sharp rock projections. Each cable shall be laid in a bedding of river sand or sifted soil 75mm over and 75mm below the cable. Caly soil will not be acceptable as bedding.

No Cable trench shall be backfilled before the cable(s) in the trench has been inspected and approved by KOBWA.

d) Underground Cable Pipes

Cable pipes to be installed across roads shall extend at least 450mm beyond the edge of the road on each side.

Each run of cable pipe shall be laid straight and without any projections on the inside, which may cause damage to, or obstruct the threading through of cables. Each cable pipe shall be sealer at both ends by means of bitumen impregnated jute or similar material after cables have been installed.

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e) Laying of Cables

All cables shall be handled with utmost care and shall be laid in accordance with the best methods observed in good modern practice. All cables shall be run on rollers in order to prevent abrasion and no cable shall be dragged along the ground.


Two or more L.T. cables in the same trench shall be laid in parallel and not less than 75mm apart except where otherwise approved.

H.T. cables in the same trench shall be laid in parallel and not less than 150mm apart except where otherwise approved.

All L.T. cables shall be laid 750mm below final ground level.

The contractor shall provide 3m slack at each run of power and its associated earth-wire and bury the same in the ground as near to the relevant end as possible. Where the cables and earth-wires are to be installed in open ducts outside buildings, the slack shall be coiled in the ducts.

Cables and earth-wires installed on walls shall be neatly saddled to the wall by means of galvanized saddles at interval not exceeding 600mm. Cables and earth-wires on outside walls shall be installed in suitably sized galvanized pipes from 300mm below up to 2.4 m above the final ground level. These pipes shall be secured to the wall by means of galvanized bat-holders at intervals not exceeding 600mm.

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f) Jointing and terminating of cables.

No joints will be allowed in any run of power cables.

All multicore PVC SWA PVC cables shall be terminated at each end by means of suitably sized cable gland with armour clamp and Neoprene shroud. The armouring of the cable shall be bonded to earth at earth end.

g) Earth-wires.

Earth-wires shall be installed with L.T. cables as and where indicated or specified herein and shall consist of bare hard-drawn copper wire.

These wires shall be installed at the same depth as the relevant cables, with at least 75mm clearance between earth-wire and the nearest cable, unless specifically approved otherwise.


No joint will be allowed in any run of earth-wires.

Each earth-wire shall be terminated at each end by means of a suitably sized bolted lug either sweated or crimped onto the wire. The lugs shall be bolted on to the relevant earth bars or earthing terminals.

h) Cables Markers.

Cables markers shall be installed along the cable routes as follows:

- Along straight runs of the route, not further than 30m apart.
- At turns-one on each side of the turning point, 900mm from such turning points.
- At each branch, 3 markers – i.e., one on each side of the branch, 900mm from the branch.

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i) Cable Markers.

Cable markers shall be installed along the cable routes as follows.

- Along a straight run of the route, not 30m apart.
- At turns one on each side of the turning point, 900mm from such turning points.
- At each branch, 3 markers- i.e., one on each side of the branch, 900mm from the branch.

j) Routes to be plans to be submitted by the contractor.

On completion of the works, but before the certificate of completion can be issued, the contractor shall submit to the engineer, route plans indicating in a satisfactory manner the exact cable routes with reference to fixed points (e.g., buildings) and the exact lengths of cable installed between terminating points.

Prints of the various plans for the marking up of the information required will be supplied to the contractor.


k) Plugging of brick walls and concrete

Only plugging materials of an approved type maybe used for fixing to brick walls and concrete – wood will not be acceptable. Plugging in joints of brick walls will not be acceptable.

Only round headed brass screws shall be used for fixing.

l) Installation of Switchboards

All switchboards shall be installed neatly with sides plumb and centre point 1.5m above floor level with the top higher than 2m.

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m) Earthing

The contractor shall do all the bonding and earthing of galvanized iron roof, gutters, down pipes, water pipes, etc., in accordance with the “Standards Regulations for the Wiring of Premise” solid or perforated 12mm x 1.5mm copper strap and 3mm diameter brass bolts and nuts shall be used for this purpose.

n) Wiring of Circuits

The wiring of circuits shall be carried out on the “loop-in” system and no joining of conductors in conduit runs or cutting away of wire strands will be permissible.


Connectors for use in conduit boxes shall be of the heavy brass terminal type and all plug circuits shall consist of 2 x 4 mm² PVC insulated conductors plus 1 x 2.5 mm² bare copper earth-wire in 20mm diameter conduit. Connections between lamp-holders of incandescent fittings and the conduit boxes shall consist of asbestos insulated wire or other approved heat resistant conductors.

The connection to the electric geyser shall consist of 2 x 4mm² PVC insulated conductors plus 1 x 2.5 mm² bare copper earth-wire. The conduit shall be connected directly to the geyser. Flexible conduit will not be acceptable.

4.4. PARTICULAR SPECIFICATION: CONSTRUCTION OF A PARKING LOT

a) Design considerations

In addition to being safe and easy to maintain, the parking lot should efficiently drain rainwater and provide shade on sunny days. Parking spots for the disabled and regular cars should be designated and good sight lines should be preserved while providing shade and a visually soothing environment.

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b) Access to Parking Areas

Unless physically impractical, all off-street parking spaces should be accessible without backing into or otherwise re-entering a public right-of-way.


c) Handicapped Accessible Parking Spaces

The location, size, and number of handicapped parking places should be in accordance with current construction standards. Handicapped parking spaces should be positioned on the quickest accessible route to an accessible facility entrance.

Parking places for the disabled should be at least 2.5m wide and 5m in length, however, next to a wall should be 0.35 m wider to allow for the opening of doors. This results in a lot size of 5 m in length and 2.85m in width. Parking access aisles should be part of a clear path to the building or facility's main entrance. A common access aisle may be shared by two accessible parking spaces. Overhangs from parked vehicles should not limit the clear width of an accessible road.

d) Brick Paving / Interlocking Pavers

The interlocking brick pavers should be set on a bed of clean (or very gently stabilized) sand, which shall then be laid on top of a protective/isolating membrane such as Interdek or pvc sheeting. Provision for differential movement has to be made at all abutments and throughout large areas. The design and construction of the parking lot should conform to the latest construction laws and regulations as stipulated on the JBCC.

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4.5. PARTICULAR SPECIFICATION: PERIMETER FENCING

a) Fence Specifications (Pales)

- (i) The panels shall be made of hot dipped galvanised steel palisade in accordance with SANS121 or any material with a minimum lifespan of 25 years (to be offered as an option).
- (ii) The pales' minimum height above ground level shall be 2400mm.
- (iii) All pales must be completely welded on both sides to the horizontal rail. Before galvanizing, all welding flux must be removed. If on-site repair welding is carried out, cold galvanising shall be utilized to touch up.
- (iv) The maximum gap distance between the pales shall not exceed 120mm, and the maximum length of the panel shall not exceed 2500mm.
- (v) The maximum distance from the top rail to the top of the pale shall not exceed 600mm, and the maximum distance from the bottom of the pale shall not exceed 400mm.

b) Gates

- (i) The yard's entrance gateposts shall all be constructed of section 100 x 55 x 5 (mm).
- (ii) The yard gate frame dimensions are to be 80 x 60 x 5 mm.
- (iii) 40 x 40 x 5 mm angle iron sections spaced 110 mm apart are to be used as the in-fill for the yard gate structure.
- (iv) The locking mechanism of every gate must have anti-tamper features and shall be fitted with anti-lifting devices to prevent lifting off the rail.

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c) Foundation


General

The Civil Engineer's specifications must be followed for all concrete works. After 28 days, the concrete must have a minimum compressive strength of 15 MPa.

- (i) A minimum of 300 x 300 x 600 (deep) mm concrete foundations is required for the gate posts (main and auxiliary entrances).
- (ii) Vehicle access is required on the concrete base at the major entrance gates.
- (iii) The concrete foundation at the pedestrian entry needs to allow personnel and manually dragged maintenance tools to pass through.
- (iv) To enable easy vehicle entry, the foundation of the gates must be elevated by 50 mm in the middle and lowered toward the edges.
- (v) The foundations specified for each post must be built to keep water from standing and must extend at least 100 mm above ground level.
- (vi) The gates' wheels must be series 80, and a round bar must be mounted on the gate's base in order to run the wheel.

d) Posts

- (i) The main posts shall be constructed from an I.P.E section 100 x 55 5mm with a maximum distance between posts, centre to centre, of not more than 2500mm.
- (ii) The posts must have a minimum height of 3000mm.
- (iii) All posts shall be hot dip galvanised to SANS121 or any material with a minimum lifespan of 25 years (to be given as an option) at the coast.
- (iv) The corner posts must have a 12mm (diameter) hole drilled in the centre of the section 300mm above ground level. This is for earthing purposes.

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5. MANAGEMENT AND ADMINISTRATION PROCESS

The successful service provider will liaise with the Project Manager or the delegated representative, as and when required. The Project Manager or delegated representative will also be assigned to supervise the site visits with the service provider during the project timeline.

6. INFORMATION NEEDS.

The Service Provider will consult the Project Manager to ensure that desired objectives are met.

7. IRREVOCABILITY OF BIDS & ADDITIONAL CRITERIA

All bids submitted are irrevocable after the due submission date until the expiry of the bid validity period indicated below, and as such the bidder binds himself that he will enter into negotiations with KOBWA based on the submitted bid.

8. BIDDING COSTS


- 8.1.** All bidding costs relating to the preparation of the bid are for the bidder's account and are not recoverable from under any circumstances;
- 8.2.** The bid document costs a nonrefundable R500.00 and a receipt, as proof of payment must accompany the bid submission;

9. BID VALIDITY AND PRICING

Bids will be valid for at least 90 days after the closing date and prices will be firm for the entire implementation period.

10. CURRENCY AND TAXES

Prices quoted in South African Rands

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11. ADDITIONAL INFORMATION

11.1. Acceptance of Bids

This Invitation to Bid should not be construed as an agreement to supply the required solution. KOBWA is not bound to enter into a contract with the bidder who submits the lowest priced bid. Bids will only be assessed in terms of the evaluation criteria. KOBWA may at her sole discretion choose to award the phases to different organisations or to award only one phase without consulting the bidders.

11.2. Modification of Terms

KOBWA reserves the right to modify the terms of this Invitation to Bid at any time in its sole discretion. This includes the right to cancel this Invitation to Bid at any time prior to entering into a contract with the successful bidder; notice to that effect shall be given to all bidders. Further information requests and clarifications will be closed five (5) days before the submission deadline.

11.3. Ownership of Bids


All documents, including bids, submitted become the property of the KOBWA.

11.4. Confidentiality of Information

All bids submitted by bidders shall be held in strict confidence and will not be revealed to any other party. All Information pertaining to this bid obtained by the bidder as a result of participation in this project is confidential and must not be disclosed without written authorisation from KOBWA.


11.5. Acceptance of Terms

All terms and conditions of this Invitation to Bid are deemed to be accepted by the bidders and incorporated by reference in their bids, except such conditions and

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provisions that are expressly excluded. There will be an opportunity to review these conditions upon selection of the successful bidder and during subsequent negotiations. The proposal or sections thereof of the successful bidder will form part of the final contract.


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APPENDIX B

- ❖ As built drawings of the hall.

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APPENDIX C

CERTIFICATE OF ATTENDANCE AT COMPULSORY SITE MEETING

This is to certify that

.....(Tenderer)

of

.....(address)

.....

was represented by the person(s) named below at the compulsory meeting held for all tenderers at

.....(location) on.....(date), starting at.....


We acknowledge that the purpose of the meeting was to acquaint ourselves with the site of the works and / or matters incidental to doing the work specified in the terms of reference in order for us to take account of everything necessary when preparing the our proposals and rates, as per the terms of reference.

Particulars of person(s) attending the meeting:

Name.....

Signature.....

Capacity.....

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Attendance of the above persons at the meeting is confirmed by the employer's representative namely:

Name.....

Signature.....

Capacity.....

Date & Time.....

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