

# WINNIE MADIKIZELA MANDELA LOCAL MUNICIPALITY



## ENGINEERING SERVICES

APPOINTMENT OF PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS

**CONTRACT No.: WMMLM 00063**

### Bidder

.....

**Total of the prices inclusive of value added tax: R .....**

***BID CLOSES AT 12H00 AM ON THURSDAY THE 18<sup>TH</sup> APRIL 2024***

Completed Documents with all Returnables are to be emailed to [tenders.scm@mbizana.gov.za](mailto:tenders.scm@mbizana.gov.za)

***NO LATE SUBMISSION WILL BE CONSIDERED***

Issued by:  
WINNIE MADIKIZELA MANDELA LOCAL MUNICIPALITY  
51 WINNIE MADIKIZELA MANDELA STREET  
BIZANA  
4800

Municipal Manager: Mr. L. Mahlaka  
Contact person : Mrs. S. Sako  
Telephone : 039 251 0230 during office hours

## PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS



**WINNIE MADIKIZELA MANDELA LOCAL MUNICIPALITY  
ADVERT**

PROJECT NAME	CONTRACT NUMBER	CIDB	CLOSING DATE
Appointment of Provision of Plant for Winnie Madikizela Mandela Municipality for a Period of 18 Months	WMM LM 00063	4CE	18 April 2024 @12h00

Bid proposals are hereby invited from suitably qualified and accredited service providers who are interested to submit their proposals to tender for the above-mentioned projects for Winnie Madikizela-Mandela Local Municipality.

Bid documents can be downloaded from e-tender portal website. ([www.etenders.gov.za](http://www.etenders.gov.za))

Bids should score a minimum point of 70% in order to be considered for further evaluation.

The bids will be evaluated on the **80/20 or 90/10** preferential points system

**Failure to submit the following fully completed document(s) will render the bid null and void:**

- A copy of Entity Registration Documents, Certified ID Copy(ies) of Director(s) (not older than 3 months), proof of CSD Registration
- SARS Valid PIN Printout
- Bid documents MBD1, MBD4, MBD6.1, MBD 6.2, MBD 6.4, MBD 8 and MDB 9
- Billing Clearance Certificate or Statement of Municipal Accounts confirming that no undisputed municipal accounts are overdue by more than 30 days and a signed letter by the bidder confirming that the institution does not have outstanding accounts more than 30 Days on the day of the tender closing.
- Evaluation Criteria: 80 or 90= Price, 20 or 10= Specific Goals as per the attached MBD 6.1 respectively
- In case of a joint venture, an original valid Tax Compliance Document of both partners should be submitted as well as a signed agreement by both parties clearly indicating the lead partner
- The Minimum Threshold for Local Content for the above-mentioned projects is 100% (If Applicable)
- Annual Financial Statements

**Advert Date: 15<sup>th</sup> March 2024**

**Closing Date: All tenders must be emailed to [tenders.scm@mbizana.gov.za](mailto:tenders.scm@mbizana.gov.za) by no later than the date and time stated above after which they will be opened. All tenders must be clearly marked the Name of the project and Reference number indicated above. Failure to do so your tender may not be considered**

No late, incomplete or facsimile bids will be accepted for consideration. The only or lowest bid received shall not necessarily be accepted. Winnie Madikizela-Mandela Local Municipality reserves the right to accept part or full bid. For technical enquiries, please contact Mrs. S. Sako on (072) 392 8194, email: [sakos@mbizana.gov.za](mailto:sakos@mbizana.gov.za) during working hours. For Supply Chain Management related enquiries, please contact Mr. Z. Khala at (079) 886 0942, email: [khalaz@mbizana.gov.za](mailto:khalaz@mbizana.gov.za) during working hours

.....  
**Mr. L. Mahlaka**  
**Municipal Manager**



### **Terms and Conditions**

1. All bids must be submitted within a stipulated time with clear Tender Description
2. General Conditions of Contracts 2015 will be applied
3. Winnie Madikizela-Mandela Local Municipality reserves the right not to appoint the highest scoring bidder, the value for money will be the key determinant and supply chain management policy will apply
4. Winnie Madikizela-Mandela Local Municipality reserves a right not to appoint a Lowest Bidder quoted Below CIDB average advertised
5. The Municipality reserves a right not to appoint any Bidder quoted below/ above required average CIDB grading, However the ultimate objective of the public procurement activity to achieve best value for money in order to maximize economy and efficiency of public spending will be achieved.
6. The municipality will apply one of the key operating principle that relate to a number of factors which include not only the price of the goods, works or services, but also the suitability and satisfactory quality of those (SO 1968, Section 13). Other influential factors may include total life cycle costs, maintenance/servicing costs, delivery/construction period, transportation or storage costs, as well as benefits of broader elements whether environmental, social and/or economic.
7. Tenderer must ensure that all submission of bids/ tenders by link are accessible with ease at any time. NB: link by which the bid is submitted must not expire and not require a municipal official to request for access. Failure to adhere to the above requirement will render your bid submission as invalid/ not submitted.
8. Approved Winnie Madikizela- Mandela local Municipality Supply Chain Management Policy will apply to all disputes that may arise during the tender process.
9. Functionality assessment, All submissions will be verified for authenticity of documents.

Sing by the Bidder

\_\_\_\_\_ Date \_\_\_\_\_

To be signed by the Company Director Only

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**Letter of Consent**

Name and Domiciliumcitandi of organization

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The Municipal Manager

Winnie Madikizela-Mandela Local Municipality

P.O. Box 12

Bizana

4800

Sir/Madam

**Granting of authority to request information from any legal entity relevant to this Bid**

I/we acknowledge that the information herein contained shall constitute the basis on which my/our Bid is to be considered. I/we grant approval that any source regarding this Bid may be fully investigated and that all such information shall be of material value to Winnie Madikizela-Mandela Local Municipality and directly relevant to the consideration of my/our Bid.

I/we \_\_\_\_\_ grant my/our consent to such source to provide confidential information.

I/we warrant that all the information herein contained is to the best of my/our knowledge and belief true and correct in all material respects and I/we am /are not aware of any information which, should it become known to the Winnie Madikizela-Mandela Local Municipality, would affect the consideration of my/our Bid in any way. The Winnie Madikizela-Mandela Local Municipality wishes to inform you that all information regarding your personal matters is treated as strictly confidential.

Please tick the appropriate box.

	<b>I/We hereby consent to the above</b>
	<b>I/We hereby withhold consent and fully understand the implications and ramifications of my/our decision and will not hold the Winnie Madikizela-Mandela Local Municipality responsible for not considering my/our Bid.</b>

Signature: ..... Date: .....

Witness: ..... Signature: .....

**Points for functionality will be scored on the following:**

Company Experience	20
Expertise Proposed Team	30
Methodology	20
Plant and Equipment	30
Total	100

Tenderers will be awarded points on the following basis:

<b>Tender Price</b>	<b>80 points</b>
<b>South African</b>	<b>03 points</b>
<b>Black</b>	<b>03 points</b>
<b>Women</b>	<b>3.5 points</b>
<b>Youth</b>	<b>3.5 points</b>
<b>Leaving with disability</b>	<b>3.5 points</b>
<b>Military Veterans</b>	<b>3.5 points</b>
<b>Total</b>	<b>100 points</b>

**OBTAINING OF TENDER DOCUMENTS:**

**Bid Documents will be available and downloadable on e-tender portal**

**Bidders are warned not to solicit bribes in connection with this bid. The municipality and its employees will never solicit bribes for the exchange of a tender.**

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS****TERMS OF REFERENCE****FOR****APPOINTMENT OF PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS****1. BACKGROUND**

Winnie Madikizela Mandela local municipality is recorded to have in excess of 900km of gravel roads network which is deemed to require significant maintenance of rehabilitation measures.

Thus, Winnie Madikizela Mandela Local Municipality is looking for three suitably qualified and experienced service providers for the **APPOINTMENT OF PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**2. OBJECTIVES**

The motivation for the project is social, economic and environmental. The municipality, environment and project communities will benefit economically and socially as follows:

- Improvement in provision of basic services
- Improvement in the living conditions of the beneficiary communities
- Growth in the level of commercial activities by the Community
- Improved access and mobility
- Employment creation during project implementation
- Employment potential due to skills transferred during project implementation
- Local enterprise development.

**3. SCOPE OF WORK WITH CONFORMANCE SPECIFICATION REQUIREMENTS**

- 3.1. 3 - 5 Service providers will be appointed for a period of 18 months to render services in maintenance of roads as and when needed without guarantee to quantum of works. The employer will open the bidding process on an annual basis**

**to other prospective bidders who will be added to the panel of contractors. More service providers may be added on to the panel due to an increase in the municipality's demand during the term.**

- 3.2. The scope of this Contract is the construction of various Gravel Roads (access roads) over a 3-year term, as and when the specific Works Order is issued to the Contractor. This may at times include intensive rehabilitation, construction and upgrading of roads.
- 3.3. The Contractor is required to provide all required personnel, materials, equipment and plant required for the construction of gravel roads (access roads) and associated works as instructed through a Works Order within the Winnie Madikizela Mandela Local Municipality
- 3.4. The Contractor will furthermore be required to at least subcontract 30% of the Works with local businesses to develop them over the framework period to enable them to raise their CIDB grading.
- 3.5. Each Work Order will specify its own Works Information with the necessary details applicable for the construction of that Work Package. This will include but not be limited to reporting, invoicing, technical details, drawings, location, Site Information as well as people employment requirements.

- **Successful bidders will be required to undertake the following tasks but not limited to such:**
- Site Establishment
- Site clearance / Clear and grub
- Preparation of road bed and compacted to 90-93% of MDD
- Rehabilitation or Construction of Inlet and outlet structures (Head walls) as per the design specification
- Construction concrete slab as per the design specification.
- Laying of concrete pipes for storm water control as per design specification.
- Stockpiling of GWC Material from approved borrow material
- Tipping of tested GWC material as per design specification
- Construction of Concrete Dish-Drains, stone pitching, mitre drains or other storm water control measures
- Processing of 200 mm suitable GWC Material from approved borrow pit as per design specification and compacted to 95-97% MDD
- Testing of the borrow pit and road layer works (road bed and final layer)
- Skimming and cleaning of road reserve as per instruction of the Engineer / Project Manager
- Rehabilitation of the borrow pit
- Installation of road signs as per design specification

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

- Compliance to regulations relating to Health and Safety and the Environmental Management Acts
- De-establishment

**For any maintenance to bridges, the scope of works will be issued upon implementation of that particular project as per approved designs.**

**4. PERIOD OF CONTRACT**

The contract shall be valid for a period of 36 months,

**5. ALLOCATION OF PROJECTS**

During the period of the contract the successful bidders will be required to produce quote/s for each project no work or allocation of project/s is guaranteed to anyone for the duration of the contract.

**5.1. DEFAULT AND/OR POOR PERFORMANCE OF THE SERVICE PROVIDER AND TERMINATION OF THE CONTRACT**

5.1.1. Should it appear to the Head of the Section/Directorate that the service providers:

- I. Not executing the contract in accordance with the true intent and meaning thereof, or
- II. Not performing satisfactorily, or
- III. Not performing with accepted industry expertise, or
- IV. Refusing or delaying to execute tasks, or
- V. Should it be found that any laws or other statutory requirements and/or safety regulations are not being complied with, or
- VI. In the event of any other failure of default by the service provider

**Then in any such events the Municipality shall be entitled to cancel the contract and employ other persons at the expense of the service, to perform and carry out any work which the contractor fails to do with reasonable skill, diligence.**

**KEY COMPETENCES****6. REQUIREMENTS**

Notes to Prospective Bidders / Compulsory Submissions:

1. Notes to Prospective Bidders: Compulsory submissions (Failure to submit any of the following will result in disqualification)

- Authority to sign section must be signed and completed in full.
- Copies of ID Documents and all submitted certificates must be certified
- The bid will be evaluated according to the preferential procurement model in the Preferential Procurement. The bidders' attention is drawn to Form MBD6.1. Must complete in full
- Bidders are required to submit Proposed Project Team, their CV's and qualifications.
- All bidders should complete MBD 1, MBD4, MBD 6.1, MBD 6.2, MBD 6.4, MBD 8, and MBD 9, Ethics Commitment for Suppliers of Winnie Madikizela Mandela Local Municipality. Letter of Good Standing with Compensation Fund (COID). Submit audited or reviewed annual financial statements for 3 years, or for the period since establishment if established during the last 3 years, if required by law to prepare annual financial statement for auditing for bid number.
- All prospective service providers of goods and services and infrastructure procurement are to be registered on Central Database in order to do business with all organs of state in the Republic of South Africa.

Bids received after the published closing date will not be considered and will not be opened  
 The bid will be evaluated in two stages namely:

**PREFERENTIAL PROCUREMENT REGULATIONS, 2022 POINTS WILL BE AWARDED AS FOLLOWS: -**

The bids will be evaluated in two stages, namely:

- Stage 1 – Functionality
- Stage 2 - Price and Specific Goals

**Evaluation for Functionality**

Functionality will be evaluated as shown in the table below:

**A MINIMUM OF 70 POINTS OUT OF 100 MUST BE SCORED FOR FUNCTIONALITY IN ORDER TO QUALIFY FOR THE SECOND STAGE OF THE EVALUATION PROCESS. ANY BID THAT FAILS TO MEET THE MINIMUM THRESHOLD FOR FUNCTIONALITY WILL BE DISQUALIFIED.**

The functionality evaluation criterion is further explained below.

<b>Experience in company (Roads Maintenance) Completion Certificates, Reference Letters not older than 3 years and Appointment letters of the same projects must be attached</b>		<b>20</b>
4 and above completed Projects	20	
3 Completed Projects	15	
2 Completed Projects	10	
1 Completed project	5	
<b>Expertise proposed project team</b>		<b>30</b>

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<p><b>Contracts Manager or Project Manager with National Diploma or Higher in Civil Engineering (Attach CV and Certified Copies of Certificates)</b></p> <ul style="list-style-type: none"> <li>• 5 years' and above experience = 20 Points</li> <li>• 3-4 years' and above experience = 15 Points</li> <li>• 2-years' experience = 10 Points</li> <li>• 1-year experience = 5 Points</li> <li>• No experience = 0 Points</li> </ul>	20	
<ul style="list-style-type: none"> <li>• <b>Health and Safety Officer (Attach CV and Certified Copies of Certificate or Higher)</b></li> <li>• 2 years' and above experience= 5 Points</li> </ul>	5	
<ul style="list-style-type: none"> <li>• <b>Site Foreman/Site Agent (Attach CV and Certified Copies of N6 in Civil Engineering or Higher Certificates)</b></li> <li>• 2 years' and above experience = 5 Points</li> </ul>	5	
<ul style="list-style-type: none"> <li>• <b>Methodology</b></li> <li>• Provide a description of the methodology, work product, and schedule for completing each element of the scope of work <ul style="list-style-type: none"> <li>○ <b>Scope of work</b> = 5 Points</li> <li>○ <b>Quality Management</b> = 5 Points</li> <li>○ <b>Costing</b> = 5 Points</li> <li>○ <b>Risk Management</b> = 5 Points</li> </ul> </li> </ul>	20	20
<b>Availability of key plant and equipment</b>		<b>30</b>
<p>Contractor owns 7 (seven) of the required machinery or has a signed written agreement with the Plant Hire to supply all the machinery required for the execution of the contract.</p> <p>TLB, 3x Tipper-Trucks, Grader, Excavator, Steel drum / Grid roller or compaction-equipment, Water cart</p> <p>Low bed truck and the machinery/equipment is available for the project: <b>Please attach registration certificate (log book) or a signed lease agreement (by both parties: lessor and lessee) with the Plant Hire company</b></p>	30	
<b>Total</b>		<b>100</b>

Bids that qualify will proceed to the next stage where they will be evaluated in terms of the 80/20 preference points system.

The Points will be allocated as follows:

**80 points = for Price**

**20 points = for Specific Goals**

## **7. INFORMATION**

The Tenderers attention is drawn to the fact that if the schedules of this specification are not completed, his tender cannot be adjudicated and may be disqualified

### **8. Language of the proposal**

Language of the proposal shall be written in English.

### **6.Currency**

All proposals shall be quoted in South African rand (R) and likewise, the contract will be awarded in this currency. Proposals in other currencies will automatically be disqualified.

### **7.Legal aspects**

It is expected of the Prospective Professional Service Provider to address the identification of corresponding laws and ordinances available for compliance.

### **BID ENQUIRES**

Enquiries should be directed to:

1. Mrs. Sako, on 039 251 0230 email: sakos@mbizana.gov.za
2. Mr. Z. Khala on 039 251 0230 email: khalaz@mbizana.gov.za

Winnie Madikizela Mandela Local Municipality

51 Winnie Madikizela Mandela Street

Bizana

4800

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Mr. L. Mahlaka  
Municipal Manager

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**INVITATION TO BID  
MBD 1**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE WINNIE MADIKIZELA-MANDELA LOCAL MUNICIPALITY</b>					
BID NUMBER:	WMM LM 00063	CLOSING DATE:	18 April 2024	CLOSING TIME:	12H00
DESCRIPTION	APPOINTMENT OF PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS				
<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).</b>					

BID RESPONSE DOCUMENTS MAY BE SENT VIA EMAIL TO THE EMAIL ADDRESS PROVIDED BELOW OR AS PER TENDER REQUIREMENTS

<a href="mailto:TENDERS.SCM@MBIZANA.GOV.ZA">TENDERS.SCM@MBIZANA.GOV.ZA</a> for tenders above R300 000 inclusive of VAT
<b>OR</b>
<a href="mailto:QUOTES.SCM@MBIZANA.GOV.ZA">QUOTES.SCM@MBIZANA.GOV.ZA</a> for quotations below R300 000 but above R30 000 inclusive of VAT


<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		<b>OR</b>	CSD No:	
PEOPLE LIVING WITH DISABILITY [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes  <input type="checkbox"/> No		MILITARY VETERAN	<input type="checkbox"/> Yes  <input type="checkbox"/> No	
<b>[DOCUMENTARY PROOF/ SWORN AFFIDAVIT (FOR PEOPLE LIVING WITH DISABILITIES) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR TARGETED GOALS]</b>					

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER	.....	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>		<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>	
DEPARTMENT		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

**PART B**

**TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE</b></p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
- 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

**3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

- 3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  YES  NO
- 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?  YES  NO
- 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES  NO
- 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?  YES  NO
- 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?  YES  NO

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

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

**NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number: .....

3.3 Position occupied in the Company (director, trustee, hareholder<sup>2</sup>):.....

3.4 Company Registration Number: .....

3.5 Tax Reference Number:.....

3.6 VAT Registration Number: .....

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? YES / NO

3.8.1 If yes, furnish particulars. ....

.....

<sup>1</sup>MSCM Regulations: “in the service of the state” means to be –

(a) a member of –

- (i) any municipal council;
- (ii) any provincial legislature; or

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

- (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

<sup>2</sup> Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? ...YES / NO

3.9.1 If yes, furnish particulars.....  
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? .....YES / NO

3.10.1 If yes, furnish particulars.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.11.1 If yes, furnish particulars.....

3.12 Are any of the company’s directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.....

3.13 Are any spouse, child or parent of the company’s directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.13.1 If yes, furnish particulars.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.

YES / NO

3.14.1 If yes, furnish particulars:

.....  
 .....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

CERTIFICATION

I, THE UNDERSIGNED (FULL NAMES)

.....  
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT. I ACCEPT THAT THE MUNICIPALITY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
 Signature

.....  
 Date

.....  
 Capacity

.....  
 Name of Bidder

## PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS

## MBD 6.1

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

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

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

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**1. GENERAL CONDITIONS**

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2 **To be completed by the organ of state**
- (delete whichever is not applicable for this tender).*
- (a) The applicable preference point system for this tender is the 90/10 preference point system.
  - (b) The applicable preference point system for this tender is the 80/20 preference point system.
  - (c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
  - (b) Specific Goals.
- 1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	
<b>SPECIFIC GOALS</b>	
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## **2. DEFINITIONS**

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

## **3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

### **3.1. POINTS AWARDED FOR PRICE**

#### **3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

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

## PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS

80/20

or

90/10

$$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

## 3.2.1. POINTS AWARDED FOR PRICE

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

80/20

or

90/10

$$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

## 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

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

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

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

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

***(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
South African	1.5	3		
Black	1.5	3		
Women	1.75	3.5		
Youth	1.75	3.5		
Leaving with disability	1.75	3.5		
Military Veterans	1.75	3.5		
<b>Total Points Allocated</b>	<b>10</b>	<b>20</b>		

**DECLARATION WITH REGARD TO COMPANY/FIRM**

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

4.4. Company registration number: .....

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

## 4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

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

.....  
**SIGNATURE(S) OF TENDERER(S)**  
-----

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

MBD 6.2

**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS**

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

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

**1. General Conditions**

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

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

Where

x is the imported content in Rand

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

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

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

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

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

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

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

*(Tick applicable box)*

YES		NO	
-----	--	----	--

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.resbank.co.za](http://www.resbank.co.za)

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

<b>Currency</b>	<b>Rates of exchange</b>
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

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

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

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

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

**IN RESPECT OF BID NO.** .....

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

NB

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

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

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and

## PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS

- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

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

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

**The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.**

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

**SIGNATURE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2001  
LOCAL CONTENT OF PRODUCTS**

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES SPECIFIED IN CLAIM FORM MBD 6.1 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2001**

1. Regulation 12(1) of the Preferential Procurement Regulations makes provision for the promotion of locally manufactured products within the preference point systems.  
**SPECIFIC GOAL POINTS ALLOCATED**  
 The stimulation of the S.A economy by procuring locally  
 Manufactured ..... products.
2. Preference points may only be claimed for products, which will be manufactured (fabricated, processed or assembled), in the Republic of South Africa. In cases where production has not yet commenced at time of bid closure, evidence shall be produced that at the time of bid closure, the bidder was irrevocably committed to local production of the product.
3. "Local content" means that portion of the bid price, excluding Value Added Tax (VAT), which is not included in imported content, provided that local manufacture does take place.
4. "Imported content" means that portion of the bid price represented by the costs of components, parts or materials which have been or are still to be imported (whether by the bidder or his suppliers or sub-contractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duties, sales duties, or other similar taxes or duties at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies for which a bid has been submitted are manufactured.
5. **BID INFORMATION**  
 Bidders who wish to claim points in respect of this goal must furnish the information in paragraph 7 below.
6. **POINTS CLAIMED**  
 Indicate whether point(s) allocated for this goal is (are) claimed. Yes / No
7. **INFORMATION WITH REGARD TO LOCAL MANUFACTURE**

Indicate in the table below which product(s) [item number(s)] is/are manufactured locally against the % local content of each product / item in relation to the bid price (exclusive of VAT). Points claimed must be indicated in the "points claimed" column.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

Percentage local content in relation to bid Price	Indicate item numbers	Points Allocated	Points Claimed
10 % - 30 %			
31 % - 60 %			
61 % or more			

**8. BID DECLARATION**

I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the firm declare that points claimed, based on the local content of the product(s) above, qualifies the firm for the point(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.
- (ii) In the event of a contract being awarded as a result of points claimed, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct.
- (iii) If the claims are found to be incorrect, the purchaser, in addition to any other remedy it may have -
  - (a) recover all costs, losses or damages it has incurred or suffered as a result of that person’s conduct; and
  - (b) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

WITNESSES:

1. ....

2. ....

<p>.....</p> <p><b>SIGNATURE (S) OF BIDDER (S)</b></p>
<p><b>DATE:</b> .....</p>

**DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
  - b. been convicted for fraud or corruption during the past five years;
  - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the audi alteram partem rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

**CERTIFICATION**

I, THE UNDERSIGNED (FULL NAMES) .....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> invited.
  
- 2 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).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
  
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
  
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
  
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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 not to compete.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**MBD 9**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

\_\_\_\_\_

(Bid Number and Description)

in response to the invitation for the bid made by :

\_\_\_\_\_

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect :

I certify, on behalf of : \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

**MBD 9**

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been 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 which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

## CONTRACTOR'S HEALTH AND SAFETY DECLARATION

In terms of Clause 4(4) of the OHS Act 1993 Construction Regulations 2003 (referred to as "the Regulations" hereafter), a Contractor may only be appointed to perform construction work if the Employer is satisfied that the Contractor has the necessary competencies and resources to carry out the work safely in accordance with the Occupational Health and Safety Act No 85 of 1993 and the OHS Act 1993 Construction Regulations 2003.

To that effect a person duly authorized by the tenderer must complete and sign the declaration hereafter in detail.

### Declaration by Tenderer

1. I the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act No 85 of 1993 (as amended by the Occupational Health and Safety Amendment Act No 1 of 1993), and the OHS Act 1993 Construction Regulations 2003.
2. I hereby declare that my company has the competence and the necessary resources to safely carry out the construction work under this contract in compliance with the Construction Regulations and the Employer's Health and Safety Specifications.
3. I propose to achieve compliance with the Regulations by one of the following:
  - (a) From my own competent resources as detailed in 4(a) hereafter: ..... **\*Yes / No**
  - (b) From my own resources still to be appointed or trained until competency is achieved, as detailed in 4(b) hereafter: ..... **\*Yes / No**
  - (c) From outside sources by appointment of competent specialist subcontractors as detailed in 4(c) hereafter: ..... **\*Yes / No**

(\* = delete whatever is not applicable)

4. Details of resources I propose:

*(Note: Competent resources shall include safety personnel such as a construction supervisor and construction safety officer as defined in Regulation 6, and competent persons as defined in the OHS Act 1993 Construction Regulations 2003, as applicable to this contract)*

- (a) Details of the competent and qualified key persons from my company's own resources, who will form part of the contract team:

NAMES OF COMPETENT PERSONS	POSITIONS TO BE FILLED BY COMPETENT PERSONS

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

Details of training of persons from my company's own resources (or to be hired) who still have to be trained to achieve the necessary competency:

- (i) By whom will training be provided? .....
  - (ii) When will training be undertaken? .....
  - (iii) List the positions to be filled by persons to be trained or hired: .....
- .....

(c) Details of competent resources to be appointed as subcontractors if competent persons cannot be supplied from own company:

Name of proposed subcontractor: .....

Qualifications or details of competency of the subcontractor: .....

.....

- 5. I hereby undertake, if my tender is accepted, to provide, before commencement of the works under the contract, a suitable and sufficiently documented Health and Safety Plan in accordance with Regulation 5(1) of the Construction Regulations, which plan shall be subject to approval by the Employer.
- 6. I confirm that copies of my company's approved Health and Safety Plan, the Employer's Safety Specifications as well as the OHSA 1993 Construction Regulations 2003 will be provided on site and will at all times be available for inspection by the Contractor's personnel, the Employer's personnel, the Engineer, visitors, and officials and inspectors of the Department of Labour.
- 7. I hereby confirm that adequate provision has been made in my tendered rates and prices in the schedule of quantities to cover the cost of all resources, actions, training and all health and safety measures envisaged in the OHSA 1993 Construction Regulations 2003, and that I will be liable for any penalties that may be applied in terms of the said Regulations (Regulation 30) for failure on the Contractor's part to comply with the provisions of the Act and the Regulations.
- 8. I agree that my failure to complete and execute this declaration to the satisfaction of the Employer will mean that I am unable to comply with the requirements of the OHSA 1993 Construction Regulations 2003, and accept that my tender will be prejudiced and may be rejected at the discretion of the Employer.

SIGNATURE: .....

DATE: .....

*(of person authorised to sign on behalf of the Tenderer)*

# Winnie Madikizela-Mandela Local Municipality



## CONTRACT

C1: AGREEMENTS AND CONTRACT DATA

C2: PRICING DATA

C3: SCOPE OF WORK

C4: SITE INFORMATION

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

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CONTRACT

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**CI: AGREEMENTS AND CONTRACT DATA**  
**CI.I FORM OF OFFER AND ACCEPTANCE**

**A. OFFER**

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

CONTRACT No. **WMM LM 00063**

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

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

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

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

**Rates Only**

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

Signature: (of person authorised to sign the tender): .....

Name: (of signatory in capitals): .....

Capacity: (of Signatory): .....

Name of Tenderer: (organisation): .....

Address: .....

Telephone number: ..... Fax number:.....

Witness:

Signature:.....

Name: (in capitals) .....

Date:.....

[Failure of a Tenderer to sign this form will invalidate the tender]

**B. ACCEPTANCE**

By signing this part of the Form of Offer and Acceptance, the Employer identified below accepts the Tenderer's

Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the Conditions of Contract identified in the Contract Data. Acceptance of the Tenderer's Offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

The terms of the contract are contained in

- Part 1 Agreements and Contract Data (which includes this Agreement)
- Part 2 Pricing Data, including the Schedule of Quantities
- Part 3 Scope of Work
- Part 4 Site Information

and the schedules, forms, drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Tender Schedules as well as any changes to the terms of the Offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Agreement. No amendments to or deviations from said documents are valid unless contained in this Schedule, which must be duly signed by the authorised representatives of both parties.

The Tenderer shall deliver the Guarantee in terms of Clause 7 of the General Conditions of Contract 2015 within the period stated in the Contract Data, and he shall, immediately after receiving a completed copy of this Agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any other bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the Conditions of Contract identified in the Contract Data, within 14 days of the date on which this Agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this Agreement.

Notwithstanding anything contained herein, this Agreement comes into effect on the date when the Tenderer receives one fully completed original copy of this document, including the Schedule of Deviations (if any). Unless the Tenderer (now Contractor) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this Agreement, this Agreement shall constitute a binding contract between the parties.

**Signature:** .....  
**Name: (in capitals)** .....  
**Capacity:** .....  
**Name of Employer (organisation)** .....  
**Address:** .....

**Witness:**  
**Signature:** ..... **Name:** .....  
**Date:** .....

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**c. SCHEDULE OF DEVIATIONS**

The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Tender Data and the Conditions of Tender.

A Tenderer's covering letter will not necessarily be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreement reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.

Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.

Any change or addition to the tender documents arising from the above agreement and recorded here shall also be incorporated into the final draft of the Contract.

1. **Subject:** .....

**Details:** .....

2. **Subject:** .....

**Details:** .....

3. **Subject:** .....

**Details:** .....

4. **Subject:** .....

**Details:** .....

5. **Subject:** .....

**Details:** .....

6. **Subject:** .....

**Details:** .....

By the duly authorised representatives signing this Schedule of Deviations, the Employer and the Tenderer agree to and accept the foregoing Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and addenda thereto as listed in the Tender Schedules, as well as any

confirmation, clarification or change to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance.

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

**FOR THE TENDERER:**

**Signature:**.....

**Name:**.....

**Capacity:**.....

**Tenderer: (Name and address of organisation) .**

.....

**Witness:**

**Signature:**.....

**Name:**.....

**Date:**.....

**FOR THE EMPLOYER**

**Signature:**.....

**Name:** .....

**Capacity:** .....

**Employer: (Name and address of organisation: .....**

**Witness:** .....

**Signature:** .....

**Name** .....

**Date:** .....

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**CI.2: CONTRACT DATA**

**CI.2.1. CONDITIONS OF CONTRACT**

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## **CI.2.1 CONDITIONS OF CONTRACT**

### **CI.2.1.1 GENERAL CONDITIONS OF CONTRACT**

This Contract will be based on the "General Conditions of Contract for Construction Works - Second Edition 2015", issued by the South African Institution of Civil Engineering (abbreviated title: "General Conditions of Contract 2015").

It is agreed that the only variations from the General Conditions of Contract 2015 are those set out hereafter under "Special Conditions of Contract".

### **CI.2.1.2 SPECIAL CONDITIONS OF CONTRACT**

#### **GENERAL**

These Special Conditions of Contract (SCC) form an integral part of the Contract. The Special Conditions shall amplify, modify or supersede, as the case may be, the General Conditions of Contract 2015 to the extent specified below, and shall take precedence and shall govern.

The clauses of the Special Conditions hereafter are numbered "SCC" followed in each case by the number of the applicable clause or subclause in the General Conditions of Contract 2015, and the applicable heading, or (where a new special condition that has no relation to the existing clauses is introduced) by a number that follows after the last clause number in the General Conditions of Contract 2015, and an appropriate heading.

#### **CI .2.1.2.2 AMENDMENTS TO THE GENERAL CONDITIONS OF CONTRACT 2015**

SCC 1 .1 .4. reads "The Commencement date shall be the date of the Site Handover Meeting".

#### **SCC 4.1 .1 Extent of Contractor's obligations**

Add the following new paragraphs to the end of Clause 4.1.1:

"If the Contractor fails to achieve the monetary value of the target set by the Employer for local labour content in terms of the Requirements of the Expanded Public Works Programme (EPWP) in the Particular Specifications, the Contractor shall be liable to the Employer for a sum calculated in accordance with the Contract Data and the aforementioned Scope of Works as a penalty for such underachievement.

## PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS

Cl.2.2: CONTRACT DATA (Applicable to this contract)PART A: DATA PROVIDED BY THE EMPLOYER

The following contract specific data are applicable to this contract.

REFERENCE	CONTRACT SPECIFIC DATA PROVIDED BY THE EMPLOYER
Clause 1 .1 .14: Clause 1.2.2:	Name of Employer: Winnie Madikizela Mandela Local Municipality Address of Employer: <u>Postal Address:</u> 51 Winnie Madikizela Mandela street P. O. Box 12 Bizana 4800 E-Mails <a href="mailto:sakos@mbizana.gov.za">sakos@mbizana.gov.za</a> Telephone No: (039) 251 0230      Fax No: (039) 251 0917
Clause 1.6 & 38.1:	Special non-working days are Sundays, the construction industry year end break and the following statutory public holidays as declared by National Government:
Clause 1 .6:	New Year's Day, Human Rights Day, Good Friday, Family Day, Freedom Day, Workers' Day, Youth Day, National Women's Day, Heritage Day, Day of Reconciliation, Christmas Day and the Day of Goodwill.
Clauses 4.1 .1 and scc 4.1 .1	
Clause 7 1:	The construction industry year end break commences on the first working day after 15 December and ends on the first working day after 15 January of the next year
Clause 10.1 '.	<b>CONTRACTORS GENERAL OBLIGATIONS</b> The penalty for failing to achieve the monetary value of the target set by the Employer for local labour content in terms of Part F: Requirements of the Expanded Public Works Programme (EPWP) of section C3.3 Particular Specifications in Part C3: Scope of Works, is

	<p>5% of the monetary value by which the achieved monetary value falls short of the target monetary value.</p> <p>The time to deliver the Guarantee is within 14 days of the Commencement Date.</p> <p>The Liability of the Guarantee shall be for 10% of the Accepted Contract Price up to the Certificate of Completion, and thereafter the liability shall be reduced to 5% of the accepted contract price up to the issue of the Final Approval Certificate.</p> <p>The Contractor shall commence executing the Works within 14 days of the Commencement Date.</p>
Clause 12.2:	The Contractor shall deliver his programme of work within 7 days of the Commencement Date.
REFERENCE	CONTRACT SPECIFIC DATA PROVIDED BY THE EMPLOYER

## PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS

Clause 35.1	Insurance to be effected by the Contractor.
Clause 35.1 .1.2.2:	The value of materials supplied by the Employer to be included in the insurance sum is Nil.
Clause 35.1.2:	Special Risks Insurance issued by SASRIA is required
Clause 35.1.3:	The limit of indemnity for liability insurance is <u>R2 000 000 00 (two million rands only)</u> for any single liability claim. Liability insurance shall include spread of fire risk.
Clause 37.2.2.3:	The percentage allowance to cover overhead charges is 10%.
Clause 42.1:	The Works shall be completed as set out in the Scope of Works: In X including special non-working days
Clause 43.1:	The penalty for failing to complete the whole of the Works is R1 500.00 (one thousand five hundred rands only) of the total Contract Price per day.
Clause 46.2:	The value of the certificates issued shall be adjusted in accordance with the Contract Price Adjustment Schedule:  Note: There will be no Contract Price Adjustment under this contract: The contract will be fixed no escalation will be added. Bidders should allow their escalation within their tendering rates as no price adjustments will be done for standard rates offered.
Clause 46.3:	Only price adjustments for variations in the cost of "special materials" are allowed. Special materials to be defined in the contract specifications.
Clause 49.1.5:	The percentage limit on materials not yet built into the Permanent Works is 80%.
Clause 49.3:	The percentage retention on the amounts due to the Contractor is 10% to which 5% will be paid following practical completion attainment on New roads and for Maintenance of existing Roads, No Retention will be deducted on the Payment Certificates.
Clause 53.1:	The Defects Liability Period is 6 months from the date of the Certificate of Completion.
Clause 58.2:	Dispute Resolution shall be by Mediation.

CIO C1.2.2: CONTRACT DATA (Applicable to this contract)

PART B: DATA PROVIDED BY THE CONTRACTOR

The following contract specific data are applicable to this contract.

REFERENCE	CONTRACT SPECIFIC DATA PROVIDED BY THE CONTRACTOR
Clause 1.1.8:	Name of the Contractor: ..... .....
Clause 1 .2.2:	Address of the Contractor: <u>physical:</u> _____ <u>Postal:</u> _____ ..... ..... .....

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**FORM OF GUARANTEE**

**PRO FORMA**

**FORM OF GUARANTEE**

Employer: (name and address) \_\_\_\_\_  
\_\_\_\_\_

Contract No: \_\_\_\_\_

(Contract title) \_\_\_\_\_

WHEREAS \_\_\_\_\_

(hereinafter referred to as "the Employer") entered into a Contract with

\_\_\_\_\_

(hereinafter called "the Contractor") on \_\_\_\_\_ . \_\_\_\_\_  
the day of 20 for the construction of (Contract Title)

At \_\_\_\_\_

AND WHEREAS it is provided by such Contract that the Contractor shall provide the Employer with security by way of a guarantee for the due and faithful fulfilment of such Contract by the Contractor;

AND WHEREAS (hereinafter referred to as "the

\_\_\_\_\_

Guarantor") has/have at the request of the Contractor, agreed to give such guarantee;

NOW THEREFORE \_\_\_\_\_ we, do hereby guarantee and bind ourselves jointly and severally as Guarantor and Co-Principal Debtors to the Employer under renunciation of the benefits of division and exclusion for the due and faithful performance by the Contractor of all the terms and conditions of the said Contract, subject to the following conditions:

1. The Employer shall, without reference and/or notice to us, have complete liberty of action to act in any manner authorized and/or contemplated by the terms of the said Contract, and/or to agree to any modifications, variations, alterations, directions or extensions of the Due Completion Date of the Works under the said Contract, and that its rights under this guarantee shall in no way be prejudiced nor our liability hereunder be affected by reason of any steps which the Employer may take under such Contract, or of any modification, variation, alterations of the Due Completion Date which the Employer may make, give, concede or agree to under the said Contract.
2. This guarantee shall be limited to the payment of a sum of money.
3. The Employer shall be entitled, without reference to us, to release any guarantee held by it, and to give time to or compound or make any other arrangement with the Contractor.
4. This guarantee shall remain in full force and effect until the issue of the Practical Completion Certificate in terms of the Contract, and thereafter the liability shall be reduced to 5% up to the issue of the Final Approval Certificate, unless we are advised in writing by the Employer before

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

the issue of the said Certificate of his intention to institute claims, and the particulars thereof, in which event this guarantee shall remain in full force and effect until all such claims have been paid or liquidated.

5. Our total liability hereunder shall not exceed the sum of

\_\_\_\_\_ (in words)

R \_\_\_\_\_ (in figures)

6. The Guarantor reserves the right to withdraw from this guarantee by depositing the Guaranteed Sum with the beneficiary, whereupon the Guarantor's liability hereunder shall cease.

7. We hereby choose our address for the serving of all notices for all purposes arising here from as

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

IN WITNESS WHEREOF this guarantee has been executed by us at

on this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

As witnessed

1 \_\_\_\_\_ Signature \_\_\_\_\_  
Name in block letter

2 \_\_\_\_\_ Signature \_\_\_\_\_  
Name in block letter

Duly authorized to sign on behalf of (Guarantor) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**CI4: AGREEMENT IN TERMS OF SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT No 85 OF 1993**

THIS AGREEMENT is made between The Winnie Madikizela Mandela Local Municipality, (hereinafter called the EMPLOYER) of the one part, herein represented by:

\_\_\_\_\_

in his capacity as:.....;

AND:.....

(hereinafter called the CONTRACTOR) of the other part, herein represented by .....

in his capacity as:.....

duly authorised to sign on behalf of the Contractor.

WHEREAS the CONTRACTOR is the Mandatary of the EMPLOYER in consequence of an agreement between the CONTRACTOR and the EMPLOYER in respect of:

CONTRACT No.: WMM LM 00063

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

for the construction, completion and maintenance of the works;

AND WHEREAS the EMPLOYER and the CONTRACTOR have agreed to enter into an agreement in terms of the provisions of Section 37(2) of the Occupational Health and Safety Act No 85 of 1993, as amended by OHS Act Amendment Act No 1/1993 (hereinafter referred to as the ACT);

NOW THEREFORE the parties agree as follows:

- 1 . The CONTRACTOR undertakes to acquaint the appropriate officials and employees of the CONTRACTOR with all relevant provisions of the ACT and the regulations promulgated in terms thereof.
2. The CONTRACTOR undertakes to fully comply with all relevant duties, obligations and prohibitions imposed in terms of the ACT and Regulations: Provided that should the EMPLOYER have prescribed certain arrangements and procedures that same shall be observed and adhered to by the CONTRACTOR, his officials and employees. The CONTRACTOR shall bear the onus of acquainting himself/herself/itself with such arrangements and procedures.
3. The CONTRACTOR hereby accepts sole liability for such due compliance with the relevant duties, obligations, prohibitions, arrangements and procedures, if any, imposed by the ACT and Regulations, and the CONTRACTOR expressly absolves the EMPLOYER and the Employer's CONSULTING ENGINEERS from being obliged to comply with any of the aforesaid duties, obligations, prohibitions, arrangements and procedures in respect of the work included in the contract.
4. The CONTRACTOR agrees that any duly authorised officials of the EMPLOYER shall be entitled, although not obliged, to take such steps as may be necessary to ensure that the CONTRACTOR has complied with his undertakings as more fully set out in paragraphs 1 and 2 above, which steps may include, but shall not be limited to: the right to inspect any appropriate site or premises occupied by the CONTRACTOR, or to take such steps the EMPLOYER may deem necessary to remedy the default of the CONTRACTOR at the cost of the CONTRACTOR.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

- 5. The CONTRACTOR shall be obliged to report forthwith to the EMPLOYER any investigation, complaint or criminal charge which may arise as a consequence of the provisions of the ACT and Regulations, pursuant to work performed in terms of this agreement, and shall, on written demand, provide full details in writing of such investigation, complaint or criminal charge.

Thus, signed at \_\_\_\_\_ for and on behalf of the CONTRACTOR  
on this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

SIGNATURE: .....  
NAME AND SURNAME: .....  
CAPACITY: .....  
WITNESSES: 1 .....  
                  2 .....

Thus, signed at \_\_\_\_\_ for and on behalf of the EMPLOYER on this  
the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

SIGNATURE: .....  
NAME AND SURNAME: .....  
CAPACITY: .....  
WITNESSES: 1 .....  
                  2 .....

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**C2. PRICING DATA**

**C2.1 PRICING INSTRUCTIONS**

**1. GENERAL**

The Schedule of Quantities forms part of the Contract Documents and must be read and priced in conjunction with all the other documents comprising the Contract Documents, which include the Conditions of Tender, Conditions of Contract, the Specifications (including the Project Specifications) and the Drawings.

**2. DESCRIPTION OF ITEMS IN THE SCHEDULE**

The Schedule of Quantities has been drawn up generally in accordance with the relevant provisions of the COLTO Standard Specifications for Road and Bridge Works for State Road Authorities (1998 edition) published by the South African Institution of Civil Engineering (SAICE).

The short descriptions of the items in the Schedule of Quantities are for identification purposes only and the measurement and payment clause of the COLTO Standard Specifications (1998 edition) and the Particular Specifications, read together with the relevant clauses of the amendments and additions contained in the Project Specifications and directives on the drawings, set out what ancillary or associated work and activities are included in the rates for the operations specified.

The item numbers appearing in the Schedule of Quantities refer to the corresponding item numbers in the COLTO Standard Specifications (1998 edition). Item numbers prefixed by the letter B refer to items of payment described in Part B Amendments to the Standard Specifications.

For the purposes of this Schedule of Quantities, the following words shall have the meanings hereby assigned to them:

Quantity:	The unit of measurement for each item of work as defined in the specifications. The number of units of work for each item.
Rate:	The payment per unit of measurement at which the Tenderer tenders to do the work.
Amount:	The product of the quantity and the rate tendered for an item.
Lump Sum:	An amount tendered for an item, the extent of which is described in the Schedule of Quantities, the specifications or elsewhere but the quantity of work of which is not measured in any units.

**3. QUANTITIES REFLECTED IN THE SCHEDULE**

The quantities given in the Schedule of Quantities are estimates only, and are subject to re-measure during the execution of the work. The quantities finally accepted and certified for payment, and not the quantities given in the Schedule of Quantities, shall be used to determine payments to the Contractor. The Contractor shall obtain the Engineer's detailed instructions for all work before ordering any materials or executing work or making arrangements for it. The quantities of material or work stated in the Schedule of Quantities shall not be regarded as authorisation for the Contractor to order material or to execute work.

The Works as finally completed in accordance with the Contract shall be measured and paid for as specified in the Schedule of Quantities and in accordance with the General and Special Conditions of Contract, the COLTO Standard Specifications subclause 1201 (a), the Project Specifications and the Drawings. Unless otherwise stated, items are measured net in accordance with the Drawings, and no allowance has been made for waste. The validity of the contract will in no way be affected by differences between the quantities in the Schedule of Quantities and the quantities finally certified for payment.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**4. PROVISIONAL SUMS**

Where Provisional sums or Prime Cost sums are provided for items in the Schedule of Quantities, payment for the work done under such items will be made in accordance with clause 45 of the General Conditions of Contract 2015. The Employer reserves the right, during the execution of the works, to adjust the stated amounts upwards or downwards according to the work actually done under the item, or the item may be omitted altogether, without affecting the validity of the Contract.

The Tenderer shall not under any circumstances whatsoever delete or amend any of the sums inserted by the Employer in the "Amount" column of the Schedule of Quantities and in the Summary of the Schedule of Quantities unless ordered or authorised in writing by the Employer before closure of tenders. Any unauthorised changes made by the Tenderer to provisional items in the schedule, or to the provisional percentages and sums in the Summary of the Schedule of Quantities, will be treated as arithmetical errors.

**5. PRICING OF THE SCHEDULE OF QUANTITIES**

The prices and rates to be inserted by the Tenderer in the Schedule of Quantities shall be the full inclusive prices to be paid by the Employer for the work described under the several items, and shall include full compensation for all costs and expenses that may be required in and for the completion and maintenance during the defects liability period of all the work described and as shown on the drawings as well as all overheads, profits, incidentals and the cost of all general risks, liabilities and obligations set forth or implied in the documents on which the Tender is based. The rates and lump sums shall be comprehensive in accordance with subclause 1201(b) of the COLTO Standard Specifications for Road and Bridge Works for State Road Authorities (1998 edition).

Each item shall be priced and extended to the "Amount" column by the Tenderer, with the exception of the items for which only rates are required, or items which already have Prime Cost or Provisional Sums affixed thereto. If the Tenderer omits to price any items in the Schedule of Quantities, then these items will be considered to have a nil rate or price.

All items for which terminology such as "inclusive" or "not applicable" have been added by the Tenderer will be regarded as having a nil rate which shall be valid irrespective of any change in quantities during the execution of the Contract.

Should the Tenderer group a number of items together and tender one lump sum for such group of items, this single lump sum shall apply to that group of items and not to each individual item.

The tendered lump sums and rates shall be valid irrespective of any change in the quantities during the execution of the contract.

The Tenderer shall fill in rates for all items where the words "rate only" appear in the "Amount" column. The provisions of subclause 1201(f) of the COLTO Standard Specifications shall apply in rate only items. "Rate Only" items have been included where:

- (a) an alternative item or material is contemplated;
- (b) variations of specified components in the make-up of a pay item may be expected; and
- (c) no work under the item is foreseen at tender stage but the possibility that such work may be required is not excluded.

For "Rate Only" items, no quantities are given in the "Quantity" column but the quoted rate shall apply in the event of work under this item being required. The Tenderer shall, however, note that in terms of the Tender Data the Tenderer may be asked to reconsider any such rates which the Employer may regard as unbalanced.

Reasonable compensation will be received where no payment item appears in respect of work required in terms of the Contract which is not covered in any other pay item.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

All rates and amounts quoted in the Schedule of Quantities shall be in Rands and cents and shall include all levies and taxes (other than VAT). VAT will be added in the summary of the Schedule of Quantities. Note that fractions of a cent in all rates shall be discounted.

**6. CORRECTION OF ENTRIES**

Incorrect entries shall not be erased or obliterated with correction fluid but must be crossed out neatly. The correct figures must be entered above or adjacent to the deleted entry, and the alteration must be initialled by the Tenderer.

**7. INTERIM PAYMENTS**

Unless otherwise specified, monthly payments, referred to in Clause 52 of the General Conditions of Contract 2015, in respect of "sum" items in the Schedule of Quantities shall be by means of interim progress instalments assessed by the Engineer and based on the measure in which the work actually carried out relates to the extent of the work to be done by the Contractor.

Notwithstanding any custom to the contrary, the work as executed will be measured for payment in accordance with the methods described in the contract documents under the various items of payment.

Attention is directed to the provisions of clause 1220 of the Standard Specifications regarding the measurement of quantities for payment. Except where specified otherwise than in clause 1220, the nett measurements or mass of the finished work in place shall be taken for payment, but any quantity of work in excess of that prescribed shall be excluded.

**8. UNITS OF MEASUREMENT**

The units of measurement described in the Schedule of Quantities are metric units. The following abbreviations are used in the Schedule of Quantities.

mm	= millimetre	m <sup>3</sup> -km	= cubic metre-kilometre	Prov sum	= provisional sum
m	= metre		= litre	kPa	= kilopascal
km	= kilometre	l	= kilolitre	MPa	= megapascal
km-pass	= kilometre-pass	kg	= kilogram	MN	= meganewton
m <sup>2</sup>	= square metre	t	= tonne (1 000 kg)	t-km	= tonne-kilometre
m <sup>2</sup> -pass	= square metre-pass	No.	= number	hr	= hour
ha	= hectare		= percent	dia	= diameter
m <sup>3</sup>	= cubic metre	PC sum	= prime cost sum	Sum	= lump sum
kW	= kilowatt	MN-m	= meganewton-metre		

**9. CONSISTENCY OF RATES**

In order to ensure that payments certified by the Engineer are reasonably consistent with the market value of the work done, and that variations in quantities do not distort the contract valuation, the rates, prices and amounts tendered in the Schedule of Quantities are required to be in balance.

A tender will be considered out of balance if:

- (i) the combined, extended total tendered for the item:

- 13.01 The Contractor's general obligations

- (a) Fixed obligations

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

- (c) Time-related obligations exceeds a maximum of 12% of the Tender Offer (excluding contingencies, escalation and VAT).
- (ii) The rates, prices or amounts tendered for any other items differ by more than 20 (twenty) percent from either the next highest or next lowest rates, prices or amounts tendered, or else from the latest estimates.

Any such unbalanced tender may be rejected if, after fourteen (14) days of having been given written notice by the Employer to adjust those rates or lump sums which are unreasonable or out of balance, the Tenderer fails to make the necessary satisfactory adjustments. These adjustments in rectification will be such that increases are balanced by decreases, leaving the tender offer unchanged.

**1 0. ITEMS SCHEDULED FOR CONSTRUCTION USING LABOUR-INTENSIVE METHODS**

Those parts of the Works to be constructed using labour-intensive methods are marked in the Schedule of Quantities with the letters LI, either in a separate column or as a prefix or suffix against every item so designated. The Works or parts of the Works so designated are to be constructed using labour-intensive methods only, unless otherwise specified in the Scope of Work.

The items marked with the letters LI include:

- (a) Items in the COLTO Standard Specifications that would normally be carried out using labour-intensive construction methods.
- (b) Items in the COLTO Standard Specifications that would normally be carried out using plant but which have been modified specifically so as to require the use of labour-intensive construction methods instead of plant for some or all of the work components of the item.
- (c) New items that have been written for this contract specifically requiring the use of labour-intensive construction methods rather than plant for some or all of the work components of the item.

The items marked with the letters LI are not necessarily an exhaustive list of all the activities which could be carried out using labour-intensive methods. Where a minimum percentage for local labour content is specified, additional activities may need to be identified to be carried out using labour-intensive methods rather than plant in order to meet such target.

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## C2.2. SCHEDULE OF QUANTITIES

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

<b>PROVISION OF PLANT FOR MATATIELE MUNICIPALITY FOR A PERIOD OF 18 MONTHS</b>					
Typical Maintenance Activities for an Access Road					
<b>Item No</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Only</b>	<b>Amount</b>
	Site Establishment per project	Lump Sum	1		
	Fixed obligations per project	Lump Sum	1		
	Time related obligations per project	Lump Sum	1		
	Community Liaison Officer	Month	1		
	PSC attending the monthly meetings (allow for maximum of 6 members)	Month	1		
	Overheads of the service provider	%	%		
	De-Establishment of site per project	Lump Sum	1		
	Allowance for non-training	Lump Sum	1		
	Supply and install contract name board	No.	1		
	OHS Plan, its implementation and monitoring of plan for the duration of the contract by the service provider	Sum	1		
	OHS Consultant to conduct Audit (To be provided by Client)	Sum	1		
	Social Facilitation Consultant (To be Provided by Client)	Sum	1		
	Environmental Management	Sum	1		
	Allowance for Graduate Student	Sum	1		
	Quality Control and Testing as requested by Client	Sum	1		
	Overhead of the service provider	%	%		

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

	Plant Manager for the duration of Contract	Duration	1		
	Provision of Plant Security Guard Day and Night	Duration	1		
	Supervision of the Projects identified	Duration	1		
	Overheads of the service provider	%	%		
	<b>Municipal Plant (Equipment) to be provided by Municipality</b>				
	Excavator Operator rate	Daily	1		
	Grader Operate rate	Daily	1		
	ADT Water Cart Operator rate	Daily	1		
	Grid Roller Operator rate	Daily	1		
	Smooth Roller Operator rate	Daily	1		
	ADT Dumper Trucks Operator rate	Daily	1		
	Overheads of the service provider	%	%		
	<b>Provide Plant if Municipal Plant is not available for wet rate as per the instruction from Client.</b>				
	Excavator D324 excavation of materials, stockpiling	Daily	1		
	Grader 140G Clearing, ripping shaping processing, crushing	Daily	1		
	Water Cart 10000lt sprinkler water	Daily	1		
	Grid Roller Crurshing and compaction	Daily	1		
	Smooth Roller Compaction & skimming	Daily	1		
	Truck as follows				
	5-10t tipping	Daily	1		
	10-20t tipping	Daily	1		
	Low bed horse and trailer	Daily	1		
	TLB	Daily	1		
	<b>Road Construction using own equipment</b>				
	Air compressor complete with drills jackhammers, etc	Daily	1		
	concrete mixer:0.3m <sup>2</sup>	Daily	1		
	trench vibrating roller or pad 0.6mm width	Daily	1		

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

	<b>Road Maintenance using Municipal Plant</b>				
	Maintenance of Access Road rate per Kilometre including Fuel using Municipal Plant provided for the following Items: rip and Recompact, Reshaping the road, Supply, Delivery and Installation of Pipes, Hauling of Material, Stockpiling material from borrow pit, Tipping of material from borrow pits, 150mm to 200mm thickness Gravel Wearing Course and compacted to 95% MOD AASHTO taken from gravel borrow pit, testing of compaction for the road layer work and rehabilitation of borrow pit.	km	1		
	<b>Road Construction using your Own Plant</b>				
	Construction of Access Road rate per Kilometre including Fuel using Municipal Plant provided for the following Items: Clear and Grub, Hard rock excavation, Roadbed Preparation, Supply, Delivery and Installation of Pipes, Hauling of Material, Stockpiling material from borrow pit, Tipping of material from borrow pits, 150mm to 200mm thickness Gravel Wearing Course and compacted to 95% MOD AASHTO taken from gravel borrow pit, testing of compaction for the road layer work and Rehabilitation of borrow pit	km	1		
	<b>Road Maintenance using your Own Plant</b>				
	Maintenance of Access Road rate per Kilometre including Fuel using Municipal Plant provided for the following Items: rip and Recompact, Reshaping the road, Supply, Delivery and Installation of Pipes, Hauling of Material, Stockpiling material from borrow pit, Tipping of material from borrow pits, 150mm to 200mm thickness Gravel Wearing Course and compacted to 95% MOD AASHTO taken from gravel borrow pit, testing of compaction for the road layer work and rehabilitation of borrow pit.	km	1		
	<b>Protection works</b>				
	Pitching, Stonework and Protection against erosion (125mm thick grouted stone pitching)	m2	1		



**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**C3. SCOPE OF WORK**

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**C3.1 STANDARD SPECIFICATIONS**

The Standard Specifications on which this contract is based are the COLTO Standard Specifications for Road and Bridge Works for State Road Authorities 1998 edition.

**C3.2: PROJECT SPECIFICATIONS**

The Project Specifications, consisting of two parts, form an integral part of the Contract and supplement the Standard Specifications.

Part A contains a general description of the Works, the Site and the requirements to be met.

Part B contains variations, amendments and additions to the Standard Specifications and, if applicable, the Particular Specifications.

In the event of any discrepancy between a part or parts of the Standard or Particular Specifications and the Project Specifications, the Project Specifications shall take precedence. In the event of a discrepancy between the Specifications (including the Project Specifications) and / or the Schedule of Quantities, the discrepancy shall be resolved by the Engineer before the execution of the work under the relevant item.

The Standard Specifications, which form part of this contract, have been written to cover all phases of work normally required for road contracts, and they may therefore cover items not applicable to this particular contract.

**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

**C3.2: PROJECT SPECIFICATIONS**

**PART A: GENERAL**

**1. DESCRIPTION OF THE WORKS**

**1.1 Employer's Objectives**

This project forms part of 2021/2022 -2022/2023 Financial Year Project of the WINNIE MADIKIZELA MANDELA Local Municipality Infrastructure programme. This will be PROVISION of Plant for WINNIE MADIKIZELA MANDELA Municipality for a period of three years to construct/ Maintenance of identified road by the Municipality and List of Projects to be provided to the Service Provider appointed.

The Employer's objectives in delivering public infrastructure and services for this project include the provision of temporary work opportunities to the local community through the application of labour-intensive methods to the maximum extent feasible, in accordance with the Expanded Public Works Programme (EPWP) Guidelines. The requirements of the Expanded Public Works Programme (EPWP) are contained in the Particular Specifications. These EPWP requirements also include provisions for the National Youth Service programme where applicable.

**1.2. Location of the Works**

The project is located as shown on the locality plan bound into this document in section C.4.1 of the site information.

The project is located in Winnie Madikizela Mandela Local Municipality 26 wards which will be identified by the Municipality. Winnie Madikizela Mandela local municipality which is situated in Alfred Nzo District Municipality.

**1.3 Overview of the Works**

This description provides a broad outline of the Contract of works and does not limit the work to be executed by the Contractor in terms of the contract. The quantities of some of the major items indicated in this section are indicative, not absolute, and are provided to define in general terms the overall scope of the project.

This contract involves the construction and Maintenance of Winnie Madikizela Mandela Local Municipality Roads which will be identified by the Municipality and List will be provided to the appointed Service Provider.

**1.4 Extent of the Works**

The scope of the works will include but not limited to the following:

- (a) Contractor's establishment on site: The establishment of the contract's organisation, camp and constructional plant on site and their removal on completion of the contract.
- (b) Accommodation of traffic: traffic control and accommodation of traffic including the erection, removal and reuse of temporary road signs and where necessary, the construction and maintenance of deviations.
- (c) The Clearing and Grubbing or Rip, Shaping and Recompact
- (d) The Road Bed Preparation
- (e) Installation of Stormwater drainage infrastructure.
- (f) Pavement layer works to 150mm or 300mm thickness

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- (g) Cleaning of Existing stormwater drainages pipes
- (h) Construction of Headwall
  
- (i) Installation of erosion protection measures: Gabion Baskets, Reno-Mattresses, Concrete Dish drains, Stone pitching
- (j) Installation of Road signs
- (k) Continuous quality control over materials and works, and compliance with the Particular Specifications with regard to environmental management and occupational health and safety, during all the above construction activities;
- (l) Ensure the proper implementation of environmental authorization approval conditions
- (m) Rehabilitation of the borrow pit(s) and quarries as per the environmental requirements and Environmental Compliance Officer advise.

**1.5 Detailed Description of the Works**

The following description is a broad outline of the works and does not limit the work to be executed by the Contractor in terms of the contract. The quantities of some of the major items indicated in this section are indicative, not absolute, and are provided to define in general terms the overall scope of the project.

Approximate quantities of each type of work to be carried out in accordance with the contract documents are listed in the Schedule of Quantities in Section C2.2.

The site shall not only comprise the proclaimed road reserve but shall be extended in the broader sense to take account of all areas occupied by the Contractor, be it deliberate or unintentional, in the execution of the contract. The site includes all the land within the proclaimed limits of the road reserve along the extent of the works, borrow pits and quarry sites, stockpile areas, locations set aside for construction and supervision accommodation and any other location required for the execution of the Works.

Incidental intrusion into private or tribal property outside the road reserve shall not be permitted without the owner's written authority. Any such agreement reached with a private or tribal landowner (occupier) shall include the proviso that any material or equipment on that site shall remain the exclusive property of the Employer in terms of the contract.

**1.5.1 Access to the Site**

The Access to the site will be shown to the service provider

**1.5.3 Gravel Road Construction**

The design pavement structure is as follows:

Layer	Description	Treatment	Construction Density	TRH 14 Code	Thickness mm
Base course	Natural Gravel		MAASHTO		150
Sub-base	Natural Gravel		MAASHTO		150
Total	300				

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**1.5.4 Existing services**

Overhead powerlines installed in the Winnie Madikizela Mandela Local Municipality village have been identified as the major service in the vicinity of the site, underground water pipelines can be expected as well. The relevant service provider is to be notified immediately if any service requires relocation.

**1.5.5 Engineer's campsite**

No provision has been made for an Engineers campsite

**1.5.6 Climate**

Winnie Madikizela Mandela Local Municipality Village has a fair climate and the temperatures ranges between 10 and 35 degrees in summer. In winter temperatures are very cold. There is less rain in winter. Most areas are very dry.

**1.5.7 Environment**

The Contractor's attention is called to clause B1233 of Part B of these Project Specifications and to the requirements of Part C: Environmental Management Specification contained in section C3.3 Particular Specifications.

**1.5.8 Community Liaison Officer (CLO)**

The ward councillors in whose wards work is to be done will collectively identify a Community Liaison Officer (CLO) for the project and make the person known to the Contractor at the Site Handover Meeting. The Contractor will be required to enter into a written agreement with the CLO that specifies:

- Designation; ● The wage rate; ● Hours of work;
- Duration of appointment;
- The CLO's responsibility should include the following:
  - 1 . Attend monthly site meetings;
  - 2 Assisting in all respects relating to the recruitment of local labour;
  - 3 Acting as a source of information for the community and councillors on any issue related to the contract;
  - 4 Keep the Contractor informed on community issues that may affect the contract;
  - 5 Set up meetings and mediate if any labour dispute arises;
  - 6 Keep a written record of all labour related issues
  - 7 Any other duties the Contractor may request the CLO to undertake, only with prior consultation;

The Contractor shall have the right to determine the number of labourers required at any given time, which will vary throughout the duration of the contract.

The rate for the CLO is R3500 per month

The allowance for the seating of progress meetings for the Project Steering Committee (PSC) is R300 per meeting per month

**1.5.9 Labour**

Local labour is to be used and the employment of such labour is to be effected by the Contractor through Community Liaison Officer (CLO) within the WINNIE MADIKIZELA MANDELA Municipal area. The CLO shall assist the Contractor with the recruitment of local labourers to ensure an equitable distribution of people employed from those wards in the vicinity of the works.

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The minimum labour rate is R20/hour and R0/day for 9hours in accordance with the Municipal Infrastructure — An Industry Guide to Infrastructure Service Delivery Levels and Unit Costs by Co-operative Governance & Traditional Affairs.

A Project Liaison Committee has to be established and is a vital means of communication between all parties involved with the project. The composition of the PLC comprises representatives of the Employer, the Employer's Agent and formal structures within the community.

The Contractor shall make use of these communication channels, and shall appoint from amongst his site personnel a responsible person to participate in the affairs of the PLC, and this representative will be also required to attend the monthly PLC meetings.

It is mandatory that the Contractor shall interact with the community via proactive project liaison and project participation by its leaders and constituted organisations and forums, as well as through the employment of its people, and these activities shall constitute essential facets of the project.

Local labour is to be used and the employment of such labour is to be done in conjunction with the PLC. The PLC has formed a Labour Committee who shall assist the Contractor with the recruitment of local labourers to ensure an equal distribution of people employed between the various Amakhosi in the area.

**1.5.8 Labour-intensive construction methods**

Labour-intensive construction shall mean the economically efficient employment of as great a portion of local labour as is technically feasible to produce a standard of construction as demanded by the specifications with completion by the Due Completion Date, where local labour is the primary resource, supported by plant for activities that cannot be carried out feasibly by labour only.

Labour-intensive construction activities are to be planned as task-based work as a general rule. A task means a fixed quantity of work, to be performed to a clearly defined quality. Task-based work means work in which a worker is paid a fixed rate for performing a task, which is clearly defined in terms of quantity and quality. Typically, a particular task can be completed within a working day.

Appropriate portions of the Works included in the Contract shall be carried out using labour-intensive construction methods.

Except where the use of plant is essential in order, in the opinion of the Employer's Agent, to meet the specified requirements by the Due Completion Date, or where the use of plant is essential as a result of occupational health and safety considerations, the Contractor shall use only hand tools and equipment in the construction of those portions of the Works that are required in terms of these Project Specifications to be constructed using labour-intensive construction methods.

Such portions of the Works shall be constructed utilizing only the local labour of the Contractor and/or the local labour of subcontractors, supplemented by the Contractor's key personnel to the extent necessary and unavoidable, unless otherwise instructed by the Employer's Agent and in accordance with the further provisions of the relevant sections of Part B of the Project Specifications.

Subject to considerations of occupational health and safety, and subject to the nature of the in-situ materials being such that they can be excavated efficiently by hand, the portions of the Works to be carried out under supervision using labour-intensive construction methods, designated as LI items in the bill of quantities, include, but are not limited to, the following:

- Erection of the contractor's and engineer's site establishment facilities;
- Provision of domestic services at the site establishment facilities;
- Provision of flagmen and labour for erecting traffic accommodation facilities; ■ Clearing and maintenance of the Site;
- Excavation for structures and open drains up to 1,5 m deep where the depth of the water table permits such excavation to be carried out safely, and the subsequent backfilling thereof;
- Bedding, selected fill, backfilling and compaction of all trenches for prefabricated culverts irrespective of depth, but assisted by mechanical compaction equipment in order to achieve the specified densities. ■
- Mixing and placing of concrete for minor drainage structures and road furniture structures;
- Mixing and placing of concrete for concrete edge beams at gravel road access points;

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- Construction of all brickwork required for drainage structures and manholes;
  - Erection of falsework and formwork;
  - Fixing of reinforcement;
  - Spreading of offloaded earthworks materials to the extent scheduled;
  - Spreading of offloaded layer works materials to the extent scheduled;
  - Excavation for and construction of stone pitching, and subsequent backfilling;
  - Excavation for and construction of gabion boxes and mattresses, and subsequent backfilling;
- Dismantling / erection of fences;
- Excavation and subsequent backfilling for guardrail;  
Dismantling / erection of guardrail;  
Excavation and subsequent backfilling for road signs;
  - Dismantling / erection of road signs;  
Spreading of topsoil;
  - Planting of grass cuttings, grass sodding and hand sowing of grass seeds; and ■ Cleaning and tidying up of the Site.

In respect of those portions of the Works which are not listed above, the construction methods adopted and the plant utilized shall be at the discretion of the Contractor, provided always that the construction methods adopted and the plant utilized by the Contractor are appropriate in respect of the nature of the Works to be executed and the standards to be achieved in terms of the Contract.

**1.6 Testing of materials**

The Contractor shall carry out the required process control testing as specified in terms of the COLTO standard specifications.

The Contractor is to ensure all the required process control test results are forwarded to the Engineer for approval.

**1.7 Power supply and other services**

The Contractor shall make his own arrangements concerning the supply of electrical power and all other services. No direct payment shall be made for the provision of electrical and other services. The cost thereof shall be deemed to be included in the rates and amounts tendered for the various items of work for which these services are required.

**1.8 Contractor's campsite**

Possible locations for a campsite shall be pointed out at the clarification meeting.

The Contractor shall make his own arrangements for the provision of his campsite and housing for construction personnel but the chosen site shall be subject to the approval of the Engineer, the local authorities and the CLO associated with the project.

The standard of the Contractor's camp, offices, accommodation, ablution, and other facilities must comply with the requirements of all local authority, environmental and industrial regulations concerned. In establishing and maintaining his campsite, due cognisance is to be taken of the requirements of clause B1 233 of these Project Specifications.

The Contractor is to fully familiarise himself with all local by-laws and Government regulations for the employment, transport and accommodation of labour on site.

Security will be required for all plant, establishment, temporary works and partially completed works. The Contractor shall be responsible for providing security for all plant, establishment, temporary works and

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partially completed works. No separate payment shall be made for the provision of such security since full compensation for these costs shall be deemed to be included in the amount tendered for item 13.01 (c) (The contractor's general obligations: Time-related obligations).

**1.9 Additional requirements for construction activities**

The travelling public shall have the right of way on public roads, and the Contractor shall make use of approved methods to control the movement of his equipment and vehicles so as not to constitute a hazard on the road.

The Contractor's tendered rates shall include full compensation for all costs which may arise from the construction and maintenance of deviations and construction under traffic. No claim for additional costs which may arise from these methods of traffic accommodation and no additional payment owing to inconvenience as a result of the Contractor's method of working shall be considered.

**1.10 Construction programme**

The construction programme is to be submitted to the Engineer for approval within 7 days of the Site Handover meeting.

The construction programme must show the following information:

- Baseline dates (start date/finish date/duration of all activities);
- Non-working days (Sundays/public holidays/contractor long weekends);
- Critical path;

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**2. PROJECT SPECIFICATIONS**

**PART B: AMENDMENTS TO THE STANDARD SPECIFICATIONS**

**PROJECT SPECIFICATIONS RELATING TO THE STANDARD SPECIFICATIONS AND OTHER ADDITIONAL SPECIFICATIONS**

In certain clauses in the COLTO Standard Specifications, allowance is made for a choice to be specified in the Project Specifications between alternative materials or methods of construction, and for additional requirements to be specified to suit a particular contract. Details of such alternatives or additional requirements applicable to this Contract are contained in this part of the Project Specifications. It also contains the necessary additional specifications required for this Contract.

The clauses and payment items dealt with in this part of the Project Specifications are numbered 'B' with a number corresponding to the relevant clause or item number in the COLTO Standard Specifications.

New clauses and payment items not covered by clauses or items in the COLTO Standard Specifications have been included here and have also been designated with the prefix 'B'. Such clauses and items have been given a new number following upon the last number used in the particular section referred to in the COLTO Standard Specifications.

**SECTION 1100: DEFINITIONS AND TERMS**

**Bi15 GENERAL CONDITIONS OF CONTRACT**

Replace clause 1115 with the following:

"The General Conditions of Contract for Construction Works New edition 2015 published by the South African Institution of Civil Engineering (SAICE), together with the Special Conditions of Contract form part of the contract.

All references in the COLTO Standard Specifications for Road and Bridge Works are to the COLTO General Conditions of Contract for Road and Bridge Works for State Road Authorities. Consequently, all references in the COLTO Standard Specifications have to be amended accordingly to reflect the appropriate General Conditions of Contract relevant to the Contract. The COLTO Standard Specifications have been scrutinized and the clauses, which refer to the COLTO General Conditions of Contract, identified. Each COLTO clause reference is tabulated in Table Bi 115 below (context of reference is also given) together with the relevant equivalent clause in the SAICE General Conditions of Contract for Construction Works New edition 2015 applicable for this contract.

Whereas every effort has been made to include all of the affected clauses in the table, there may be some omissions. In every case, however, the SAICE General Conditions of Contract for Construction Works New edition 2015 reference, as amended by the Special Conditions of Contract in the Contract Data, shall

apply and the Contractor shall be responsible for interpretation of the equivalent clause.

**TABLE Bi115: REFERENCES IN COLTO STANDARD SPECIFICATIONS TO THE COLTO GENERAL CONDITIONS OF CONTRACT AND RELEVANT SAICE GENERAL CONDITIONS OF CONTRACT FOR CONSTRUCTION WORKS 1<sup>st</sup> EDITION 2004**

<b>COLTO Standard Specification</b>	<b>COLTO General Conditions of Contract 1998</b>	<b>SAICE General Conditions of Contract for</b>
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**PROVISION OF PLANT FOR WINNIE MADIKIZELA MANDELA MUNICIPALITY FOR A PERIOD OF 18 MONTHS**

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1 201 (e)	1200-5	52:		29 & 49:	
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1210	1200-5	54:		51:	
		54(1 )		51.1	
		54(2)	Certificate of practical completion	51.2	Certificate of Practical Completion
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1212(1)	1200-7	49:		46:	
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1303	1300-2	12 & 45:		10 & 42:	
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**SECTION 1200: GENERAL REQUIREMENTS AND PROVISIONS**

**B1202 SERVICES**

A provisional sum is included in the Schedule of Quantities to cover the costs of relocating the known services. This provisional sum shall be used to effect payments for the services relocation work carried out by the subcontractor selected by the Contractor in consultation with the Employer for this purpose."

**B1205 WORKMANSHIP AND QUALITY CONTROL**

Add the following paragraph to the end of clause 1205:

"Testing for quality control shall be conducted in accordance with the requirements of Section 8200 for Quality Control (Scheme 1)."

**B1206 THE SETTING-OUT OF WORK AND PROTECTION OF BEACONS**

Delete the first paragraph of clause 1206 in its entirety and replace it with the following:

"The contractor shall comply with all legal provisions in regard to surveying and setting out work."

**B1201 PAYMENT**

(a) Contract rates

Add the following new paragraph at the end of subclause B1201(a):

"All rates tendered are to be exclusive of VAT."

**B1215 EXTENSION OF TIME RESULTING FROM ABNORMAL RAINFALL**

**1. EXTENSION OF TIME DUE TO ABNORMAL RAINFALL**

**A12.1** Extension of time in respect of delays resulting from wet climatic conditions on the Site will only be considered in respect of abnormally wet climatic conditions and shall be determined for each calendar month or part thereof, in accordance with the formula given below:

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Rain (mm)	108	112	122	57	53	25	36	40	67	95	113	93
Rainy Days	14.6	12.7	12.8	8.4	6.1	4.0	4.5	6.4	9.9	13.5	14.9	13.7
Max °C	29.5	28.9	29.3	29.3	27.8	28.5	28.7	28.0	26.3	26.5	28.0	34.8
Min °C												

$$V = (Nw - Nn) + (Rw - Rn)/X$$

in which formula the symbols shall have the following meanings:

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V = Potential extension of time in calendar days for the calendar month under consideration:

If V is negative and its absolute value exceeds Nn, then V shall be taken as equal to minus Nn.

When the value of V for any month exceeds the number of days in the particular month, V will be the number of days in the month.

Nw = Actual number of days in the calendar month under consideration on which a rainfall of Y mm or more was recorded on the Site

Nn = Average number of days, derived from existing records of rainfall in the region of the Site, on which a rainfall of Y mm or more was recorded for the calendar month

Rw = Actual rainfall in mm recorded on the Site in an approved rain gauge for the calendar month under consideration

Rn = Average rainfall in mm for the calendar month, derived from existing records of rainfall in the region of the Site

The factor (Nw - Nn) shall be deemed to be a fair allowance for variations from the average number of days during which the rainfall exceeds Y mm.

The factor (Rw - Rn)/X shall be deemed to be a fair allowance for variations from the average number of days during which the rainfall did not exceed Y mm but wet conditions prevented or disrupted work.

**A12.2** The rainfall records at the nearest rainfall station within Xhorha shall be used and the monthly averages (Rn and Nn) for this period shall, for the purposes of this Contract be taken as normal and as the values to be substituted for Rn and Nn in the formula above. The values of X and Y shall be 20 and 10 respectively.

The potential extension of time V shall be calculated for each month and year of the period concerned. The values of V shall be obtained by applying the rainfall and using the actual rainfall figures and the calculated values of Rn and Nn.

**A12.3** The Contractor shall, at his own cost, provide and erect on the Site at a location approved by the Engineer, an approved rain gauge, which shall be fenced off in a manner which will prevent any undue interference by workmen and others. The Contractor shall, at his own cost, arrange for the reading of the rain gauge on a daily basis for the duration of the Contract. The gauge readings, as well as the date and time at which the reading was taken shall be recorded in a separate record book provided by the Contractor for this purpose. All entries in the rainfall record books shall be signed by the person taking the reading and the gauge shall be properly emptied immediately after each reading has been taken. If required by the Engineer, the Engineer shall be entitled to witness the reading of the gauge.

**A12.4** The Contractor's claims in terms of Conditions of Contract. The Contractor's monthly claim shall be accompanied by a copy of the signed daily rainfall readings for the applicable month.

**A12.5** The extent of any extension of time which may be granted to the Contractor in respect of wet climatic conditions (whether normal or abnormal) shall be determined as the algebraic sum of the "V" values for each month between the Commencement Date and the Due Completion Date of the Contract, calculated in accordance with subclause A12.1 above; provided always that

a. rainfall occurring within the period of the Contractor's December shut-down period (referred to in Conditions of Contract) shall not be taken into account in the calculation of the monthly "V" values;

(b) rainfall occurring during any period during which the Contractor was delayed due to reasons other than wet climatic conditions on the Site, and for which delay an extension of time is granted by the Engineer, shall not be taken into account in the calculation of the monthly "V" values;

(c) if the algebraic sum of the "V" values for each month is negative, the time for completion will not be reduced on account of subnormal rainfall, and

(d) where rainfall is recorded only for part of a month, the "V" value shall be calculated for that part of the month using pro rata values for Nn and Rn.

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**A12.6** The Engineer shall, simultaneous with granting any extension of time in terms of this clause, revise the Due Completion Date of the Contract to reflect an extension of time having been granted in respect of wet climatic conditions, to the extent of the algebraic sum of all the "V" values for all the preceding months of the Contract, less the aggregate of the "Nn" values for the remaining (unexpired) months of the Contract (viz less aggregate of the potential maximum negative "V" values for the remaining Contract Period). Thus, provided that where such period is negative, the Due Completion Date shall not be revised.

**A12.7** Any extension of time in respect of wet climatic conditions granted in terms of this clause shall not be deemed to take into account delays experienced by the Contractor in repairing or reinstating damage to or physical loss of the Works arising from the occurrence of abnormal climatic conditions. Extension of time in respect of any such repairs or reinstatement regarding damage shall be the subject of a separate application for extension of time in accordance with the provisions of Clause 30 of the Conditions of Contract.

Add the following to the end of Method (ii):

"The value of "n" working days expected delay caused by normal rainy weather as referred to in Method (ii) shall be as given in Table BI 215 below for each respective calendar month of any year:

Table B1215

Monthly average precipitation in Bizana, Eastern Cape, South Africa

Bizana usually has the most precipitation in January, February and December, with an average of 20 rainy days and 160 mm (6.3 inches) of precipitation per month. The driest months in Bizana are May, June and July. On average, 24 mm (0.9 inches) of precipitation falls during these months.

Monthly average precipitation and precipitation days in Bizana, Eastern Cape, South Africa. Generated using Copernicus Climate Change Service information. Data for period from January 2017 to January 2022.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Average precipitation mm (inches)</b>	141 (5.6)	177 (7.0)	128 (5.1)	109 (4.3)	39 (1.5)	23 (0.9)	8 (0.3)	43 (1.7)	52 (2.1)	103 (4.1)	134 (5.3)	163 (6.4)
<b>Average precipitation days (≥ 1 mm)</b>	17	20	17	13	5	3	2	9	10	13	19	23

\*\*\* Includes the whole month of December / January.

Each "n"-value in Table B1215 applies only to the calendar month immediately to the left of the number, and the "n"-values as specified shall not be taken as being carried forward so as to accumulate over the contract period. If no abnormal rainfall occurs during a particular calendar month in a particular year, then no extension of time for abnormal rainfall shall be granted with respect to that calendar month for that year, and no further consideration shall be given to that "n"-value in respect of that year.

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Similarly, if the "n" working days expected delay caused by normal rainy weather during a particular calendar month in a particular year (for which the Contractor shall have made provision in his programme of work in accordance with Method (ii)) are not taken up (either in whole or in part) by standing time due to normal rainy weather during that month of that year, then no further consideration shall be given to those "n" working days (or portion thereof), which effectively have been gained, when any subsequent extension of time claims which may arise later during the contract period are assessed by the Employer."

**B1219 WATER**

The Contractor shall note that the necessary permission must be obtained from the Department of Water Affairs for the abstraction of water from streams and rivers."

**B1224 THE HANDING-OVER OF THE ROAD RESERVE**

(a) The Contractor shall be required to accommodate service owners and other contractors working on the services relocation and maintenance in the execution of their duties."

**B1229 SABS CEMENT SPECIFICATIONS**

Add the following paragraphs to the end of clause 1229:

"All cement used on this contract shall comply with SANS 50197-1: Cement Part 1: Composition, specifications and conformity criteria for common cements.

Where reference is made in these Project Specifications or in the COLTO Standard Specifications to the former SABS cement specifications (e.g., SABS 471, SABS 626, SABS 831, SABS 1491), such reference shall be replaced with the new specification:

$V=(Nw-Nn)+((Rw-Rn)/x)$
V = Extension of time in calendar days for the calendar month under consideration
Nw = Actual number of days during the calendar month on which a rainfall of 10mm or more has been recorded
Nn = Average number of days for the calendar month on which a rainfall of 10mm or more has been recorded, as derived from existing rainfall records
Rw = Actual total rainfall in mm for the calendar month under consideration
Rn = Average rainfall for the calendar month as derived from existing rainfall records

- SANS 50197-1: Cement Part 1: Composition, specifications and conformity criteria for common cements.

The blending of cements on site shall not be permitted."

**B1230 COMMUNITY LIAISON**

(a) Project Liaison Committee

The process of implementing infrastructure projects will be undertaken by means of structured engagement between those responsible for the delivery of the project and the community.

A Project Liaison Committee (PLC) is a vital means of communication between the parties involved with the project. A PLC may be formed if the project is such that a specific community can be identified.

The PLC comprises representatives of the employer, the engineer and formal structures within the community. The contractor shall make use of these communication channels, and shall appoint from

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amongst his site personnel a responsible person to participate in the affairs of the PLC, and this representative shall also attend the monthly PLC meetings when so requested.

The PLC shall meet at least once every month until such time as it is of the opinion that it could fulfil its tasks by meeting less frequently.

The PLC deals with local labour on the project, and is tasked with:

- assisting with community liaison and the resolution of community disputes;
- devising fair and transparent procedures that will assist the contractor in the engagement of labour;
- advising on and monitoring labour issues; and
- assisting in the resolution of labour disputes.

All labour recruitment, employment and associated risks shall remain the sole responsibility of the contractor.

**(b) Community Liaison Officer (CLO)**

The contractor, after consultation with the Project Liaison Committee (PLC), shall appoint a competent local person as a Community Liaison Officer (CLO). The contractor shall appoint the CLO as part of his site personnel, and shall direct all his liaison efforts with the local community through the appointed CLO.

The period of employment and the remuneration of the CLO shall be determined jointly by the contractor, the engineer and the employer.

The CLO shall:

- (i) represent the community and assist the contractor, the engineer and the employer with communication between them and the community;
- (ii) work an 8-hour day with a total of 40 hours worked per week, and shall be present on site each day except when performing off-site community liaison activities;
- (iii) communicate daily with the contractor on labour related issues such as numbers and skill;
- (iv) assist in the identification and screening of local labourers from the community in accordance with the contractor's requirements;
- (v) inform local labour of their conditions of employment, including their period of employment;
- (vi) attend disciplinary proceedings involving local labour, and ensure that hearings are fair and reasonable;
- (vii) attend all meetings at which the community and/or local labour are present or are required to be represented;
- (viii) attend monthly site meetings to report on community and local labour matters;
- (ix) keep a daily written record of interviews and community liaison;
- (x) submit monthly returns regarding community liaison; and
- (xi) carry out all such other duties as agreed upon between all parties concerned.

A new pay item is included in section 1200 of the schedule of quantities relating to the payment of the CLO on a provisional sum basis. Payment under this item shall be made only for the period for which the duties of the CLO are required, and not necessarily for the full duration of the contract.

**B1231 COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993**

All labour employed on the site shall be covered by the Compensation for Occupational Injuries and Diseases Act, 1993, as amended. The Contractor shall pay in full, including the payment of the necessary

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levies, such amounts as are due in terms of the Act. The manner in which compensation in terms of this Act shall be handled shall be resolved by the Contractor at the commencement of the contract.

**B1232 COMPLIANCE WITH THE ROAD TRAFFIC ACT**

When a service necessitates vehicles or plant travelling or working on a public road, the following shall apply:

- The vehicles and plant shall be licensed in terms of the National Road Traffic Act 1996 (Act No. 93 of 1996) as amended.
- Every driver and operator of a vehicle or an item of plant shall be in possession of a valid permit in respect of the class of vehicle or item of plant he / she is driving or operating.

The Contractor shall provide, erect and maintain sufficient road signs, barricades, fencing and guarding as may be necessary or required by the Engineer or by any act, regulation or statutory authority in order to minimise the danger and inconvenience caused to vehicle and pedestrian traffic. The Contractor by accepting this contract shall be deemed to have indemnified the Employer and the Engineer against any claims, damages and / or costs that may arise in this regard.

**81233 ENVIRONMENTAL IMPACT CONTROL**

In addition to aspects of the design which are intended to avoid or reduce environmental impact, and in addition to normal good construction practice expected of the Contractor, the following requirements shall also be observed:

- (a) The Contractor shall comply with the requirements of Part C: Environmental Management Specification contained in section C3.3 Particular Specifications.
- (b) Clearing shall be limited to the road prism and, where applicable, to detours, which shall be sited in consultation with the Engineer and the local communities.
- (c) No littering by construction workers shall be allowed. A refuse control system shall be established for the collection and removal of refuse to the satisfaction of the Engineer.
- (d) Adequate provision shall be made for temporary toilet requirements in construction areas. Use of the veld for this purpose shall not be allowed under any circumstances.
- e Streams, rivers and dams shall be protected from direct or indirect spillage of pollutants, such as refuse, garbage, cement, concrete, sewage, chemicals, fuels, oils, aggregate tailings, wash water, organic materials and bituminous products. In the event of spillage, prompt action shall be taken to clear the affected area. Emergency measures in the event of spillage shall be set out and the responsible person shall be made aware of the required action. The construction of temporary and / or permanent dams shall be done with the necessary approvals from the Department of Water Affairs and Forestry and the Department of Environmental Affairs and Tourism.

Bituminous and / or other hazardous products shall not be spoiled on site and shall only be disposed of at licensed authorised disposal facilities.

(g) Provision shall be made to prevent excessive erosion and siltation throughout the Contract and in particular on adjacent land. Should excessive erosion and / or siltation take place outside the road reserve as a direct result of the Contractor's construction activities, the Contractor shall be responsible for making good the erosion / siltation to the satisfaction of the landowner and the Engineer. (h) Invader species of plants shall be controlled.

(i) Dust and noise pollution shall be restricted to acceptable levels.

No separate payment shall be made for observing these requirements as such payment shall be deemed to be included in the amount tendered for item 13.01 (c) (The contractor's general obligations: Time-related obligations). Any avoidable non-compliance with these requirements shall be considered sufficient grounds

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for withholding payment of part or all of the amounts to be paid for the above item in order to pay for the repairs to any damages.

**B1234 MEASUREMENT AND PAYMENT**

Item		Unit
B12.02	Relocation and modifications of services	
(a)	Provisional sum for existing services to be relocated and / or protected during construction provisional sum	
(b)	Handling cost and profit in respect of sub-item B12.02(a) above percentage (%)	

Expenditure under this item shall be made in accordance with clause 45 of the General Conditions of Contract 2015.

The tendered percentage is a percentage of the amount of expenditure approved by the Engineer under subitem B12.02(a), and shall include full compensation for the handling costs of the Contractor and the profit in connection with the relocation and / or protection of the relevant services, and is not to exceed 10% of item B12.02(a)

**SECTION 1300: CONTRACTOR'S ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS**

**B1302 GENERAL REQUIREMENTS**

- (c) Legal and contractual requirements and responsibility to the public

Add the following paragraph to the end of sub-clause 1302(c):

"The Contractor's general obligations shall also include the training of temporary labour, the management of labour enhanced work and ABEs, the application of the Compensation for Occupational Injuries and Diseases Act, 1993, and compliance with the requirements of Part C: Environmental Management Specification and Part E: OHSA 1993 Safety Specification contained in section C3.3 Particular Specifications."

The Requirements of the Expanded Public Works Programme (EPWP) contains requirements for employment and training in terms of the National Youth Service (NYS) programme, where applicable various pay items related to these requirements are included. However, to the extent that any costs relating to the requirements are not covered by the pay items in that section, the Contractor shall include for such costs in the existing pay item B13.01 in section 1300.

**B1303 PAYMENT**

Add the following at the start of clause 1303:

"All references in clause 1303 to the final value of the work increasing or decreasing by "twenty (20) per cent" in terms of the COLTO general conditions of contract shall be read as increasing or decreasing by "fifteen (15) per cent" in terms of the General Conditions of Contract 2015.

Separate provision has been made in the Schedule of Quantities for the pricing of the Contractor's general obligations with regard to Health and Safety.

Refer to the second sentence of the fourth last paragraph of Clause 1303, page 1300-2 of the COLTO Standard Specifications and delete the words "from the date on which the contractor has received the letter

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of acceptance in terms of Clause 12 of the General Conditions of Contract" and replace these words with the following:

"from the Commencement Date in terms of Clause 10.1 of the General Conditions of Contract (2015),"

Add the following at the end of clause 1303:

"The amount payable to the Contractor for time-related obligations arising from extensions of time granted by the Employer, where the Contractor is fairly entitled to such compensation in terms of clause 45.2 of the General Conditions of Contract 2015, shall be calculated as follows:

- (i) The Contractor shall apply for the extension of time in terms of the number of working days delay incurred.
- (ii) The number of working days extension of time finally granted shall then be added to the contract by the Employer, commencing on the first working day after the day of the original completion date. Special non-working days as defined in the contract data shall not be counted as working days in calculating the extended completion date.
- (iii) The number of calendar days extension of time granted from the original completion date to the extended completion date as calculated in (ii) above shall then be calculated, commencing on the first calendar day after the day of the original completion date.

The following formula shall then be used to calculate the number of months extension of time granted:

No. of months extension of time granted

$$= \text{[(No. of calendar days extension of time granted / 365)]} \times 12$$

- (iv) The number of months extension of time granted calculated as in (iii) above shall be the number of additional months measured for payment for time-related obligations under item 1 3.01 (c) as a result of the extensions of time granted.

**Note:** The number of months extension of time granted calculated as in (iii) above shall also be included in the measurement of any other items scheduled under Sections 1300, 1400, 1500 or elsewhere in the Schedule of Quantities that involve the unit of measurement "month" and that were provided on site for the full duration of the extended period. Where such items were provided for a portion of the extended period only, a pro rata payment shall be made, based on the number of calendar days the item was provided on site after the original completion date divided by the number of calendar days as calculated in (iii) above for the extension of time granted."

Add the following new pay items at the end of clause 1303: Item Unit

B13.02	Community Liaison officer (CLO)	
(a)	Provisional sum for the services of a locally employed person to perform the duties of a CLO, paid on a monthly basis	provisional sum
(b)	Handling cost and profit in respect of sub-item BI 3.02(a) above	percentage (%)

Expenditure under this item shall be made in accordance with clause 45 of the General Conditions of Contract 2015.

The tendered percentage is a percentage of the amount of expenditure approved by the Engineer under subitem BI 3.02(a), and shall include full compensation for the handling costs for administration and profit, and is not to exceed 10% of item B13.02(a).

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<b>Item</b>	<b>Unit</b>
B13.03      On Site Non - Accredited Training Handling cost and profit in respect of sub-item BI 3.03(a) above percentage (%)	

The tendered percentage is a percentage of the amount of expenditure approved by the Engineer under subitem B13.03(a), and shall include full compensation for the handling costs for administration and profit, and is not to exceed 10% of item B13.03(a).

<b>Item</b>	<b>Unit</b>
B13.04      Construction Boards	
(a)            Contract signboards are to be erected at each site.      P C Sum	
The tendered rate shall include full compensation for providing and erecting each contract signboard complete (refer to the typical signboard face detail shown in Section C4.2), including for timber poles and fixings, excavation and backfill, and for dismantling and removing the signboard structures and reinstating the signboard area on completion."	
(b)            Handling cost and profit in respect of sub-item BI 3.04(a) above percentage (%)	

Expenditure under this item shall be made in accordance with clause 52 of the General Conditions of Contract 2015.

The tendered percentage is a percentage of the amount of expenditure approved by the Engineer under subitem BI 3.04(a), and shall include full compensation for the handling costs for administration and profit, and is not to exceed 10% of item BI 3.04(a).

<b>Item</b>	<b>Unit</b>
B13.05      Contractors General Obligations in terms of Part C of the project specifications	
(a)            Fixed obligations lump sum	
(i)      Preparation of risk assessments, safe work procedures, the project H & S file, the H & S plan and any other H & S matters that the Contractor deems necessary	
(b)            Time related obligations month	
(ii)     Updating and amending the risk assessments, the safe work procedures, the project H & S file and the H & S plan, and for full compliance with all H & S matters during the construction of the Works under the contract	

Payment of the lump sums tendered under sub-items BI 3.05(a) and the rate per month for sub-item BI 3.05(b) shall, for the two sub-items together, include full compensation for all the Contractor's costs in respect of compliance with the OHS Act and Construction Regulations.

Payment of each of the lump sums tendered under sub-items BI 3.05(a) shall be made in three instalments

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as specified for the payment of the lump sum tendered under sub-item 13.01 (a).

The tendered rate for sub-item B13.05(b) shall be paid as specified for the payment of the tendered rate for sub-item 13.01 (c).

<b>Item</b>	<b>Unit</b>
B13.06 Supply protective clothing for site staff	PC Sum
a) Safety boots	
b) Safety vests	
c) Gloves for concrete work	
d) Overalls	

The amount is an estimated cost to provide for items (a), (b), (c) and (d) for personnel protective equipment for construction purposes, for compliance with the OH & Safety Act.

Expenditure under this item shall be made in accordance with clause 52 of the General Conditions of Contract 2015.

The tendered percentage is a percentage of the amount of expenditure approved by the Engineer under subitem B13.06, and shall include full compensation for the handling costs for administration and profit, and is not to exceed 10% of item B13.06.

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**SECTION 1400: HOUSING, OFFICES AND LABORATORY, FOR THE ENGINEERS SITE PERSONNEL**

**B1411 PROVISION OF PROFESSIONAL SITE SECURITY FOR ENGINEERS OFFICES AND PROPERTY**

Expenditure under this item shall be made in accordance with clause 52 of the General Conditions of Contract 2015.

The tendered percentage is a percentage of the amount of expenditure approved by the Engineer under subitem B14.11, and shall include full compensation for the handling costs for administration and profit, and is not to exceed 10% of item B14.1 1 .

**SECTION 1500: ACCOMMODATION OF TRAFFIC**

**B1501 SCOPE**

Add the following to the end of clause 1501:

"Throughout the course of the contract the Contractor shall ensure that the works do not prevent service owners or the Employer's other contractors from gaining access through the site.

The Contractor shall be required to accommodate traffic in the vicinity of the points at which he accesses the site from the existing road network. All movements of the Contractor's plant to and from the existing access road at these intersections shall be strictly controlled by means of appropriate signage, delineators, stop / go facilities and flagmen.

**B1502 GENERAL REQUIREMENTS**

Add the following new sub-clause to the end of clause 1502:

**Public traffic**

The Contractor must plan and conduct his activities so as to bring about the least possible disruption to the traffic on the existing roads. In all dealings with the public the Contractor shall bear in mind the public's right to enjoy the use of the road, and the Employer's desire to interfere as little as possible with this right. At all points of contact with the public, the Contractor shall deal with deliberate courtesy and understanding in any discussions or disputes."

**B1503 TEMPORARY TRAFFIC-CONTROL FACILITIES**

Replace the first sentence of the first paragraph of Clause 1503 with the following:

"The Contractor shall provide, erect and maintain the necessary traffic-control devices, road signs, channelisation devices, barricades, warning devices and road markings (hereinafter referred to as traffic control facilities) in accordance with these project specifications and as shown on the drawings and in the South African Road Traffic Signs Manual in conjunction with the latest edition of Road Signs Note No. 13 Roadworks, and shall remove them when no longer required.

The Contractor shall replace at his own cost any traffic-control facilities that have been damaged, lost or stolen. The Contractor shall also remove all bituminous or other foreign material from the traffic-control facilities in order to keep them clean and visible at all times. Traffic-control facilities that can no longer be cleaned effectively shall be replaced with new ones at the cost of the Contractor."

Replace the first sentence of the third paragraph of clause 1503 with the following:

"The type of construction, spacing and placement of traffic-control facilities shall be in accordance with the latest edition of Road Signs Note No. 13 - Roadworks, these project specifications, the drawings and the South African Road Traffic Signs Manual.

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## **TRAFFIC CONTROL**

The details shown for spacing and placement of traffic-control facilities may, however, be revised at the discretion of the Engineer where deemed necessary to accommodate local site geometry and traffic conditions."

**(a) Traffic-control devices**

Add the following new paragraph after the end of the second paragraph of subclause 1 503(a):

"The reduction of the road width to a single lane carrying one-way traffic and controlled by "Stop / Go" boards shall be allowed only during daylight hours in clear weather conditions when work is actively taking place on the road, and such reduction of the road width shall always be accompanied by sufficient on-going watering to keep the dust down at all times on any trafficked gravel surfaces in order to maintain good visibility along the deviation. At least two lanes carrying two-way traffic shall be provided at all other times."

**(b) Road signs and barricades**

Add the following to the end of sub-clause 1503(b):

"The Contractor shall be responsible for the protection and maintenance of all signs, and shall at his own cost replace any that have been damaged, lost or stolen.

The temporary road signs required for this contract shall generally be mounted on poles installed in the ground. Where temporary signs such as delineators are mounted on portable supports, the only permitted method of ballasting such sign supports shall consist of durable sandbags filled with sand of adequate mass to prevent the signs from being blown over by wind. The cost of the sandbags shall be included in the tendered rates for the applicable types of temporary road signs.

The traffic-control devices, temporary signs and devices required in the contract are those designated in Road Signs Note No.13 - Roadworks.

No work may proceed on any section where accommodation of traffic is required until such time as the relevant requirements with regard to signposting are met and the written approval of the Engineer has been obtained. The Contractor shall keep sufficient surplus signs, delineators and barricades on the site to allow for the replacement of damaged or missing items immediately upon discovery, or within three hours of instructions to such effect having been given by the Engineer. Delineators shall be of the flexible plastic / rubber reversible variety and not of the rigid metal variety."

**(c) Channelization devices and barricades**

Add the following paragraphs at the end of sub-clause 1503(c):

"Delineators shall be manufactured from plastic / rubber materials and shall be adequately ballasted with sand bags to prevent the signs from being blown over by wind or wind turbulence from moving traffic.

Traffic cones shall be manufactured from fluorescent orange or red plastic material, and shall be used only at short term lane deviations during daylight hours. All traffic cones used on deviations shall be 750mm high. Lane closures which continue into the night time shall be demarcated by delineators only.

The use of steel drums as channelization devices shall not be allowed on this Contract. Channelization shall be effected by the use of delineators or cones as detailed in Road Signs Note No. 13 - Roadworks."

**(e) Warning devices**

Add the following to sub-clause 1503(e):

"All construction vehicles and plant used on the works shall be equipped with 200mm diameter rotating amber flashing lights and with "Construction Vehicle" warning signs. All vehicles and plant shall obtain a clearance permit from the Engineer before being allowed onto the site.

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Rotating lights shall have an amber lens of minimum height of 200mm and shall be mounted to ensure clear visibility from all directions. The lights on construction vehicles shall be switched on as the vehicles decelerate to enter a construction area, while construction vehicles are operating within the accommodation of traffic area, and as the vehicles accelerate to the general speed when entering the road from a construction area. Lights on plant shall operate continuously while the plant is working alongside sections of road open to public traffic.

All LDVs and cars operating on site shall also be equipped with rotating amber flashing lights which shall be placed so as to be clearly visible and shall be operated continuously while the vehicles are manoeuvring in or out of traffic or while the vehicles are travelling alongside or parked alongside roads open to public traffic. Rotating lights and the "Construction Vehicle" warning signs on the Contractor's vehicles and plant shall not be paid for separately but shall be included in the rates covering the use of the vehicles.

The Contractor shall apply and maintain to the approval of the Engineer such rotating amber lights and warning signs, together with any temporary mounting brackets. Vehicles and plant that do not comply with these requirements shall be removed from the site." Add the following new subclauses to clause 1503:

(g) Other signs and facilities

The Engineer may instruct the Contractor to provide any other road sign, reflective tape, etc. not measured in the standard pay items. Such other road signs, reflective tape, etc. shall conform to the requirements of the South African Road Traffic Signs Manual and any other specification provided by the Engineer.

(h) High visibility safety vests and hard hats

The Contractor shall ensure that all his own personnel, excluding those who are permanently office bound, all other construction workers on the site, staff of the Engineer and visitors are equipped with high visibility reflective safety vests and hard hats. High visibility reflective safety vests shall be worn at all times when working on or near to the travelled way and hard hats shall be worn at all times when working on or near to the box culvert and pedestrian bridge construction areas. High visibility reflective safety vests and hard hats shall be kept in good condition and any such safety vests and hard hats that are, in the opinion of the Engineer, ineffective shall be replaced immediately by the Contractor "

**SECTION 1600: OVERHAUL**

**81602 DEFINITIONS**

**Overhaul material**

Add the following to the end of sub-clause 1602(a):

"Overhaul shall not be measured separately for payment for materials obtained from commercial sources, and the rates tendered for such materials shall be fully inclusive of all haul required."

**SECTION PREFABRICATED CULVERTS**

**MEASUREMENT AND PAYMENT**

Item

B22.17 Construct concrete headwalls as per standard drawing No.

The construction of the concrete headwalls shall be as per standard detail-: Refer to standard detail drawing.

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**SECTION 3400: PAVEMENT LAYERS OF GRAVEL MATERIAL**

**MEASUREMENT AND PAYMENT**

Item	Unit
B34.10 Sourcing of a G6 Gravel material from commercial sources	
No overhaul will be allowed for material sourced from a commercial source. The rate shall be assumed to be inclusive of the haulage to the site.	

**SECTION 5600: ROAD SIGNS**

**MEASUREMENT AND PAYMENT**

Item	Unit
<b>856.01 Supply and Install Road signs with treated poles</b>	<b>No</b>
The road signs must comply with the South African Road Traffic Signs Manual. The road signs will be erected as directed by the Engineer.	

Road Sign Type	Dimension	Colour
W 104, W 302, W 308	900 mm Sides	Border-Red Retroreflection Symbol-Black semi-matt Background-White Retroreflective Border-Red Retroreflective
R 201	900 mm diameter	Symbol-Black semi-matt Background-White Retroreflective Border- White Retroreflective
R1	900 mm diameter	Symbol-White Retroreflective Background-Red Retroreflective
W 401 W 402	600 mm x 150 mm	Red Retroreflective on white Retroreflective

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**SECTION 8200: QUALITY CONTROL (SCHEME 1)**

**88201 SCOPE**

Add the following to the end of clause 8201

"Quality Control Scheme 1 shall be applicable to this contract."

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**C3.3 PARTICULAR SPECIFICATIONS**

In addition to the Standard Specifications and the Project Specifications, the following Particular Specifications shall apply to this contract and are bound in hereafter:

- PART C:** ENVIRONMENTAL MANAGEMENT SPECIFICATION.....C56
- PART D:** DAYWORK ..... C60
- PART E:** OHSA 1993 SAFETY SPECIFICATION ..... C68
- PART F:** Requirements of the Expanded Public Works Programme (EPWP) ..... C71

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**C3.3 PARTICULAR SPECIFICATIONS**

**PART C: ENVIRONMENTAL MANAGEMENT SPECIFICATION**  
**ENVIRONMENTAL MANAGEMENT SPECIFICATION**

**EMS.1 General**

In order to ensure that the construction works is carried out in an environmentally sensitive matter, strict compliance to the Environmental Management Plan (EMP) guidelines is required. The purpose of the EMP is to:

- Encourage good management practices through planning and commitment to environmental issues,
- Provide rational and practical environmental guidelines to:
  - .i. Minimise disturbance of the natural environment, ii. Prevent pollution of land, air and water, iii. Prevent soil erosion and facilitate re-vegetation.
- Adopt the best practicable means available to prevent or minimise adverse environmental impact,
- Develop waste management practices based on prevention, minimisation, recycling, treatment or disposal of wastes,
- Train employees and contractors with regard to environmental obligations.

**EMS.2 Training and Induction of Employees**

- The Contractor has a responsibility to ensure that all those people involved in the project are aware of and familiar with the environmental requirements for the project (this includes sub-contractors, casual labour, etc.). The CMP shall be part of the terms of reference for all contractors, sub-contractors and suppliers.

**EMS.3 Complaints Register and Environmental Incident Book**

Any complaints received by the project team from the public will be recorded. The complaint should be brought to the attention of the site manager, who will respond.

The following information must be recorded:

- Time, date and nature of the complaint,
- Type of communication (telephone, letter etc),
- Name, contact address and telephone number of the complainant,
- Response and investigation undertaken and ■ Actions taken and by whom.

All complaints received will be investigated and a response given to the complainant within 14 days.

All environmental incidents occurring on the site will be recorded. The following information will be provided:

- Time, date, location and nature of the incident, ■ Actions taken and by whom.

**EMS.4 Site Cleanliness and Neatness**

- Location of a construction camp is to be approved by the Engineer and is to be restored to its previous condition after completion of construction.
- The construction camp should preferably be fenced with a 1.8m bonnox fence or similar approved.
- All materials, equipment, plant and vehicles must be stored within the construction camp.
- A dedicated area must be made available for construction staff to change and store their

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personal belongings.

**EMS.5 Access**

- Access to existing roads, schools, buildings, shops and residential properties must not be impeded during construction.
- Access roads utilised by the Contractor must be maintained in good condition.

**EMS.6 Borrow Pits**

- Mining authorisations (permits) for borrow pits must be obtained from the Department of Minerals and Energy (DME) in consultation with the Department of Water Affairs and Forestry (DWAF).
- Spoil dumps resulting from borrow pits must not interfere with any natural surface drainage.
- Borrow pits must be rehabilitated after use in accordance with the requirements of DME and DWAF.

**EMS.7 Dust Control / Air Quality**

- Dust suppression measures must be implemented during construction by ensuring that all surfaces prone to dust generation are kept damp (e.g. use of water tanker).
- Ensure that vehicles and equipment are in good working conditions and that emissions are not excessive.
- Special care must be taken in areas where the route passes close to schools and residential areas.
- The speed of construction vehicles must be reduced.

**EMS.8 Fauna** ■ Contractor staff may not chase, catch or kill animals encountered during construction.

**EMS.9 Fire Prevention and Control**

- Smoking is prohibited in the vicinity of flammable substances.
- The contractor must ensure that fire-fighting equipment is available on site, particularly where flammable substances are being stored or used, and that construction staff are aware of where it is kept and how it is operated.
- Fires started for comfort (warmth) are prohibited, due to the risk of veld fires and risk to adjacent property owner's lands.

**EMS.IO Grave Sites**

- Grave sites in close proximity to the road must not be disturbed during construction.

**EMS.II Materials Handling and Spills Management**

Any hazardous materials to be used during construction (e.g. lime, fuel, paint, etc) are to be stored in a designated area at the campsite.

- The storage containers/facilities (including any diesel/petrol tanks) must be placed on an impermeable surface and surrounded by a bund wall, in order to ensure that accidental spillage does not pollute the environment.
- Workers must at all times be made aware of the health and safety risks associated with any hazardous substances used (e.g. smoking near fuel tanks), and must be provided with appropriate protective clothing/equipment in case of spillages or accidents.
- Ensure all staff and contractors undergo relevant training in the maintenance of equipment to prevent the accidental discharge or spill of fuel, oil, lubricants and other chemicals.

Any spill of potentially hazardous materials must be cleaned up immediately (Potentially hazardous materials on site include paint, oil, grease, fuel, turpentine, etc).