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1. Background

Eskom Holdings SOC Ltd intends to procure commercial, business or industrial property located within the Germiston Area (Heriotdale, Wadeville, Alrode), suitable to accommodate Distribution Gauteng Ekurhuleni employees. The property must support operational, administrative, and strategic needs of approximately forty-five (45) employees, offering a secure, compliant, accessible, and functional workspace.

This Scope of Work outlines the technical, functional, legal, and administrative requirements to guide potential owners or registered agents in submitting a compliant tender proposal for the sale of a qualifying office building.

2. OBJECTIVE

The objective of this tender is to acquire a fully compliant, functional, and strategically located commercial office property that meets Eskom's long-term operational needs. The property must:

- Support office operations for 45 + staff.
- Provide adequate space, amenities, and parking.
- Adhere to South African building and regulatory requirements.
- Be ready for occupation or near ready with approved plans.
- Be situated within the preferred Germiston Area (Heriotdale, Wadeville, Alrode).

3. SCOPE OF WORK

This section outlines the requirements that Eskom needs:

3.1 Property Requirements

- Site area: 6000 m² or greater
- Gross Lettable Area (GLA): 3500 m² suitable for structured office usage, warehouse space minimum 3000 m² and office space of 500 m²

3.2 Building Grade

- A structure in excellent condition, requiring minimum repairs or alterations, preferably less than 10 years old.

3.3 Accessibility & Location

- Property must be situated within Germiston Area, Ekurhuleni.
- Must have convenient access to major roads, public transport, and primary routes linking Eskom operational areas.

3.3 Parking Facilities

- Minimum of 70 parking bays (Basement/covered parking, Shade-net parking, open bays or area that can be converted to open bay parking)

3.4 Building Design & Features

The building must include:

- Functional office layouts, meeting rooms, and operational workspaces
- Safe staircases and compliant elevator/lift access if available
- Adequate ventilation, lighting, and HVAC infrastructure
- Universal access features for people living with disabilities (as per SANS 10400 Part S)

3.5 Security & Safety

The premises must:

- Be located in a secure area.
- Including access control systems, CCTV coverage, perimeter security measures or capability.
- Having installed fire detection and suppression systems will be advantageous.
- Include an emergency evacuation plan.
- Meet OHS requirements

3.6 Regulatory and Compliance Requirements

The property must be compliant with the following:

- Municipal & Zoning Compliance
- Zoned for Business / Commercial use
- Compliant land-use rights
- No illegal structures

3.7 Building Regulations

- Compliance with South African National Building Regulations (SANS 10400)
- Clear compliance with:
 - Structural integrity
 - Fire safety (Part T)
 - Universal access (Part S)

3.8 Mandatory Certificates & Documentation

Successful bidders must provide the following prior to transfer:

- Valid Occupancy Certificate
- Electrical Certificate of Compliance (COC)

- Approved building plans/ As built drawings
- Building equipment/ plants maintenance plan

4. QUALITY MANAGEMENT SYSTEM

The bidder must demonstrate the existence and implementation of a Quality Management System that ensures all documentation and property conditions meet prescribed standards. The QMS must include:

- Document control - Property ownership, latest plans, compliance certificates.
- Maintenance history - Proof of continuous upkeep if available.
- Procedure for addressing defects before purchasing when applicable.

5. LANDLORD (OWNER/ REGISTERED AGENT) ROLES AND RESPONSIBILITIES

Bidders shall assume responsibility for:

5.1 Documentation & Compliance

- Providing complete and accurate property documents
- Supplying all compliance and statutory certificates
- Submitting updated municipal accounts and valuations

5.2 Property Availability

- Ensuring that the building is available for inspections
- Ensuring the property is free of legal disputes or restrictions

5.3 Engagement & Communication

- Providing a single authorised representative
- Responding to Eskom queries timeously
- Supporting Eskom's procurement process

5.4 Transfer Readiness

- Ensuring the building meets all compliance requirements before transfer
- Cooperating with conveyancers and legal teams

6. PROJECT METHODOLOGY

The comprehensive approach expected from bidders encompasses the entire process.

Stage 1: Submission of Proposal

- Supply all required documents and property details
- Provide financials including the asking price

Stage 2: Preliminary Evaluation

- Eskom reviews compliance with mandatory criteria
- High-level technical and financial assessment

Stage 3: Site Inspections

- Physical assessment of building and infrastructure
- Verification of documentation against site conditions

Stage 4: Due Diligence

This may include:

- Structural integrity reviews/ Engineering report done by Eskom.
- Review of zoning, servitudes, and land-use rights/ property evaluations report done on behalf of Eskom.

Stage 5: Negotiations & Final Offer

- Eskom may request revised final pricing
- Confirmation of conditions of sale and responsibilities

Stage 6: Property Transfer

- Completion of conveyancing process
- Submission of final compliance documentation
- Signing transfer documents