



a world class African city



City of Johannesburg

Johannesburg Water SOC Ltd

Turbine Hall
65 Ntengi Piliso Street
Newtown
Johannesburg

Johannesburg Water
PO Box 61542
Marshalltown
2107

Tel +27(0) 11 688 1400
Fax +27(0) 11 688 1528

www.johannesburgwater.co.za

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF JOHANNESBURG WATER

**DESCRIPTION: REPLACEMENT OF FENCE AND REPAIR OF DAMAGED GUARD HOUSE AT
JUKSKEI SEWER PUMP STATION**

RFQ NUMBER:

ADVERT DATE: 22/7/2026

CLOSING DATE: 31/7/2026

CLOSING TIME: 12.00 PM

RFQ VALIDITY PERIOD: 60 Days

**TOTAL QUOTATION VALUE MUST BE INCLUSIVE OF ALL APPLICABLE TAXES. NB:
FAILURE TO INCLUDE ALL APPLICABLE TAXES ON QUOTATION WILL LEAD TO
DISQUALIFICATION.**

**SUBMISSION OF QUOTATIONS: SUBMISSIONS MUST BE MADE ON THE E-TENDER PORTAL
(<https://www.etenders.gov.za/>)**

BRIEFING SESSION –

Date: 28/7/2026

Time: 10.00

Venue: Jukeskei Sewer Pump Station – Witkoppen Road - 26.02886 27.97933

Contact Person

Supply Chain Management-

Name: Baxolile Zulu

Tel No.: 011 688 1574

Email address: baxolile.zulu@jwater.co.za

Contact Person

End User Department

Name: Nkosinathi Zitha

Tel no: 011 689 9145/078 595 6655

Email address: Nkosinathi.zitha@jwater.co.za

Name of Bidder:

Total Amount excl. VAT:

VAT Amount:

Total Amount Incl. VAT:

Directors:

Ms Dineo Majavu (Chairperson), Mr Ntshavheni Mukwevho (Chief Executive Officer and Executive Director),

Mr Kgagelo Mahlaba (Chief Financial Officer and Executive Director), Mr Sipho Mthembu, Ms Zandile Meeleso, Mr Pholoso Matjele, Mr Molate Mashifane, Ms Pamela Mabece, Mr Collen Sambo, Mr Makoko Makgonye, Ms Thabiso Kutumela, Mr Kefiloe Mokoena

Ms Kethabile Mabe (Company Secretary)

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THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT OF 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 22, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM. 80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR SPECIFIC GOALS AS PER PPPFA 2022

ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)

- 1. QUOTATIONS MUST BE ON COMPANY LETTERHEADS**
- 2. QUOTATIONS RECEIVED AFTER CLOSING DATE AND TIME WILL NOT BE ACCEPTED.**
- 3. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED**
- 4. TOTAL QUOTATION VALUE TO INCLUDE ALL APPLICABLE TAXES.**
- 5. SUBMIT A COPY OF A VALID BBBEE CERTIFICATE OR SWORN AFFIDAVIT.**
- 6. ENSURE THAT ALL ATTACHED MBD'S ARE DULY COMPLETED AND SIGNED**
- 7. SUBMIT A COPY OF VALID LEASE AGREEMENT OR MUNICIPAL ACCOUNT STATEMENT NOT OLDER THAN 3 MONTHS AND NOT IN AREAS FOR MORE THAN 90 DAYS**
- 8. ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY**

Directors:

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Specification:

NB: Measurements will be verified on site. (Bring measuring tools)

1	Replace the existing fence with the following specifications:
A	Replace the existing collapsed fence with a 2m high concrete palisade fence.
B	Install flat razor wire throughout the installed fence
C	Install 0.5m curved brackets and flat razor at the top of the concrete palisade fence
2	Repair the damaged guardhouse
3	Safety (In line with the SHE spec)
4	Project delivery period

NO.	CRITERIA	YES/NO
1.	Attended compulsory briefing session	
2.	Supplier quoted according to the RFQ specification.	
3.	Contractor to submit at least one valid contactable completion certificate(s) or reference letter(s) on the client's letterhead, where similar project was done successful.	
4.	Contractor must be CIDB GB2 registered (proof of registration to be submitted with quotation)	
	Project delivery period	

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MANDATORY REQUIREMENTS:

- 1.1 Full Completion of the Bill of Quantities (BOQ)/ Specification (where applicable)***
- 1.2 Attendance of compulsory site briefing (where applicable)***
- 1.3 Attachment of datasheet, reference letter, proof of certification, proof of accreditation, functionality requirements (where applicable)***
- 1.4 No RFQ will be considered from persons in the service of the state***
- 1.5 No Bidder who is blacklisted by National Treasury or any National Authority due to non-performance will be considered***
- 1.6 All Quotes should be on PDF (MS WORD, MS EXCEL, PICTURES ARE NOT ALLOWED) and On Company Letterhead***
- 1.7 Submission of a Joint Venture Agreement, where applicable, which has been properly signed by all parties***

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POPIA PRIVACY STATEMENT

Johannesburg Water SOC Limited

In terms of the Protection of Personal Information Act 213 (Act 4 of 2013), also called the POPI Act or POPIA, Johannesburg Water SOC Limited, undertakes all reasonable measures to protect personal information and to keep it private and confidential.

1. Privacy Notice applies to:

Suppliers, vendors, contractors, service providers, etc whether appointed or prospective.

2. Definitions of personal information

According to the Act “personal information” means information relating to an identifiable living, natural person, and where it is applicable, an identifiable, existing juristic person. All addresses including residential, postal and email addresses.

3. About the Public Entity

Johannesburg Water (SOC) Limited, registration number 2000/029271/30

3.1 The information we collect

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

3.2 How Johannesburg Water use your information

We will use your personal information only for the purposes for which it was collected and agreed with you. For example: to gather contact information, to confirm and verify your identity, for the evaluation and adjudication of bids and quotations for tenders, request for quotations, and other personal information for the procurement of goods and services by the Entity.

3.3 Disclosure of information

We may disclose your personal information to our Shareholder, the City of Johannesburg, and other Government agencies such as National Treasury, and the Auditor-General of South Africa. We have agreements in place to ensure that they comply with the privacy requirements as required by the Protection of Personal Information Act.

We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law.
- Where we believe it is necessary to protect our rights.

3.4 Information Security

We are legally obliged to provide adequate protection for the personal information we hold and to stop unauthorised access and use of personal information. We will, on an ongoing basis, continue to review our security controls and related processes to ensure that your personal information remains secure.

When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for is kept secure. We will ensure that anyone with whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to.

3.5 Your rights: Access to Information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at informationofficer@jwater.co.za, and specify what information you require.

3.6 Correction of your personal information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your identification document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate and up to date.

3.7 How to contact us

If you have any queries about this document; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us at the numbers listed on our website or send an email to informationofficer@jwater.co.za.

CONSENT TO PROCESS PERSONAL INFORMATION IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT, NO. 4 OF 2013 (POPIA)

The purpose of the Protection of Personal Information Act, no. 4 of 2013 (POPIA), is to protect personal information of individuals and businesses and to give effect to their right of privacy as provided for in the Constitution. By signing this form, you consent to lawful collection, processing, storage and, where necessary, sharing your personal information by Johannesburg Water SOC Ltd. and consent is effective immediately and will remain effective until such consent is withdrawn in terms of POPIA.

1. I a natural person "herein referred to as the Data Subject" with ID Number hereby give my consent to Johannesburg Water SOC Ltd. "herein referred to as the Responsible Party" to collect, process and distribute my personal information where Johannesburg Water SOC Ltd. is legally required to do so.
2. I understand my right to privacy and the right to have my personal information processed in accordance with the conditions for the lawful processing of personal information.
3. I understand the purposes for which my personal information is required and for which it will be used and consent to third parties accessing my personal information and to Johannesburg Water SOC Ltd. sharing my personal information strictly for reporting purposes.
4. I understand that, should I refuse to provide Johannesburg Water SOC Ltd. with the required consent and/or information, Johannesburg Water SOC Ltd. will be unable to assist me.
5. I declare that all my personal information supplied to Johannesburg Water SOC Ltd. is accurate, up to date, not misleading and that it is complete in all respects and that I will notify Johannesburg Water SOC Ltd. of any changes to my Personal Information should any of these details change.
6. I also understand that I have the right to request that my personal information be corrected or deleted, if it is inaccurate, irrelevant, excessive, out of date, incomplete, misleading, or obtained unlawfully or that the personal information or record be destroyed or deleted if the Responsible Party is no longer authorised to retain it.

Signed at this day of20.....

.....
Signature of data subject/designated person

.....
Full Name/Dept of Responsible Party

.....
Signature

.....
Date

DATA SUBJECT CONSENT WITHDRAWAL FORM
IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT, NO. 4 OF
2013 (POPIA)

CONSENT

Ia natural person "herein referred to as the "Data Subject" with identification number hereby withdraw my consent to process my personal information by Johannesburg Water SOC Ltd (Responsible Party). Therefore, Johannesburg Water SOC Ltd. no longer has my consent to process my personal information for the intended purpose

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

which was previously granted using the DATA SUBJECT CONSENT FORM.

The withdrawal of consent does not affect the lawfulness of the processing activities up to the date on this form.

Details of Data Subject

Name and surname:

Identification number:

Date of Birth:

Residential address:

.....

.....

Contact number(s):

E-mail address:

Relationship to Responsible Party:

Signed at _____ on this _____ day of _____ 20 ____

Signature of Data Subject

Information Officer/Deputy
Johannesburg Water SOC Ltd.



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ADMINISTRATIVE REQUIREMENTS

PLEASE SUPPLY THE FOLLOWING DOCUMENTS TO ENABLE US TO EVALUATE YOUR SUBMISSION:

Returnable Documents	Description	Yes/No
1	Original Valid Tax Clearance Certificate /valid SARS PIN	COMPULSORY
2	A, certified /original/valid, BBBEE certificate /affidavit (Please note that the Sworn Affidavit must be compliant as per B- BBEE Practice Guide 01 of 2018 , NON-COMPLIANT AFFIDAVIT WILL BE SCORED ZERO)	COMPULSORY
3	Municipal rates and taxes (Must not be older than 90 days in arrears in line with regulation 38.	COMPULSORY
4	Signed Declaration of Interest form (MBD 4)	COMPULSORY
5	Declaration of Bidders past supply chain management practices (MBD 8)	COMPULSORY
6	Certificate of Independent Proposal Determination (MBD 9)	COMPULSORY
7	Proof of CSD registration /MAAA Supplier Number	COMPULSORY
8	Preference points claim form in terms of the preferential procurement regulations 2022 (MBD 6.1)	COMPULSORY
9	Company registration documents with ID copies of directors / shareholders.	COMPULSORY

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MBD 3.1

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING,
A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY
POINT**

Name of Bidder..... Bid Number.....

Closing Time

Closing Date.....

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY (QTY)	DESCRIPTION	UNIT PRICE (P)	TOTAL PRICE (QTY*P)
SUB-TOTAL				R
VAT AT 15%				R
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				R
I (full name) _____, in my capacity as _____, the duly authorized representative of _____ (company name) hereby declares that the offer is in				

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accordance with the attached specification, notes to suppliers & accepts all conditions/ clauses contained in the said documents.

Signature of duly authorized representative

Date:

- Required by:
- At:
.....
- Brand and Model
- Country of Origin
.....
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
*Delivery: Firm/Not firm
- Delivery basis

Note: All delivery costs must be included in the bid price for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

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DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
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, shareholder²):
- 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.....
.....

¹MSCM Regulations: "in the service of the state" means to be –

(a) a member of –

- (i) any municipal council.
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces.

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- (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 provincial legislature.

² 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.....

.....

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3.12 Are any of the company's directors, trustees, managers, principal 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:

.....

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

Full Name	Identity Number	State Employee Number

.....

Signature

.....

Date

.....

Capacity

.....

Name of Bidder

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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

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.

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1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS:	20
Total points for Price and SPECIFIC GOALS	100

- 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

- “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.
- “price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- “Rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- “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

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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:

80/20	or	90/10
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$		

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmin = Price of lowest acceptable tender

Directors:

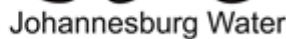
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will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Proof of documents as per spec
SMME (An EME or QSE) 51% or more black owned by Black People	80		Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Qualifying Small Enterprise or Affidavit sworn under oath.

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- (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 partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:
DATE:
ADDRESS:
.....
.....
.....
.....

Directors:

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MBD 8

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.**

Directors:

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4.1	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? (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 <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
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 ☐	No ☐
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 ☐	No ☐
4.3.1	If so, furnish particulars:		

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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 ☐	No ☐
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 ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

Directors:

Ms Dineo Majavu (Chairperson), Mr Ntshavheni Mukwevho (Chief Executive Officer and Executive Director),

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MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ 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).² 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:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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.

Directors:

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Registration Number: 2000/029271/30

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

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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 consortium³ 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.

³ 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.

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MBD 9

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

Directors:

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OCCUPATIONAL HEALTH & SAFETY (OHS) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	Jukskei WWTW
PROJECT DESCR:	Replacement of concrete palisade fence and repair of damaged guard house

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Business Management and Administration	✓ Non-compliance by contractor, non-provision of required mandatory documents	✓ Legal liability	✓ Delay of the project.	Moderate	✓ Directors shall ensure all legal documents are in place. Ensure full compliance with JW specification,
	✓ Use of incompetent workforce	✓ Poor quality of works.	✓ Damages of existing infrastructure	Moderate	✓ Contractor to ensure that all activities are done by competent personnel. ✓ Full time competent supervisor to be always available.
Safety file	✓ Unapproved safety file/ working without safety file	✓ Unsafe work conducted in the client's premises. ✓ Non-adherence to the client's safety requirements.	✓ Injuries, damage to property	High	✓ Compile safety file and submit it to the OHS department for approval. ✓ Ensure all employees are inducted. ✓ Risk Assessment, policies, safe working procedures to be communicated to all the workers. ✓ Ensure all inspection checklist and registers are in place and inspections are done accordingly.
Personnel Safety and Welfare	✓ Potential exposure of unauthorized personnel who can be injured	✓ injury to persons	✓ Public liability	Moderate	✓ Site Hoarding ✓ Security measures (Visible Policing) ✓ Safety Signage ✓ Information / Induction of personnel & visitors

					✓ PPE issue, maintenance and enforcement
Access control/entry and exit	✓ Unauthorised entry to site	✓ Theft ✓ Criminal activities ✓ Injury to public ✓ Vehicle collision	✓ Injuries ✓ Loss of assets ✓ Property damage	Moderate	✓ Mandatory PPE to be used ✓ Conduct induction for employees, visitors and contractors. ✓ Driving with due care & attention ✓ Adherence to site safety signage ✓ Never block access and egress routes with materials and equipment ✓ Site tidiness maintained by cleaning up during work, at end of day and(major) weekly to avoid slips and trips – Clean as you go. ✓ No protruding nails allowed: all such nails must be clawed out or hammered flat so as to foot injuries
Transportation of material to site	✓ Unsafe road conditions ✓ Un-road worthy vehicles ✓ Equipment and material not safely secured. ✓ Incompetent drivers ✓ Driving under the influence of alcohol ✓ Inclement weather ✓ Speeding	✓ Vehicle accidents/collisions	✓ Personal injuries ✓ Property damage ✓ Third party liability	Moderate	✓ Adherence to the speed limit ✓ Only competent/ authorised drivers should operate the vehicle. ✓ Inspection of vehicles ✓ Equipment and material to be properly secured . ✓ Alcohol testing to be done
Offloading of material	✓ Faulty machinery ✓ Poor ergonomics	✓ Hands can be caught in between materials.	✓ Injuries ✓ Back pains	Moderate	✓ The correct PPE must be worn. ✓ Designate the stacking areas and put signs.

	✓ Equipment (suspended load) falling on employees. ✓ Unsafe slings and guide ropes ✓ uneven surface	✓ Obstructed walkways by materials ✓ Unsafe stacking of materials			✓ Stacking and storage inspector must be appointed and in charge
Removal of fence, poles & gates Installation of fence with razor wires	✓ Old Fence	✓ Awkward position	✓ Injury to personnel - Equipment - Damages	High	✓ HSE instructing at the working place before operations commencement / Inspection/certification of lifting equipment. Trained Personnel / Follow procedures. ✓ Fulltime supervision. ✓ Use of proper PPE (Gloves, safety boots, work-suit, goggles)
	✓ Stacking	✓ Poor stacking on the way of site workers	✓ Personnel injuries	High	✓ Designated stacking and storage area to be identified. ✓ Area must be barricaded. ✓ Signage must be in place
	✓ Digging for the poles can damage Underground services.	Damages of underground services ✓	✓ Distraction of the main line Serious incident	High	✓ Safe working procedure to be discussed before operations commencement. ✓ Use of proper PPE ✓ Underground detection before any digging operations. ✓ Fulltime supervision
	✓ Poles, Fence & Gate	✓ awkward position	✓ Injury to personnel - Equipment - Damaged/Dropped	High	✓ Safe working procedure to be discussed before operations commencement. ✓ Fulltime supervision ✓ Use of competent personnel
	✓ Sharp edges (Spikes)	✓ Exposure to sharp edges	✓ Cuts, laceration, puncture	Moderate	✓ Provide and use proper PPE- Safety Boots, Safety Gloves, Helmet, Safety Goggles etc.

					✓ Competent personnel to do the job ✓ Supervision at all times
✓ Heavy Objects	✓ Personnel may underestimate the object	✓ Back injury	Moderate		✓ Provide training in safe manual handling techniques. ✓ where possible, be done by using mechanical equipment to prevent or reduce any potential manual handling hazards. ✓ Wear proper PPE. ✓ Proper job planning and supervision. ✓ Use of correct/proper ergonomic technics when handling precast wall.
✓ Use of tools (Hand tools/ Portable Electrical tools)	✓ Exposure to flying particles. ✓ Defected tools ✓ Lack of competence	✓ Eye injury-Flying particle ✓ Amputations & lacerations-contact with blade ✓ Electric shock	Moderate		✓ Discuss safe working procedures. ✓ Use of competent personnel ✓ Use of suitable PPE for the activity ✓ All tools must be suitable for the activity and in good condition.
✓ Existing Holes	✓ Tripping and falling	✓ Fractures	Moderate		✓ Safe working procedure must be in place. ✓ Pre-start Risk Assessment must be done.
✓ Rubble	✓ Unidentified rubble area. ✓ Lack of knowledge with regards to legal obligations	✓ Pollution of environment ✓ Unauthorised personnel /public ✓ Illegal disposal	Moderate		✓ Rubble area must be demarcated. ✓ The rubble hip should not exceed 1,5 high. ✓ Rubble must be disposed off to the legal dumping site (Proof of disposal must be available).

✓ Use of portable electrical tools	✓ Not following the procedure ✓ Eye penetration ✓ Cuts ✓ Over exposure	✓ Injuries ✓ Property damage ✓ Damaged hearing ✓ Raynaud's syndrome	Moderate	✓ Only the competent personnel to perform task. ✓ Works foreman to issue appropriate PPE for the task (Safety Googles, gloves) ✓ Ensure that there are rest period every 30 minutes.
✓ Hand tools	✓ Using the wrong tool for the job ✓ Using damaged tools ✓ Lack of skill	✓ Injuries	Moderate	✓ All tools must be visually inspected before use. ✓ Faulty tools must be replaced. ✓ Use the right tool for the job. ✓ Use tools according to manufacturers' specification
✓ Flying debris	✓ Eye penetration	✓ Eye injuries/ blindness `	Low	✓ Safety googles shall be worn by employees when cutting
✓ Exposed electrical wires and equipment	✓ Contact to live electrical wires and equipment.	✓ Personal Injury ✓ Electrocutation	High	✓ Issuing of PPE, maintenance, and implementation ✓ Supervision by competent person ✓ Implementation of Fall Protection Plan ✓ Provide firefighting equipment
✓ Use of faulty portable electrical equipment	✓ Contact with exposed tools	✓ Injuries ✓ Damage to property	Moderate	✓ Portable Electrical Equipment used must be in good working condition. ✓ Portable electrical Safe working Procedure to be discussed.

	✓ Working on elevated positions	✓ Falling from height	✓ Multiple injuries ✓ Fatality	High	✓ Supervision by competent person. ✓ Follow safety procedures. ✓ Fall protection plan to be communicated to all the workers. ✓ All equipment used shall be properly maintained. ✓ Use Proper PPE
Construction of guard house parameter wall	✓ Manual excavation	✓ Employees standing too close to machinery	✓ Bumping / hitting employee with bucket of machine causing serious injury	Moderate	✓ Supervisor shall ensure the physical fitness of the employees on every job start day. ✓ Ensure proper access and egress should be clear. ✓ Ensure the ground stability in good condition ✓ Excavated material should be placed 1 m away from edge of the trench. ✓ Provide proper slop to all excavation to avoid trench collapsing. ✓ Work rest cycle shall be followed to prevent heat stress illness.
		✓ Interaction with Underground facilities /services	✓ Personal injuries ✓ Property damage	High	✓ Refer as built drawings. ✓ Instruction from local authorities. ✓ Cable / metal detectors shall be provided. ✓ Make trail pit to avoid the interaction of the underground utilities. ✓ Any damaged existing utilities shall be immediately reported to concern authority. ✓ Competent and effective supervision.

		✓ Open trench	✓ Personal injuries ✓ Property damage	Extreme	✓ Appropriate barricading and warning sign boards shall be provided. ✓ Toolbox talk /in house training to be conducted prior to start work ✓ All identified underground facilities/ services shall be protected from project operations.
		✓ Water flooding	✓ Fatality/ drowning	Extreme	✓ Dewatering systems to be used.
	✓ Mechanical excavation	✓ Incompetent / unfit operator ✓ Damage of Underground utilities ✓ Unprotected /open trench ✓ Poor access or egress ✓ Dust pollution ✓ Noise ✓ Vibration ✓	✓ Accident-causing fatality	High	✓ Cable / metal detectors shall be provided. ✓ Make trail pit prior to mechanical excavation to avoid the interaction of the underground utilities. ✓ Appropriate shoring /sloping methods shall be adopted ✓ Barricade the area around proposed excavation and post adequate warning signs, flickering light for night traffic. ✓ Excavated soil should be placed 1.5 m away from edge of the excavation ✓ Use Proper PPEs as required by the activity. ✓ Unauthorized entry shall be restricted and vehicle/equipment movement shall be controlled by flagmen at strategic points. ✓ Ensure proper access or egress. ✓ Spray water to reduce dust generation due to vehicle movement & or excavated soil handling (shifting). ✓ Work shall be monitored by competent supervision.

					✓ Daily inspection of tools & equipments to ensure they are in good condition. ✓ Excavation materials shall be stock piled at a designated area with proper barricades. ✓ Take regular breaks and job rotation.
Concrete work	✓ (Selection and setting of concrete truck and pump Concrete pouring for blinding and raft foundation Slab concrete) ✓ Incompetent employees ✓ Poor workmanship	✓ Poor access control. ✓ Overturn ✓ Topping vehicle/ equipment collision ✓ Handling of concrete, cement ✓ Air pollution by cement ✓ Concrete splashing ✓ Continuous pouring by same gang ✓ Revolving concrete mixture/vibrator ✓ Physical contact ✓ Manual handling ✓ Failure of form work while pouring	✓ Personal Injury, ✓ Irritation, ✓ Dermatitis, ✓ Environmental damage, ✓ Property damages	Moderate	✓ Ensure adequate access and egress to and from the workplace. ✓ Maintain the access way free from obstruction and material storage. ✓ Equipments and operators must have valid 3rd party certificate. ✓ Ensure concrete pump placed in a solid even ground. ✓ Outrigger of the pump shall be fully extended and in a solid surface. ✓ Toolbox talk shall be conducted prior to start work. ✓ Close supervision shall be in place. ✓ Banksman/ Flagman for the equipment and controlling the traffic shall be deployed. ✓ Appropriate PPE shall be used. ✓ Periodic inspection & maintenance of gangway shall be done by site supervisor. ✓ Concrete pump while pouring concrete will be kept lower to the ground level and all the workers involved will be with necessary PPEs ✓ Temporary access shall be provided for other vehicle movement.

					✓ Provide covering for the necessary area on the ground to avoid land contamination. ✓ Excess concrete material shall be removed / disposed after the job. ✓ Good supervision is must along the work. ✓ Concrete washout shall be permitted only in designated area. ✓ Workers to be trained on proper manual handling technique. ✓ Avoid manual handling if possible. ✓ Standard shuttering practices by trained & experienced personnel, must be inspected & cleared by competent civil engineer. ✓ Toolbox Talk to be conducted prior to start work.
Building work (renovating building)	✓ Brick Work & Plastering	✓ Working with cement	✓ Dermatitis	Moderate	✓ Safety gloves & overalls to be worn by employees working with cement
		✓ Handling bricks	✓ Hand injuries	High	✓ Safety gloves to be worn by employees handling bricks.
		✓ Working at height	✓ Employees falling from heights causing serious injuries of fatality	High	✓ Employees conducting brickwork at heights to follow the correct procedures. ✓ Scaffolding to be erected in accordance with SANS 10085 ✓ Safety harnesses to be worn when working at heights
		✓ Falling objects (bricks, tools, etc.)	✓ Head injuries	High	✓ Overhead work to be barricaded. ✓ Signage to be displayed. ✓ Head protection to be worn by employees where falling objects poses a hazard

Plumbing	✓ Working in ceiling/ ✓ The use of ladder/scaffold	✓ Employees falling from heights causing serious injuries of fatality	✓ Employees falling from heights causing serious injuries of fatality	Extreme	✓ Employees conducting plumbing work at heights to follow the correct procedures. ✓ Scaffolding to be erected in accordance with SANS 10085 ✓ Safety harnesses to be worn when working at heights
		✓ Falling objects	✓ Head injuries	High	✓ Overhead work to be barricaded. ✓ Signage to be displayed. ✓ Head protection to be worn by employees where falling objects poses a hazard
		✓ Manual handling of material	✓ Injuries	Moderate	✓ Task specific training to be provided to employees. ✓ Ergonomical risks to be taken into account.
		✓ Unblocking drain pipes ✓ Wet environment ✓ Exposure to dirt ✓ Improper tools ✓ Improper PPE inspection/selection ✓ Improper Donning ✓ Slip, trip and fall ✓ Poor ergonomics ✓ Wet floors	✓ Skin irritation ✓ Back pains ✓ Hand injuries	Moderate	✓ Ensure all employees are wearing the correct PPE. ✓ Ensure employees adhere to the SOP for hand tools. ✓
		✓ Using unsafe hand tools	✓ Injuries	Moderate	✓ Hand tools and equipment to be inspected on a monthly basis and deviations to be recorded and reported.

		✓ Substandard housekeeping	✓ Injuries	Low	✓ High standards of housekeeping to be maintained on site. ✓ Stacking and storage inspections to be conducted on a regular (monthly) basis
		✓ Exposure to open flames	✓ Fires / burns	High	✓ Task specific training to be provided. ✓ Competent plumber to supervise work. ✓ Firefighting equipment to be readily available with trained personnel
Installation of pipes	✓ Working in confined space ✓ Misuse of equipment ✓ Faulty equipment	✓ Unsafe equipments ✓ Exposure to toxic gases	✓ Personal injuries ✓ Damage to property	Moderate	✓ Occupational medicals to be of personnel to be available ✓ Communicate safe working procedures ✓ Task specific training ✓ Correct equipment to be used for specific tasks ✓ Full time supervision of employees ✓ Adherence to safe working procedures ✓ Wear task specific PPE ✓ Equipment to be inspected on a monthly basis and deviations to be recorded and reported ✓ Report unsafe equipments
Earthing	✓ Incompetent employees ✓ Exposure to live electricity ✓ Commissioning of Electrical System	✓ Improper earthing ✓ Using electrical equipment in wet areas or outside in wet conditions	✓ Electric shock, ✓ Fire, and ✓ Equipment failure	High	✓ Ensuring the use of Personal Protective Equipment (PPE) such as safety helmets and gloves. ✓ Ensuring personnel are trained in the installation, maintenance, and testing of earthing systems.

					✓ Following established safety protocols and standards, such as those for PV plants. ✓ Using tools like multi-meters or lamps to check the integrity of the earthing system.
Electrical works	✓ Installation of Electrical Cables	✓ Exposure to live electricity	✓ Electrocution	High	✓ Electrical source to be isolated when conducting installation work. ✓ Competent and registered electrician to conduct the electrical installation work. ✓ Medical assessment to be available
	✓ Connecting of electricity to existing systems	✓ Exposure to live electricity	✓ Electrocution	High	✓ Electrical source to be isolated when conducting installation work ✓ Competent and registered electrician to conduct the electrical installation work ✓ Medical assessment to be available.
	✓ Commissioning of Electrical System ✓ Commissioning of Electrical System	✓ Using electrical equipment in wet areas or outside in wet conditions	✓ Electrocution	High	✓ Electrical equipment may not be used in wet areas or wet conditions ✓ Task specific training
		✓ Overloaded power-points.	✓ Project interruption ✓ Fire	High	✓ Competent and registered electrician to conduct the electrical installation work ✓ Fire equipment to be readily available

		✓ Trailing cables from static equipment and whilst using portable electrical equipment.	✓ Short circuit	High	✓ Competent and registered electrician to conduct the electrical installation work ✓ Firefighting equipment to be readily available.
		✓ Overloaded power-points.	✓ Fire	High	✓ Antistatic PPE
		✓ Faulty cables	✓ Electrocution	High	✓ Electrical source to be isolated. ✓ Competent and registered electrician to conduct the electrical installation work. ✓ Medical assessments report to be available.
			✓ Short circuit	High	✓ Antistatic PPE
		✓ Faulty cables	✓ Fire Risk	High	✓ Competent and registered electrician to conduct the electrical installation work. ✓ Fire equipment to be readily available
		✓ Using electrical equipment in wet areas or outside in wet conditions	✓ Electrocution	High	✓ Electrical equipment may not be used in wet areas or wet conditions ✓ Task specific training
		✓ Overloaded power-points.	✓ Project interruption ✓ Fire	High	✓ Competent and registered electrician to conduct the electrical installation work ✓ Fire equipment to be readily available

Roof work	✓ The use of a ladder	✓ Falling of person or material from height. ✓ Falling of material from roof edge. ✓ Untrained work employees. ✓ Damage ladder ✓ Falling from height ✓ Collapse of ladder ✓ Poor maintenance of ladder ✓ Obstructed access	✓ Personal injury, Property ✓ Damage ✓ Fatality	Extreme	✓ Ensure all ladders are in good condition and ✓ free from damage before using on the job. ✓ Ladders shall be set on a firm level base, at an angle of 75 degrees at the top where practicable. ✓ Ladder shall be prevented from sagging and swaying by lashing top and bottom of ladders in both stiles. ✓ Ladders will extent 1.07 m above a landing and must not rest against surfaces that can move or are fragile. ✓ No Ladders shall exceed 9 meters without the provision of an intermediate landing. ✓ Rungs of ladder shall be free from greasy, oil or other slippery substances. ✓ Ladders shall not be misused. ✓ Homemade ladders shall not be used. ✓ Only one person shall be on a ladder at a time. ✓ Three-point contact shall be maintained while ascending and descending the ladder. ✓ Heavy loads shall not be carried out while ascending and descending the ladder. ✓ Operatives, working from a ladder, must not over-reach or jump the ladder to reposition ✓ Safe access to the roof will always be provided and maintained.
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					✓ Edge protection shall be in the form of guardrails and toe boards will be erected. ✓ All openings, when not worked on, shall be covered and / or guarded and clearly delineated. ✓ Suitable secure barrier may be set back from the roof if persons are not likely to approach within 2meter of roof edge. ✓ All persons engaged in roof work will be adequate trained and supervised. ✓ Mandatory PPEs shall be worn by all personnel. ✓ Material will not be thrown from the roof. ✓ Competent supervisor shall be in place. ✓ Where work is in progress at the roof edge guard rail and toe board may be removed subject to a safe system of work being used, to prevent falls i.e. Use of safety harness and protection is replaced as soon as work is complete
	✓ The use of a scaffold	✓ Uneven levels and improper scaffolding positioning ✓ Collapse of scaffold ✓ Unsafe working platform ✓ Working beneath the scaffolding activity ✓ Improper manual handling	✓ Fatality, ✓ Personal injury, ✓ property damages	Extreme	✓ Certified and competent Scaffolders shall be deployed. ✓ There must be suitable access& egress of the scaffold. ✓ Selection of the material shall be done by experienced personal ✓ Ensure all scaffolding materials are in good condition. ✓ All damaged scaffolding materials shall be removed from site. ✓ All scaffolding shall be positioned in proper ground level only.

		✓ Adverse weather. ✓ Falling of personal. ✓ Falling of material			✓ Sole plate and base jack shall be provided wherever necessary. ✓ Scaffolding Platform must be clean and tidy. ✓ Certified Scaffolding inspector shall be inspected and re-inspect the material before and after the erection and dismantling of the scaffolding. ✓ All tools and material shall be properly secured in scaffolding while performing the activity. ✓ In complete should be red tagged. ✓ The scaffolding inspector shall place the green tag to use after the completion of the scaffold. ✓ Personnel shall not be permitted to work if scaffolding is in complete. ✓ Periodical inspection shall be carried out by competent scaffolding inspector.
Installation of security LED lights	✓ Exposure to electricity ✓ Working at heights	✓ Falling from heights ✓ Inadequate lock out/ isolation ✓ Defective electric switches	✓ Fire ✓ Electrocution ✓ Personal injury	High	✓ Ensure power is completely shut off before starting work. ✓ Only allow qualified electricians to perform installations. ✓ Use safe, inspected ladders or scaffolding for high-level work. ✓ Wear appropriate personal protective equipment. ✓ Conduct a pre-work briefing to discuss risks.

Installation of safety signages	✓ Excavation	✓ Foreign objects in the eye ✓ Poor ergonomics ✓ Manual labour ✓ Exposure to heat ✓ Inhalation of dust ✓ Improper use of hand tools ✓ Using the wrong tool for the task	✓ Eye injury ✓ Respiratory irritation ✓ Heat stress ✓ Back sprains ✓ Provide employees with job specific PPE		✓ Appoint hand tool supervisor ✓ Develop SOP for hand tools ✓ Appoint excavation supervisor ✓ Develop SOP for excavation ✓ Supervisor shall ensure the physical fitness of the employees on every job start day. ✓ Ensure proper access and egress should be clear. ✓ Ensure the ground stability in good condition ✓ Excavated material should be placed 1 m away from edge of the trench. ✓ Provide proper slop to all excavation to avoid trench collapsing. ✓ Work rest cycle shall be followed to prevent heat stress illness.
	✓ The use of cement/ concrete (the use of chemical/ paint)	✓ Inhalation of dust ✓ Inhalation of paint fumes ✓ Accidental ingestion of HCA ✓ Foreign objects in the eye ✓ Skin contact ✓ Working in poor ventilated area	✓ Irritation of eyes and skin ✓ Fire ✓ Property damage ✓ Environmental damage		✓ Appoint HCA Coordinator ✓ Develop SOP for the use of HCA ✓ Ensure MSDS are available at store and studied by the user before commencement of job ✓ Keep them away from ignition sources ✓ Wear the right PPEs like gloves / Masks. ✓ Proper hygienic practice is to be followed by the users ✓ Do not handle any HCA unless you are trained and aware of hazards of the material
Fire	✓ Littering on site ✓ Fire lit on site	✓ Fire explosions ✓ Injuries to pedestrians,	✓ Injuries ✓ Damage to property ✓ fatality	High	✓ No littering on site which could become fire hazard, maintain site in clean condition.

	✓ Smoking near flammable substances ✓ Improper storage of hazardous substances	property damage through fire			✓ No fire to be lit on site. Always have a serviced fire extinguishers at hand ✓ No smoking or naked flame near flammable substances ✓ Ensure proper storage/ use of flammable substances and post warning notices.
Backfilling of holes	✓ Hazardous Chemical substances (HCS)(Cement)	✓ Not using HCS in accordance with SDS ✓ Not wearing proper PPE	✓ Skin irritation ✓ Absorption of HCS through skin ✓ Eye irritation ✓ Injuries	Moderate	✓ Use substances in accordance with MSDS, particularly reference PPE required. ✓ Regular inspection of all HCS ✓ First aider trained in regard to MSDS requirements
Stacking and storage	✓ Heavy material ✓ Sharp protruding edges ✓ Unstable load ✓ Exposed hands ✓ Hot work	✓ Wrong lifting technique ✓ Skin contact ✓ Falling on employees ✓ Getting pinched ✓ Burns	✓ Back injuries ✓ Falling objects ✓ Injuries ✓ Burns	Moderate	✓ Training in proper lifting techniques ✓ Provide employees with gloves. ✓ Ensure that the load is well supported. ✓ Provide lifting machinery where load is too heavy.
Site Demobilization	✓ Disconnect Services	✓ Incompetent person disconnecting temporary electrical distribution boards	✓ Property damage	High	✓ Competent / registered electrician to conduct the disconnection of temporary electrical installations.
			✓ Electrocution	High	

	✓ Loading of material, equipment and offices	✓ Employees standing underneath lifting operations ✓ Load falling on employees	✓ Injuries	High	
	✓ Loading of Machinery on Trucks	✓ Improper loading of plant and machinery ✓ Plant / machinery falling off trucks ✓ Load falling on employees	✓ Property damage	High	✓ Lifting equipment to be load tested. ✓ Load test certificates to be available. ✓ Lifting equipment to be placed on register and inspected on a monthly basis. ✓ Employees to stand clear of lifting operations and no employees allowed underneath suspended loads. ✓ Operators to be competent.
			✓ Injuries	High	
	✓ Transportation of equipment, machinery and tools	✓ Vehicles not roadworthy	✓ Accidents	High	✓ All construction vehicles to be wrote worthy. ✓ Verification on roadworthiness to be done before entering the site
Housekeeping	✓ Poor housekeeping ✓ Poor stacking and storage ✓ Poor waste management	✓ Slip trips and Falls	✓ Minor to serious injuries ✓ Damage to property ✓ Fatality	Low	✓ Equipment shall be stacked properly in a safe place. ✓ All tripping hazards shall be removed from working site. ✓ Designated walkways to be used. ✓ Full waste bins to be emptied on regular basis. ✓ All waste generated to be places in bins or bags

RISK ASSESSMENT MATRIX

Likelihood	Consequences				
	Insignificant (minor problem easily handled by normal day to day processes)	Minor (Some disruption possible e.g., damage equal to R150k)	Moderate (significant time / resources required. E.g., damage equal to R500k)	Major (Operations severely damaged. E.g., damages equal to R1m)	Catastrophic (business survival is at risk. Damage equal to R5m – 10m)
Almost certain (90% chance)	High	High	Extreme	Extreme	Extreme
Likely (between 50-90%)	Moderate	High	High	Extreme	Extreme
Moderate (between 10-50%)	Low	Moderate	High	Extreme	Extreme
Unlikely (between 3-10%)	Low	Low	Moderate	High	Extreme
Rare (<3%)	Low	Low	Moderate	High	High



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1. SCOPE OF WORK

Replacement of concrete palisade fence and repair of damaged guard house at Jukskei Sewer Pump Station.

2. PURPOSE

The aim of the SHE specification is to ensure that any contractor which is appointed by Johannesburg Water to conduct any work complies with the SHE requirements of the SHE specification and any other legislative requirement applicable to the contract scope.

3. APPLICABILITY

This document is applicable to all contractors and suppliers conducting contractual activities for and on behalf of Johannesburg Water.

4. APPOINTMENTS

The contractor and its appointed sub-contractor must make the relevant legislative and non-statutory appointments, which must be maintained valid for the entire contract duration.

All appointees shall be suitably trained and found to be competent for the responsibilities there are assigned for.

Copies of all relevant appointments and the relevant competence certificates must be kept in the relevant SHE file.

Appoint:

1. Hand tool Inspector
2. Portable Hand tool Inspector
3. Ladder inspector
4. Risk Assessor
5. Construction Supervisor

5. INSURANCE

The contractor and all its appointed sub-contractor(s) shall be registered with an appropriate compensation commissioner and have a valid letter of good standing from commissioner. The contractor is responsible for ensuring the Letter of Good Standing is valid for the entire duration of the project/contract. A copy of the letter of Good Standing must be kept in the SHE file.



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6. COSTING FOR SHE REQUIREMENTS

The contractor is responsible for ensuring that SHE costing is taken into consideration for the entire project/contract as this will ensure they comply with the SHE legislative requirements

7. INDUCTION

An initial induction shall be done with key personnel to familiarize them with the requirements on site and for compiling the SHE file.

Once labourers are appointed JW will conduct an induction on SHE requirements, and the contractor is also required to conduct their company specific induction

8. SUBMISSION OF SAFETY FILE

- Once appointed the contractor can submit their safety file for approval.
- Approval will be granted when the critical items have been sufficiently addressed.

9. RISK ASSESSMENT

- Every Contractor who has been appointed contractually to conduct work for Johannesburg water shall do compile a baseline risk assessment prior to starting with work, subject to the approval of the Client.
- Thereafter the task based risk assessments will be done daily with every task being done.

10. SAFE WORKING PROCEDURES / METHOD STATEMENTS

The following method statements / safe working procedures must be compiled:

- Incident investigation, emergency plan, waste management plan, PPE procedure, hand tool procedure, hazardous chemical substance procedure.
- Method statement for the entire works

11. WORKING AT HEIGHTS (use of ladder)

- A competent person must compile a fall protection plan/ ladder SOP for all tasks which will be done at elevated position.
- The requirements as per the Construction regulations for working at heights shall be complied with by the contractor at all times.
- The fall protection plan shall be specific to the work that will be conducted at elevated position and proper provision must be made for rescue of employees at heights.



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- Fall protection plan must include fall risk assessment detailing proper controls to be implemented.
- All employees who their duties entail working at heights must be declared medically fit by an Occupational Health Practitioner for working at heights.
- Employees who will be working at heights must be trained by a competent service provider for working at heights and must be trained on use of fall prevention/arrest devices to be used at heights.
- Employees working at height must be trained on the latest approved fall protection plan before work commences at height.

12. HAND TOOLS

Hand tools include anything from axes to wrenches. The greatest hazards posed by hand tools result from misuse and improper maintenance.

Some examples include the following:

- If a chisel is used as a screwdriver, the tip of the chisel may break and fly off, hitting the user or other employees.
- If a wooden handle on a tool, such as a hammer or an axe, is loose, splintered, or cracked, the head of the tool may fly off and strike the user or other employees.
- If the jaws of a wrench are sprung, the wrench might slip.
- If impact tools such as chisels, wedges, or drift pins have mushroomed heads, the heads might shatter on impact, sending sharp fragments flying toward the user or other employees.
- The employer is responsible for the safe condition of tools and equipment used by employees. Employers shall not issue or permit the use of unsafe hand tools. Employees should be trained in the proper use and handling of tools and equipment.
- Employees, when using saw blades, knives, or other tools, should direct the tools away from aisle areas and away from other employees working in proximity. Knives and scissors must be sharp; dull tools can cause more hazards than sharp ones. Cracked saw blades must be removed from service.
- Wrenches must not be used when jaws are sprung to the point that slippage occurs. Impact tools such as drift pins, wedges, and chisels must be kept free of mushroomed heads. The wooden handles of tools must not be splintered.
- Iron or steel hand tools may produce sparks that can be an ignition source around flammable substance. Where this hazard exists, spark-resistant tools made of non-ferrous materials should be used where flammable gases, highly volatile liquids, and other explosive substances are stored or used.



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13. PORTABLE ELECTRICAL TOOLS

- Power tools must be fitted with guards and safety switches; they are extremely hazardous when used improperly. The types of power tools are determined by their power source: electric, pneumatic, liquid fuel, hydraulic, and po wider-actuated.
- To prevent hazards associated with the use of power tools, workers should observe the following general precautions:
 - Never carry a tool by the cord or hose.
 - Never yank the cord or the hose to disconnect it from the receptacle.
 - Keep cords and hoses away from heat, oil, and sharp edges.
 - Disconnect tools when not using them, before servicing and cleaning them, and when changing accessories such as blades, bits, and cutters.
 - Keep all people not involved with the work at a safe distance from the work area.
 - Secure work with clamps or a vise, freeing both hands to operate the tool.
 - Avoid accidental starting. Do not hold fingers on the switch button while carrying a plugged-in tool.
 - Maintain tools with care; keep them sharp and clean for best performance.
 - Follow instructions in the user's manual for lubricating and changing accessories.
 - Be sure to keep good footing and maintain good balance when operating power tools.
 - Wear proper apparel for the task. Loose clothing, ties, or jewellery can become caught in moving parts.
 - Remove all damaged portable electric tools from use and tag them: "Do Not Use."

14. FENCING

The Contractor must advice the client on the municipal Fences and Fencing By-law, 2008 which states:

- No person may, without the consent of the municipality, on a boundary of premises –
 - erect a fence which is more than 1,8 metres in height from ground level;
 - alter or make an addition to an existing fence which is more than 1,8 metres in height from ground level;
 - erect or may have on a boundary, an electrified fence, electrified railing or other electrified barrier, unless it is erected on top of a wall which may not be less than 1,8 metres high and built of brick, cement, concrete or similar material;



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- erect a barbed-wire fence, railing, or other barrier with spikes or other sharp or pointed protrusions unless it is erected on top of a wall of not less than 1,8 metres in height.

15. MEDICAL SCREENING REQUIREMENTS

- The contractor shall ensure that a medical surveillance programme is implemented for all employees.
- The medical examination shall be conducted in line with the employee job profile/job description.
- A valid medical fitness certificate must be submitted together with the SHE File for approval for all employees who will be doing work for Johannesburg Water.
- Any employee(s) who are declared conditionally fit must be provided with employment which does not aggravate their medical condition as to endanger themselves or other employees.
- The following tests shall be done:
 - Audiograms.
 - A cardio-respiratory examination
 - Lung function tests.
 - Eye/ sight tests.
 - A general physical examination.
 - A review of previous medical history.
 - Blood pressure tests
 - Glucose tests
 - Vaccinations (Hepatitis A & Typhoid)

16. TOOLBOX TALKS

- The contractor shall ensure they conduct toolbox talks with their employees on a weekly basis and records of these must be kept in the SHE file.
- The objective of toolbox talks should be to communicate relevant site information to assist in improvement of occupational health and safety performance.
- Employees must acknowledge the receipt of toolbox talks and this record must also be kept in the SHE file.

17. BEST PRACTICES FOR LIFTING HEAVY MATERIAL.

- If available, use equipment (e.g. cart, hand truck) to move the object that are heavy or need to travel a long distance.
- Assess the object's weight. If the object is too heavy or bulky, ask a coworker for help
- If possible, disassemble larger objects into smaller, more manageable parts



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- Ensure a safe path free of debris and obstacles.
- Ensure a clear line of vision when carrying objects.

18. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Contractor must issue their employees SABS approved PPE. A copy of the PPE issue register signed by the employee issued with the PPE must be kept in the SHE file.
- Contractor supervisor are required to conduct continuous inspections of the PPE issued to their employees to ensure that they are still in good condition to be used by the employee or they still comply with manufacture requirements.
- The contractor is responsible for ensuring that employees are trained on the safe use of the PPE issued to them, how to maintain it and the limitations of the PPE.
- NO SHORTS OR DRESSES WILL BE ALLOWED ON SITE

16. WORKPLACE SIGNAGE

- Appropriate symbolic signage must be displayed where it is required by legislation.
- Appropriate warning, mandatory and information signs must be placed where required.
- All signs must comply to SANS/SABS requirements.
- Contractors shall use mandatory and prescribed symbolic safety signs at their lay down and site areas.

17. INCIDENT REPORTING AND INVESTIGATION

- All incidents shall be reported to the Client before the end of the shift or within 24hrs of occurrence.
- Section 24 incidents shall be reported to DOL using the prescribed format.
- The contractor shall develop an incident management procedure and communicate with all employees.

18. NOTIFICATION OF CONSTRUCTION WORK

- The contractor shall notify the DOL in the prescribed format of the intended work prior to work.

19. COMPLIANCE MONITORING

- Weekly inspections and monthly audits will be conducted on site.

20. PROJECT COMPLETION



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- Upon completion of the project the SHE file shall be returned to the Client for retention and close out.



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Project details

Project Scope: Replacement of concrete palisade fence and repair of damaged guard house

Depot / Site / Department: Jukskei Sewer Pump Station.

Estimated duration: TBC

Documents required

Letter of Good Standing	Yes	☒	No	☐	N/A	☐
SHE plan	Yes	☒	No	☐	N/A	☐
Risk Assessment	Yes	☒	No	☐	N/A	☐
Safe working Procedures	Yes	☒	No	☐	N/A	☐
Notification of Construction work	Yes	☒	No	☐	N/A	☐
Inspection registers	Yes	☒	No	☐	N/A	☐

Items required before starting

Medicals	Yes	☒	No	☐	N/A	☐
Vaccinations	Yes	☐	No	☒	N/A	☐
PPE (boots, hard hats, overall)	Yes	☒	No	☐	N/A	☐
Induction	Yes	☒	No	☐	N/A	☐
Approval from OHS	Yes	☒	No	☐	N/A	☐

APPOINTMENTS AND COMPETENCIES

Construction Supervisor

Appointment	Yes	☒	No	☐	N/A	☐
CV (and/ certificates)	Yes	☒	No	☐	N/A	☐

Safety Officer

Appointment	Yes	☐	No	☒	N/A	☐
CV (and/ certificates)	Yes	☐	No	☒	N/A	☐

NB* Other appointments will be based on the number of employees on site as required by law.



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RETURNABLE ANNEXURE A: ACKNOWLEDGEMENT OF SHE SPECIFICATION & ANNEXURES

CONTRACTOR:

I, the undersigned, hereby acknowledge that I have obtained copies of the following listed documentation and confirm that I fully understand the contents thereof and the consequences of non-compliance. The Contractor furthermore reiterates its commitment to compliance of the requirements contained within the following provided documentation:

- Johannesburg Water SOC Ltd, Safety, Health & Environmental (SHE) Specification, Annexure 1: Baseline risk assessment conducted for or on behalf of Johannesburg Water SOC Ltd.

Signed at on this Day of 20.....

CONTRACT MANAGER			
NAME	DESIGNATION	DATE	SIGNATURE
CONTRACT SUPERVISOR			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (1)			
NAME	DESIGNATION	DATE	SIGNATURE
WITNESS (2)			
NAME	DESIGNATION	DATE	SIGNATURE