

PROVINCIAL ADMINISTRATION OF KWAZULU-NATAL  
DEPARTMENT OF HEALTH



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

**TENDER DOCUMENT**  
**OPTION B: PRICED CONTRACT WITH BILLS OF QUANTITIES**

with NEC3 Engineering and Construction Contract - April 2013

**RETURNABLE DOCUMENT**  
ONE VOLUME APPROACH

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

**Engineer/Principal Agent**

KZN Department of Health - Infrastructure Development  
Private Bag X 9051  
Pietermaritzburg  
Pietermaritzburg  
3200  
- Tel Number  
033 - 940 2517

**Employer:**

Head: Department of Health  
KZN Department of Health  
Private Bag X 9051

**Pietermaritzburg**

3200  
Tel Number: 033 - 940 2400

Tender Number: ZNB 5642/2023-H  
CIDB Grading: 8GB

Document Date:  
Contract Period: 27 Calendar Months

Contracting Party: \_\_\_\_\_

CIDB Registration number: \_\_\_\_\_

Central Suppliers Database Registration Number: \_\_\_\_\_

# ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY



**KWAZULU-NATAL PROVINCE**  
HEALTH  
REPUBLIC OF SOUTH AFRICA

## THE TENDER

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### IMPORTANT NOTICE TO TENDERERS

Any reference to words Tender or Tenderder herein and/or in any other documentation shall be construed to have the same meaning as the words Tender or Tenderer. These forms are for internal and external use for the KZN Department of Health, Provincial Administration of KwaZulu-Natal.

**"Quality"** shall mean totality of features and characteristics of a product or service that bears on the ability of the product or service to satisfy stated or implied needs.

**No alternativeTenders will be accepted.**

**The Total (Including Value Added Tax) on the Final Summary of the Bill of Quantities must be carried to the "Offer" part only of the Form of Offer and Acceptance - T2.21**

**"Enterprise" shall mean the legal Tendering Entity or Tenderder who, on acceptance of the Offer, would become the contractor"**

**All amendments issued for this tender must be downloaded from the website stated in the tender advertisement.**

**Tenderers are to ensure that all returnable documents as stated in T2.1, item 1 to 5, are submitted to avoid disqualification. Furthermore, tenderers are to ensure that all documents stated in T2.1, item 6, are submitted in order to be evaluated for functionality as per the requirements of T2.36.**





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REPUBLIC OF SOUTH AFRICA

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## ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY

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### THE TENDER



**KWAZULU-NATAL PROVINCE**

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**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**PART T1. - TENDER PROCEDURES**



**KWAZULU-NATAL PROVINCE**  
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## **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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### **T1.1 - TENDER NOTICE AND INVITATION TO TENDER**

## T1.1 TENDER NOTICE AND INVITATION TO TENDER

**THE KZN DEPARTMENT OF HEALTH INVITES TENDERS FOR THE PROVISION OF:**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>Advertisement date:</b>	<b>04 August 2023</b>	<b>Closing date:</b>	<b>06 September 2023</b>
<b>Closing time:</b>	<b>11:00</b>	<b>Validity period:</b>	<b>84 Days</b>

It is estimated that tenderers must have a CIDB contractor grading designation of 8GB or higher. No alternative Class of work, as referred to in Clause 25(3)(a)(i) of the CIDB Regulations, as amended, is anticipated for this project.

<input checked="" type="checkbox"/>	All Tenderer's should have a CIDB Class of Construction Contractor Grading Designation as indicated above. No Tenderer with a PE status will be considered as the Department does not have an Official Mentorship Programme in place to assist a Potentially Emerging Enterprise.
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**Only Tenderder's who are responsive to the following responsiveness criteria are eligible to submit Tenders:**

<input checked="" type="checkbox"/>	Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a : 8GB or higher, class of construction work, are eligible to have their Tenders evaluated."
<input checked="" type="checkbox"/>	Joint ventures are eligible to submit tenders provided that: <ol style="list-style-type: none"> <li>1 every member of the joint venture is registered with the CIDB;</li> <li>2 the lead partner has a contractor grading designation in the 8GB or higher, class of construction work; or</li> <li>3 the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a : <b>8GB</b> or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations.</li> </ol>
<input checked="" type="checkbox"/>	Tender document must be properly received on or before the tender closing date and time specified on the invitation, fully completed and signed in ink (All as per Standard Conditions of Tender).
<input checked="" type="checkbox"/>	Submission of Compulsory Returnable Schedules documents as per List of returnable documents.
<input checked="" type="checkbox"/>	Tax Compliance Status (TCS) PIN number and Tenderder's or entity tax reference number.
<input checked="" type="checkbox"/>	Contractor's Safety, Health and Environmental Declaration.
<input checked="" type="checkbox"/>	Complete priced Bill of Quantities to be submitted.
<input checked="" type="checkbox"/>	Proof of good standing with the Compensation Commissioner - In terms of Section 84(1)(b) of the Compensation for Occupation Injuries and Disease Act, 1993, a Tenderder may not be awarded a contract if he/she is not registered and in good standing with the Compensation Commissioner.
<input type="checkbox"/>	Proof of UIF Registration - Not Applicable (T2.24)
<input checked="" type="checkbox"/>	Compulsory Enterprise Questionnaire (T2.18)
<input checked="" type="checkbox"/>	<b>Tenderers must meet the minimum qualifying score for functionality criteria first before they can be considered for price and preference.</b>
<input checked="" type="checkbox"/>	Invitation to Tender - SBD 1

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR TENDER BEING DISQUALIFIED)

Name of Tenderer: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

Telephone Number CODE \_\_\_\_\_ NUMBER \_\_\_\_\_

Cellphone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

VAT Registration Number: \_\_\_\_\_

Contracting Party: \_\_\_\_\_ YES  or NO

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? [If yes, enclose proof] YES  or NO

**THE TENDER SHALL BE EVALUATED IN THREE (3) STAGES. THE STAGES ARE AS FOLLOWS:**

STAGE 1 - Administrative compliance: All mandatory returnable documents have been submitted and are compliant; the tender documentation has been fully completed and signed. This must include mandatory requirements as indicated below (T2.1), if applicable. The bidder who did not submit administrative and mandatory requirements will be treated as non-responsive and will not progress to the next evaluation stage

STAGE 2 - Evaluation of functionality criteria: As stated in T2.36 (if applicable). Tenderers are required to submit the stated documents and achieve the minimum stated score to proceed to the next Stage of evaluation. The bidder who did not submit administrative and mandatory requirements will be treated as non-responsive and will not progress to the next evaluation stage

STAGE 3 - Evaluation of price and preference points

**Notes**

**T2.1: Returnable Documentation**

List of returnable documents include the following:

- Returnable schedules required for tender evaluation purposes
- Documents required for the evaluation of mandatory technical criteria (if applicable)
- Documents required for the evaluation of functionality

This tender will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2022:

80/20 Preference point scoring system  90/10 Preference point scoring system

<b>NOTE</b>		Refer to T2.36 - Functionality Criteria	
Functionality requirement:	60		Points
Price:	90		points
Preference point scoring system will be based on the following points:			
<b>Preference points system:</b>			
<b>Preferences are offered to Tenderder's who have attained the following in accordance with the table below:</b>			
<b>1. Specific goals (according to the PPPFA):</b>			
(a)	In terms of Race, full, partial or combination of points may be allocated to companies who are at least 51% Owned by Black People	10	Points
<b>Total must equal 10 or 20 points</b>		<b>10</b>	Points

**Notes:**

- 1 The successful Tenderer will be required to sign a contract.
- 2 Tenderers should ensure that Tenders are delivered timeously to the correct address. If the Tender is late, it will not be accepted for consideration.
- 3 The Tender box is generally open during official working hours.
- 4 All Tenders must be submitted on the official forms – (Not to be re-typed)
- 5 THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE NEC 3 ENGINEERING AND CONSTRUCTION CONTRACT APRIL 2013 AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT
- 6 Where stated in the tender data that a two-envelope system has been followed, open only the non-financial proposal of valid tenders in the presence of tenderer's agents, who choose to attend, at the time and place stated in the tender data and announce the name of each tenderer whose technical proposal is opened.
- 7 Evaluate that non-financial proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals are to be opened.
- 8 Open only the financial proposals of tenderers who, in the Functionality evaluation score, have more than the minimum number of points for Functionality stated in the tender data, and announce the score obtained for the non-financial proposals and the total price and any preferences claimed. Return unopened financial proposals to tenderers whose non-financial proposals failed to achieve the minimum number of points for Functionality.

**THE PHYSICAL ADDRESS FOR COLLECTION OF TENDER DOCUMENTS:**

Tender documents may be collected during working hours at the following address :

**Department of Health Central Supply Chain 310 Jabu Ndlovu Street, Pietermaritzburg, 3200**

A non-refundable tender deposit of R610 is payable as per the tender advertisement , on collection of the Tender documents.

**COMPULSORY CLARIFICATION MEETING**

It is vital that a technically qualified and knowledgeable member from the tenderer's firm attends the compulsory site clarification meeting.

A Compulsory clarification Meeting with representatives of the Employer will take place as follows:

**Vacant plot, Erf 6048 Vryheid, Handel Street, Vryheid. (Next to M&H Testing Centre)**

on: **23 August 2023 @ 09:00am**

**QUERIES REGARDING THE TENDERING PROCEDURE OR TECHNICAL INFORMATION MAY BE DIRECTED TO:**

DOH Project Manager:	Mr Deon Van Wyk	Telephone no:	(033) 940 2400
Cell no:	079 886 2080		
E-mail:	deon.vanwyk@kznhealth.gov.za		

**DEPOSIT / RETURN OF TENDER DOCUMENTS:**

Telegraphic, telephonic, telex, facsimile, electronic, posted and / or late tenders will not be accepted.

Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the **Tender Data document**.

All tenders must be submitted on the official forms – (not to be re-typed)

**TENDER DOCUMENTS MAY BE:**

<b>DEPOSITED IN THE TENDER BOX AT:</b>
Tender Advisory Services
Supply Chain Management, Head Office
310 Jabu Ndlovu Street
Pietermaritzburg
3200



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**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**T1.2 - TENDER DATA**



<b>T1.2 TENDER DATA</b>																																							
<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>																																						
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<b>Closing time:</b>	<b>11:00</b>	<b>Validity period:</b>	<b>12 Weeks</b>																																				
<b>Clause number:</b>																																							
	<p>The conditions of Tender are the Standard Conditions of Tender as contained in Annexure C of the CIDB Standard for Uniformity in Engineering and Construction Works Contracts as per Board Notice <b>423 of 2019</b> in Government Gazette <b>42622 of 8 August 2019</b> as amended from time to time. (see <a href="http://www.cidb.org.za">www.cidb.org.za</a>) Refer to Conditions of Tender as bound into this document.</p> <p>The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.</p> <p>Each item of data given below is cross-referenced to the clause marked "C" in the above mentioned Standard Conditions of Tender.</p>																																						
C.1.1	<p>The Employer is the Head of Health (KZN Department of Health-Province of KwaZulu-Natal)</p> <p>For this contract the <u>single volume</u> approach is adopted.</p> <p>This procurement document has been formatted and compiled under the headings for a single volume approach as contained in table 5 of the CIDB's "Standard for Uniformity in Engineering and Construction Works Contracts."</p> <p>The list of Returnable Documents identifies which of the documents a Tenderer must complete when submitting a Tender. The Tenderer must submit his Tender by completing the Returnable Documents including the priced Final Summary of the Pricing Schedule, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the whole of the procurement document back to the Department bound up as it was when it was received.</p>																																						
C.1.2	<p>The single volume procurement document issued by the Employer comprises the following:</p> <p><b>TENDER</b></p> <p><b>Part T1: Tendering procedures</b></p> <table border="1"> <tr><td>T1.1 -</td><td>Tender Notice and Invitation to Tender</td></tr> <tr><td>T1.2 -</td><td>Tender Data</td></tr> <tr><td>T1.3 -</td><td>Annexure C - Standard Conditions of Tender</td></tr> <tr><td>T1.4 -</td><td>Special Conditions of Contract</td></tr> </table> <p><b>Part T2: Returnable documents</b></p> <table border="1"> <tr><td>T2.1 -</td><td>List of returnable documents</td></tr> <tr><td>T2.2 -</td><td>Returnable schedules (See different forms listed in <b>T2.1 - Returnable Schedule</b>)</td></tr> </table> <p><b>CONTRACT</b></p> <p><b>Part C1: Agreements and Contract Data</b></p> <table border="1"> <tr><td>C1.1 -</td><td>Form of Offer and Acceptance</td></tr> <tr><td>C1.2 -</td><td>Contract Data</td></tr> <tr><td></td><td></td></tr> </table> <p><b>Part C2: Pricing data</b></p> <table border="1"> <tr><td>C2.1 -</td><td>Pricing Instructions</td></tr> <tr><td>C2.2 -</td><td>Provisional Bills of Quantities</td></tr> <tr><td></td><td></td></tr> </table> <p><b>Part C3: Works Information</b></p> <table border="1"> <tr><td>C3.1 -</td><td>Scope of Works</td></tr> <tr><td>C3.2 -</td><td>Specification for HIV/AIDS awareness</td></tr> <tr><td>C3.3 -</td><td>HIV/STI Compliance report</td></tr> <tr><td>C3.4 -</td><td>Project Specific Construction Safety, Health and Environmental Specification</td></tr> <tr><td>C3.5 -</td><td>Supplementary Preambles</td></tr> </table> <p><b>Part C4: Site information</b></p> <table border="1"> <tr><td>C4.1 -</td><td>Site Information</td></tr> </table>			T1.1 -	Tender Notice and Invitation to Tender	T1.2 -	Tender Data	T1.3 -	Annexure C - Standard Conditions of Tender	T1.4 -	Special Conditions of Contract	T2.1 -	List of returnable documents	T2.2 -	Returnable schedules (See different forms listed in <b>T2.1 - Returnable Schedule</b> )	C1.1 -	Form of Offer and Acceptance	C1.2 -	Contract Data			C2.1 -	Pricing Instructions	C2.2 -	Provisional Bills of Quantities			C3.1 -	Scope of Works	C3.2 -	Specification for HIV/AIDS awareness	C3.3 -	HIV/STI Compliance report	C3.4 -	Project Specific Construction Safety, Health and Environmental Specification	C3.5 -	Supplementary Preambles	C4.1 -	Site Information
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	<b>Part 5: List of Drawings/Annexure's</b>														
C5.1 -	Project Brief														
C5.2 -	Health and Safety Specification														
C5.3 -	Assessments reports														
C5.4 -	Waiver of Builders Lien														
C5.5 -															
C5.6 -															
C5.7 -															
C5.8 -															
C5.9 -															
C5.10															
C5.11															
C5.12															
C5.13															
C.1.4	<p>The NEC3 Project Manager shall be the appointed Professional Representative by the Department of Health through a separate tender process. Details of the NEC3 Project Manager are stated below if this information is available at time of this tender:</p> <table border="1"> <tr> <td>Name of Firm:</td> <td><b>KZN Department of Health</b></td> </tr> <tr> <td>Capacity:</td> <td><b>Project Manager</b></td> </tr> <tr> <td>Address:</td> <td><b>Private Bag X 9051, Pietermaritzburg, 3200</b></td> </tr> <tr> <td>Tel:</td> <td><b>033 - 940 2400</b></td> </tr> <tr> <td>Fax:</td> <td><b>none</b></td> </tr> <tr> <td>E-mail:</td> <td><b>deon.vanwyk@kznhealth.gov.za</b></td> </tr> <tr> <td>Responsible person:</td> <td><b>Mr Deon Van Wyk</b></td> </tr> </table> <p>The Department of Health may appoint itself as NEC3 Project Manager and Supervisor through representation by one of it's employees or by any other third party agent should it require to do so.</p> <p>The second sentence shall read "Communications can be in any of the official languages recognised in KwaZulu-Natal which is English, Afrikaans or Zulu but writing is preferred in English as this is generally accepted as a business language"</p>	Name of Firm:	<b>KZN Department of Health</b>	Capacity:	<b>Project Manager</b>	Address:	<b>Private Bag X 9051, Pietermaritzburg, 3200</b>	Tel:	<b>033 - 940 2400</b>	Fax:	<b>none</b>	E-mail:	<b>deon.vanwyk@kznhealth.gov.za</b>	Responsible person:	<b>Mr Deon Van Wyk</b>
Name of Firm:	<b>KZN Department of Health</b>														
Capacity:	<b>Project Manager</b>														
Address:	<b>Private Bag X 9051, Pietermaritzburg, 3200</b>														
Tel:	<b>033 - 940 2400</b>														
Fax:	<b>none</b>														
E-mail:	<b>deon.vanwyk@kznhealth.gov.za</b>														
Responsible person:	<b>Mr Deon Van Wyk</b>														
C.1.6	<table border="1"> <tr> <td><b>PP2-Competitive Selection Procedure</b></td> <td><b>Develop and Construct</b></td> </tr> <tr> <td colspan="2"><b>PP2B-Open Procedure</b></td> </tr> <tr> <td colspan="2"><b>Tenderers must satisfy all of the eligibility criteria (if applicable) and obtain the minimum qualifying score for functionality criteria first before they can be considered for price and preference.</b></td> </tr> </table>	<b>PP2-Competitive Selection Procedure</b>	<b>Develop and Construct</b>	<b>PP2B-Open Procedure</b>		<b>Tenderers must satisfy all of the eligibility criteria (if applicable) and obtain the minimum qualifying score for functionality criteria first before they can be considered for price and preference.</b>									
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<b>Tenderers must satisfy all of the eligibility criteria (if applicable) and obtain the minimum qualifying score for functionality criteria first before they can be considered for price and preference.</b>															
C.2.1	<p>For eligibility refer to <b>T1.1 Tender Notice and Invitation to Tender</b></p> <p>A contract will only be entered into with a Tenderder who has in his employ management and supervisory staff satisfying the requirements of the scope of work for labour intensive competencies for supervisory and management staff during the contract validity of the contract.</p> <p>Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations for a :</p> <p>8 GB or higher class of construction work, are eligible to have their tenders evaluated.</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> <li>1 every member of the joint venture is registered with the CIDB;</li> <li>2 the lead partner has a contractor grading of 8GB or higher, class of construction work; or not lower than one level below the required the required grading designation in the class of works construction works under considerations and possess the required recognition status</li> <li>3 the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a : 8 GB or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations.</li> </ol>														

	<b>See end of T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN TENDER for combinations of JV's arrangements.</b>
C.2.7	For particulars regarding a pre-tender site inspection meeting (clarification meeting), see <b>T1.1 Tender Notice and Invitation to Tender.</b>
C.2.12	Alternative tender offer permitted: <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/>
	<p>If a tenderer wishes to submit an own alternative tender offer, the only criteria permitted for such alternative tender offer is that it demonstrably satisfies the Employer's standards and requirements. A tenderer may submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted. Provided that the tenderer's main tender offer is according to specification and would under normal circumstances be recommended for acceptance, his alternative tender offer may also be considered for the purpose of the award of the contract.</p> <p>Calculations, drawings and all other pertinent technical information and characteristics as well as modified or proposed Pricing Data must be submitted with the alternative tender offer to enable the Employer to evaluate the efficacy of the alternative and its principal elements, to take a view on the degree to which the alternative complies with the Employer's standards and requirements and to evaluate the acceptability of the pricing proposals. Calculations must be set out in a clear and logical sequence and must clearly reflect all design assumptions. Pricing Data must reflect all assumptions in the development of the pricing proposal.</p> <p>Acceptance of an alternative tender offer will mean acceptance in principle of the offer. It will be an obligation of the contract for the tenderer, in the event that the alternative is accepted, to accept full responsibility and liability that the alternative offer complies in all respects with the Employer's standards and requirements.</p> <p>The modified Pricing Data must include an amount equal to 5% of the amount tendered for the alternative offer to cover the Employer's costs of confirming the acceptability of the detailed design before it is constructed.</p>
C.2.13.1	<b>Only the Complete Service as per the Works Information</b>
C.2.13.2	Tenderers are to ensure that their company details appear on the entire relevant Tender documentation and must be legible.
C.2.13.3	The complete tender offer communicated on paper shall be submitted as an original.
C.2.13.4	The second sentence shall read as follows "The Employer will hold all authorised signatories jointly and severally liable on behalf of the tenderer". Tenderers proposing to contract as a Joint Venture shall submit a valid Joint Venture Agreement before the Joint Venture's offer could be accepted. Individuals, Partnerships and Companies proposing to contract as a party to a Joint Venture shall be jointly and severally liable on behalf of the Joint Venture.
C.2.13.5	The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are as per <b>T1.1 Tender Notice and Invitation to Tender.</b>
	A Open Procedure will be followed
C.2.15	The closing time for submission of tender offers is as per <b>T1.1 Tender Notice and Invitation to Tender.</b>
C.2.16	The tender offer validity period is as per <b>T1.1 Tender Notice and Invitation to Tender.</b>
C.2.17	Sub-clause C2.17 does not preclude the negotiation of the final terms of the contract with the preferred tenderer, following a competitive selection process, should the Employer elect to do so and provided that the competitive position of the preferred tenderer is not affected.
	The tenderer must submit to the Employer, names of all management and supervisory staff that will be employed to supervise the labour-intensive portion of the works together with satisfactory evidence that
C.2.19	Access shall be provided for inspections, tests and analysis as may be required by the Employer.
C.2.22	Tenderers <b>do not</b> have to return all retained tender documents within 28 days after expiry of the Tender validity period.
	Tenderers are to refer to <b>List of Returnable Schedules</b> and <b>Scope of Works</b> to establish what is required to be submitted with this tender.
C.3.4	The location for opening of the tender offers shall be at: <b>KZN Department of Health, 310 Jabu Ndlovu Street, Pietermaritzburg, 3200</b>
C.3.8	The employer must determine, on opening and before detailed evaluation, whether each Tender offer properly received: a) complies with the requirements of the Conditions of Tender. b) has been properly and fully completed and signed, and c) is responsive to the other requirements of the Tender documents.

A responsive tender is one that conforms to all the terms, conditions and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the Works, services or supply identified in the Scope of Work or
- b) significantly change the Employers or the Tenderers risks and responsibilities under the contract, or
- c) affect the competitive position of other Tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

C.3.13

**Tender offers will only be accepted if:**

- (a) Tenderers must be registered on Government's Central Supplier Database (CSD) and include their master registration number (MAAA number) on the cover page of the tender document in order to enable the institution to verify the tenderers tax status on the CSD
- (b) the Tenderder is registered with the Construction Industry Development Board in an appropriate contractor grading designation is required for this tender and the Tenderder has submitted a CIDB certificate of registration which clearly indicates the status "Active"
- (c) the Tenderder has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the Tenderder's ability to perform to the contract in the best interests of the employer or potentially compromise the Tender process.
- (d) the tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) as a person prohibited from doing business with the public sector; and
- (e) the Tenderder has not:
  - i) abused the Employer's Supply Chain Management System; or
  - ii) failed to perform on any previous contract and has been given a written notice to this effect.
- (f) the Tenderder is registered with:
  - i) the Workmen's Compensation Fund
- (g) the Tenderder submitted Authority to Sign the tender.
- (h) the Tenderder submitted Financial standing & other resources of Business Declaration.
- (i) the Tenderder signed the Form of Offer that is part of the Form of Offer and Acceptance.
- (j) the Tenderder submitted Preference Certificate, if applicable.
- (k) the Tenderder submitted SBD 4
- (l) the Tenderder submitted Site Inspection Certificate from the Compulsory Briefing Meeting
- (m) the Tenderder submitted all information required to assess 'Eligibility' and 'Functionality' as per the stated
- (n) the Tenderer submitted deliverables required to assess any stated mandatory criteria.
- (o) the Tenderer has incorporated all issued addenda (if applicable) into their submitted tender document

Provided that the form of offer and acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the employer and the successful Tenderder as described in the form of offer and acceptance.



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**T1.3 - Annexure C - Standard Conditions of Tender**

## T1.3 - Annexure C - Standard Conditions of Tender

Note: Where this document refers to Bid or Bidder it shall be read as tender or tenderer

### C.1 General

#### C.1.1 Actions

C.1.1.1 The employer and each tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out in F.2 and F.3, timeously and with integrity, and behave equitably, honestly and transparently and comply with all legal obligations and not engage in anticompetitive practices.

C.1.1.2 The employer and the tenderer and all their agents and employees involved in the tender process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Tenderer's shall declare any potential conflict of interest in their tender submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process or as soon as they become aware of such conflict, and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note: 1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.

2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

C.1.1.3 The employer shall not seek and the tenderer shall not submit a tender without having a firm intention and the capacity to proceed with the contract.

#### C.1.2 Tender Documents

The documents issued by the employer for the purpose of a tender offer are listed in the **tender data**.

#### C.1.3 Interpretation

**C.1.3.1** The **tender data** and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

**C.1.3.2** These conditions of tender, the **tender data** and tender schedules which are required for tender evaluation purposes, shall form part of any contract arising from the invitation to tender.

**C.1.3.3** For the purposes of these conditions of tender, the following definitions apply:

- a) **conflict of interest** means any situation in which:
  - i) someone in a position of trust has competing professional or personal interests which make it difficult to fulfil his or her duties impartially;
  - ii) an individual or tenderer is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit; or
  - iii) incompatibility or contradictory interests exist between an employee and the tenderer who employs that employee.
- b) **comparative offer** means the price after the factors of a non-firm price and all unconditional discounts it can be utilised to have been taken into consideration;
- c) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process;
- d) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.

#### **C.1.4 Communication and employer's agent**

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Communication shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a tenderer. The name and contact details of the employer's agent are stated in the **tender data**.

#### **C.1.5 Cancellation and Re-Invitation of Tenders**

**C.1.5.1** An employer may, prior to the award of the tender, cancel a tender if-

- a) due to changed circumstances, there is no longer a need for the engineering and construction works specified in the invitation;
- b) funds are no longer available to cover the total envisaged expenditure; or
- c) no acceptable tenders are received.
- d) there is a material irregularity in the tender process.

**C.1.5.2** The decision to cancel a tender invitation must be published in the same manner in which the original tender invitation was advertised.

**C.1.5.3** An Employer may only with the prior approval of the relevant treasury cancel a tender invitation for the second time.

#### **C.1.6 Procurement procedures**

##### **C.1.6.1 General**

Unless otherwise stated in the **tender data**, a contract will, subject to F.3.13, be concluded with the tenderer who in terms of F.3.11 is the highest ranked or the tenderer scoring the highest number of tender evaluation points, as relevant, based on the tender submissions that are received at the closing time for tenders.

##### **C.1.6.2 Competitive negotiation procedure**

**C.1.6.2.1** Where the **tender data** requires that the competitive negotiation procedure is to be followed, tenderers shall submit tender offers in response to the proposed contract in the first round of submissions. Notwithstanding the requirements of F.3.4, the employer shall announce only the names of the tenderers who make a submission. The requirements of F.3.8 relating to the material deviations or qualifications which affect the competitive position of tenderers shall not apply.

**C.1.6.2.2** All responsive tenderers, or at least a minimum of not less than three responsive tenderers that are highest ranked in terms of the evaluation criteria stated in the **tender data**, shall be invited to enter into competitive negotiations based on the principle of equal treatment, keeping confidential the proposed solutions and associated information. Notwithstanding the provisions of C.2.17, the employer may request that tenders be clarified, specified and fine-tuned in order to improve a tenderer's competitive position provided that such clarification, specification, fine-tuning or additional information does not alter any fundamental aspects of the offers or impose substantial new requirements which restrict or distort competition or have a discriminatory effect.

**C.1.6.2.3** At the conclusion of each round of negotiations, tenderers shall be invited by the employer to revise their tender offer based on the same evaluation criteria, with or without adjusted weightings. Tenderers shall be advised when they are to submit their best and final offer.

**C.1.6.2.4** The contract shall be awarded in accordance with the provisions of C.3.11 and C.3.13 after tenderers have been requested to submit their best and final offer.

### C.1.6.3 Proposal procedure using the two stage-system

Contracting Party: \_\_\_ C.1.6.3.1

#### Option 1

Tenderers shall in the first stage submit technical proposals and, if required, cost parameters around which a contract may be negotiated. The employer shall evaluate each responsive submission in terms of the method of evaluation stated in the **tender data**, and in the second stage negotiate a contract with the tenderer scoring the highest number of evaluation points and award the contract in terms of these conditions of tender.

#### F.1.6.3.2

#### Option 2

**C.1.6.3.2.1** Tenderers shall submit in the first stage only technical proposals. The employer shall invite all responsive tenderers to submit tender offers in the second stage, following the issuing of procurement documents.

**C.1.6.3.2.2** The employer shall evaluate tenders received during the second stage in terms of the method of evaluation stated in the **tender data**, and award the contract in terms of these conditions of tender.

## C.2 Tenderer's obligations

### C.2.1 Eligibility

**C.2.1.1** Submit a tender offer only if the tenderer satisfies the criteria stated in the **tender data** and the tenderer, or any of his principals, is not under any restriction to do business with employer.

**C.2.1.2** Notify the employer of any proposed material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used by the employer as the basis in a prior process to invite the tenderer to submit a tender offer and obtain the employer's written approval to do so prior to the closing time for tenders.

### C.2.2 Cost of tendering

**C.2.2.1** Accept that, unless otherwise stated in the **tender data**, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

**C.2.2.2** The cost of the tender documents charged by the employer shall be limited to the actual cost incurred by the employer for printing the documents. Employers must attempt to make available the tender documents on its website so as not to incur any costs pertaining to the printing of the tender documents.

### C.2.3 Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

### C.2.4 Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

### C.2.5 Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

### C.2.6 Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the **tender data**, in order to take the addenda into account.



### **C.2.7 Clarification meeting**

Attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the **tender data**.

### **C.2.8 Seek clarification**

Request clarification of the tender documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the **tender data**.

### **C.2.9 Insurance**

Be aware that the extent of insurance to be provided by the employer (if any) might not be for the full cover required in terms of the conditions of contract identified in the **contract data**. The tenderer is advised to seek qualified advice regarding insurance.

### **C.2.10 Pricing the tender offer**

**C.2.10.1** Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the **tender data**.

**C.2.10.2** Show VAT payable by the employer separately as an addition to the tendered total of the prices.

**C.2.10.3** Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the **contract data**.

**C.2.10.4** State the rates and prices in Rand unless instructed otherwise in the **tender data**. The conditions of contract identified in the contract data may provide for part payment in other currencies.

### **C.2.11 Alterations to documents**

Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.

### **C.2.12 Alternative tender offers**

**C.2.12.1** Unless otherwise stated in the **tender data**, submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted as well as a schedule that compares the requirements of the tender documents with the alternative requirements that are proposed.

**C.2.12.2** Accept that an alternative tender offer must be based only on the criteria stated in the **tender data** or criteria otherwise acceptable to the employer.

**C.2.12.3** An alternative tender offer must only be considered if the main tender offer is the winning tender.

### **C.2.13 Submitting a tender offer**

**C.2.13.1** Submit one tender offer only, either as single tendering entity or as a member in a joint venture to provide the whole of the works, services or supply identified in the **contract data** and described in the **scope of works**, unless stated otherwise in the **tender data**.

**C.2.13.2** Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

**C.2.13.3** Submit the parts of the tender offer communicated on paper as an original plus the number of copies stated in the **tender data**, with an English translation of any documentation in a language other than English, and the parts communicated electronically in the same format as they were issued by the employer.

**C.2.13.4** Sign the original and all copies of the tender offer where required in terms of the **tender data**. The employer will hold all authorized signatories liable on behalf of the tenderer. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer.

**C.2.13.5** Seal the original and each copy of the tender offer as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the **tender data**, as well as the tenderer's name and contact address.

**C.2.13.6** Where a two-envelope system is required in terms of the **tender data**, place and seal the returnable documents listed in the tender data in an envelope marked "financial proposal" and place the remaining returnable documents in an envelope marked "technical proposal". Each envelope shall state on the outside the employer's address and identification details stated in the **tender data**, as well as the tenderer's name and contact address.

**C.2.13.7** Seal the original tender offer and copy packages together in an outer package that states on the outside only the employer's address and identification details as stated in the **tender data**.

**C.2.13.8** Accept that the employer will not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.

**C.2.13.9** Accept that tender offers submitted by facsimile or e-mail will be rejected by the employer, unless stated otherwise in the **tender data**.

**C.2.14 Information and data to be completed in all respects**

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

**C.2.15 Closing time**

**C.2.15.1** Ensure that the employer receives the tender offer at the address specified in the **tender data** not later than the closing time stated in the tender data. Accept that proof of posting shall not be accepted as proof of delivery.

**C.2.15.2** Accept that, if the employer extends the closing time stated in the **tender data** for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

**C.2.16 Tender offer validity**

**C.2.16.1** Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the **tender data** after the closing time stated in the **tender data**.

**C.2.16.2** If requested by the employer, consider extending the validity period stated in the **tender data** for an agreed additional period with or without any conditions attached to such extension.

**C.2.16.3** Accept that a tender submission that has been submitted to the employer may only be withdrawn or substituted by giving the employer's agent written notice before the closing time for tenders that a tender is to be withdrawn or substituted. If the validity period lapses before the employer evaluating the tender offer(s), the contractor reserves the right to review the price based on Consumer Price Index (CPI)

**C.2.16.4** Where a tender submission is to be substituted, a tenderer must submit a substitute tender in accordance with the requirements of C.2.13 with the packages clearly marked as "SUBSTITUTE".

**C.2.17 Clarification of tender offer after submission**

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment of certain rates or item prices (or both). No change in the competitive position of tenderers or substance of the tender offer is sought, offered, or permitted.

**Note:** *Sub-clause C.2.17 does not preclude the negotiation of the final terms of the contract with a preferred tenderer following a competitive selection process, should the Employer elect to do so.*

### **C.2.18 Provide other material**

**C.2.18.1** Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), preferencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employers request, the employer may regard the tender offer as non-responsive.

**C.2.18.2** Dispose of samples of materials provided for evaluation by the employer, where required.

### **C.2.19 Inspections, tests and analysis**

Provide access during working hours to premises for inspections, tests and analysis as provided for in the **tender data**.

### **C.2.20 Submit securities, bonds and policies**

If requested, submit for the employer's acceptance before formation of the contract, all securities, bonds, guarantees, policies and certificates of insurance required in terms of the conditions of contract identified in the **contract data**.

### **C.2.21 Check final draft**

Check the final draft of the contract provided by the employer within the time available for the employer to issue the contract.

### **C.2.22 Return of other tender documents**

If so instructed by the employer, return all retained tender documents within 28 days after the expiry of the validity period stated in the **tender data**.

### **C.2.23 Certificates**

Include in the tender submission or provide the employer with any certificates as stated in the **tender data**.

## **C.3 The employer's undertakings**

### **C.3.1 Respond to request from the tenderer**

**C.3.1.1** Unless otherwise stated in the **tender data**, respond to a request for clarification received up to five (5) working days before the tender closing time stated in the **tender data** and notify all tenderers who collected tender documents.

**C.3.1.2** Consider any request to make a material change in the capabilities or formation of the tendering entity (or both) or any other criteria which formed part of the qualifying requirements used to prequalify a tenderer to submit a tender offer in terms of a previous procurement process and deny any such request if as a consequence:

- a) an individual firm, or a joint venture as a whole, or any individual member of the joint venture fails to meet any of the collective or individual qualifying requirements;
- b) the new partners to a joint venture were not prequalified in the first instance, either as individual firms or as another joint venture; or
- c) in the opinion of the Employer, acceptance of the material change would compromise the outcome of the prequalification process.

### **C.3.2 Issue Addenda**

If necessary, issue addenda that may amend or amplify the tender documents to each tenderer during the period from the date that tender documents are available until three (3) days before the tender closing time stated in the **tender data**. If, as a result a tenderer applies for an extension to the closing time stated in the **tender data**, the Employer may grant such extension and, shall then notify all tenderers who collected tender documents.

### **C.3.3 Return late tender offers**

Return tender offers received after the closing time stated in the **tender data**, unopened, (unless it is necessary to open a tender submission to obtain a forwarding address), to the tenderer concerned.

### **C.3.4 Opening of tender submissions**

**C.3.4.1** Unless the two-envelope system is to be followed, open valid tender submissions in the presence of tenderers' agents who choose to attend at the time and place stated in the **tender data**. Tender submissions for which acceptable reasons for withdrawal have been submitted will not be opened.

**C.3.4.2** Announce at the meeting held immediately after the opening of tender submissions, at a venue indicated in the **tender data**, the name of each tenderer whose tender offer is opened and, where applicable, the total of his prices, number of points claimed for its BBBEE status level and time for completion for the main tender offer only.

**C.3.4.3** Make available the record outlined in C.3.4.2 to all interested persons upon request.

### **C.3.5 Two-envelope system**

**C.3.5.1** Where stated in the tender data that a two-envelope system is to be followed, open only the technical proposal of valid tenders in the presence of tenderers' agents who choose to attend at the time and place stated in the **tender data** and announce the name of each tenderer whose technical proposal is opened.

**C.3.5.2** Evaluate the functionality of the technical proposals offered by tenderers, then advise tenderers who remain in contention for the award of the contract of the time and place when the financial proposals will be opened. Open only the financial proposals of tenderers, who score in the functionality evaluation more than the minimum number of points for functionality stated in the **tender data**, and announce the score obtained for the technical proposals and the total price and any points claimed on BBBEE status level. Return unopened financial proposals to tenderers whose technical proposals failed to achieve the minimum number of points for functionality.

### **C.3.6 Non-disclosure**

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

### **C.3.7 Grounds for rejection and disqualification**

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

### **C.3.8 Test for responsiveness**

**C.3.8.1** Determine, after opening and before detailed evaluation, whether each tender offer properly received:

- a) complies with the requirements of these Conditions of Tender,
- b) has been properly and fully completed and signed, and
- c) is responsive to the other requirements of the tender documents.

**C.3.8.2** A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would:

- a) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work,
- b) significantly change the Employer's or the tenderer's risks and responsibilities under the contract, or
- c) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer, and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

### **C.3.9 Arithmetical errors, omissions and discrepancies**

**C.3.9.1** Check Responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.

**C.3.9.2** Check the highest ranked tender or tenderer with the highest number of tender evaluation points after the evaluation of tender offers in accordance with F.3.11 for:

- a) the gross misplacement of the decimal point in any unit rate;
- b) omissions made in completing the pricing schedule or bills of quantities; or
- c) arithmetic errors in:
  - i) line items totals resulting from the product of a unit rate and a quantity in bills of quantities or schedules of prices; or
  - ii) the summation of the prices.

**C.3.9.3** Notify the tenderer of all errors or omissions that are identified in the tender offer and either confirm the tender offer as tendered or accept the corrected total of prices

**C.3.9.4** Where the tenderer elects to confirm the tender offer as tendered, correct the errors as follows:

- a) If bills of quantities or pricing schedules apply and there is an error in the line item total resulting from the product of the unit rate and the quantity, the line item total shall govern and the rate shall be corrected. Where there is an obviously gross misplacement of the decimal point in the unit rate, the line item total as quoted shall govern, and the unit rate shall be corrected.
- b) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if bills of quantities apply) to achieve the tendered total of the prices.

**C.3.10 Clarification of a tender offer**

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

**C.3.11 Evaluation of tender offers**

The Standard Conditions of Tender standardize the procurement processes, methods and procedures from the time that tenders are invited to the time that a contract is awarded. They are generic in nature and are made project specific through choices that are made in developing the Tender Data associated with a specific project.

Conditions of tender are by definition the document that establishes a tenderer's obligations in submitting a tender and the employer's undertakings in soliciting and evaluating tender offers. Such conditions establish the rules from the time a tender is advertised to the time that a contract is awarded and require employers to conduct the process of offer and acceptance in terms of a set of standard procedures

<b>The CIDB Standard Conditions of Tender are based on a procurement system that satisfies the following system requirements:</b>	
<b>Requirement</b>	<b>Qualitative interpretation of goal</b>
Fair	The process of offer and acceptance is conducted impartially without bias, providing simultaneous and timely access to participating parties to the same information.
Equitable	Terms and conditions for performing the work do not unfairly prejudice the interests of the parties.
Transparent	The only grounds for not awarding a contract to a tenderer who satisfies all requirements are restrictions from doing business with the employer, lack of capability or capacity, legal impediments and conflicts of interest.
Competitive	The system provides for appropriate levels of competition to ensure cost effective and best value outcomes.
Cost effective	The processes, procedures and methods are standardized with sufficient flexibility to attain best value outcomes in respect of quality, timing and price, and least resources to effectively manage and control procurement processes.

**The activities associated with evaluating tender offers are as follows:**

- a) Open and record tender offers received
- b) Determine whether or not tender offers are complete
- c) Determine whether or not tender offers are responsive
- d) Evaluate tender offers
- e) Determine if there are any grounds for disqualification
- f) Determine acceptability of preferred tenderer
- g) Prepare a tender evaluation report
- h) Confirm the recommendation contained in the tender evaluation report

**C.3.11.1 General**

The employer must appoint an evaluation panel of not less than three persons conversant with the proposed scope of works to evaluate each responsive tender offer using the tender evaluation methods and associated evaluation criteria and weightings that are specified in the tender data.

**C.3.12 Insurance provided by the employer**

If requested by the proposed successful tenderer, submit for the tenderer's information the policies and / or certificates of insurance which the conditions of contract identified in the **contract data**, require the employer to provide.

**C.3.13 Acceptance of tender offer**

Accept tender offer, if in the opinion of the employer, it does not present any risk and only if the tenderer:

- a) Is not under restrictions, or has principals who are under restrictions, preventing participating in the employer's procurement,

- b) can, as necessary and in relation to the proposed contract, demonstrate that he or she possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and reputation, expertise and the personnel, to perform the contract,
- c) has the legal capacity to enter into the contract,
- d) is not; insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act No. 2008, bankrupt or being wound up, has his/her affairs administered by a court or a judicial officer, has suspended his/her business activities or is subject to legal proceedings in respect of any of the foregoing;
- e) complies with the legal requirements, if any, stated in the **tender data**, and
- f) is able, in the opinion of the employer, to perform the contract free of conflicts of interest.

**C.3.14 Prepare contract documents**

**C.3.14.1** If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

- a) addenda issued during the tender period,
- b) inclusion of some of the returnable documents, and
- c) other revisions agreed between the employer and the successful tenderer.

**C.3.14.2** Complete the schedule of deviations attached to the form of offer and acceptance, if any.

**C.3.15 Complete Adjudicator's Contract**

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

**C.3.16 Registration of the Award**

An Employer must, within twenty-one (21) working days from the date on which a contractor's offer to perform a construction works contract is accepted in writing by the employer, register and publish the award on the cidb Register of Projects.

**C.3.17 Provide copies of the contracts**

Provide to the successful tenderer the number of copies stated in the tender data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

**C.3.18 Provide written reasons for actions taken**

Provide upon request written reasons to tenderers for any action that is taken in applying these conditions of tender but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of tenderers or might prejudice fair competition between tenderers.

## T1.4 - Special Conditions of Tender

Note: Where this document refers to Bid or Bidder it shall be read as tender or tenderer

### 1 Special Conditions

#### 1.1 Action

- 1.1.1 Conceptual design information has been provided by the employer at the time of tender. Further development of the designs shall be done by the tenderer while complying to the required Construction and Health standards. Upon the commencement of the contract, the service provider is to develop the conceptual designs provided by DOH and shall be deemed acceptable only when it has been approved by the Health Infrastructure Approval Committee (HIAC).
- 1.1.2 The design development stage must take no more than 3 months from starting date. The Contractor shall be responsible to conduct all required presentations to HIAC to seek approval to proceed to the next stage.
- 1.1.3 Provisional Bills of Quantities have been included in this tender by the employer at the time of tender and shall serve as a cost basis for the project but the project value is subject to change during the course of the development of the design.
- 1.1.4 The tenderer is to submit a schedule of rates based upon the approved (by HIAC) developed detailed design (if unscheduled items are identified) which shall be used throughout the contract to supplement the priced contract provisional bills of quantities compiled by the employer. The schedule of rates are to be provided upon the approval of the developed design prior to construction. The rates shall be reviewed by the directly appointed Quantity Surveyor. Based on the developed design the appointed contractor is to utilize these rates provided at tender to execute the works during construction.
- 1.1.5 Should there be items deemed as unforeseeable, which are identified within the course of the contract, the contractor is to provide three (3) quotations to the project leader for evaluation and approval before proceeding with the works. The percentage of the mark up provided on tender (in the Priced Tender Provisional BoQ for provisional Sums items) shall be then be applicable as the mark up to be imposed throughout the duration of the project.

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**PART T2 - RETURNABLE DOCUMENTS**



## T2.1 LIST OF RETURNABLE DOCUMENTS

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Project Manager:</b>	<b>Mr Deon Van Wyk</b>	<b>Tender no:</b>	<b>0</b>

### STAGE 1 VERIFICATION: MINIMUM MANDATORY / COMPULSORY REQUIREMENTS FOR TENDER EVALUATION PURPOSES

*(Tenderer to Insert a tick (√) in the "Returnable document" column to check which documents he/she returned with the tender)*

Document name	Returnable document	
Invitation to Tender - SBD 1 (T2.37)	Yes	
Bidder's Disclosure - SBD 4 (T2.11)	Yes	
Authority to Sign Tender (T2.2)	Yes	
Authority for Consortia or Joint Venture's to Sign Tender (T2.3)	Yes	
Special Resolution of Consortia or Joint Venture's (If applicable) (T2.4)	Yes	
Joint Venture Involvement Declaration (If applicable) (T2.5)	Yes	
Financial Standing and other resources of Business Declaration (T2.8)	Yes	
Site Inspection Certificate as proof for attendance of compulsory briefing meeting (T2.10)	Yes	
Record of Addenda to Tender Documents (T2.12)	Yes	
Schedule of Imported Materials and Equipment (T2.14)	Yes	
Latest Audited Annual Financial Statement (T2.15a)	Yes	
Contractor's Safety, Health and Environmental Declaration. (T2.17)	Yes	
Compulsory Enterprise Questionnaire (T2.18)	Yes	
Tax Compliance Status (TCS) PIN to verify on line Compliance Supplier Status via e-Filing (T2.19)	Yes	
Proof of Good Standing with the Compensation Commissioner (Attach) (T2.20)	Yes	
Form of Offer and Acceptance (Bound into Section 1 of 2) (T2.21)	Yes	
Proof of UIF Registration - Not Applicable (T2.24)	No	N/A
The National Industrial Participation Programme (T2.25)	Yes	
Proof of Registration Number on the Central Suppliers Database (T2.27)	Yes	
Complete Priced Bill of Quantities	Yes	

### DOCUMENTS REQUIRED FOR THE EVALUATION OF MANDATORY TECHNICAL CRITERIA (IF APPLICABLE) - T2.29

*(Tenderer to Insert a tick (√) in the "Returnable document" column to check which documents he/she returned with the Tender)*

Tender document requirement	Returnable	
Submission of a valid Policy/Letter confirming the Professional Indemnity (PI ) for each professional individual or consolidated for the entire Professional team.	Yes	
Submission of CV's on the provided "CV template" (please see Annexure 4, for the CV template) for the mandatory Professional team. Valid professional registration certificates to be attached (as proof), to determine team experience	Yes	
Submission of one (1) "Completion Certificate" or "Completion letter from Client" of a project addressed to the Tenderer's Consultants Professional Team's to conduct a project of General Building or of similar nature and value equivalent to CIDB 7 or Higher.	Yes	

Submission of the mandatory registered Professional project team orgonogram.	Yes	
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**Note:**

>The documents, as stated in the above table if applicable, must be submitted with the tender by the closing date and time as determined by the KZN Department of Health. Should these documents not be submitted by the tenderer as required, then the tender will be declared as non-responsive and will be disqualified. Should the tenderer submit the required documentation but the evaluation committee requires further clarity/information to conduct their assessment, then the tenderer may be contacted to provide this additional information failing which the tenderer shall be eliminated from the evaluation process.

**STAGE 2 DOCUMENTS REQUIRED FOR THE EVALUATION OF FUNCTIONALITY - T2.36**

*(Tenderer to Insert a tick (√) in the "Returnable document" column to check which documents he/she returned with the Tender)*

Tender document requirement	Returnable	
#REF!	Yes	
#REF!	Yes	
#REF!	Yes	

**STAGE 3 EVALUATION OF PRICE AND PREFERENCE - T2.9**

The Department has identified the following specific goal:

- full points(20 points) to companies who are at least 51% Owned by Black People

Ownership verification will be conducted through Central Suppliers Database by National Treasury, through the B-BBEE scorecard attributes or Companies and Intellectual Property Commission (CIPC), using Municipal Local Economic Development Database, Confirmation Letters from Municipality and councillors

*(Tenderer to Insert a tick (√) in the "Returnable document" column to check which documents he/she returned with the tender)*

Document name	Returnable document	
Proof of ownership in the form of printouts from CSD or CIPC clearly indicating ownership details.	Yes	

## T2.2 AUTHORITY TO SIGN TENDER

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

\_\_\_\_\_

*(Legally correct full name and registration number, if applicable, of the Enterprise)*

held at (town): \_\_\_\_\_ on (date): \_\_\_\_\_

**RESOLVED that:**

1. The Enterprise submits a Tender to the KZN Department of Health in respect of the following project:

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Tender Number: **ZNB 5642/2023-H**

2.  
\*Mr./Mrs./Ms: \_\_\_\_\_

in \*his/her capacity as: \_\_\_\_\_ *(Position in the Enterprise)*

and who will sign as follows: \_\_\_\_\_ *(Authorised Signatory)*

be, and is hereby, authorised to sign the Tender, and any and all other documents and/or correspondence in connection with and relating to this Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Tender to the Enterprise mentioned above.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			

**Note:**

1. \* Delete which is not applicable.
2. NB. This resolution / Power of Attorney must be signed by all the Directors / Members / Partners of the Legal Tendering Enterprise authorising the Representative to make this Offer.
3. Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.
4. In the case of the tendering Enterprise being a Close Corporation, a **copy of the Founding Statement** of such corpora - tion must be attached to this tender.

**ENTERPRISE STAMP** (If Any)

## T2.3 AUTHORITY FOR CONSORTIA OR JOINT VENTURES TO SIGN TENDER

**RESOLUTION** of a meeting of the Board of \*Directors / Members / Partners of:

\_\_\_\_\_  
(Legally correct full name and registration number, if applicable, of the Enterprise)

held at (town): \_\_\_\_\_ on (date): \_\_\_\_\_

**RESOLVED that:**

1. The Enterprise submits a Tender, in consortium/Joint Venture with the following Enterprises:

\_\_\_\_\_  
(List all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium/Joint Venture)

to the KZN Department of Health in respect of the following project:

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Tender Number: **ZNB 5642/2023-H**

2. \* Mr. / Mrs. / Ms.: \_\_\_\_\_ in

\*his/her Capacity as: \_\_\_\_\_ (Position in the Enterprise)

and who will sign as follows: \_\_\_\_\_  
be, and is hereby, authorised to sign a consortium/joint venture agreement with the parties listed under item 1 above, and any and all other documents and/or correspondence in connection with and relating to the consortium/joint venture, in respect of the project described under item 1 above.

3. The Enterprise accepts joint and several liability with the parties listed under item 1 above for the due fulfilment of the obligations of the joint venture deriving from, and in any way connected with, the Contract to be entered into with the Department in respect of the project described under item 1 above.

4. The Enterprise chooses as its *domicilium citandi et executandi* for all purposes arising from this joint venture agreement and the Contract with the Department in respect of the project under item 1 above:

Physical address: \_\_\_\_\_

Contracting Pa \_\_\_\_\_

\_\_\_\_\_  
(Postal Code)

Postal Address: \_\_\_\_\_

\_\_\_\_\_  
(Postal Code)

Telephone number: (Dialling Code followed by number) \_\_\_\_\_

Fax number: (Dialling Code followed by number) \_\_\_\_\_

Email Address : \_\_\_\_\_

**\*BOARD OF DIRECTORS / MEMBERS / PARTNERS in Consortium of Joint Venture**

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**Note:**

- \* Delete which is not applicable.
- NB. This resolution / Power of Attorney must be signed by all the Directors / Members / Partners of the Tendering Enterprise.
- Should the number of Directors / Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

**ENTERPRISE STAMP** (If Any)

<u>Deemed to satisfy joint venture arrangements</u>
Grading 2 + Grading 2 + Grading 2
Grading 3 + Grading 3 + Grading 3
Grading 4 + Grading 4
Grading 4 + Grading 3 + Grading 3
Grading 5 + Grading 5
Grading 5 + Grading 4 + Grading 4
Grading 6 + Grading 6
Grading 6 + Grading 5 + Grading 5
Grading 7 + Grading 7 + Grading 7
Grading 8 + Grading 8 + Grading 8

<u>Designation</u>	
= 3	Tenderers who envisage entering into a Joint Venture shall complete a submit a Joint Venture Agreement (see copy of CIDB's agreement elsewhere in this document) with this Tender.
= 4	
= 5	
= 5	
= 6	
= 6	
= 7	
= 7	
= 8	
= 9	

## T2.4 SPECIAL RESOLUTION OF CONSORTIA OR JOINT VENTURES

**RESOLUTION** of a meeting of the duly authorised representatives of the following legal entities who have entered into a consortium/joint venture to jointly tender for the project mentioned below: *(legally correct full names and registration numbers, of the Enterprises forming a Consortium/Joint Venture)*

2.

3.

4.

5.

6.

7.

8.

held at: \_\_\_\_\_ (place) on \_\_\_\_\_ (date)

### **RESOLVED that:**

Co The above-mentioned Enterprises submits a Tender in Consortium/Joint Venture to the KZN Department of ntra Health in respect of the following project:

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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Tender Number: **ZNB 5642/2023-H**

Project Code: **N/A**

B. Mr/Mrs/Ms: \_\_\_\_\_ in

\*his/her Capacity as: \_\_\_\_\_ (Position in the Enterprise)

and who will sign as follows: \_\_\_\_\_

be, and is hereby, authorised to sign the Tender, and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any Contract, and any and all documentation, resulting from the award of the Tender to the Enterprises in Consortium/Joint Venture mentioned above.

C. The Enterprises constituting the Consortium/Joint Venture, notwithstanding its composition, shall conduct all business under the name and style of:

\_\_\_\_\_

D. The Enterprises to the Consortium/Joint Venture accept joint and several liability for the due fulfilment of the obligations of the Consortium/Joint Venture deriving from, and in any way connected with, the Contract entered into with the Department in respect of the project described under item A above.

E. Any of the Enterprises to the Consortium/Joint Venture intending to terminate the consortium/joint venture agreement, for whatever reason, shall give the Department 30 days written notice of such intention. Notwithstanding such decision to terminate, the Enterprises shall remain jointly and severally liable to the Department for the due fulfilment of the obligations of the Consortium/Joint Venture as mentioned under item D above.

F. No Enterprise to the Consortium/Joint venture shall, without the prior written consent of the other Enterprises to the Consortium/Joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint Venture and of the Department, cede any of its rights or assign any of its obligations under the consortium/joint venture agreement in relation to the Contract with the Department referred to herein.

G. The Enterprises choose as the *domicilium citandi et executandi* of the consortium/joint venture for all purposes arising from the consortium/joint venture agreement and the Contract with the Department in respect of the project under item A above:

Physical address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Postal Code)

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Postal Code)

Telephone number: (Dialling Code followed by number) \_\_\_\_\_

Fax number: (Dialling Code followed by number) \_\_\_\_\_

Email Address : \_\_\_\_\_

**\*BOARD OF DIRECTORS / MEMBERS / PARTNERS in Consortium of Joint Venture**

	<b>Name</b>	<b>Capacity</b>	<b>Signature</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

**Note:**

- \* Delete which is not applicable.*
- NB.** *This resolution / Power of Attorney must be signed by all the Duly Authorised Representatives of the Legal Entities to the Consortium/Joint Venture submitting this Tender.*
- Should the number of Duly Authorised Representatives of the Legal Entities joining forces in this Tender exceed the space available above, additional names and signatures must be supplied on a separate page.*
- Resolutions, duly completed and signed, from the separate Enterprises who participate in this Consortium/Joint Venture must be attached to the Special Resolution.*



## T2.5 JOINT VENTURES INVOLVEMENT DECLARATION

<b>Project title:</b>	ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY		
<b>Tender no:</b>	ZNB 5642/2023-H	<b>Project Code:</b>	N/A

**DECLARATION RELATING TO A TENDER SUBMITTED BY A JOINT VENTURE :**

I/We the undersigned parties do hereby declare that our respective involvement in the Works, of which I/we tender by Joint Venture, would be as follows :-

<b>Party No. 1</b>	
<b>CENTRAL SUPPLIERS DATABASE REGISTRATION NO:</b>	
<b>TenderDERS CIDB REGISTRATION NUMBER:</b>	
Name	
Address	
Percentage involvement	%

<b>Party No. 2</b>	
<b>CENTRAL SUPPLIERS DATABASE REGISTRATION NO:</b>	
<b>TENDERERS CIDB REGISTRATION NUMBER:</b>	
Name	
Address	
Percentage involvement	%

<b>Party No. 3</b>	
<b>CENTRAL SUPPLIERS DATABASE REGISTRATION NO:</b>	
<b>TenderDERS CIDB REGISTRATION NUMBER:</b>	
Name	
Address	
Percentage involvement	%

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**Signed - Party No. 1**

I/We (*Full Name*) \_\_\_\_\_

duly authorised in my capacity as \_\_\_\_\_

of (*Enterprise name*): \_\_\_\_\_

do jointly and severally accept responsibility for the due performance of the Works contained in the above project should such Tender submitted by the Joint Venture be accepted.

\_\_\_\_\_  
Signed by Authorised Representative

\_\_\_\_\_  
Date

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**Signed - Party No. 2**

I/We (*Full Name*) \_\_\_\_\_

duly authorised in my capacity as \_\_\_\_\_

of (*Enterprise name*): \_\_\_\_\_

do jointly and severally accept responsibility for the due performance of the Works contained in the above project should such tender submitted by the Joint Venture be accepted.

\_\_\_\_\_  
Signed by Authorised Representative

\_\_\_\_\_  
Date

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**Signed - Party No. 3**

I/We (*Full Name*) \_\_\_\_\_

duly authorised in my capacity as \_\_\_\_\_

of (*Enterprise name*): \_\_\_\_\_

do jointly and severally accept responsibility for the due performance of the Works contained in the above project should such tender submitted by the Joint Venture be accepted.

\_\_\_\_\_  
Signed by Authorised Representative

\_\_\_\_\_  
Date

## T2.8 FINANCIAL STANDING AND OTHER RESOURCES OF BUSINESS DECLARATION

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

- (a) Based on the track record determined on the Minimum Average Annual Turnover coupled to the assessed Works Capabilities of Contracting Enterprises, the Construction Industry Development Board (CIDB) awards Grading Designations and accordingly registers it on the system.
- This confirms that a Contractor has, at the time of registration, in the absence of any supply side interventions, sufficient working capital to commence the Works for a single contract and render due performance.
- (b) However, it regularly occurs that a Contractor will at the same time submit tenders for a number of projects that are advertised during an overlapping period. Moreover, the Contractor may be busy with a Contract that is of the registered CIDB Grading Designation (value) or is even attending to a number of smaller valued Contracts.
- (c) It therefore becomes the prerogative of a Tenderer in such instances to prove to the Department that the Enterprise has the capacity in every respect to attend to more than one (1) contract at a time.
- (d) A Tenderer who wishes to be considered for this tender Contract award, over and above other tenders that they have submitted, shall submit when requested by the DOH the necessary proof that:
- (i) he/she has access to additional finance (inclusive of a PERFORMANCE GUARANTEE BY A REGISTERED FINANCIAL INSTITUTION),
  - (ii) he/she has additional Human Resources available to successfully complete this project.
  - (iii) he/she has adequate Equipment, Plant and Machinery that all of the above can, undoubtedly, be sourced for this tender. (Please submit to the DOH the name and contact details of the supplier if the Tenderer is going to hire Equipment, Plant or Machinery, when requested.)
- (e) Tenderer to submit their latest 12 months audited financial statements with the returnable documents.

I, the undersigned,

*(name of person authorized to sign on behalf of the Tenderer)*

understand that it is the responsibility of the Tenderer to prove and provide when requested by the DOH, evidence of the good Financial Standing of the Business to complete the Contract successfully.

Furthermore, it is understood that failure to provide when requested by DOH, at least the information as stated in paragraphs (d)(i)(ii) AND (iii) above may not enable the Evaluation Team to assess the CURRENT financial standing of the Business and the failure to provide said information when requested will, therefore, invalidate the Tender.

I accept and understand that the KZN Department of Health, as representative of the Provincial Administration of KwaZulu-Natal in this tender, may act against me and the Tenderer, jointly and severally, should this declaration and/or any information provided be found to be false.

Duly signed at..... on this the..... day of..... 201.....

Full Name of Signatory \_\_\_\_\_

Name of Enterprise \_\_\_\_\_

Capacity of Signatory \_\_\_\_\_

Signature of authorised representative \_\_\_\_\_

## T2.9 PREFERENCE POINTS CLAIM - SBD 6.1

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

### 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.

**BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.**

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all Tenders:

- the 80/20 system for requirements with a Rand value of up to R 50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R 50 000 000 (all applicable taxes included).

1.2 The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price points and	90
(b) Specific Goals	10

1.4 The maximum points for this tender are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	90
<b>SPECIFIC GOALS</b>	10
<b>TOTAL POINTS FOR PRICE AND SPECIFIC GOALS</b>	<b>100</b>

- on 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for tra specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed. cti ng
- 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:

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

Where:

- $P_s$  = Points scored for cooperative price of Tender under consideration  
 $P_t$  = Comparative price of Tender under consideration  
 $P_{\min}$  = Comparative 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:

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

Where:

- $P_s$  = Points scored for cooperative price of Tender under consideration  
 $P_t$  = Comparative price of Tender under consideration  
 $P_{\min}$  = Comparative price of lowest 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) 3any 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	Number of points allocated 90/10 system (to be completed by the tender)
Companies who are at least 51% Owned by Black People	10	

### DECLARATION WITH REGARD TO COMPANY/FIRM

4.3 Name of company/firm: \_\_\_\_\_

4.4 Company registration number: \_\_\_\_\_

4.5 TYPE OF COMPANY/ FIRM

<input type="checkbox"/>	Partnership/Joint Venture / Consortium
<input type="checkbox"/>	One-person business/sole propriety
<input type="checkbox"/>	Close corporation
<input type="checkbox"/>	Public Company
<input type="checkbox"/>	Personal Liability Company
<input type="checkbox"/>	(Pty) Limited
<input type="checkbox"/>	Non-Profit Company
<input type="checkbox"/>	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
  - (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 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:** .....

.....

.....

.....

## T2.10 SITE INSPECTION MEETING CERTIFICATE

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>
<b>Site Inspection Date:</b>		<b>23 August 2023</b>	

This is to certify that I, \_\_\_\_\_ (Name of authorised Representative)  
 representing \_\_\_\_\_ (Name of Enterprise)  
 visited the site on: \_\_\_\_\_ (Date)

I have made myself familiar with all local conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the site inspection meeting and that I understand the work to be done, as specified and implied, in the execution of this contract.

I declare that my representative is technically capable and knowledgeable to represent my company in the meeting. I further confirm that my representative's attendance at this site meeting, shall be deemed conclusive proof that my Enterprise is fully aware of what was said and discussed at this meeting.

Name of Tenderer	Signature	Date

Name of DOH Representative	Signature	Date

**This form is only to be completed when applicable to the tender and if a Compulsory Briefing meeting has been called.**

Departmental Stamp:



## T2.11 BIDDER'S DISCLOSURE - SBD 4

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES / NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES / NO**

2.2.1 If so, furnish particulars:  
 \_\_\_\_\_  
 \_\_\_\_\_

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES / NO**

2.3.1 If so, furnish particulars:  
\_\_\_\_\_  
\_\_\_\_\_

**3. DECLARATION**

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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>2</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.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

**Signature**

**Date**

\_\_\_\_\_  
**Position**

\_\_\_\_\_  
**Name of Bidder**

## T2.12 RECORD OF ADDENDA TO TENDER DOCUMENTS

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

The undersigned confirm that the following communications received from the employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

Attach Additional Pages if more space is required

**If it is found that the Tenderer has failed to incorporate any addendum into their tender document, the tender will be deemed non-responsive**

<b>Signed</b>		<b>Date</b>	
<b>Name</b>		<b>Position</b>	
<b>Tenderer</b>			

## T2.14 SCHEDULE FOR IMPORTED MATERIALS AND EQUIPMENT

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

This schedule should be completed by the tenderer. *(Attach additional page(s) if more space is required)*

Item	Material / Equipment	Quotation (Excluding VAT)
1		R
2		R
3		R
4		R
5		R
6		R

The Contractor shall list imported items, materials and/or equipment which shall be excluded from the Contract Price Adjustment Provisions (if applicable) and shall be adjusted in terms of currency fluctuations only. Copies of the supplier's quotations for the items, materials or equipment (provided that such costs shall not be higher than the relevant contract rate as listed above) should be lodged with the Project Manager of the Department of Health within 60 (sixty) days from the date of acceptance of the tender. No adjustment of the local VAT amount, nor the contractor's profit, discount, mark-up, handling costs, etc. shall be allowed.

These net amounts will be adjusted as follows:

**FORMULA:**

The net amount to be added to or deducted from the contract sum:

$$A = V \left( \frac{Z}{Y} - 1 \right)$$

A = the amount (R) of adjustment

V = the net amount (supplier's quotation) (R) of the imported item

Y = exchange rate 14 days prior to closing date of tender submission

Z = exchange rate on the date of the Bill of Lading\* of exporters invoice.

*\* A bill of lading (sometimes abbreviated as B/L or BoL) is a document issued by a carrier which details a shipment of merchandise and gives title of that shipment to a specified party. Bills of lading are one of three important documents used in international trade to help guarantee that exporters receive payment and importers receive merchandise. A straight bill of lading, which is referred to above, is used when payment has been made in advance of shipment and requires a carrier to deliver the merchandise to the appropriate party. It is therefore the date of the paid up invoice when the shipment leaves the exporter's location. [http://en.wikipedia.org/wiki/Bill\_of\_lading]*

Name of authorised representative	Signature	Date

**T2.15a LATEST 12 MONTH ANNUAL FINANCIAL STATEMENT**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A COPY OF THE ANNUAL FINANCIAL STATEMENT OF THE COMPANY FOR THE PAST FINANCIAL YEAR TO THIS PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, copies of the annual financial statements of the past financial year in respect of each party to the Joint Venture must be attached to this page

**ATTACH COMPANY LATEST 12 MONTHS ANNUAL FINANCIAL STATEMENTS TO THIS PAGE**

## T2.17 CONTRACTOR'S SAFETY, HEALTH AND ENVIRONMENTAL DECLARATION

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

In terms of Regulation 5(1)(h) of the Construction Regulations of February 2014 a Contractor may only be appointed to perform construction work if the Client 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, Act 85 of 1993 and the Construction Regulations of February 2014. In line with this requirement the Contractor is required to read through this document carefully, sign it and submit it with his/her Tender.

### DECLARATION

1. I, the undersigned hereby declare and confirm that I am fully conversant with the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications attached to this document.
2. I hereby declare that my company and its employees has the necessary competency and resources to safely carry out the construction works under this contract in compliance with the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
3. I hereby confirm that adequate provisions has been made in my Tender to cover the cost of all Safety, Health and Environmental duties and responsibilities imposed on me by the Occupational Health and Safety Act, Act 85 of 1993, the Construction Regulations of February 2014 and the Construction Safety, Health and Environmental Specifications.
4. I hereby undertake that if my Tender is accepted, to provide before commencement of the Works under the contract or as required by the Conditions of the Contract, a suitable and sufficiently documented Construction Safety, Health and Environmental Management Plan in accordance with Regulation 7(1)(a) of the Construction Regulations of February 2014, which shall be subject for approval by the Client.
5. I confirm that I may not commence with any part of construction work under the contract until my Construction Safety Health and Environmental Management Plan has been approved in writing by the Client.
6. I hereby confirm that copies of the following documentation will be kept on site for viewing and inspection purposes for the duration of the construction work:
  - a) Client's Construction Safety, Health and Environmental Specification.
  - b) Approved Construction Safety, Health and Environmental Plan.
  - c) Occupational Health and Safety Act, Act 85 of 1993.
  - d) Construction Regulations of February 2014.
7. I agree that my failure to complete and execute this declaration to the satisfaction of the Client will mean that I am unable to comply with the requirements of the Occupational Health and Safety Act, Act 85 of 1993 and the Construction Regulations of February 2014, and accept that my Tender will be rejected.

Duly signed at..... on this the..... day of..... 20.....

\_\_\_\_\_  
Full Name of Signatory

\_\_\_\_\_  
Name of Enterprise

\_\_\_\_\_  
Capacity of Signatory

\_\_\_\_\_  
Signature of authorised representative of Tenderer

## T2.18 Compulsory Enterprise Questionnaire

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

<b>Section 1: Name of enterprise:</b>	
<b>Section 2: VAT registration number, if any:</b>	
<b>Section 3: CIDB registration number, if any:</b>	
<b>Section 4: CSD Number:</b>	

**Section 5: Particulars of sole proprietors and partners in partnerships**

Name*	Identity number*	Personal income tax number*

\* Complete only if sole proprietor or partnership and attach separate page if more than 6 partners

**Section 6: Particulars of companies and close corporations**

Company registration number	
Close corporation number	
Tax reference number	

**Section 7: SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement**

**Section 8: SBD6 issued by National Treasury must be completed for each tender and be attached as a tender requirement**


The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to verify the tenderers tax clearance status from the South African Revenue Services that it is in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

<b>Signed</b>		<b>Date</b>	
<b>Name</b>			
<b>Contracting Party:</b> _____			
<b>Enterprise name</b>			

**T2.19 TAX COMPLIANCE STATUS (TCS) PIN TO VERIFY ON LINE  
COMPLIANCE SUPPLIER STATUS VIA SARS e-FILING**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**TAX CLEARANCE REQUIREMENTS**

It is a condition of Tender that the taxes of the successful tenderer must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the tenderer's tax obligations. It is a condition of this Offer of Commission that your practice remains in good standing with SARS (South African Revenue Services) in terms of its tax clearance.

1. In order to meet this requirement Tenderders are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign Tenderders / individuals who wish to submit tenders.
2. SARS will then furnish the tenderer with a Tax Compliance Status (TCS) **PIN** that will be valid for a period of 1 (one) year from the date of approval.
3. In tenders where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN.
4. Application for Tax Compliance Status (TCS) PIN can be done via e-filing at any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).
5. Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).

**IMPORTANT NOTICE**

1. The South African Revenue Services (SARS) has phased out the issuing of paper Tax Clearance Certificates.
2. From 18 April 2016 SARS introduced an enhanced Tax Compliance (TCS) system.
3. The new system allows taxpayers to obtain a Tax Compliance Status (PIN), which can be utilised by authorised third parties to verify taxpayers compliance status online via SARS e-filing.
4. Tenderers are required to fill in clearly, legibly, in bold print and black ink the SARS (TCS) PIN number and Tax Reference number in the space hereunder:

<b>Tax Compliance Status(TCS) PIN Number</b>	
<b>Company / Tendering Entity Tax Reference Number</b>	

**Name of Tenderer:** .....

**Signature of tenderer:** .....

**Date:** .....



**T2.20 CERTIFIED PROOF OF GOOD STANDING WITH THE  
COMPENSATION COMMISSIONER**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A COPY OF PROOF, THAT THE TENDERER IS IN  
GOOD STANDING WITH THE COMPENSATION  
COMMISSIONER, TO THIS PAGE FOR ADJUDICATION  
PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, copies of proof of Good Standing with the Compensation Commissioner in respect of each party to the Joint Venture must be attached to this page

**T2.21 - FORM OF OFFER AND ACCEPTANCE**

**Tender no:**

**OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of :

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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

By the representative of the Tenderer, deemed to be duly authorized, 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:**

<b>Amount (in words):</b>	
<b>Amount in figures:</b>	<b>R</b>

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.

<b>Signature (s)</b>			
<b>Name (s)</b>			
<b>Capacity</b>			
<b>For the tenderer</b>			
	(Name and address of tenderer)		
<b>Name and signature of witness</b>			<b>Date</b>

## ACCEPTANCE

---

By signing this part of this 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 C1	Agreement and Contract Data, (which includes this agreement)
Part C2	Pricing data
Part C3	Scope of work.
Part C4	Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

The tenderer shall within two weeks 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 securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. 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 (5) working days of the date of such receipt notifies the employer in writing of any reason why he/she cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

<b>Signature (s)</b>			
<b>Name (s)</b>			
<b>Capacity</b>			
<b>For the employer</b>			
	<i>(Name and address of employer)</i>		
<b>Name and signature of witness</b>			

## Schedule of Deviations

### Notes:

1. The extent of deviations from the tender documents issued by the employer before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such
3. 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.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

<b>1.1.1. Subject:</b>
------------------------

<b>Details:</b>
-----------------

<b>1.1.2. Subject:</b>
------------------------

<b>Details:</b>
-----------------

<b>1.1.3. Subject:</b>
------------------------

<b>Details:</b>
-----------------

<b>1.1.4. Subject:</b>
------------------------

<b>Details:</b>
-----------------

By the duly authorised representatives signing this agreement, 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 returnable schedules, as well as any confirmation, clarification or changes 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.

## T2.22 - FINAL BILL OF QUANTITY SUMMARY

<b>Project title:</b>	ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY		
	ZNB 5642/2023-H	<b>Project Code:</b>	N/A

ATTACH SUMMARY PAGE OF THE BILL OF QUANTITIES

## T2.21a CONFIRMATION OF RECEIPT

### ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY

<b>Tender no.:</b>	ZNB 5642/2023-H	<b>Project Code:</b>	N/A
--------------------	-----------------	----------------------	-----

The Tenderer (now Contractor), identified in the Offer part of this Agreement hereby confirms receipt from the Employer, identified in the Acceptance part of this Agreement, of one fully completed original copy of this Agreement, including the Schedule of Deviations (if any) today:

the \_\_\_\_\_ (day)

of \_\_\_\_\_ (month)

\_\_\_\_\_ (year)

at \_\_\_\_\_ (Place)

For the Contractor:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Capacity*

Signature and name of witness:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name*

## T2.25 THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME

This document must be signed and submitted together with your tender

### INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

### 1 PILLARS OF THE PROGRAMME

- 1.1 The NIP obligation is benchmarked on the imported content of the contract. Any contract having an imported content equal to or exceeding US\$ 10 million or other currency equivalent to US\$ 10 million will have a NIP obligation. This threshold of US\$ 10 million can be reached as follows:
- (a) Any single contract with imported content exceeding US\$10 million.  
or
  - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a 2 year period which in total exceeds US\$10 million.  
or
  - (c) A contract with a renewable option clause, where should the option be exercised the total value of the imported content will exceed US\$10 million.  
or
  - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$ 3 million worth of goods, works or services to the same government institution, which in total over a two (2) year period exceeds US\$10 million.
- 1.2 The NIP obligation applicable to suppliers in respect of sub-paragraphs 1.1 (a) to 1.1 (c) above will amount to 30 % of the imported content whilst suppliers in respect of paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a pro-rata basis.
- 1.3 To satisfy the NIP obligation, the DTI would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners or suppliers.
- 1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

### 2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2.1 In order to ensure effective implementation of the programme, successful tenderers (contractors) are required to, immediately after the award of a contract that is in excess of R10 million (ten million Rands), submit details of such a contract to the DTI for reporting purposes.
- 2.2 The purpose for reporting details of contracts in excess of the amount of R10 million (ten million Rands) is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in paragraphs 1.1.(b) to 1.1. (d) above.

### 3 Tender SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF TenderDERS AND SUCCESSFUL TenderDERS (CONTRACTORS)

- 3.1 Tenderders are required to sign and submit this Standard Tendering Document (SBD 5) together with the Tender on the closing date and time.

3.2 In order to accommodate multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in subparagraphs 1.1 (b) to 1.1 (d) above and to enable the DTI in determining the NIP obligation, successful Tenderders (contractors) are required, immediately after being officially notified about any successful Tender with a value in excess of R10 million (ten million Rands), to contact and furnish the DTI with the following information:

- Tender / contract number.
- Description of the goods, works or services.
- Date on which the contract was accepted.
- Name, address and contact details of the government institution.
- Value of the contract.
- Imported content of the contract, if possible.

3.3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr. Elias Malapane within five (5) working days after award of the contract. Mr. Malapane may be contacted on telephone (012) 394 1401, facsimile (012) 394 2401 or e-mail at [Elias@thedti.gov.za](mailto:Elias@thedti.gov.za) for further details about the programme.

#### 4 PROCESS TO SATISFY THE NIP OBLIGATION

4.1 Once the successful Tenderder (contractor) has made contact with and furnished the DTI with the information required, the following steps will be followed:

- a. the contractor and the DTI will determine the NIP obligation;
- b. the contractor and the DTI will sign the NIP obligation agreement;
- c. the contractor will submit a performance guarantee to the DTI;
- d. the contractor will submit a business concept for consideration and approval by the DTI;
- e. upon approval of the business concept by the DTI, the contractor will submit detailed business plans outlining the business concepts;
- f. the contractor will implement the business plans; and
- g. the contractor will submit bi-annual progress reports on approved plans to the DTI.

4.2 The NIP obligation agreement is between the DTI and the successful Tenderder (contractor) and, therefore, does not involve the purchasing institution.

Tender number:	_____	Closing date:	_____
Name of tenderer:	_____		
Postal address:	_____ _____		
Signature:	_____	Name (in print):	_____
Date:	_____		



**T2.27 - PROOF OF REGISTRATION ON CENTRAL SUPPLIERS DATABASE**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Bid no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A COPY OF PROOF, THAT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIERS DATABASE TO THIS PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, copies of proof of registration on the Central Suppliers Data Base in respect of each party to the Joint Venture must be attached to this page

**T2.28 - PROOF OF CIDB REGISTRATION NUMBER**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**ATTACH A COPY OF PROOF, THAT THE TENDERER IS REGISTERED WITH THE CONSTRUCTION INDUSTRY DEVELOPMENT BOARD (CIDB) TO THIS PAGE FOR ADJUDICATION PURPOSES**

**NOTE**

In the case of a Tender by a Joint Venture, copies of proof of registration with the CIDB in respect of each party to the Joint Venture must be attached to this page

## T2.29 MANDATORY TECHNICAL CRITERIA

The following section contains the Mandatory Technical requirements for this bid and may include but is not limited to equipment/plant requirements, personnel requirements, minimum level of experience, professionals required, certifications required, minimum financial requirements, etc. Should the tenderer fail any of the criteria in T2.29, the tender will be deemed non-responsive and will be excluded from further evaluation.

### T2.29 Mandatory Technical Criteria

Successful tenderers must pass all technical criteria as set out below. If below table is blank then Mandatory Technical Criteria is not applicable on this tender.

Criteria	Deliverables	Scoring bands	Sub-Scoring		Scoring and Comments (FOR USE BY EVALUATION COMMITTEE)
1. Valid Professional Indemnity (PI ) for each professional discipline or consolidated for the entire Professional team	Submission of a valid Policy/Letter confirming the Professional Indemnity (PI ) for each professional individual or consolidated for the entire Professional team. For each Professional discipline the applicable PI is as follows: <ul style="list-style-type: none"> <li>• Professional Architect (PI = R10 million)</li> <li>• Professional Civil/Structural Engineer/Technologist (PI = R10 million)</li> <li>• Professional Mechanical Engineer/Technologist (PI = R10 million)</li> <li>• Professional Electrical Engineer/Technologist (PI = R10 million)</li> <li>• Professional Fire Engineer/Technologist (fire specialist) (PI = R10 million)</li> <li>• Professional Quantity Surveyor (PI = R10 million)</li> <li>• Professional Health &amp; Safety Agent (PI = R5 million)</li> </ul>	Pass / Fail	Pass	Submission of a valid Policy/Letter confirming the Professional Indemnity (PI ) for each Engineering individual or consolidated for the entire Professional team, matching or exceeding the prescribed minimum cover required.	
			Fail	Submission of a valid Policy/Letter confirming the Professional Indemnity (PI ) for each Engineering individual or consolidated for the entire Professional team, NOT matching or LESS than the prescribed minimum cover required.  or NO submission of a valid Policy/Letter confirming the Professional Indemnity (PI ) for each Engineering individual or consolidated for the entire Professional team,	
2. CV's plus valid copies of professional registration certificate, for the mandatory Professional team	Submission of CV's on the provided "CV template" (please see Annexure 4, for the CV template) for the following mandatory Professional team. Valid professional registration certificates to be attached (as proof), to determine team experience, please indicate level of experience for each individual as stated below: <ul style="list-style-type: none"> <li>• Professional Architect 5 years post SACAP registration</li> <li>• Professional Civil/Structural Engineer/Technologist 5 years post ECSA registration</li> <li>• Professional Mechanical Engineer/Technologist 5 years post ECSA registration</li> <li>• Professional Electrical Engineer/Technologist 5 years post ECSA registration</li> <li>• Professional Fire Engineer/Technologist (fire specialist) 5 years post ECSA registration.</li> <li>• Professional Quantity Surveyor 5 years post SACQSP registration.</li> <li>• Professional Health &amp; Safety Agent: 3 years post Professional registration</li> </ul>	Pass / Fail	Pass	Submission of detailed CV's on the provided "CV template" plus valid registration certificate, for the mandatory Professional team that fully meets the prescribed minimum threshold.	
			Fail	Submission of detailed CV's on the provided "CV template" plus valid registration certificate, for the mandatory Professional team that does NOT fully meet the prescribed minimum threshold.  or NO submission of detailed CV's on the provided "CV template" plus valid registration certificate, for the mandatory Professional team.	
3. Tenderer's Consultants Professional Team's experience on conducting projects of General Building or of similar nature and value equivalent to CIDB 7 or Higher	Submission of three (3) "Completion Certificate" or "Completion letter from Client" of a project addressed to the Tenderer's Consultants Professional Team's (for each discipline) to conduct a project of General Building or of similar nature and value equivalent to CIDB 7 or Higher.	Pass / Fail	Pass	Submission of three (3) "Completion Certificate" or "Completion letter from Client" of a project addressed to the Tenderer to conduct a project of General Building or of similar nature and value equivalent to CIDB 7 or Higher.	
			Fail	NO submission of three (3) "Completion Certificate" or "Completion letter from Client" of a project addressed to the Tenderer to conduct a project of General Building or of similar nature and value equivalent to CIDB 7 or Higher.	
4. Registered Professional project team organogram	Submission of the following mandatory registered Professional project team organogram for: <ul style="list-style-type: none"> <li>• Professional Architect</li> <li>• Professional Civil/Structural Engineer/Technologist</li> <li>• Professional Mechanical Engineer/Technologist</li> <li>• Professional Electrical Engineer/Technologist</li> <li>• Professional Fire Engineer/Technologist (fire specialist)</li> <li>• Professional Quantity Surveyor</li> <li>• Professional Health &amp; Safety Agent</li> </ul>	Pass / Fail	Pass	Submission of registered Professional project team organogram	
			Fail	NO submission of registered Professional project team organogram	

5.	Relevant Construction Guarantee	Provide Relevant Construction Guarantee per CIDB stipulation (Issued by accredited Insurance licensed companies NOT solely National Credit Regulator (NCR) licenced) of not less than 10% of the offer. (Letter of Intent to be Provided)	Pass / Fail	Pass	Submission of Relevant Construction Guarantee per CIDB stipulation (Issued by accredited Insurance licensed companies NOT solely National Credit Regulator (NCR) licenced) of not less than 10% of the offer. (Letter of Intent to be Provided)
				Fail	NO submission of Relevant Construction Guarantee per CIDB stipulation (Issued by accredited Insurance licensed companies NOT solely National Credit Regulator (NCR) licenced) of not less than 10% of the offer. (Letter of Intent to be Provided)

## T2.30 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 1

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL TENDERER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL TENDERER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

### PART 1 (TO BE FILLED IN BY THE TENDERER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached tendering documents to Head of Health (Department of Health: Province of KwaZulu-Natal) in accordance with the requirements and specifications stipulated in tender number ZNB 5642/2023-H at the
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Tendering documents, viz
    - Invitation to tender;
    - Tax Compliance Status (TCS) **PIN**;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of Tenderder's past SCM practices;
    - Certificate of Independent Tender Determination
    - Special Conditions of Contract;
  - (ii) NEC3 April 2013 Option B; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my Tender; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the Tender documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
5. I declare that I have no participation in any collusive practices with any Tenderder or any other person regarding this or any other Tender.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT): \_\_\_\_\_  
CAPACITY: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_  
NAME OF FIRM: \_\_\_\_\_  
DATE: \_\_\_\_\_

Witnesses:	
1.	_____
2.	_____
Date: _____	

## T2.31 CONTRACT FORM - PURCHASE OF GOODS/WORKS-Part 2

### PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I \_\_\_\_\_ in my capacity as \_\_\_\_\_

accepts your tender under reference ZNB 5642/2023-H dated \_\_\_\_\_ for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT \_\_\_\_\_ ON \_\_\_\_\_  
[Place] [Date]

NAME (PRINT): \_\_\_\_\_

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

OFFICIAL STAMP:

**Witnesses:**

1. \_\_\_\_\_

2. \_\_\_\_\_

Date: \_\_\_\_\_

## T2.32 - OHSE PLAN STRUCTURE

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

A detailed OHSE Plan is to be submitted by the successful tenderer as per Construction Regulation 7(1)(a). The following are the minimum standard legal documentation that must form part of the OHSE Plan based on the risks attached in executing this project titled;

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

**Please refer to Annexure 2 for a comprehensive  
OHS specifications**

## T2.33 - OHSE CLIENT SPECIFIC REQUIREMENTS

Project title:	ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY
Tender no:	ZNB 5642/2023-H
Project Code:	N/A

Please refer to Annexure 2 for a comprehensive  
OHS specifications



**T2.34 - BASELINE RISK ASSESSMENT**

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**Please refer to Annexure 2 for a comprehensive OHS specifications**

Contracting Party: \_\_\_\_\_

**T2.36 - Functionality Criteria**

The threshold score, below which tenderers are eliminated from further consideration is 60 points

**VRYHEID FORENSIC MORTUARY**

**TENDER EVALUATION CRITERIA AND SCORING**

The weighting for Functionality is as follows:

Evaluation Criteria	Deliverables	Points	Sub-Points	Sub-Criteria
1. Financial Standing	Submit copies of Audited Financial Statements, for the past two (2) Financial Years (2021 & 2022 financial years), clearly reflecting the following : i) Liquidity - ability to settle short-term debt ii) Debt Management/Insolvency = Percentage of total assets provided by creditors iii) Profitability = measure of profitability independent of enterprise's financing and tax position and iv) Financial Stability /Sustainability & Going Concern	20 Points		Audited Financial Statements; for the past two (2) Financial Years (2021& 2022financial years), clearly reflecting:
			5	i) Liquidity - ability to settle short-term debt - Acid Test Ratio = Current Assets (exc inventory)/Current Liability = not less than 50%
			5	ii) Debt Management/Insolvency = Percentage of total assets provided by creditors - Total Debt/Total Assets recommended maximum of 60% Debt & 40% Equity
			5	iii) Profitability = measure of profitability independent of enterprise's financing and tax position - Operating margin = EBIT/Sales recommended minimum of 20% threshold.
			5	iv) Financial Stability /Sustainability & Going Concern - Net Asset Value (NAV) - positive recommended threshold of NAV/Total Assets minimum of 20%
2. Competency, Experience and Resource Capacity	Tenderer to demonstrate their technical competency, human resource capacity and relevant project experience. Letters of award to be attached and practical completion certificate for completed projects in the preceding 7 years	25 Points	25	Schedule of experience on 4 or more <b>general building projects</b> (CIDB grading values of 7GB and over) – letters of award and practical completion certificates to be attached for projects completed in the preceding 7 years
			10	Schedule of experience on 3 or more <b>general building projects</b> of similar value (CIDB grading values of 7GB and over) – letters of award and practical completion certificates to be attached for projects completed in the preceding 7 years
			0	No relevant experience in building projects of similar value in the preceding 7 years or requested documents not provided
		15 Points	15	Schedule of experience on 2 or more general building projects of similar value in the Health Sector (CIDB grading values of 7GB and over) – letters of award and practical completion certificates to be attached for projects completed in the preceding 7 years
			5	Schedule of experience on 1 or more general building projects of similar value in the Health Sector (CIDB grading values of 7GB and over) – letters of award and practical completion certificates to be attached for projects completed in the preceding 7 years
			0	No relevant experience in Health Projects of similar value in the preceding 7 years or requested documents not provided
			0	No relevant experience in building projects of similar value in the preceding 7 years or requested documents not provided
3. Tenderer's Project Management Structure and Organogram and Experience of Resources Proposed for the Project	Tenderer to submit a detailed project organogram that sets out the roles and responsibilities of each proposed team member, which is backed up by their curriculum vitae that demonstrates extensive experience	10 Points	10	Submission of a detailed organogram detailing technical key resources forming part of the project along with their responsibilities.
			15 Points	15
		15 Points	5	All key project resources have more than (6) years' experience in the construction industry. Resources are to include but not limited to Contracts Manager/Site Agent, Site Foreman including an individual with a Quantity Surveying background
			0	No submission provided or submission does not comply with conditions stated
			15 Points	15
		0	No submission provided or CV lacks sufficient detail in terms of experience and qualifications	

**TENDER EVALUATION CRITERIA AND SCORING PRICE AND SPECIFIC GOALS**

Evaluation Criteria	Deliverables	Points
Price	The lowest responsive and responsible priced offer shall be allocated 80 points. All other responsive and responsible offers shall be allocated a prorated point value based on the lowest responsive and responsible priced offer.	80 Points

Specific Goals	The points allocated to each tenderer for Specific Goals. In this regard, the points score for this criteria for each tenderer, shall be determined as follows:  - full points(20 points) to companies who are at least 51% Owned by Black People	20	Points
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**PART A**  
**INVITATION TO TENDER - SBD 1**

**YOU ARE HEREBY INVITED TO TENDER FOR REQUIREMENTS OF THE KWA-ZULU NATAL DEPARTMENT OF HEALTH**

<b>TENDER NUMBER:</b> ZNB 5642/2023-H	<b>CLOSING DATE:</b> 6-Sep-23	<b>CLOSING TIME:</b> 11:00
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**DESCRIPTION**

**THE SUCCESSFUL TENDERER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT**

TENDER RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE TENDER BOX SITUATED AT *(STREET ADDRESS)*

**SUPPLIER INFORMATION**

NAME OF TENDERER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER

CODE

NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER

CODE

NUMBER

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

**TCS PIN:**

**CSD No:**

B-BBEE STATUS LEVEL  
VERIFICATION CERTIFICATE  
(Tick YES or NO)

Yes

No

B-BBEE STATUS LEVEL SWORN AFFIDAVIT (Tick YES or NO)

Yes

No

If YES, State the name of the verification agency accredited by SANAS

**[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]**

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?

Yes

NO

**[IF YES ENCLOSE PROOF]**

ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES

YES

NO

**(IF YES ANSWER PART B:3 BELOW)**

**SIGNATURE OF TENDERER**

**DATE**

**CAPACITY UNDER WHICH THIS TENDER IS SIGNED**  
(Attach proof of authority to sign this tender; e.g. resolution of directors, etc.)

**TOTAL NUMBER OF ITEMS OFFERED**

**TOTAL TENDER PRICE (ALL INCLUSIVE)**

**TenderDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:**

**TECHNICAL INFORMATION MAY BE DIRECTED TO:**

DEPARTMENT / PUBLIC ENTITY

CONTACT PERSON

CONTACT PERSON

TELEPHONE NUMBER

TELEPHONE NUMBER

FACSIMILE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

E-MAIL ADDRESS				
<b>PART B</b>				
<b>Contracting Party:</b> _____				
<b>1. Tender SUBMISSION:</b>				
1.1. TENDERS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE TENDERS WILL NOT BE ACCEPTED FOR CONSIDERATION.				
1.2. ALL TENDERS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR ONLINE				
1.3. TENDERERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: ( BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO TENDERING INSTITUTION.				
1.4. WHERE A TENDERER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE TENDER DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO TENDERING INSTITUTION.				
1.5. THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.				
<b>2. TAX COMPLIANCE REQUIREMENTS</b>				
2.1 TENDERERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.				
2.2 TENDERERS 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.				
<u><a href="#">2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) 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 <a href="http://WWW.SARS.GOV.ZA">WWW.SARS.GOV.ZA</a>.</a></u>				
2.4 TENDERERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE TENDER.				
2.5 IN TENDERS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.				
2.6 WHERE NO TCS IS AVAILABLE BUT THE TENDERER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.				
<b>3. QUESTIONNAIRE TO TENDERING FOREIGN SUPPLIERS</b>				
3.1. IS THE TENDERER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES		NO	
3.2. DOES THE TENDERER HAVE A BRANCH IN THE RSA?	YES		NO	
3.3. DOES THE TENDERER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES		NO	
3.4. DOES THE TENDERER HAVE ANY SOURCE OF INCOME IN THE RSA?	YES		NO	
<b>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</b>				
<b>NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE TENDER INVALID.</b>				



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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# **THE CONTRACT**





**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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## **C1 - AGREEMENT AND CONTRACT DATA**



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**FORM OF OFFER AND ACCEPTANCE**



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**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**C.1.1 - FORM OF OFFER AND ACCEPTANCE**

THE OFFER AND ACCEPTANCE FORM IS BOUND INTO **SECTION 1** (See end of Returnable Documents) OF THIS DOCUMENT AS PART OF THE RETURNABLE DOCUMENTS. ONCE A CONTRACT IS CONCLUDED WITH A SUCCESSFUL TENDERER, THIS PAGE WILL BE REPLACED WITH THE FILLED AND SIGNED OFFER AND SIGN ACCEPTANCE BY THE EMPLOYER AND IT WILL BECOME PART OF THE CONTRACT.

PLEASE SUBMIT THE OFFER AND ACCEPTANCE FORM WITH THE OTHER RETURNABLE DOCUMENTS.



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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### **C1.2 - CONTRACT DATA**

<b>C 1.2 CONTRACT DATA:</b>	
with NEC3 Engineering and Construction Contract Option E - April 2013	
<b>CONTRACT DATA FOR:</b>	
<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>	
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>
<b>CONTRACT SPECIFIC DATA</b>	
The following contract specific data are applicable to this contract:	
<b>Part 1: CONTRACT DATA PROVIDED BY THE EMPLOYER:</b>	
Clause	Data
1	General
	<p>The conditions of contract are the core clauses and the clauses for main Option B clauses, cost components, contract data, dispute resolution Option W1 and secondary Options (incorporating amendments):</p> <p>X2: Changes in the law  X5: Sectional Completion  X7: Delay Damages  X16: Retention  Z: Additional conditions of contract of the NEC3 Engineering and Construction Contract April 2013</p>
	<p>The works are:</p> <p style="text-align: center;"><b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b></p>
10.1	<p><b>The Employer is:</b>  Head of Health (KZN Department of Health: Province of KwaZulu-Natal)</p> <p>Postal address:  <b>Private Bag X 9051</b>  <b>Pietermaritzburg</b>  <b>3201</b></p> <p>Tel:           <b>033 - 940 2400</b></p> <p>Physical address:  <b>35 Hyslop Road</b>  <b>Pietermaritzburg</b>  <b>3201</b></p> <p><b>The Project Manager is:</b>  <b>TBC</b></p> <p><b>Agent's service:</b>  <b>TBC</b></p> <p>Postal address:  <b>TBC</b>  <b>TBC</b>  <b>TBC</b></p> <p>Tel:           <b>TBC</b></p> <p><b>The supervisor is:</b>  <b>TBC</b></p> <p>Address:  <b>TBC</b>  <b>TBC</b>  <b>TBC</b></p> <p>Tel:           <b>TBC</b></p>
	<p><b>The Adjudicator is:</b>  <b>To be appointed by the Association of Arbitrators</b></p> <p>Address:  <b>0</b>  <b>0</b>  <b>0</b></p> <p>Tel:</p>
11.2	<p><b>The Works Information is in:</b>  Part C3 'Scope of Works' section of this contract</p>
11.2	<p><b>The Site Information is in:</b>  Part C4 'Works Information' section of this contract</p>
11.2	<p><b>The boundaries of the site are:</b>  As confirmed by the DOH Project Leader</p>
13.1	<p><b>The language of the contract is:</b>  English</p>
12.2	<p><b>The law of the contract is the law of:</b>  The Republic of South Africa</p>

Clause	Data								
<b>3</b>	<b>Time</b>								
13.3	<b>The period for reply is:</b> 3 weeks								
	<b>The Adjudicator nominating body is:</b> To be appointed by the Association of Arbitrators								
	<b>The Tribunal is:</b> The tribunal is a South African court of law								
	<b>The following matters will be included in the Risk Register:</b> <ul style="list-style-type: none"> <li>• Time constraints as the design is being developed and approved</li> <li>• Time constraints</li> <li>• Access to Working Areas</li> <li>Site Constraints - Operating within an approved budget</li> </ul>								
31.2	<b>The Starting date is:</b> TBC								
11.2	<b>The Completion date is:</b> 36 months from the Starting Date								
30.1	<b>The Access date is:</b> 3 months from the Starting Date								
11.2 (9)	The key dates and the conditions to be met are: <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">PROJECT STAGE</th> <th style="text-align: left;">STARTING DATE</th> </tr> </thead> <tbody> <tr> <td>Design Development stage</td> <td>6 months from the starting date</td> </tr> <tr> <td>Construction stage</td> <td>18 months from Site Access Date</td> </tr> <tr> <td>Close-out stage</td> <td>3 months from successful final completion of the Construction stage</td> </tr> </tbody> </table>	PROJECT STAGE	STARTING DATE	Design Development stage	6 months from the starting date	Construction stage	18 months from Site Access Date	Close-out stage	3 months from successful final completion of the Construction stage
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Design Development stage	6 months from the starting date								
Construction stage	18 months from Site Access Date								
Close-out stage	3 months from successful final completion of the Construction stage								
31.1	<b>The Contractor submits a first (preliminary) programme with the tender by the tender closing date:</b> Within two (2) weeks of the Starting Date								
32.2	<b>The Contractor submits revised programmes at intervals no longer than:</b> Eight (8) weeks								
35.1	<b>The Employer is willing to take over the works before the completion date</b> The Employer shall take over the works as soon as it is suitable for use								
36.1	<b>The Project Manager may instruct the Contractor to submit a quotation for an acceleration to achieve completion before the Completion Date</b>								
<b>4</b>	<b>Testing and Defects</b>								
42.2	<b>The defects date is:</b> Twelve (12) months after Completion of the whole of the works								
43.2	<b>The defects correction period is:</b> Two (2) weeks								
<b>5</b>	<b>Payment</b>								
50.1	<b>The currency of this contract is the:</b> South African Rand								
50.1	<b>The assessment interval is:</b> 4 weeks								
51.2	<b>The period within which payment is made is:</b> 30 days								
51.4	<b>The interest rate is:</b> <p>(a) in respect of interest owed by the employer, the interest rate is as determined by the Minister of Justice and Constitutional Development from time to time, in terms of section 1(2) of the Prescribed Rate of Interest Act, 1975 (Act No. 55 of 1975), will apply; and</p> <p>(b) in respect of interest owed to the employer, the interest rate is as determined by the Minister of Finance, from time to time, in terms of section 80(1)(b) of the Public Finance Management Act, 1999 (Act No. 1 of 1999), will apply</p>								
<b>6</b>	<b>Compensation events</b>								
60.1	<b>The place where weather is to be recorded (on the Site) is:</b>  At the Construction Site Office and the records to be kept on site in a file clearly marked for this purpose. To be co-signed by an agreed designated person from the facility or the NEC3 Project Manager								
60.1	<b>The weather measurements to be recorded for each calendar month are:</b> <ul style="list-style-type: none"> <li>• The cumulative rainfall (mm)</li> <li>• The number of days with rainfall more than 10mm</li> <li>• The number of days with minimum air temperature less than 0 degrees Celsius</li> <li>• The number of days with snow lying at 08H00 to 17H00 hours (GMT+2)</li> </ul>								

Note: An allowance of 3 days shall be made per month for inclement weather that disrupts works on the critical path as supported by the construction programme. Should the delay exceed 3 days, then the compensation event shall be assessed and may result in the extension of the Completion Date and/or Key Dates. There shall be no financial claims permitted due to delays caused by inclement weather. Rainfall of greater than 10mm per day is required to be proven to be considered for a delay due to inclement weather

<b>Clause</b>	<b>Data</b>															
	<p><b>The weather measurements are supplied by:</b></p> <p>The contractor shall be responsible for installing and maintaining a rain gauge on site to serve as proof of quantity of rainfall. For each day of rain, the measurement must be checked, recorded and co-signed by the Project Manager or the designated individual at the facility</p>															
	<p><b>The weather data are records of past weather measurements for each calendar month which were recorded at:</b></p> <p>N/A</p> <p>And which are available from:</p> <p>N/A</p>															
	<p><b>Where no recorded data are available</b></p> <p>Rain delay claims shall be considered for days with rainfall in excess of 10mm that affect the critical path of the project. Furthermore the contractor is to allow for 3 days of inclement weather in their construction programme per month. A revision of the completion date due to inclement weather shall only be considered if in excess of 3 days per month where the affected days in excess of the 3 days may then be granted. There shall be no financial claims that will be permitted with any inclement weather claims.</p>															
<b>8</b>	<b>Risk and insurance</b>															
84.1	<p><b>The Employer provides these insurances:</b></p> <p>None</p>															
84.2	<p><b>The Contractor provides the insurance stated in:</b></p> <p>The Insurance Table below. The insurances provide cover for events which are at the Contractor's risk from the starting date until the Defects</p> <p style="text-align: center;"><u><b>Insurance Table</b></u></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Insurance Against</th> <th style="text-align: center;">Minimum amount of cover or minimum limit of indemnity</th> </tr> </thead> <tbody> <tr> <td>Loss of or damage to the works, Plant and Materials</td> <td>Contract Sum plus 30%</td> </tr> <tr> <td>Loss of or damage to Equipment</td> <td>The replacement cost</td> </tr> <tr> <td>Liability for loss of or damage to property (except the works, Plant and Materials and Equipment) and liability for bodily injury to or death of a person (not an employee of the Contractor) caused by activity in connection with this contract</td> <td>R20 million for any one event with cross liability so that the insurance applies to the Parties separately</td> </tr> <tr> <td>Liability for death of or bodily injury to employees of the Contractor arising out of and in the course of their employment</td> <td>As prescribed by the Compensation for Occupational Injuries and Diseases Act No. 130 of</td> </tr> </tbody> </table>	Insurance Against	Minimum amount of cover or minimum limit of indemnity	Loss of or damage to the works, Plant and Materials	Contract Sum plus 30%	Loss of or damage to Equipment	The replacement cost	Liability for loss of or damage to property (except the works, Plant and Materials and Equipment) and liability for bodily injury to or death of a person (not an employee of the Contractor) caused by activity in connection with this contract	R20 million for any one event with cross liability so that the insurance applies to the Parties separately	Liability for death of or bodily injury to employees of the Contractor arising out of and in the course of their employment	As prescribed by the Compensation for Occupational Injuries and Diseases Act No. 130 of					
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	<p><b>If Option X5 (Sectional Completion) is used</b></p> <p><b>The completion date for each section of work is:</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Section</th> <th style="text-align: left;">Description</th> <th style="text-align: left;">Completion date</th> </tr> </thead> <tbody> <tr> <td>Section 1</td> <td>Design Development stage</td> <td>6 months from starting date</td> </tr> <tr> <td>Section 2</td> <td>Construction stage</td> <td>18 months from Site Access date</td> </tr> <tr> <td>Section 3</td> <td>Close-out stage</td> <td>3 months from Final Completion date</td> </tr> </tbody> </table>	Section	Description	Completion date	Section 1	Design Development stage	6 months from starting date	Section 2	Construction stage	18 months from Site Access date	Section 3	Close-out stage	3 months from Final Completion date			
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Section 2	Construction stage	18 months from Site Access date														
Section 3	Close-out stage	3 months from Final Completion date														
	<p><b>If Option X5 and X7 used together</b></p> <p><b>Delayed damages for each section of work are:</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Section</th> <th style="text-align: left;">Description</th> <th style="text-align: left;">amount per day</th> </tr> </thead> <tbody> <tr> <td>Section 1</td> <td>Design Development stage</td> <td>R 500.00 / day</td> </tr> <tr> <td>Section 2</td> <td>Construction stage</td> <td>0.04% of contract sum / day</td> </tr> <tr> <td>Section 3</td> <td>Close-out stage</td> <td>R 250.00 / day</td> </tr> <tr> <td>Remainder</td> <td>n/a</td> <td></td> </tr> </tbody> </table>	Section	Description	amount per day	Section 1	Design Development stage	R 500.00 / day	Section 2	Construction stage	0.04% of contract sum / day	Section 3	Close-out stage	R 250.00 / day	Remainder	n/a	
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Section 2	Construction stage	0.04% of contract sum / day														
Section 3	Close-out stage	R 250.00 / day														
Remainder	n/a															
	<p><b>If Option X7 (Delay Damages) is used (but not if Option X5 is also used)</b></p> <p>Delay damages for Completion of the whole works are: <span style="float: right;">n/a</span></p>															

**If Option X13 (Performance Bond) is used**

The amount of the performance bond is: none

**If Option X16 (Retention) is used**

The retention free amount is: N/A

The retention percentage is: 10%

**If Option Z is used**

The additional conditions of contract are:

**Amendments to the Core Clauses**

**Z1 Identified and Defined Terms**

**Z2.1 Add to core clause 12.3:**

Any extension, concession, waiver or relaxation of any action stated in this contract by the Parties, the Project Manager, the Supervisor, or the Adjudicator does not constitute a waiver of rights, and does not give rise to an estoppel unless the Parties agree otherwise and confirm such agreement in writing

**Z3 Communications**

**Z3.1 Add to core clause 13.5:**

The project manager may extend the period for reply upon consultation with the Department of Health Project Leader to a communication if the Project Manager and the Contractor agree to the extension before the reply is due. The Project Manager notifies the Contractor of the extension which has been agreed with the approval by Department of Health Project Leader.

**Z4 The Project Manager and the Supervisor**

**Z4.1 Amend core clause 14.2 to read as follows:**

The Project Manager and the Supervisor may not delegate any of their actions without first obtaining prior approval from the assigned Department of Health Project Leader. If approval is granted, and after notifying the Contractor, an action of the Project Manager or his Supervisor in this contract includes an action by his delegate

**Z4.2 Amend core clause 14.3 to read as follows:**

The Project Manager, after obtaining approval from the employer, may give an instruction to the Contractor which changes the Works Information or a Key Date

**Z5 Providing the Works**

**Z5.1 Delete core clause 20.1 and replace with the following:**

The Contractor provides the works in accordance with the Works Information and warrants that the results of the Works, when complete, shall be fit for their intended purpose

**Z6 Other Responsibilities:**

Add the following at the end of core clause 27:

**Z6.1** The Contractor shall have satisfied himself, prior to the Contract Date, as to the completeness, sufficiency and accuracy of all information

**Z6.2** The Contractor shall be responsible for the correct setting out of the Works in accordance with the original points, lines and levels stated in

**Z7 The Contractor's Design**

**Z7.1 Amend core clause 21.2 to read as follows:**

The contractor submits the particulars of his design as the Works Information requires to the Project Manager and inevitably to the Department of Health Project Leader for presentation and approval by the Health Infrastructure Approval Committee (HIAC). A reason for not accepting the Contractor's design is that it does not meet HIAC requirements (Including IUSS standards etc), Works Information or the particular law. The Contractor does not proceed with the relevant work until the Project Manager, HIAC and Department of Health Project Leader have accepted the design.

**Z8 Acceleration**

**Z8.1 Amend core clause 36.1 to read as follows:**

The Project manager upon approval by the Department of Health Project Leader may instruct the contractor to submit a quotation for an acceleration to achieve completion before the Completion Date. The Project Manager states changes to the Key Dates to be included in the quotation. A quotation for the acceleration comprises proposed changes to the Prices and a revised programme showing the earlier Completion Date and the changed Key Dates. The Contractor submits details of his assessment with each quotation.

**Z9 Extending the defects date:**

Add the following as a new core clause 46:

**Z9.1** If the Employer cannot use the works due to a Defect, which arises after Completion and before the defects date, the defects date is

**Z9.2** If part of the works is replaced due to a Defect arising after Completion and before the defects date, the defects date for the part of the

**Z9.3** The Project Manager notifies the Contractor of the change to a defect date when the delay occurs. The period between Completion and an

**Z10 Payment**

**Z10.1 Amend the first sentence of core clause 51.2 to read as follows:**

Each certified payment is made within 30 calendar days from the date at which the Employer certifies the payment as being correct or, if a different period is stated in the Contract Data, within the period stated.

Each certified payment is made within 30 calendar days of the contractor's invoice date as per the contract data.

**Z11 Compensation Events**



Z11.1 Amend the first sentence of core clause 60.1 sub-clause (1) to read as follows:

The Project Manager, only after applying to and receiving written approval from the Employer (Head of Department: Health), gives an instruction changing the Works Information except

The Project Manager upon the approval of the Department of Health Project Leader gives an instruction changing the Works Information.

Z11.2 Amend core clause 60.1 sub-clause (13) to read as follows:

A weather measurement is recorded at the place as stated in the Contract Data

Z11.3 Core clause 60.1 sub-clause (15) is deleted

The Project Manager upon approval by the Department of Health Project Leader certifies take over of a part of the Works before both Completion and Completion Date.

#### **Z12 Notifying Compensation Events**

Z12.1 Amend the first paragraph of core clause 61.4 to read as follows:

If the Project Manager upon approval by the assigned Department of Health Project Leader decides that an event notified by the Contractor

- Arises from a fault of the contractor,
- Has not happened and is not expected to happen,
- Has no effect upon Defined Cost, Completion or meeting a Key Date or
- Is not one of the compensation events stated in this contract

he notifies the contractor of his decision that the Prices, the Completion Date and the Key Dates are not to be changed. If the Project Manager upon the approval of the assigned Department of Health Project Leader decides otherwise, he notifies the Contractor accordingly and instructs him to submit quotations.

#### **Z13 Quotations for Compensation Events**

Z13.1 Amend the first two sentences of core clause 62.3 to read as follows:

The Contractor submits a quotation upon three weeks of being instructed to do so by the Project Manager upon approval by the Department of Health Project Leader. The Project Manager with the approval of the Department of Health Project Leader replies within two weeks of the submission

#### **Z15 Implementing Compensation Events**

Z15.1 Amend core clause 65.1 to read as follows:

A compensation event is implemented when

- the Project Manager upon approval by the Department of Health Project Leader notifies his own assessment or
- a Contractor quotation is treated as having been accepted by the Project Manager and Department of Health Project Leader

#### **Z16 Employer's Risks**

Z16.1 Delete the following from core clause 80.1:

Loss or damage to the Works, Plant and Material due to

- War, civil war, rebellion, revolution, insurrection, military or usurped power,
- Strikes, riots and civil commotion not confined to the Contractor's employees or
- Radioactive contamination.

#### **Z17 Termination**

Z17.1 Add the following to core clause 91.1, at the second main bullet, fifth sub-bullet point, after the words "assets (R9) or": "business rescue

#### **Amendment to the Secondary Option Clauses**

#### **Z18 Performance Bond**

Z18.1 Amend the first sentence of clause X13.1 to read as follows:

The Contractor gives the Employer a performance bond, provided by a bank, accredited financial institution or accredited insurer which the Department of Health has accepted, for the amount stated in the contract data and in the formset out in the Works Information.

#### **Z19 Limitation of liability:**

Insert the following new clause as Option X18.6:

Z19.1 The Employer's liability to the Contractor for the Contractor's indirect or consequential loss is limited to R0.00

Z19.2 Notwithstanding any other clause in this contract, any proceeds received from any insurances or any proceeds which would have been

**Additional Z Clauses**

**Z20 Cession, delegation and assignment**

Z20.1 The Contractor shall not cede, delegate or assign any of its rights or obligations to any person without the written consent of the Employer,  
 Z20.2 The Employer may cede and delegate its rights and obligations under this contract to any person or entity

**Z21 Joint and several liability**

Z21.1 If the Contractor constitutes a joint venture, consortium or other unincorporated grouping of two or more persons, these persons are  
 Z21.2 The Contractor shall, within 1 week of the Contract Date, notify the Project Manager and the Employer of the key person who has the  
 Z21.3 The Contractor does not materially alter the composition of the joint venture, consortium or other unincorporated grouping of two or more

**Z22 Ethics**

Z22.1 The Contractor undertakes:  
 Z22.1.1 not to give any offer, payment, consideration, or benefit of any kind, which constitutes or could be construed as an illegal or corrupt  
 Z22.1.2 to comply with all laws, regulations or policies relating to the prevention and combating of bribery, corruption and money laundering to  
 Z22.1.3 to declare all conflicts of interest to the employer, prior to the contract date or within 1 week of the conflict becoming known, that may  
 Z22.1.4 to not enter into any undertaking and/or agreement which constitutes or could be construed as creating a conflict of interest between the  
 Z22.2 The Contractor's breach of this clause constitutes grounds for terminating the Contractor's obligation to Provide the Works or taking any  
 Z22.3 If the Contractor is found guilty by a competent court, administrative or regulatory body of participating in illegal or corrupt practices,

**Z23 Confidentiality**

Z23.1 All information obtained in terms of this contract or arising from the implementation of this contract shall be treated as confidential by the  
 Z23.2 If the Contractor is uncertain about whether any such information is confidential, it is to be regarded as such until otherwise notified by the  
 Z23.3 This undertaking shall not apply to –  
 Z23.3.1 Information disclosed to the employees of the Contractor for the purposes of the implementation of this agreement. The Contractor  
 Z23.3.2 Information which the Contractor is required by law to disclose, provided that the Contractor notifies the Employer prior to disclosure so  
 Z23.3.3 Information which at the time of disclosure or thereafter, without default on the part of the Contractor, enters the public domain or to  
 Z23.4 The taking of images (whether photographs, video footage or otherwise) of the works or any portion thereof, in the course of Providing the  
 Z23.5 The Contractor ensures that all his Subcontractors abide by the undertakings in this clause

**Z24 Employer's Step-in rights**

Z24.1 If the Contractor defaults by failing to comply with his obligations and fails to remedy such default within 2 weeks of the notification of the  
 Z24.2 The Contractor co-operates with the Employer and facilitates and permits the use of all required information, materials and other matter

**Z25 Liens and Encumbrances**

Z25.1 The Contractor keeps the Equipment used to Provide the Services free of all liens and other encumbrances at all times. The Contractor,

**Z26 Intellectual Property**

Z26.1 Intellectual Property ("IP") rights means all rights in and to any patent, design, copyright, trade mark, trade name, trade secret or other  
 Z26.2 IP rights remain vested in the originator and shall not be used for any reason whatsoever other than carrying out the works  
 Z26.3 The Contractor gives the Employer an irrevocable, transferrable, non-exclusive, royalty free licence to use and copy all IP related to the  
 Z26.4 The written approval of the Contractor is to be obtained before the Contractor's IP made available to any third party which approval will not  
 Z26.5 The Contractor shall indemnify and hold the Employer harmless against and from any claim alleging an infringement of IP rights ("the  
 Z26.5.1 the Contractor's design, manufacture, construction or execution of the Works  
 Z26.5.2 the use of the Contractor's Equipment, or  
 Z26.5.3 the proper use of the Works  
 Z26.6 The Employer shall, at the request and cost of the Contractor, assist in contesting any claim as described in Z14.5 and the Contractor may

**Z27 Notification of a compensation event**

Z27.1 In clause 61.3, delete the words "unless the event arises from the Project Manager or the Supervisor giving an instruction, issuing a

**Z28 BBBEE Certificate**

Z28.1 The Contractor shall be expected to present a compliant BEE Certificate prior to signing the contract. Failure to do adhere to these

**Z29 Approvals**

Z29.1 Notwithstanding any clauses contained within this contract to the contrary, the Head of Department: Health is the sole party that reserves

**PART 2: DATA PROVIDED BY THE CONTRACTOR**

**Completion of the data in full, according to the Options chosen, is essential to create a complete contract.**

**Statements given in all contracts**

The Contractor's is (Name):	
Address:	
Defined cost in the form of Contract Sum including Design Development and Close (Contract Sum to be carried over to the form of offer and acceptance) Offer	Contract Sum in words:
The working areas are the Site and:	
The key people are:	
1. Name:	
Job:	
Responsibility:	
Qualifications:	
Experience:	
2. Name:	
Job:	
Responsibility:	
Qualifications:	
Experience:	

















**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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**PART C2 - PRICING DATA**

**C2.1 PRICING INSTRUCTIONS**  
GCC FOR CONSTRUCTION WORKS (Second Edition 2010)

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

**C2.1 Pricing Instructions**

	<p>Where any item is not relevant to this specific contract, such item is marked N/A (signifying “not applicable”)</p> <p>The adjustment of the preliminaries each item priced is to be allocated to one or more of the three categories by insertion of “F”, “V”, “T” as the case may be against the price in the “rate” column immediately preceding the “amount” column, where “F” denotes a fixed amount (amount not varied), “V” denotes an amount variable in proportion to value and “T” denotes an amount variable in proportion to time.</p>
<b>1</b>	<p><b>MASSES AND MEASURING UNITS</b></p> <p>These shall be in accordance with the Measuring Units and National Measuring Standards Act No. 76 of 1973 and amendments thereto.</p> <p>The pages of each of these documents are numbered consecutively and before the Tenderer submits his tender he should check the number of pages, and if any are found missing or duplicated, or the figures or writing indistinct, or the documents contain any obvious error, he should apply to the Head : Public Works AT ONCE and have same rectified as no liability whatsoever will be admitted by the Administration in respect of errors in Tender due to the foregoing.</p>
<b>2</b>	<p><b>PRICES FOR VARIATIONS</b></p> <p>Where prices or quotations for variations are submitted by the Contractor during the currency of the Contract, it is to be clearly understood that these are for the purpose of consideration by the Head of Department: Health and that there is no assumption of acceptance. The Contractor will be notified of acceptance of prices or quotations either by insertion of the amount on the variation order or by written intimation.</p>
<b>3</b>	<p><b>SCALE</b></p> <p>The scale to which the Drawings are made is only to be made use of when no figured dimensions are given either on the Drawings or in the tender documents and the figured dimensions are always to be followed though they may not coincide with the scale of the Drawings, but dimensions where possible are to be taken from the buildings.</p>
<b>4</b>	<p><b>PROVISIONAL ITEMS</b></p>

All items described as "Provisional" shall be used as directed by the Employer and measured and valued or paid for.

No work for which "Provisional" items are allowed shall be commenced without written instructions from the Head of Department: Health.

**5 TIMELY ORDERING OF MATERIALS**

The Contractor is warned to place all orders for materials or special articles as early as possible, as he will be held solely responsible for any delay in the delivery of such goods.

Nevertheless this tender is conditional upon no liability being attached to the Contractor if delivery of materials is rendered impossible by reason of any act of the Government.

**6 ELECTRICAL LIGHTING, POWER AND WATER**

The Contractor shall provide any artificial lighting which may be necessary or required for the proper execution of the works, and provide electric power and water required by all Sub-Contractors, Nominated Sub-Contractors and Sub-Contractors appointed directly by the Employer.

The Contractor shall give all notices and pay all fees in connection with temporary electrical and water connections and shall connect temporary Electrical and Water meters for and pay for all current and water consumed.

Tenderers are advised that the permanent light fittings and water points of any kind installed in the Works are not to be used to provide temporary lighting and supplement water requirements for construction purposes.

**7 IMPORT PERMITS, DUTIES AND SURCHARGES.**

All tenders by means of which imported products are being called for, must use the rate of exchange 14 days prior to the closing date indicated in the tender documents. If this day falls on a weekend or public holiday, the next working day must be used.

Furthermore, Tenderers must submit documentary proof (in the form of a certified copy) from their bank or legally recognised financial institution, clearly indicating what the rate of exchange was 14 days prior to the closing date, as mentioned above.

Together with this, the Tenderer must confirm that the tender price relating to an imported product, was based on the rate of exchange 14 days prior to the closing date as mentioned above.

**8 STANDARD SYSTEM OF MEASUREMENT WHERE BILLS OF QUANTITIES FORM PART OF THE TENDER DOCUMENTS**

The work executed under this Contract has been measured in accordance with the;

**Standard System of Measuring Builders Work (7th Edition)**

including all amendments unless descriptions of items indicate a deviation and it shall be understood that the system of measurement which is herein adopted is the only system of measurement which will be recognised in connection with this contract. Any contradictions to this system of measurement contained in the "Model Preambles for Trades 2008" shall be disregarded (unless same have been accommodated in the system of measurement) but applicable rates shall be included for all requirements stated and not measured separately in compliance with this system.

**9 PRICING OF ROCK EXCAVATIONS**

It is a condition of this tender that should the tenderer elect to price the Rock Excavation included in this tender, the rates must be market related and should be identically priced for the same classification of excavations and not vary for similar billed items in the different sections.

**10 BROAD BASED BLACK ECONOMIC EMPOWERMENT**

1. It is the deliberate policy of the Provincial Administration of KwaZulu-Natal to foster and to encourage the economic empowerment of Black South Africans. This policy will be implemented without prescription and without prejudicing the principles and the integrity of the Provincial Administration of KwaZulu-Natal. Subject to these constraints and also subject to good business practise and commercial consideration, it is therefore considered appropriate that the Provincial Administration of KwaZulu-Natal should encourage business relationships with companies which actively pursue Affirmative Action and Black Economic Empowerment Programmes.
2. In responding to this tender you are therefore encouraged to devote attention to these two subjects of Affirmative Action and Economic Empowerment. In addition, in considering the appointment of sub-contractors, you are requested to extend the spirit of these policies.
3. The foregoing enunciations of this policy are not intended to be prescriptive nor to preclude any individual or operation from responding to this tender.

11	<p><b>REGISTRATION ON THE CENTRAL SUPPLIERS DATABASE</b></p> <ol style="list-style-type: none"> <li>In terms of the Public Finance Management Act (PFMA), 1999 (Act No 1 of 1999) Section 38 (1) (a) (iii) and 51 (1) (iii) and Section 76 (4) of PFMA National Treasury developed a single platform, The Central Supplier Database (CSD) for the registration of prospective suppliers including the varification functionality of key supplier information.</li> <li>Prospective suppliers will be able to self - register on the CSD website: <a href="http://www.csd.gov.za">www.csd.gov.za</a></li> <li>Once the supplier information has been varified with external data sources by National Treasury a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once a year that their data is still current and updated.</li> <li>Suppliers can provide their CSD supplier number and unique security code to organs of state to view their varified CSD information.</li> <li>Tenderers are required to fill in clearly, legibly, in bold print and black ink their CSD supplier number in the space hereunder:</li> </ol> <table border="1" data-bbox="172 784 1541 952"> <tr> <td data-bbox="172 784 694 862"><b>Name of Supplier</b></td> <td data-bbox="694 784 1541 862"></td> </tr> <tr> <td data-bbox="172 862 694 952"><b>Central Supplier Database (CSD) Supplier Number:</b></td> <td data-bbox="694 862 1541 952"></td> </tr> </table>	<b>Name of Supplier</b>		<b>Central Supplier Database (CSD) Supplier Number:</b>	
<b>Name of Supplier</b>					
<b>Central Supplier Database (CSD) Supplier Number:</b>					
12	<p><b>TAX CLEARANCE REQUIREMENTS</b></p> <p><b>It is a condition of tender that the taxes of the successful tenderer must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the Tenderder's tax obligations. It is a condition of this Offer of Commission that your practice remains in good standing with SARS (South African Revenue Services) in terms of its tax clearance, during the project, which is required to process your payment certificates.</b></p> <ol style="list-style-type: none"> <li>In order to meet this requirement tenderers are required to apply via e-filing at any SARS branch office nationally. The Tax Compliance Status (TCS) requirements are also applicable to foreign Tenderders / individuals who wish to submit Tenders.</li> <li>SARS will then furnish the Tenderder with a Tax Compliance Status (TCS) PIN that will be valid for a period of 1 (one) year from the date of approval.</li> <li>In tenders where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN.</li> <li>Application for Tax Compliance Status (TCS) PIN can be done via e-filing at any SARS branch office nationally or on the website <a href="http://www.sars.gov.za">www.sars.gov.za</a>.</li> <li>Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website <a href="http://www.sars.gov.za">www.sars.gov.za</a>.</li> <li>Tax Clearance Certificates may be printed via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website <a href="http://www.sars.gov.za">www.sars.gov.za</a>.</li> </ol> <table border="1" data-bbox="172 1836 1541 1982"> <tr> <td data-bbox="172 1836 566 1915"><b>Security PIN Number</b></td> <td data-bbox="566 1836 1541 1915"></td> </tr> <tr> <td data-bbox="172 1915 566 1982"><b>Company / Entity Tax Reference Number</b></td> <td data-bbox="566 1915 1541 1982"></td> </tr> </table>	<b>Security PIN Number</b>		<b>Company / Entity Tax Reference Number</b>	
<b>Security PIN Number</b>					
<b>Company / Entity Tax Reference Number</b>					
13	<p><b>BILLS OF QUANTITIES/LUMP SUM DOCUMENT</b></p>				

The Bills of Quantities document forms part of and must be read and priced in conjunction with all the other documents forming part of the contract documents, the Standard Conditions of Tender, Conditions of Contract, Standard Preambles to all Trades, Specifications, Drawings and all other relevant documentation.

**14 VALUE ADDED TAX**

The tender price must include for Value Added Tax (VAT). All rates, provisional sums, etc. in the Bills of Quantities must however be net (exclusive of VAT) with VAT calculated and added to the Total Value thereof in the Final Summary.

**15 FIXED PRICE CONTRACT**

Should the Bills of Quantities/Lump Sum Document be a fixed price contract, the following clause must be inserted in the Pricing Instructions:

Tenderders are to take note that the contract price adjustments are not applicable to this contract. Tenderders should therefore make provision in the Contract Sum, schedule of rates, etc. for possible price increases during the contract period, as no claims in this regard shall be entertained.



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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### **C2.2 - Preliminaries for Construction works**



**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

**BILL NO. 1  
C2.2 PRELIMINARY AND GENERAL**

	NOTES	UNIT	QUANTITY	RATE	AMOUNT
	<p>i) The Preliminaries are to be the Construction and management requirements for works contracts prepared by Standards South Africa and shall be deemed to be incorporated herein.</p> <p>ii) Tenderers are referred to the abovementioned documents for the full intent and meaning of each clause thereof (hereinafter referred to by heading and clause number only) for which such allowance must be made as may be considered necessary.</p> <p>iii) Where standard clauses or alternatives are not entirely applicable to this contract such modifications, corrections or supplements as will apply are given under each relevant clause heading.</p> <p>iv) Where any item is not relevant to this specific contract such item is marked N/A (signifying "not applicable").</p> <p>v) Adjustment of the preliminaries: each item priced, is to be allocated to one or more of the three categories, where "F" denotes a fixed amount (amount not to be varied), "V" denotes an amount variable in proportion to value and "T" denotes an amount in proportion to time.</p> <p>vi) Time (T) related Preliminaries will only be adjusted for omissions or additions, issued by the Employer, or delays caused by the Employer, for which variation and extension of time has been granted. <b>See Contract Data</b>.</p> <p><b>SECTION A: GENERAL CONDITIONS OF CONTRACT</b></p> <p><b>A1</b> General (clause 1) F:..... V:..... T:.....</p> <p><b>A2</b> Basis of Contract (clause 2) F:..... V:..... T:.....</p> <p><b>A3</b> Engineer (clause 3) F:..... V:..... T:.....</p> <p><b>A4</b> Contractor's General Obligation (clause 4) F:..... V:..... T:.....</p> <p><b>A5</b> Time and Related Matters (clause 5) - As referred to in the Contract Data under Special Condition of Contract. F:..... V:..... T:.....</p>				
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
A6	Payment and Related Matters (clause 6)  F:..... V:..... T:.....	Item			
A7	Quality and Related Matters (clause 7)  F:..... V:..... T:.....	Item			
A8	Risk and Related Matters (clause 8)  F:..... V:..... T:.....	Item			
A9	Termination of Contract (clause 9)  F:..... V:..... T:.....	Item			
A10	Claims and Disputes (clause 10)  F:..... V:..... T:.....	Item			
<p><b>SECTION B: SANS 1921-1:2004 (Edition 1): CONSTRUCTION AND MANAGEMENT REQUIREMENTS FOR WORKS CONTRACTS: PART 1</b></p> <p>Refer to the SCOPE OF WORK for detail requirements:</p>					
B1	Scope  F:..... V:..... T:.....	Item			
B2	Normative references  F:..... V:..... T:.....	Item			
B3	Definitions  F:..... V:..... T:.....	Item			
B4	Requirements for construction and management  F:..... V:..... T:.....	Item			
B4.1	General  F:..... V:..... T:.....	Item			
B4.2	Responsibilities for design and construction  F:..... V:..... T:.....	Item			
B4.3	Planning, programme and method statements  F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
B4.4	Quality assurance F:..... V:..... T:.....	Item			
B4.5	Setting out F:..... V:..... T:.....	Item			
B4.6	Management and disposal of water F:..... V:..... T:.....	Item			
B4.7	Blasting F:..... V:..... T:.....	Item			
B4.8	Works adjacent to services and structures F:..... V:..... T:.....	Item			
B4.9	Management of the Works and site F:..... V:..... T:.....	Item			
B4.10	Earthworks F:..... V:..... T:.....	Item			
B4.11	Testing F:..... V:..... T:.....	Item			
B4.12	Materials, samples and fabrication drawings F:..... V:..... T:.....	Item			
B4.13	Equipment F:..... V:..... T:.....	Item			
B4.14	Site establishment F:..... V:..... T:.....	Item			
B4.15	Survey control F:..... V:..... T:.....	Item			
B4.16	Temporary works F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
B4.17	Existing services F:..... V:..... T:.....	Item			
B4.18	Health and safety F:..... V:..... T:.....	Item			
B4.19	Environmental requirements F:..... V:..... T:.....	Item			
B4.20	Alterations, additions, extensions and modifications to existing works F:..... V:..... T:.....	Item			
B4.21	Inspection of adjoining structures, services, buildings and property F:..... V:..... T:.....	Item			
B4.22	Attendance on nominated and selected subcontractors F:..... V:..... T:.....	Item			
<b>SECTION C: SCOPE OF WORK in accordance with SANS 10403</b> <i>(The reference to Clauses refer to Table B.1 of SANS 1921-1:2004)</i>					
C1	Certification by recognised bodies - CLAUSE 4.4 F:..... V:..... T:.....	Item			
C2	Agrément certificates - CLAUSE 4.5 F:..... V:..... T:.....	N/A			
C3	Other services and facilities - CLAUSE 4.8 F:..... V:..... T:.....	Item			
C4	Recording of weather - CLAUSE 5.2 F:..... V:..... T:.....	Item			
C5	Management meetings - CLAUSE 5.3 F:..... V:..... T:.....	Item			
C6	Daily records CLAUSE 5.6 F:..... V:..... T:.....	Item			
C7	Bond and guarantees - CLAUSE 5.7 F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
C8	Permits - CLAUSE 5.9 F:..... V:..... T:.....	Item			
C9	Proof of compliance with the law - CLAUSE 5.10 F:..... V:..... T:.....	Item			
<b>SECTION D: SPECIFICATION DATA ASSOCIATED WITH SANS 1921-1:2004 (Table A.1)</b>					
D1	Requirements for drawings, information and calculations for which the contractor is responsible CLAUSE 4.1.7 F:..... V:..... T:.....	Item			
D2	The responsibility strategy assigned to the contractor for the works CLAUSE 4.2.1 F:..... V:..... T:.....	Item			
D3	The planning, programme and method statements - CLAUSE 4.3 F:..... V:..... T:.....	Item			
D4	Samples of materials, workmanship and finishes - CLAUSE 4.12.1 F:..... V:..... T:.....	Item			
D5	Fabrication drawings that the contractor is to provide and deliver to the employer - CLAUSE 4.12.2 F:..... V:..... T:.....	Item			
D6	Office for the foreman CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D7	Telephone - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D8	Office for inspector of works - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D9	Telephone in office for inspector of works - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
D10	Sheds - CLAUSE 4.14.3 F:..... V:..... T:.....	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
D11	Provision and erection of signboards - CLAUSE 4.14.6 F:..... V:..... T:.....	Item			
D12	Termination, diversion or maintenance of existing services - CLAUSE 4.17.1 F:..... V:..... T:.....	Item			
D13	Services which are known to exist - CLAUSE 4.17.3 F:..... V:..... T:.....	Item			
D14	Detection apparatus - CLAUSE 4.17.4 F:..... V:..... T:.....	Item			
D15	Additional health and safety requirements - CLAUSE 4.18 F:..... V:..... T:.....	Item			
<b>SECTION E: SPECIFIC PRELIMINARIES</b>					
Section E contains Specific Preliminary items which apply to this contract except where "N/A" (Not Applicable) appears against the item.					
E1	<b>PROPRIETARY BRANDED PRODUCTS</b>  The contractor shall take delivery of, handle, store, use apply and/or fix all proprietary branded products in strict accordance with the manufacturers' instruction after consultation with the manufacturer's authorised representative. F:..... V:..... T:.....	Item			
E2	<b>OVERTIME</b>  Should overtime be required to be worked for any reason whatsoever, the costs of such overtime are to be borne by the Contractor unless the Engineer/Principal Agent has specifically authorised in writing, prior to the execution thereof, that costs for such overtime are to be borne by the Employer.  F:..... V:..... T:.....	Item			
E3	<b>AS BUILT DRAWINGS</b>  The position of construction breaks and the extent of individual concrete pours are to be recorded by the Contractor on the Structural Engineer's drawings and are to be submitted to the Engineer/Principal Agent and the Structural Engineer for their records.  F:..... V:..... T:.....	Item			
Carried forward to collection				R	

SECTION E: SPECIFIC PRELIMINARIES		UNIT	QUANTITY	RATE	AMOUNT
E4	<p><b>SITE INSTRUCTIONS</b></p> <p>Site Instructions issued on site are to be recorded in triplicate in a Site Instruction book which is to be maintained on site by the Contractor.</p> <p>F:..... V:..... T:.....</p>	Item			
E5	<p><b>LABOUR RECORD</b></p> <p>At the end of each week the Contractor shall provide the Engineer/Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all sub-contractors on the works each day.</p> <p>F:..... V:..... T:.....</p> <p><i>Note: In the event that the contractor fails to satisfy the requirements of this specification, the Employer (Head: Health) may apply any of the sanctions provided in the contract. Sanctions may include the application of a financial penalty of 0.04% of the Contract Sum per calendar day of which the required report has not been submitted.</i></p>	Item			
E6	<p><b>PLANT RECORD</b></p> <p>At the end of each week the Contractor shall provide the Engineer/Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works.</p> <p>F:..... V:..... T:.....</p>	Item			
E7	<p><b>NON CESSION OF MONIES</b></p> <p>The Contractor shall not cede nor assign his rights or claims to any monies due or to become due under this contract.</p> <p>F:..... V:..... T:.....</p>	Item			
E8	<p><b>SECTIONAL COMPLETION</b></p> <p>When it is required that the contract be executed in sections or portions, the tenderer shall allow for all costs in this regard as no claim for additional costs will be entertained.</p> <p>F:..... V:..... T:.....</p>	Item			
E9	<p><b>LOCAL LABOUR</b></p> <p>It is a general requirement of this contract that persons normally resident in the locality of the works (Local Labour) be given preference for employment on the contract. Provided, however, that should adequate and appropriate Labour not be available within the locality, others may be employed subject to satisfactory proof being provided that every reasonable endeavour has been made to employ Local Labour. The Contractor shall identify the local community leaders with the purpose of negotiating with them regarding the utilization of Local Labour in the construction process. In this regard, the Contractor shall furthermore give preference, wherever possible to the employment of single heads of households, women and youth. The Contractor shall, in general, maximize the involvement of the local community.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection				R	

		UNIT	QUANTITY	RATE	AMOUNT
E10	<p><b>IMPORT PERMITS AND DUTIES</b></p> <p>The responsibility for obtaining the necessary import permits shall rest with the successful Tenderer. No foreign exchange will be arranged or provided by the Administration.</p> <p>Tenderers are to allow in their tenders and pay the ordinary levy imposed on imported items in terms of item 196.10 of Part 8 of Schedule No. 1 of the Customs and Excise Act, 1964 with effect from 1 October 1989.</p> <p>F:..... V:..... T:.....</p>	Item			
E11	<p><b>CONTRACT PRICE ADJUSTMENT PROVISIONS (CPAP)</b></p> <p>Notwithstanding anything to the contrary contained in the NEC3 - Option B this Contract is subject to any Contract Price Adjustment Provisions (CPAP)</p>				
E12	<p><b>EPWP CONDITIONS AND SPECIFICATIONS</b></p> <p><b>12.1 EMPLOYMENT TARGETS</b></p> <p><u>E12.1 a Employment Targets</u></p> <p>The contractor needs to provide a realistic estimate on the number of jobs that the project has the potential to create throughout the project duration as the project will be implemented using labour intensive construction methods on elements where it is economical and feasible for this construction method.</p> <p>No of jobs to be created = ..... [Contractor to fill in an estimated number]</p> <p>F:..... V:..... T:.....</p> <p><u>E12.1 b Employment requirements</u></p> <p>Tenderers are advised that this contract will be subject to the Expanded Public Works Program (EPWP) aimed at alleviating and reducing unemployment.</p> <p>Tenderers must allow for any costs for the employment of unskilled labour as per the requirements of the EPWP program;</p> <ol style="list-style-type: none"> <li>1. 55% of unskilled labour to be women</li> <li>2. 55% of unskilled labour to be youth aged between 18 and 35 years</li> <li>3. 2% of unskilled labour to be people living with disability</li> <li>4. 100% Unskilled labour utilised must reside within the boundaries of the Municipality Ward where this contract is executed, with preference to the local community closest or at the walking distance to the contract site. Wherever possible local skilled tradesmen are to be employed on this contract with the view to maximize utilization of local resources.</li> </ol> <p>F:..... V:..... T:.....</p>	Item			
	Carried forward to collection			R	



	UNIT	QUANTITY	RATE	AMOUNT
<p><u>E12.1 c Labour rate and payment intervals</u> The contractor should ensure that labour rate paid to unskilled local labour is commensurate to the daily task. When determining the rate, consideration should be given to that EPWP beneficiaries are mostly bread winners in their families, as the program intends alleviating poverty. There should also be consideration that the labour rate promotes creation of expanded number of jobs created and person days of work. Contractors should make endeavours to ensure that labourers, particularly unskilled are remunerated on fortnight basis and prior notification be made should there be a shortfall on their wages. The labour rate for local unskilled shall also be determined in consideration of the location of the project, i.e. for projects implemented in urbanized municipalities will not be the same as that for rural municipalities.</p> <p>F:..... V:..... T:.....</p>	Item			
<p><b>12.2 LABOUR INTENSIVE CONSTRUCTION METHOD</b> <u>E12.2 a Labour Intensive Construction (LIC) method</u> On site there must a person(s) having competency in managing and implementing LIC methods. *Foreman @ NQF Level 4 the Unit Standard on Implementing LIC methods on site. *Site Agent/ Managers @ NQF level 5 the Unit Standard on Manage Labour-Intensive Skills Programme both must be CETA accredited</p> <p>F:..... V:..... T:.....</p>	Item			
<p><u>E12.2 b Labour Intensive Construction Method</u> Those parts of the contract to be constructed using Labour Intensive methods will be marked in the BoQ with letter LI (indicating Labour Intensive) against every item so designated. Such works will only be constructed using method so indicated.  Reference to be made to Guidelines for the implementation of Labour Intensive Infrastructure projects under EPWP. "Scope of Work in Respect of Work Relating to the Expanded Public Works Programme (EPWP)"</p> <p>F:..... V:..... T:.....</p>	Item			
<p><b>E12.3 RECORD KEEPING</b> 12.3.1 Every employer must keep in the project site office the following minutes of site progress minutes; contractors' monthly site progress reports; accurately recorded attendance register; proof of payment as means to verify authenticity of data in the EPWP Beneficiary form submitted with payment certificates. Copies of submitted EPWP beneficiary data forms should also be kept in the site office.</p> <p>F:..... V:..... T:.....</p>	Item			
<p>12.3.2 The employer must keep this record for a period of at least three (3) years after the completion of the project in his/her office as the project site office would have been relocated.  This should be safely kept for job creation data verifications and periodical audits on projects conducted by National and Provincial Department of Public Works after one (1) or two (2) quarters of submitting captured EPWP Data to the National EPWP coordinating Department.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p><b>E12.4 EPWP REPORTING as per EPWP DATA FORM</b> At the end of each month as part of site progress report and to be attached to every contractors' progress payment certificate; the contractor shall provide the principal agent &amp; Public Works with a written records, as per EPWP data form; which will be reflecting, beneficiaries full name &amp; surname; ID No and job description of labour employed by main contractor and sub-contractors on site. At the end of each month the contractor must submit the following documents to be attached to the Progress payment certificate:</p> <ol style="list-style-type: none"> <li>1. EPWP monthly data collection form</li> <li>2. Worker monthly payment upload</li> <li>3. Worker monthly proof of payment i.e               <ol style="list-style-type: none"> <li>3.1 Acknowledgement of receipt of payment or</li> <li>3.2 Payslips</li> <li>3.3 Bank statement highlighted the workers paid</li> </ol> </li> <li>4. Worker monthly training form</li> <li>5. Monthly attendance register</li> <li>6. Certified copies of ID's (once off)</li> <li>7. ID size photos (once off)</li> <li>8. Proof of UIF</li> <li>9. Proof of COIDA</li> </ol> <p>F:..... V:..... T:.....</p> <p><b>E12.5 EPWP PROMOTION</b> <u>12.5.1 EPWP signage board</u> EPWP Program at the project level shall always be promoted through have the projects signage board that embrace EPWP logo at the bottom, correct measurement for this signage board will be provided by the project leader during the site handing over meeting. the standard "HELVETIVA MEDUIM " letters are to be used . Professional title to be 10 mm above line . Line thickness to be 8 mm thick . Space between bottom of the line and bottom of the lettering below the line has to be 100 mm. Letter sizes are as follows : Helvetica meduim 100 mm black upper case to be for project name and owner . Helvetica meduim 75mm black upper case only to be used for professional titles.Project name and owner shall be black lettering on white background.board sizes are as follows : Board to be minomum 2000mm from ground level and to be constructed from reinforced formed chromadek panels minimum 0,6mm thick chromadek. The contractor is responsible for ensuring that the project board remains neatly and safely erected for the full duration including maintenance period,after which the project board and post are to be dismantled and handed to the client in good order.</p> <p>F:..... V:..... T:.....</p> <p><u>12.5.2 Branding of labour apparel</u> Contractor &amp; Sub-contractors' labourers shall be provided with EPWP branded Personal Protective Equipment (PPE), reflector vest with EPWP wording at the back is an ideal and cost effective means of promoting program on site.</p> <p>The contractor is then advised to price for both item 17.5.1 and 17.5.2</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
	<p><b>E12.6 COMMUNITY LIAISON OFFICER (CLO)</b>  <u>UTILISATION OF A COMMUNITY LIAISON OFFICER</u>            In addition to the requirements of Clause E9, contained in this document;            The Contractor shall allow for and pay any and all costs necessary for the engagement of the services of a Community Liaison Officer (CLO) for the full duration of this contract</p> <p>In the interest of providing a sound service to both the community and the Contractor, a CLO may only manage one project at a given time.</p> <p>A CLO will be identified by the local structures of the ward areas and appointed following fair and transparent interviewing process, to be conducted in the presence of local structures and the contractor representative, in order to assist the Contractor in the procurement of any local labour, etc. required for this project. The Contractor is to liaise with the CLO and afford him any assistance needed in ensuring sound working relations with the local community.</p> <p><b>Key Responsibilities of the CLO are envisaged to include and not necessary be limited to:</b></p> <ol style="list-style-type: none"> <li>1. Assisting local leadership in conducting skills and resources audit which facilitates sourcing labour from within the ward or targeted areas for employment, as required by contractor.</li> <li>2. Assisting in sourcing labour-only domestic sub-contractors and the procurement of materials from local resources, as required by the contractor.</li> <li>3. Assisting the contractor by identifying areas of potential conflict and or threats to the project or to stakeholders in the project and recommend appropriate action to the contractor.</li> <li>4. Assisting contractor and stakeholders in the project in the resolution of any conflict which may arise.</li> <li>5. Establishing and ensuring that sufficient and open communication channels between the contractor and the work force are maintained.</li> <li>6. Establish and ensuring that efficient and open communication channels between the contractor and the community are maintained</li> <li>7. Identifying and reporting to the Contractor regarding issues where communication between stakeholder is necessary, recommend courses of action and facilitate such communications</li> </ol>				
	Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p>8. Assisting the Contractor and the work force in the establishment of grievance procedures and necessary recommenda-tion to the Contractor regarding the grievances and solution thereto.</p> <p>9. Attending to site meetings and project implementation meetings as required by the Contractor and prepare periodic reports as may be required by the Contractor from time to time.</p> <p>10. Attending to such other duties which are consistent with the functions of a CLO, as may be required by the Contractor from time to time.</p> <p>Tenderers are to price twice the rate of unskilled local labour rate against this item for any and all costs arising out of compliance with the foregoing and in the event of a Tenderer failing to price against this item or making inadequate financial provision against this item for compliance as aforesaid, then no claim for costs or additional cost incurred will be entertained by the Head: Works</p> <p>F:..... V:..... T:.....</p> <p><b>E12.7 SKILLS DEVELOPMENT ON SITE</b> Contractor in conforming to the object of EPWP that its beneficiaries need to be capacitated with skills that will render them employable in the future. It is then the responsibility of the Contractor that mandatory life skills are provided to 100% of workforce on site and on the job training to labourers from whom the potential for further development has been identified. The latter is not mandatory to all as it covers technical skills.</p> <p>Contractor should also make provision for the possibility that there might be local youth that will need to be placed on the project with an intention to be provided support towards improving their level of competency and productivity.</p> <p>Contractor shall also provide all necessary on-the-job training to targeted labour to enable such labour to master and advance on techniques required to undertake the work in accordance with requirements of the contract in a manner that does not compromise workers health and safety.</p> <p>F:..... V:..... T:.....</p> <p><b>E12.8 LABOUR ONLY Sub Contracting for local emerging enterprises</b> Tenderer's are advised that this contract is subject to the Expanded Public Works Programme (EPWP) and the following criteria will apply:</p> <p><u>African Equity Ownership</u></p> <p>a) The Tenderer is to allow for 5% of the total value of works to be undertaken by a Priority Population Group. This percentage excludes the costs of employing local unskilled labour. The allocation of this percentage from the Project, the screening of people, the selection of skills, will be for the Contractor to adjudicate.</p> <p>b) The Priority Population Group consists of women, youth and disabled people.</p> <p>c) The Contractor is to give first option for prospective PPG's from the surrounding areas of the Project. Should there be insufficient suitable people fitting the criteria of PPG's, the Contractor may hire people from further afield. This is to be done only after consultation with the Department of Works EPWP Co-ordinator and the Community Liaison Officer (CLO).</p> <p>d) A Mentor is to be employed by the Contractor, in consultation with the Department of Works for the purposes of quality control and liaison between the Contractor and the selected PPG's on site. The mentor will be responsible for ensuring an acceptable level of quality workmanship and that such work carried out by the PPG's is executed within the time frames stipulated.</p> <p>In so far as possible, the Contractor is encouraged to expand the PPG's skills, knowledge and performance levels.</p> <p>F:..... V:..... T:.....</p>	Item			
	Item			
	Item			
Carried forward to collection				

	UNIT	QUANTITY	RATE	AMOUNT
<p><b>TENDERER'S TO NOTE CONDITIONS</b></p> <p>a) The contract to be entered into between the Contractor and the PPG's will be a LABOUR ONLY sub-contract.</p> <p>b) The Contractor will be responsible for ensuring that all materials for use by the PPG's in the works are to be on site timeously. The Contractor shall liaise with The Mentor and PPG to determine the nature and extent of materials required and the lead time necessary.</p> <p>c) The Contractor shall be responsible for the overall programming of the Works and he is to allow for monitoring the PPG's programme and progress.</p> <p>d) In conjunction with the Mentor, he is to allow for the supervision and mentoring (where necessary) of the PPG to ensure quality and adherence to standard building practice</p> <p>e) The Contractor is to allow for extra storage facilities on site for the PPG's tools and equipment.</p> <p>f) Basic tools shall be provided by the PPG's and where these are not available; the Contractor will supply him with the necessary tools and equipment and deduct the costs thereof from the interim claims made by the PPG.</p> <p>g) Work requiring specialized tools will be provided free of charge by the Contractor with the provision that these be returned upon completion of the Work.</p> <p><b>CO-ORDINATION</b></p> <p>The Contractor is to co-ordinate the work of all the PPG's, Sub-Contractors and Nominated Sub- Contractors appointed direct by the Employer in such a manner and at all times as will suit the building programme and he is to allow adequate access, for the PPG's, where required, to carry out their work in an efficient manner as no claims for extras in this connection will be entertained.</p> <p>F:..... V:..... T:.....</p> <p><b>ATTENDANCE</b></p> <p>The Contractor may allow for attendance upon the PPG's concerned to execute the work. The Contractor is to allow the PPG's the use of any scaffolding belonging to him while it remains so erected on the site.</p> <p>Where scaffolding is necessary for the use by any PPG and the Contractor has not erected any for his own use or has removed same after his own use, the Contractor shall supply sufficient scaffolding to the PPG to be erected and dismantled by the PPG and returned to the Contractor.</p> <p>This attendance upon PPG's to execute the work is to include for the scaffolding provisions as aforesaid and, in addition, is to include for co-operating to the fullest extent with all the parties, attending on off-loading materials, providing suitable storage for tools and materials used by the PPG's, use of general facilities such as latrines, etc., supply and cost of power, lighting, water and the like.</p> <p>F:..... V:..... T:.....</p> <p><b>E12.9 EPWP CONTRACT FOR LABOUR</b></p> <p>It is compulsory that shortly after the contractor and or sub contractor has appointed local labour, the employment contract should be signed by both parties, prior to commencement with works on site. The employment contract forms part of the Ministerial Determination or from the regional EPWP officials. Each contract will lapse at the end of each financial year therefore requiring the Contractor to do a renewal of each contract should the need of employment still exist for that particular labourer.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

	UNIT	QUANTITY	RATE	AMOUNT
<p><b>E12.10 EPWP SCOPE of WORK</b></p> <p><b>Note:</b> Contractors are to price any item on the Bill of Quantities having below, bearing in mind that they are regarded as main sources of job creation, whether sub contracted or undertaken by the main contractor.</p> <p>Elements on the scope of work where application of Labour Intensive Construction methods as will indicated with letters (LI) are regarded feasible are as follows;</p> <p>i) Excavating trenches for foundations and any other civil works with the depth not more than 1.5 m</p> <p>ii) All masonry works which include concrete mixing on site; brickwork; plastering; screed works; jointing; etc.</p> <p>iii) Painting, Plumbing, Ironmongery; roof cladding; glazing; tiling; carpentry; flooring; waterproofing; etc.</p> <p>F:..... V:..... T:.....</p> <p><b>Note:</b> It is a general requirement of this contract that persons normally resident in the ward of the works (local labour) be given preference for employment on the contract. Provided, however, that should adequate and appropriate labour not be available within the ward, others may be employed subject to satisfactory proof being provided that every reasonable endeavour has been made to employ local labour (Local Sub-contractor(s); Skilled; Semi-Skilled and Unskilled). The contractor shall in consultation with the local community leaders with the purpose of negotiating with them regarding the utilization of local resources in the construction process. In this regard, the contractor shall furthermore give preference, wherever possible to the employment of single heads of households, women and youth as well as families declared as most indigent by War on Poverty/ Sukuma Sakhe program profiling process. The contractor should aim, in general, to maximise the involvement of the local community, however workers from other communities should not exceed 20% of all persons working on the project, where local employees possess skills at level of competency that meet contractors requirements.</p> <p><u>Payment for the labour-intensive component of the works</u> Payment for works identified in the Scope of Work as being labour-intensive shall only be made in accordance with the provisions of the Contract if the works are constructed strictly in accordance with the provisions of the Scope of Work. Any non-payment for such works shall not relieve the Contractor in any way from his obligations either in contract or in delict.</p> <p><u>Linkage of payment for labour-intensive component of works to submission of project data</u> The Contractor's payment invoices shall be accompanied by labour information for the corresponding period in a format specified by the employer. If the contractor chooses to delay submitting payment invoices, labour returns shall still be submitted as per frequency and timeframe stipulated by the Employer. The contractor's invoices shall not be paid until all pending labour information has been submitted.</p> <p><u>Applicable labour laws</u> The current Ministerial Determination (also downloadable at <a href="http://www.epwp.gov.za">www.epwp.gov.za</a>) Expanded Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice , shall apply to works described in the scope of work as being labour-intensive and which are undertaken by unskilled or semi-skilled workers.</p> <p>F:..... V:..... T:.....</p>	Item			
Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E13	<b>HIV/AIDS AWARENESS</b> Tenderers are to price against the following items for compliance with the SPECIFICATION FOR HIV/AIDS AWARENESS bound into this document (The clauses referred to are those of the Specification for HIV/AIDS)				
E13.1	Provide and maintain a condom dispenser in terms of Clause 5.1a)  F:..... V:..... T:.....	Item			
E13.2	Provide and maintain HIV/AIDS awareness posters terms of Clause 5.1b)  F:..... V:..... T:.....	Item			
E13.3	HIV /Aids Awareness Programme on Site for not less than 90% of workers inclusive of all direct and indirect costs;  Engage a qualified service provider as described in the scope of works to conduct an HIV Awareness Programme in terms of Clause 5.2.1a)  F:..... V:..... T:.....	Item			
E13.4	Arrange for workers to attend the HIV Awareness Programme in terms of Clause 5.2.1b)  F:..... V:..... T:.....	Item			
E13.5	<b>Reporting</b>  Prepare and attach to claims for payment a brief report in terms of Clause 5.3 (see also HIV/STI Compliance Report included with this document).  F:..... V:..... T:..... <b>Note: In the event that the contractor fails to satisfy the requirements of this specification, the employer (Head: Health) may apply any of the sanctions provided for in the contract. Sanctions may include the application of a financial penalty of 0.04% of the Contract Sum per calendar day of which the required reports has not been submitted.</b>	Item			
E14	<b>OCCUPATIONAL HEALTH AND SAFETY ACT NO. 85 OF 1993</b> Tenderers are to allow for costs in providing a project specific ' Construction Phase Safety, Health and Environmental Plan' in accordance with "Section 2 - Specification Data associated with SANS 1921-1:2004" clause C4.18 in "Part C3 - Scope of Work"  F:..... V:..... T:.....	Item			
E15	<b>NOTICE BOARD, SITE OFFICE, ETC.</b> Bidders are to allow for the provision and removal of a project notice board and a site office in accordance with the Principal Agent's requirements.  F:..... V:..... T:.....	Item			
E16	<b>IMPORTED MATERIALS AND EQUIPMENT</b> Where imported items are listed in the tender documents, the tenderer shall provide all information called for, failing which the price of any such item, material or equipment shall be excluded from currency fluctuations. ( <b>Refer to T2.14 - Schedule of Imported Materials and Equipment</b> .  F:..... V:..... T:.....	Item			
E17	<b>CONTRACT DOCUMENTS</b> The drawings issues with these Bid documents do not comprise the complete set but serves as a guide only for Biding purposes and for indicating the scope of works to enable the Bidder to acquaint him with the nature and extent of the works and the manner in which they are to be executed.  Should any part of the drawings not be clearly legible to the Bidder he shall, before submitting his Bid, obtain clarification in writing from the principal agent.  F:..... V:..... T:.....	Item			
	Carried forward to collection			R	

		UNIT	QUANTITY	RATE	AMOUNT
E18	<p><b>GENERAL PREAMBLES</b> The Document Preambles will be the DOH Supplementary Preambles January 2009 Rev.3 and shall be read in conjunction with the Bills of Quantities and be referred to for the full descriptions of work to be done and materials to be used.</p> <p>F:..... V:..... T:.....</p>	Item			
E19	<p><b>TRADE NAMES</b> Wherever a Trade Name for any product has been described in the Bills of Quantities the Bidder's attention is drawn to the fact that any other product of equal quality may be used subject to the written approval of the Principal Agent being obtained prior to the closing date for submission of Bids.</p> <p>F:..... V:..... T:.....</p>	Item			
E20	<p><b>EXISTING PREMISES OCCUPIED</b> Refer to Scope of Works Part C3 of this Bid Document for information on the occupation of existing buildings.</p> <p>F:..... V:..... T:.....</p>	Item			
E21	<p><b>INACCURATE AND DEFECTIVE WORK EXECUTED UNDER PREVIOUS CONTRACT</b> The contractor shall, after taking possession of the site and before commencing the work, check all levels, liners, profiles and the like and satisfy himself as to the dimensional accuracy of all work executed under the previous contract which may affect his work.</p> <p>Should any inaccurate or defective work be found, the contractor shall immediately notify the principal agent in writing requesting his instructions with regard thereto and afford every facility to those rectifying such inaccurate or defective work.</p> <p>F:..... V:..... T:.....</p>	Item			
E22	<p><b>VIEWING THE SITE IN SECURITY AREAS</b> If the site is situated in a security area and the Bidder must arrange with the Authorities to obtain permission to enter the site for Bidding purposes.</p> <p>F:..... V:..... T:.....</p>	Item			
E23	<p><b>COMMENCEMENT OF WORKS IN SECURITY AREAS</b> If the works falls within a security area, the contractor must arrange with the Authorities and give the necessary notices before commencement of the works. Should the contractor fail to make such arrangements, admission to the site may be refused and any additional costs will be for the contractor's account.</p> <p>F:..... V:..... T:.....</p>	Item			
E24	<p><b>ENTRANCE PERMITS TO SECURITY AREAS</b> If the works fall within a security area, the contractor shall obtain entrance permits for his personnel and workmen entering the area and shall comply with all regulations and instructions which may be issued from time to time regarding the protection of persons and property under control of the Authority.</p> <p>F:..... V:..... T:.....</p>	Item			
	Carried forward to collection			R	



		UNIT	QUANTITY	RATE	AMOUNT
E25	<p><b>SECURITY CHECK OF PERSONNEL</b></p> <p>The principal agent may require the contractor to have his personnel and workmen, or a certain number of them, security classified.</p> <p>In the event of the principal agent requesting the removal of a person or persons from the works for security reasons, the contractor shall do so forthwith and shall thereafter ensure that such person or persons are denied access to the works and the site and/or to any document or information relating to the works.</p> <p>F:..... V:..... T:.....</p>	Item			
E26	<p><b>PROHIBITION ON TAKING PHOTOGRAPHS</b></p> <p>In terms of article 119 of the Defence Act, 44 of 1957, it is prohibited to sketch or to take photographs of any military site or installation or any building or civil works thereon or to be in possession of a camera or other apparatus used for taking photographs, except when authorised thereto by or on behalf of the Minister.</p> <p>The same prohibition is also applicable to all Correctional Institutions in terms of article 44.1(e) of the Correctional Services Act 8 of 1959.</p> <p>F:..... V:..... T:.....</p>	Item			
E27	<p><b>Management of Water</b> <span style="float: right;">Water for</span></p> <p>Construction purposes must be obtained from alternative water sources (i.e. supply other than water that is produced and distributed by a regulated water service authority from a licenced water treatment works for human consumption), eg dams, rivers, boreholes, springs, rainwater harvesting, recycled sewerage water, etc. The alternative water source shall not be of an inferior quality / standard than that required for construction purposes. The client reserves the right through his agents to test such supplies or request certificates confirming the grade and nature of the water supply. Relevant knowledge of the respective area will be an advantage.</p>				
Carried forward to collection				R	

**SECTION 1**

**SUMMARY – PRELIMINARY & GENERAL**

Collection	Page No.	Amount	
	1	R	
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	8	R	
	9	R	
	10	R	
	11	R	
	12	R	
	13	R	
	14	R	
	15	R	
	16	R	
	17	R	
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Section No. 1  
Preliminary & General  
Summary



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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### **PART C2.3 BILL OF QUANTITIES**

Item	Description	Uom	Quantity	Rate	Amount
	<p><b>SECTION NO. 2 : BUILDERS WORK</b></p> <p><b>BILL NO.1 : FOUNDATIONS (PROVISIONAL)</b></p> <p>For Preambles see 'Standard Preambles to All Trades'</p> <p>.....</p> <p>Note:</p> <p>All notes and supplementary preambles in the various trades which follow on this 'Foundations' trade shall apply equally to this trade insofar as they are relevant.</p> <p>SUPPLEMENTARY PREAMBLES</p> <p>Nature of ground:</p> <p>A soils investigation has been carried out on site by the Engineer and the report is annexed to these Bills of Quantities. Descriptions of excavations shall be deemed to include all ground conditions classifiable as earth described in the above report and where conditions of a more difficult character are indicated these are separately measured.</p> <p>Carting away of excavated material:</p> <p>Descriptions of carting away of excavated material shall be deemed to include loading excavated material onto trucks directly from the excavations or, alternatively, from stock piles situated on the building site.</p> <p>Working space:</p> <p>Working space for formwork to sides of all concrete, except columns, has been measured only where the concrete face is less than 750mm from the face of the measured excavation.</p> <p>Working space for formwork to sides of columns has been measured for the width of the column face only where both:</p> <p>the top of column base is more than 1,5m below the commencing level of the excavations AND</p> <p>the column face is less than 500mm from the face of the measured excavations.</p> <p>No claim will be considered for any working space for formwork to concrete other than as above described or for working space beyond the sides of trench excavations for the building of brick or block walls.</p>				

	<p>Descriptions of excavations for working space shall be deemed to include any additional risk of collapse so incurred and backfilling and compaction of the excavated material as described.</p> <p>Compaction of filling:</p> <p>The Contractor shall be responsible for having sufficient tests taken of the density of the compacted filling to ensure that the required compaction is being attained to the satisfaction of the Principal Agent. These tests are to be undertaken by an independent testing authority nominated by the Contractor to the approval of the Principal Agent. The costs of all tests in this regard shall be borne by the Contractor and shall be allowed for in his rates.</p> <p>EARTHWORKS</p> <p>EXCAVATION, FILLING, ETC. OTHER THAN BULK</p> <p>Excavation in earth not exceeding 2m deep:</p>			
1	Reduced levels under floors.	m <sup>3</sup>	15.00	
2	Trenches.	m <sup>3</sup>	197.00	
3	Holes.	m <sup>3</sup>	7.00	
	Excavation in earth exceeding 2m and not exceeding 4m deep:			
4	Trenches.	m <sup>3</sup>	19.00	
	Back excavation of vertical sides of excavation in earth for working space including backfilling compacted to 95% Mod AASHTO density:			
5	Not exceeding 500mm deep for placing and removing formwork to foundation beams 110mm from excavated face.	m <sup>2</sup>	63.00	
	Not exceeding 500mm deep for placing and removing formwork to foundation beams on excavated face.	m <sup>2</sup>	63.00	
	Extra over trench and hole excavations in earth for excavation:			
6	Intermediate excavation.	m <sup>3</sup>	31.00	
7	Hard rock.	m <sup>3</sup>	15.00	
8	Class A boulder material.	m <sup>3</sup>	10.00	
9	Class B boulder material.	m <sup>3</sup>	6.00	

	Extra over back excavation in earth for working space for excavation in intermediate excavation:		
10	Not exceeding 500mm deep for placing and removing formwork to foundation beams 110mm from excavated face.	m <sup>2</sup>	6.00
	Extra over back excavation in earth for working space for excavation in hard rock:		
11	Not exceeding 500mm deep for placing and removing formwork to foundation beams 110mm from excavated face.	m <sup>2</sup>	6.00
	Extra over all excavations for carting away:		
12	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the Contractor.	m <sup>3</sup>	213.00
	Risk of collapse of excavations:		
13	Sides of trench and hole excavations not exceeding 1,5m deep.	m <sup>2</sup>	697.00
14	Sides of trench and hole excavations exceeding 1,5m deep.	m <sup>2</sup>	47.00
	Keeping excavations free of water:		
15	Keeping excavations free of water other than subterranean water.	Item	1.00
	Earth filling obtained from the excavations and/or prescribed stock piles on site compacted in layers not exceeding 150mm thick to 95% Modified AASTHO density:		
16	Under floors, steps, pavings, etc.	m <sup>3</sup>	10.00
17	Backfilling to trenches, holes, etc.	m <sup>3</sup>	7.00
	Earth filling supplied by the Contractor compacted in layers not exceeding 150mm thick to 95% Modified AASTHO density:		
18	Under floors, steps, pavings, etc.	m <sup>3</sup>	8.00
	Earth filling of G7 material supplied by the Contractor compacted in layers not exceeding 150mm thick to 95% Modified AASTHO density:		
19	Under floors, steps, pavings, etc.	m <sup>3</sup>	236.00
	Coarse river sand filling supplied by the Contractor:		
20	25mm Thick under floors etc.	m <sup>2</sup>	1 599

	COMPACTION			
	Compaction of surfaces:			
21	Compaction of ground surface under floors etc including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 95% Modified AASHTO density.	m <sup>2</sup>	1 599	
	SOIL POISONING			
	Soil insecticide:			
22	Under floors etc including forming and poisoning shallow furrows against foundation walls etc, filling in furrows and ramming.	m <sup>2</sup>	1 599	
23	To bottoms and sides of trenches etc.	m <sup>2</sup>	749.00	
	CONCRETE, FORMWORK AND REINFORCEMENT			
	UNREINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES (CPAP Work Group No. 110)			
	10MPa/19mm Concrete:			
24	Surface blinding under footings and bases.	m <sup>3</sup>	17.00	
	REINFORCED CONCRETE (CPAP Work Group No. 110)			
	25MPa/19mm Concrete:			
25	Columns.	m <sup>3</sup>	1.00	
	REINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES (CPAP Work Group No. 110)			
	25MPa/19mm Concrete:			
26	Strip footings.	m <sup>3</sup>	6.00	
27	Foundation beams.	m <sup>3</sup>	10.00	
28	Bases.	m <sup>3</sup>	1.00	
	REINFORCED CONCRETE CAST AGAINST EXCAVATED SURFACES AT SIDES AND VOID FORMERS AT BOTTOMS (CPAP Work Group No. 110)			
	25MPa/19mm Concrete:			
29	Floor slabs.	m <sup>3</sup>	10.00	
30	Floor slabs including foundation beams.	m <sup>3</sup>	103.00	

	30MPa floor slabs including foundation beams.	m <sup>3</sup>	6.00
	30MPa plinth slabs including foundation beams.	m <sup>3</sup>	6.00
	CONCRETE SUNDRIES (CPAP Work Group No. 110)		
	Rejected fibre cement board:		
31	150 x 6mm Thick to sides of cardboard void former, including any necessary additional excavations.	m	1 310
	Degradable cardboard heave absorbing void formers:		
32	100mm Thick laid in bottom of trenches to receive concrete floor beams.	m <sup>2</sup>	160.00
33	150mm Ditto.	m <sup>2</sup>	69.00
34	100mm Thick laid on excavated ground or filling to receive concrete floor slabs.	m <sup>2</sup>	995.00
35	150mm Ditto.	m <sup>2</sup>	427.00
	ROUGH FORMWORK (DEGREE OF ACCURACY III) (CPAP Work Group No. 111)		
	Rough formwork to sides:		
36	Foundation beams.	m <sup>2</sup>	98.00
	Plinth beams.	m <sup>2</sup>	98.00
	Plinth inverted beams above concrete.	m <sup>2</sup>	98.00
37	Rectangular columns.	m <sup>2</sup>	12.00
	Edges not exceeding 300mm high.	m	120.00
	Boxing out rough formwork to form:		
38	110 x 160mm High horizontal projection to side along bottom edge.	m	217.00
	Chamfer along top edge.	m	120.00
	Rough formwork to soffits:		
39	Ground beams.	m <sup>2</sup>	5.00
	Expansion joints with softboard between vertical concrete surfaces:		
40	12mm Joints exceeding 300mm high.	m <sup>2</sup>	14.00
	REINFORCEMENT (CPAP Work Group No. 114)		



	Mild steel reinforcement to structural concrete work:		
41	12mm Diameter bars.	Tonnes	0.65
42	10mm Diameter bars.	Tonnes	0.09
43	8mm Diameter bars.	Tonnes	0.09
	High tensile steel reinforcement to structural concrete work:		
44	25mm Diameter bars.	Tonnes	0.15
45	16mm Diameter bars.	Tonnes	10.29
	10mm Diameter bars.	Tonnes	0.15
	12mm Diameter bars.	Tonnes	0.15
	Fabric reinforcement:		
46	Type 311 fabric reinforcement in concrete surface beds, slabs, etc.	m <sup>2</sup>	100.00
	BRICKWORK (CPAP Work Group No. 116)		
	Brickwork of NFX bricks (14MPa nominal compressive strength) in Class I mortar:		
47	Piers.	m <sup>3</sup>	1.00
	Half brick walls.	m <sup>2</sup>	250.00
48	One brick walls.	m <sup>2</sup>	494.00
49	One brick walls in two half brick skins including wire ties.	m <sup>2</sup>	76.00
50	270mm Hollow walls of two half brick skins including wire ties with cavity filled with 15MPa/19mm concrete as the work proceeds.	m <sup>2</sup>	261.00
51	500mm Hollow walls of one half brick skin and one one brick skin including wire ties with cavity filled with 15MPa/19mm concrete as the work proceeds.	m <sup>2</sup>	19.00
	Brickwork sundries:		
52	Splayed mortar fillet one course high in 40mm cavity.	m	234.00
53	Splayed mortar fillet one course high in 155mm cavity.	m	21.00
54	Closing 155mm cavity of hollow wall vertically with brickwork one brick wide.	m	33.00
	Joint forming material in movement joints:		

55	12mm Bitumen impregnated fibre board built in vertically through brick walls.	m <sup>2</sup>	3.00		
	Brickwork reinforcement:				
56	150mm Wide reinforcement built in horizontally.	m	7 060		
	75mm Wide reinforcement built in horizontally.	m	3075.00		
57	230mm Wide reinforcement built in horizontally.	m	3 067		
	<b>FACE BRICKWORK (CPAP Work Group No. 116)</b>				
	Corobrik Montana Medium Travertine' face bricks pointed with recessed horizontal and vertical joints:				
58	Extra over brickwork for face brickwork in stretcher bond.	m <sup>2</sup>	224.00		
	Extra over brickwork for 'Country Classic Travertine' face brickwork in stretcher bond. (as 36/31).	m <sup>2</sup>	231.00		
	Brick-on-edge soldier course of 'Country Classic Travertine' face brickwork on half brick walls.	m	108.00		
59	Extra over brickwork for face brickwork in piers.	m <sup>2</sup>	20.00		
	<b>WATERPROOFING (CPAP Work Group No. 120)</b>				
	One layer of 375 micron 'Consol Plastics Brikgrip DPC' embossed damp proof course:				
60	In walls.	m <sup>2</sup>	184.00		
	Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc:				
61	12 x 10mm In vertical expansion joints including raking out expansion joint filler as necessary.	m	9.00		
	<b>Bill Total</b>				
	<b>BILL NO.2 : CONCRETE, FORMWORK AND REINFORCEMENT</b>				
	SUPPLEMENTARY PREAMBLES				
	Formwork:				

	<p>Formwork to sides of bases, pile caps, ground beams, etc., will only be measured where it is prescribed by the Engineer for design reasons. Formwork necessitated by irregularity or collapse of excavated faces will not be measured and the cost thereof shall be deemed to be included in the allowance for taking the risk of collapse of the sides of the excavations, provision for which is made in Earthworks.</p> <p>Descriptions of formwork shall be deemed to include use and waste only (except where described as left in or permanent), for fitting together in the required forms, wedging, plumbing and fixing to true angles and surfaces as necessary to ensure easy release during stripping and for reconditioning as necessary before re-use.</p> <p>Formwork to soffits of solid slabs etc., shall be deemed to be to slabs not exceeding 250mm thick unless otherwise described.</p> <p>CONCRETE TESTING</p>			
1	<p>Allow all necessary concrete test cubes size 150 x 150 x 150mm cast from batches of concrete required for the entire contract as specified, made, stored, cured and tested in accordance with SABS Methods 861 and 863, including use of approved cube moulds, transporting to an approved testing, paying all charges and submitting reports to the Head: Works.</p>	Item	1.00	
	<p>REINFORCED CONCRETE</p> <p>25MPa/19mm concrete:</p>			
2	Plinths.	m <sup>3</sup>	2.00	
3	Surface beds laid on waterproofing (waterproofing elsewhere measured).	m <sup>3</sup>	130.00	
4	Surface beds to falls laid on waterproofing (waterproofing elsewhere measured).	m <sup>3</sup>	20.00	
5	Bottom of floor duct.	m <sup>3</sup>	6.00	
6	Topping on insulation to Cold Room floors (insulation elsewhere measured).	m <sup>3</sup>	19.00	
	30MPa Topping on insulation to Cold Room floors (insulation elsewhere measured).	m <sup>3</sup>	19.00	
7	Aprons cast in panels.	m <sup>3</sup>	16.00	
8	Slabs including beams and inverted beams.	m <sup>3</sup>	19.00	
9	Slabs over floor duct.	m <sup>3</sup>	4.00	

10	Isolated beams.	m <sup>3</sup>	35.00		
11	Ramps.	m <sup>3</sup>	5.00		
12	Steps.	m <sup>3</sup>	5.00		
	30MPa/19mm concrete:				
13	Topping, ribs and beams to coffered slabs.	m <sup>3</sup>	41.00		
	Columns.	m <sup>3</sup>	5.00		
	CONCRETE SUNDRIES				
	Finishing top surface of concrete smooth with a wood float:				
14	Surface beds, slabs, etc.	m <sup>2</sup>	1 179		
	Surface beds, slabs, etc to falls and currents.	m <sup>2</sup>	1179.00		
	Finishing top surface of concrete smooth with a steel trowel:				
15	"V" Shaped apron to falls and cross falls.	m <sup>2</sup>	228.00		
	Finishing top surface of concrete smooth with a power float:				
16	Surface beds, slabs, etc.	m <sup>2</sup>	304.00		
	Surface beds, slabs, etc to falls and currents.	m <sup>2</sup>	304.00		
	Finishing top surface of concrete to an evenly ribbed non-slip surface:				
17	Surface beds, slabs, etc.	m <sup>2</sup>	194.00		
	Mat sinking:				
18	Form mat sinking size 850 x 500 x 50mm deep in top of concrete including necessary formwork.	No.	2.00		
	Channels:				
19	Form rebate 150mm wide x 55mm deep in top of concrete for ceramic floor channel (channel elsewhere measured).	m	18.00		
	FORMWORK				
	NOTE: All items in this section shall be deemed to fall into Work Group No 111 for Haylett formula purposes.				
	FORMWORK CLASS F1 (ORDINARY FINISH) TO:				

20	Soffits of slabs.	m <sup>2</sup>	72.00
21	Sides of isolated beams.	m <sup>2</sup>	305.00
22	Sides and soffit of beams.	m <sup>2</sup>	139.00
	Sides of rectangular columns.	m <sup>2</sup>	151.00
23	Edges exceeding 300mm high.	m <sup>2</sup>	86.00
24	Raking and stepped outer edges of stairs 320mm high extreme.	m	2.00
25	Edges, rises, ends and reveals not exceeding 300mm high or wide.	m	392.00
	FORMWORK TO COFFERED SLABS		
26	Soffits of coffered slabs with 260mm wide ribs at top tapering to 120mm wide at bottom at 900mm centres in both directions propped up not exceeding 3,5m high.	m <sup>2</sup>	123.00
27	Soffits of adjacent flush surfaces to coffered slab.	m <sup>2</sup>	39.00
28	Top and tapered sides of coffer 64 x 640mm at top, 780 x 780mm at bottom and 225mm high with all corners rounded.	No.	160.00
	PERMANENT FORMWORK		
	1,2mm Thick galvanised corrugated sheet iron permanent formwork:		
29	Soffit of slabs over floor ducts.	m <sup>2</sup>	29.00
	MOVEMENT JOINTS ETC		
	2 No. 1,6mm galvanised steel plates with graphite grease between plates as slip joints between horizontal concrete and brick surfaces:		
30	Not exceeding 300mm wide.	m	86.00
	Slip joints of USB Green not exceeding 300mm wide.	m	0.00
	Expansion joints with expanded polyethylene foam between vertical brick and/or concrete surfaces:		
31	10mm Joints not exceeding 300mm high.	m	284.00
	Saw cut joints:		
32	3 x 30mm Saw cut joints in top of concrete surface bed.	m	188.00
33	3 x 10mm Saw cut joints reamed out to 5mm wide x 10mm deep in top of concrete surface bed.	m	107.00

	Vertical construction joints as designed by Engineer through concrete including thick cement slurry to one face:		
34	Surface beds not exceeding 300mm thick.	m	75.00
	REINFORCEMENT		
	NOTE: All items in this section shall be deemed to fall into Work Group No 114 for Haylett formula purposes.		
	Mild steel reinforcement to structural concrete work not exceeding 13,0m long in:		
35	8mm Diameter bars.	Tonnes	0.09
	High tensile steel reinforcement to structural concrete work not exceeding 13,0m long:		
36	10mm Diameter bars.	Tonnes	1.97
37	12mm Diameter bars.	Tonnes	1.15
38	16mm Diameter bars.	Tonnes	0.60
39	20mm Diameter bars.	Tonnes	0.50
40	25mm Diameter bars.	Tonnes	1.90
	High tensile steel reinforcement to structural concrete work not exceeding 13,0m long (Provisional):		
41	12mm Diameter bars.	Tonnes	0.24
42	16mm Diameter bars.	Tonnes	0.17
43	20mm Diameter bars.	Tonnes	0.09
	Re-bent reinforcement to sand trap.	Tonnes	0.50
	Fabric reinforcement:		
44	Type 193 fabric reinforcement in concrete surface beds, slabs, ducts, etc.	m <sup>2</sup>	1 256
45	Type 245 fabric reinforcement in concrete surface beds, slabs, etc.	m <sup>2</sup>	310.00
46	Type 245 fabric reinforcement in concrete topping (Cold Room).	m <sup>2</sup>	101.00
	<b>Bill Total</b>		

**BILL NO.3 : MASONRY**

## SUPPLEMENTRY PREAMBLES

## BRICKWORK

Sizes in description:

Where sizes in description are given in brick units, "one brick" shall represent the length and "half brick" the width of a brick.

Hollow walls etc:

Descripton of hollow walls shall be deemed to include leaving every fifth perpend of the bottom course of the external skin open as a weep hole.

Face bricks:

Bricks shall be ordered timeously to obtain uniformity in size and colour.

## BRICKWORK IN FOUNDATIONS

Brickwork of NFX bricks in class I mortar:

1	One brick walls against waterproofing (floor ducts).	m <sup>2</sup>	73.00
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## SUPERSTRUCTURE

Brickwork of NFX bricks in class I mortar in loadbearing walls, etc:

2	270mm Solid walls formed of one half brick skin and one brick skin cut down to 155mm wide.	m <sup>2</sup>	16.00
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3	270mm Hollow walls of two half brick skins including wire ties.	m <sup>2</sup>	73.00
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	One brick walls in loadbearing.	m <sup>2</sup>	66.00
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Brickwork of NFP bricks in class II mortar:

4	Piers.	m <sup>3</sup>	1.00
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5	L-Shaped piers.	m <sup>3</sup>	1.00
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6	Half brick walls.	m <sup>2</sup>	690.00
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	Half brick linings to concrete.	m <sup>2</sup>	76.00
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7	Half brick walls in beamfilling.	m <sup>2</sup>	66.00
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8	Half brick kerb 110mm high.	m	4.00
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9	One brick walls.	m <sup>2</sup>	433.00
10	270mm Hollow walls of two half brick sinks including wire ties.	m <sup>2</sup>	503.00
11	385mm Hollow walls formed of two half brick skins including wire ties (feature to corners).	m <sup>2</sup>	10.00
	500mm Hollow walls formed of one half brick skin and one one brick skin including wire ties (feature to corners).	m <sup>2</sup>	10.00
12	Extra over 270mm hollow wall for lintel formed of 155mm wide cut brick-on-edge header course and 115mm brick-on-end soldier course.	m	6.00
	BRICKWORK SUNDRIES		
13	Splayed mortar fillet two courses high to step in brickwork 115mm wide.	m	16.00
	Splayed mortar fillet one courses high to step in brickwork 115mm wide.	m	16.00
14	Splayed mortar fillet two courses high to step in brickwork 175mm wide.	m	4.00
15	Closing 40mm cavity of hollow wall vertically with brickwork half brick wide.	m	90.00
16	Permanent flexible formwork horizontally over 40mm wide cavity of hollow wall.	m	39.00
	Bagging of 1:5 cement and sand mixture:		
17	Outer face of inner skin of brick walls or hollow walls.	m <sup>2</sup>	680.00
	Joints forming material in movement joints:		
18	20mm Bitumen impregnated fibre board built in vertically through brick walls.	m <sup>2</sup>	32.00
19	20mm Bitumen impregnated fibre board built in vertically between brickwork and concrete not exceeding 300mm high or wide.	m	1.00
	Protection of waterproofing:		
20	10mm Thick bitumen impregnated softboard protection set vertical against brickwork as barrier between earthfilling and vertical dampproof membrane.	m <sup>2</sup>	65.00
	Brick reinforcement:		
21	75mm Wide reinforcement built in horizontally.	m	2 223



22	150mm Wide reinforcement built in horizontally.	m	1 273
23	230mm Wide reinforcement built in horizontally.	m	1 770
	"Fabcon" or other approved pre-stressed concrete lintels:		
24	110 x 75mm Lintels in lengths not exceeding 3m.	m	19.00
	Turning pieces:		
25	115mm Wide turning piece to lintels, etc.	m	3.00
26	230mm Wide turning piece to lintels, etc.	m	16.00
	Galvanised hoop iron cramps, ties, etc:		
27	30 x 1,6mm Roof tie 650mm long with one end fixed to timber and other end cast into concrete.	No.	236.00
	FACE BRICKWORK		
	"Corobrik St. Francis Travertine" or other approved face bricks pointed with square recessed horizontal and vertical joints:		
28	Exrta over ordinary brickwork for face brickwork.	m <sup>2</sup>	827.00
	Exrta over ordinary brickwork for 'Golden Wheat' face brickwork.	m <sup>2</sup>	350.00
	Exrta over ordinary brickwork for 'Golden Wheat' internal face brickwork.	m <sup>2</sup>	350.00
	Exrta over ordinary brickwork for 'Golden Wheat' face brickwork in beamfilling.	m <sup>2</sup>	225.00
	Exrta over ordinary brickwork for 'Golden Wheat' face brickwork in piers.	m <sup>2</sup>	68.00
	Half brick face brick wall.	m <sup>2</sup>	433.00
29	Exrta over ordinary brickwork for brick-on-edge header course lintel.	m	16.00
	Exrta over ordinary brickwork for 'Golden Wheat' brick-on-edge header course lintel.	m	300.00
30	Fair cutting at squint quoin or birdsmouth angle.	m	55.00
	"Corobrik Country Classic Travertine" or other approved face bricks pointed with square recessed horizontal and vertical joints:		
31	Extra over ordinary brickwork for face brickwork.	m <sup>2</sup>	75.00
	Extra over ordinary brickwork for face brickwork in piers.	m <sup>2</sup>	66.00

	Extra over ordinary brickwork for 85mm high stretcher course band.	m	20.00
	Brick-on-edge header course copings, sills, etc of "Corobrik Montana Medium Travertine" or other approved face bricks pointed with square recessed joints on all exposed faces:		
32	Coping on top of one brick wall.	m	60.00
	Coping of Corobrik Golden Wheat on top of one brick wall.	m	344.00
33	220mm Wide sill set sloping and slightly projecting.	m	43.00
	220mm Wide sill of Corobrik Golden Wheat set sloping and slightly projecting.	m	81.00
	140mm Wide sill set flat ditto.	m	69.00
	<b>PAVING</b>		
	60mm "Bosun Brick" paving bricks with open joints on 25mm thick river sand bed with sand and cement mixture swept into joints, hosed down and pointed with slightly keyed joints including preparation of ground or filling:		
34	Paving bevelled bond multi-blend laid in basket weave pattern.	m <sup>2</sup>	60.00
	<b>Bill Total</b>		
	<b>BILL NO.4 : WATERPROOFING</b>		
	<b>DAMP PROOFING OF WALLS AND FLOORS</b>		
	One layer of 375 micron "Consol Plastics Brikgrip DPC" embossed damp proof course:		
1	In walls laid horizontally and built into walls or stepped up cavity, lapped 150mm at all angles and passing (measured net).	m <sup>2</sup>	102.00
	One layer of 250 micron "Consol Plastics Gunplas USB Green" waterproof sheeting sealed at laps with "Gunplas Pressure Sensitive Tape":		
2	Under surface beds.	m <sup>2</sup>	1 577
	One layer of 500 micron "Consol Plastics Hyperlastic Orange" waterproof sheeting sealed at laps with "Gunplas Super Stick Tape":		

3	Vertically between walls and bitumen impregnated softboard (softboard elsewhere measured) (floor ducts).	m <sup>2</sup>	65.00
4	Under floor duct.	m <sup>2</sup>	43.00
	Prepare and apply two coats "Brixeal" bitumen emulsion waterproof compound:		
5	On bagged outer face of inner skin of brick walls or hollow walls.	m <sup>2</sup>	647.00
	JOINT SEALANTS ETC		
	Silicone sealant:		
6	3 x 30mm In joints between plaster and cornices.	m	346.00
7	Ditto between stainless steel edge trim and cornices.	m	372.00
8	Pointing joints between aluminium frames and walls.	m	486.00
	"Bostic 2638" or other approved sealant:		
9	10 x 12mm In vertical expansion joints between brickwork and concrete surfaces including raking out expansion joint filler as necessary.	m	283.00
	Two-part grey polysulphide sealing compound including backing cord, bond breaker, primer, etc:		
10	3 x 10mm In saw cut joints in floors.	m	188.00
11	5 x 10mm In construction joints in floors.	m	107.00
	<b>Bill Total</b>		
	<b>BILL NO.5 : ROOF COVERINGS</b>		
	SUPPLEMENTARY PREAMBLES		
	PROFILED METAL SHEETING AND ACCESSORIES		
	Profiled metal roof coverings are to be "Kliplok" or other approved "Chromadek" finish one side steel sheeting with interlocking profile and clip fixing system. Sheeting shall be fixed to timber purlins in accordance with the manufacturer's instructions.		

	Prices for sheeting are to include for all straight cutting and waste, laps, protecting from damage and cleaning down at completion - all in strict accordance with manufacturer's instructions and to the approval of the Head: Works.			
	Prices for ridges, closers, etc are to include for all cutting and fitting at ends, etc.			
	Note: All roof coverings installed are to comply with SABS Code of Practice 0237 as applicable. All roof sheeting shall be laid under a five year written guarantee for site workmanship and water tightness			
	0,5mm "Brownbuilt Klip-Lok 700" or other approved light industrial spelter galvanised sheet steel in single lengths with a "chromadek" colour coated finish on one side and with grey backing coat other side:			
1	Roof covering with pitch not exceeding 25 degrees fixed to timber purlins at average 1200mm centres.	m <sup>2</sup>	2000	
	0.58 Roof covering with pitch not exceeding 25 degrees.	m <sup>2</sup>	0	
2	Serrated moulded polycloser at ridge and parapet.	m	250	
3	Serrated moulded polycloser at raking hip and valleys.	m	200	
4	Serrated moulded polycloser fixed between roofing and timber purlins.	m	250	
5	Serrated top end metal broad flute closer.	m	250	
	0,6mm Galvanised (275g/m2) sheet steel accessories with "chormadek" colour coated finish on one side to suit "Brownbuilt Klip-Lok 700" profile:			
6	Barge cover flashing 75mm girth.	m	27.00	
7	Barge cap flashing 220mm girth.	m	27.00	
8	Counter flashing 300mm girth, including forming groove in brickwork and sealing with approved polysulphide sealant.	m	33.00	
9	Drip flashing 400mm girth (below gable roof ventilator).	m	26.00	
10	Headwall flashing 450mm girth.	m	9.00	
11	Sidewall flashing 500mm girth.	m	24.00	
12	Ridge capping 560mm girth.	m	128.00	
13	Hip capping 560mm girth.	m	84.00	
14	Valley lining 850mm girth.	m	64.00	

15	Expansion joint flashing 710mm girth.	m	33.00
	Sealoflex to walls.	m	30.00
	TRANSLUCENT SHEETING		
	1,25mm Clear "Modek" or other approved translucent sheets with 40% light transmisson polycarbonate with 200mm end laps sealed with polysulphide sealant and including fixing over metal roof sheeting to timber purlins, profile to suit "Klip-Lok 700" roof sheeting:		
16	Fixed vertically to framing and purlins (elsewhere measured) to form lightwell.	m <sup>2</sup>	13.00
17	Roof inlay with pitch not exceeding 25 degrees to form rooflight size approximately 1422 x 1600mm high.	No.	2.00
18	Roof inlay with pitch not exceeding 25 degrees to form rooflight size approximately 5624 x 1600mm high.	No.	1.00
	ROOF VENTILATORS		
19	Dutch gable roof ventilator as "Trox Type AWK" or other approved natural anodised aluminium triangular louvre panel with fly screen mesh fixed behind, with base approximately 2470mm long and height overall 389mm, with watertight joints, necessary sealing strips, fixing accessories, etc fixed onto timber framing all round (elsewhere measured) all as Type C.	No.	1.00
20	Ditto 2615mm long and height overall 416mm, with watertight joints, necessary sealing strips, fixing accessories, etc fixed onto timber framing all round (elsewhere measured) all as Type B.	No.	3.00
21	Ditto 2965mm long and height overall 467mm, with watertight joints, necessary sealing strips, fixing accessories, etc fixed onto timber framing all round (elsewhere measured) all as Type A.	No.	2.00
	ROOF AND WALL INSULATION		
	"Isofoam Isoboard" or other approved 25mm thick high density (36kg/m3), rigid, extruded polystyrene insulation board, all accordance with the manufacturer's specifications:		
22	Tongued and grooved insulation laid over purlins (at approximately 1200mm centres) and fixed concurrent with roof sheeting.	m <sup>2</sup>	1 412
23	Tongued and grooved insulation fixed vertically to framing and purlins (elsewhere measured) to form lightwell.	m <sup>2</sup>	36.00

**Bill Total**

**BILL NO.6 : CARPENTRY AND JOINERY**

SUPPLEMENTARY PREAMBLES

Particle board:

Particle board shall comply with the following specifications:

SABS EN 317 Parts 1 to 7 for exterior, interior and flooring type particleboard.

Joinery:

Descriptions of frames shall be deemed to include frames, transoms, mullions, rails, etc.

Descriptions of hardwood joinery shall be deemed to include pelleting of bolt holes.

Fixing:

Items described as "nailed" shall be deemed to be fixed with hardened steel nails or shot pins to brickwork or concrete.

Decorative laminate finish:

Laminate finish shall be glued under pressure. Edge strips shall be butt jointed at junctions with adjacent similar finish.

Decorative laminates are to comply with SABS ISO 4586 and SABS 1405

ROOF, ETC.

Plate nailed timber roof truss construction:

Note: Timber roof trusses are to comply with SABS Code of Practice 0243. (The design, manufacture and erection of timber trusses, including nail-plated and bolted trusses with lapped members).

The following is applicable in respect of roof trusses:

Trusses are at maximum 1200mm centres. Roof covering is "Brownbuilt Kliplok 700" sheeting on purlins. Ceilings are 6mm fibre cement sheeting and 6,4mm thick gypsum plasterboard nailed up ceiling on 38 x 50mm brandering and 12,7mm thick fibre cement suspended with tee-system ceilings.

	<p>The references given in the descriptions are to the respective types of trusses detailed on the Architect's drawings numbered WD -111 annexed to these Bills of Quantities. The dimensions in the descriptions of the trusses are nominal and actual measurements are to be obtained from the Architect and/or the site before design or fabrication commences.</p>			
1	Monopitch truss 1600mm long and 900mm high with 890mm projection one side (Truss J14).	No.	4.00	
2	Monopitch truss 2500mm long and 800mm high with 750mm projection one side (Truss J13).	No.	12.00	
3	Monopitch truss 5200mm long and 600mm high with 750mm projection one side (Truss J4 & J7).	No.	11.00	
4	Monopitch truss 6000mm long and 2000mm high with 300mm projection one side (Truss C).	No.	6.00	
5	Monopitch valley truss 2700mm long and 500mm high with 800mm projection one side (Truss VR3).	No.	2.00	
6	Monopitch valley truss 4500mm long and 850mm high with 800mm projection one side (Truss VR2).	No.	2.00	
7	Monopitch valley truss 6200mm long and 1350mm high with 300mm projection one side (Truss VR4).	No.	2.00	
8	Monopitch valley truss 4700mm long and 1350mm high with 800mm projection one side (Truss VR4).	No.	2.00	
9	Monopitch hip truss 2100mm long and 650mm high with 950mm projection one side (HG3).	No.	2.00	
10	Monopitch hip truss 3400mm long and 800mm high with 800mm projection one side (HG2).	No.	6.00	
11	Monopitch hip truss 5780mm long and 1800mm high with 950mm projection one side.	No.	4.00	
12	Monopitch hip truss 6700mm long and 1350mm high with 800mm projection one side (Truss HG1).	No.	3.00	
13	Monopitch jack truss 1500mm long and 610mm high with 750mm projection one side and connecting to hip truss (Truss J12).	No.	4.00	
14	Monopitch jack truss average 1550mm long and 425mm high at hips (Truss J1).	No.	26.00	
15	Monopitch jack truss average 2500mm long and 450mm high at hips (Truss J2, 5 & 6).	No.	10.00	

16	Monopitch jack truss average 2250mm long and 900mm high with 890mm projection one side.	No.	16.00
17	Double pitched truss average 7200mm long and 1350mm high with 750mm projection one side and connecting to valley truss (Ridge 4780mm from one end) (Truss J8, 9, 10, 11).	No.	16.00
18	Double pitched truss 8490mm long and 1350mm high with 200mm projection one side and 300mm projection other side (Truss B3).	No.	4.00
19	Double pitched truss 4250mm long and 1350mm high with 750mm projection one side and 300mm projection other side (Truss B2, Bx).	No.	32.00
20	Double pitched truss 6780mm long and 1800mm high with 890mm projection both sides.	No.	6.00
21	Double pitched truss 8500mm long and 1400mm high with 750mm projection both sides (Truss B).	No.	18.00
22	Double pitched truss 12880mm long and 1950mm high with 750mm projection one side and 300mm projection other side (Truss A2, A3).	No.	9.00
23	Double pitched truss 12500mm long and 1950mm high with 750mm projection both sides (Truss A).	No.	12.00
24	Double pitched truss with horizontal rafter 3900mm long below apex the truss 8500mm long and 1400mm high with 750mm projection both sides (Truss B1).	No.	6.00
25	Double pitched truss with horizontal rafter 6200mm long forming apex, the truss 12880mm long and 1000mm high with 750mm projection one side and 300mm projection other side (Truss A1).	No.	4.00
26	Double pitched truss with horizontal rafter 6800mm long forming apex, the truss 12500mm long and 1000mm high with 750mm both sides (Truss TG1).	No.	3.00
27	Double pitched hip and valley truss 14000mm long and 1350mm high with 750mm projection one side and 300mm projection other side (Truss HG1, VR1).	No.	2.00
	Roof construction complete. (Non-escalatable).	Item	0.00
	Sawn softwood:		
28	42 x 68mm Splayed purlins.	m	256.00
	76 x 76mm Splayed purlins.	m	210.00
29	38 x 114mm Wall plates.	m	250.00



30	50 x 76mm Purlins.	m	1 208
	50 x 76mm Valley boarding.	m	50.00
31	25 x 228mm Valley boarding.	m	66.00
32	25 x 228mm Gangboarding.	m	101.00
	50 x 76mm Gangboarding.	m	92.00
33	38 x 114mm Longitudinal runners.	m	181.00
34	38 x 114mm Members of trusses in lengths not exceeding 2,4m.	m	19.00
35	38 x 114mm Members of trusses in lengths exceeding 2,4m not exceeding 3,9m.	m	31.00
36	38 x 114mm Members of chevron trusses in lengths exceeding 3,9m not exceeding 6,6m.	m	277.00
37	38 x 114mm Members of chevron trusses in lengths exceeding 6,6m.	m	10.00
	Sundries:		
38	Two coats "ABE Provonite" or other approved black coal tar paint on exposed sawn timbers at eaves.	m <sup>2</sup>	80.00
39	"Teco" angled hangers at junction to trusses and hip trusses.	No.	108.00
40	"Teco Hurricane" clips at junction of rafters and purlins.	No.	1 572
41	"Teco 90 degrees Truss Hangers" 40mm wide twice bolted to wall with and including "Rawlbolts".	No.	6.00
	FASCIAS, ETC.		
	"Everite Nutec" pressed fibre-cement or other approved:		
42	225 x 15mm Barge boards including jointing with PVC H-Profile barge joiners.	m	51.00
43	300 x 12mm Fascias including jointing with PVC H-Profile fascia joiners.	m	271.00
	JOINERY SUNDRIES		
	Wrot softwood:		
44	13 x 25mm Barge packing pieces.	m	44.00
45	19 x 50mm Fillets.	m	5.00
46	38 x 50mm Barge board runners.	m	27.00

47	38 x 120mm Lightwell framing nailed to timber trusses.	m	25.00
48	50 x 76mm Gable ventilator framing.	m	42.00
	Wrot meranti:		
49	144 x 22mm Sill with rounded edge one side plugged and screwed to brickwork.	m	21.00
	SKIRTINGS		
	Wrot meranti:		
50	19 x 70mm Skirting including 19mm quadrant bead nailed.	m	93.00
	RAILS		
	Wrot softwood:		
51	19 x 70mm Bearer plugged and screwed (Sliding doors).	m	11.00
	Wrot meranti:		
52	22 x 76mm Dado rail plugged and countersunk screwed to brick wall.	m	90.00
53	19 x 70mm Backplate 600mm long plugged and screwed to brick wall (Hat and coat hooks), (Death Certificates), (Facility Manager), (Interview Room), (Police Investigator), (Pathologist), (Viewing Room), (Change Room), (Cloakroom and Passage) as drawing D002-07.	No.	15.00
	DOORS		
	Wrot meranti:		
54	44mm Framed and ledged battened door formed of 106mm stiles and top rail, 22 x 144mm middle ledge and 22 x 222mm bottom ledge filled in flush on one side with 20 x 75mm tongued, grooved and v-jointed both sides vertical boarding fixed in and including grooves in stiles and top rail. Size overall 813 x 2032mm high. Hung to steel door frame (Door 20).	No.	1.00
55	44mm Framed and ledged battened door in two leaves hung folding with rebated meeting stiles each leaf formed of 106mm stiles and top rail, 22 x 144mm middle ledge and 22 x 222mm bottom ledge filled in flush on one side with 20 x 75mm tongued, grooved and v-jointed both sides vertical boarding fixed in and including grooves in stiles and top rail. Size overall 1613 x 2032mm high. Hung to steel door frame (Door 21 and 22).	No.	2.00

56	42 x 68mm Weather bar twice rebated once splayed set in and including groove in bottom rail of door (In No 5).	m	4.00
	HIGH DENSITY CHIPBOARD DOORS WITH HIGH IMPACT METALLICS "EMERY 764" FORMICA OR OTHER APPROVED FACING BOTH SIDES AND WITH 110mm GIRTH x 2mm THICK STAINLESS STEEL U-CHANNEL ALL ROUND, MITRED AT ANGLES AND GLUED TO EDGE OF DOOR HUNG		
57	18mm Door in two leaves with square meeting stiles. Size 1070 x 1670mm high. (Fire hose reel doors) as drawing D002-11 & 12.	No.	2.00
	SEMI SOLID FLUSH DOORS WITH MASONITE FINISH BOTH SIDES AND CONCEALED HARDWOOD EDGES		
58	40mm Door. Size 813 x 1882mm high (Door 5).	No.	6.00
	SEMI SOLID FLUSH DOORS WITH LIGHT OAK VENEER BOTH SIDES AND CONCEALED HARDWOOD EDGES. HUNG TO STEEL FRAMES (ELSEWHERE MEASURED)		
59	40mm Door. Size 813 x 2032mm high (Door 1, 2 and 3).	No.	28.00
	SOLID LAMINATED FLUSH DOORS WITH HIGH IMPACT METALLICS "EMERY 764" FORMICA OR OTHER APPROVED FACING ONE SIDE AND HIGH IMPACT WOOD GRAIN FORMICA FACING OTHER SIDE AND WITH 110mm GIRTH x 2mm THICK STAINLESS STEEL U-CHANNEL ALL ROUND, MITRED AT ANGLES AND GLUED TO EDGE OF DOORS, HUNG TO STEEL DOOR FRAME (ELSEWHERE MEASURED)		
60	40mm Door. Size 813 x 2032mm high Hung to stainless steel frame (Door 6).	No.	1.00
	SOLID LAMINATED FLUSH DOORS WITH HIGH IMPACT METALLICS "EMERY 764" FORMICA OR OTHER APPROVED FACING BOTH SIDES AND WITH 110mm GIRTH x 2mm THICK STAINLESS STEEL U-CHANNEL ALL ROUND, MITRED AT ANGLES AND GLUED TO EDGE OF DOORS, HUNG TO STAINLESS STEEL FRAME (ELSEWHERE MEASURED)		
61	40mm Purpose made door. Size 836 x 1056mm high (Door 4).	No.	2.00
62	40mm Door. Size 813 x 1400mm high (Door 23).	No.	2.00
63	40mm Door. Size 813 x 2032mm high (Doors 7, 8, 9 and 10).	No.	12.00
64	40mm Door in two leaves hung folding with rebated meeting stiles. Size overall 1551 x 2032mm high (Door 11).	No.	2.00

65	40mm Door in two leaves hung folding with rebated meeting stiles. Size overall 2540 x 2064mm high (Door 24).	No.	2.00		
66	40mm Door. Size 900 x 2032mm high. Hung to slide (Door 15).	No.	1.00		
67	40mm Door. Size 1200 x 2032mm high. Hung to slide (Door 14a and 14b).	No.	4.00		
	SOLID LAMINATED ANTI-RADIATION DOORS WITH 2mm LEAD SHEET LINING CENTRALLY POSITIONED IN DOOR WITH HIGH IMPACT METALLICS "EMERY 764" FORMICA OR OTHER APPROVED FACING BOTH SIDES AND WITH 110mm GIRTH x 2mm THICK STAINLESS STEEL U-CHANNEL ALL ROUND, MITRED AT ANGLES AND GLUED TO EDGE OF DOORS, HUNG TO STAINLESS STEEL FRAME (ELSEWHERE MEASURED)				
68	40mm Door. Size 1500 x 2032mm high hung to slide (Door 16).	No.	1.00		
	Sundries:				
69	Extra over 40mm door for forming opening for aluminium ventilation grille size 590 x 590mm (grille elsewhere measured).	No.	25.00		
	POSTS				
	Wrot meranti:				
70	42 x 144mm Rebated post plugged (Door 5).	m	19.00		
	FRAMES				
	Wrot meranti:				
71	22 x 70mm Once rebated frame, plugged and screwed to brick wall (Fire hose reel doors).	m	10.00		
	FANLIGHTES				
	Wrot meranti:				
72	Fanlight formed of 32 x 32mm once rebated frame all round. Size 813 x 305mm high. Hung to steel frame (Doors 1, 2, 3, 9, 10 and 20).	No.	34.00		
	PINNING BOARDS				

73	Pinning board size 1000 x 1200mm high formed of 12mm chipboard backing and 6mm "Flortime" or other approved rubber backed carpet sealed to chipboard with approved adhesive and plugged and screwed to wall (Police Investigator, Interview Room, Pathologist, Facility Manager, Admin and Counselling).	No.	7.00
74	Ditto but size 1500 x 1200mm high (Facility Manager, Staff Rest Room, Death Certificates, Reception, Assistant Rest Room and X-Ray Room).	No.	5.00
75	32 x 44mm Wrot meranti rebated surround plugged and screwed to wall (Pinning boards).	m	58.00
	ADJUSTABLE SHELVING		
	Interior quality particle board with plastic laminated finish of approved colour on one side:		
76	16mm Shelving unit overall size 300mm wide x 750mm high comprising 300mm wide shelves and divisions housed and glued together all as detailed on drawing WD 401 (Interview Room).	No.	1.00
77	16mm Shelves 450mm wide screwed to steel brackets (elsewhere measured) (Records, Store and Clothing Room).	m	30.00
	16mm Shelves 300mm wide screwed to steel brackets (elsewhere measured) (Interview).	m	1.00
78	18mm Shelves 450mm wide screwed to 44 x 19mm SA Pine wall cleats (Ladies and Mens Staff Changeroom) as drawing D002-09 & 10.	m	5.00
79	1,3mm Plastic laminate strip 17mm high, glued on to edge of shelving.	m	41.00
	16mm Shelves exceeding 300mm wide (Change Rooms).	m <sup>2</sup>	10.00
	20 x 45mm SA Pine bearers plugged (Change Rooms).	m	22.00
	18 x 12mm Saligna edge. (See 56/83).	m	18.00
	THE FOLLOWING IN PIGEON HOLE SHELVING IN AUTOPSY BOOT WASH / WEIGH IN AND MEASURING		
	Particle board - plastic laminate:		
80	18mm Shelves and divisions 200mm wide housed and glued together.	m	4.00
81	18mm Top, bottom and ends 200mm wide plugged to wall.	m	4.00
	Wrot meranti:		

82	19mm Quadrant bead.	m	8.00
83	10 x 18mm Edge strip.	m	15.00
	THE FOLLOWING IN 5 No. SLATTED SEATS IN SHOWERS, PASSAGE, LADIES AND MENS STAFF CHANGEROOM, WEIGH-IN AND MEASURING		
	Wrot meranti:		
84	Slatted seat 450mm wide formed of seven 55 x 25mm slats with mitred edges set 20mm apart and screwed to square tubing (elsewhere measured) as drawing D002-06.	m	5.00
	THE FOLLOWING IN SLATTED SHELVING IN CHEMICAL STORE		
	Wrot meranti:		
85	38 x 38mm Slatted shelving 400mm wide formed of eight 32 x 32mm slats with mitred edges set 20mm apart and screwed to Acrow brackets (brackets elsewhere measured).	m	8.00
	FITTINGS		
	NOTE: The following fittings have been measured as complete units i.e the components of the units have not been separately measured. The description therefore of such units shall be deemed to include all components, assembling, housing, notching, glueing, blocking, planting on and screwing with countersunk screws, edge strips, cut out for sinks, decorative plastic finish, glass, ironmongery, metalwork wall mounting brackets, paint or varnish finishes, etc.		
	Tenderers must refer to the Joinery drawings bound into these Bills of Quantities and referred to in the items in order to understand the full requirements and descriptions of the works.		
	Drawings D002: 01-05 inclusive & 08		
86	Post-formed formica worktop size 1000 x 400mm including steel brackets plugged and screwed to wall as drawing WD 403 (Bier Room).	No.	1.00
87	Post formed formica worktop size 1200 x 535 x 900mm high with 5 No. X-Ray cassette shelves 200mm wide x 535mm deep x 800mm high under as drawing WD 420 (X-Ray Room).	No.	1.00

88	Post formed formica worktop 1200 x 600mm wide with and including steel brackets plugged and screwed to wall at one end and fixed to worktop stand at other end comprising 75 x 75 x 2mm thick galvanised mild steel post 750mm high with 150 x 150 x 6mm thick base and cap plate four times holed and bolted to floor with and including 8mm diameter rawl bolts and countersunk screwed to worktop (Interview Room).	No.	1.00
89	Post formed formica worktop size 2235 x 650mm wide with and including 32mm diameter chrome legs 750mm high at 1200mm centres (3 No.) set into 38mm diameter round brass base fixing flange at top and bottom as "B & B Hardware Distributors code B1586" or other approved plugged and countersunk screwed to worktop and floor as drawing WD 401 (Death Certificates).	No.	1.00
90	Post formed formica worktop size 2450 x 600 x 800mm high with single bank of drawers at one end as drawing WD 420 (Registry Office).	No.	1.00
91	Post formed formica worktop size 2200 x 535 x 900mm high with cupboard and X-Ray cassette shelving under as drawing WD 420 (X-Ray Room).	No.	1.00
92	Wall cupboard unit size 600 x 305 x 600mm high with open shelves as drawing WD 402 (Staff Rest Room).	No.	1.00
93	Wall cupboard unit size 1200 x 305 x 600mm high with cupboards as drawings WD 402 and WD 423 (Staff Rest Room and Assistant Rest Room).	No.	3.00
94	Hanging cupboard 600 x 535 x 2100mm high as drawings WD 420 (X-Ray Room).	No.	1.00
95	Floor cupboard unit size 600 x 600 x 900mm high with post-formed formica top and cupboards unit as drawing WD 402 (Staff Rest Room).	No.	1.00
96	Floor cupboard unit size 1200 x 600 x 900mm high with post-formed formica top and cupboards below as drawing WD 402 (Staff Rest Room).	No.	1.00
97	Floor cupboard unit size 1200 x 600 x 900mm high with post-formed formica top and cupboards below and stainless steel sink (elsewhere measured) as drawing WD 402 and WD 424 (Staff Rest Room and Assistant Rest Room).	No.	2.00
98	Floor cupboard unit size 2638 x 600 x 780mm high with post-formed formica top and drawer unit under at each end as drawing WD 400 and WD 450 (Reception).	No.	1.00

99	Floor cupboard unit size 5380 x 600 x 755mm high with post-formed formica top and two banks of drawers as drawing WD 421 (Scribes).	No.	1.00
100	Reception counter 2670mm girth, 450mm wide with 450mm wide top, 200mm deep fascia complete with framing as drawing WD 400 and 450 (Reception).	No.	1.00
101	Reception desk 2670mm girth, 600mm wide and 782mm high with post formed formica top, cupboards under with and including 32mm diameter chrome legs 750mm high at 1200mm centres set into 38mm diameter round brass base flange at top and bottom as "B & B Hardware Distributors code B1586" or other approved including countersunk screwed to floor and worktop as drawing WD 400 and 450 (Reception).	No.	1.00
<b>Bill Total</b>			
<b>BILL NO.7 : CEILINGS PARTITIONS AND ACCESS FLOORING</b>			
NAILED UP CEILINGS			
6mm Medium Density 'Everite Nutec' or other approved fibre-cement ceiling with 65mm wide of strips of mesh scrim nailed over joints and the whole finished with gypsum skim plaster trowelled to a smooth polished surface to the thickness recommended by the manufacturer:			
1	Ceilings including 38 x 50mm softwood bandering at 600mm centres in one direction.	m <sup>2</sup>	450.00
2	Extra over ceiling for opening for smoke detectors.	No.	11.00
3	Extra on ceiling for forming opening for airconditioning diffuser grille size 600 x 600mm (grille by others) including all necessary trim, etc.	No.	14.00
4	Extra over ceiling for forming trap door 650 x 650mm, formed with 38 x 50mm sawn softwood framing covered with 6,4mm plasterboard and set in 30 x 70mm wrot meranti rebated frame, including ceiling trimmers and 10 x 30mm wrot meranti cover strips all round.	No.	2.00
5	55mm "Everite Nutec" or other approved coved cornice plugged to wall including sealing along lower edge next to plaster with approved silicone sealant.	m	346.00



	6mm Medium Density "Everite Nutec" or other approved fibre-cement ceiling with H-profile aluminium epoxy coated jointing strips:			
6	Ceilings including 38 x 50mm softwood bandering at 600mm centres in one direction.	m <sup>2</sup>	48.00	
	12mm Duct covers.	m <sup>2</sup>	10.00	
	SUSPENDED CEILINGS			
	NOTE: All items in this section shall be deemed to fall into Work Group No 128 for Haylett formula purposes			
	1195 x 595 x 4mm thick "Everite Nutec" or other approved medium duty fibre cement panels with "Embossed White" vinyl face and 25mm thick polystyrene insulation backing suspend on "Donn Donnshield" or other approved pre-painted exposed tee suspension system including main and cross tees, necessary hangers, grids, etc:			
7	Ceilings suspended not exceeding 1m below trusses at 1200mm centres.	m <sup>2</sup>	320.00	
8	Extra over ceiling for opening for smoke detectors.	No.	13.00	
9	Extra over ceiling for opening for 100mm diameter downlighter.	No.	6.00	
10	Extra over ceiling for opening for 600 x 600mm light fitting.	No.	31.00	
11	Extra over ceiling for opening for 1200 x 600mm light fitting.	No.	11.00	
12	Extra on ceiling for forming opening for airconditioning diffuser grille size 600 x 600mm (grille by others) including all necessary trim, additional hangers, etc.	No.	11.00	
	Cornices:			
13	"Donn LSM25" or other approved cornice plugged and screwed to wall.	m	372.00	
	Stainless Steel (Type 304):			
14	Edge trim 113mm girth, three times bent and fixed to timber framing including sealing along lower edge of cornice and trim (Rooflights).	m	18.00	
	BULKHEADS			

	1195 x 595 x 4mm thick "Everite Nutec" or other approved medium duty fibre cement panels with "Embossed White" vinyl face and 25mm thick polystyrene insulation backing suspend on "Donn Donnshield" or other approved pre-painted exposed tee suspension system including main and cross tees, necessary hangers, grids, etc:		
15	Horizontal bulkhead suspended not exceeding 1m below timber trusses at 1200mm centres.	m <sup>2</sup>	3.00
	Horizontal and sloping bulkhead suspended not exceeding 1m below timber trusses at 1200mm centres.	m <sup>2</sup>	3.00
16	Vertical bulkhead 200mm high.	m	7.00
	<b>PARTITIONS</b>		
	The Following in Partitions to X-Ray Room		
	76mm Thick "Pelican" or other approved partitions comprising natural anodised aluminium top and bottom rails and vertical members pop-rivited to top and bottom rails filled in with particle board and a layer of 2mm thick lead sheeting, the particle board finished both sides with approved vinyl sheeting:		
17	Partition 2769mm girth and 2400mm high in three lengths with bottom rail to floor and with natural anodised aluminium capping at top, the 1419mm long first length plugged on one end to wall, the splayed middle length 700mm long with splayed mullions at both ends and the third length 650mm long free standing at end.	No.	1.00
18	Extra over partition for forming opening for and glazing in 6,5mm X-Ray protection glass in pane 600 x 600mm high.	No.	2.00
	<b>Bill Total</b>		
	<b>BILL NO.8 : FLOOR COVERINGS</b>		
	<b>FLOOR COVERINGS</b>		
	300 x 300 x 2,5mm "Marleyflex" semi-flexible vinyl tiles laid on and bonded to screeded or powerfloated surface including all straight cutting and waste:		
1	On floors (Records Room, Store Room and Clothing Store).	m <sup>2</sup>	30.00

	500 x 500mm "Belgotex Nexus" or other approved heavy duty proof miracle fibre carpet tile glued to screed with an approved acrylic emulsion adhesive as per manufacturer's specifications:		
2	On floors (Reception, Police/Forensics, Counselling, Facility Manager, Interview, Admin, Pathologist).	m <sup>2</sup>	82.00
	SKIRTINGS, NOSINGS, ETC		
	"Marley Extruda" or other approved:		
3	70mm Vinyl skirtings closely butt jointed at ends and to walls including mitres, etc.	m	27.00
	<b>Bill Total</b>		
	<b>BILL NO.9 : IRONMONGERY</b>		
	SUPPLEMENTARY PREAMBLES		
	Finishes to ironmongery		
	Where applicable finishes to ironmongery are indicated by suffixes in accordance with the following list:		
	SC Satin bronze lacquered CH Chrome plated		
	SC Satin chromium plated		
	SE Silver enamelled		
	GE Grey enamelled		
	AS Anodised silver		
	AB Anodised bronze		
	AG Anodised gold		
	ABL Polished brass		
	PL Polished and lacquered		
	PT Epoxy coated		
	SD Sanded		
	UNLESS OTHERWISE STATED THE FOLLOWING IRONMONGERY TO BE SUPPLIED AND FIXED TO SOFTWOOD OR HARDWOOD DOORS AND FRAMES AND TO TIMBER JAMB LININGS		
	HINGES, BOLTS, ETC		
1	100mm Steel washered brass butts (Door 5).	No.	12.00
2	100mm Stainless steel butts (Fire hose reel doors).	No.	12.00
3	Satin chromium plated barrel bolt 100mm long (Fire hose reel doors).	No.	4.00
4	Satin chromium plated barrel bolt 150mm long (Doors 11, 21 and 22).	No.	6.00

5	Ditto with keep in concrete (Ditto).	No.	6.00
6	Brass barrel bolt 150mm long (D24).	No.	4.00
7	100mm Brass parliament hinge.	No.	3.00
8	Indicator bolt set as "Union 37651 AS" (Door 5).	No.	6.00
	LOCKS		
	The rate for each of the following locks is to include for a complete master keyed operation:		
9	"Union No 4138" brass cupboard lock (Fire hose reel doors).	No.	2.00
10	Lockset consisting of oval cylinder clawbolt lock as "Union L-2441-78SS" with "2 x 6 CH" oval pin tumbler cylinders (Doors 14a, 14b, 15 and 16).	No.	6.00
11	Lockset consisting of narrow stile oval cylinder dead lock as "Union L-2153-40SS" with "2 x 6 CH" oval pin tumbler cylinders and pair of escutcheons as "Union AL 5375-13" and fix to aluminium door with anti-theft screws (Door 13).	No.	1.00
12	Lockset and furniture consisting of narrow stile cylinder lock as "Union L-2214-48SS" with "2 x 6 CH" oval pin tumbler cylinders and pair of escutcheons as "Union AL 5375-13" and furniture as "Union Teal AL644-13-AS" fixed to aluminium door with anti-theft screws (Doors 12a and 12b).	No.	3.00
13	Lockset and furniture consisting of Euro Profile upright double cylinder lock as "Union L-2202-76SS" with "2 x 18 SC" profile pin tumbler cylinder and furniture as "Union Bee-eater (Module 75) AL6B21-05-AS" fixed to door with anti-theft screws and to pressed steel frame (Doors 1, 2 and 20).	No.	25.00
14	Lockset and furniture consisting of Euro Profile upright double cylinder lock as "Union L-2202-76SC" with "2 x 18 SC" profile pin tumbler cylinder and furniture as "Union Bee-eater (Module 75) AL6B21-05-AS" fixed to door with anti-theft screws and to stainless steel frame (Doors 11, 21, 22, 23 and 24).	No.	17.00
15	Lockset and furniture consisting of Euro Profile upright double cylinder lock as "Union L-2202-76SC" with "2 x 18 SC" profile pin tumbler cylinders with "2994SC" adjustable conversion set fixed to door with anti-theft screws (Doors 21 and 22).	No.	2.00

16	Lockset and furniture consisting of Euro Profile bathroom cylinder lock as "Union L-2202-76SC" with "2 x 73 SC" profile pin tumbler cylinder and furniture as "Union Bee-eater (Module 75) AL6B21-05-AS" fixed to door with anti-theft screws and to pressed steel frame (Door 3).	No.	4.00
17	Ditto with 2 x 20SC profile ditto (Door D4).	No.	2.00
HANDLES			
18	Finger pulls as "Union AL5596" (Fire hose reel cupboards).	No.	2.00
19	Pull handles as "Union Module 75 Dove AL5D21AS" fixed to door with anti-theft screws (Doors 14a, 14b and 15).	No.	12.00
20	300mm Back-to-back cranked pull handles as "Union Module 75 Dove AL5512BB" fixed to aluminium door (Door 13).	No.	4.00
21	"Union Bee-eater AL6B21-05AS" fixed with male/female anti-theft screws.	No.	95.00
22	"Union teal AL644/00-13AS" fixed to door with anti-theft screws (Doors 12a and 12b).	No.	6.00
PUSH AND KICKING PLATES			
23	0,8mm Thick type 304 No 4 stainless steel push or kicking plate size 690mm long and 200mm high fixed to door with "Genkem VAN 497" or other approved adhesive (Door 11).	No.	4.00
24	0,8mm Thick ditto 750mm long and 200mm high (Doors 7 and 8).	No.	20.00
25	0,8mm Thick ditto 836mm long and 200mm high (Door 15).	No.	4.00
26	0,8mm Thick ditto 1136mm long and 200mm high (Doors 14a and 14b).	No.	16.00
27	Ditto 1436mm long and 200mm high (Door 16).	No.	4.00
GALVANISED MILD STEEL			
28	Backplate 1200mm long, 100mm wide and 2mm thick including five 10mm diameter broom hooks 250mm girth and once bent, the plate plugged and screwed to wall (Cleaners).	No.	1.00
DOOR CLOSERS			
29	Silver finished overhead door closer as "Dorma TS93" fixed to door and steel frame (Doors 2 and 3).	No.	8.00

30	Ditto fixed to door and stainless steel door frame (Doors 6, 7 and 10).	No.	6.00
31	"Dorma BTS 75V" or other approved double action 90 degree hold open check action floor spring fixed to aluminium door including top centre, forming recess in concrete floor, plugging and screwing floor plate, trimming floor finish around and filling box with oil (Door 13).	No.	2.00
	SLIDING TRACK		
32	"Henderson Pacer" or other approved sliding door set to suit 900mm wide timber door comprising 93S channel in groove in bottom of door, a 1,8m length of 164 top track, two hangers, a 102F/93 bottom guide and 1,8m length of 40P pelmet all fixed in accordance with the manufacturers instructions (Door 15).	No.	1.00
33	Ditto to suit 1500mm wide timber door comprising 93S channel in groove in bottom of door, a 3m length of 164 top track, two hangers, a 102F/93 bottom guide and 3m length of 40P pelmet all fixed in accordance with the manufacturers instructions (Door 16).	No.	1.00
34	Ditto but door 1200mm wide with 2,4m length of 164 top track and pelmet (Doors 14a and 14b).	No.	4.00
	LETTERS, NAMEPLATES, ETC		
	NOTE: Tenderers are to price the following signage in accordance with Architect Drawing No. WD570		
	5mm Perspex numerals or nameplates with square polished edges, approved colour background and helvetic medium letters and numerals reverse engraved in plate and fixed to wood with two chromium plated dome head screws. Signs shall be 30mm high x 80mm long with letter size being 15mm high:		
35	Sign engraved with three numerals or letters (A01 to A34).	No.	34.00
36	Sign engraved with three numerals or letters (M01 to M25).	No.	25.00
	5mm Perspex numerals or nameplates with square polished edges, approved colour background and helvetic medium letters and numerals reverse engraved in plate and fixed to wood with four chromium plated self tapping screws. Signs shall be 50mm high with 20mm high letters or numeral with a margin of 15mm along top and bottom and 50mm at both ends:		

	NOTE 1: The overall length of the sign will vary depending on the wording and therefore tenderers will be held to have allowed for the correct length for each sign.			
37	Ditto with four numerals or letters (X-RAY).	No.	1.00	
38	Ditto with seven numerals or letters (SCRIBES).	No.	1.00	
39	Ditto with seven numerals or letters (LAUNDRY).	No.	1.00	
40	Ditto with seven numerals or letters (CLEANER).	No.	2.00	
41	Ditto with nine numerals or letters (CLOAK ROOM).	No.	2.00	
42	Ditto with nine numerals or letters (BULK STORE).	No.	1.00	
43	Ditto with eleven numerals or letters (AUTOPY ROOM).	No.	1.00	
44	Ditto with twelve numerals or letters (WASTE HOLDING).	No.	1.00	
45	Ditto with thirteen numerals or letters (CHEMICAL STORE).	No.	1.00	
46	Ditto with fourteen numerals or letters (REGISTRY OFFICE).	No.	1.00	
47	Ditto with fourteen numerals or letters (ASSIST. REST ROOM).	No.	1.00	
48	Ditto with eighteen numerals or letters (PERSONAL BELONGINGS).	No.	1.00	
	5mm Perspex numerals or nameplates with square polished edges, approved colour background and helvetica medium letters and numerals reverse engraved in plate and fixed to wood with four chromium plated self tapping screws. Signs shall be 80mm high with 20mm high letters or numeral with a margin of 15mm along top and bottom and 50mm at both ends:			
	NOTE 1: The overall length of the sign will vary depending on the wording and therefore tenderers will be held to have allowed for the correct length for each sign.			
	NOTE 2: The following signs are to be bilingual (English and the African language of the area) in two lines with the English wording on the upper line.			
49	Ditto with six numerals or letters (POLICE).	No.	1.00	
50	Ditto with seven numerals or letters (RECORDS).	No.	1.00	
51	Ditto with eight numerals or letters (BIER ROOM).	No.	1.00	

52	Ditto with nine numerals or letters (RECEPTION).	No.	1.00
53	Ditto with nine numerals or letters (STAFF ONLY).	No.	6.00
54	Ditto with nine numerals or letters (STORE ROOM).	No.	1.00
55	Sign engraved with eleven numerals or letters (WAITING AREA).	No.	1.00
56	Ditto with eleven numerals or letters (ADMIN. OFFICE).	No.	1.00
57	Ditto with eleven numerals or letters (PATHOLOGIST).	No.	1.00
58	Ditto with eleven numerals or letters (VIEWING ROOM).	No.	1.00
59	Ditto with twelve numerals or letters (STAFF TOILETS).	No.	1.00
60	Ditto with thirteen numerals or letters (CLOTHING STORE).	No.	1.00
61	Ditto with thirteen numerals or letters (INTERVIEW ROOM).	No.	1.00
62	Ditto with thirteen numerals or letters (STAFF REST ROOM).	No.	1.00
63	Ditto with thirteen numerals or letters (PUBLIC TOILETS).	No.	1.00
64	Ditto with fifteen numerals or letters (FACILITY MANAGER).	No.	1.00
65	Ditto with sixteen numerals or letters (STAFF CHANGE ROOM).	No.	1.00
66	Ditto with seventeen numerals or letters (DEATH CERTIFICATES).	No.	1.00
67	Ditto with eighteen numerals or letters (COUNSELLING OFFICE).	No.	1.00
	5mm Perspex plate with symbols with square polished edges, approved colour background and reverse engraved in plate and fixed to wood with four chromium plated self tapping screws:		
68	150 x 150mm Female, male, paraplegic, information, telephone informatory symbols (GI-1 to GI-5).	No.	11.00
69	150 x 150mm Fire extinguisher, fire hose reel, fire hydrant, running man, directional arrow for fire and emergency symbols (FI-1 to FI-5).	No.	18.00
70	150 x 150mm No smoking, no parking, no entry, parking prohibitory symbols (P-1 to P-4).	No.	12.00



71	150 x 150mm Electrical, caution, radiation, bio-hazard warning sign symbol (W-1 to W-4).	No.	7.00
72	300 x 150mm Warning sign " DANGER FLAMMABLE LIQUIDS NO SMOKING " (W-5).	No.	1.00
	Signage. (Non-escalatable).	Item	1.00
	Entrance Sign. (Non-escalatable).	Item	1.00
	LOUVRED BLINDS		
	"Luxaflex" or other approved adjustable vertical blinds with 127mm wide group 2 standard colour (grey) and material vanes and aluminium track fixed to brickwork:		
73	To suit window size 600 x 900mm high (Cleaners).	No.	1.00
74	To suit window size 900 x 600mm high (Scribes).	No.	1.00
75	To suit window size 1500 x 900mm high (Assistant Rest Room).	No.	1.00
76	To suit window size 1500 x 1000mm high (Scribes).	No.	2.00
77	To suit window size 1500 x 1500mm high (Assistant Rest Room).	No.	1.00
78	To suit window size 1800 x 600mm high (Viewing Room).	No.	1.00
79	To suit window size 1800 x 1500mm high (Viewing Room, Entrance, Admin, Police, Counselling, Pathologist and Facility Manager).	No.	8.00
	BATHROOM FITTINGS		
80	19mm Diameter chromium plated towel rail 450mm long with 2 No. end brackets as "B & B Hardware Distributors code B1675" or other approved plugged and screwed to wall.	No.	13.00
81	19mm Diameter chromium plated shower curtain rail 900mm long with 2 No. end brackets as "B & B Hardware Distributors code B1675" or other approved plugged and screwed to wall.	No.	4.00
	Plastic curtains.	No.	2.00
82	"Kimberly Clark SE2 405597" or other approved toilet tissue holder plugged to wall.	No.	9.00
83	"Kimberly Clark 427518" or other approved soap dispenser of 800ml capacity plugged to wall.	No.	12.00
84	"Kimberly Clark 425792" or other approved multi-fold towel dispenser plugged to wall.	No.	11.00

	Grab Rails:		
85	"Chairman Industries" or other approved stainless steel dog leg side rail Ref DL3, 900mm girth twice bent with flanged ends plugged and screwed to brickwork.	No.	1.00
86	"Chairman Industries" or other approved stainless steel cistern back rail Ref SR1, 1160mm girth twice bent with flanged ends plugged and screwed to brickwork.	No.	1.00
	SUNDRIES		
87	50 x 20 x 2mm Stainless steel (Type 304) docking channel plugged and screwed one edge to wall (In No 5 lengths) (Doors 14a, 14b and 15).	m	14.00
	50 x 20 x 2mm Stainless steel (Type 304) docking channel 200mm long and plugged. (Doors 14a, 14b and 15).	No.	0.00
88	38mm Diameter rubber door stop plugged to wall (Doors 12a and 12b).	No.	3.00
89	Door stop as "Union AL8730AS" plugged to floor (Doors 1, 2, 3, 4, 6, 7, 8, 9, 10, 16 and 20).	No.	42.00
90	Hat and coat hook as "Union AL8721AS." (Facility Manager, Death Certificates, Interview Room, Police Investigator, Counselling, Admin, Staff Rest Room, Viewing Room and Pathologist) as drawing D002-07.	No.	15.00
91	Hat and coat hook with rubber tip as "Union AL 8722AS." (Doors 4 and 5).	No.	6.00
	ADJUSTABLE SHELVING (Records Room, Laundry Pickup, Store Room, Cleaners, Clothing Store, Personal Belongings, Registry, Waste Holding, Bulk Store and X-Ray Room):		
92	"Acrow 200/093" or other approved epoxy coated double slot wall band 750mm long plugged and screwed to wall.	No.	6.00
	"Acrow 200/093" or other approved epoxy coated double slot wall band 900mm long plugged and screwed to wall.	No.	0.00
93	Ditto 1230mm long as "Acrow 200/123".	No.	8.00
	Ditto 1350mm long as "Acrow 200/123".	No.	2.00
94	Ditto 1530mm long as "Acrow 200/153".	No.	8.00
	Ditto 1750mm long as "Acrow 200/153".	No.	2.00
95	Ditto 1830mm long as "Acrow 200/183".	No.	28.00

96	Ditto 2130mm long as "Acrow 200/213".	No.	40.00
	Stainless steel double slot wall band 1850mm long plugged and screwed to wall.	No.	1.00
	Stainless steel double slot wall band 1540mm long plugged and screwed to wall.	No.	1.00
	Stainless steel double slot wall band 1200mm long plugged and screwed to wall.	No.	1.00
	Stainless steel double slot wall band 2150mm long plugged and screwed to wall.	No.	1.00
97	"Acrow 202/300" or other approved epoxy coated shelf support brackets 300mm wide.	No.	85.00
98	Ditto but 375mm wide as "Acrow 202/375".	No.	15.00
99	Ditto but 450mm wide as "Acrow 202/450".	No.	258.00
100	Ditto but 600mm wide as "Acrow 202/600".	No.	18.00
	Stainless steel 300mm wide.	No.	1.00
	Stainless steel 350mm wide.	No.	1.00
	Stainless steel 400mm wide.	No.	1.00
101	"Acrow 205/130" or other approved epoxy coated shelves 300mm wide and 900mm long fixed to brackets (elsewhere measured).	No.	5.00
102	Ditto but shelf 450mm wide and 900mm long as "Acrow 205/145".	No.	6.00
103	"Acrow 205/230" or other approved epoxy coated shelves 300mm wide and 1000mm long fixed to brackets (elsewhere measured).	No.	23.00
104	Ditto but shelf 450mm wide and 1000mm long as "Acrow 205/245".	No.	104.00
	Stainless steel shelf 300mm wide and 900mm long.	No.	1.00
	Stainless steel shelf 350mm wide and 900mm long.	No.	1.00
	Stainless steel shelf 400mm wide and 900mm long.	No.	1.00
	Stainless steel shelf 450mm wide and 900mm long.	No.	1.00
	WALL MOUNTED WRITING BOARDS		

105	"Vitrex Model 2200 Code 2202" or other approved wall mounted white board size 900 x 600mm high fixed to wall (Weigh-in & Measuring).	No.	1.00
106	"Vitrex Model 2200 Code 2203" or other approved wall mounted white board size 1200 x 900mm high fixed to wall (Registry).	No.	1.00
	"Vitrex Model 2200 Code 2203" or other approved wall mounted white board size 1200 x 1200mm high fixed to wall (Registry).	No.	1.00
107	"Vitrex Model 2200 Code 2204" or other approved wall mounted white board size 1500 x 1000mm high fixed to wall (Facility Manager and Pathologist).	No.	2.00
	STEEL LOCKERS, CUPBOARDS, ETC.		
	"Storage Direct" or other approved steel lockers with standard epoxy coated finish:		
108	Steel two tier locker size 305mm wide x 450mm deep x 1720mm high wall mounted with adjustable shelves (Mens and Ladies Changeroom and Cloak Room & Booth Wash).	No.	11.00
109	Steel lockers size 600 x 450 x 1700mm high (Registry Office).	No.	1.00
	S/steel lockers size 600 x 450 x 1700mm high (Registry Office).	No.	0.00
	"Greenfield" or other approved steel lockers with standard baked enamel finish:		
110	Laboratory supply cupboard size 1200 x 500 x 1700mm high all as detailed on drawing 421 (Scribes).	No.	1.00
	STAINLESS STEEL CUPBOARDS		
	"LINVAR" or other approved cupboards with power coated finish:		
111	Stationery lockable type wall mounted cupboard with adjustable shelves size 800 x 300 x 900mm high (Scribes).	No.	1.00
	PLASTIC CONTAINERS		
112	Pack nest polypropolyne distribution containers size externally 400 x 300 x 220mm as "Storage Direct ref. A7924.670" or other approved placed on adjustable shelving (elsewhere measured) (Personal Belongings Store).	No.	30.00
113	Key cupboard 300 x 550mm high holding fifty keys as "Storage Direct Ref. KC20" or other approved.	No.	1.00

	Bank of three seats.	No.	1.00
	Pair of two seats.	No.	1.00
	Matco door mat with and including mat surround.	No.	1.00
	<b>Bill Total</b>		
	<b>BILL NO.10 : STRUCTURAL STEELWORK</b>		
	SUPPLEMENTRY PREAMBLES		
	Descriptions		
	Descriptions of both shall be deemed to include nuts and washers		
	Descriptions of L-shaped and U-shaped anchor bolts shall be deemed to include bending, threading, nuts and washers and embedding in concrete.		
	Descriptions of expansion anchors and bolts and chemical anchors and bolts shall be deemed to include nuts, washers and mortices in brickwork or concrete.		
	Descriptions of L-shaped and U-shaped anchor shall be deemed to include bending, threading, nuts and washers and embedding in concrete. Where anchor bolts are described as embedded in sides or soffits of concrete it shall be deemed to include holes through formwork.		
	Description of expansion anchors and bolts and chemical anchors shall be deemed to include nuts, washers and mortices in brickwork or concrete.		
	GALVANISED MILD STEEL BEAMS		
	Gantry rail beam formed of 203 x 133mm x 30kg/m I-section and including bolted to concrete beams:		
1	203 x 133mm x 30kg/m Gantry rail beam 5200mm long.	Tonnes	0.35
	Bolts to trusses etc:		
2	Anchor bolts formed of 2 No. 20mm diameter x 350mm long rods threaded for 50mm at bottom ends and welded at top with 60 x 5mm thick x 150mm long plate including embedded in side or soffit of concrete.	No.	2.00
	STEEL FLOORS, STAIRS, ETC		
	Welded and bolted stairs to first floor:		

3	200 x 10mm x 15,7kg/m Flat stringers.	Tonnes	0.15
4	10mm Base plates.	Tonnes	0.10
5	3mm "Vastrap" plate treads 880mm long and 250mm wide with 50mm turn-up at back edge and 50mm turn-down nosing.	No.	16.00
6	Fixing cleat formed of 150 x 150 x 10mm top and bottom plates 150mm long and 170 x 10mm vertical 150mm long welded to form channel and twice holed for and including 20mm diameter bolt 230mm long with nut and washer including casting into concrete.	No.	2.00
7	20mm Diameter holding down bolts 500mm long with nut and washer.	No.	2.00
<b>Bill Total</b>			
<b>BILL NO.11 : METALWORK</b>			
SUPPLEMENRY PREAMBLES			
Descriptions			
Descriptions of bolts shall be deemed to include nuts and washers.			
Descriptions of expansion anchors and bolts and chemical anchors and bolts shall be deemed to include nuts, washers and mortices in brickwork or concrete.			
Metalwork described as "holed for bolt(s)" shall be deemed to exclude the bolts unless otherwise described.			
GALVANISED MILD STEEL HANDRAILS, BALUSTRADES, ETC			
Wecrolok or other approved tubular handrail:			
1	34mm (External) diameter tubular handrailing fixed to standards (elsewhere measured).	m	41.00
2	34mm (External) diameter angled closure piece 500mm deep.	No.	2.00
3	43mm (External) diameter tubular stanchion type S90 1000mm high with side base plate twice holed for and bolted to side of concrete slab.	No.	9.00

4	43mm (External) diameter tubular stanchion type T90 1000mm high with base plate twice holed for and bolted to side of concrete slab.	No.	6.00
5	43mm (External) diameter tubular stanchion type S40 1000mm high with side base plate twice holed for and bolted to side of steel stringer.	No.	5.00
6	43mm (External) diameter tubular stanchion type TA40 1000mm high with side base plate twice holed for and bolted to top of concrete slab.	No.	1.00
7	Extra over last for standard 90 degrees bend.	No.	4.00
8	Ditto for ramped bend.	No.	4.00
9	Flanged end to 34mm diameter handrail plugged and screwed to wall.	No.	2.00
	50 x 65 x 6mm L-section in plinths.	Kg	0.00
	PRE-PRIMED PRESSED STEEL DOOR FRAMES		
	NOTE: Pressed steel door frames shall be supplied with three 100mm steel washered brass butt hinges and frames for two leaved doors with three pairs of 100mm steel washered brass butt hinges.		
	Transomes for fanlights shall be fitted with a pair of 75mm steel washered butt hinges.		
	.....		
	1,2mm Double rebated pressed steel frames suitable for half brick walls:		
10	Frame for door size 813 x 2032mm high with transome and 305mm high fanlight over (Timber fanlight elsewhere measured) (Doors 1, 2, 3).	No.	28.00
	Galvanised frame for door size 813 x 2032mm high with transome and 305mm high fanlight over (Timber fanlight elsewhere measured) (Doors 1, 2, 3).	No.	0.00
	1,2mm Double rebated pressed steel frames suitable for one brick walls:		
11	Frame for door size 813 x 2032mm high with transome and 305mm high fanlight over (Timber fanlight elsewhere measured) (Door 20).	No.	1.00
	Galvanised frame for door size 813 x 2032mm high with transome and 305mm high fanlight over (Timber fanlight elsewhere measured) (Door 20).	No.	1.00
12	Frame for door size 1613 x 2032mm high (Door D21 and 22).	No.	2.00

	Galvanised frame for door size 1613 x 2032mm high (Door D21 and 22).	No.	1.00
	RECORD ROOM DOOR AND VENTILATORS		
13	"Mutual Security DS1" or other approved record room door and frame size overall 935 x 1975mm high and build into one brick wall (Door 19).	No.	1.00
14	Approved double ended steel ventilator and building into one brick wall.	No.	2.00
	Safe in record room.	No.	1.00
	TRANSFORMER DOORS		
15	"Swada Type D.V." or other approved transformer double door and frame size overall 1830 x 2435mm high to suit 230mm brick wall with 2No. fixed air grille size 500 x 600mm high opening in door and build into brickwork with all necessary ironmongery and including "Union 3102-51" or other approved heavy duty padlock.	No.	3.00
	HOT DIPPED GALVANISED MILD STEEL		
	Floor Ducts (Generator Room):		
16	50 x 50 x 3mm Galvanised mild steel angle trim with 50 x 3mm split lugs 100mm long cast on at back for 300mm centres including 10 x 6mm spacer welded at top edge.	m	31.00
17	6mm Vastrap or other approved chequer plate cover 400mm wide set loose in angle trim.	m	19.00
	Seat supports:		
18	Seat support 450mm wide and 431mm high formed of 50 x 50 x 2mm square tubing support fixed to wall/floor with and including 3 No. M10 rawlbolts complete (Showers and Passage) as drawing D002-06.	No.	5.00
	SLIDING GATES		
	(The following gates are to be electrically operated)		



19	<p>Gate in one leaf hung sliding formed of 50 x 50 x 2,5mm square hollow section top and mid rail, sides and part mullion 1700mm high and 76 x 50 x 2,5mm rectangular hollow section bottom rail, all mitred and welded at corners and welded at intersections, the upper section 400mm deep filled in with 40 x 40 x 3mm angle vertical members at 200mm centres, the two lower panels each with two 50 x 50 x 4mm diagonal braces 2500mm long welded at ends to framing and to each other at passings, the lower panels filled in with 1800mm high 0,5mm "Brownbuilt Supa-Clad" or other approved light industrial roof sheeting with "Chromodek" finish one side pop rivitted to framing the gate provided with three suitable rollers welded to the bottom rail and fitted with suitable padlock. Size 3900 x 2200mm high (Bottom track elsewhere measured) (Door 27).</p>	No.	2.00	
	Single gate.	No.	1.00	
	Double gate 1600 x 2100mm high.	No.	1.00	
	ROLLER SHUTTER DOORS			
20	<p>"Serranda" or other approved chain-operated roller shutter formed of 46mm "Chormadek" finished interlocking slats to suit opening size 2400 x 2465mm high with face mounted box, chain operated winch locking device and PVC weather seal with channel guides bolted to wall (Door 25).</p>	No.	2.00	
21	<p>"Serranda" or other approved electronically-operated roller shutter formed of 46mm "Chormadek" finished interlocking slats to suit opening size 4800 x 2465mm high with face mounted box, PVC weather seal with channel guides bolted to wall (Door 26).</p>	No.	2.00	
	<p>NATURAL ANODISED ALUMINIUM GLAZED WINDOWS</p> <p>NOTE: All items in this section shall be deemed to fall into Work Group No 140 for Haylett formula purposes.</p> <p>Wispeco 340 Series or Hilro or other approved windows glazed with and including 4mm clear float glass. Windows shall have stainless steel friction stays and have 12 x 12mm natural anodised aluminium horizontal burglar bars screwed to windows at 171mm centres to all opening sections:</p>			
22	<p>Window in two lights with one transome, the upper light a top hung projecting out sash 600mm high and the lower light a fixed light as Ref. PT 69. Size overall 600 x 900mm high (Window 1).</p>	No.	2.00	

23	Window in three lights with two mullions the end lights top hung projecting out sash 600mm high the middle light a fixed light as Ref. PT186. Size overall 1800 x 600mm high (Window 6).	No.	1.00
24	Window in four lights with one central mullion and two part transomes, the top two lights to one half are a top hung projecting out sash 600mm high the bottom light a fixed light, the other half of the window also a fixed light as Ref. PTT1215. Size overall 1500 x 1500mm high (Window 5).	No.	1.00
25	Ditto as Ref. PTT1815. Size overall 1800 x 1500mm high (Window 7).	No.	8.00
26	Window in three lights with one central mullion and one part transome, the upper light to one half a top hung projecting out sash 600mm high, the bottom light a fixed light, the other part of the window also a fixed lights as Ref. PTT1512. Size overall 1500 x 900mm high (Window 4).	No.	1.00
	Wispeco 340 Series or Hilro or other approved windows glazed with and including 4mm clear float glass. Windows shall have stainless steel friction stays and have 12 x 12mm natural anodised aluminium horizontal burglar bars screwed to windows at 171mm centres to all opening sashes:		
27	Window formed of one top hung opening out sash as Ref. PT96. Size overall 900 x 600mm high (Window 2).	No.	1.00
28	Window in two lights with one transome the upper light a top hung projecting out sash 600mm high and the bottom light a fixed light as Ref. PT99. Size overall 900 x 900mm high (Window 3A).	No.	13.00
	Wispeco 340 Series or Hilro or other approved windows glazed with and including 4mm obscure glass. Windows shall have stainless steel friction stays and have 12 x 12mm natural anodised aluminium horizontal burglar bars screwed to windows at 171mm centres to all opening sashes:		
29	Window in two lights with one transome the upper light a top hung projecting out sash 600mm high and the lower light a fixed light as Ref. PT69. Size overall 600 x 900mm high (Window 1).	No.	19.00
30	Ditto as Ref. PT99. Size overall 900 x 900mm high (Window 3).	No.	2.00

	Wispeco 340 Series or Hilro or other approved purpose made windows glazed with and including 4mm clear float glass. Windows shall have stainless steel friction stays and have 12 x 12mm natural anodised aluminium horizontal burglar bars screwed to windows at 171mm centres to all opening sections:			
31	Window in two equal lights horizontally each hung to slide. Size 1350 x 1000mm high (Window 9).	No.	1.00	
	Window in two equal lights horizontally each hung to slide. Size 900 x 1000mm high (Window 9).	No.	1.00	
32	Ditto. Size 1500 x 1000mm high (Window 11 and 12).	No.	3.00	
33	Window in three lights with one central mullion and one part transome, the upper light a top hung projecting out sash 600mm high, the bottom light a fixed light, the other half of the window also a fixed light a Ref PTT249. Size 1500 x 890mm high (Window 1).	No.	4.00	
34	Window in four lights horizontally, the end light are a fixed light 800mm wide, the inner two lights each equal lights hung to slide. Size 2475 x 1000mm high (Window 10).	No.	1.00	
	Wispeco 340 Series or Hilro or other approved purpose made windows glazed with 6mm Fadeban normal strength laminated safety glass. Windows shall have stainless steel friction stays and have 12 x 12mm natural anodised aluminium horizontal burglar bars screwed to windows at 171mm centres to all opening sections:			
35	Window in three lights with one mullion and one part transome, the upper light a top hung projecting out sash 500mm wide and 600mm high, the lower light a fixed light, the other portion also a fixed light, the window as Ref. PT159 size 1500 x 900mm high (Window 1).	No.	4.00	
	Wispeco 340 Series or Hilro or other approved purpose made windows glazed with 6mm Fadeban normal strength laminated safety glass. Windows shall have stainless steel friction stays:			
36	Window in 1 No. fixed light size overall 1600 x 1263mm high (Window 13).	No.	2.00	
	The following in "Genius Multinet" or other approved aluminium fly screens with fibreglass mesh fixed to plastered lintols with and including 2 No. natural anodised aluminium butt hinges:			
37	Aluminium fly screen to suit window size 900 x 600mm high (Window 2).	No.	1.00	

38	Ditto size 900 x 900mm high (Window 3A).	No.	13.00
39	Ditto size 1500 x 890mm high (Window 1).	No.	4.00
	<p>NATURAL ANODISED ALUMINIUM DOORS AND SIDELIGHTS GLAZED, SEALED AND FITTED COMPLETE</p> <p>(Haylett Formula Work Group No 140)</p> <p>.....</p> <p>NOTE: Aluminium doors and sidelights shall be WISPECO (PTY) LTD or other approved.</p> <p>DOORS, SIDELIGHTS AND FANLIGHT shall be equal to "Olympia" series aluminium doors.</p> <p>HINGES shall be 100mm aluminium sinkless hinges. Three per leaf.</p> <p>DOOR SIZES The overall door sizes given are the sizes of brick openings into which the doors etc. are to be fitted.</p> <p>FIXINGS, ETC. Prices shall include for all coupling members and fixing to concrete brickwork, including all lugs, cramps, shims, bolts, mortices, grouting, etc. as required for a complete installation.</p> <p>GLAZING shall be as stated in the items. Prices for items shall include for glass as described, glazing and all necessary gaskets, spacing and setting blocks and sealing compound.</p> <p>SEALING. Frames shall be fitted with double woven wool pile seal.</p> <p>FLUSH BOLTS shall be as Union AL 8052 flush bolts 150mm long.</p>		
40	Glazed single leaf door, frame, transome and fanlight size overall 877 x 2465mm high, the fanlight 327mm high a bottom hung opening in sash glazed in 4mm clear float glass, the door size 813 x 2032mm high in two lights with midrail and glazed in 6mm Fadeban normal strength laminated safety glass (Lockset elsewhere measured) (Door 12A).	No.	2.00
41	Ditto but the door glazed in 6mm obscure normal strength safety glass (Door 12B).	No.	1.00

42	<p>Combined doors, sidelights and fanlights size overall 6000mm girth and 2465mm high consisting of two identical Z-shaped sidelights each in three sections with two coupling mullions, the centre section 660mm wide in two lights with one transome, the upper light a fixed light 327mm high and glazed in 4mm clear float glass, the lower light a fixed light glazed in 6mm Fadeban normal strength safety glass, the other sections each 505mm wide and constructed as the 660mm wide centre section. The front portion consists of a glazed double door, frame, transome and fanlight over size overall 1790 x 2465mm high, the fanlight approximately 327mm high in two equal fixed lights with one mullion and glazed in 4mm clear float glass the door size 1790 x 2032mm high in two leaves each leaf in two lights with mid rail and glazed in 6mm Fadeban normal strength safety glass, the door fitted with lockset and pair of floor springs (elsewhere measured) and a pair of flush bolts (Door 13, Windows 8A and 8B).</p>				
		No.	1.00		
	<p>Entrance doors and two side windows 6000 x 2465mm high.</p>	No.	0.00		
	<p>STAINLESS STEEL TYPE 304 WITH SATIN FINISH</p>				
	<p>Door frames:</p>				
	<p>NOTE: The following stainless steel door frames shall be supplied with three 100mm stainless steel butt hinged unless otherwise stated.</p>				
	<p>Transomes for fanlighs shall be fitted with a pair of 75mm stainless steel butt hinges.</p>				
	<p>1,2mm Double rebated stainless steel door frames suitable for half brick wall:</p>				
43	<p>Frame for door size 813 x 2032mm high. (Doors 6, 7 and 8).</p>	No.	8.00		
	<p>Frame for door size 813 x 2032mm high in one brick wall.</p>	No.	1.00		
44	<p>Frame for door size 900 x 1100mm high. (Door 4).</p>	No.	2.00		
45	<p>Frame for door size 813 x 2032mm high with transome and 305mm high fanlight over (Timber fanlight elsewhere measured) (Doors 9 and 10).</p>	No.	5.00		
	<p>NOTE: The following stainless steel door frames shall be supplied with three 100mm stainless steel Parliament hinges.</p>				
46	<p>Frame for two leaved door size 1511 x 2032mm high (Door 11).</p>	No.	1.00		
	<p>1,2mm Double rebated stainless steel door frames suitable for half brick wall (No hinges):</p>				

47	Frame in opening 900mm wide and 2135mm high (Sliding door) (Door 15).	No.	1.00
48	Frame in opening 1200mm wide and 2135mm high (Ditto) (Doors 14A and 14B).	No.	4.00
	1,2mm Double rebated stainless steel frames suitable for one brick wall:		
49	Frame for door size overall 1500 x 2135mm high (Door 16).	No.	1.00
	Frame for double door size overall 1500 x 2060mm high in half brick wall.	No.	1.00
	1,2mm Single rebated stainless steel door frames suitable for half brick wall:		
50	Frame for door size 813 x 1400mm high (Door 23).	No.	1.00
51	Purpose made frame to suit opening size 2540 x 2064mm high (Door 24).	No.	2.00
	Purpose made frame to suit opening size FHR 1070 x 1670mm high.	No.	1.00
	Corner Protectors:		
52	40 x 40 x 2mm Angle section corner protectors plugged and countersunk screwed to wall (In No. 12 lengths) as drawing D002-25.	m	16.00
	Take off, set aside and refix corner protectors.	m	10.00
	Sundries:		
53	Clothes drying lines formed of framed bracket at one end consisting of 50 x 50 x 3mm angle 500mm long, one flange twice holed for wires and welded at right angles to and including 70 x 3mm backplate 500mm long twiced holed for and bolted to wall and with 25 x 25 x 3mm welded strut between angle and backplate, including 50 x 50 x 3mm angle twice holed for and bolted to wall at other end and with two stainless steel cable wires each 1350mm long strung between angles complete with tension bolts (Personal Belongings).	No.	1.00
	LOUVRES		
	Take delivery of and fix metal louvre panels to brickwork:		
54	Louvre panel size 600 x 600mm high.	No.	3.00
55	Louvre panel size 1000 x 1500mm high.	No.	1.00

	Louvre panel size 660 x 1870mm high.	No.	1.00	
	Louvre panel size 1200 x 1300mm high.	No.	1.00	
56	Louvre panel size 1500 x 2000mm high.	No.	3.00	
	Louvre panel size 1380 x 1870mm high.	No.	1.00	
57	Louvre panel size 2500 x 2000mm high.	No.	2.00	
	Louvre panel size 2800 x 1900mm high.	No.	1.00	
STAINLESS STEEL EQUIPMENT				
The following items as manufactured by Coastal Manufacturing, Durban unless otherwise stated or other approved.				
Tenderers must refer to the stainless steel drawings bound hereto and referred to in the terms in order to acquaint themselves of the full requirements and descriptions of the works.				
Drawings D002: 13-24 inclusive & 26.				
Supply and install the following equipment in Grade 316 stainless steel:				
58	Wall band 1200mm long and 100mm high with five apron hooks (Ref OVE Model MAH) (Clean-up & Boot Wash).	No.	1.00	
	Wall band 200mm long and 100mm high with two body ruler hooks.	No.	1.00	
	Tray rack (Ref OVE Model TRH).	No.	1.00	
59	Wall band 1250mm long and 100mm high with six apron hooks (Ref OVE Model MAH) (Laundry Pick-up).	No.	1.00	
60	Wall band 1200mm long and 150mm high with seven boot hooks (Ref OVE Model MBH) (Laundry Pick-up).	No.	1.00	
	Wall band 1200mm long and 150mm high with ten boot hooks (Ref OVE Model MBH) (Laundry Pick-up).	No.	1.00	
61	Shelf 1200mm long and 300mm deep with 150mm upstand at back and one end, and 150mm lipped turn-down at front and other end and fixed on pair of brackets (Personal Belongings).	No.	1.00	
	Shelf 1200mm long and 300mm deep (Personal Belongings).	No.	3.00	
	Shelf 1000mm long and 300mm deep (Bier).	No.	3.00	
62	Shelf 1200mm long and 600mm deep ditto (Personal Belongings).	No.	3.00	

63	Shelf 1200mm long and 600mm deep with 150mm splashback at back and 150mm lipped fascia at front and both ends (Cleaner).	No.	1.00		
	Pair of shelves each 6400mm long and 300mm deep (Autopsy).	No.	1.00		
64	Wall mounted instrument cupboard 900mm wide, 300mm deep and 600mm high with two shelves and doors fitted with 6,5mm shatterproof glass (OVE Model NWC) (Autopsy Room).	No.	3.00		
65	Wall mounted writing desk 900mm long, 300mm deep and 550mm high (OVE Model MWD) (Weigh-in).	No.	1.00		
66	Wall mounted mortuary worktop with 150mm high splashback at back and turn down fascia 150mm deep at front and both ends and hung on 40 x 40 x 1,6mm square hollow section brackets. Size 1200mm long and 600mm wide (OVE Model MWT) (Autopsy Room).	No.	2.00		
67	Ditto but 1800mm long and 600mm wide (Autopsy Room).	No.	3.00		
	Ditto but 1670mm long and 600mm wide (Autopsy Room).	No.	2.00		
68	Wall mounted reconstruction sink with 350mm high splashback at back and 250mm front fascia and hung on 40 x 40 x 1,6mm square hollow section gallows brackets. Size 700mm long x 600mm wide (OVE Model MRS) (Autopsy Room WT1).	No.	1.00		
69	Wall mounted worktop sink with 150mm high splashback at back and turn down fascia 150mm deep at front and both ends and hung on 40 x 40 x 1,6mm square hollow section gallows brackets. Size 1800mm long and 600mm wide (OVE Model MWS) (Autopsy Room WT2).	No.	1.00		
70	Bootwasher 1200 x 1100 x 850mm deep with 50mm diameter outlet and adjustable feet with and including drop-in 25 x 25mm mentis rectagrid grating in two panels (Ref OVE Model MBW) (Clean-up & Booth Wash).	No.	1.00		
71	Boot drip tray 1200 x 250 x 150mm deep with 50mm diameter outlet and adjustable feet with and including drop-in 25 x 25mm mentis rectagrid grating (Ref OVE Model BDT) (Clean-up & Booth Wash).	No.	1.00		
72	Drip tray 1500 x 600 x 75mm deep with 50mm diameter outlet (Personal Belongings).	No.	1.00		



73	Elevating autopsy table as "Hygeco" Ref 33325 complete with instrument and dissection as "Hygeco Ref 33306" (Down draught ventilation is measured in Mechanical Installation).	No.	2.00
74	Weighing scale range 0 - 300kg with ramp size 1200mm wide x 900mm long all as "Hygeco Ref 35657" (Weigh-in & Measuring).	No.	1.00
75	Set of three rows of body hanging hooks (Body Receiving).	No.	1.00
	Supply and install the following equipment in Grade 304 stainless steel:		
76	Bump rail 200mm girth plugged to wall including angles, closed ends, etc., and silicone pointing to top and bottom edges (Ref OVE Model HBR) - (Vehicle Wash, Body Receiving, Weigh-in and Measuring).	m	70.00
	Bump rail plugged.	m	10.00
	Take off, set aside and refix bump rail.	m	7.00
77	Door protection barrier formed of 32mm diameter tubing, size 800 x 1000mm high (Ref OVE Model DBR) (Body Receiving).	No.	1.00
78	Bin ring 500 x 350mm mounted to wall (Ref OVE Model WBR).	No.	9.00
79	Bank of three shelves in unit 600mm high each shelf 900mm long and 300mm deep with 100mm upstand at back, the shelves fixed on to epoxy coated wall bands (OVE Model HWM/1) (Laundry Pick-up).	No.	1.00
80	First Aid cabinet 500mm wide, 180mm deep and 492mm high with sloping top, one shelf and drop-down door (OVE Model MFC) (Weigh-in & Measuring).	No.	1.00
81	"Reel-Kleen Ref B-1403" as supplied by "AMCA Pty Ltd" or other approved heavy duty retractable hose reel and spray complete with approximately 10,50m long hose on an open reel including 9,50mm hose inlet fitted complete with and including multi-fit bracket and fixing to brick wall (Autopsy, Body Receiving and Weigh-in).	No.	3.00
	Pigeon hole unit (Ingang na Autopsy in boot wash).	No.	1.00
	Counter top sill below aluminium windows.	No.	1.00
	Foot rest of hollow section approximately 700 x 150mm plugged to wall.	No.	1.00
	<b>Bill Total</b>		

**BILL NO.12 : PLASTERING**

## SCREEDS

1:3 Cement plaster screeds steel trowelled on concrete:

1	30mm Thick on floors and landings.	m <sup>2</sup>	450.00
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## GRANOLITHIC

Untinted granolithic on concrete:

2	30mm Thick on floors and landings.	m <sup>2</sup>	55.00
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3	30mm Thick on floors in matwells.	m <sup>2</sup>	5.00
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4	30mm Thick on treads and risers of stairs.	m <sup>2</sup>	5.00
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5	40mm Thick on floors and landings.	m <sup>2</sup>	455.00
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6	40mm Thick on plinths.	m <sup>2</sup>	14.00
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7	Average 50mm thick on floors to falls.	m <sup>2</sup>	250.00
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8	Skirting 75mm high covered at junction with floor.	m	50.00
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9	Skirting 150mm high covered at junction with floor.	m	23.00
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## SUNDRIES

"Sika sikaflex-35SL" or other approved self levelling polyurethane elastomer joint sealer including backing cord:

10	6 x 25mm Deep between vertical screeded surfaces including forming vertical joint in screed for same.	m	123.00
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## INTERNAL PLASTER

Cement plaster on brickwork:

11	On walls.	m <sup>2</sup>	2600.00
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12	On narrow widths.	m <sup>2</sup>	42.00
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	On piers.	m <sup>2</sup>	66.00
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Cement plaster on concrete:

13	On ceilings.	m <sup>2</sup>	49.00
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14	On isolated beams.	m <sup>2</sup>	259.00
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15	On narrow widths.	m <sup>2</sup>	27.00	
	EXTERNAL PLASTER			
	Cement plaster on brickwork:			
16	On walls.	m <sup>2</sup>	77.00	
	On narrow widths.	m <sup>2</sup>	61.00	
	Cement plaster on concrete:			
17	On isolated beams.	m <sup>2</sup>	153.00	
18	On narrow widths.	m <sup>2</sup>	14.00	
	DIVIDING STRIPS, ETC			
19	6 x 50mm Flat section brass dividing strips between different floor finishes.	m	27.00	
	<b>Bill Total</b>			
	<b>BILL NO.13 : TILING</b>			
	SUPPLEMENTARY PREAMBLES			
	Unless described as "fixed with adhesive to plaster (plaster elsewhere)" descriptions of tiling on brick or concrete walls, columns, etc shall be deemed to include 1:4 cement plaster backing and descriptions of tiling on floors etc shall be deemed to include 1:3 plaster bedding.			
	WALL TILING			
	152 x 152 x 4,7mm White glazed ceramic tile fixed with an approved adhesive to plastered walls including pointing in with an approved anti-fungal grouting:			
1	On walls.	m <sup>2</sup>	380.00	
2	On narrow widths.	m <sup>2</sup>	16.00	
3	Extra over wall tiling for single recess type soap holder.	No.	4.00	
	Cut tiles for holes not exceeding 50mm diameter.	No.	5.00	
	Cut tiles for holes exceeding 50mm and not exceeding 110mm diameter.	No.	6.00	

	200 x 200 x 4,7mm White glazed ceramic tile fixed with an approved adhesive to plastered walls including pointing in with "Ivory 328T" or other approved epoxy grouting:			
4	On wall in isolated panels, splashbacks, etc.	m <sup>2</sup>	5.00	
	SUNDRIES			
5	"Tal" or other approved PVC corner protector glued to plaster.	m	185.00	
	FLOOR TILING			
	240 x 115 x 11,5mm Acid resisting floor tiles fixed with adhesive to bedding (bedding elsewhere) and flush pointed with an epoxy jointing compound:			
6	On floor and landings.	m <sup>2</sup>	100.00	
7	Skirting 100mm high.	m	15.00	
	300 x 300 x 8mm "Granito" as supplied by Johnson Tiles or other approved acid resisting floor tiles fixed with adhesive to bedding (bedding elsewhere) and flush jointed with an epoxy jointing compound:			
8	On floors and landings.	m <sup>2</sup>	213.00	
	Kerastar pocelain tiles on floors and landings.	m <sup>2</sup>	50.00	
	Kerastar pocelain tiles on narrow widths.	m <sup>2</sup>	35.00	
	Extra over floor tiles for tiles in diagonal panels.	m <sup>2</sup>	0.00	
	Extra for floor tiles changed in patterns. (Reception portion done twice).	m <sup>2</sup>	0.00	
	Hack tiles and prepare to receive new.	m <sup>2</sup>	0.00	
	Circular cutting.	m	0.00	
9	Skirting 100mm high.	m	167.00	
	Skirting 60mm high.	m	0.00	
	Skirting 150mm high.	m	0.00	
	Aluminium expansion joints in floors.	m	30.00	
	Aluminium edge to floors.	m	30.00	
	Mosaic tiles on floors to falls.	m <sup>2</sup>	18.00	
	Circular cutting.	m	0.00	

**Bill Total****BILL NO.14 : PLUMBING AND DRAINAGE  
(PROVISIONAL)**

## STORMWATER DRAINAGE (PROVISIONAL)

(Haylett Formula Work Group No 146)

1	Excavate not exceeding 1m deep for drain trenches.	m <sup>3</sup>	15.00
2	Backfilling to drain trenches compacted to 90% Mod AASHTO density.	m <sup>3</sup>	13.00
	Reinforced concrete Class SC type B pipe:		
3	230mm Pipe laid in trenches (trenches elsewhere).	m	22.00
	Catchpit:		
4	Excavate for and build catchpit with concrete bottom and kerb, one brick wall rendered one side and fitted with 450 x 450mm x 26kg cast iron dished grating and frame.	No.	1.00
5	Hole side of catchpit for pipe exceeding 200mm and not exceeding 300mm diameter.	No.	1.00
	ELECTRICAL CABLE ENTRIES		
6	Excavate for electrical cable conduit not exceeding 1m deep.	m <sup>3</sup>	980.00
7	Backfilling to trenches compacted to 90% Mod AASHTO density.	m <sup>3</sup>	882.00
8	50mm PVC sub-soil cable conduit laid in trenches (trenches elsewhere measured).	m	12.00
9	75mm PVC sub-soil cable conduit laid in trenches (trenches elsewhere measured).	m	48.00
10	110mm PVC sub-soil cable conduit laid in trenches (trenches elsewhere measured).	m	920.00
	160mm PVC sub-soil cable conduit laid in trenches (trenches elsewhere measured). (See 185/82)	m	25.00
11	Extra over 50mm PVC conduit for bends.	No.	3.00
12	Extra over 75mm PVC cable conduit for bends.	No.	10.00
13	Extra over 110mm PVC cable conduit for bends.	No.	51.00

	MECHANICAL DUCT ACCESS COVERS		
14	600 x 600mm x 119kg Type 8B as "Besaans du Plessis" product No. 2180 or other approved cast iron double seal manhole cover and frame.	No.	2.00
15	Lifting key for manhole cover.	No.	2.00
	SOIL DRAINAGE (PROVISIONAL)		
	(Haylett formula Work Group No 146)		
16	Excavate not exceeding 1m deep for drain trenches.	m <sup>3</sup>	95.00
17	Excavate exceeding 1m and not exceeding 2m deep for drain trenches.	m <sup>3</sup>	15.00
18	Backfilling to drain tranches above pipe bedding compacted to 90% Mod AASHTO density.	m <sup>3</sup>	105.00
19	Selected granular material as bedding to pipes compacted to 90% Mod AASHTO density.	m <sup>3</sup>	7.00
	Rigid unplasticized PVC underground pipes and fittings:		
20	110mm Pipes laid in trenches not exceeding 1,0m deep.	m	114.00
21	Ditto exceeding 1,0m and not exceeding 2,0m deep.	m	10.00
22	160mm Pipes laid in trenches not exceeding 1,0m deep.	m	138.00
23	Ditto exceeding 1,0m and not exceeding 2,0m deep.	m	20.00
	Extra over unplasticized PVC pipes for:		
24	110mm Bend.	No.	10.00
25	160mm Bend.	No.	8.00
26	110mm Junction.	No.	2.00
27	160mm Junction.	No.	2.00
28	160mm Ramp junction.	No.	1.00
29	110mm Inspection bend.	No.	2.00
30	160mm Inspection bend.	No.	3.00
31	110mm Inspection junction.	No.	1.00
32	160mm Inspection junction.	No.	2.00
33	160mm Inspection reducing junction.	No.	12.00

	Unplasticized PVC gulleys:			
34	110mm Gulleys not exceeding 1m deep.	No.	5.00	
	Sundries:			
35	ABC cast iron straight or bent cleaning eye with removable plate cover jointed to 110mm PVC pipe set in and including concrete Class "15" surround with exposed surfaces trowelled smooth.	No.	2.00	
36	50mm Precast concrete Class "20" maker block size 450 x 450mm finished in cement render with the letters "IE" sunk in same, set flush in ground or paving.	No.	14.00	
	Concrete Class "15" encasing around pipes:			
37	50mm Pipe horizontal to falls including necessary formwork and excavation.	m	32.00	
38	110mm Pipe horizontal to falls including necessary formwork and excavation.	m	44.00	
39	110mm Pipe vertical in ramps including necessary formwork and excavation.	m	6.00	
	Concrete Inspection Chambers:			
40	Excavate to enlarge trench for and build inspection chamber with precast concrete rings and concrete base all as described and fitted with 600 x 450mm x 38kg cast iron manhole cover and frame (cover and frame elsewhere measured). Size internally 1050mm diameter and exceeding 1000mm and not exceeding 1250mm deep.	No.	1.00	
	The following in No. 7 brick inspection chambers:			
41	Excavate in earth not exceeding 2m deep.	m <sup>3</sup>	13.00	
42	Ditto exceeding 2m and not exceeding 4m deep.	m <sup>3</sup>	2.00	
43	Concrete Class "15" in bottoms.	m <sup>3</sup>	2.00	
44	Ditto in kerbs.	m <sup>3</sup>	1.00	
45	Ditto with fine aggregate in benching to bottom of manhole size 600 x 600mm worked around channels (elsewhere measured) taken up at a slope of 1:6 and steel trowelled to a smooth finish.	No.	4.00	
46	Ditto but size 750 x 750mm.	No.	3.00	
47	General formwork to soffit of cover slab.	m <sup>2</sup>	2.00	

48	Extra over last for boxing in to form 600 x 450mm rebated opening through 150mm slab.	No.	3.00
49	General formwork to edge not exceeding 300mm high.	m	30.00
50	Ditto including boxing in at top edge to form rebate for frame.	m	8.00
51	One brick wall in extra hard burnt stock bricks in 3:1 cement mortar.	m <sup>2</sup>	24.00
52	Render to brick walls.	m <sup>2</sup>	14.00
	uPVC Channels:		
53	110mm PVC half round channel bedded jointed and pointed in 3:1 cement mortar in bottom of manhole.	m	7.00
54	160mm Ditto.	m	10.00
	Exrta on channel piping for:		
55	100mm Channel bend.	No.	4.00
56	160mm Channel bend.	No.	13.00
57	Ditto for reducing junction.	No.	1.00
58	Ditto for reducer.	No.	1.00
	Manhole covers:		
59	600 x 450 x 38kg Cast iron manhole cover and frame.	No.	1.00
60	600 x 600 x 63kg Cast iron manhole cover and frame.	No.	7.00
	TESTING		
61	Allow for testing all drains as described.	Item	1.00
	SANITARY PLUMBING		
	Rigid unplasticized PVC soil and vent pipes and fittings:		
62	40mm Pipe fixed to walls, ceilings, floors, roofs, slabs etc. laid in filling.	m	10.00
63	50mm Ditto.	m	84.00
64	110mm Ditto.	m	38.00
65	50mm Pipe laid in filling and encased in concrete (concrete encasing elsewhere measured).	m	20.00
66	110mm Ditto.	m	59.00



	Extra over PVC pipes for:			
67	40mm Bend.	No.	4.00	
68	40mm Bend with cleaning eye.	No.	2.00	
69	50mm Bend.	No.	20.00	
	50mm Adapter.	No.	0.00	
70	110mm Bend.	No.	9.00	
	110mm Reducer.	No.	0.00	
71	50mm Junction.	No.	6.00	
72	110mm Junction.	No.	1.00	
73	110mm Reducing junction.	No.	3.00	
74	50mm Inspection bend.	No.	40.00	
75	110mm Inspection bend.	No.	9.00	
	110mm Inspection bend with anti-syphon horn.	No.	0.00	
76	50mm Inspection junction.	No.	8.00	
77	110mm Inspection junction.	No.	18.00	
78	110mm Inspection reducing junction.	No.	19.00	
79	110mm Long radius bend.	No.	15.00	
80	110mm Pan connector.	No.	9.00	
81	110mm Two way vent valve SAV110.	No.	15.00	
	50mm Two way vent valve SAV110.	No.	0.00	
	Traps:			
82	40mm Flexitrap butyl rubber deep seal trap and joint to fitting and PVC pipe.	No.	5.00	
	40 x 300mm Flexitrap butyl double rubber deep seal trap and joint to fitting and PVC pipe.	No.	0.00	
83	32 x 40mm Chromium plated bottle trap as Cobra No 350 including couplings and joints to fittings.	No.	17.00	
84	40 x 40mm Dittto.	No.	2.00	
85	50mm Brass floor trap as Cobra 373 and joint to PVC pipe.	No.	4.00	

86	100mm Cast iron P trap glass enamelled inside including joint to PVC pipe.	No.	3.00
	110mm uPVC P trap glass enamelled inside including joint to PVC pipe.	No.	3.00
	100mm Stainless steel P- trap.	No.	3.00
	50mm Stainless steel pipe approximately 900mm long with bend.	No.	3.00
	50mm Stainless steel pipe approximately 500mm long.	No.	2.00
	Floor traps:		
87	Stainless steel floor trap as "Rofo R 0200V(H) NW100" or other approved set in concrete floor with grating flush with floor finish and joint to PVC pipe.	No.	12.00
	RAINWATER DISPOSAL		
	(Haylett formula Work Group No 148)		
	0,6mm "Brownbuilt" galvanised sheet steel accessories with "chromadek" colour coated finish on one side and half grey to the other side:		
88	140 x 127 x 83mm Profiled fascia gutters fixed on concealed brackets and patent clips.	m	191.00
89	Extra over 140 x 127 x 83mm fascia gutters for stopped ends.	No.	6.00
90	Extra over 140 x 127 x 83mm fascia gutters for angles.	No.	22.00
91	Extra over 140 x 127 x 83mm eaves gutter for outlet and nozzle for and joint 100 x 100mm pipe.	No.	14.00
92	100 x 100mm Rainwater pipes.	m	64.00
93	Extra over 100 x 100mm rainwater pipe for shoe.	No.	14.00
94	Extra over 100 x 100mm rainwater pipe for eaves or plinth offset 750mm projection.	No.	14.00
	SANITARY FITTINGS, INCLUDING FIXING IN POSITION, MAKING ALL CONNECTIONS AND JOINTING TO PIPES		
95	Vaal "Lotus" white vitreous china basin size 635 x 485mm with half pedestal and with one taphole with Cobra "900" chromium plated single taphole mixer with pop-up waste.	No.	13.00
96	Vaal "Bantam" white vitreous china lavatory basin size 510 x 405mm complete with two 15mm chromium plated pillar taps as Cobra Star 111, bolted to wall.	No.	1.00

	Vaal "Bantam" white vitreous china lavatory basin size 510 x 405mm complete with one 15mm chromium plated pillar tap as Cobra Star 111, bolted to wall.	No.	1.00
97	Vaal "Lavatera" Ref 704001 white vitreous china wall mounted urinal (Flush valve elsewhere measured).	No.	2.00
98	Vaal "Hibiscus" white vitreous china close coupled washdown WC with 9 litre cistern and double flap white plastic seat.	No.	8.00
99	Vaal "Protea" Ref 750200 white vitreous china floor mounted paraplegic WC with matching 9 litre cistern complete with purpose-made chromium plated side flush lever mounted to wall and double flap white plastic seat.	No.	1.00
100	City Metal Products Model FSWSB stainless steel surround wash hand basin 390mm wide with splashback (Autopsy Room and Bier & Body Display).	No.	2.00
	City Metal Products stainless steel surround wash hand basin (Bier).	No.	0.00
	Medical wash hand basin (Body receive entrance).	No.	0.00
101	City Metal Products standard stainless steel 535mm wide "drop on" single end bowl sink and drainer 900mm long set on top of timber fitting (elsewhere measured) (chemical store).	No.	1.00
102	Ditto but 1200mm long (Assistant Rest Room).	No.	1.00
103	Ditto double bowl sink unit and drainer 1500mm long set on top of timber fitting (elsewhere measured) (Staff Rest Room).	No.	1.00
104	City Metal Products ET 101 Econo wash through 487mm long and 440mm wide (Laundry).	No.	1.00
105	City Metal Products model DSG stainless steel drip sink 535 x 454mm with chromium plated hinged bucket grid (Cleaner).	No.	1.00
106	City Metal Products model CH stainless steel slop hopper unit with chromium plated grid (Autopsy Room).	No.	1.00
	GLAZED FLOOR CHANNELS		
107	Vaal 1500 Springbok 100mm white glazed fireclay block channel laid to falls, bedded, jointed and pointed in waterproofed 1:2 cement mortar (Autopsy Room).	m	20.00
108	Extra over last for closed end.	No.	2.00

109	Ditto angle.	No.	1.00
110	Ditto 80mm diameter outlet with chromium plated domed grating.	No.	3.00
	HOT AND COLD WATER, FIRE AND FLUSH VALVE SERVICES (PROVISIONAL)		
	Copper piping to SABS 460 class 0 hard drawn with gunmetal or capillary fittings:		
111	15mm Pipe fixed to walls, ceilings, roofs, floors, slabs etc. or laid in filling.	m	450.00
	15mm Pipes class II.	m	150.00
112	22mm Ditto.	m	314.00
	22mm Pipes class II.	m	90.00
113	28mm Ditto.	m	28.00
	28mm Pipes class II.	m	0.00
114	35mm Ditto.	m	10.00
	35mm Pipes class II.	m	0.00
115	15mm Pipe fixed in and including chase in brickwork and wrapping pipe in kraft paper.	m	108.00
	15mm Pipes class II wrapping pipe in kraft paper.	m	0.00
116	22mm Ditto.	m	25.00
	Extra over the following diameter of piping for capillary type fittings not exceeding 30mm diameter:		
117	15mm Fittings.	No.	362.00
118	22mm Fittings.	No.	108.00
119	28mm Fittings.	No.	12.00
	Extra over 35mm diameter pipe for the following capillary type fittings:		
120	Elbow.	No.	2.00
121	Tee or reducing tee.	No.	3.00
122	Reducer.	No.	1.00
	Class 12 HDPE:		

123	25mm Pipe laid in ground including excavating trench not less than 500mm deep.	m	10.00
124	32mm Ditto.	m	10.00
	Valves, etc. including jointing to copper pipe and to fittings:		
125	20mm Brass hose bibcock with hose union as Cobra 108.20.	No.	3.00
126	15mm Brass fullway wheelhead gate valve as Cobra 1003/125.	No.	7.00
127	22mm Brass fullway wheelhead gate valve as Cobra 1003/125.	No.	7.00
128	28mm Brass fullway wheelhead gate valve as Cobra 1003/125.	No.	3.00
129	35mm Brass fullway wheelhead gate valve as Cobra 1003/125.	No.	1.00
130	15mm "Isca" or other approved chromium plated flanged angle regulating valves with 360mm length of flexible tubing.	No.	26.00
131	15mm Chromium plated ballcock as Cobra 1075.15.	No.	9.00
132	20mm Ditto.	No.	3.00
133	15mm Chromium plated built in shower mixer with round cover plate as "Cobra Focus 905" or other approved.	No.	4.00
134	15mm Chromium plated bib tap as Cobra Star 106.	No.	2.00
135	15mm Chromium plated wall tipe mixer as Cobra 166/041.	No.	4.00
136	15mm Chromium plated elbow action bib tap as Cobra 500-21.	No.	2.00
137	15mm Chromium plated elbow action medical mixer as Cobra 515/21.	No.	2.00
138	15mm Chromium plated elbow action medical mixer as Cobra 515/21 with bent connections, wall hook with backplate, and elbow action trigger control hand shower set comprising Cobra 27824SP black pressure-proof flexible tubing with trigger control handspray.	No.	2.00

	15mm Chromium plated elbow action medical mixer as Cobra 515/21 with bent connections, wall hook with backplate, and hand shower set comprising Cobra 27824SP black pressure-proof flexible tubing with handspray.	No.	0.00		
139	15mm Chromium plated vandal-proof shower head as Cobra KP 2-6.	No.	4.00		
140	20mm Castle PB1-10 vacuum breaker.	No.	4.00		
141	20mm Non-return valve.	No.	2.00		
142	20mm Pressure reducing valve.	No.	2.00		
143	Chromium plated urinal flushvalve with 20mm inlet as "Flushmaster FJ6.000" and connect to fitting.	No.	2.00		
	Valves, etc., including jointing to HDPE pipe and to fittings:				
144	28mm Water meter built into stopvalve pit including jointing to pipes.	No.	1.00		
145	28mm Brass fullway wheelhead gate valve as Cobra 1003/125.	No.	1.00		
146	35mm Ditto.	No.	1.00		
147	28mm Brass in-line strainer as Cobra 1050.	No.	1.00		
148	Cobra PA5.1 masterbox 1 house water station comprising pressure control and expansion relief valves, ballcock, in-line strainer funnel and box, with lid, fixed to wall.	No.	1.00		
	Fire service equipment:				
149	4,5Kg Dry chemical powder fire extinguisher complete with wall brackets plugged and screwed to wall.	No.	4.00		
150	"Everyway" or other approved fire hose reel complete with 30m rubber hose, chromium plated stopcock, shut-off nozzle and wall brackets.	No.	2.00		
	Electric geysers:				
151	250 Litre "Kwikot Econoflow" or other approved geyser bolted to wall including expansion bolts, mortices and making good.	No.	2.00		
	Sundries:				

152	Excavate for and build stop valve pit size 230 x 230 x 400mm deep with half brick sides in cement mortar with 225 x 225mm regulation pattern cast iron hinged box Tipe 11B set in and including concrete Class "15" kerb size overall 450 x 450 x 75mm thick.	No.	2.00
	TESTING		
153	Provide all necessary apparatus, water, etc. for and test the whole of the Sanitary Plumbing to the satisfaction of the Architect and Local Authority and replace any defective work free of charge and leave perfect.	Item	1.00
	<b>Bill Total</b>		
	<b>BILL NO.15 : GLAZING</b>		
	GLAZING TO WOOD WITH PUTTY		
	4mm Clear float glass:		
1	Panes exceeding 0,1m <sup>2</sup> and not exceeding 0,5m <sup>2</sup> .	m <sup>2</sup>	5.00
	Panes exceeding 0,1m <sup>2</sup> and not exceeding 0,5m <sup>2</sup> in fanlights.	m <sup>2</sup>	0.00
	TOPS, SHELVES, DOORS, MIRRORS, ETC.		
	6mm Silvered float glass copper backed mirrors with polished edges holed for and fixed with chromium plated dome capped mirror screws with rubber buffers to plugs in brickwork:		
2	Mirror 450 x 600mm high with four screws.	No.	14.00
3	Mirror 500 x 1000mm high with six screws.	No.	1.00
	<b>Bill Total</b>		
	<b>BILL NO.16 : PAINTWORK</b>		
	PAINTWORK ETC TO NEW WORK		
	ON FLOATED PLASTER		
	Prepare and apply one coat alkali resistant plaster primer, one undercoat to SABS 681 Type 11 and two finishing coats of P.V.A. emulsion paint to SABS 633 Grade 1 on:		

1	Internal plastered walls.  Prepare and apply one coat alkali resistant plaster primer, one undercoat to SABS 681 Type 11 and two finishing coats of "Plascon Velvaglio" or other approved highly washable interior quality enamel paint to SABS 633 Grade 1 on:	m <sup>2</sup>	793.00
2	Internal plastered walls.  External plastered walls.  ON SMOOTH CONCRETE  Prepare and apply one coat alkali-resistant plaster primer and two finishing coats of "Plascon Velvaglio" or other approved interior quality enamel paint on:	m <sup>2</sup>  m <sup>2</sup>	409.00  0.00
3	Internal ceiling and beams.	m <sup>2</sup>	93.00
4	On coffered ceilings and beams.  ON FIBRE CEMENT  Prepare and apply one coat alkali-resistant plaster primer and two finishing coats of "Plascon Velvaglio" or other approved interior quality enamel paint on:	m <sup>2</sup>	123.00
5	Internal fibre cement ceilings.	m <sup>2</sup>	48.00
6	External fibre cement fascias and barge boards.  External fibre cement duct covers.  ON POLYSTYRENE SURFACES  Prepare and apply two coats of "Plascon Velvaglio" or other approved interior quality enamel paint on:	m <sup>2</sup>  m <sup>2</sup>	88.00  0.00
7	On internal panels.  ON BRICK SURFACES  Prepare and apply two coats of approved brick dressing on:	m <sup>2</sup>	45.00
8	On face brick walls.  ON METAL  Prepare and apply two coats of bituminous emulsion on:	m <sup>2</sup>	820.00
9	Backs of steel frames.	m <sup>2</sup>	58.00



	Prepare, touch up manufacturer's priming coat, one undercoat as SABS Specification 681 Type II and two coats of high gloss enamel as SABS Specification 630 Type 1 on shop primed steel:			
10	Record room door and frames.	m <sup>2</sup>	4.00	
	Prepare and apply coat one calcium plumbate primer as SABS Specification 912, one undercoat as SABS Specification 681 Type II and two coats of high gloss enamel as SABS Specification 630 Type 1 on galvanised steel:			
11	Transformer room door and frames (Both sides measured).	m <sup>2</sup>	28.00	
12	Frames and linings.	m <sup>2</sup>	157.00	
13	Structural steel members.	m <sup>2</sup>	5.00	
14	Grille gates (both sides measured).	m <sup>2</sup>	6.00	
15	"IBR" sheet cladding (both sides measured as flat surface).	m <sup>2</sup>	28.00	
16	Strings of steel stair.	m <sup>2</sup>	9.00	
17	Members of seat support not exceeding 300mm girth.	m	19.00	
18	Pipe, handrails, bearers, etc, not exceeding 300mm girth.	m	112.00	
	ON WOOD			
	Prepare, stop and apply one thinned coat and two full coats polyurethane clear eggshell varnish, lightly sanded down between coats:			
19	Slatted seating (both sides measured).	m <sup>2</sup>	5.00	
	Doors.	m <sup>2</sup>	70.00	
20	On skirtings, rails, etc not exceeding 300mm girth.	m	246.00	
	Prepare and apply one coat primer as SABS Specification 678 Type III, one undercoat as SABS Specification 681 Type II and two coats of high gloss enamel as SABS Specification 630 Type 1 on hardboard or wood:			
21	General surfaces.	m <sup>2</sup>	33.00	
22	Hardboard general surfaces.	m <sup>2</sup>	45.00	
23	Frames and linings.	m <sup>2</sup>	19.00	
24	On windows, sash doors and fanlights.	m <sup>2</sup>	20.00	

25	On skirtings, surrounds, etc not exceeding 300mm girth.	m	29.00
	SPECIALIST WALL COVERINGS		
	All specialist plaster wall coverings are to be executed in strict accordance with the manufacturer's instruction.		
	Prepare and apply one coat Cembond or other approved bonding solution and one coat "Cemcrete Stipplecrete" or other approved decorative waterproof cement - based textured finish:		
26	On external plastered walls.	m <sup>2</sup>	77.00
27	On external plastered beams.	m <sup>2</sup>	127.00
28	On narrow widths.	m <sup>2</sup>	63.00
	SPECIALIST WALL COATINGS		
	Prepare and apply one coat "Ivory 303" or other approved alkali-resistant epoxy primer and two coats "Ivory 304 colour green" or other approved epoxy enamel wall coating in accordance with manufacturer's instructions on:		
29	Internal plastered walls.	m <sup>2</sup>	839.00
	Epoxy on internal plastered walls.	m <sup>2</sup>	0.00
30	Fibre cement skim plastered ceilings.	m <sup>2</sup>	341.00
	SPECIALIST FLOOR COATINGS		
	Prepare and apply one coat "Ivory 307" or other approved solvent free epoxy primer followed by 6mm thick non-slip "Ivory Flowcrete Ultra Fresh HF" or other approved polyurethane coating on:		
31	Screeded or granolithic floors.	m <sup>2</sup>	516.00
	Epoxy on floors.	m <sup>2</sup>	0.00
32	Granolithic coved skirting 150mm high.	m	318.00
	Epoxy coved skirting.	m	0.00
	Prepare and apply one coat "Ivory 307" or other approved solvent free epoxy primer followed by 2,5mm thick non-slip "Ivory Eeziflor colour green" or other approved self-leveling coating on:		
33	Screeded or granolithic floors.	m <sup>2</sup>	98.00
34	On screeded or granolithic plinths.	m <sup>2</sup>	14.00

35	Granolithic coved skirting 150mm high.	m	52.00
	SUNDRIES		
36	Key floor coating into screed including 8 x 8mm deep saw cut in surface of screed.	m	273.00
37	Key floor coating into screed including 16 x 8mm deep saw cut in surface of screed.	m	409.00
	<b>Bill Total</b>		
	<b>Section Total</b>		
	<b>SECTION NO. 3 : ELECTRICAL INSTALLATION (PROVISIONAL)</b>		
	<b>BILL NO.1 : ELECTRICAL WORK (PROVISIONAL)</b>		
	NOTE: Tenderers are advised to study the specification before pricing these bills of quantities.		
	LOW TENSION RETICULATION		
	Distribution boards		
	Supply and install freestanding distribution boards complete with doors, frames, sub-frames, chassis, fixtures, fittings, spare capacity, busbars, etc as per the specification:		
1	DB-N.	No.	1.00
2	DB-E.	No.	1.00
	Kiosk.	No.	0.00
	Supply and install surface, wall mounted distribution boards complete with doors, frames, sub-frames, chassis, fixtures, fittings, spare capacity, busbars, etc as per the specification:		
3	DB-N1.	No.	1.00
	DB-N1 revised.	No.	0.00
4	DB-E1.	No.	1.00
	DB-E1 revised.	No.	0.00
5	DB-Local.	No.	1.00

	DB-GH	No.	1.00
	DB-UPS	No.	1.00
	Metering		
	York type SMB IP 54 meter box:		
6	370 x 220 x 160mm Meter box.	No.	1.00
	Indigo maximum demand meter:		
7	Electricity meter.	No.	1.00
	LOW TENSION CABLES (PROVISIONAL)		
	600/1000 V grade PVC/PVC/SWA/PVC stranded copper conductor cable (terminations and earth conductor elsewhere measured)		
	Cable drawn into sleeves and/or laid into trenches (cable sleeves and trenching elsewhere measured):		
8	2,5mm <sup>2</sup> x 4 core.	m	12.00
9	4mm <sup>2</sup> x 3 core.	m	48.00
	4mm <sup>2</sup> x 2 core. (Non-escalatable).	m	0.00
	10mm <sup>2</sup> x 2 core. (Non-escalatable).	m	0.00
	10mm <sup>2</sup> x 4 core. (Non-escalatable).	m	0.00
10	25mm <sup>2</sup> x 4 core.	m	4.00
11	70mm <sup>2</sup> x 4 core.	m	58.00
	50mm <sup>2</sup> x 4 core. (Non-escalatable)	m	58.00
12	95mm <sup>2</sup> x 4 core.	m	240.00
	120mm <sup>2</sup> x 4 core. (Non-escalatable)	m	0.00
	185mm <sup>2</sup> x 4 core. (Non-escalatable)	m	0.00
	Cable terminations complete, including gland shrouds, lugs, number tags, tape, etc and connecting:		
13	2,5mm <sup>2</sup> x 4 core.	No.	4.00
14	4mm <sup>2</sup> x 3 core.	No.	2.00
	4mm <sup>2</sup> x 2 core.	No.	3.00
	10mm <sup>2</sup> x 2 core.	No.	10.00

	10mm <sup>2</sup> x 4 core.	No.	8.00		
15	25mm <sup>2</sup> x 4 core.	No.	4.00		
	50mm <sup>2</sup> x 4 core.	No.	10.00		
16	70mm <sup>2</sup> x 4 core.	No.	8.00		
17	95mm <sup>2</sup> x 4 core.	No.	6.00		
	120mm <sup>2</sup> x 4 core.	No.	5.00		
	185mm <sup>2</sup> x 4 core.	No.	5.00		
	Bare stranded copper earth wire strapped to cables (terminations elsewhere measured):				
18	2,5mm <sup>2</sup> .	m	60.00		
19	16mm <sup>2</sup> .	m	44.00		
20	25mm <sup>2</sup> .	m	18.00		
21	35mm <sup>2</sup> .	m	40.00		
	70mm <sup>2</sup> .	m	0.00		
22	95mm <sup>2</sup> .	m	100.00		
	Bare stranded copper conductor terminations complete including drilling, bolting, lugs, etc and connecting:				
23	2,5mm <sup>2</sup> .	No.	8.00		
24	16mm <sup>2</sup> .	No.	4.00		
25	25mm <sup>2</sup> .	No.	6.00		
26	35mm <sup>2</sup> .	No.	2.00		
	70mm <sup>2</sup> .	No.	0.00		
27	95mm <sup>2</sup> .	No.	2.00		
	600/1000 V grade PVC/PVC/SWA/PVC/ECC stranded copper conductor cable (termination and earth conductor elsewhere measured)				
	Cable drawn into sleeves and/or laid into trenches (cable sleeves and trenching elsewhere measured):				
28	10mm <sup>2</sup> x 4 core.	m	40.00		
29	25mm <sup>2</sup> x 4 core.	m	40.00		

	Cable terminations complete, including gland shrouds, lugs, number tags, tape, etc and connecting:			
30	10mm <sup>2</sup> x 3 core.	No.	2.00	
31	25mm <sup>2</sup> x 4 core.	No.	2.00	
	SMALL POWER AND LIGHTING			
	PVC conduit and accessories			
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast into concrete or built or chased into brickwork:			
32	20mm Diameter.	m	1 906	
33	25mm Diameter.	m	1 077	
	Round conduit boxes placed in position for casting into concrete or built or chased into brickwork:			
34	20mm Diameter.	No.	188.00	
	"Normaflex" PVC conduit and accessories			
	Flexible conduit complete with conduit box adaptors:			
35	20mm Diameter.	m	2.00	
	Galvanised wall boxes placed in position for casting into concrete or built or chased into brickwork:			
36	100 x 50 x 50mm.	No.	233.00	
37	100 x 100 x 50mm.	No.	48.00	
	Conductors			
	600/1000 V grade PVC insulated stranded copper conductors drawn into conduit or trunking (conduit and trunking elsewhere measured):			
38	1,5mm.	m	2 548	
39	2,5mm.	m	1 304	
40	4,0mm.	m	592.00	
	600/1000 V grade PVC green insulated stranded copper conductors drawn into conduit or trunking (conduit and trunking elsewhere measured):			
41	2,5mm.	m	2 140	
	APPLIANCES			

	Appliances complete with cover plates fixed in flush boxes (boxes elsewhere measured)			
	Light switches:			
42	15 Amp single lever one way.	No.	46.00	
43	15 Amp single lever two way.	No.	25.00	
44	15 Amp waterproof single lever one way.	No.	1.00	
	Socket outlets:			
45	5 Amp 3-pin grade unswitched socket outlet for round box.	No.	64.00	
46	15 Amp 3-pin 250V grade switched socket outlet.	No.	22.00	
47	15 Amp 3-pin 250V grade switch socket outlet with flat earth pin.	No.	7.00	
48	15 Amp waterproof 3-pin 250V grade switched socket outlet.	No.	10.00	
49	2000w Dimmer switch.	No.	3.00	
	Surface mounted appliances complete with box and cover			
	Photo-cell:			
50	Photo-cell (day-night switch).	No.	2.00	
	Isolator:			
51	30 Amp single phase isolator.	No.	7.00	
52	30 Amp three phase isolator.	No.	4.00	
53	40 Amp three phase isolator.	No.	1.00	
54	80 Amp three phase isolator.	No.	1.00	
55	220 Amp three phase isolator.	No.	1.00	
	Supply and install single phase equipment complete as per the specification:			
56	Gate motor complete with remote control and push- button operator.	No.	2.00	
57	Hydroboil electrical continuons boiling water unit.	No.	1.00	
58	Disinfector/washer system.	No.	1.00	

59	Fly "Zapper" complete with 10 watt tube.	No.	1.00
	CONNECTIONS		
	Connect equipment, including conduit and/or PVC flexible conduit and connector at both ends (isolators elsewhere measured):		
60	Geysers (single phase).	No.	2.00
	POWERSKIRTING		
	Three compartment two cover light grey powerskirting as per the specification (bends, end caps, etc elsewhere measured):		
61	Powerskirting.	m	80.00
	Fittings to three compartment powerskirting:		
62	90 Degree bends.	No.	10.00
63	Tee.	No.	1.00
64	End caps.	No.	23.00
65	16 Amp 3-pin 250V grade switched socket outlet.	No.	20.00
	Telephone outlet.	No.	0.00
66	16 Amp 3-pin 250V grade dedicated switched socket outlet.	No.	13.00
	Computer outlet.	No.	0.00
67	30 Amp three phase isolator.	No.	1.00
	LIGHT FITTINGS		
	Supply and install light fittings in ceiling tee's and/or mounted to round boxes in brickwork or concrete including all fixing as per the specification (round boxes elsewhere measured)		
	Type B1:		
68	Wall mounted bulkhead type ILM, MAS/BHD/WLR/80MV complete with lamps or other approved.	No.	20.00
	Type B2:		
69	Ceiling mounted bulkhead type Beka 72209 interior bulkhead domed 2x9W CFL complete with 2TC9W compact fluorescent lamps, colour white, or other approved.	No.	6.00



	Type B3:				
70	Incandescent recessed downlight type Radiant AD30 complete with E27 incandescent GLS 240V, 100W globes, white ring and frosted glass or other approved.	No.	15.00		
	Type B4:				
71	Safe light (red) to fit 100 x 50 x 50mm box, Legrand type 74803/75006/74730/74732 or other approved.	No.	1.00		
	Type B5:				
72	Low voltage recessed cabinet downlighter Type ILM CE40/12V/20W halogen bi-pin or other approved.	No.	2.00		
	Type B6.	No.	0.00		
	Type B7.	No.	0.00		
	Type Exit:				
73	Emergency exit light Beka type ARGOS single complete with signage (EXIT) and lamps, wall mounted luminaire or other approved.	No.	8.00		
	Type F1:				
74	Single open channel fluorescent luminaire ILM ALT/SUP/158 SABS complete with Uniqtronic ballast type 158/T8 or other approved.	No.	2.00		
	Type F2:				
75	Double open channel fluorescent luminaire type ILM ALT/SUP/258 SABS complete with Uniqtronic ballast type 258/T8 or other approved.	No.	18.00		
	F 2.1 Double open channel fluorescent luminaire type ILM ALT/SUP/258 SABS complete with Uniqtronic ballast type 258/T8 or other approved. (Non-escalatable).	No.	0.00		
	Type F3:				
76	Three tube recessed fluorescent luminaire type ILM PRO MOD/P2/336 complete with Uniqtronic ballast type 336/T8 and 3m cab-tyre, 5A plug top and clip in prismatic diffuser with aluminium frame or other approved.	No.	17.00		
	F 3.1 Three tube recessed fluorescent luminaire type ILM PRO MOD/P2/336 complete with Uniqtronic ballast type 336/T8 and 3m cab-tyre, 5A plug top and clip in prismatic diffuser with aluminium frame or other approved. (Non-escalatable).	No.	0.00		

	Type F5:			
77	Recessed mounted luminaire type Phillips TBS 369/318, 3xTL-D18W, HFB, C6, complete with lamps and 3m cab-tyre and 5A plug top or other approved.	No.	31.00	
	Type F5E:			
78	Recessed mounted luminaire type Phillips TBS 369/318, 3xTL-D18W, HFB, C6, complete with 30 minute battery back-up power facility, lamps and 3m cab-tyre and 5A plug top or other approved.	No.	5.00	
	Type F6:			
79	Dust, moisture and corrosion proof luminaire type ILM INV/DMC/236/SS IP65, complete with lamps or other approved.	No.	52.00	
	Type F7:			
80	IP66 Non-sparking Exm class 1, Div. 2, fluorescent luminaire type ILM INV/EXN/265, complete with lamps or other approved.	No.	1.00	
	Type H External light with mast. (Non-escalatable).	No.	0.00	
	Type I External light with mast. (Non-escalatable).	No.	0.00	
	Viewing screen:			
81	X-ray wall mounted viewing screen HUTZ lighting type HU-XRU, 3 plate screen (1270 x 660 x 80mm) complete with 5 lamp layout or other approved.	No.	3.00	
	X-RAY UNIT			
82	X-ray unit with and including control panel, etc complete.	No.	1.00	
	C-arm X-ray unit. (Non-escalatable).	No.	0.00	
	General items			
	Guarantee:			
83	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00	
	Maintenance:			
84	Allow for free maintenance during the guarantee period of the installation as per the specification.	Item	1.00	
	Drawings:			

85	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00
86	Allow for submission of 3 sets of shop drawings as specified.	Item	1.00
	General attendance:		
87	Allow for attendance on the sub-contractors.	Item	1.00
	Labelling and marking:		
88	Allow for marking and labelling of all the equipment, cables, plugs, etc as per the specification.	Item	1.00
	Earthing and bonding:		
89	Allow for earthing and bonding as required by the applicable regulations and the Architect's requirements.	Item	1.00
	Testing and commissioning:		
90	Allow for the testing and commissioning of the whole of the electrical installation in accordance with the local Authority's / Architect's requirements.	Item	1.00
	TELEPHONE AND DATA INSTALLATION		
	Small power		
	PVC conduit and accessories		
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast into concrete or built or chased into brickwork:		
91	25mm Diameter.	m	670.00
	Galvanised wall boxes placed in position for casting into concrete or built or chased into brickwork:		
92	100 x 100 x 50mm.	No.	74.00
	Blank cover:		
93	100 x 100mm.	No.	2.00
	Telephone drawbox:		
94	300 x 300 x 150mm.	No.	1.00
	Draw wire:		
95	Galvanised draw wire.	m	670.00
	UPS SYSTEM		

	Supply and install 3kVA single phase input and single phase output UPS system in accordance with the specification - price to be broken down as follows:			
96	UPS System.	Item	1.00	
	4 kVA UPS System. (Non-escalatable).	Item	0.00	
97	Battery system.	Item	1.00	
98	DC installation materials and battery stand.	Item	1.00	
99	Connection of AC input/output cables.	Item	1.00	
	General items			
	Testing and commissioning:			
100	Allow for testing and commissioning of the whole of the UPS installation in accordance with the local Authority's / Architect's requirements.	Item	1.00	
	Drawings:			
101	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00	
102	Allow for submission of 3 sets of shop drawings as specified.	Item	1.00	
	Guarantee:			
103	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00	
	Maintenance:			
104	Allow for free maintenance during the guarantee period of the installation as per the specification.	Item	1.00	
	GENERATOR (150kVA)			
	Supply and install complete standby diesel generator set and ancillary equipment in accordance with the specification - price to be broken down as follows:			
105	Diesel engine.	No.	1.00	
106	Day tank.	No.	1.00	
107	3000 Litre composite bulk underground tank including excavations and backfill.	No.	1.00	
108	Stainless steel exhaust system.	Item	1.00	

109	Radiator extract ducting.	Item	1.00
110	Control panels, busbars, wiring, switchgear, control equipment, etc.	Item	1.00
	150kVA External type standby generator. (Non-escalatable).	Item	1.00
	General items		
	Testing and commissioning:		
111	Allow for testing and commissioning of the whole of the generator in accordance with the local Authority's / Architect's requirements. Included in above!!	Item	1.00
	Drawings:		
112	Allow for 3 sets of operating and maintenance manuals and as-built as per specification.	Item	1.00
113	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00
	Guarantee:		
114	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00
	Maintenance:		
115	Allow for the free maintenance during the guarantee period of the installation as per the specification.	Item	1.00
116	Fill day tank with 1000 litres fuel at first acceptance. Included with Gen Set.	Item	1.00
117	Fill bulk tank with 3000 litres fuel at first acceptance. Included with Gen Set.	Item	1.00
	COMPUTER NETWORK STRUCTURED CABLING SYSTEM (SCS)		
	Supply and install the complete structured cabling system SCS as per the specification		
	UTP Cabling components:		
118	24 Port patch panel.	No.	5.00
119	Brush panel.	No.	5.00
120	Flush mounted dual housing.	No.	10.00
121	Face plate for power skirting.	No.	10.00

122	Cat5e UTP Solid cable.	m	328.00
123	3 Meter Cat5e fly leads.	No.	10.00
124	3 Meter Cat5e patch leads.	No.	10.00
	Fire optic components:		
125	12 Port fibre pannel.	No.	1.00
126	50/125 Armourtube - 8 core.	m	154.00
127	Pigtails.	No.	2.00
128	Mid-Couplers.	No.	2.00
129	3 Meter SC-SC duplex patch cords.	No.	1.00
	Cabinet:		
130	43U Cabinet including cable trays.	No.	1.00
131	10 Way power duct.	No.	1.00
132	4 Way fan.	No.	1.00
133	Slack cabinet.	No.	1.00
	9U Wall mounted cabinet with glass door, including swing frame.	No.	0.00
	General items		
	Testing and commissioning:		
134	Allow for testing and commissioning of the whole of the SCS installation in accordance with the local Authority's / Architect's requirements.	Item	1.00
	Drawings:		
135	Allow for 3 sets of operating and maintenance manuals and as-built as per specification.	Item	1.00
136	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00
	Guarantee:		
137	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00
	Maintenance:		
138	Allow for the free maintenance during the guarantee period of the installation as per the specification.	Item	1.00

	PABX AND PERIPHERAL EQUIPMENT		
	Supply and install the complete PABX and peripheral equipment as per the specification:		
139	PABX system complete with battery back-up, cabling, telephone instruments, etc and all fixing.	Item	1.00
	Powerskirting		
	Fittings to three compartment powerskirting:		
140	Telephone outlets.	No.	11.00
141	Data outlets.	No.	10.00
	General items		
	Testing and commissioning:		
142	Allow for testing and commissioning of the whole of the PABX installation in accordance with the local Authority's / Architect's requirements.	Item	1.00
	Drawings:		
143	Allow for 3 sets of operating and maintenance manuals and as-built as per specification.	Item	1.00
144	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00
	Guarantee:		
145	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00
	Maintenance:		
146	Allow for the free maintenance during the guarantee period of the installation as per the specification.	Item	1.00
	INTRUDER DETECTION INSTALLATION		
	PVC conduit and accessories		
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast or build or chased into brickwork:		
147	25mm Diameter.	m	144.00
	Round conduit boxes placed in position for casting into concrete or built or chased into brickwork:		
148	20mm Diameter.	No.	10.00

	Galvanised wall boxes placed in position for casting into concrete or built or chased into brickwork:		
149	100 x 100 x 50mm.	No.	2.00
	Draw wire:		
150	Galvanised draw wire.	m	146.00
	EQUIPMENT AND ANCILLARIES		
	Alarm sounder as per specification:		
151	Warning siren.	No.	2.00
	Detectors as per the specification:		
152	Infra red detector.	No.	10.00
	Control Unit as per specification:		
153	Alarm control unit.	Item	1.00
154	Alarm control keypad.	Item	1.00
	Wiring as per the specifications:		
155	Complete intruder detection wiring installation.	Item	1.00
	Complete intruder detection installation.	Item	0.00
	General items		
	Testing and commissioning:		
156	Allow for testing and commissioning of the whole of the installation in accordance with the local Authority's / Architect's requirements.	Item	1.00
	Drawings:		
157	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00
158	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00
	Guarantee:		
159	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00
	Maintenance:		



160	Allow for the free maintenance during the guarantee period of the installation as per the specification.	Item	1.00		
	Training:				
161	Allow for the training of the Employer's operators to enable them to be responsible for and capable of operating the systems.	Item	1.00		
	FIRE DETECTION INSTALLATION				
	Small power				
	PVC conduit and accessories				
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast or build or chased into brickwork:				
162	25mm Diameter.	m	154.00		
	Round conduit boxes placed in position for casting into concrete or built or chased into brickwork:				
163	20mm Diameter.	No.	21.00		
	Galvanised wall boxes placed in position for casting into concrete or built or chased into brickwork:				
164	100 x 100 x 50mm.	No.	4.00		
	"Normaflex" PVC conduit and accessories				
	Flexible conduit complete with conduit box adaptors:				
165	20mm Diameter.	m	21.00		
	Draw wire:				
166	Galvanised draw wire.	m	156.00		
	EQUIPMENT AND ANCILLARIES				
	Break glass unit as per specification:				
167	Break glass alarm units.	No.	4.00		
	Detectors as per the specification:				
168	Smoke detector.	No.	21.00		
	Contol Unit as per specification:				
169	16 Zone fire control panel.	Item	1.00		
	Passive Mimic Panel as per the specification:				

170	Passive mimic panel.	Item	1.00
	Interlocking as per the specification:		
171	Interlocking of the fire detection system to the air-conditioning and intruder detection system.	Item	1.00
172	Radio transmitter to transmit test signals and fire alarms to the local fire department.	Item	1.00
	Wiring as per the specification:		
173	Complete fire detection wiring installation.	Item	1.00
	General items		
	Testing and commissioning:		
174	Allow for testing and commissioning of the whole of the installation in accordance with the local Authority's / Architect's requirements.	Item	1.00
	Drawings:		
175	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00
176	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00
	Guarantee:		
177	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00
	Maintenance:		
178	Allow for the free maintenance during the guarantee period of the installation as per the specification.	Item	1.00
	Training:		
179	Allow for the training of the Employer's operators to enable them to be responsible for and capable of operating the systems.	Item	1.00
	2-WAY INTERCOM INSTALLATION		
	Small power		
	PVC conduit and accessories		
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast or build or chased into brickwork:		
180	25mm Diameter.	m	17.00

	Galvanised wall boxes placed in position for casting into concrete or built or chased into brickwork:			
181	100 x 50 x 50mm.	No.	2.00	
	Draw wire:			
182	Galvanised draw wire.	m	18.00	
	Supply and install the complete intercom system as per the specification:			
183	Intercom system.	Item	1.00	
	General items			
	Testing and commissioning:			
184	Allow for testing and commissioning of the whole of the installation in accordance with the local Authority's / Architect's requirements.	Item	1.00	
	Drawings:			
185	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00	
186	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00	
	Guarantee:			
187	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00	
	Maintenance:			
188	Allow for the free maintenance during the guarantee period of the installation as per the specification.	Item	1.00	
	ACCESS CONTROL SYSTEM INSTALLATION			
	Small power			
	PVC conduit and accessories			
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast into concrete or built or chased into brickwork:			
189	25mm Diameter.	m	11.00	
	Galvanised wall boxes placed in position for casting into concrete or built or chased into brickwork:			

190	100 x 50 x 50mm.	No.	2.00		
	Draw wire:				
191	Galvanised draw wire.	m	12.00		
	Supply and install the complete access system as per the specification:				
192	Access control system including keypad, exit button, electro-magnetic sliding door lock and wiring.	Item	1.00		
	Impro keypad. (Non-escalatable).	No.	0.00		
	General items				
	Testing and commissioning:				
193	Allow for testing and commissioning of the whole of the installation in accordance with the local Authority's / Architect's requirements.	Item	1.00		
	Drawings:				
194	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00		
195	Allow for submission on 3 sets of shop drawings as specified.	Item	1.00		
	Guarantee:				
196	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00		
	Maintenance:				
197	Allow for free maintenance during the guarantee period of the installation as per the specification.	Item	1.00		
	LIGHTNING PROTECTION				
	Small power				
	PVC conduit and accessories				
	Conduit surface mounted to brickwork, concrete, steel or ceiling void or cast into concrete or build or chased into brickwork:				
198	25mm Diameter.	m	53.00		
	Supply and install the complete lightning protection system as per the specification:				

199	10mm Round aluminium roof conductor complete with conductor guides, etc.	m	105.00		
200	Rod-type electrodes driven into ground.	No.	13.00		
	General items				
	Testing and commissioning:				
201	Allow for testing and commissioning of the whole of the installation in accordance with the local Authority's / Architect's requirements.	Item	1.00		
	Drawings:				
202	Allow for 3 sets of operating and maintenance manuals and as-built as per the specification.	Item	1.00		
203	Allow for submission of 3 sets of shop drawings as specified.	Item	1.00		
	Guarantee:				
204	Allow for a guarantee period of twelve months on the whole of the installation as per the specification.	Item	1.00		
	Maintenance:				
205	Allow for free maintenance during the guarantee period of the installation as per the specification.	Item	1.00		
	Builders work				
	Excavate, backfill and consolidate ground, the cable trenches as required by the quantity and type of cables to be laid in the trench as per clause 22.4. Where required the transport to the site of suitable ground for bedding and the subsequent removal of excess material shall be included in the rates below:				
	Allowance is to be made for the installation of cable markers and warning sheeting as per clause 22.5 and 22.6				
206	Excavation in earth.	m <sup>3</sup>	25.00		
207	Excavation in intermediate material.	m <sup>3</sup>	2.00		
208	Excavation in Class A boulder material.	m <sup>3</sup>	3.00		
209	Excavation in Class B boulder material.	m <sup>3</sup>	2.00		
210	Excavation in hard rock.	m <sup>3</sup>	2.00		
	Chase sleeves for air conditioning controls.	Item	0.00		

<b>Bill Total</b>					
<b>Section Total</b>					
<b>SECTION NO. 4 : MECHANICAL INSTALLATION (PROVISIONAL)</b>					
<b>BILL NO.1 : AIR-CONDITIONING &amp; VENTILATION INSTALLATION</b>					
NOTE: Tenderers are advised to study the specification and will be held to have allowed for all the requirements of same when pricing the bills of quantities as no claims whatsoever in this regard will be entertained at a later date.					
AIR-COOLER CHILLER ROOM					
Chilled water pumps complete with stainless steel drain pan, flexible connectors, gauge connections, etc as per the specification:					
1	CHWP 1.	No.	1.00		
2	CHWP 2.	No.	1.00		
Expansion tank as per the specification:					
3	25 Litre expansion tank.	No.	1.00		
Buffer tank as per the specification:					
4	300 Litre buffer tank.	No.	1.00		
Air-cooled chiller as per the specification:					
5	CH1.	No.	1.00		
Heat recovery system complete as per the specification:					
6	Heat recovery wheel.	No.	2.00		
AIR HANDLING UNITS					
Air handling units complete with sound attenuator, drip tray, plenum box and include the complete electrical and control wiring installation between switchboard, air handling unit, control gear, electrical connection, all control equipment, distribution boards, etc all in accordance with the specification. (condensate drain elsewhere measured):					
7	AHU 1.	No.	1.00		

8	AHU 2.	No.	1.00
	Bag-in & out exchange unit. (Non-escalatable).	No.	0.00
	Ultra violet disinfection unit. (Non-escalatable).	No.	0.00
	Plant room filter bank. (Non-escalatable).	No.	0.00
	Safe exchange. (Non-escalatable).	No.	0.00
	Soaker sheet for exhaust. (Non-escalatable).	No.	0.00
	WALL UNIT		
	Panasonic CW-C120MN wall type unit complete as per the specification:		
9	Wall unit (Waste Holding).	No.	1.00
	CHILLED WATER PIPING		
	Black steel medium grade screwed and socketed piping to BS1387 in ceiling, floors and shafts, etc including all sockets and supports in the running length as per the specification:		
10	40mm Diameter.	m	2.00
11	50mm Diameter.	m	6.00
	Extra over black steel medium grade screwed and socketed piping for cast malleable iron fittings:		
12	40mm Diameter.	No.	6.00
13	50mm Diameter.	No.	10.00
	Black steel medium grade with welded butt joints and /or flanged piping to BS1387 in ceilings, floors and shafts, including all support in the running length as per the specification, etc (flanges elsewhere measured):		
14	65mm Diameter.	m	30.00
	Extra over black steel medium grade butt welded flange joint piping for cast malleable iron fittings		
	65mm Diameter:		
15	Bend.	No.	23.00
16	Tee and reducing tee.	No.	5.00
17	Concentric/Eccentric reducer.	No.	2.00

18	Screwed socket welded to wall of pipe, including scribing and tapping for same.	No.	2.00		
	Binder fitting. (Non-escalatable).	No.	0.00		
	Extra over black steel medium grade piping for single flanges (gasket and bolt sets elsewhere measured):				
19	65mm Diameter.	No.	20.00		
	Gasket and bolt sets for flanges:				
20	65mm Diameter.	No.	10.00		
	VALVES AND ACCESSORIES				
	Butterfly isolating valve:				
21	40mm Diameter.	No.	2.00		
	20mm Diameter.(Non-escalatable).	No.	0.00		
	10mm Diameter socket & plugs. (Non-escalatable).	No.	0.00		
22	50mm Diameter.	No.	2.00		
23	65mm Diameter.	No.	8.00		
	Balancing valve:				
24	40mm Diameter.	No.	1.00		
25	50mm Diameter.	No.	3.00		
26	65mm Diameter.	No.	1.00		
	Motorized 3-way valve:				
27	40mm Diameter.	No.	1.00		
28	50mm Diameter.	No.	1.00		
	Diaphragm valve:				
29	40mm Diameter.	No.	1.00		
30	50mm Diameter.	No.	1.00		
	Non-return valve:				
31	65mm Diameter.	No.	1.00		
	50mm Diameter stat valve. (Non-escalatable).	No.	0.00		
	65mm Diameter stat valve. (Non-escalatable).	No.	0.00		



	Flow switch:		
32	65mm Diameter.	No.	1.00
	Y-Strainer:		
33	65mm Diameter.	No.	1.00
	50mm Diameter.	No.	0.00
	Gauge:		
34	Temperature gauge.	No.	2.00
	Pressure gauge, tube and valves. (Non-escalatable).	No.	0.00
	20mm Pressure relieve valve.	No.	0.00
	Flexible connections:		
35	40mm Diameter.	No.	2.00
36	50mm Diameter.	No.	2.00
37	65mm Diameter.	No.	2.00
	CHILLED WATER PIPING INSULATION AS PER THE SPECEFCATION		
	25mm Preformed pipe insulation complete with 0,6mm galvanised sheetmetal cladding and all fixings:		
38	40mm Diameter.	m	2.00
39	50mm Diameter.	m	6.00
	Extra over 25mm preformed pipe insulation for insulation to		
	Fittings:		
40	40mm Diameter.	No.	6.00
41	50mm Diameter.	No.	10.00
	50mm Diameter stat valve.	No.	0.00
	Butterfly isolating valve:		
42	40mm Diameter.	No.	2.00
	20mm Diameter.	No.	0.00
	10mm Diameter socket & plug.	No.	0.00
43	50mm Diameter.	No.	2.00

	Balancing valve:			
44	40mm Diameter.	No.	1.00	
45	50mm Diameter.	No.	3.00	
	Motorized 3-way valve:			
46	40mm Diameter.	No.	1.00	
47	50mm Diameter.	No.	1.00	
	Diaphragm valve:			
48	40mm Diameter.	No.	1.00	
49	50mm Diameter.	No.	1.00	
	40mm Preformed pipe insulation complete with 0,6mm galvanised sheetmetal cladding and all fixings:			
50	65mm Diameter.	m	28.00	
	Extra over 40mm preformed pipe insulation for insulation to			
	65mm Diameter fittings:			
51	Bend.	No.	23.00	
52	Tee or reducing tee.	No.	5.00	
53	Concentric/Eccentric reducer.	No.	2.00	
54	Screwed socket welded to wall of pipe, including scribing and tapping for same.	No.	2.00	
	Binder fitting.	No.	0.00	
	65mm Diameter valves, etc:			
55	Flanges.	No.	20.00	
56	Butterfly isolating valve.	No.	8.00	
57	Balancing valve.	No.	1.00	
58	Non-return valve.	No.	1.00	
59	Flow switch.	No.	1.00	
60	Y-Strainer.	No.	1.00	
	Stat valve.	No.	0.00	

	50mm Y-Strainer.	No.	0.00
	CONDENSATE DRAIN WATER PIPING		
	PVC pipes complete:		
61	50mm Diameter.	m	24.00
	20mm Diameter polycop pipes.	m	0.00
	Extra over 20mm diameter polycop fittings.	No.	0.00
	Extra over PVC pipes for fittings:		
62	50mm Diameter.	No.	10.00
	Paint on pipes not exceeding 300mm girth.	m	0.00
	LOW PRESSURE GALVANISED DUCTWORK		
	Low pressure galvanised ductwork as per the specification with all fixings (insulation elsewhere measured)		
	Category One:		
63	Longest side not exceeding 750mm, sum of two adjacent sides not exceeding 1,150mm.	m <sup>2</sup>	284.00
	Category Three:		
64	Longest side exceeding 750mm and not exceeding 1,350mm.	m <sup>2</sup>	70.00
	Longest side not exceeding 750mm and not exceeding 1,350mm.	m <sup>2</sup>	0.00
	Category Four:		
65	Longest side exceeding 750mm and exceeding 1,350mm.	m <sup>2</sup>	32.00
	Extra over low pressure galvanised ductwork for fittings, reducers, radius bends, square bends, stop ends, transformations, spigots, branches, tees and square to rounds (stop ends elsewhere measured):		
66	Category one fittings.	No.	57.00
67	Category three fittings.	No.	15.00
68	Category four fittings.	No.	10.00
	Stop end:		
69	Category one.	No.	10.00

70	Category three. Plenum box:	No.	1.00
71	1250 x 700 x 700mm Long.  GALVANISED ROUND DUCTWORK  Low pressure galvanised round ductwork as per the specification with all fixings (insulation elsewhere measured):	No.	1.00
72	150mm Diameter.	m	3.00
	100mm Diameter.	m	0.00
73	175mm Diameter.	m	3.00
74	200mm Diameter.	m	3.00
75	250mm Diameter.	m	15.00
76	300mm Diameter.	m	5.00
77	350mm Diameter.  STAINLESS STEEL ROUND DUCTWORK  Low pressure stainless steel round ductwork as per the specification with all fixings:	m	3.00
78	150mm Diameter (Chemical Store).	m	2.00
79	200mm Diameter.	m	14.00
80	500mm Diameter.	m	5.00
81	510mm Diameter.  Stainless steel square ducting.  Stainless steel square fittings.  Extra over low pressure stainless steel round ductwork for fittings, reducers, radius bends, square bends, stop ends, transformations, spigots, branches, tees and square to rounds:	m	2.00
		m <sup>2</sup>	0.00
		No.	0.00
82	150mm Diameter fitting.	No.	6.00
83	90 Degree bend.	No.	1.00
84	200mm Diameter fitting.	No.	6.00
85	90 Degree bend.	No.	1.00

PVC ROUND DUCTWORK			
	Low pressure PVC round ductwork as per the specification with all fixings:		
86	510mm Diameter.	m	12.00
	Extra over low pressure PVC round ductwork for fittings, reducers, radius bends, square bends, stop ends, transformations, spigots, branches, tees and square to rounds		
	510mm Diameter:		
87	45 Degree bend.	No.	1.00
88	90 Degree bend.	No.	4.00
89	Connect stainless steel to PVC duct.	No.	2.00
	INSULATION		
90	25mm Internal insulation.	m <sup>2</sup>	346.00
	40mm Polystyrene insulation with membrane.	m <sup>2</sup>	0.00
	Fibre-glass external insulation.	m <sup>2</sup>	0.00
	FLEXIBLE DUCTING		
	Insulated flexible ducting 0 - 1500mm long, including connections to ductwork and/or equipment at both ends:		
91	150mm Diameter.	No.	2.00
	100mm Diameter.	No.	0.00
92	175mm Diameter.	No.	3.00
93	200mm Diameter.	No.	3.00
94	250mm Diameter.	No.	12.00
95	300mm Diameter.	No.	5.00
96	350mm Diameter.	No.	2.00
97	510mm Diameter.	No.	1.00
	AIR DIFFUSION		
	Air diffusion as per the specification		

	Trox type DVV-E/24V constant volume diffusers complete, finished in baked enamel to match the colour as required by the Architect:			
98	600 x 600mm, 250mm Necksize, air quantity of 210 l/s.	No.	4.00	
	CVD 350mm and ring. (Non-escalatable).	No.	0.00	
	CVD 150mm and ring. (Non-escalatable).	No.	0.00	
	CVD 350mm 2,5 kW heater and ring. (Non-escalatable).	No.	0.00	
	CVD 250mm 2 kW heater and ring. (Non-escalatable).	No.	0.00	
99	600 x 600mm, 300mm Necksize, air quantity of 200 l/s.	No.	3.00	
100	600 x 600mm, 300mm Necksize, air quantity of 300 l/s.	No.	1.00	
	600 x 600mm, 300mm Necksize, air quantity of 355 l/s.	No.	0.00	
	Trox type DVV-E/24V variable volume diffusers complete, finished in baked enamel to match the colour as required by the Architect:			
101	600 x 600mm, 150mm Necksize, air quantity of 90 l/s (master).	No.	1.00	
	600 x 600mm, 150mm Necksize, air quantity of 25 l/s (master).	No.	0.00	
	600 x 600mm, 150mm Necksize, air quantity of 70 l/s (master).	No.	0.00	
	600 x 600mm, 150mm Necksize, air quantity of 60 l/s (master).	No.	0.00	
102	600 x 600mm, 175mm Necksize, air quantity of 80 l/s (master).	No.	1.00	
103	600 x 600mm, 175mm Necksize, air quantity of 90 l/s (master).	No.	1.00	
104	600 x 600mm, 175mm Necksize, air quantity of 100 l/s (master).	No.	1.00	
105	600 x 600mm, 200mm Necksize, air quantity of 120 l/s (master).	No.	1.00	
106	600 x 600mm, 200mm Necksize, air quantity of 140 l/s (master).	No.	2.00	
	600 x 600mm, 200mm Necksize, air quantity of 150 l/s (master).	No.	0.00	
	600 x 600mm, 200mm Necksize, air quantity of 130 l/s (master).	No.	0.00	

	600 x 600mm, 200mm Necksize, air quantity of 135 l/s (master).	No.	0.00		
107	600 x 600mm, 250mm Necksize, air quantity of 175 l/s (master).	No.	2.00		
	600 x 600mm, 250mm Necksize, air quantity of 170 l/s (master).	No.	0.00		
	600 x 600mm, 250mm Necksize, air quantity of 160 l/s (master).	No.	0.00		
108	600 x 600mm, 250mm Necksize, air quantity of 190 l/s (master).	No.	1.00		
	600 x 600mm, 250mm Necksize, air quantity of 180 l/s (master).	No.	0.00		
109	600 x 600mm, 250mm Necksize, air quantity of 200 l/s (master).	No.	2.00		
110	600 x 600mm, 250mm Necksize, air quantity of 210 l/s (master).	No.	2.00		
111	600 x 600mm, 250mm Necksize, air quantity of 215 l/s (master).	No.	1.00		
112	600 x 600mm, 300mm Necksize, air quantity of 250 l/s (master).	No.	1.00		
113	600 x 600mm, 350mm Necksize, air quantity of 330 l/s (master).	No.	1.00		
	VAV 150mm Master 0,75kW Heater and ring. (Non-escalatable).	No.	0.00		
	VAV 150mm Master c/w 0,75kW Heater and ring. (Non-escalatable).	No.	0.00		
	VAV 200mm Master 1kW Heater and ring. (Non-escalatable).	No.	0.00		
	VAV 595 x 595 x 200mm Master. (Non-escalatable).	No.	0.00		
	VAV 150mm Master and ring. (Non-escalatable).	No.	0.00		
	VAV 595 x 595 x 250mm Slave. (Non-escalatable).	No.	0.00		
	Extract disc air valve:				
	30 l/s Air valve.	No.	0.00		
114	150mm Diameter, air quantity of 100 l/s (Clean-Up Room).	No.	1.00		

	150mm Diameter, air quantity of 55 l/s (Clean-Up Room).	No.	0.00		
115	200mm Diameter, air quantity of 100 l/s (Cold Room).	No.	1.00		
	Supply disk air valve:				
116	200mm Diameter, air quantity of 100 l/s (Passage D).	No.	1.00		
	200mm Diameter, air quantity of 150 l/s.	No.	0.00		
	Airvalve DVK 100mm Diameter. (Non-escalatable).	No.	0.00		
	Airvalve DVK 125mm Diameter. (Non-escalatable).	No.	0.00		
	Extract airvalve 150mm Diameter. (Non-escalatable).	No.	0.00		
	Extract airvalve 200mm Diameter. (Non-escalatable).	No.	0.00		
	Extract air grilles complete with plemun box:				
117	400 x 400mm (X-Ray Room).	No.	1.00		
118	600 x 600mm (Autopsy Room).	No.	1.00		
	500 x 300mm R/A grille and OBD. (Non-escalatable).	No.	0.00		
	300 x 150mm R/A grille and OBD. (Non-escalatable).	No.	0.00		
	500 x 150mm R/A grille and OBD. (Non-escalatable).	No.	0.00		
	Extract air grilles complete with wire mesh screen:				
119	500 x 500mm (Plant Room).	No.	1.00		
120	500 x 600mm (Plant Room).	No.	1.00		
	Extract air grilles:				
121	250 x 250mm.	No.	12.00		
122	1200 x 600mm (Passage).	No.	2.00		
	Stainless steel extract hood:				
123	800 x 500 x 600mm (Chemical Store).	No.	1.00		
	Door grilles:				
124	400 x 400mm.	No.	24.00		
	300 x 200mm. (Non-escalatable).	No.	0.00		
	Note: The following louvres are to be supplied only and handed to the Main Contractor for building in				
	Intake louvres complete:				



125	1200 x 600mm With filters (Plant Room).	No.	2.00		
126	2500 x 2000mm (Plant Room).	No.	1.00		
	Exhaust louvres:				
127	1000 x 1500mm (Generator Room).	No.	1.00		
128	1500 x 2000mm (Generator Room).	No.	3.00		
129	2500 x 2000mm (Plant Room).	No.	1.00		
	2800 x 1900mm (Plant Room).	No.	0.00		
	740 x 1870mm (Plant Room).	No.	0.00		
	1430 x 1870mm (Plant Room).	No.	0.00		
	1410 x 1870mm (Plant Room).	No.	0.00		
	2500 x 940mm (Plant Room).	No.	0.00		
	200 x 200mm.	No.	0.00		
	595 x 595mm Eggcrate. (Non-escalatable).	No.	0.00		
	200 x 200mm Eggcrate. (Non-escalatable).	No.	0.00		
	400 x 350mm Eggcrate. (Non-escalatable).	No.	0.00		
	500 x 500mm Eggcrate. (Non-escalatable).	No.	0.00		
	550 x 550mm Eggcrate. (Non-escalatable).	No.	0.00		
	Wire mesh screen:				
130	570 x 500mm (Plant Room).	No.	3.00		
	Constant flow controller:				
131	200mm Diameter.	No.	2.00		
	Electric heater bank:				
132	600 x 450mm (EHB-2).	No.	1.00		
	Room temperature meter:				
133	Room temperature meter (Autopsy, Waiting Area and Reception).	No.	3.00		
	Pressure Reducing Damper:				
134	900 x 300mm.	No.	1.00		

135	900 x 400mm. Damper:	m	1.00
136	1250 x 400mm.	No.	1.00
137	1400 x 800mm. Fire damper:	No.	1.00
138	550 x 400mm (FD1).	No.	1.00
139	500 x 400mm (FD2).	No.	1.00
140	800 x 300mm (FD3).	No.	1.00
	650 x 400mm Fire damper. (Non-escalatable).	No.	0.00
	700 x 500mm Fire damper. (Non-escalatable).	No.	0.00
	650 x 600mm Fire damper. (Non-escalatable).	No.	0.00
	600 x 400mm Fire damper. (Non-escalatable).	No.	0.00
	500 x 500mm Fire damper. (Non-escalatable).	No.	0.00
	Non-return PVC shutter:		
141	250 x 250mm (Dirty Laundry).	No.	1.00
	HEPA Filters:		
142	600 x 600 x 50mm Primary filters.	No.	2.00
143	600 x 600 x 300mm Secondary filters.	No.	2.00
144	600 x 600 x 300mm Tertiary filters.	No.	2.00
	EQUIPMENT AND ANCILLARIES		
	Fans as per the specification		
	Ceiling extract fan complete with flexible ducting not exceeding 1,00m long and duct grille through wall, building in, etc:		
145	CX 10 Fan complete, air quantity of 50l/s.	No.	12.00
	CX 10 Fan complete, air quantity of 80l/s.	No.	0.00
	CX 10 Fan complete, air quantity of 30l/s.	No.	0.00
	CX 10 Fan complete, air quantity of 40l/s.	No.	0.00

	Chemical store fan complete with flexible ducting not exceeding 1,00m long and duct grille through wall, building in, etc:			
146	TD-500/150 fan complete, air quantity of 100l/s.	No.	1.00	
	Extract fan (Plant Room):			
147	EAF-1.	No.	1.00	
148	EAF-2.	No.	1.00	
	MORTUARY COLD AND FREEZER ROOM RACKING AND TRAYS			
	Note: Refer Specification Section 2, Part 1, Item 8			
	Racks shall be Standard Mortuary Design Specification and dimensions and prefabricated from 40 x 40 x 6mm for stays and 40 x 40 x 1,6mm for struts and main bearers for rollers all grade 304 stainless steel. Rollers shall be nylon and roller rods 16mm grade 304 stainless steel. Body trays shall be fabricated from a single sheet of 1,2mm thick grade 304 stainless steel welded to a 25 x 2mm thick tubular frame. Detailed drawings are included in this documentation.			
	It is the intention to add an additional tray at a later stage and the racking is to supplied with the necessary drilled points to install the required bearers and roller shaft assembly for the additional tray.			
	Supply and install:			
149	1 x 3 Body tray racks (trays elsewhere measured) fixed in position as racks Type A on drawing D0171-R2 included with this document.	No.	2.00	
150	Bank of 12 x 4 Ditto.	No.	2.00	
	Bank of 10 x 4 Ditto.	No.	0.00	
	Additional bracing. (Non-escalatable).	Item	0.00	
	Labelling. (Non-escalatable).	Item	0.00	
151	Stainless steel body tray size 2105 x 555mm overall to suit racks and trolleys as drawing D0171-R3 issued herewith.	No.	78.00	
	Obese stainless steel body tray. (Non-escalatable).	No.	0.00	
	Special tray for tilting trolley. (Non-escalatable).	No.	0.00	
	MORTUARY TROLLEY EQUIPMENT			

	Refer Specification Section 2, Part 1, Item 9			
	Supply and install:			
152	Elevation trolley of adjustable hydraulic type as drawing D0171-R3.	No.	1.00	
153	Transport trolley designed to be suitable for receiving sliding body trays and to match the body racking and elevation trolley.	No.	2.00	
154	Tilting trolley designed to be suitable for receiving sliding body trays and to match the body racking and elevation trolley and complete with foot jack for tilting the assembly and with drain connection, etc.	No.	1.00	
	VENTILATED AUTOPSY TABLE INSTALLATION			
	Refer Specification Section 3, Part 1, 2, 3			
	Supply, install, commission and hand over complete:			
155	Ventilated autopsy table installation complete with all associated and ancillary equipment instruments, mechanisms, services and additional equipment as set out in the Specification and installed complete as indicated on drawing.	No.	2.00	
	Autopsy table installation complete. (Non-escalatable).	No.	0.00	
	ELECTRICAL INSTALLATION FOR A/C AND VENTILATION			
156	Supply and install the complete electrical and control wiring installation between switchboards, pumps, air handling units and fancoil units, control gear, diffusers complete with all control equipment, distribution boards, etc as per the specification.	Item	1.00	
	Electrical supply to UV filter and safe exchange filters. (Non-escalatable).	Item	0.00	
	Electrical changes. (Non-escalatable).	Item	0.00	
	GENERAL ITEMS FOR A/C AND VENTILATION			
	Maintenance:			
157	Allow for 12 months maintenance on the entire installation as per the specification.	Item	1.00	
	Testing, balancing and commissioning:			
158	Allow for the testing, balancing and commissioning of the whole of the air-conditioning installation.	Item	1.00	
	Training:			

159	Allow for the training of the Employer's operators to enable them to be responsible for and capable of operating the plant.	Item	1.00		
	Operating manuals:				
160	Allow for indexed loose leaf operating instructions and maintenance manuals.	Item	1.00		
	Record drawings:				
161	Allow for record drawings as specified and approved by the Engineer.	Item	1.00		
	General attendance:				
162	Allow for attendance on the electrical installation contractor.	Item	1.00		
163	Allow for attendance on the plumbing contractor.	Item	1.00		
164	Allow for attendance on the cold/freezer room installation contractor.	Item	1.00		
165	Allow for attendance on the supplier of the ventilated autopsy table.	Item	1.00		
	Painting:				
166	Allow for all painting and colour coding as per the specification.	Item	1.00		
	Guarantee:				
167	Allow for 12 months guarantee on the entire installation as per the specification.	Item	1.00		
	<b>Bill Total</b>				
	<b>BILL NO.2 : REFRIGERATION, COLD &amp; FREEZER ROOM INSTALLATION</b>				
	NOTE: Tenderers are advised to study the Specification and will be held to have allowed for all the requirements of same when pricing the Bills of Quantities as no claims whatsoever in this regard will be entertained at a later date.				
	CONDENSING UNITS				

	Cold/Freezer room type unit and blower coil complete, including all necessary refrigerant piping, refrigerant, drain piping, all fittings, valves, hangers, thermal insulation, trunking, connection to electrical isolator, electrical wiring between blower coil and unit etc according to the specification:		
1	CR 1.	No.	1.00
2	CR 2.	No.	1.00
3	CR 3.	No.	1.00
4	CR 4.	No.	1.00
5	F 1.	No.	1.00
6	F 2.	No.	1.00
	<b>COLD/FREEZER ROOM CONSTRUCTION</b>		
	Cold room installation complete with prefabricated panels and joining systems, insitu floor installation and vapour barriers, infill panels, vapour sealing, wall and door protection, dial thermometers, condensate drains, etc as per the specification:		
7	Cold room construction overall size 12200 x 7800 x 2550mm high internally.	Item	1.00
8	1800 x 2200mm Sliding door complete.	No.	2.00
9	2 Lamp 58W 5 ft lascon model C10 258 low temperature vapourproof light fitting suitable for +3°C.	No.	5.00
	Freezer room installation complete with prefabricated panels and joining systems, insitu floor insulation and vapour barriers, infill panels, vapour sealing, wall and door protection, dial thermometers, condensate drains, etc as per the specification:		
10	Freezer room construction overall size 2800 x 2200 x 2650mm high internally.	Item	1.00
11	750 x 2200mm Freezer swing door complete.	No.	4.00
12	2 Lamp 58W 5 ft lascon model C10 258 low temperature vapourproof light fitting suitable for -20°C.	No.	1.00
	<b>ELECTRICAL INSTALLATION COLD/FREEZER ROOMS</b>		
13	Supply and install the complete electrical and control wiring installation between switchboards, control gear, complete with all control equipment, distribution boards, etc as per the specification.	Item	1.00

	GENERAL ITEMS			
	Maintenance:			
14	Allow for 12 months maintenance on the entire sub-contract works as per specification.	Item	1.00	
	Testing, balancing and commissioning:			
15	Allow for the testing, balancing and commissioning of the whole of the air-conditioning installation.	Item	1.00	
	Operating manuals:			
16	Allow for indexed loose leaf operating instructions and maintenance manuals.	Item	1.00	
	Guarantee:			
17	Allow for 12 months guarantee on the entire sub-contract works as per the specification.	Item	1.00	
	<b>Bill Total</b>			
	<b>Section Total</b>			
	<b>SECTION NO. 5 : EXTERNAL WORK (PROVISIONAL)</b>			
	<b>BILL NO.1 : PLUMBING AND DRAINAGE</b>			
	STORMWATER DRAINAGE (CPAP Work Group No. 146)			
	Class 75D concrete pipes:			
1	600mm Pipes laid in and including trenches not exceeding 1m deep.	m	30.00	
2	600mm Pipes laid in and including trenches exceeding 1m and not exceeding 2m deep.	m	32.00	
	450mm Pipes laid in and including trenches not exceeding 1m deep.	m	10.00	
	450mm Pipes laid in and including trenches exceeding 1m and not exceeding 2m deep.	m	0.00	
	300mm uPVC pipes laid in and including trenches exceeding 1m and not exceeding 2m deep.	m	0.00	
3	600mm Pipes laid in and including trenches exceeding 2m and not exceeding 3m deep.	m	395.00	

	Precast concrete circular inspection chambers (covers elsewhere):				
4	Inspection chamber 750mm diameter and exceeding 750mm and not exceeding 1000mm deep internally.	No.	1.00		
5	Inspection chamber 750mm diameter and exceeding 1000mm and not exceeding 1250mm deep internally.	No.	1.00		
6	Inspection chamber 1000mm diameter and exceeding 1250mm and not exceeding 1500mm deep internally.	No.	1.00		
7	Inspection chamber 1000mm diameter and exceeding 1500mm and not exceeding 1750mm deep internally.	No.	1.00		
8	Inspection chamber 1000mm diameter and exceeding 1750mm and not exceeding 2000mm deep internally.	No.	1.00		
9	Inspection chamber 1000mm diameter and exceeding 2000mm and not exceeding 2250mm deep internally.	No.	1.00		
10	Inspection chamber 1000mm diameter and exceeding 2250mm and not exceeding 2500mm deep internally.	No.	1.00		
11	Inspection chamber 1000mm diameter and exceeding 2500mm and not exceeding 2750mm deep internally.	No.	3.00		
12	Inspection chamber 750mm diameter and exceeding 2750mm and not exceeding 3000mm deep internally with the lower 2m depth increased to 1000mm diameter and 150mm precast concrete reducer slab over enlarged bottom portion.	No.	1.00		
	Brick inspection chamber 1400 x 1400mm, exceeding 1000 and not exceeding 1500mm.	No.	0.00		
	Brick inspection chamber 1400 x 1400mm, exceeding 1500 and not exceeding 1750mm.	No.	0.00		
	Brick inspection chamber 1400 x 1400mm, exceeding 1750 and not exceeding 2000mm.	No.	0.00		
	Gratings, covers, etc:				
13	450 x 600mm x 110kg Heavy duty cast iron dished grating and frame.	No.	5.00		
	600 x 600mm Heavy duty cast iron dished grating and frame.	No.	0.00		
14	650mm Diameter x 135kg type 1B cast iron road manhole cover and frame.	No.	6.00		
	Salsberg slotted drain in and including trenches not exceeding 1m deep.	m	0.00		



	Sundries:			
15	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in intermediate excavation.	m <sup>3</sup>	115.00	
16	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in hard rock.	m <sup>3</sup>	60.00	
17	Cutting into side of existing inspection chamber for and connecting 600mm diameter pipe including making good concrete benching etc.	No.	1.00	
18	Testing drainage pipe system.	Item	1.00	
	SOIL DRAINAGE (CPAP Work Group No. 146)			
19	Provide the sum of Fifteen Thousand Rand (R 15 000.00) NET for connection to Municipal drain, including piping to boundary of site, etc.	Item	1.00	
	Connection to Municipal drain, including piping to boundary of site, etc.	Item	0.00	
20	Add for profit on last, if required (Fixed amount).	Item	1.00	
	Connection to Municipal water.	Item	0.00	
	uPVC pipes:			
21	110mm Pipes laid in and including trenches not exceeding 1m deep.	m	15.00	
22	110mm Pipes laid in and including trenches exceeding 1m and not exceeding 2m deep.	m	12.00	
23	160mm Pipes laid in and including trenches not exceeding 1m deep.	m	80.00	
24	160mm Pipes laid in and including trenches exceeding 1m and not exceeding 2m deep.	m	242.00	
25	160mm Pipes laid in and including trenches exceeding 2m and not exceeding 3m deep.	m	5.00	
	Precast concrete circular inspection chambers (covers elsewhere):			
26	Inspection chamber 750mm diameter and not exceeding 750mm deep internally.	No.	4.00	
27	Inspection chamber 750mm diameter and exceeding 750mm and not exceeding 1000mm deep internally.	No.	5.00	
28	Inspection chamber 1000mm diameter exceeding 1000mm and not exceeding 1250mm deep internally.	No.	1.00	

29	Inspection chamber 1000mm diameter and exceeding 1250mm and not exceeding 1500mm deep internally.	No.	4.00
30	Inspection chamber 1000mm diameter and exceeding 1500mm and not exceeding 1750mm deep internally.	No.	1.00
31	Inspection chamber 1000mm diameter and exceeding 1750mm and not exceeding 2000mm deep internally.	No.	1.00
	Sharps trap complete.	No.	0.00
	Gratings, covers, etc:		
32	550mm Diameter x 82kg type 4 cast iron double seal manhole cover and frame.	No.	16.00
33	Lifting key for manhole cover.	No.	1.00
	The following in No 11 kerb inlets:		
34	Excavate in earth not exceeding 2m deep for kerb inlets.	m <sup>3</sup>	20.00
	Excavate in earth exceeding 2m and not exceeding 4m deep for kerb inlets.	m <sup>3</sup>	0.00
35	Risk of collapse of sides of trench or hole excavations not exceeding 1,5m deep.	m <sup>2</sup>	45.00
36	25MPa/19mm Concrete in bottoms.	m <sup>3</sup>	7.00
	25MPa/19mm Concrete in slabs.	m <sup>3</sup>	0.00
	General formwork to slabs.	m <sup>2</sup>	0.00
	General formwork to edges not exceeding 300mm wide.	m	0.00
	Extra over for boxing in formwork to form opening 600 x 600mm rebated opening.	No.	0.00
37	15MPa/19mm Concrete in filling to bottom of inlet, benched up from centre of bottom to sides of walls at an angle of 30 degrees and finished smooth with angles rounded. Size 780 x 1220mm.	No.	11.00
38	25MPa/19mm Precast concrete cover slab, size 1220 x 1220 x 150mm thick, splayed on top and finished smooth on all exposed faces and bedded in cement mortar, including all formwork and reinforced with fabric reinforcement type 888.	No.	11.00
39	One brick wall of NFX brick in class 1 mortar.	m <sup>2</sup>	32.00
	Half brick wall of NFX brick in class 1 mortar.	m <sup>2</sup>	18.00
40	Extra over ordinary brickwork for fair face internally.	m <sup>2</sup>	27.00

41	Hole through one brick wall for pipe exceeding 500mm and not exceeding 600mm internal diameter.	No.	11.00
	Render to brick walls.	m <sup>2</sup>	0.00
	Sundries:		
42	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in intermediate excavation.	m <sup>3</sup>	139.00
43	Extra over excavation in earth for pipe trenches, chambers, etc for excavation in hard rock.	m <sup>3</sup>	65.00
44	Unreinforced concrete encasing to 110mm horizontal pipe.	m	6.00
45	Unreinforced concrete encasing to 160mm horizontal pipe.	m	30.00
46	Testing drainage pipe system.	Item	1.00
	TAPS, VALVES, ETC		
	Brass:		
47	25mm Fullway gate valve.	No.	2.00
48	50mm Fullway gate valve.	No.	1.00
49	80mm Fullway gate valve.	No.	3.00
	Elster Kent':		
50	50mm 'H4000 Woltmann' - or other approved - cold water meter with and including joints to 75mm HDPE pipes.	No.	1.00
51	80mm 'H4000 Woltmann' - or other approved - cold water meter with and including joints to 110mm HDPE pipes.	No.	1.00
	WATER SUPPLIES AND FIRE SERVICES		
	Class 9 uPVC pressure pipes:		
52	75mm Pipes laid in and including trenches.	m	400.00
	110mm Pipes laid in and including trenches.	m	150.00
	Extra over uPVC pipes for uPVC solvent welded pressure fittings:		
53	75mm Ranger coupling to galvanised steel.	No.	2.00
54	75mm Bend.	No.	20.00

	75mm Reducer.	No.	0.00
	110mm Bend.	No.	0.00
55	75mm Tee.	No.	10.00
	110mm Tee.	No.	0.00
56	75 x 32mm Reducing tee.	No.	2.00
57	75 x 50mm Reducing tee.	No.	6.00
	Class 10 high density polyethylene pipes:		
58	25mm Pipes laid in and including trenches.	m	110.00
59	32mm Pipes laid in and including trenches.	m	75.00
60	50mm Pipes laid in and including trenches.	m	50.00
	Extra over polyethylene pipes for compression fittings:		
61	25mm Fittings.	No.	12.00
62	50 x 25mm Reducer.	No.	4.00
63	50 x 32mm Reducer.	No.	2.00
64	32mm Female adaptor socket.	No.	3.00
65	50mm Adaptor.	No.	2.00
66	32mm Elbow.	No.	6.00
67	50mm Elbow.	No.	4.00
68	32mm Tee.	No.	2.00
69	50mm Tee.	No.	3.00
70	32mm Reducing tee.	No.	2.00
71	50 x 25mm Reducing tee.	No.	2.00
	Galvanised steel pipes:		
72	80mm Pipes.	m	2.00
73	80mm Pipes laid in and including trenches.	m	2.00
	Extra over galvanised steel pipes for steel fittings:		
74	80mm Bend.	No.	4.00
75	80mm Tee.	No.	1.00

	Sundries:				
76	Unreinforced concrete in thrust blocks at bends, tees, etc including necessary extra excavation, formwork, etc.	m <sup>3</sup>	4.00		
	Excavate for trenches.	m <sup>3</sup>	0.00		
77	450 x 450mm Cast iron meter box including brick chamber below not exceeding 750mm deep internally.	No.	1.00		
78	600 x 600mm Valve chamber including brick chamber below not exceeding 750mm deep internally.	No.	3.00		
	Cut into existing 110mm uPVC pipe.	No.	0.00		
	Cut into existing 50mm HDPE pipe.	No.	0.00		
	TESTING				
	Testing:				
79	Testing water and fire pipe system.	Item	1.00		
	FIRE APPLIANCES ETC.				
	Chubb':				
80	80 x 65mm Brass right angle hydrant valve instantaneous coupling and control wheel marked "Open' and 'Close' on.	No.	2.00		
	Fire hydrant pedestals:				
81	Unreinforced concrete hydrant pedestal 900mm high cast around vertical pipe with bottom 300mm below ground, 300 x 300mm square at base and tapering to octagonal shaped top 200 x 200mm overall including necessary excavation, formwork and two coats of paint to exposed surfaces.	No.	2.00		
	SLEEVES				
	uPVC sleeve piping:				
82	160mm Diameter pipes laid in and including trenches not exceeding 1m deep.	m	20.00		
	Extra over uPVC piping for:				
83	160mm Diameter long radius bend.	No.	2.00		
	Plastic sleeves for pipes not exceeding 100mm diameter:				
84	Sleeve not exceeding 250mm long.	No.	5.00		

85	Sleeve exceeding 250mm and not exceeding 500mm long.	No.	4.00	
	<b>Bill Total</b>			
	<b>BILL NO.2 : ELECTRICAL WORK</b>			
	CONNECTION FEES AND LOW AND HIGH VOLTAGE CABLES			
1	Provide the amount of R 450 000.00 (Four Hundred and Fifty Thousand Rands) for electrical connection fees, low and high voltage cables, etc. to be measured by the Quantity Surveyor and priced at Bills of Quantity rates.	Item	1.00	450,000.00
	Electrical connection. (Non-escalatable).	Item	1.00	
	Electrical deposit. (Non-escalatable).	Item	1.00	
	<b>Bill Total</b>			
	<b>BILL NO.3 : EXTERNAL WORK</b>			
	For Preambles see 'Standard Preambles to All Trades'. Unless specifically stated, the full description, specifications and preambles of items in the preceding Bills shall apply equally to similar items in this Bill. All relevant clauses of SABS 1200 shall apply. .....			
	SITE CLEARANCE, ETC. (CPAP Work Group No. 104)			
	Site clearance, etc.:			
1	Allow for clearing the area of the site to be built upon of all grass, weeds, shrubs, trees with trunks not exceeding 200mm girth, debris, etc., including grubbing up all roots, scoffling up as required and cart away all vegetation and debris.	m <sup>2</sup>	5 456	
	REMOVAL OF TREES, ETC. (CPAP Work Group No. 104)			
	Cutting down and removing, grubbing up roots and filling in holes:			
2	Tree exceeding 500mm and not exceeding 1000mm girth.	No.	1.00	
3	Tree exceeding 1000mm and not exceeding 1500mm girth.	No.	1.00	

	Tree stump exceeding 500mm and not exceeding 1000mm girth.	No.	0.00
	Remove netball pole.	No.	0.00
	BULK EXCAVATION (Work Group No. 104)		
	Open face excavation in earth over sloping site:		
4	Open face excavation to form platform under buildings, etc.	m <sup>3</sup>	1 100
	Extra over bulk excavation in earth for excavation in:		
5	Intermediate excavation.	m <sup>3</sup>	110.00
6	Hard rock.	m <sup>3</sup>	55.00
7	Class A boulder material.	m <sup>3</sup>	15.00
8	Class B boulder material.	m <sup>3</sup>	10.00
	Risk of collapse of bulk excavations:		
9	Sides of bulk excavation not exceeding 1,5mm deep.	m <sup>2</sup>	94.00
	CARTING AWAY (Work Group No. 104)		
	Extra over all excavations for carting away:		
10	Surplus material from excavations and/or stock piles on site to a dumping site to be located by the contractor.	m <sup>3</sup>	1 100
	EARTH FILLING, ETC. (Work Group No. 104)		
	G7 Earth filling supplied by the contractor compacted to 95% Mod AASTHO density in 150mm thick layers:		
11	Over site to form platforms.	m <sup>3</sup>	1 760
	KEEPING EXCAVATIONS FREE OF WATER (Work Group No. 104)		
	Keeping excavations free of water:		
12	Keeping excavations free of all water other than subterranean water.	Item	1.00
	LANDSCAPING (CPAP Work Group No. 104)		
	Maintenance Period:		
	All planting is to be maintained up to works completion stage.		

	Ground preparation:			
13	Cultivation and preparation of areas to be planted including '3:2:1' granular form commercial fertilizer.	m <sup>2</sup>	1 187	
	Topsoil, compost, lime and fertilizer:			
14	Topsoil supplied by the Contractor in plant beds, grassed areas and holes of trees, shrubs, etc.	m <sup>3</sup>	119.00	
	Grassing, ground covers, etc:			
15	Kikuyu grass roots at 100mm centres in straight rows not more than 150mm apart and maintain.	m <sup>2</sup>	1 187	
	TREES (CPAP Work Group No. 104)			
	Trees:			
16	Indigenous trees PC R1000.00 delivered and planted and allow for profit if required.	No.	8.00	
	Shrubs, bulbs and plants:			
17	Shrubs PC R200.00 delivered and planted and allow for profit if required.	No.	30.00	
	Pebble covering:			
18	Average 45mm thick covering of pebbles in various diameters.	m <sup>2</sup>	100.00	
	PAVING (Work Group No. 116)			
	Excavation not exceeding 2m deep:			
19	Over site between buildings, retaining walls, etc to reduce levels and depositing excavated material in prescribed stock piles on site.	m <sup>3</sup>	20.00	
	G5 Earth filling supplied by the contractor compacted to 93% Mod AASTHO density in 150mm thick layers:			
20	Under paving.	m <sup>3</sup>	44.00	
	Compaction of surfaces:			
21	Compaction of ground surface under pavings etc including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 90% Mod AASHTO density.	m <sup>2</sup>	200.00	
	Extra over excavations for carting away:			
22	Surplus material from stock piles on site to a dumping site to be located by the contractor.	m <sup>2</sup>	20.00	



	Paving of 200 x 100 x 50mm 'Corobrik Burgandy' paving bricks with butt joints on 25mm thick river sand bed with sand and cement mixture swept into joints and hosed down including preparation of ground or filling:			
23	Paving in herringbone pattern to falls.	m <sup>2</sup>	200.00	
24	Fair circular cutting.	m	6.00	
25	200mm Wide brick-on-flat edging on and including 100mm thick mortar bed.	m	202.00	
26	Ditto circular on plan.	m	6.00	
	ROADWORK			
	Open face excavation over sloping site:			
27	Open face excavation to form platform under parking areas etc.	m <sup>3</sup>	896.00	
	Extra over bulk excavation in earth for excavation in:			
28	Intermediate excavation.	m <sup>3</sup>	90.00	
29	Hard rock.	m <sup>3</sup>	45.00	
30	Class A boulder material.	m <sup>3</sup>	15.00	
31	Class B boulder material.	m <sup>3</sup>	10.00	
	Risk of collapse of excavations:			
32	Sides of bulk excavations not exceeding 1,5m deep.	m <sup>2</sup>	25.00	
	Extra over all excavations for carting away:			
33	Surplus material from stock piles on site to a dumping site to be located by the contractor.	m <sup>3</sup>	896.00	
	Keeping excavations free of water:			
34	Keeping excavations free of water.	Item	1.00	
	Earth filling supplied by the contractor compacted to 95% Mod AASTHO density:			
35	Over site to form platforms under parking areas, etc.	m <sup>3</sup>	538.00	
	G5 Earth filling supplied by the contractor compacted to 95% Mod AASTHO density:			
36	Sub-base.	m <sup>3</sup>	134.00	

	C4 Earth filling supplied by the contractor compacted to 100% Mod AASTHO density stabilised with 4% PBFC:			
37	150mm (Compacted thickness) base course.	m <sup>2</sup>	896.00	
	Compaction of surfaces:			
38	Compaction of ground surface under pavings etc. including scarifying for a depth of 150mm, breaking down oversize material, adding suitable material where necessary and compacting to 93% Mod AASTHO density.	m <sup>2</sup>	896.00	
	Precast concrete road block surfacing:			
	Paving is to be laid in accordance with SABS 1200MJ, SABS 1058 and the Concrete Masonry Association's specifications.			
	Paving is to laid to herringbone pattern on 25mm (thickness after final compaction) clean river sand treated with and including an approved weed killer (preparation of ground or filling elsewhere).			
	After laying the paving is to be compacted by means of a vibrating plate compactor with joints between the blocks filled in with clean sand mixed with 10% by mass cement.			
	Rates for paving are to include for all cuttings, except circular cutting and waste and all necessary in-situ concrete gap fillers tinted to match colour of roadstones and pointing.			
	80mm Standard grey (Type S-A) interlocking paving blocks:			
39	Paving to parking areas etc to falls.	m <sup>2</sup>	896.00	
40	Fair circular cutting.	m	39.00	
	25MPa/19mm Concrete:			
41	Sloping edging 200mm wide x average 100mm high finished smooth on exposed surfaces.	m	5.00	
	Precast concrete finished smooth on exposed surfaces including bedding, cutting and pointing:			
42	150 x 300mm High Figure 3 vertical kerb with 150 x 200 x 200mm unreinforced concrete haunching at back of each joint, 300 x 50mm thick unreinforced concrete base, including excavation, backfilling, etc.	m	69.00	
43	Ditto circular not exceeding 4m radius ditto.	m	5.00	
44	Ditto circular exceeding 4m radius ditto.	m	5.00	

45	300 x 150mm High Figure 8 mountable kerb with 150 x 200 x 200mm unreinforced concrete haunching at back of each joint, 500 x 50mm thick unreinforced concrete base, including excavation, backfilling, etc.	m	134.00	
46	Ditto circular not exceeding 4m radius ditto.	m	19.00	
47	Ditto circular exceeding 4m radius ditto.	m	9.00	
	Two coats road marking paint on tarmacadam:			
48	Dotted line 100mm wide.	m	59.00	
49	Line 100mm wide.	m	110.00	
50	Forward traffic arrow.	No.	11.00	
51	Left of right turn traffic arrow.	No.	1.00	
52	Combined left or right and forward traffic arrow.	No.	1.00	
53	Combined left and right and forward traffic arrow.	No.	1.00	
54	Painted YIELD sign.	No.	1.00	
55	Painted STOP sign.	No.	1.00	
56	Approved disabled sign size 3 750 x 3 750mm overall of 100mm wide solid lines.	No.	1.00	
57	Standard yield sign on and including 80mm diameter galvanised steel post including bedding post in concrete.	No.	1.00	
58	Standard stop sign on and including 80mm diameter galvanised steel post including bedding post in concrete.	No.	1.00	
	<b>Bill Total</b>			
	<b>BILL NO.4 : PROVISIONAL SUMS</b>			
	EXTERNAL SITE AND SCREEN WALLS			
1	Provide the amount of R 100 000.00 (Hundred Thousand Rand) for external site and screen walls, etc. to be measured by the Quantity Surveyor and priced at Bills of Quantity rates.	Item	1.00	100,000.00
	Guard hut with screen walls, etc.	Item	1.00	
	Boom gate. (Non-escalatable).	Item	1.00	

SPECIFIC PRELIMINARIES			
Variations exceeding 15 per cent (Clause 50) Clause 50 shall be substituted by the following clause:			
2	No claim for any expenses or loss will be entertained due to the Final Value of Builder's Work being varied by any percentage'	Item	1.00
Variations (Clause 36) Clause 36.1 will be deemed to be amended by the addition of the following clause:			
3	Alter the design, quality or quantity of the works and no claim for any expenses or loss will be entertained due to the Final Value of Builder's Work being varied by any percentage'	Item	1.00
Valuation of variations (Clause 37) Clause 37.1 will be deemed to be amended by the addition of the following clause:			
4	Notwithstanding anything else, variations shall be valued at rates in the Bills of Quantities, but where the omission of such work varies the circumstances in which the remaining work is carried out, the value of the remaining work shall be valued at the rates in the Bills of Quantities.'	Item	1.00
5	Provide the amount of R 5 100 000.00 (Five Million One Hundred Thousand) for fencing, gates etc. to be measured by the Quantity Surveyor and priced at Bills of Quantity rates.	Item	1.00
<b>Bill Total</b>			
<b>Section Total</b>			5,100,000.00

Builders Work

Preliminaries

Sub-total

**Sub-total**

Add pre contract escalation (@ 2,19%)

**Sub-total**

Add post contract escalation 0.6 0.85

**Sub-total**

Add 12% professional fees

Add 5% disbursement for professional fees

**Sub-total**

Add 15% VAT

**CONTRACT VALUE INCLUDING VAT**



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY

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### PART C3. WORKS INFORMATION

## C3.1a WORKS INFORMATION

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender no:</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

### 1. Description of works

#### 1.1. Employer's Objective

To provide a mortuary that will provide much needed pathology services in the Zululand Health District.

#### 1.2. Works Information

The contract comprises of the development and construction of the a new mortuary which shall comply with the National Health Act (Act No. 61 of 2003) and IUSS standards.

#### 1.3. Employer's Design

Conceptual Design and Provisional Bill of Quantities

#### 1.4. Location of the Works

Vacant plot, Erf 6048 Vryheid, Handel Street, Vryheid. (Next to M&H Testing Centre)

#### 1.5. Resources

1.4.1 The project would require the following disbursement resources:

Submission of CV's on the provided "CV template" for the following mandatory Professional team

- Professional Architect = 7 years post SACAP registration
- Professional Civil & Structural Engineer = 7 years post ECSA registration
- Professional Mechanical Engineer/Technologist = 7 years post ECSA registration
- Professional Electrical Engineer/Technologist = 7 years post ECSA registration
- Professional Fire Engineer = 7 years post ECSA registration
- Professional Quantity Surveyor = 7 years post SACQSP registration
- Environment, Health & safety: = 4 years post SACPCMP Professional registration

1.4.2 Applicable Professional Indemnity (PI) Insurance is as follows:

- Professional Architect = R 25 million
- Professional Civil & Structural Engineer = R 25 million
- Professional Mechanical Engineer/Technologist = R 25 million
- Professional Electrical Engineer/Technologist = R 25 million
- Professional Engineer (fire specialist) = R 25 million
- Professional Quantity Surveyor = R 25 million
- Environment, Health & safety = R 10 million

or

- Combined/consolidated PI insurance = R 160 million (listing all the above-mentioned resources)

## **1.5. Parts of the Work which the Contractor is to design**

- 1.5.1 The Contractor is to design the whole of the works as **Section 1.2 Scope of Works**
- 1.5.2 The Contractor shall work under the strict supervision and control of a NEC 3 Project Manager, Supervisor and other agents appointed by the Department of Health KZN Province.
- 1.5.3 The Contractor is responsible for the overall design of the works, any amendments that needs to be made to his design and to prepare as-built drawings and reports for the completed works.
- 1.5.4 The Contractor shall appoint suitably qualified and experienced professionals to carry out both the design portion and the construction portion of the works.
- 1.5.4.1 Professional Architect - As per SACAP registration requirements and FIDPM
- 1.5.4.2 Professional Civil & Structural Engineer - As per ECSA registration requirements and FIDPM
- 1.5.4.3 Professional Mechanical Engineer/Technologist - As per ECSA registration requirements and FIDPM
- 1.5.4.4 Professional Electrical Engineer/Technologist - As per ECSA registration requirements and FIDPM
- 1.5.4.5 Professional Fire Engineer - As per ECSA registration requirements and FIDPM
- 1.5.4.6 Professional Quantity Surveyor - As per SACQSP registration requirements and FIDPM
- 1.5.4.7 Environment, Health & safety - As per SACPCMP registration requirements and FIDPM
- 1.5.5 The Contractor shall submit to the NEC3 Project Manager and DoH Project Leader all applicable design calculations and drawings for both temporal and permanent works.
- 1.5.6 The Contractor's works (both temporal and permanent) shall comply with minimum standards/requirements to both the National Building Regulations and with all Local Authority.

## **1.6. Procedure for submission and acceptance of Contractor's design**

- 1.6.1 The Contractor's documentation shall be issued to the NEC3 Project Manager under cover of the Contractor's transmittal note indicating all Contract references (i.e. Project No, Contract No. etc.) as well as the Contractor's Project Document Number, Revision number, Title and chronological listing of transmitted documentation. Formats of Contractor's data submitted is dependent on the project procedure and shall be specified by the NEC3 Project Manager, upon the notified request of the Contractor.
- 1.6.2 Acceptance of documentation by the NEC3 Project Manager will in no way relieve the contractor of his responsibility for the correctness of information, or conformity with his obligation to provide the works. This obligation rests solely with the Contractor.
- 1.6.3 After review, a copy of the original review/marked-up drawing/document, with the NEC3 Project Manager's consolidated comments and document status marked on the Contractor Review Label, is scanned and the original document with comments shall be returned to the contractor under cover of the project's Transmittal Note for revision or re-submittal as instructed and to be included in the master copy data file where applicable.
- 1.6.4 The Contractor shall allow the NEC3 Project Manager 2 weeks unless otherwise stated and agreed, to review and respond to the Contractor's submission of their documentation, i.e. from time of receipt of the hardcopy to the document control office to the time of dispatch. The Contractor does not proceed with the relevant work until the NEC3 Project Manager has accepted his design.



- 1.6.5 On receipt of the reviewed documentation the contractor shall make any modifications requested/marked-up and resubmit the revised documentation to the NEC3 Project Manager within 2 working days. Queries regarding comments/changes should be addressed with the NEC3 Project Manager prior to re-submittal. Any re-submittals, which have not included the changes/comments identified, will be returned to the Contractor to be corrected. The Contractor shall re-issue the revised documentation incorporating all comments and other specified details not included in the previous issue within 2 working days of receipt of the marked-up document.

**1.7. Procedure for acquiring approval for all FIPDM stages**

- 1.7.1 The Contractor is responsible to deliver this Develop & Build project in strict accordance to the FIPDM stages, as prescribed by National Treasury.
- 1.7.2 The Department of KZN Health has a Health Infrastructure Approval Committee (HIAC) that grants approval to mark the end of a particular FIPDM stage.
- 1.7.3 The Contractor is responsible to compile all reports, sketches, diagrams, drawings, reports, BOQ, specifications, HIAC checklist and other required documents that must be presented at HIAC for approval.
- 1.7.4 The Contractor is responsible to make oral presentations of the finished activities for any specific FIPDM stage to HIAC in order to achieve approval to proceed to the next FIPDM stage. The HIAC may require these oral presentations to be done either in person or virtual.

1.7.5 The FIPDM stages can be summarised as follows:

<b>FIPDM</b>			
<b>STAGE</b>	<b>DESCRIPTION</b>	<b>SUMMARY OF PROJECT STAGE DELIVERABLES</b>	<b>CURRENT STATUS</b>
1A	Project Initiation	Identification of project	100% Completed
1B	Pre-Feasibility	Compilation of Project Brief	100% Completed
2	Feasibility/Concept	Compillation of Concept Design	100% Completed
3	Design Development	Develop in detail the approved concept to finalise the design and design concept	To be done by Contractor
4	Design Documentation	Producing information that details, performance definition, specification, sizing and positioning of all systems and components that would enable construction. These include but not limited to: Detailed design, BOQ, Specifications, HIAC checklist & other relevant technical information/documents	To be done by Contractor
5	Tender	Consolidate all required technical and administrative documents to go out on an open tender	100% Completed
6	Works	Conduct works according to HIAC approval until all works and ancillaries are completed and are capable of being used or occupied	To be done by Contractor
7	Retention	Observe the defects and liability period	To be done by Contractor
8	Project Complete	Defects Certificate or Certificate of Final Completion; Final Account; Close-Out Report	To be done by Contractor

NOTE: For a more comprehensive picture of what FIPDM general guidelines are, please visit the national treasury website and download the document that explains in detail the FIPDM guidelines.

## 1.8. Envisaged Programme

1.8.1 The envisaged works programme can be summarised as follows:

PROJECT STAGE	DURATION	COMMENCEMENT
Design stage	6 months	From date of appointment
Construction stage	36 months	From acquiring HIAC Stage 4 approval
Close-out	3 months	From acquiring HIAC Stage 7 approval

NOTE: the contractor shall still be required to produce a more detailed works programme, which must conform to the general time-frames as provided above.

## 1.9. Review and Acceptance of Contractor Documentation

The contractor submits documentation as the 'works Information' requires to the NEC3 Project Manager for review and acceptance.

### 1.10. Other requirements of the Contractor's design

1.10.1. The Contractor's design complies with the following:

- Legislation: Minimum applicable legislation (latest version) include:
  - i. Public Finance Management Act
  - ii. Occupational Health & Safety Act 85 of 1994
- Policies:
  - KZN applicable Health Policies (structural Installations 2013)
- Norms and Standards: Minimum applicable Norms and Standards
  - i. SANS 10400, 10120, 10252/3
  - ii. DPW Civil Engineering Specifications
  - iii. Red book
  - iv. IUSS – Environment and Sustainability
  - v. Other applicable IUSS Health Facility Guides
- Other requirements:
  - Municipal by-laws

### 1.11. Use of Contractor's design

1.11.1 The Contractor grants the Employer a license to use the copyright in all design data presented to the Employer in relation to the works for any purpose in connection with the contraction, re-construction, refurbishment, repair, maintenance and extension of the works with such licence being capable of transfer to any third party without the consent of the contractor.

1.11.2 The Contractor vests in the Employer full title guarantee in the intellectual property and copyright in the design created in relation to the works.

## **1.12. As-built drawings, operating and maintenance schedules**

1.12.1 The Contractor provides the following:

- As Built Drawings

All as-built red line drawings must be signed-off by the Contractor's responsible person before issue to NEC3 Project Manager for acceptance.

- Installation, Maintenance and Operating Manuals and data Books

The Contractor provides manuals in an A4 hard cover, grease and waterproof binder, using 2 ring type binders

Drawings and charts larger than A4 are properly folded and those greater than A3 are enclosed in an A4 plastic pocket of adequate strength.

The manuals are well indexed and user friendly and must include a summarized Table of Contents. The index for data packs must be submitted to the NEC3 Project Manager for acceptance at the beginning of the project to enable the Contractor to maintain and update the on a continuous basis throughout the project lifecycle. The Contractor submits the draft Table of Contents to the NEC3 Project Manager for acceptance prior to the compilation and official submittal of the manuals and data books.

The originals of all brochures shall be issued to the NEC3 Project Manager. When a general brochure is applicable to a range of equipment, then the specific item, catalogue number or model number shall be stated, which is best achieved by introducing a separate index page, which cross references the specific item to a tag number. The address, phone numbers, fax numbers, email addresses, and reference numbers of all Sub-Contractors is provided.

Where manuals include drawings that still need to be revised to "As-Built" status, and such manuals are required prior to "As-Built" status, the manual will not be considered to be in its final form until the "As-Built" version of each such drawing has been incorporated.

The required number of copies of the manual (s) shall be as specified by the NEC3 Project Manager and submitted per type or model number of equipment included in the contract, or as specified by the NEC3 Project Manager.

All electronic copies (.pdf) of Data Packs to be properly indexed and bookmarked. All pages that make-up the data book or manual must be sequentially numbered.

## **2. Construction**

### **2.1. Temporal works, Site services and Construction constraints**

The site establishment area shall have a clearly visible sign posted and be compliant with the relevant safety regulation and restrictions that might be in place until the Contractor has de-established from site and comply with OHS Act 85 of 1993.

The Contractor is responsible for the security of the Works until completion and hand-over and must make his own arrangement for security and the safekeeping of his property.

Housing of the Contractor's people on site is not permitted.

Since the site shall remain live during the construction stage. It is the responsibility of the Contractor to ensure the Works are properly guarded and protected at all times and pose no safety risks to the both the property and lives of our staff, visitors and patients.

The Contractor must ensure that the working area is well lit at night and that all fences, obstacles and hazards are clearly marked.

The Contractor must make his own arrangement for telecommunication facilities, if required, for his use during the execution of the Works.

The Contractor, within fourteen days after completion, must completely remove from site all his plant, materials equipment, stores and temporary office accommodation or any other asset belonging to him and leave the site in a tidy condition to the satisfaction of the NEC3 Project Manager. No excess or discarded materials, redundant plant shall be allowed on site.

Unless expressly stated as a responsibility of the Employer, Site services and facilities, all residual requirements for the provision of facilities and all items of Equipment necessary for the Contractor to Provide the Works remains the responsibility of the Contractor.

Wherever the Contractor provides facilities (either his own or for the NEC3 Project Manager and DoH Project Coordinator/Leader) and all items of Equipment, involving, inter alia, offices, accommodation, laboratories, Materials storage, compound areas etc., within the existing premises.

Working Areas, then the Contractor makes good and provides full reinstatement to the land (including all apparatus of the Employer and Others in, on or under the land) and surrounding areas to its original standards, upon dismantling of such facilities and items of Equipment.

Unless expressly stated as a responsibility of the Employer, Site services and facilities all residual requirements for the provision of facilities and all items of Equipment necessary for the Contractor to Provide the Works remains the responsibility of the Contractor.

The Contractor will be held responsible for any damages to existing structures and services caused by him during the provision and the execution of this Contract, fair wear and tear is excluded, and shall repair damage(s) to the satisfaction of the NEC3 Project Manager and/or DoH Project Coordinator/Leader before completion of the Works.

For this purpose, a joint inspection with the NEC3 Project Manager and/or DoH Project Coordinator/Leader and the Contractor shall be carried out prior to occupation of the Works and any existing damages noted. Repair work to damaged existing structures and services may be carried out during the contract period or during the defects correction period if so authorised. The Contractor will be required to conduct a photographic site survey of the occupied area showing existing structures and services. This report must be submitted to the NEC3 Project Manager for approval and will be used in assessing the damages to structures and services if applicable.

## **2.2. People Restrictions on Site, Hours of Work, Conduct and Records**

The working hours shall be in accordance with the requirements of the Department of Labour and as agreed with the relevant trade unions. Relevant documentation and information shall be provided to the NEC3 Project Manager and Supervisor on a regular basis, and prior to commencement of the Works.

The Constructor shall keep daily records of his people engaged on site and working areas, including all EPWP, Sub-Contracting, and Suppliers. The Employer and the NEC3 Project Manager shall be given unencumbered access to such daily records at all reasonable times.

## **2.3. Control of Noise, Dust and Waste**

The Contractor shall take all reasonable steps to contain unacceptable levels of noise and dust, in accordance with the specified and referenced environmental, health and safety requirements.

The Contractor shall dispose of all waste products at a registered waste disposal site, to be approved by the NEC3 Project Manager. The Contractor shall provide written proof that all permits for the waste disposal site are in place.

## **2.4. Health and Safety Requirements**

At all times during construction, the Contractor is responsible for the safety of all persons on the Site and on the equipment and shall have the necessary systems and procedures in place to effectively manage this in relation to H&S requirements in addition to those of the OHS Act and Regulation (85 of 1993, CR 2014).

The Contractor shall comply with all applicable legislation and regulations.

The Contractor shall comply with but not be limited to the following Acts:

- The Compensation for Occupational Injuries and Diseases Act no. 130 of 1993.
- The Contractor shall produce proof of his registration and good standing with the Compensation Commissioner in terms of the Act and submit with his offer.
- Occupational Health and Safety Act 85 of 1993.
- National Water Act 36 of 1998
- Environmental Management Act 107 of 1998
- The Provisional Ordinances and Local Authority, by-laws and all relevant regulations framed there under

## **2.5. Samples**

The Contractor shall furnish samples and/or certificate as called for or may be called for by the NEC3 Project Manager / DoH Project Coordinator/Leader. Materials and/or workmanship not corresponding with approved samples may be rejected.

Samples for approval shall be required for paint colours, partitions, joinery with associated finishes, wall finishes, ceiling finishes, floor finishes, windows, louvres, shopfronts, all sanitary fittings and face brick sample wall (2m<sup>2</sup>). These approved samples shall remain on site for the duration of the Works.

## **2.6. Completion, Testing, Commissioning and Construction of Defects**

### **2.6.1. Works to be done by the Completion Date**

The Contractor shall have done everything required to provide the Works on or before the Completion Date

### **2.6.2. Hand-over Procedures**

Handover procedures shall be agreed with the Employer prior to the completion of the Works.

### **2.7. Local labour and businesses**

A 30% of the contract value shall be utilised towards the empowerment and promotion of local contractors and/or businesses.

## C3.1b SCOPE OF WORKS

Scope of Works complied in accordance with SANS 10403 where reference is made to this part of SANS 1921-1:2004

**Project title:** ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY

**Tender no:** ZNB 5642/2023-H **Project Code:** N/A

### SECTION 1

#### 1 EXTENT OF THE WORKS

##### 1.1 EMPLOYERS OBJECTIVES

As stated in the Works Information

##### 1.2 OVERVIEW OF THE WORKS

Construct a new mortuary in the Vryheid area which shall comply with the National Health Act (Act No. 61 of 2003) and IUSS standards.

##### 1.3 EXTENT OF THE WORKS

The contract comprises of the development and construction of the a new mortuary which shall comply with the National Health Act (Act No. 61 of 2003) and IUSS standards.

##### 1.4 LOCATION OF THE WORKS

Vacant plot, Erf 6048 Vryheid, Handel Street, Vryheid. (Next to M&H Testing Centre)

##### 1.5 TEMPORARY WORKS

All temporary work to comply with the Occupational Health and safety Act (Act 85 of 1993)

#### 2 PROCUREMENT

##### 2.1 PREFERENTIAL PROCUREMENT PROCEDURES

This tender will be subject to the implementation of the Preferential Procurement Regulations, 2022 pertaining to the Preferential Procurement Policy Framework Act, Act Number 5 of 2000 and the relevant Supply Chain Management Legislation and the KwaZulu-Natal Supply Chain Management Policy Framework published by the KwaZulu-Natal Provincial Treasury. Tenderders are referred to [www.kzntreasury.gov.za](http://www.kzntreasury.gov.za) for access to the relevant documents.

Tenderders are advised to familiarize themselves with the contents of the KwaZulu-Natal Supply Chain Management Policy Framework regarding Preference Point Systems, evaluation of tenders appeals and other matters.

**2.2 RESOURCE STANDARD PERTAINING TO TARGETED PROCUREMENT**

NOTE : This project will be adjudicated as exceeding R 50,000 000,00

**2.3 SCOPE OF MANDATORY SUBCONTRACT WORK**

Not applicable

**2.4 PREFERRED SUBCONTRACTORS/SUPPLIERS**

Not applicable

**2.5 SUBCONTRACTING PROCEDURES**

Not applicable

**3 CONSTRUCTION**

**3.1 APPLICABLE SANS 2001 STANDARDS FOR CONSTRUCTION WORKS**

The Contractor is referred to the "Model Preambles to Trades - 2008", any "Supplementary Preambles", the Electrical Specifications and Mechanical Specification for full descriptions of materials and methods referred to in these Bills of Quantities/Lump Sum documents, insofar as they apply. The Contractor is advised to study the "Standard Preambles to all Trades", any "Supplementary Preambles", the Electrical Specifications and Mechanical Specification, before pricing Bills of Quantities/Lump Sum documents.

Where the description in the Bills of Quantities/Lump Sum documents differ from those in the Standard Electrical Specifications, the descriptions in the Bills of Quantities/Lump Sum documents are to apply. No claim whatsoever will be allowed in respect of errors in pricing due to brevity of description of items in the Bills of Quantities/Lump Sum documents which are fully described when read in conjunction with the relevant Preambles and/or Specifications. Suppliers of materials and the like, whose quality systems apply with one or more of the SABS/SANS ISO 9000 Series should be used whenever possible in the absence of a particular SABS/SANS Specification Standard Mark.

Wherever the words "shall be deemed to be included in the description", "shall be stated" or other words having the same effect, appear in the Standard System, it shall be deemed that all descriptions in these Bills of Quantities/Lump Sum documents incorporated such inclusions and statements whether specifically stated or not.

The Contractor is hereby informed that where SABS/SANS Specifications are referred to in these Bills of Quantities/Lump Sums documents and Specifications thereto, then ONLY the Specification of Work Clauses will apply. The method of measurement and payment clauses will NOT apply to this Contract.

The Contractor is hereby informed that risk of collapse and keeping excavations free from water (excluding subterranean water) generally are deemed to be included in the descriptions unless accommodated in the system of measurement. Please refer to the Geotechnical Investigation report when included at the end of these tender documents.

Whenever reference is made to "Sub-Contractor", "Nominated Sub-Contractor" or the like in the specifications included or referred to in these Bills of Quantities/Lump Sums documents, it shall be deemed to mean "Contractor" as defined.



**3.2 APPLICABLE NATIONAL AND INTERNATIONAL STANDARDS**

See above 3.1

**3.3 PARTICULAR / GENERIC SPECIFICATIONS**

The Contractor is referred to the following documents whether attached to this document or not:

<u>SPECIFICATION</u>	<u>PAGES</u>
Specification for HIV/AIDS Awareness (CIDB)	HIV1 TO HIV3
Specific Construction, Safety, Health and Environmental Plan	
Standard Preambles for all Trades (Rev 3) - DOH 2009	1 to 95
EPWP Requirements	0

**3.4 CERTIFICATION BY RECOGNIZED BODIES**

Only contractors registered with the Electrical Contracting Board of South Africa in accordance with the Regulations of the Occupational Health and Safety Act will be accepted and permitted to do work under this contract.

**3.5 AGRÉMENT CERTIFICATES**

Not applicable

**3.6 PLANT AND MATERIAL PROVIDED BY THE EMPLOYER**

Not applicable

**3.7 SERVICES AND FACILITIES PROVIDED BY THE EMPLOYER**

Not applicable

**3.8 OTHER SERVICES AND FACILITIES**

The Contractor shall provide any artificial lighting which may be necessary or required for the proper execution of the works, and provide electric power and water required by all Sub-Contractors, Nominated Sub-Contractors and Sub-Contractors appointed directly by the Administration.

The Contractor shall give all notices and pay all fees in connection with temporary electrical and water connections and shall connect temporary Electrical and Water meters for and pay for all current and water consumed.

The Contractor is advised that the permanent light fittings and water points of any kind installed in the Works are not to be used to provide temporary lighting and supplement water requirements for construction purposes.

**4 MANAGEMENT**

**4.1 APPLICABLE SANS 1921 STANDARDS**

Tenderders are referred to  
SECTION 2 : SPECIFICATION DATA ASSOCIATED WITH SANS 1921-1:2004 IN THIS DOCUMENT

**4.2 RECORDING OF WEATHER**

The Contractor shall keep record of abnormal climatic conditions to facilitate the adjudication of claims for extension of the contract period.

The Contractor shall allow in his programme for the following number of days for rain days (rain > 10mm per day) as per the table below:

CURRENT YEAR			YEAR + 1	YEAR + 2
January	w/days	3	3	3
February	w/days	3	3	3
March	w/days	3	3	3
April	w/days	3	3	3
May	w/days	3	3	3
June	w/days	3	3	3
July	w/days	3	3	3
August	w/days	3	3	3
September	w/days	3	3	3
October	w/days	3	3	3
November	w/days	3	3	3
December	w/days	3	3	3

**4.3 MANAGEMENT MEETINGS**

In order to facilitate the smooth functioning of the Works and to ensure the closest co-operation between all the parties concerned, the Employer will call for regular meetings to be held on the site, at which a senior member of the Contracting firm and the General Foreman of the Works will always be required to be present. In addition to the above, other persons will be required to attend these meetings as and when their presence is necessary, e.g., Consultants in all disciplines, representatives of the various Sub-Contractors, etc. Proper minutes of these meetings will be kept by the Employer/Principal Agent and copies will be circulated to all persons attending the meetings and to others who need to be kept informed.

**4.4 FORMS FOR CONTRACT ADMINISTRATION**

The Employer shall provide all necessary forms.

**4.5 ELECTRONIC PAYMENTS**

The Contractor shall provide all required information to the Employer to facilitate electronic payments upon request.

**4.6 DAILY RECORDS**

The Contractor shall keep daily records of people and equipment employed as well as a site diary in respect of work performed on the site. At the end of each week the Contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number and description of tradesmen and labourers employed by him and all Sub-Contractors on the works each day. At the end of each week the Contractor shall provide the Principal Agent with a written record, in schedule form, reflecting the number, type and capacity of all plant, excluding hand tools, currently used on the works.

**4.7 BONDS AND GUARANTEES**

The Contractor shall within 10 calendar days after receiving notice from the Engineer and prior to 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 bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data.

4.8	<p><b>PAYMENT CERTIFICATES</b></p> <p>Requirements will be in accordance with the Employers prescriptions.</p>
4.9	<p><b>PERMITS</b></p> <p>The Contractor is advised that, in the case of an existing building or institution, all security measures in force will remain in operation and he must acquaint himself and his Employees with them as he and his Employees will at all times be subject to these measures.</p> <p>The Contractor will on no account extend his operations beyond the confines of the building site as indicated by the Employer and must ensure that all his Employees are made aware of these limits. Any Employee disregarding this instruction and found outside the limit of the building site without authority, shall be redeployed immediately and shall not again be employed on this Contract.</p> <p>The Contractor will be responsible for ensuring that this instruction is strictly enforced and must provide and remove upon completion or when directed, such other necessary temporary barriers, fences, etc., as may be required and is to allow opposite this item for any charges he may wish to make in this connection.</p> <p>The Employer will accept no responsibility whatsoever for damage to or the loss of plant, materials, etc., from the site.</p>
4.10	<p><b>PROOF OF COMPLIANCE WITH THE LAW</b></p> <p>The following certificates must be provided before first delivery is taken:</p> <ul style="list-style-type: none"> <li>- HIV/STI Report (Bound into this document)</li> <li>- Electrical Compliance Certificate</li> <li>- Plumbing Compliance Certificate</li> <li>- Lightning Certificate</li> <li>- Waterproofing Guarantee certificates</li> <li>- Electrical and Mechanical test certificates</li> <li>- Plumbing and drainage pressure test certificates</li> <li>- Fire Compliance Certificate</li> <li>- SANS 10400-A:2010 compliance certificates</li> <li>- Latest National Building Regulation</li> </ul>
4.11	<p><b>INSURANCE PROVIDED BY THE EMPLOYER</b></p> <p>None</p> <p><b><u>SECTION 2</u></b></p> <p><b><u>SPECIFICATION DATA ASSOCIATED WITH SANS 1921-2004</u></b></p> <p>Clause Numbers</p> <p>4.1.7 <b>The requirements for drawings, information and calculations for which the Contractor is responsible are:</b></p> <p>All related to the Scope of Works and or as required by the Project Manager</p> <p>4.2.1 <b>The responsibility strategy assigned to the Contractor for the works is:</b></p> <p>Strategy C</p> <p>4.2.2 <b>The structural engineer is:</b></p> <p>As appointed by the Contractor</p> <p>4.2.3 <b>Drawings &amp; other info are to be submitted in accordance with the contractors programme</b></p> <p>Drawings attached in tender to be developed by the Contractor</p> <p>4.3 <b>The planning, programme and method statement are to comply with the following:</b></p> <p>As required by the Project Manager</p>

4.12.2	<p><b>Fabrication drawings that the contractor is to provide to the employer are:</b></p> <p>All related to the Scope of Works and or as required by the Project Manager</p>
4.12.3	<p><b>Office accommodation, equipment, accommodation for site meetings and other facilities for use by the employer and his agents are:</b></p> <p><b>OFFICE FOR FOREMAN</b></p> <p>Provide, erect, maintain and remove at completion a suitable temporary office for the Contractor or his Foreman, perfectly secured, lighted and ventilated and having a desk with drawers.</p> <p><b>TELEPHONE</b></p> <p>The Contractor shall provide a telephone on the site for the use of the Contractor and all Sub-Contractors for the duration of the Contract, and must make the necessary application for connection, give all notices and pay all fees, rentals and charges for the service and also for all calls.</p> <p><b>OFFICE FOR INSPECTOR OF WORKS</b></p> <p>Provide, erect, maintain and remove at completion a well constructed temporary office for the Inspector of Works not less than 4 x 3 m on plan and 3 m high to eaves to the approval of the Employer. The office shall be constructed of wood framing covered externally with corrugated iron or corrugated asbestos and with a lean-to roof covered with the same material as the external wall covering. The office shall be lined internally with soft board or other approved material and a ceiling shall be provided of the same material as the internal lining. A suspended wood floor shall be provided and is to finish not less than 300 mm above the ground level. A lockable door and a window, which provides adequate light and ventilation, shall be fitted.</p> <p>An office constructed of 115 mm thick brick-work and provided with a screeded concrete floor and roofed and ceiled as above described may be accepted as an alternative but prior permission of the Employer will be necessary before construction of such an office is commenced and his requirements shall be stated and fulfilled by the Contractor.</p> <p>The office shall be fitted in an approved manner with a sloping topped desk of height and length suitable for the laying out and studying of drawings, a desk or table with not less than two lock-up drawers, shelves, seating and wash-stand, and the Contractor shall provide all necessary attendance.</p> <p><b>TELEPHONE IN OFFICE FOR INSPECTOR OF WORKS</b></p> <p>The Contractor shall arrange for the installation of a lockable telephone in the Office for the Inspector of Works for the duration of the Contract. The Contractor will be required to make the necessary application for connection and give all notices on behalf of the Employer. The Employer will, however, be responsible for the direct payment of all fees, rentals and other charges by Telkom for the service for the Inspector of Works and for all calls made from this telephone.</p>
	<p><b>SHED</b></p> <p>Provide, erect, maintain and remove at completion, ample temporary sheds for the proper storage of materials and for the use of the workmen, and remove when no longer required.</p>

<p><b>4.14.6</b></p>	<p><b>The requirement for provision and erection of signboards are:</b></p> <p>Supply, erect, maintain and remove at completion a painted notice board, size overall 2800 x 2345 mm high sign written to detail as Drawing No. T9506 which drawing is available from offices of the Department of Public Works. Only the official notice board is to be displayed on the site and no Sub-Contractor's boards will be permitted. The Contractor, at his own cost, may provide a board on which all sub-contract firms' names may be sign written. The notice board is to be to the approval of the Employer and is to be maintained in first class condition and placed where directed at the entrance to the site and remain there for the duration of the Contract.</p>
<p><b>4.17.1</b></p>	<p><b>Requirement for the termination, diversion or maintenance of existing services:</b></p> <p>Should the Contractor come in contact with any underground cables or pipes during excavations, immediate notification must be made to the Employer and all work in the vicinity of such cables, pipes, etc., shall cease until authority to proceed has been obtained from the Employer. Should the Contractor damage underground cables or pipes resulting in a disruption of services to an existing institution such damage shall be repaired immediately.</p>
<p><b>4.17.3</b></p>	<p><b>Services which are known to exist on the site:</b></p>
	<p>Investigate and provide detail drawings.</p>
<p><b>4.17.4</b></p>	<p><b>Requirement for detection apparatus</b></p>
	<p>None</p>
<p><b>4.18</b></p>	<p><b>ADDITIONAL HEALTH AND SAFETY REQUIREMENTS ARE:</b></p> <p>By the submission of a tender, any Tenderder will, if awarded the contract to which this tender document relates, be deemed to be the mandatory as envisaged by Section 37 (2) of the Act. As a mandatory the successful Tenderder will be deemed to be the "principal contractor" and an employer in his/her/their own right with duties as prescribed in the Act and accordingly will be deemed to have agreed to be solely responsible for ensuring that in connection with the service to which this tender document relates, all work will be performed and machinery and plant used in accordance with the Act. Should the Contractor, for whatever reason be unable to perform as required by the Act, the Contractor undertakes to inform the Employer accordingly.</p> <p>Tenderders are advised that it is a Condition of this Tender that a 'Construction Phase Safety, Health and Environmental Plan' specifically relates to the project for which tenders are being submitted and must be prepared by the Tenderder and submitted with the other tender documents at the time of tender. Failure to do so will invalidate the tender.</p> <p>Tenderders are therefore advised to study the 'Construction Safety, Health and Environmental Specification' which is issued as part of this tender document, the Model Preambles to Trades - 2008, any project Specification included in this tender document and any and all drawings which are referred to and issued as part of this tender document before preparing their own project specific 'Construction Phase Safety, Health and Environmental Plan' . Tenderders are also advised that such a plan which is submitted with a tender but is incomplete or considered inadequate by the Employer or his Representative will invalidate the tender.</p> <p>The Contractor will be deemed to have satisfied himself with his obligations in terms of the Act and to have allowed for all costs arising from compliance with the Act as no claim for extra costs arising from compliance with, and obligations in terms of the Act will be entertained.</p>
<p><b>4.22</b></p>	<p><b>WORK BY NOMINATED AND SELECTED SUBCONTRACTORS COMPRISE:</b></p> <p>N/A</p>

## C3.2 - SPECIFICATION FOR HIV/AIDS AWARENESS

### 1 Scope

This generic specification contains requirements applicable to the reduction of the risk of transfer of the HIV virus between and among construction workers and the local community through the following four strategies:

- a) raising awareness about HIV/AIDS;
- b) providing construction workers with access to condoms;
- c) HIV counselling, testing and referral services; and
- d) Sexually Transmitted Infection diagnosis and treatment.

### 2 Normative references:

The following standard contains provisions that, through reference in this text, constitute provisions of this standard:

SANS 4074 ISO 4074, *Condom Rubbers*

### 3 Definitions and Abbreviations

#### 3.1 Definitions

**Construction Worker:** all persons in the employ of the contractor or in the employ of any of the subcontractors contracted by the contractor.

**Local Community:** the communities local to the site which are most likely to have contact with the construction worker and, in particular, sex workers in those communities.

**Service provider:** the natural or juristic person recognised by the South African Department of Health as specialist in conducting Aids Awareness Programmes.

#### 3.2 Abbreviations

STI: Sexually transmitted infection

HIV: Human Immunodeficiency Virus

AIDS: Acquired Immune Deficiency Syndrome

### 4 Objectives

The objectives are to:

- a) reduce the risk of transfer of the HIV virus between and among construction workers and the local community;
- b) raise awareness amongst construction workers and the local community of the risk of infection with the HIV virus;
- c) promote early diagnosis; and
- d) assist affected individuals to access care and counselling.

## **5 Requirements**

### **5.1 General requirement**

The contractor shall, in order to satisfy the objectives stated in 4:

- a) make condoms complying with the requirements of SABS ISO 4074 available to all construction workers at readily accessible points on the site, suitably protected from the elements, for the duration of the contract;
- b) either place and maintain HIV/AIDS awareness posters of size of not less than A1 in areas which are highly trafficked by construction workers, or provide construction workers with a pamphlet, in languages largely understood by construction workers, which
- c) encourage voluntary HIV/STI testing;
- d) provide information concerning counselling, support and care of those that are infected services; and
- e) comply with the requirements of 5.2.

***The provisions of 5.1 c) and d) do not apply to this contract.***

### **5.2 HIV awareness programme**

**5.2.1** The contractor shall:

- a) engage a qualified service provider as described in the scope of works to conduct an HIV Awareness Programme which is structured to achieve the outcomes stated in 5.2.3 for contract workers as soon as a construction workers camp is established and populated or, where no such camp is established, within two weeks of the commencement of a significant portion of the works and at subsequent intervals, if any, provided for in the scope of works; and
- b) arrange for, provide a suitable venue, and instruct all construction workers to attend the HIV Awareness Programme and notify the Employer's Representative of the date, time and venue whenever a session with construction workers is conducted.

**Note: The National Department of Public Works maintains a list of qualified service providers.**

**5.2.2** The contractor shall do nothing to dissuade construction workers from attending such an HIV Awareness Programme and shall take all reasonable steps to ensure that a minimum of 90% of construction workers engaged in the works attend such a programme, when it is conducted.

**5.2.3** The outcomes of the HIV Awareness Programme shall as a minimum, result in contract workers exposed to such a programme being able to:

- a) communicate the existence of problems of HIV and be able to outline the consequences of transmission of HIV to or from the local community;
- b) recall and communicate the mode of HIV transmission and preventative measures including the proper use of the condom.

**The HIV/ Aids awareness programme described in 5.2 is to be repeated at four month intervals throughout the duration of the contract. (Four times in total, including the initial one at the start of the contract)**

### **5.3 Reporting**

**5.3.1** The contractor shall prepare and attach to his claims for payment a brief report which outlines how the actions taken by the contractor in the period for which payment is claimed satisfy the requirements and a schedule which lists the names, identity numbers, trade / occupation and name of employer of all construction workers exposed to the programme (see **HIV/STI Compliance Report**).

**5.3.2** The employer's representative shall certify the report and schedule described in 5.3.1 whenever a claim for payment is issued to the employer.

**Note: In the event that the contractor fails to satisfy the requirements of this specification, the employer (Head: Public Works) may apply any of the sanctions provided for in the contract. Sanctions may include the application of a financial penalty of .04% of the Contract Sum.**

The *HIV /Aids* awareness programme described in 5.2 shall in addition *be conducted* for the benefit of the local community on two occasions in the community centre nearest to the building site. The contractor shall be *responsible* for inviting identifiable community-based *institutions and organisations, churches, and schools to participate in the programme.*



## C3.3 - HIV/STI COMPLIANCE REPORT

Pro-forma reporting format in terms of the SPECIFICATION FOR HIV/AIDS AWARENESS

Project Code:

N/A

Payment Claim number:

Period covered by payment claim:

1. Distribution of condoms (briefly describe where and how condoms are distributed).

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2. Posters / pamphlets (briefly describe where posters were placed / how pamphlets were distributed).

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3. Voluntary testing (briefly describe the actions taken / information provided to promote testing).

4. Counselling, support and care (summarise information provided).

5. HIV awareness programme (briefly describe action).

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**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

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## ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY

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### PART C4. SITE INFORMATION

## C4.1 SITE INFORMATION

<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Tender No.</b>	<b>ZNB 5642/2023-H</b>	<b>Project Code:</b>	<b>N/A</b>

### C4.1 Site Information

<b>C4.1</b>	<p><b>GENERAL</b></p> <p>(a) 1. Vacant plot, Erf 6048 Vryheid, Handel Street, Vryheid. (Next to M&amp;H Testing Centre) 2. Nature of grounds where works will be performed is to be confirmed by geotechnical reports</p> <p>(b) Specific requirements are as follows: 1) The NEC 3 Project Manager shall be appointed where he/she will conduct all the required project supervision, evaluation and monitoring of the project throughout its life cycle. 2) The design stage must take no more than 6 months from starting date and at least 3 concept designs for each service to be refurbished/upgraded is required. 3) The Contractor shall be responsible to conduct all required presentations to HIAC to seek approval to proceed to the next stage. 4) All works must be conducted in strict adherence to the OHS Act as ammended. 5) The Contractor is reminded of strict infection control procedures as prescribed by the institution. 6) The Contractor shall not be allowed to proceed to the next stage without HIAC approval. 7) The Construction period should not exceed 24 months from succesful completion of the Design stage. 8) Close-out report, O&amp;M manuals, Training, As-built drawings and other related activities must be completed 3 months after the succesful completion of the Construction stage. 9) A 10% retention is applicable</p> <p>(c) • Design stage: 3 months from the starting date • Construction stage: 24 months from site access date • Close-out: 3 months from succesful completion of the construction stage</p>
<b>C4.2</b>	<p><b>GEOTECHNICAL INVESTIGATION REPORT</b></p> <p>(a) To be determined during the course of the contract</p>



**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

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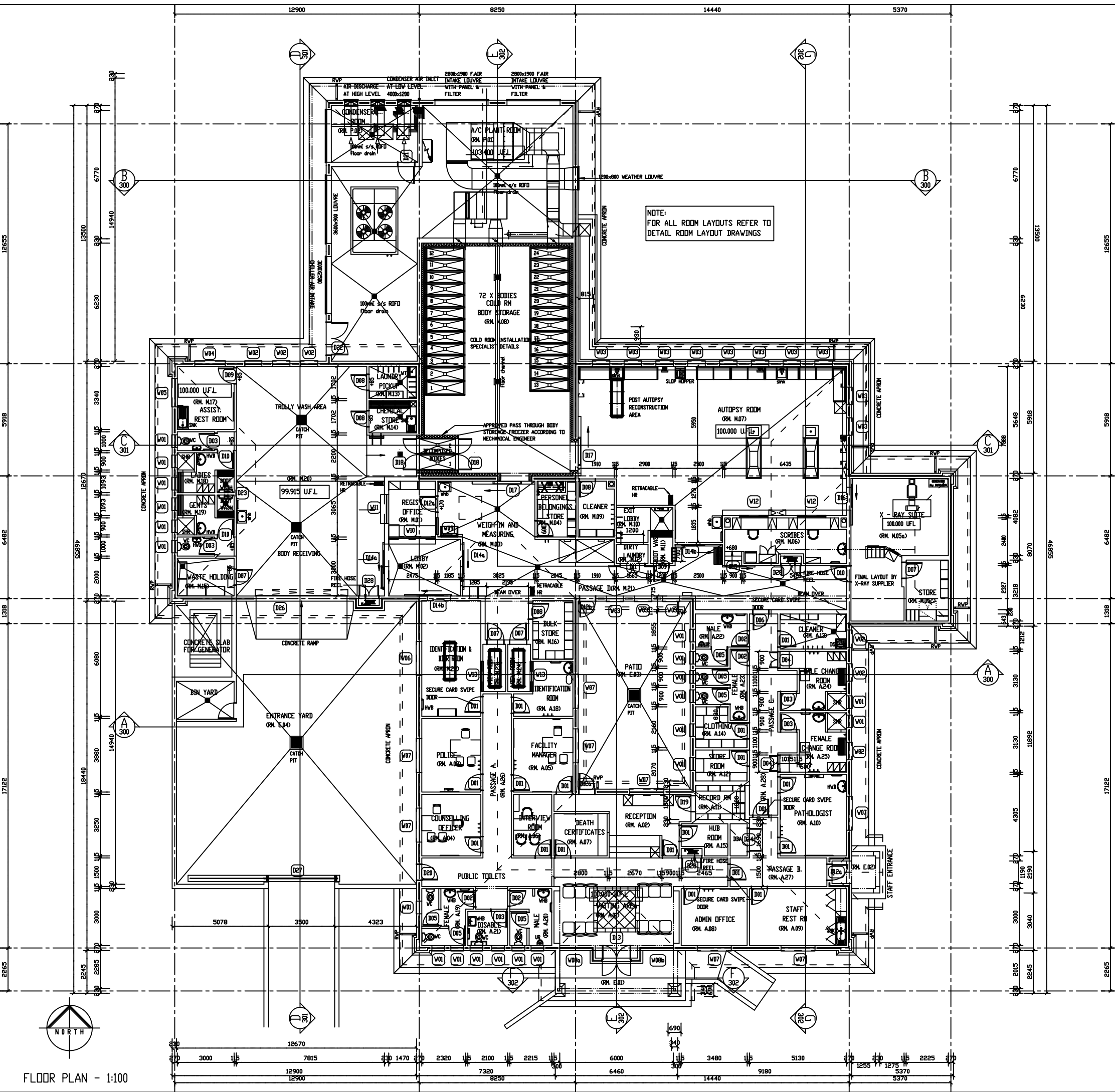
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**PART C5 - DRAWINGS / ANNEXURES**



**ANNEXURES**

Annexure 1	Standard Preambles for all Trades (Rev 3) - DOH 2009
Annexure 2	General Electrical Specifications
Annexure 3	Lightning Protection Specifications
Annexure 4	Map of Tender submission location
Annexure 5	Joint Venture Agreement
Annexure 6	Health and Safety Specification
Annexure 7	Health and Safety Bill of Quantities
Annexure 8	Builders Lien Agreement
Annexure 9	Geotechnical Investigation Report (If applicable)
Annexure 10	EPWP Employment Contract
Annexure 11	Attendance Register - Infrastructure and Other projects
Annexure 12	EPWP Data Collection tool for Phase 3 system
Annexure 13	Project Brief



NOTE:  
FOR ALL ROOM LAYOUTS REFER TO  
DETAIL ROOM LAYOUT DRAWINGS

**FIRE PROTECTION NOTES:**

- OCCUPANCY CLASSIFICATION - G1.
- ALL WORK AND MATERIALS TO COMPLY WITH SABS 0400 TTS.
- ALL CEILINGS AND SUPPORTING MEMBERS TO BE NON-COMBUSTIBLE AND TO COMPLY WITH T13(K), T13(K2) OF SABS 0400.
- ALL FLOOR COVERINGS TO COMPLY WITH T114 OF SABS 0400. CARPETS TO CLASS 3 FIRE INDEX.
- ALL WALL FINISHES TO COMPLY WITH T115 OF SABS 0400.
- ALL PARTITIONS IN RISK VALL CONSTRUCTION TO BE NON-COMBUSTIBLE AND TO COMPLY WITH T19 OF SABS 0400.
- ALL STAIRS TO HAVE HANDRAILS OF MIN. ONE METER HIGH.
- ANY INACCESSIBLE CONCEALED SPACE WITHIN A DIMENSION GREATER THAN 5 METERS TO BE FIRE STOPPED IN ACCORDANCE T139 OF SABS 0400.
- ALL DIVISION WALLS INDICATED AS "FIRE WALLS" ARE TO BE BUILT UP TO THE UNDERSIDE OF SLABS OR ROOF COVERINGS.
- THE AIR CONDITIONING SYSTEM IS TO COMPLY WITH T143 OF SABS 0400.
- SERVICE PIPES, CONDUITS, SLEEVES ETC. TO COMPLY WITH T141 OF SABS 0400.
- 4.5kg CO2 PORTABLE FIRE EXTINGUISHERS TO BE INSTALLED IN ACCORDANCE WITH T137 OF SABS 0400. AT A RATE OF 1/200m<sup>2</sup>. EXTINGUISHERS TO BE HUNG IN PURPOSE MADE CABINETS AND LOCATED IN SECURE POSITIONS.
- 30m ROTARY FIRE HOSE REELS TO BE INSTALLED IN ACCORDANCE WITH T134 OF SABS 0400. AT A RATE OF 1/500m<sup>2</sup>.
- FIRE HYDRANTS TO BE INSTALLED IN ACCORDANCE WITH T135 OF SABS 0400. AND SUBJECT TO DIRECTION BY THE LOCAL AUTHORITY.
- MARKINGS AND SIGNAGE TO COMPLY WITH T129 OF SABS 0400. PICTORIAL SIGNS INDICATING FIRE EQUIPMENT AND MEANS OF ESCAPE TO BE APPROVED IN COMPLIANCE WITH T132.2, T135.4 AND T135.5.
- ESCAPE DOORS MAY ONLY BE FITTED WITH LOCKING DEVICES AS APPROVED BY THE LOCAL AUTHORITY.

**VENTILATION NOTES:**

- AIR IS TO BE EXTRACTED FROM ALL INTERNAL NORMAL OCCUPANCY AREAS AT A RATE OF 7.5/s PER PERSON.
- AIR IS TO BE EXTRACTED FROM ALL INTERNAL TOILET AREAS TO THE EXTERIOR AT A RATE OF 20/s PER FITMENT.
- ALL MECHANICAL EXTRACTION TO BE DESIGNED, INSTALLED AND MONITORED BY THE PROJECT MECHANICAL ENGINEER.
- FRESH AIR SUPPLY TO BE AT A RATE OF 7.5/s PER PERSON. AIR SUPPLY TO HABITABLE AREAS IS NOT TO EXCEED 0.5m/s AND IS NOT TO BE LESS THAN 0.2m/s - EVEN DISTRIBUTION TO BE ENSURED.
- ALL OFFICES TO HAVE MIN. 500 LUX. WITH MAXIMUM GLARE INDEX 19.

**GENERAL PLUMBING NOTES:**

LAYING OF DRAINS:  
LAY PIPES TO SABS 1200 LD AND SABS 0112.  
ALL SEWER AND DRAIN PIPES TO BE MARLEY 110MM/120MM. UPVC OR SIMILAR APPROVED WITH FLEXIBLE RING SEAL COUPLINGS. DRAIN TO BE LAID TO A MINIMUM FALL OF 1:40.  
ALL WASTE PIPES TO BE MARLEY 50MM DIAM. UPVC OR SIMILAR APPROVED. ALL WASTE AND SOIL FITTINGS TO BE PROVIDED INTEGRALLY OR IMMEDIATELY AT ITS OUTLET WITH AN EFFECTIVE SELF-CLEANING DEEP SEAL TRAP. ALL IN ACCORDANCE WITH SABS REQUIREMENTS.

NOTE:  
WHERE THE LENGTH OF EACH SECTION OF WASTE PIPE EXCEEDS 2 METRES IN LENGTH, IN STRAIGHT RUNS, AN EXPANSION COUPLING IS TO BE FITTED TO CONNECT THE PIPES TOGETHER WITH THE SPIGOT ENTERING THE SOCKET IN THE DIRECTION OF FLOW TO A MINIMUM DEPTH OF 57MM.  
WHERE PIPES EXCEED 2 METRES IN LENGTH WITH A NUMBER OF CHANGES IN DIRECTION AN EXPANSION COUPLING IS TO BE FITTED AT ONE END OF THE PIPE ADJACENT TO A BEND.

NO WASTE WATER CONNECTION TO STACK TO BE LESS THAN 200mm BELOW CENTRE LINE OF V.C. BRANCH INLET PIPE, OR IF ABOVE WILL NOT DISCHARGE BELOW THE CENTRE LINE OF V.C. BRANCH INLET PIPE.

**SUBSOIL DRAINS:**

- EXCAVATE, LAY AND BACKFILL IN REASONABLE LENGTHS AND WITHOUT DELAY. ASSUME EXCAVATIONS ARE IN SOIL. NOTIFY THE ARCHITECT IF EXCAVATIONS ARE IN HARDER MATERIAL.
- EXCAVATE THE TRENCH NOT WIDER THAN IS NECESSARY TO LAY, JOINT AND BACKFILL THE PIPE, AND TO A DEPTH OF 100MM BELOW THE REQUIRED PIPE LEVEL. THE TRENCH MUST BE INSPECTED BY THE ARCHITECT BEFORE BEDDING MATERIAL IS PLACED. PROTECT THE DRAIN AGAINST FLOODING.
- BED THE PIPE TRUE TO LINE AND GRADE ON 100MM MINIMUM THICKNESS APPROVED GRANULAR MATERIAL OVER THE FULL TRENCH WIDTH. SUPPORT THE PIPE UNIFORMLY AND CONTINUOUSLY, BUT NOT ON THE SOCKETS. CAREFULLY COMPACT THE BEDDING TO 90% OF THE MODIFIED AASHTO DENSITY.
- PLACE THE BACKFILL IN THE TRENCH, UP TO LEVEL OF TOP OF THE PIPE AND CAREFULLY COMPACT TO 90-95% OF ITS MAXIMUM DENSITY. ENSURE THE MOISTURE CONTENT OF THE BACKFILL IS WITHIN 2% OF ITS OPTIMUM.
- FILL OVER THE PIPE WITH A 300MM THICK LAYER OF THE SAME MATERIAL AND TAMP LIGHTLY.
- FILL THE REMAINDER OF THE TRENCH IN LAYERS NOT EXCEEDING 300MM WITH MATERIAL FROM THE TRENCH EXCAVATIONS, BUT WITHOUT ORGANIC MATERIAL OR Boulders LARGER THAN 150MM AND COMPACT TO 90% OF ITS MAXIMUM DENSITY. DO NOT ROLL OR USE HEAVY MECHANICAL COMPACTION UNTIL AT LEAST 600MM OF MATERIAL HAS BEEN PLACED OVER THE PIPE.
- WHERE DRAIN GRADIENT EXCEEDS 1:5, PROVIDE CONCRETE ANCHOR BLOCKS TO SECURE THE PIPE IN PLACE.
- DRAINS UNDER BUILDINGS AND DRIVEWAYS TO BE PLACED IN CAST IRON SLEEVE AND ENCASED IN MASS CONCRETE.
- CONSTRUCT CLEANING/RODDING EYES OF PIPE OF THE SAME MATERIAL AND DIAM. AS DRAIN. INSERT JUNCTION IN DRAIN, OR BEND IN END OF DRAIN, AND BRING BRANCH UP TO GROUND LEVEL WITH LONG RADIUS BENDS. ENCLOSE RODDING EYES IN BRICK CHAMBER ACCORDING TO DETAIL. RODDING EYES SHOULD BE LOCATED IMMEDIATELY UPSTREAM OF ANY CHANGE OF DIRECTION AND AT INTERVALS OF NOT MORE THAN 25M IN STRAIGHT PIPE RUNS.
- CONTRACTOR TO MAKE PROVISION FOR THE BUILDING IN OF 6MM FIBRE CEM. ACCESS PANELS IN TIMBER SUBFRAME TO ALLOW FOR ACCESS TO CONNECTION POINTS IN STACKS. CONSULT WITH ARCHITECT AS TO THE FINAL APPEARANCE AND FINISH TO THE ACCESS PANELS.
- ENGINEER TO MAKE PROVISION FOR SLAB THICKENINGS WHERE THE INSTALLATION OF PIPEWORK IN THE FIRST FLOOR SLAB REQUIRES ADDITIONAL DEPTH TO ALLOW FOR SUFFICIENT FALLS.

GULLIES AND GREASE TRAPS:  
A) INSTALL 100MM DIAM. UPVC MARLEY OVERFLOW GULLY HEAD WITH THREADED ACCESS CAP. CODE S0440 ACCORDING TO MANUFACTURER'S RECOMMENDATIONS. ALL IN ACCORDANCE WITH SABS 791 REQUIREMENTS.  
B) THE OVERFLOW LEVEL OF THE GULLY HEAD MUST BE POSITIONED AT LEAST 150MM ABOVE THE SURROUNDING GROUND LEVEL OR 50MM ABOVE THE LEVEL OF PERMANENT PAVING.

500 1000 2000 3000m 4000m

ALL DIMENSIONS ARE INDICATED IN MILLIMETRES AND MUST BE CONTROLLED ON SITE. THIS DRAWING MUST NOT BE SCALED. ONLY FIGURED DIMENSIONS MAY BE USED.

ALLE AFMETINGS WORD IN MILLIMETERS ANNEKOR EN MET OF DIE TERREIN BEVESTIG WORD. GEEN AFMETINGS MAG VAN HIERDIE TEKENING GEMAAK WORD NIE. GEBRUIK SLEES GESKREEVE AFMETINGS.

ALL DISCREPANCIES ARE TO BE VERIFIED WITH THE ARCHITECT PRIOR TO THE COMMENCEMENT OF WORK.

THE FINISHED PLATFORM LEVEL TO BE MIN. 255mm BELOW GROUND FLOOR LEVEL.

ALL SLABS, BEAMS, COLUMNS, STAIRS AND STRUCTURAL REINFORCED CONCRETE AND STRUCTURAL STEEL WORK ACCORDING TO ENGINEERS DETAILS.

THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH STRUCTURAL, CIVIL AND MECHANICAL AND ELECTRICAL ENGINEERS DRAWINGS.

ALL BUILDING WORK IS TO COMPLY WITH SABS 0400 AND LOCAL MUNICIPAL BY-LAWS.

ALL GLAZING TO COMPLY WITH PART N OF SABS 0400.

ALL BALUSTRADES TO BE MIN. ONE METER HIGH AND TO COMPLY WITH THE REQUIREMENTS OF PART K OF SABS 0400.

ALL STAIRS TO COMPLY WITH PART M OF SABS 0400.

ALL FACILITIES FOR DISABLED PERSONS TO COMPLY WITH PART S OF SABS 0400.

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VARIATIONS			
VAR No.	DATE	DRAWN	DESCRIPTION

PROVINCE OF  
KWAZULU-NATAL  
HEAD : WORKS  
WCS - 016604

**ESKO**  
Architects  
NATAL CC

Suite 25 Calypso Centre 2 Kruger Rand  
Postbus 1964 P.O. Box  
Richards Bay 3900 Richards Bay  
Tel 035-789 8475/6 Tel  
Faks 035-789 8477 Fax  
E-pos cskoarch@eko.co.za E-Mail

**THEUNISSEN JANKOWITZ**  
ARCHITECTS

DURBAN  
Tel: 031-2029552  
Fax: 031-2029556  
PO Box 52093  
BEREA ROAD 4007  
Email: vtj@nj.co.za

PROJECT TITLE  
PROPOSED NEW MORTUARY  
FOR HEAD : WORKS  
PROVINCE OF KWAZULU-NATAL

DRAWING TITLE  
MORTUARY TYPE M2,  
GROUND FLOOR PLAN

APPROVED		CLIENT
PROJECT No.		
KZN/M2/2001-001		
PLAN No.		
ARCHITECT	D00018/M2/ WD-100	DEPARTMENT
SHEET No.		02
SCALE	1:100	ORIG. DATE
		MAR. 2001
DRAWN	R.A.P.	CHECKED
		E.B.
REV.		268

FLOOR PLAN - 1:100





**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

---

## ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY

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## ANNEXURES



Annexure 4  
**Joint Venture Agreement**  
(March 2004)  
(First Edition of CIDB document 1017)

1. **PREAMBLE**

This agreement is made and entered into by and between

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
of the first part and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
of the second part and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
of the third part.

*(allow for additional parties as necessary).*

Whereas the foregoing parties have resolved to form a Joint Venture under the title of

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

for the exclusive purposes of securing and/or executing the Contract to be awarded by  
*(name of Employer)*

**to the KZN Department of Health in respect of the following project:**

for *(brief description of Contract)*

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Now it is hereby agreed as follows :

2. **DEFINITIONS AND INTERPRETATION**

2.1 Definitions

The following words and expressions shall have the meanings indicated, except where the context otherwise requires. Defined terms and words are, in general, signified in the text of the Agreement by the use of capital Contrac initial letters, but the absence of such letters does not necessarily signify that a term, or word, is not defined.

**'Agreement'** means the agreement between the Members of the Joint Venture and includes this model form of agreement together with the Preamble, Specific Provisions, if any, Schedules 'A', 'B' and 'C' and any relevant Documents prepared prior to the signing of the Agreement and appended thereto.

**'Contract'** means the contract with the Employer for the supply of the Deliverables, for the purposes of securing and executing which, the Joint Venture has been formed.

**'Deliverables'** means the works and/or services, equipment, materials, goods, etc. to be furnished by the Joint Venture to the Employer in terms of the Contract.

**'Document'** means any written, drawn, typed, printed, or photographic material, which relates to the Agreement.

**'Employer'** means the person, or body, which is to award the Contract and will employ the Joint Venture if it is awarded the Contract.

**'Joint Venture'** means the joint venture formed by the Members in accordance with the Agreement.

**'Management Committee'** means the body established in terms of the Agreement to manage all aspects of the work of the Joint Venture in securing and executing the Contract and in meeting the provisions for the Agreement.

**'Member'** means a person, or body which, being a party to the Agreement, is a member of the Joint Venture.

**'Member's Interest'** means the proportion expressed as a percentage, which the total monetary value of all resources provided and contributions made by a Member towards the execution by the Joint Venture of the Contract bears to the total of such values by all Members and, unless otherwise indicated in the Agreement, represents the extent to which the Member participates in the fortunes of the Joint Venture.

**'Representative'** means the person representing a Member on the Management Committee.

**'Schedules'** means Schedules 'A', 'B' and 'C' which set out general, financial and other information relating to the Members and the obligations, duties, rights, risks and benefits arising from their participation in the Joint Venture.

**'Specific Provisions'** means the variations, if any, required to this standard form of agreement for the specific purposes of the Agreement.

## 2.2 Interpretation

Unless inconsistent with the context, an expression in the Agreement which denotes:

- any gender shall include the other genders
- a natural person shall include a juristic person and vice versa
- the singular shall include the plural and vice versa

## 2.3 Headings

The headings to clauses of the Agreement shall not be considered part thereof, nor shall the words they contain be taken into account in the interpretation of any clause.

## 2.4 Law

The Agreement shall be construed in accordance with and governed by the laws of the Republic of South Africa and the English language versions shall prevail.

## 2.5 Language

English shall be exclusively used by the Members in the preparation of Documents unless otherwise indicated.

## 2.6 Conflict between Agreement and Contract

Should any provision of the Agreement be in conflict with the terms of the Contract, the Agreement shall be amended to the approval of the Management Committee so as to eliminate the conflict.

## 3. **JOINT VENTURE GENERAL**

### 3.1 Establishment and Purpose

The Joint Venture established by the Members in terms of the Agreement is an unincorporated association with the exclusive purposes of securing and executing the Contract for the benefit of the Members.

### 3.2 Termination

The operation of the Joint Venture and the validity of the Agreement shall terminate if and when it becomes evident that the Joint Venture will not be awarded the Contract, or, if the Joint Venture secures the Contract, when all obligations and rights of the Joint Venture and the Members in connection with the Contract and the Agreement have ceased and/or been satisfactorily discharged.

Unless otherwise decided by the Management Committee, the Agreement shall not terminate if a Member changes its name, or is taken over by, or merged with, another body.

This agreement will terminate when any one of the Members resigns, are liquidated or opts out of this agreement and the Joint Venture will be in breach of contract with the Employer and their contract could be cancelled.

### 3.3 Exclusivity

Unless otherwise agreed by the Management Committee, or provided for in the Contract no Member shall engage in any activity related to the Contract other than as a Member of the Joint Venture and Members shall ensure that their subsidiaries and other bodies over which they have control comply with this requirement.

### 3.4 Participation of Members

Except as may otherwise be stipulated in the Agreement, each Member shall be responsible for all costs incurred by it prior to the date of inception of the Agreement.

Subsequent to the date of inception of the Agreement, each Member shall, participate in the operations, risks, responsibilities and fortunes of the Joint Venture including, inter alia, the provision of funding, sureties, guarantees, insurances, human and other resources and participation in profits and losses to the extents indicated in the Schedules. Participation in any aspect not covered in the Schedules shall, if an agreement cannot be reached between the Members, be to the same extents as indicated by the Members Interests.

### 3.5 Management

The affairs of the Joint Venture shall be directed and controlled by the Management Committee, as set out in Section 4 hereof.

3.6 Confidentiality

All matters relating to the Agreement and the Contract shall be treated by the Members as confidential and no such matter shall be disclosed to any third party without the prior written approval of the Management Committee.

No Member shall be party to the dissemination of publicity relating to the Contract, or the Agreement, without the prior written approval of the Management Committee and the Employer.

3.7 Assignment

No Member shall cede, assign, or in any other way make over any of its rights, or obligations, under the Agreement without the prior written consent of the Management Committee.

3.8 Subcontracting

No Member shall subcontract any obligation, work or duty for which it is, itself, responsible in terms of the Agreement without the prior written consent of the Management Committee.

3.9 Variations to Agreement

No variation, modification, or waiver of any part of the Agreement shall be of any force, or effect, unless unanimously agreed by the Members and reduced to writing.

3.10 Liability

Each Member warrants that it will indemnify the other Members against all legal liabilities arising out of, or in connection with the performance of its obligations under the Agreement.

It is acknowledged by the Members that they may be held jointly and severally liable in respect of claims against the Joint Venture by the Employer or third parties.

**4. MANAGEMENT OF JOINT VENTURE**

4.1 General

The affairs of the Joint Venture shall be directed, controlled and managed by the Management Committee, which, within the terms of the Agreement and the Contract, shall have full authority to bind the Members in all matters relating to the affairs of the Joint Venture.

Communication between the Joint Venture and the Employer, or third parties, relating to the Contract shall be conducted exclusively by the Management Committee, or by such person as it may delegate to perform this function.

The Management Committee shall have the power to appoint a project manager and/or such other persons as it may see fit to appoint for the purpose of executing the Contract and may delegate such of its powers, responsibilities and duties as it may consider necessary, or desirable, to persons or bodies appointed or seconded for this purpose.

Such administrative functions as are necessary to ensure the effective operation of the Management Committee shall be performed by its chairman.

4.2 Management Committee

4.2.1 Composition

The Management Committee shall, unless otherwise agreed by all the Members, consist of one Representative of each Member and each Member shall be obliged, at all times, to maintain a Representative on the Management Committee.

Each member shall, not later than three working days after the signing of the Agreement, appoint its Representative and notify the other Members of the name and contact details of the Representative. Such Representative shall have the power to bind the Member that he represents in all matters relating to the execution of the Contract and the performance of the Agreement.

A Member shall be entitled, after giving the other Members not less than three working days written notice of his intention to do so, appoint, remove and/or replace, an alternate who shall, at any meeting of the Management Committee from which the Representative whom he represents is absent, be vested with all rights and powers and subjected to all the obligations of the absent Representative.

The chairman of the Management Committee shall be the Representative of the Member which has the largest Member's Interest. If two, or more, Members have the same, largest Member's Interest, the chairmanship shall rotate between the Representatives of such Members at three monthly intervals, the order of rotation to be determined by ballot.

Notwithstanding the foregoing, the chairmanship of the Management Committee may be determined, or changed, at any time by unanimous decision of the Management Committee.

No remuneration shall be paid by the Joint Venture to Representatives or their alternates for serving on the Management

#### 4.2.2 *Meetings*

Meetings of the Management Committee shall take place at such times and places as the Management Committee may determine, provided that the chairman shall convene a meeting of the Management Committee to be held not later than ten working days after he has been requested, in writing, by a Member to do so. Not less than five working days written notice of any meeting of the Management Committee shall be given to all Representatives and their alternates.

The Management Committee may permit, or invite, persons other than Representatives or alternates to attend any of its meetings, but such persons shall not have voting rights.

#### 4.2.3 *Decisions*

Each Representative shall have one vote on the Management Committee and where, in terms of this clause, a casting vote is required, this shall be exercised by the chairman.

All decisions of the Management Committee shall, desirably, be unanimous. Accordingly, if unanimity cannot, initially, be achieved in regard to a decision, the meeting at which that decision is sought shall be adjourned for a period of 48 hours to enable Representatives to consult with their principals. If, on resumption of the adjourned meeting, unanimity can still not be achieved, the decision, provided it is not one requiring unanimity of the Members, shall be taken by majority vote and, in the event of a tie, the chairman shall exercise a casting vote.

A Member not satisfied with a majority decision of the Management Committee may declare a dispute, to be dealt with in terms of Clause 8 hereof, but the majority decision shall, nevertheless, be implemented with immediate effect.

Decisions of the Management Committee, whether taken at a meeting, or otherwise, shall be recorded in written minutes, which shall be distributed by the chairman to reach the Representatives not later than five working days after those decisions were taken. Such minutes shall be deemed to have been affirmed by the Representatives unless written notice of dissent is received by the chairman not later than three working days after receipt of the minutes by the Representative.

#### 4.2.4 Powers and duties

The functions, responsibilities and powers of the Management Committee shall include, inter alia, those listed below:

- 4.2.4.1 Formulating overall policy in regard to the achievement of the objectives of the Joint Venture.
- 4.2.4.2 Managing the day to day affairs of the Joint Venture.
- 4.2.4.3 Monitoring, directing and co-ordinating the activities of the Members to ensure that the objectives of the Joint Venture are achieved and that the obligations and responsibilities of the individual Members are met.
- 4.2.4.4 Monitoring and controlling the financial affairs of the Joint Venture and ensuring that proper books of account and financial records relating to affairs of the Joint Venture are maintained in an approved form and submitted to the Management Committee for approval at regular intervals, which shall not be longer than one month.
- 4.2.4.5 Determining the necessity for and the details of any changes in the duties and responsibilities of Members provided that any resulting changes in Members' Interests shall be unanimously approved by the Members.
- 4.2.4.6 Determining the terms and conditions of employment of personnel and the emoluments applicable to staff seconded to the Joint Venture by the Members.
- 4.2.4.7 Controlling and approving the appointment of all subcontractors.
- 4.2.4.8 Procuring, after the completion of the Contract and the release of all bonds, guarantees and sureties given in respect of the performances of the Joint Venture and the Members, the preparation and auditing of a final set of accounts, on the basis of which the final profits, or losses, attributable to the individual Members shall be determined and any necessary adjustments effected.

## 5 **RESOURCES OF JOINT VENTURE**

The resources to be utilised by the Joint Venture in securing and executing the Contract shall, insofar as these are to be provided directly by the Members, be as set out in the Schedules and may, from time to time, be amended by decision of the Management Committee, provided that the Member's Interests are not, except with the unanimous approval of the Members, affected thereby.

Similarly, specific areas of responsibility of the Members for the performance of work and the provision of facilities shall be as set out in the Schedules and may, from time to time, be amended by decision of the Management Committee, provided that the Members' Interest are not, except with the unanimous approval of the Members, affected thereby.

5.1 Schedule 'A' (General)

Schedule 'A' shall contain general information relating to the Joint Venture including, inter alia, the following :

1. The Employer's name and address.
2. A brief description of the Contract and the Deliverables.
3. The name, physical address, communications addresses and domicilium citandi et executandi of each Member and of the Joint Venture.
4. The Members' Interests.
5. A statement indicating whether, or not, Specific Provisions apply to the Agreement.
6. A schedule of insurance policies which must be taken out by the Joint Venture and by the individual Members.
7. A Schedule of sureties, indemnities and guarantees that must be furnished by the Joint Venture and by the individual Members.
8. Details of the persons, who, in the event of failure by the Members to reach agreement on the appointments of mediator and arbitrator, will nominate appointees to these positions in terms of Clauses 8.2 and 8.3.

5.2 Schedule 'B' (Financial)

Schedule 'B' shall contain information regarding the financial affairs of the Joint Venture including, inter alia, the following :

1. The working capital required by the Joint Venture and the extent to which and manner whereby this will be provided and/or guaranteed by the individual Members from time to time.
2. The banking accounts that are to be opened in the name of the Joint Venture and the manner in which these are to be operated.
3. The rates of interest that will be applicable to amounts by which Members are in debit, or credit, to the Joint Venture.
4. The names of the auditors and others, if any, who will provide auditing and accounting services to the Joint Venture.
5. The intervals at which interim financial accounts and forecasts will be prepared for approval by the Management Committee.
6. Insofar as not covered in Schedule 'C', the basis on which contributions of various types by the Members towards the work of the Joint Venture in securing, executing, managing and satisfactorily completing the Contract, will be valued.
7. The basis on which profits and/or surplus cash will, if available from time to time, be distributed to Members.
8. The basis upon which losses, if any, are to be apportioned to Members.

5.3 Schedule 'C' (Contributions by Members)

Schedule 'C' shall set out the contributions of various types, other than cash, that will be made by the individual Members towards the work and obligations of the Joint Venture and shall, as far as possible, indicate the monetary values to be placed on such contributions, which may include, inter alia, the following :

1. Staff seconded to the Joint Venture.
2. Work carried out and services provided to, or on behalf of, the Joint Venture.
3. Plant, equipment, facilities etc. made available for use by the Joint Venture.
4. Materials and goods supplied to, or on behalf of, the Joint Venture.
5. Licences, sureties, guarantees and indemnities furnished to, or on behalf of, the Joint Venture.
6. Joint Venture Disclosure form required for the Contract.

**6. BREACH OF AGREEMENT**

If a Member breaches any material provision of the Agreement, or delays or fails to fulfil its obligations in whole, or in part, and does not remedy the situation within fourteen calendar days of receipt of notice from the Management Committee, or another Member, to do so, the other Members shall have the right, without prejudice to any other rights arising from the default, to summarily terminate the Agreement and re-assign the defaulting Member's rights and obligations in the Joint Venture as they see fit and withhold any moneys due to the defaulting member by the Joint Venture.

Each Member shall indemnify the other Members against all losses, costs and claims which may arise against them in the event of the Agreement being terminated as a result of breach of the Agreement by the said Member.

**7. INSOLVENCY OF MEMBER**

Should a Member be placed in liquidation, or under judicial management, whether provisionally or finally, or propose any compromise with its creditors, the other Members shall be entitled to proceed in terms of Clause 6, as if the Member had breached the Agreement.

**8. DISPUTES**

**8.1 Settlement**

The Members shall negotiate in good faith and make every effort to settle any dispute, or claim, that may arise out of, or relate to, the Agreement.

If agreement cannot be reached, an aggrieved Member shall, if he intends to proceed further in terms of Clause 8.2 hereof, advise all other Members in writing that negotiations have failed and that he intends to refer the matter to mediation in terms of Clause 8.2.

**8.2 Mediation**

Not earlier than ten working days after having advised the other Members, in terms of Clause 8.1, that negotiations in regard to a dispute have failed, an aggrieved Member may require that the dispute be referred, without legal representation, to mediation by a single mediator.

The mediator shall be selected by agreement between the Members, or, failing such agreement, by the person named for this purpose in Schedule 'A'. The costs of the mediation shall be borne equally by all Members.

The mediator shall convene a hearing of the Members and may hold separate discussions with any Member and shall assist the Members in reaching a mutually acceptable settlement of their differences through means of reconciliation, interpretation, clarification, suggestion and advice. The Members shall record such agreement in writing and thereafter they shall be bound by such agreement.

The mediator is authorised to end the mediation process whenever in his opinion further efforts at mediation would not contribute to a resolution of the dispute between the Members.

**8.3 Arbitration**

Where a dispute or claim is not resolved by mediation, it shall be referred to arbitration by a single arbitrator to be selected by agreement between the Members or, failing agreement, to be nominated by the person named for this purpose in Schedule 'A'.

The Member requiring referral to arbitration shall notify the other Members, in writing, thereof, not later than thirty calendar days after the mediator has expressed his opinion, failing which the mediator's opinion shall be deemed to have been accepted by all Members and shall be put into effect.

Arbitration shall be conducted in accordance with the provisions of the Arbitration Act No. 42 of 1965, as amended, and in accordance with such procedure as may be agreed by the Members or, failing such agreement, in accordance with the rules for the Conduct of Arbitrations published by the Association of Arbitrators and current at the date that the arbitrator is appointed.

The decisions of the arbitrator shall be final and binding on the Members, shall be carried into immediate effect and, if necessary, be made an order of any court of competent jurisdiction.

**9. DOMICILIUM**

The Members choose domicilium citandi et executandi for all purposes of and in connection with the Agreement as stated in Schedule 'A'. A Member shall be entitled to change his domicilium from time to time, but such change shall be effective only on receipt of written notice of the change by all other Members.

Member No. 1

Thus done and signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of \_\_\_\_\_ [Company]

by [name] \_\_\_\_\_ who warrants his authority to do so.

\_\_\_\_\_

As witnesses 1. \_\_\_\_\_

As witnesses 2. \_\_\_\_\_

Member No. 2

Thus done and signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of \_\_\_\_\_ [Company]

by [name] \_\_\_\_\_ who warrants his authority to do so.

\_\_\_\_\_

As witnesses 1. \_\_\_\_\_

As witnesses 2. \_\_\_\_\_

Member No. 3

Thus done and signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

For and on behalf of \_\_\_\_\_ [Company]

by [name] \_\_\_\_\_ who warrants his authority to do so.

\_\_\_\_\_

As witnesses 1. \_\_\_\_\_

As witnesses 2. \_\_\_\_\_

[Allow for additional parties as necessary].



# Occupational Health and Safety Specification

(OHSE SPEC)



**KWAZULU-NATAL PROVINCE**

HEALTH  
REPUBLIC OF SOUTH AFRICA

Project Name:

**ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Project Code:

**N/A**

Agent Name:

**To be Confirmed by the Health and Safety Agent**

Region:

**Head Office**

District:

**Head Office**

Ward no.:

--

## HEALTH AND SAFETY IMPLEMENTATION COSTING

Contractor to give a breakdown of his Health and Safety costs on this sheet.

ITEM	DESCRIPTION	UNIT	QUAN- TITY	MONTHS (Indicative)	RATE	AMOUNT
			(a)		(b)	(a) x (b)
<b>1</b>	<b>MEDICALS</b>					
1.1	Pre-employment medical	Nr.	-			
1.2	Re-medicals - yearly	Nr.	-			
	<b>TOTAL</b>					
<b>2</b>	<b>PERSONAL PROTECTIVE EQUIPMENT</b>					
2.1	Overalls	Nr.				
2.2	Hard Hats	Nr.				
2.3	Safety boots/shoes	Nr.				
2.4	Gloves	Nr.				
2.5	Gumboots steel toe cap	Nr.				
2.6	Safety glasses	Nr.				
2.7	Reflector Bibs	Nr.				
2.8	Barricading Material	M				
2.9	Dust masks	Box				
	<b>TOTAL</b>	20				
<b>3</b>	<b>FIRE FIGHTING</b>					
3.1	Fire extinguishers - 4.5Kg	Nr.				
3.2	Surveys - Annual Service	Nr.				
	<b>TOTAL</b>					
<b>4</b>	<b>HEALTH AND SAFETY PERSONNEL</b>					
4.1	Safety Manager	Nr.				
4.2	Safety Officer	Nr.				
4.3	Construction Phase Safety, Health, Environmental and Waste Management Plan	Nr.				
	<b>TOTAL</b>					
	<b>FACILITIES</b>					
5.1	Provision of ablution facilities	Nr.				
5.2	Service and maintenance of ablution facilities	Nr.				
5.3	Provision of eating areas	Nr.				
5.4	Cleaning of Lay down and other storage areas	Nr.				
5.5	Wash hand basin	Nr.				
5.6	Hot and Cold running water	Nr.				
5.7	Degreasing & Toilet soap	Nr.				
	<b>TOTAL</b>					
<b>6</b>	<b>FALL PREVENTION / PROTECTION</b>					

6.1	Safety harnesses with double lanyards	Nr.			
6.2	Safety harnesses with Scaffold hooks	Nr.			
6.3	Lifelines and vertical fall arrest systems	Nr.			
6.4	Scaffolding – material, erection and inspection (Estimate for project)	Nr.			
6.5	Temporary hand railing material and kick flats	Nr.			
6.6	Chin Straps	Nr.			
	<b>TOTAL</b>				
<b>7</b>	<b>FIRST AID</b>				
7.1	Replenishment of boxes and other supplies	Nr			
	<b>TOTAL</b>				
<b>8</b>	<b>TRAINING</b>				
8.1	SHE Representative	Nr.			
8.2	First Aid Level 1	Nr.			
8.3	Fire Fighting	Nr.			
	<b>TOTAL</b>				
<b>9</b>	<b>SIGNAGE</b>				
9.1	All Signage as required by Law, regulatory, warning and information	Nr.			
9.2	Posters for awareness	Nr.			
	<b>TOTAL</b>				
<b>10</b>	<b>ELECTRICAL</b>				
10.1	Replacement of Locks required for lockouts	Nr.			
10.2	Replacement of tags	Nr.			
10.3	Replacement for Permit books	Nr.			
10.4	Replacement of Callipers	Nr.			
	<b>TOTAL</b>				
<b>11</b>	<b>OTHERS (Project Specific)</b>				
11.1		Nr.			
	<b>TOTAL</b>				
<b>GRAND TOTAL TO BE CARRIED TO THE PRELIMINARIES AND GENERAL IN BILL OF QUANTITIES</b>					

## WAIVER OF CONTRACTOR'S LIEN

### DEFINITIONS

Contractor: \_\_\_\_\_

Employer: Head of Health (KZN Department of Health: Province of KwaZulu-Natal)

Agreement: NEC 3

Works (description): **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Site: Vacant plot, Erf 6048 Vryheid, Handel Street, Vryheid. (Next to M&H Testing Centre)

### AGREEMENT

The Contractor waives, in favour of the Employer, any lien or right of retention that is or may be held in respect of the Works to be executed on the Site

Thus done and signed at \_\_\_\_\_ on \_\_\_\_\_  
[Date]

\_\_\_\_\_  
Name of signatory

\_\_\_\_\_  
Capacity of signatory

\_\_\_\_\_  
As witness

\_\_\_\_\_  
For and on behalf of the contractor who by  
signature hereof warrants authorisation  
hereto

## ADDITIONAL SPECIFICATION - EPWP

### SL **EMPLOYMENT AND TRAINING OF EPWP BENEFICIARY ON THE EXPANDED PUBLIC WORKS PROGRAMME (EPWP) Infrastructure Projects:**

#### **CONTENTS**

SL 01	SCOPE
SL 02	TERMINOLOGY AND DEFINITIONS
SL 03	APPLICABLE LABOUR LAWS
SL 04	EXTRACTS FROM MINISTERIAL DETERMINATION REGARDING EPWP
SL 05	EMPLOYER'S RESPONSIBILITIES
SL 06	PLACEMENT OF RECRUITED EPWP BENEFICIARY
SL 07	TRAINING OF YOUTH WORKERS
SL 08	BENEFICIARY (EPWP BENEFICIARY) SELECTION CRITERIA
SL 09	CONTRACTUAL OBLIGATIONS IN RELATION TO EPWP BENEFICIARY
SL 10	PROVINCIAL RATES OF PAY
SL 11	MEASUREMENTS AND PAYMENT
EXAMPLE	EPWP EMPLOYMENT AGREEMENT

#### **SL 01 SCOPE**

This project is part of the Expanded Public Works Programme aims to train young people and provide them with practical work experience as part of this programme. Youth aged between 18 and 35 will be recruited and trained in skills relevant to the work to be done on this project. These youth will have to be employed by the contractor as part of this project so that they can gain their work experience on these projects. The training of the youth will be coordinated and implemented by a separate service provider. This service provider will provide the contractor with a list of all the youth and the training each of these youth have received. The Contractor will be required to employ all of these youth for a minimum period of 6 months. Furthermore the Contractor will be required to supervise these youth to ensure that the work they perform is of the required standard. If necessary the contractor's staff will be required to assist and mentor the youth to ensure that they are able to perform the type of work they need to do to the satisfactory standards required. The contractor will not be required to employ all youth in the programme at the same time, but may rotate the youth on the project, as long as all youth are employed for the minimum duration stated earlier.

This specification contains the standard terms and conditions for workers employed in elementary occupations and trained on a Expanded Public Works Programme (EPWP) for the Infrastructure Programme.

#### **SL 02 TERMINOLOGY AND DEFINITIONS**

##### **SL 02.01 TERMINOLOGY**

(a) EPWP The Code of Good Practice for Expanded Public Works Programmes, which has been gazetted by the Department of Labour, and which provides for special conditions of employment for these EPWP projects. In terms of the Code of Good Practice, the workers on these projects are entitled to formal training, which will be provided by training providers appointed (and funded) by the Department of Labour. For projects of up to six months in duration, this training will cover life-skills and information about other education, training and employment opportunities.

- (b) EPWP Expanded Public Works Programme, a National Programme of the government of South Africa, approved by Cabinet.
- (c) UYF Umsobumvu Youth Fund.
- (d) DOL Department of Labour.

**SL 02.02 DEFINITIONS**

- (a) “employer” means the contractor or any party employing the worker / beneficiary under the EPWP Programme.
- (b) “client” means the Department of Public Works.
- (c) “worker / trainee” means any person working or training in an elementary occupation on a EPWP.

**SL 03 APPLICABLE LABOUR LAWS**

In line with the Expanded Public Works Programme (EPWP) policies, the Ministerial Determination, Special Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of labour in government Notice No. R63 of 25 January 2002, of which extracts have been reproduced below in clauses SL 04 shall apply to works described in the scope of work and which are undertaken by unskilled or semi-skilled workers. The Code of Good Practise for Employment and Conditions of Work for Expanded Public Works Programmes, issued in terms of the Basic Conditions of Employment Act of 1997 by the Minister of Labour in Government Notice No. R64 of 25 January 2002 shall apply to works described in the scope of work and which unskilled or semi-skilled workers undertake.

**SI 04 EXTRACTS FROM MINISTERIAL DETERMINATION REGARDING EPWP**

**SL 04.01 DEFINITIONS**

- (a) “department” means any department of the State, implementing agent or contractor;
- (b) “employer” means any department that hires workers to work in elementary occupations on a EPWP;
- (c) “worker” means any person working in an elementary occupation on a EPWP;
- (d) “elementary occupation” means any occupation involving unskilled or semi-skilled work;
- (e) “management” means any person employed by a department or implementing agency to administer or execute a EPWP;
- (f) “task” means a fixed quantity of work;
- (g) “task-based work” means work in which a worker is paid a fixed rate for performing a task;
- (h) “task-rated worker” means a worker paid on the basis of the number of tasks completed;
- (i) “time-rated worker” means a worker paid on the basis of the length of time worked
- (j) “Service Provider” means the consultant appointed by Department to coordinate and arrange the employment and training of labour on EPWP infrastructure projects.

**SL 04.02 TERMS OF WORK**

- (a) Workers on a EPWP are employed on a temporary basis.
- (b) A worker may NOT be employed for longer than 24 months in any five-year cycle on a EPWP.
- (c) Employment on a EPWP does not qualify as employment and a worker so employed does not have to register as a contributor for the purposes of the Unemployment

**SL 04.03**    **NORMAL HOURS OF WORK**

- (a) An employer may not set tasks or hours of work that require a worker to work—
  - (i) more than forty hours in any week
  - (ii) on more than five days in any week; and
  - (iii) for more than eight hours on any day.
- (b) An employer and a worker may agree that the worker will work four days per week. The worker may then work up to ten hours per day.
- (c) A task-rated worker may not work more than a total of 55 hours in any week to complete the tasks (based on a 40-hour week) allocated to him.

Every worker is entitled to a daily rest period of at least eight consecutive hours. The daily rest period is measured from the time the worker ends work on one day until the time the worker starts work on the next day.

**SL 04.04**    **MEAL BREAKS**

- (a) A worker may not work for more than five hours without taking a meal break of at least thirty minutes duration.
- (b) An employer and worker may agree on longer meal breaks.
- (c) A worker may not work during a meal break. However, an employer may require a worker to perform duties during a meal break if those duties cannot be left unattended and cannot be performed by another worker. An employer must take reasonable steps to ensure that a worker is relieved of his or her duties during the meal break.

**SL 04.05**    **SPECIAL CONDITIONS FOR SECURITY GUARDS**

- (a) A security guard may work up to 55 hours per week and up to eleven hours per day.
- (b) A security guard who works more than ten hours per day must have a meal break of at least one hour duration or two breaks of at least 30 minutes duration each.

**SL 04.06**    **DAILY REST PERIOD**

Every worker is entitled to a daily rest period of at least eight consecutive hours. The daily rest period is measured from the time the worker ends work on one day until the time the worker starts work on the next day.

**SL 04.07**    **WEEKLY REST PERIOD**

Every worker must have two days off every week. A worker may only work on their day off to perform work which must be done without delay and cannot be performed by workers during their ordinary hours of work (“emergency work”).

**SL 04.08**    **WORK ON SUNDAYS AND PUBLIC HOLIDAYS**

- (a) A worker may only work on a Sunday or public holiday to perform emergency or security work.
- (b) Work on Sundays is paid at the ordinary rate of pay.
- (c) A task-rated worker who works on a public holiday must be paid —
  - (i) the worker’s daily task rate, if the worker works for less than four hours;
  - (ii) double the worker’s daily task rate, if the worker works for more than four
- (d) A time-rated worker who works on a public holiday must be paid —

- (i) the worker's daily rate of pay, if the worker works for less than four hours on the public holiday;
- (ii) double the worker's daily rate of pay, if the worker works for more than four hours on the public holiday.

**SL 04.09 SICK LEAVE**

- (a) Only workers who work four or more days per week have the right to claim sick-pay in terms of this clause.
- (b) A worker who is unable to work on account of illness or injury is entitled to claim one day's paid sick leave for every full month that the worker has worked in terms of a
- (c) A worker may accumulate a maximum of twelve days' sick leave in a year.
- (d) Accumulated sick-leave may not be transferred from one contract to another contract.
- (e) An employer must pay a task-rated worker the worker's daily task rate for a day's sick leave.
- (f) An employer must pay a time-rated worker the worker's daily rate of pay for a day's sick leave.
- (g) An employer must pay a worker sick pay on the worker's usual payday.
- (h) Before paying sick-pay, an employer may require a worker to produce a certificate stating that the worker was unable to work on account of sickness or injury if the worker is –
  - (i) absent from work for more than two consecutive days; or
  - (ii) absent from work on more than two occasions in any eight-week period.
- (i) A medical certificate must be issued and signed by a medical practitioner, a qualified nurse or a clinic staff member authorised to issue medical certificates indicating the duration and reason for incapacity.
- (j) A worker is not entitled to paid sick-leave for a work-related injury or occupational disease for which the worker can claim compensation under the Compensation for Occupational Injuries and Diseases Act.

**SL 04.10 MATERNITY LEAVE**

- (a) A worker may take up to four consecutive months' unpaid maternity leave.
- (b) A worker is not entitled to any payment or employment-related benefits during maternity leave.
- (c) A worker must give her employer reasonable notice of when she will start maternity leave and when she will return to work.
- (d) A worker is not required to take the full period of maternity leave. However, a worker may not work for four weeks before the expected date of birth of her child or for six weeks after the birth of her child, unless a medical practitioner, midwife or qualified nurse certifies that she is fit to do so.
- (e) A worker may begin maternity leave –
  - (i) four weeks before the expected date of birth; or
  - (ii) on an earlier date –
    - (1) if a medical practitioner, midwife or certified nurse certifies that it is necessary for the health of the worker or that of her unborn child; or
    - (2) if agreed to between employer and worker; or
  - (iii) on a later date, if a medical practitioner, midwife or certified nurse has certified that the worker is able to continue to work without endangering her health.



- (f) A worker who has a miscarriage during the third trimester of pregnancy or bears a stillborn child may take maternity leave for up to six weeks after the miscarriage or stillbirth.
- (g) A worker who returns to work after maternity leave, has the right to start a new cycle of twenty-four months employment, unless the EPWP on which she was employed has ended.

**SL 04.11 FAMILY RESPONSIBILITY LEAVE**

- (a) Workers, who work for at least four days per week, are entitled to three days paid family responsibility leave each year in the following circumstances -
  - (i) when the employee's child is born;
  - (ii) when the employee's child is sick;
  - (iii) in the event of the death of –
    - (1) the employee's spouse or life partner
    - (2) the employee's parent, adoptive parent, grandparent, child, adopted child, grandchild or sibling

**SL 04.12 STATEMENT OF CONDITIONS**

- (a) An employer must give a worker a statement containing the following details at the start of employment –
  - (i) the employer's name and address and the name of the EPWP;
  - (ii) the tasks or job that the worker is to perform;
  - (iii) the period for which the worker is hired or, if this is not certain, the expected duration of the contract;
  - (iv) the worker's rate of pay and how this is to be calculated;
  - (v) the training that the worker may be entitled to receive during the EPWP.
- (b) An employer must ensure that these terms are explained in a suitable language to any employee who is unable to read the statement.
- (c) An employer must supply each worker with a copy of the relevant conditions of employment contained in this specification.
- (d) An employer must enter into a formal contract of employment with each employee. A copy of a pro-forma is attached at the end of this specification.

**SL 04.13 KEEPING RECORDS**

- (a) Every employer must keep a written record of at least the following –
  - (i) the worker's name and position;
  - (ii) in the case of a task-rated worker, the number of tasks completed by the worker;
  - (iii) in the case of a time-rated worker, the time worked by the worker;
  - (iv) payments made to each worker.
- (b) The employer must keep this record for a period of at least three years after the completion of the EPWP.

**SL 04.14 PAYMENT**

- (a) A task-rated worker will only be paid for tasks that have been completed.

- (b) An employer must pay a task-rated worker within five weeks of the work being completed and the work having been approved by the manager or the contractor having submitted an invoice to the employer. Payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.
- (c) A time-rated worker will be paid at the end of each month and payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.
- (d) Payment in cash or by cheque must take place –
  - (i) at the workplace or at a place agreed to by at least 75% of the workers; and
  - (ii) during the worker's working hours or within fifteen minutes of the start or finish of work;
- (e) All payments must be enclosed in a sealed envelope which becomes the property of the worker.
- (f) An employer must give a worker the following information in writing –
  - (i) the period for which payment is made;
  - (ii) the number of tasks completed or hours worked;
  - (iii) the worker's earnings;
  - (iv) any money deducted from the payment;
  - (v) the actual amount paid to the worker.
- (g) If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it.
- (h) If a worker's employment is terminated, the employer must pay all monies owing to that worker within one month of the termination of employment.

**SL 04.15**    **DEDUCTIONS**

- (a) An employer may not deduct money from a worker's payment unless the deduction is required in terms of a law.
- (b) An employer must deduct and pay to the SA Revenue Services any income tax that the worker is required to pay.
- (c) An employer who deducts money from a worker's pay for payment to another person must pay the money to that person within the time period and other requirements specified in the agreement law, court order or arbitration award concerned.
- (d) An employer may not require or allow a worker to –
  - (i) repay any payment except an overpayment previously made by the employer by mistake;
  - (ii) state that the worker received a greater amount of money than the employer actually paid to the worker; or
  - (iii) pay the employer or any other person for having been employed.

**SL 04.16**    **HEALTH AND SAFETY**

- (a) Employers must take all reasonable steps to ensure that the working environment is healthy and safe and that all legal requirements regarding health and safety are strictly adhered to.
- (b) A worker must:
  - (i) work in a way that does not endanger his/her health and safety or that of any other person;
  - (ii) obey any health and safety instruction;
  - (iii) obey all health and safety rules;

- (iv) use any personal protective equipment or clothing issued by the employer;
- (v) report any accident, near-miss incident or dangerous behaviour by another person to their employer or manager.

**SL 04.17 COMPENSATION FOR INJURIES AND DISEASES**

- (a) It is the responsibility of employers to arrange for all persons employed on a EPWP to be covered in terms of the Compensation for Occupational Injuries and Diseases Act, 130 of 1993.
- (b) A worker must report any work-related injury or occupational disease to their employer or manager.
- (c) The employer must report the accident or disease to the Compensation Commissioner.
- (d) An employer must pay a worker who is unable to work because of an injury caused by an accident at work 75% of their earnings for up to three months. The employer will be refunded this amount by the Compensation Commissioner. This does NOT apply to injuries caused by accidents outside the workplace such as road accidents or accidents at home.

**SL 04.18 TERMINATION**

- (a) The employer may terminate the employment of a worker provided he has a valid reason and after following existing termination procedures.
- (b) A worker will not receive severance pay on termination.
- (c) A worker is not required to give notice to terminate employment. However, a worker who wishes to resign should advise the employer in advance to allow the employer to find a replacement.
- (d) A worker who is absent for more than three consecutive days without informing the employer of an intention to return to work will have terminated the contract. However, the worker may be re-engaged if a position becomes available for the balance of the 24-month period.
- (e) A worker who does not attend required training events, without good reason, will have terminated the contract. However, the worker may be re-engaged if a position becomes available for the balance of the 24-month period.

**SL 04.19 CERTIFICATE OF SERVICE**

- (a) On termination of employment, a worker is entitled to a certificate stating –
  - (i) the worker's full name;
  - (ii) the name and address of the employer;
  - (iii) the SPWP on which the worker worked;
  - (iv) the work performed by the worker;
  - (v) any training received by the worker as part of the EPWP;
  - (vi) the period for which the worker worked on the EPWP;
  - (vii) any other information agreed on by the employer and worker.

**SL 05 EMPLOYER'S RESPONSIBILITIES**

The employer shall adhere to the conditions of employment as stipulated in the *Code of Good Practice for Employment and Conditions of Work for Expanded Public Works Programmes*. Over and above the conditions stipulated above, he shall be responsible to:

- (a) formulate and design a contract between himself/ herself and each of the recruited EPWP beneficiary, ensuring that the contract does not contravene any of the Acts stipulated in South African Law, e.g. Basic Conditions of Employment Act, etc. (A copy of a pro-forma contract is attached at the end of this specification);

- (b) screen and select suitable candidates for employment from the priority list of EPWP beneficiary provided by the Umsobumvu Youth Fund (UYF);
- (c) ensure that the recruited EPWP beneficiary are made available to receive basic life skills training which will be conducted and paid for by the Umsobumvu Youth Fund;
- (d) ensure that all EPWP beneficiary receive instruction on safety on site prior to them commencing with work on site;
- (e) ensure that all EPWP beneficiary are covered under workmen's compensation for as long as they are contracted to the contractor. Payment to the Compensation Commissioner shall be the responsibility of the contractor;
- (f) assist in the identification and assessment of potential EPWP beneficiary to undergo advanced technical training in respective trades;
- (g) test and implement strict quality control and to ensure that the health and safety regulations are adhered to;
- (h) provide all EPWP beneficiary with the necessary protective clothing as required by law for the specific trades that they are involved in.
- (i) provide overall supervision and day-to-day management of EPWP beneficiary and/or sub-contractors; and
- (j) ensure that all EPWP beneficiary are paid their wages on time through a pre-agreed payment method as stipulated in the contract with the EPWP beneficiary.

#### **SL 06 PLACEMENT OF RECRUITED EPWP BENEFICIARY**

Employers will be contractually obliged to:

- (a) employ EPWP beneficiary from targeted social groups from the priority list provided by the Service Provider/ Umsobumvu Youth Fund.
- (b) facilitate on-the-job training and skills development programmes for the EPWP beneficiary;
- (c) achieve the following minimum employment targets:
  - (i) 55% people between the ages of 18 and 35
  - (ii) 55% women;
  - (iii) 2% people with disabilities.
- (d) brief EPWP beneficiary on the conditions of employment as specified in sub clause SL 04.09 above;
- (e) enter into a contract with each EPWP beneficiary, which contract will form part of the Employment Agreement;
- (f) allow EPWP beneficiary the opportunity to attend life skills training through DOL. This shall be arranged at the beginning of the contract;
- (g) ensure that payments to EPWP beneficiary are made as set out in sub clauses SL 04.14 and SL 04.15 above.
- (h) set up of personal profile files as prescribed by EPWP beneficiary and as set out in sub clause SL 04.13 above.
- (i) in addition to (h)
  - a copy of the I.D;
  - qualifications;
  - career progress;
  - EPWP Employment Agreement, and
  - list of small trade tools;
 must be included in the EPWP beneficiary's personal profile file.

#### **SL 07 TRAINING OF EPWP BENEFICIARY**

Three types of training are applicable, namely

- Life skills;

- On the job training and
- Technical Skills training.

Training will be implemented by training instructors accredited by DOL and/or CETA :

- EPWP beneficiary shall be employed on the projects for an average of 6 months.
- EPWP beneficiary shall be deployed on projects in the vicinity of their homes. The same arrangements as for other workers regarding accommodation, subsistence and travel shall be applicable to EPWP beneficiary.

(a) Life skills training

All EPWP beneficiary are entitled to undergo life skills training. Training of this module will be flexible enough to meet the needs of the employer. Training should take place immediately after site hand-over and during the period of site establishment and pre-planning before actual construction starts, alternatively this will be spread over the duration of the contract period. The contractor will be required to work closely with the person to schedule the training sessions so that the timing of the training is aligned with the contractors work schedule and his demand for workers.

(b) On-the job training

The Employer shall provide EPWP beneficiary with on-the-job training to enable them to fulfil their employment requirements. The employer shall also be expected to closely monitor the job performance of EPWP beneficiary and shall identify potential EPWP beneficiary for skills development programmes.

(c) Technical skills training

The Employer shall assist in identifying EPWP beneficiary for further training. These EPWP beneficiary will undergo further technical training to prepare them for opportunities as semi-skilled labourers.

Such training will comprise of an off-site theoretical component and practical training on-site. The contractor will be responsible for on-site practical work under his supervision. EPWP beneficiary who graduate from the first phase of the training programme will be identified and given opportunities to register for skills development programmes. These can ultimately result in a accredited qualification. The programme will consist of theoretical instruction away from the construction site as well as on-site practical work under the supervision of the employer. Candidates will be entitled to employment to complete all training modules.

**SL 08 BENEFICIARY (EPWP BENEFICIARY) SELECTION CRITERIA**

**SL 08.01 PREAMBLE**

The *Code of Good Practise for Employment and Conditions of Work for Expanded Public Works Programmes* encourages:

- optimal use of locally-based labour in a Expanded Public Works Programme (EPWP);
- a focus on targeted groups which consist of namely youth, consisting of women, female-headed households, disabled and households coping with HIV/AIDS; and
- the empowerment of individuals and communities engaged in a SPWP through the provision of training.

**SL 08.02 BENEFICIARY (EPWP BENEFICIARY) SELECTION CRITERIA**

- (a) The EPWP beneficiary of the programmes should preferably be non-working individuals from the most vulnerable sections of disadvantaged communities who do not receive any social security pension income. The local community must, through all structures available, be informed of and consulted about the establishment of any EPWP
- (b) In order to spread the benefit as broadly as possible in the community, a maximum of one person per household should be employed, taking local circumstances into account.
- (c) Skilled artisans from other areas may be employed if they have skills that are required for a project and there are not enough persons in the local communities who have those skills or who could undergo appropriate skills training. However, this should not result in more than 20% of persons working on a programme not being from local communities.
- (d) Programmes should set participation targets for employment with respect to youth, single male- and female-headed households, women, people with disabilities, households coping with HIV/AIDS, people who have never worked, and those in long-term unemployment.
- (e) The proposed targets as set out in sub clause SL 06 (c)
  - 55% youth from 18 to 35 years of age;
  - 55% women;
  - 2% disabled.

**SL 09 CONTRACTUAL OBLIGATIONS IN RELATION TO YOUTH LABOUR**

The EPWP beneficiary to be employed in the programme (EPWP) shall be directly contracted to the employer. Over and above the construction and project management responsibilities, the employer will be expected to perform the tasks and responsibilities as set out in clause SL 05 above.

**SL 10 PROVINCIAL RATES OF PAY**

It is stipulated that youth workers on the EPWP receive a minimum of R 1 000 per month whilst working and R 600 per month whilst on training in ALL provinces. Should EPWP beneficiary be attending training whilst employed by the contractor, the contractor will still be responsible for payment to the EPWP beneficiary whilst at training.

**SL 11 MEASUREMENTS AND PAYMENT**

**The number of EPWP beneficiary specified for this contract that will receive life skills training is 50 and technical training is 50**

**SL 11.01 PAYMENT FOR TRAINING OF EPWP BENEFICIARY  
(TARGET:- 50 EPWP BENEFICIARY)**

**SL 11.01.01 Skills development and Technical training for EPWP beneficiary for an average of 10 days .....(Prov.Sum).....Unit: R/EPWP beneficiary**

**The above item is only applicable if DoL does not fund the Technical Training PRIOR to site handover.**

**SL 11.01.02 Penalty due to not meeting the target as in SL 11.01.01.....Unit: EPWP beneficiary  
LESS R 2000 per EPWP beneficiary**

**SL 11.02 PAYMENT FOR TRAVELLING AND ACCOMMODATION DURING OFF-SITE TRAINING**

**SL 11.02.01 Life skills training for 26 days:**

- 01 Travelling (based on 50 km/EPWP beneficiary) .....Unit: km
- 02 Accommodation.....(Prov.Sum).....Unit: R/EPWP beneficiary
- 03 Profit and attendance..... Unit: %

**SL 11.02.02 Skilled development and Technical training:**

- 01 Travelling (based on 50 km/EPWP beneficiary).....Unit: km
- 02 Accommodation.....(Prov.Sum).....Unit: R/EPWP beneficiary
- 03 Profit and attendance ..... Unit: %

The units of measurement for sub items SL 11.02.01 (01) and SL 11.02.02 (01) above shall be the distance travelled in km by the EPWP beneficiary trained off site. The tendered rate shall include full compensation to safely transport the youth workers to and from the training venue/s.

The unit of measurement for sub items SL 11.02.01 (02) and SL 11.02.02 (02) above shall be the amounts in Rand expended for accommodation and daily meal allowances for the EPWP beneficiary trained off site that must be arranged by the contractor. Amounts quoted shall be corrected according to re-measurement based on actual invoices.

The tendered percentages under sub items SL 11.02.01 (03) and SL 11.02.02 (03) will be paid to the contractor on the value of each payment pertaining to the accommodation and advance meal allowances to cover his expenses in this regard.

**SL 11.03 ALTERNATIVE WORKERS FOR THE PERIOD OF OFF-SITE TRAINING**

- SL 11.03.01** Life skills training for 26 days ..... Unit: worker-days
- SL 11.03.02** Skilled development and Technical training for EPWP beneficiary for (.....) days..... Unit: worker-days

The unit of measurement shall be the number of EPWP beneficiary replaced while in training multiplied by the number of days absent from the site.

The rates tendered shall include full compensation for additional replacement labour during periods of off-site training.

**SL 11.04 EMPLOYMENT OF EPWP BENEFICIARY**

- SL 11.04.01** Employment of EPWP beneficiary.....(Prov.Sum)<sup>1</sup>/<sub>4</sub>.Unit: R/ worker-month
- SL 11.04.02** Employment of EPWP beneficiary.....(Prov.Sum)<sup>1</sup>/<sub>4</sub>.Unit: R/ worker-month

The unit of measurement shall be the number of EPWP beneficiary at the statutory labour rates of R ..... multiplied by the period employed in months and the rate tendered shall include full compensation for all costs associated with the employment of EPWP beneficiary and for complying with the conditions of contract. The cost for the training shall be excluded from this item. This item is based on 6 months appointment for EPWP beneficiary.

**SL 11.05 PROVISION OF EPWP DESIGNED OVERALLS TO EPWP BENEFICIARY**

- SL 11.05.01** Supply EPWP designed overalls to EPWP beneficiary ..... (Prov.Sum).....Unit: R

EPWP beneficiary overalls should be orange (top and bottom) as per EPWP specification with the exception of Correctional Services contracts where the EPWP beneficiary top would be blue and the bottom orange.

**SL 11.05.02** Profit and attendance..... Unit: %

An amount has been provided in the Schedule of Quantities under sub item SL 10.05.01 for the supply of EPWP designed overalls, as per the specification provided by the EPWP unit, arranged by the Service Provider. The Engineer will have sole authority to spend the amounts or part thereof. The tendered percentage under sub items SL 10.05.02 will be paid to the contractor on the value of each payment pertaining to the supply of overalls to cover his expenses in this regard.

**SL 11.06** **PROVISION OF SMALL TOOLS FOR EPWP BENEFICIARY**

**SL 11.06.01** Provide all EPWP beneficiary with prescribed tools for their respective trades. Specification for the mentioned tools to be provided by the EPWP Service Provider. These tools will become the property of the EPWP beneficiary after the completion of the programme.....(Prov.Sum)....Unit: R 500-00 /youth worker

**SL 11.06.02** Profit and attendance..... Unit: %

**SL 11.07** **APPOINTMENT OF EPWP BENEFICIARY TEAM LEADER/S**

**SL 11.07.01** Appointment of (\_\_\_\_) EPWP beneficiary team leader/s for the duration of the contract.....(Prov.Sum)..... Unit: R / EPWP beneficiary team leader

The EPWP beneficiary Team Leader will act as CLO/PLO to facilitate the project work between the EPWP beneficiary and the contractor. Umsobumvu Youth Fund can assist with the sourcing of EPWP beneficiary Team Leader for employment by the contractor.

**SL 11.08** **LIAISON WITH SERVICE PROVIDER** .....Unit: hours

The tendered rate shall include full compensation for the cost of liaising with the Service Provider and Social Facilitators on all issues regarding the works.



<b>SCOPE OF WORKS IN RESPECT OF WORK RELATING TO THE EXTENDED PUBLIC WORKS PROGRAMME (EPWP)</b>			
<b>Project title:</b>	<b>ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY</b>		
<b>Project Code:</b>	<b>N/A</b>	<b>EPWP NO:</b>	<b>N/A</b>

#### **Introductory notes:**

1. The works, or parts of the works will be constructed using labour-intensive methods only in terms of this specification. The use of plant to provide such works, other than plant specifically provided for in the scope of work, is a variation to the contract. The items marked with the letters **LI** are not necessarily an exhaustive list of all the activities which must be done by hand, and this clause does not over-ride any of the requirements in the generic labour intensive specification in the Scope of Works.
2. Payment for items which are designated to be constructed labour-intensively (either in this schedule or in the Scope of Works) will not be made unless they are constructed using labour-intensive methods. Any unauthorised use of plant to carry out work which was to be done labour-intensively will not be condoned and any works so constructed will not be certified for payment.

#### **DESCRIPTION OF THE WORKS**

##### **Employer's objectives**

The employer's objectives are to deliver public infrastructure using labour-intensive methods in accordance with EPWP Guidelines.

##### **Labour-intensive works**

Labour-intensive works comprise the activities described in the Labour-Intensive Specification. Labour-intensive works shall be constructed/maintained using local workers who are temporarily employed in terms of the scope of work.

#### **LABOUR-INTENSIVE COMPETENCIES OF SUPERVISORY AND MANAGEMENT STAFF**

Contractors shall only engage supervisory and management staff in labour-intensive works that have completed the skills programme including Foremen/ Supervisors at NQF level 4 "National Certificate: Supervision of Civil Engineering Construction Processes" and Site Agent/ Manager at NQF level 5 "Manage Labour-Intensive Construction Processes" or equivalent QCTO qualifications (See Appendix C). at NQF outlined in Table 1. (See GUIDELINES FOR THE IMPLEMENTATION OF LABOUR-INTENSIVE INFRASTRUCTURE PROJECTS UNDER THE EXPANDED PUBLIC WORKS PROGRAMME (EPWP) -THIRD EDITION 2015)

Emerging contractors shall have personally completed, or be registered on a skills programme for the NQF level 2 unit standard. All other site supervisory staff in the employ of emerging contractors must have completed, or be registered on a skills programme for the NQF level 2 unit standards or NQF level 4 unit standards. Table 1: Skills programme for supervisory and management staff.

**Table 1: Skills programme for supervisory and management staff**

<b>Personnel</b>	<b>NQF level</b>	<b>Unit standard titles</b>	<b>Skills programme description</b>
Team leader / supervisor	2	Apply Labour-Intensive Construction Systems and Techniques to Work Activities	This unit standard must be completed, and  any one of these 3 unit standards
		Use Labour-Intensive Construction Methods to Construct and Maintain Roads and Storm water Drainage	
		Use Labour-Intensive Construction Methods to Construct and Maintain Water and Sanitation Services	

		Use Labour-Intensive Construction Methods to Construct, Repair and Maintain structures	
Personnel	NQF level	Unit standard titles	Skills programme description
Foreman/supervisor	4	Implement Labour-Intensive Construction Systems and Techniques	This unit standard must be completed, and  any one of these 3 unit standards
		Use Labour-Intensive Construction Methods to Construct and Maintain Roads and Storm water Drainage	
		Use Labour-Intensive Construction Methods to Construct and Maintain Water an Sanitation Services	
		Use Labour-Intensive Construction Methods to Construct, Repair and Maintain structures	
Site Agent /Manager (i.e. the contractor's most senior representative that is resident on the site)	5	Manage Labour-Intensive Construction Processes	Skills Programme against this single unit standard
Details of these skills programmes may be obtained from the CETA ETQA manager (e-mail :gerard@ceta.co.za , tel: 011-265 5900)			

## EMPLOYMENT OF UNSKILLED AND SEMI-SKILLED WORKERS IN LABOUR-INTENSIVE WORKS

- 1.1 Requirements for the sourcing and engagement of labour.
- 1.1.1 Unskilled and semi-skilled labour required for the execution of all labour-intensive works shall be engaged strictly in accordance with prevailing legislation and SANS 1914-5, Participation of Targeted Labour.
- 1.1.2 The rate of pay set for the SPWP per task or per day will be an acceptable rate determined by the Department of Labour.
- 1.1.3 Tasks established by the contractor must be such that:
- the average worker completes 5 tasks per week in 40 hours or less; and
  - the weakest worker completes 5 tasks per week in 55 hours or less.
- 1.1.4 The contractor must revise the time taken to complete a task whenever it is established that the time taken to complete a weekly task is not within the requirements of 1.1.3.
- 1.1.5 The Contractor shall, through all available community structures, inform the local community of the labour-
- where the head of the household has less than a primary school education;
  - that have less than one full time person earning an income;
  - where subsistence-agriculture is the source of income.
  - that who are not in receipt of any social security pension income
- 1.1.6 The Contractor shall endeavour to ensure that the expenditure on the employment of unskilled and semi-skilled workers is in the following proportions:
- 55% women;
  - 55% youth who are between the ages of 18 and 35; and
  - 2% on persons with disabilities.
- 1.2 Specific provisions pertaining to SANS 1914-5
- 1.2.1 Definitions  
Targeted labour: Unemployed persons who are employed as local labour on the project.
- 1.2.2 Contract participation goals
- 1.2.2.1 There is no specified contract participation goal for the contract. The contract participation goal shall be measured in the performance of the contract to enable the employment provided to targeted labour to be quantified.
- 1.2.2.2 The wages and allowances used to calculate the contract participation goal shall, with respect to both time-rated and task rated workers, comprise all wages paid and any training allowance paid in respect of agreed training programmes.

- 1.2.3 Terms and conditions for the engagement of targeted labour  
Further to the provisions of clause 3.3.2 of SANS 1914-5, written contracts shall be entered into with targeted labour.
- 1.2.4 Terms and conditions for the engagement of targeted labour  
Further to the provisions of clause 3.3.2 of SANS 1914-5, written contracts shall be entered into with targeted labour.
- 1.2.5 Variations to SANS 1914-5
  - 1.2.5.1 The definition for net amount shall be amended as follows:  
Financial value of the contract upon completion, exclusive of any value added tax or sales tax which the law requires the employer to pay the contractor.
  - 1.2.5.2 The schedule referred to in 5.2 shall in addition reflect the status of targeted labour as women, youth and persons with disabilities and the number of days of formal training provided to targeted labour.
- 1.3 Training of targeted labour
  - 1.3.1 The contractor shall provide all the necessary on-the-job training to targeted labour to enable such labour to master the basic work techniques required to undertake the work in accordance with the requirements of the contract in a manner that does not compromise worker health and safety.
  - 1.3.2 The cost of the formal training of targeted labour, will be funded by the local office of the Department of Labour. This training will take place as close to the project site as practically possible. The contractor must access this training by informing the relevant regional office of the Department of Labour in writing, within 14 days of being awarded the contract, of the likely number of persons that will undergo training and when such training is required. The Employer and the Department of Public Works (Fax: 012 3258625/ EPWP Unit, Private Bag X65, Pretoria 0001) must be furnished with a copy of this request.
  - 1.3.3 The contractor shall do nothing to dissuade targeted labour from participating in training programmes and shall take all reasonable steps to ensure that each beneficiary is provided with two days of formal training for every 22 days worked.
  - 1.3.4 An allowance equal to 100% of the task rate or daily rate shall be paid by the contractor to workers who attend formal training, in terms of the above.
  - 1.3.5 Proof of compliance with the above requirements must be provided by the Contractor to the Employer prior to submission of the final payment certificate.

## **GENERIC LABOUR-INTENSIVE SPECIFICATION**

### **1 Scope**

This specification establishes general requirements for activities which are to be executed by hand involving the following:

- a) trenches having a depth of less than 1.5 metres
- b) storm water drainage
- c) low-volume roads and sidewalks

### **2 Precedence**

Where this specification is in conflict with any other standard or specification referred to in the Scope of Works to this Contract, the requirements of this specification shall prevail.

### **3 Hand excavateable material**

Hand excavateable material is material:

#### **a) Granular materials:**

- i) whose consistency when profiled may in terms of table 1 be classified as very loose, loose, medium dense, or dense; or
- ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 15 blows of a dynamic cone penetrometer is required to penetrate 100mm;

#### **b) Cohesive materials:**

- i) whose consistency when profiled may in terms of table 1 be classified as very soft, soft, firm, stiff and stiff / very stiff; or
- ii) where the material is a gravel having a maximum particle size of 10mm and contains no cobbles or isolated boulders, no more than 8 blows of a dynamic cone penetrometer is required to penetrate 100mm;

- Note:**
- 1) A boulder, a cobble and gravel is material with a particle size greater than 200mm, between 60 and 200mm.
  - 2) A dynamic cone penetrometer is an instrument used to measure the in-situ shear resistance of a soil comprising a drop weight of approximately 10 kg which falls through a height of 400mm and drives a cone having a maximum diameter of 20mm (cone angle of 60 degrees with respect to the horizontal) into the material being used.

**Table 2: Consistency of materials when profiled**

GRANULAR MATERIALS		COHESIVE MATERIALS	
CONSISTENCY	DESCRIPTION	CONSISTENCY	DESCRIPTION
Very loose	Crumbles very easily when scraped with a geological pick.	Very soft	Geological pick head can easily be pushed in as far as the shaft of the handle.
Loose	Small resistance to penetration by sharp end of a geological pick.	Soft	Easily dented by thumb; sharp end of a geological pick can be pushed in 30-40 mm; can be moulded by fingers with some pressure.
Medium dense	Considerable resistance to penetration by sharp end of a geological pick.	Firm	Indented by thumb with effort; sharp end of geological pick can be pushed in upto 10 mm; very difficult to mould with fingers; can just be penetrated with an ordinary hand spade.
Dense	Very high resistance to penetration by the sharp end of a geological pick; requires many blows for excavation.	stiff	Can be indented by thumb-nail; slight indentation produced by pushing geological pick point into soil; cannot be moulded by fingers.
Very dense	High resistance to repeated blows of a geological pick.	Very stiff	Indented by thumb-nail' with difficulty; slight indentation produced by blow of a geological pick point.

#### 4 Trench excavation

All hand excavateable material in trenches having a depth of less than 1,5 metres shall be excavated by hand.

#### 5 Compaction of backfilling to trenches (areas not subject to traffic)

Backfilling to trenches shall be placed in layers of thickness (before compaction) not exceeding 100mm. Each layer shall be compacted using hand stampers

- a) to 90% Proctor density;
- b) such that in excess of 5 blows of a dynamic cone penetrometer (DCP) is required to penetrate 100 mm of the backfill, provided that backfill does not comprise more than 10% gravel of size less than 10mm and contains no isolated boulders, or
- c) such that the density of the compacted trench backfill is not less than that of the surrounding undisturbed soil when tested comparatively with a DCP.

#### 6 Excavation

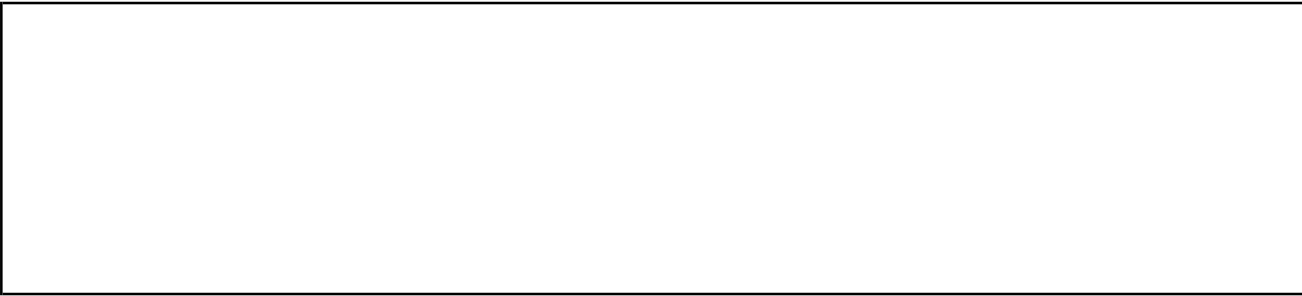
All hand excavateable material including topsoil classified as hand excavateable shall be excavated by hand. Harder material may be loosened by mechanical means prior to excavation by hand.

The excavation of any material which presents the possibility of danger or injury to workers shall not be excavated by hand.

#### 7 Clearing and grubbing

Grass and small bushes shall be cleared by hand.

- 8 Shaping**  
All shaping shall be undertaken by hand.
- 9 Loading**  
All loading shall be done by hand, regardless of the method of haulage.
- 10 Haul**  
Excavation material shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150 m.
- 11 Offloading**  
All material, however transported, is to be off-loaded by hand, unless tipper-trucks are utilised for haulage.
- 12 Spreading**  
All material shall be spread by hand.
- 13 Compaction**  
Small areas may be compacted by hand provided that the specified compaction is achieved.
- 14 Grassing**  
All grassing shall be undertaken by sprigging, sodding, or seeding by hand.
- 15 Stone pitching and rubble concrete masonry**  
All stone required for stone pitching and rubble concrete masonry, whether grouted or dry, must be collected, loaded, off loaded and placed by hand.  
  
Sand and stone shall be hauled to its point of placement by means of wheelbarrows where the haul distance is not greater than 150m.  
  
Grout shall be mixed and placed by hand.
- 16 Manufactured Elements**  
Elements manufactured or designed by the Contractor, such as manhole rings and cover slabs, precast concrete planks and pipes, masonry units and edge beams shall not individually, have a mass of more than 320kg. In addition, the items shall be large enough so that four workers can conveniently and simultaneously acquire a proper handhold on them.



*(Insert Your Company Logo)*

*(This shall serve as the cover page on employment contracts for local labour)*

## **EMPLOYMENT AGREEMENT**

**BETWEEN**

***[CONTRACTOR NAME].....***

**AND**

***[WORKER NAME].....***

## 1. PARTIES

Contracting Party: \_\_\_\_\_

The Parties to this Agreement are -

1.1. Contractor: \_\_\_\_\_

herein represented by: \_\_\_\_\_

duly authorised thereto

And

1.2. Mr / Me: \_\_\_\_\_  
[worker's name]

## 2. DEFINITIONS AND INTERPRETATION

2.1. In this Agreement and any Annexure thereto, unless inconsistent with or otherwise indicated by the context-

**“Agreement”** means the contents of this Agreement.

**“Company”** means the company that employs the worker

**“Department”** means the Department of Health

**“Worker”** is a person that performs a specific or necessary task or who completes tasks in a certain way

**“EPWP”** The Expanded Public Works Programme is a government programme aimed at the alleviation of poverty and unemployment. The programme ensures the full engagement on Labour Intensive Methods of Construction (LIC) to contractors for skills development. The EPWP focuses at reducing unemployment by increasing economic growth by means of improving skills levels through education and training and improving the enabling environment for the industry to flourish.

## 3. PURPOSE

The purpose of this agreement is to:-

**Ensure that the agreement is binding to both the Worker and the Employer.**

#### 4. TERMS AND CONDITIONS

- The worker will have no entitlement to the benefits of a full time employee, namely;  

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- The worker should not have the expectation that this contract will be renewed or extended.
- The worker will be subject to all laws, rules, policies, codes and procedures applicable to the;  

---
- The worker must meet the standards and requirements of the contractor
- The worker must render his/her services during normal working hours of minimum of forty to fifty five hours in any week; which comprise of an eight-hour working day in a five-day week.

#### 5. REMUNERATION

The worker will receive compensation to the amount of R\_\_\_\_\_00 which must be paid by the 25<sup>th</sup> or on the last day of each month.

#### 6. ROLES AND RESPONSIBILITIES

##### 6.1 Employer / Worker

- Work for \_\_\_\_\_ in terms of the period as specified in the employment agreement contract.
- Be available for and participate in all learning and work experience required by the company.
- Comply with workplace policies and procedures.
- Complete any attendance or any written assessment tools supplied by the contractor to record relevant workplace experience.
- Demonstrate willingness to grow and learn through work experience.

Provide the following documentation to the employer,

- Certified identity document not longer than 3 months
- ID size photos
- Sign employment contract



## 6.2 Employer

- Employ the worker for a period specified in the agreement.
- Provide the worker with appropriate work based experience in the work environment.
- Facilitate payments of wages / stipends.
- Keep accurate records of workers.
- Where a worker/ learner is disabled, the employer will have to provide in the additional needs e.g. special materials, learning aids and in some cases physical or professional support (such aids remain the property of the employer).
- Keep up to date records of learning and discuss progress with the intern on a regular basis.
- Apply fair disciplinary, grievance and dispute resolution procedures to the worker.
- Prepare an orientation/ induction course to introduce worker/ learner to the workplace and specific workplace requirements.
- Ensure the daily attendance register is signed by the worker.

## 7. DURATION.

This agreement commences on:

\_\_\_\_\_

and

expires on:

\_\_\_\_\_

## 8. BREACH.

If either party commits any breach of the terms of this contract (and fails to rectify it within 30 days of receipt of a written notice calling it to do so, then) the other party shall be entitled to terminate the contract or to claim specific performance without prejudice to any of its other legal rights, including its rights to claim damages.

## 9. CONDITIONS OF EMPLOYMENT

### 9.1. Meal Breaks

9.1.1 A worker may not work for more than five hours without taking a meal break of at least thirty minutes duration.

9.1.2 An employer and worker may agree on longer meal breaks.

9.1.3 A worker may not work during a meal break. However, an employer may require a worker to perform duties during a meal break if those duties cannot be left unattended and cannot be performed by another worker. An employer must take reasonable steps to ensure that a worker is relieved of his or her duties during the meal break.

9.1.4 A worker is not entitled to payment for the period of a meal break. However, a worker who is paid on the basis of time worked must be paid if the worker is required to work or to be available for work during the meal break.

### 9.2. Special Conditions for Security Guards (Only applicable to security Guards)

9.2.1 A security guard may work up to 55 hours per week and up to eleven hours per day.

9.2.2 A security guard who works more than ten hours per day must have a meal break of at least one hour or two breaks of at least 30 minutes each.

### **9.3. Weekly Rest Period**

Every worker must have two days off every week. A worker may only work on their day off to perform work which must be done without delay and cannot be performed by workers during their ordinary hours of work ("emergency work").

### **9.4. Work on Sundays and Public Holidays**

9.4.1 A worker may only work on a Sunday or public holiday to perform emergency or security work.

9.4.2 Work on Sundays is paid at the ordinary rate of pay.

9.4.3 A task-rated worker who works on a public holiday must be paid;

- (a) the worker's daily task rate, if the worker works for less than four hours;
- (b) double the worker's daily task rate, if the worker works for more than four hours.

9.4.4 A time-rated worker who works on a public holiday must be paid

- (a) the worker's daily rate of pay, if the worker works for less than four hours on the public holiday;
- (b) double the worker's daily rate of pay, if the worker works for more than four hours on the public holiday.

### **9.5 Sick leave**

9.5.1 Only workers who work more than 24 hours per month have the right to claim sick-pay in terms of this clause.

9.5.2 A worker who is unable to work on account of illness or injury is entitled to claim one day's paid sick leave for every full month that the worker has worked in terms of a contract.

9.5.3 A worker may accumulate a maximum of twelve days' sick leave in a year.

9.5.4 Accumulated sick-leave may not be transferred from one contract to another contract.

9.5.5 An employer must pay a task-rated worker the worker's daily task rate for a day's sick leave.

9.5.6 An employer must pay a time-rated worker the worker's daily rate of pay for a day's sick leave.

9.5.7 An employer must pay a worker sick pay on the worker's usual payday.

9.5.8 Before paying sick-pay, an employer may require a worker to produce a certificate stating that the worker was unable to work on account of sickness or injury if the worker is

- (a) absent from work for more than two consecutive days; or
- (b) absent from work on more than two occasions in any eight-week period.

9.5.9 A medical certificate must be issued and signed by a medical practitioner, a qualified nurse or a clinic staff member authorised to issue medical certificates indicating the duration and reason for incapacity.

9.5.10 A worker is not entitled to paid sick-leave for a work-related injury or occupational disease for which the worker can claim compensation under the Compensation for Occupational Injuries and Diseases Act.

## **9.6. Maternity Leave**

9.6.1 A worker may take up to four consecutive months' unpaid maternity leave.

9.6.2 A worker is not entitled to any payment or employment-related benefits during maternity leave.

9.6.3 A worker must give her employer reasonable notice of when she will start maternity leave and when she will return to work.

9.6.4 A worker is not required to take the full period of maternity leave. However, a worker may not work for four weeks before the expected date of birth of her child or for six weeks after the birth of her child, unless a medical practitioner, midwife or qualified nurse certifies that she is fit to do so.

9.6.5 A worker may begin maternity leave as follows;

- (a) four weeks before the expected date of birth; or
- (b) on an earlier date

(i) if a medical practitioner, midwife or certified nurse certifies that it is necessary for the health of the worker or that of her unborn child; or

(ii) if agreed to between employer and worker; or

(c) on a later date, if a medical practitioner, midwife or certified nurse has certified that the worker is able to continue to work without endangering her health.

10.6 A worker who has a miscarriage during the third trimester of pregnancy or bears a stillborn child may take maternity leave for up to six weeks after the miscarriage or stillbirth.

## **9.7. Family responsibility leave**

9.7.1 Workers, who work for at least four days per week, are entitled to three days paid family responsibility leave each year in the following circumstances;

(a) when the employee's child is born;

(b) when the employee's child is sick;

(c) in the event of a death of

(i) the employee's spouse or life partner;

(ii) the employee's parent, adoptive parent, grandparent, child, adopted child, grandchild or sibling.

## **9.8. Keeping Records**

9.8.1 Every employer must keep a written record on site for the duration of the project and three (3) year after completion records should consists of at least the following;

(a) the worker's name and position;

(b) copy of an acceptable worker identification

(c) in the case of a task-rated worker the number of tasks completed by the worker;

(d) in the case of a time-rated worker, the time worked by the worker;

(e) payments made to each worker in a form of Proof of Payment, Payroll registers and the acknowledgement of payment receipt signed by the worker.

9.8.2 The employer must keep this record for a period of at least three years after the completion of the EPWP.

## **9.9. Payment**

9.9.1 An employer must pay all wages at least monthly in cash or by cheque or into a bank account.

9.9.2 A worker may not be paid less than the Ministerial Determination wage rate.

9.9.3 A task-rated worker will only be paid for tasks that have been completed.

9.9.4 An employer must pay a task-rated worker within five weeks of the work being completed and the work having been approved by the manager or the contractor having submitted an invoice to the employer.

9.9.5 A time-rated worker will be paid at the end of each month.

9.9.6 Payment must be made in cash, by cheque or by direct deposit into a bank account designated by the worker.

9.9.7 Payment in cash or by cheque must take place

- (a) at the workplace or at a place agreed to by the worker;
- (b) during the worker's working hours or within fifteen minutes of the start or finish of work;
- (c) in a sealed envelope which becomes the property of the worker.

9.9.8 An employer must give a worker the following information in writing

- (a) the period for which payment is made;
- (b) the numbers of tasks completed or hours worked;
- (c) the worker's earnings;
- (d) any money deducted from the payment;
- (e) the actual amount paid to the worker.

9.9.9 If the worker is paid in cash or by cheque, this information must be recorded on the envelope and the worker must acknowledge receipt of payment by signing for it.

9.9.10 If a worker's employment is terminated, the employer must pay all monies owing to that worker within one month of the termination of employment.

**9.10. Inclement weather**

If no work has begun on site, and if an employee has reported for work, the employee will be paid for four hours. Should work be stopped after the first four hours, the employee will be paid for the hours worked. Where the employer has given employees notice on the previous working day that no work will be available due to inclement weather, then no payment will be made.

**9.11. Deductions**

9.11.1 An employer may not deduct money from a worker's payment unless the deduction is required in terms of a law.

9.11.2 An employer must deduct and pay to the SA Revenue Services any income tax that the worker is required to pay.

9.11.3 An employer who deducts money from a worker's pay for payment to another person must pay the money to that person within the time period and other requirements specified in the agreement of Law; court order or arbitration

9.11.4 It is the responsibility of the employers to arrange for all persons employed on a Project to be covered in terms of the Unemployment Insurance Fund Contributions Act, 2002 (Act No. 4 of 2002)

9.11.5 An employer may not require or allow a worker to

- (a) repay any payment except an overpayment previously made by the employer by mistake;

- (b) state that the worker received a greater amount of money than the employer actually paid to the worker; or
- (c) pay the employer or any other person for having been employed.

### **9.12. Health and Safety**

9.12.1 Employers must take all reasonable steps to ensure that the working environment is healthy and safe.

9.12.2 A worker must;

- (a) work in a way that does not endanger his/her health and safety or that of any other person;
- (b) obey any health and safety instruction;
- (c) use any personal protective equipment or clothing issued by the employer;
- (d) report any accident, near-miss incident or dangerous behaviour by another person to their employer or manager.

### **9.13. Compensation for Injuries and Diseases**

9.13.1 It is the responsibility of the employers to arrange for all persons employed on a Project to be covered in terms of the Compensation for Occupational Injuries and Diseases Act, 130 of 1993 as amended by COIDA Act 61, 1997.

9.13.2 A worker must report any work-related injury or occupational disease to their employer or manager.

9.13.3 The employer must report the accident or disease to the Compensation Commissioner.

9.13.4 An employer must pay a worker who is unable to work because of an injury caused by an accident at work 75% of their earnings for up to three months. The employer will be refunded this amount by the Compensation Commissioner. This does NOT apply to injuries caused by accidents outside the workplace such as road accidents or accidents at home.

### **9.14. Termination**

9.14.1 The employer may terminate the employment of a worker for good cause after following a fair procedure.

9.14.2 A worker will not receive severance pay on termination.

9.14.3 A worker is not required to give notice to terminate employment. However, a worker who wishes to resign should advise the employer in advance to allow the employer to find a replacement.

9.14.4 A worker **who is absent for more than three consecutive days** without informing the employer of an intention to return to work will have terminated the contract. However, the worker may be re-engaged if a position becomes available.

9.14.5 A worker who does not attend required training events, without good reason, will have terminated the contract. However, the worker may be re-engaged if a position becomes available.

Notice procedure is as follows;

- One week if employed for four weeks or less
- Two weeks if employed for more than four weeks but not more than a year
- Four weeks of employed for one (1) year or more

**9.15. Certificate of Service**

9.15.1 On termination of employment, a worker is entitled to a certificate stating;

- (a) the worker's full name;
- (b) the name and address of the employer;
- (c) the Project on which the worker worked; the work performed by the worker;
- (d) any training received by the worker;
- (e) the period for which the worker worked on the Project; and
- (f) any other information agreed on by the employer and worker.

**9.16. DOMICILE**

The address to which notices and all legal documents may be delivered or served are as follows:

**Employee Details**

**Name & Surname:** \_\_\_\_\_

**ID No:** \_\_\_\_\_

**Residential Address:** \_\_\_\_\_

\_\_\_\_\_

**Contact No:** \_\_\_\_\_

**Date of Employment:** \_\_\_\_\_

<b>To be supervised by:</b>	<b>Main Contractor:</b>	<input type="text"/>
	<b>or Sub Contractor:</b>	<input type="text"/>
<b>Category of employment:</b>	<b>Skilled:</b>	<input type="text"/>
	<b>Semi-skilled:</b>	<input type="text"/>
	<b>Unskilled:</b>	<input type="text"/>

**For Skilled & Semi-skilled state the trade:** \_\_\_\_\_

**Period of employment: Fixed for until when your services are still required on site**

**I confirm that I have been inducted and fully understand the condition of my appointment.**

**Employee Signature:** \_\_\_\_\_

**Witness by SGB/CLO:** \_\_\_\_\_

**Signature by Witness:** \_\_\_\_\_

**Employer Details**

**Name & Surname:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Contact No:** \_\_\_\_\_ **Signature:** \_\_\_\_\_



## The Attendance Register for on-site Workers

Reporting month: \_\_\_\_\_

Cell No: \_\_\_\_\_

Surname: \_\_\_\_\_

First Name: \_\_\_\_\_

Project Name: **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Project Code: **N/A**

Tender No **ZNB 5642/2023-H**

IDENTITY NUMBER:

Day	Date	Time In	Signature	Time Out	Signature	Report On Any Formal Training Provided In The Reporting Month
<b>WEEK 1</b>						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
<b>WEEK 2</b>						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
<b>WEEK 3</b>						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
<b>WEEK 4</b>						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
<b>WEEK 5</b>						
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
<b>Total Days worked</b>						

**BUSINESS PLAN**

Reference No	
Profile ID	
Project Name	
<b>Project Details</b>	
Project Name	
Project Reference Number	
Project description	
Project Start Date	
Project End Date	
Estimated Budget	
<b>Project Location</b>	
Province	
District/Metro Municipality	
Local Municipality/Metro Region	
Latitude (in decimal format)	
Longitude (in decimal format)	
<b>Public Body Details</b>	
Public body sphere	
Reporting public body that is the project owner (and will report on the project)	
Implementing public body type	
Public body that will implement the project	
IDP reference number allocated to the project	
<b>EPWP Details</b>	
EPWP Sector	
EPWP Program	
EPWP Sub programme	
<b>Budget Amount</b>	
April 2014/March 2015	
April 2015/March 2016	
Total Budget Amount	
Wages	
UIF	
COIDA	
Training	
Administration	
Equipment and materials	
Other	
Describe other	
<b>Output</b>	
Despcription	
Target Quantity	
Number of persons to be trained	
<b>Contact person</b>	
Title	
Initials	
First Name	
Surname	
Email	
Tel (Office)	
Fax Number	
Cell Number	
Physical Address 1	
Physical Address 2	
Physical Address 3	
Physical Address 4	
Postal Address 1	
Postal Address 2	
Postal Address 3	
Postal Address 4	

Name of Contractor: \_\_\_\_\_

Project Code: **N/A**

Project location name (area): \_\_\_\_\_

Name of Project: **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Reporting month: \_\_\_\_\_

Project location (Ward No.): \_\_\_\_\_

No	First Name	Initial	Surname	ID number	Beneficiary Details			Start Date on the current month	End Date on the current month	Total days worked	Job description	Registered on UIF (Y/N)	Registered with CODA (Y/N)	Are you receiving any Government? (Y/N)	1st Language	Experience/Literacy			Highest Level of Education	Location Details			Household Details		
					D.O.B	Gender F/M	Disability Y/N									Other Language 1	Other Language 2	Education level (See Codes below)		Address	Ward No.	Cell No.	Nationality	No. of people in Household	No. of Dependents in Household
1																									
2																									
3																									
4																									
5																									
6																									
7																									
8																									
9																									
10																									

\* Education Levels - use the codes (1,2,3) on the excel spreadsheet  
 (3) Grade 1-3 (Std A - Std 1)      (5) Grade 5-6 (Std 3-4) ABET 2      (7) Grade 9 (Std 7) ABET 4      (9) Grade 12 (Std 10)  
 (4) Grade 4 (Std 2) ABET 1      (6) Grade 7-8 (Std 5-6) ABET 3      (8) Grade 10-11 (Std 8-9)      (10) Post Matric

Contractor sign: \_\_\_\_\_ DPW Official/Consultant sign: \_\_\_\_\_ EPWP Official sign: \_\_\_\_\_  
 Designation: \_\_\_\_\_ Designation: \_\_\_\_\_ Designation: \_\_\_\_\_  
 Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_  
 Contact no: \_\_\_\_\_ Contact no: \_\_\_\_\_ Contact no: \_\_\_\_\_

**Worker payment capture form for LOCAL Labour**



Name of Contractor: \_\_\_\_\_

Project Code:                     N/A                    

Name of Project: **ZULULAND DISTRICT - VRYHEID - NEW M2  
VRYHEID FORENSIC MORTUARY**

Reporting month: \_\_\_\_\_

**Payment Upload**

No.	First Name	Initials	Surname	Identity No.	D.O.B	Job Description	Daily Wage Rate	Total Paid Days	Total Amount Paid	Total days Worked Days
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

Contractor sign: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Contact no: \_\_\_\_\_

DPW Official/Consultant sign: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Contact no: \_\_\_\_\_

EPWP Official sign: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Contact no: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Project Code: N/A

Name of Project: **ZULULAND DISTRICT - VRYHEID - NEW M2 VRYHEID FORENSIC MORTUARY**

Reporting month: \_\_\_\_\_

Training														
No	Name	Surname	ID No.	Job description	Course Name	Was training Accredited or Non - accredited by a relevant SETA	Start date on current month	End date on current month	Training Days Paid	Training Days Not Paid	Total Number of Training Days	Cost per trainee	Is training complete or on - going	Name of Training Provider
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
14														
15														

Contractor sign: \_\_\_\_\_

DPW Official/Consultant sign: \_\_\_\_\_

EPWP Official sign: \_\_\_\_\_

Designation: \_\_\_\_\_

Designation: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Contact no: \_\_\_\_\_

Contact no: \_\_\_\_\_

Contact no: \_\_\_\_\_

Location	
Locality Name	
Municipality	Abaqulusi
Subplace	Vryheid
Ward	
Government Facility	New M2 Vryheid Mortuary
Latitude	
Longitude	
Physical Address/Location	Vacant plot, Erf 6048 Vryheid, Handel Street, Vryheid. (Next to M&H Testing Centre)

Please do a print preview before printing.

Contracting Party: \_\_\_\_\_



Postal Address: Private Bag X9051, Pietermaritzburg, 3200  
Physical Address: Block 1, Townhill Office Park, Townhill hospital, 35 Hyslop Road, Pietermaritzburg  
Tel: 033 940 2558 Email address: deon.vanwyk@kznhealth.gov.za  
www.kznhealth.gov.za

# CLINICAL BRIEF AND OPERATIONAL NARRATIVE, AND PROJECT TECHNICAL BRIEF

## VRYHEID FORENSIC MORTUARY

### PROPOSED NEW M2 FORENSIC MORTUARY

Drafted by: MR. D. VAN WYK  
Control Architectural  
Technologist  
Pietermaritzburg Infrastructure  
Hub

Signed:   
Date: 23 MAR 2023

Recommended by: MR. R. POTSANE  
Acting Director: Pietermaritzburg  
Infrastructure Hub

Signed:   
Date: 2023/06/09

Approved by: MR S T MHLONGO  
Acting Chief Director:  
Infrastructure Development

Signed:   
Date: 11/07/2023

Document Control

Revision Number	Date	Initials
Draft 1	28 March 2023	DVW





## **Purpose of this document**

The purpose of this document is to define the level of services that will be provided at the proposed new Vryheid M2 Forensic Mortuary. It outlines the operational, functional and the physical requirements for the building and engineering services. The objective is to provide the design team with adequate information to produce concept, detail design and implement the project.

This document is separated into:

- A. A strategic analysis investigates the current services and the need of the proposed new Vryheid M2 Forensic Mortuary. In determining the need for the unit, the current epidemiological situation in the community and current utilisation of the services are investigated.
- B. A clinical brief providing an outline of the services to be offered in the proposed new Vryheid M2 Forensic Mortuary
- C. An operational narrative which provides guidance for the planning and design of the replacement facility and the required resources.

## **Acronyms**

AIDS	Acquired Immune Deficiency Syndrome
BSC	Bid Specification Committee
BEC	Bid Evaluation Committee
BAC	Bid Adjudication Committee
CVD	Cerebrovascular Disease
CHC	Community Health Centre
DPME	Department Of Planning, Monitoring And Evaluation
DM	Diabetes Mellitus
DHIS	District Health Information System
FIDPM	Framework for Infrastructure Delivery and Procurement Management
GVA	Gross Value Added
HP	High Pressure
MLM	Medico Legal Mortuary
HFRG	Health Facility Revitalisation Grant
HIAC	Health Infrastructure Approval Committee
HIV	Human Immunodeficiency Virus
HTH	Hypertensive Heart Disease
HIS	Hospital Information System
HH	Households
HVAC	Heating, Ventilation, and Air Conditioning
IHRM-F	Ideal Hospital Realisation and Maintenance Framework
ISH	Ischaemic Heart Disease
IPV	Interpersonal Violence
IUSS	Infrastructure Unit Support Systems
IDMS	Infrastructure Delivery Management System
IEQ	Indoor Environment Quality
IPC	Infection Prevention Control
IPMP	Infrastructure Programme Management Plan
KZN	Kwazulu-Natal
LI	Labour Intensive
LP	Low Pressure
LV	Low Voltage
MDG	Millennium Development Goals
MTSF	Medium Term Strategic Framework

MEC	Member of the Executive Council
NDP	National Development Plan
NDOH	National Department Of Health
NHLS	National Health Laboratory Services
OOM	Order of Magnitude
OHSC	Office of Standards Compliance
PAS	Patient Administration System
PACS	Picture Archiving And Communication System
PSP	Professional Service Provider
PG	Procurement Gate
RIS	Radiology Information System
SPLUMA	Spatial Planning and Land Use Management Act
SDG	Sustainable Development Goals
SCM	Supply Chain Management
TB	Tuberculosis
UPS	Uninterrupted Power Supply
YLL	Years of Life Lost

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# EXECUTIVE SUMMARY

The proposed new Vryheid M2 Forensic Mortuary will provide much needed pathology services in the Zululand Health District.

This project will aim to provide a salutogenic and fully compliant state of the art forensic mortuary which will contribute to KZN-DOH achieving improved management of pathology services. Furthermore, this facility will increase the value of the Department of Health's Infrastructure.

The projected milestones are as follows:

Professional Milestones	FIDPM	Milestone	Date	% Project Complete
		PROJECT START DATE	01/01/2023 – 28/02/2023	0%
Stage 1	Stage 1	PRE-FEASIBILITY	28/02/2023 – 30/04/2023	3%
Procurement		AWARD (PSP)	FEASIBILITY	1/05/2023
Stage 2	Stage 2	DESIGN	30/06/2024	30%
Stage 3	Stage 3	TENDER	01/01/2025	40%
Stage 4	Stage 4	CONSTRUCTION	17/01/2025	81%
Procurement		Construction 0 - 25%	16/07/2025	51%
Stage 5	Stage 5	Construction 26 - 50%	16/01/2026	61%
		Construction 51 - 75%	16/07/2026	70%
		Construction 76 - 100%	16/01/2027	81%
		PRACTICAL COMPLETION	16/01/2027	81%
		HANDED OVER	31/01/2027	84%
		WORKS COMPLETION	15/04/2027	91%
	Stage 6	FINAL COMPLETION	14/04/2028	96%
Stage 6	Stage 7	PROJECT START DATE	01/01/2023 – 28/02/2023	0%
		PRE-FEASIBILITY	28/02/2023 – 31/01/2023	3%

The project will be financed from the Health Facility Revitalisation Grant and is expected to cost approximately R 75 146 803.00 including VAT (Including Operational Cost and Health Technology and Commissioning).



# PART A – PROJECT CHARTER

## 1. PROJECT NAME

Vryheid Forensic Mortuary: Proposed New M2 Forensic Mortuary

## 2. THE FACILITY

- Facility Name: Vryheid Medico-Legal Mortuary
- Facility Number: New facility – Number to be confirmed
- Facility Type: Medico-Legal Mortuary
- Facility Owner: KZN Dept of Health
  - Deeds Description: ERF 6048, Vryheid
  - Title Deed Number:

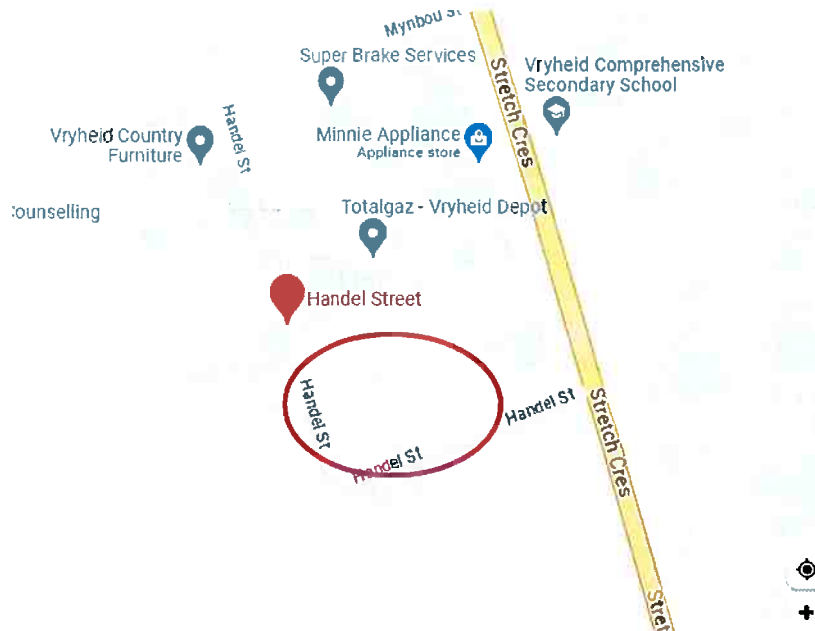
## 3. LOCATION

The proposed new Vryheid M2 Forensic Mortuary is situated in Vryheid Town in Handel Street, ERF 6048, and is in close proximity of the Vryheid South African Police Services (SAPS). Vryheid is in the Zululand Health District.

- Province: Kwazulu-Natal
- District Municipality: Zululand
- Local Municipality: AbaQulusi Municipality
- Cadastral description:
  - Latitude: -27.781542
  - Longitude: 30.812176
- Street address (or directions): Handel Street, Vryheid, Kwazulu-Natal.
- Postal address: New facility – Postal address to be confirmed
- Telephone number: New facility – Telephone number to be confirmed

**Map 1: Proposed location of new Vryheid M2 Forensic Mortuary**

Source: Google Maps



## 4. PROJECT PURPOSE

The mission of Forensic Pathology Service according to National Code of Guidelines for Forensic Pathology Practice in South Africa<sup>1</sup> aim to:

*“Forensic Pathology Service has as its primary objective the rendering of a medico-legal investigation of death service that serves the judicial process. It is essential that standardised and uniform protocols and procedures are followed nationally, rendering objective, impartial and scientifically accurate results. A contemporary medico-legal investigation of death service should be manifestly independent, objective, professional and not aligned with (or even perceived to be aligned with) the interests of a particular party (including that of the State).*

*This Service is in the first instance a specialised medical competence and must not be performed by an agency which may at any time have a vested interest in the outcome of such investigations.*

*For this reason, impartiality and objectivity as well as scientific rigour and professional competence, should be regarded as “non-negotiable” prerequisites in the organization and rendering of such a service.*

The Mission<sup>1</sup> of Forensic Pathology aims to:

---

<sup>1</sup> (Draft) NATIONAL CODE OF GUIDELINES FOR FORENSIC PATHOLOGY PRACTICE IN SOUTH AFRICA - (To be read in conjunction with the Regulations of the National Health Act 61 of 2003)

- *promote the recognition, value, and confidence in medico-legal death investigation to the families, the justice system, public health agencies, governmental officials and the public;*
- *develop uniform professional standards and guidelines to ensure excellence in the medico-legal death investigation;*
- *promote the highest practice of professional and ethical conduct;*
- *promote appropriate education and training for all staff involved in rendering the Service;*
- *ensure the education of all forensic medical practitioners in forensic medicine and pathology;*
- *ensure that appropriate research is performed in this Service environment;*
- *ensure the development of a just South African society and protect the rights of persons;*
- *assist in the prevention of and fight against crime;*
- *assist in the prevention of unnatural deaths;*
- *establish the independence of professionals in the Service*
- *ensure that the Service is rendered within a uniform system;*
- *provide for participation of stakeholders in the Service;*
- *ensure the Service is equitable, efficient and cost-effective;*
- *rectify the deprived state of the Service;*
- *provide for the specific needs of those persons rendering the Service, and*
- *establish adequate data collection and processing.*

## 5. FUTURE STATE

The proposed new Vryheid M2 Forensic Mortuary will provide much needed pathology services in the Zululand Health District.

This project will aim to provide a salutogenic and fully compliant state of the art forensic mortuary which will contribute to KZN-DOH achieving improved management of pathology services. Furthermore, this facility will increase the value of the Department of Health's Infrastructure.

## 6. THE PROJECT DETAILS

• Project Name	Vryheid Forensic Mortuary: Proposed New M2 Forensic Mortuary
• KZN-DOH Project Number	TBC
• Project Code	TBC
• Project Details / Scope	Proposed New M2 Forensic Mortuary
• Project Type	Infrastructure Development - Projects
• Budget Programme Number	Health Facilities Management
• Budget Programme Name	Programme 8
• Sub-programme	Other – Forensic Mortuaries
• Infrastructure Programme Name	Not part of a Programme
• Nature of Investment:	Upgrades and Additions

- Nature of Investment Sub- status: Additions
- Is this an EPWP (LI) Project: No
- Economic Classification: Buildings and other fixed structures
- Proposed Funding Source: Health Facility Revitalization Grant (HFRG)

## 7. OVERSIGHT TEAM

- Provincial Champion Mr. S.T. Mhlongo (Acting Chief Director Infrastructure Development)
- Provincial Power User Ms. M. de Goede (Director: Planning)
- Facility Management
  - Facility Management: New Facility and thus Acting Director will oversee.
  - Forensic Pathology Services: Mr K. Bentley
  - Zululand District: Mr. V.S. Vilakazi
  - IT Services: Dr L. L. V. Magaqa
  - Security Services: Major General Dladla
  - Infection Prevention Control (IPC): Ms. R. Misra

## 8. MEASURABLE OBJECTIVES AND SUCCESS CRITERIA

The success criteria will be that the project will assist the Department to address the delays experienced in the provision of Pathology Services.

The Measurable objectives will be:

- To build a new fully resourced M2 Medico-Legal Mortuary (MLM).
- To enhance Zululand district MLM services.
- To ensure compliance National Code of Guidelines for Forensic Pathology Services.
- To ensure that the environment is conducive in terms of OHS for staff working at the facility and to ensure dignity and privacy for public utilising the facility.
- To ensure that the dignity and the rights of the deceased are maintained.
- Deliver the project in time, on budget and compliant to specifications

## 9. HIGH-LEVEL SCOPE AND BOUNDARIES

The scope of the project is to construct a new M2 Forensic Mortuary in the Zululand District which will be supported by administrative and support areas and with security, access roads, pathways and parking.

## 10. HIGH-LEVEL RISKS

The risks that carry the highest impact include the continued delays of service delivery. Furthermore, the high cost of construction is of concern and may impact the future of the project.

## 11. SUMMARY MILESTONE SCHEDULE

Initiation and planning	03 months
Design and procurement	09 months
Construction	12 months
Hand Over	1 month
Retention and Close Out	15 months
<b>Total project duration</b>	<b>40 months</b>

## 12. SUMMARY BUDGET

The project will be financed from the Health Facility Revitalisation Grant and is expected to cost R75 146 803.00 including VAT (Including Operational Cost and Health Technology and Commissioning)

## 13. STAKEHOLDERS

The following stakeholders have been identified and is further defined under item 2.1.6.1 below

- National Department of Health
- Provincial Department of Health
- Zululand District
- Vryheid Community
- Vryheid Local Authority
- Home Affairs
- Daprtment of Justice (DoJ)

- South African Police Service (SAPS)

## 14. PROJECT APPROVAL REQUIREMENTS

The project will be implemented utilising the Infrastructure Delivery Management System (IDMS) and the Framework for Infrastructure Delivery and Procurement Management (FIDPM).

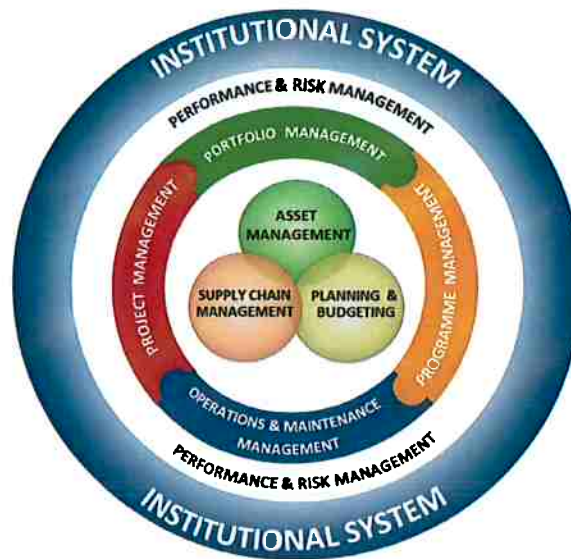


Figure 1: IDMS

Responding to the FIDPM, the approval process will be managed through the Health Infrastructure Approval Committee (HIAC) as spelled out in the Policy and Procedure document.

Furthermore, the following approvals have been identified:

- (i) Spatial Planning and Land Use Management Act (SPLUMA)

## 15. ASSIGNED PROJECT MANAGER

The Project Manager will be Mr. Deon P. van Wyk from KZN Dept of Health: Infrastructure Development.

## 16. NAME AND AUTHORITY OF SPONSOR

Clinical Support Services: Acting Chief Director: Mr L. Langa

## 17. SUMMARY OF THE PROJECT

Name	Vryheid Medico-Legal Mortuary
District Name	Zululand District
Local authority	Vryheid
Population served	
Projected overall project cost (all components)	R 75,146,803.00 inclusive of VAT
Estimated cost breakdown	
Construction cost	R 59 596 903.00
Fees	R 8 422 400.00
Health Technology	R 3 927 500.00
Commissioning	R 3 200 000.00
Estimation of project timelines	
Brief and Operational narrative	28/02/2023 – 30/04/2023
Planning and design	30/06/2024 – 01/01/2025
Construction and retention	17/01/2025 – 16/01/2028
Hand over and close out	31/01/2027 – 14/04/2027
Estimation of annual infrastructure maintenance	R 2 105 600.00 @ 5% of facility value.
Estimation of annual health technology maintenance	R 196 375.00 @ 5% of equipment value.
Estimation of annual operational budget	R 11 707 000.00

# **PART B - CLINICAL SERVICES BRIEF**

## **1. INTRODUCTION**

The Department has embarked upon the Rationalization of Health facilities in order to maximize services at the appropriate levels of service delivery in accordance with the classification of the health facilities. This will improve the quality of services, access to services and contribute to the overall health and wellbeing of the communities we serve.

The Department's aim was to maintain the gains already made and further focus on interventions to accelerate health system effectiveness and further improve health outcomes and public satisfaction.

With improved leadership and clinical governance, the Department will do this by ensuring that it will robustly monitor implementation of the Turn-Around Strategy to inter alia, improve audit outcomes; improve financial and supply chain management and human resource management services; rationalize hospital services to improve efficiencies and equitable access to clinical services; strengthen governance, leadership and oversight; and re-position infrastructure development as integral part of improved service delivery.

## **2. STRATEGIC BACKGROUND**

Vryheid Forensic Mortuary will be located at ERF 6048, Handel Street, Vryheid. It is a new facility and will be serving the Zululand District.

Due to the lack of a functional MLM in Vryheid District, service delivery is severely delayed.

### **2.1. STRATEGIC SERVICE GOALS AND OBJECTIVES**

#### **2.1.1. SUSTAINABLE DEVELOPMENT GOALS**

The government's National Development Plan (NDP) 2030 envisions a health system that works for everyone and produces positive health outcomes, accessible to all, "A long and Healthy Life for All South Africans"<sup>2</sup>. Key interventions to improve life expectancy include addressing the social determinants of health, promoting health as well as reducing the burden of disease from both Communicable Disease and Non-Communicable Diseases. The plan asserts that health care can be improved through decreasing mortality by combating infectious disease such as tuberculosis and HIV/AIDS and emerging tide of non-communicable diseases. The government's objective is aimed at

---

<sup>2</sup> National Department Of Health, 2007



reducing child and infant mortality, maternal mortality and combating HIV/AIDS and other diseases by 2030.

There are 17 SDG built on Millennium Development Goals, Goal 3 is about ensuring healthy lives and wellbeing of all ages.



Figure 2: Sustainable Development goals

### 2.1.2. NATIONAL DEVELOPMENT PLAN

The National Development Plan charts a new path for South Africa and seeks to eliminate poverty and reduce inequality by 2030. It defines a desired destination and identifies the role different sectors of society need to play in order to achieve its goals. With specific reference to health the NDP goals are:

- Life expectancy of at least 70 years for men and women
- A generation of under-20s that is largely free of HIV and AIDS
- The quadruple burden of disease that is radically reduced compared to the two previous decades
- An infant mortality of less than 20 deaths per 1,000 live births
- An under five mortality rate of less than 30 per 1,000
- A significant shift in equity, efficiency, effectiveness and quality of health care provision
- Availability of universal health care coverage; and
- Significant reduction of risks posed by social determinants of diseases and adverse ecological factors

The National Development Plan proposes to achieve these health goals by:

- Addressing social determinants of health

- Reducing disease burden to manageable levels
- Building human capital
- Strengthening the National Health System with particular reference to eliminating infrastructure backlogs and increasing the use of ICT to treat and manage health conditions; and
- Implementing the National Health Insurance Scheme with particular reference to improving the quality and care at public health care facilities

Universal health coverage has been shown to contribute to improvement in key indicators such as life expectancy through reduction in morbidity especially maternal and child mortality.

**Table 1: The SDGs and NDP Alignment**

SDGs Goal:	Goal 3. Ensure healthy lives and promote well-being for all at all ages <sup>3</sup>
NDP Goal:	Chapter 10. Healthcare for all
SDGs Targets	NDP Objectives
3.1 By 2030, reduce the global maternal mortality ratio to less than 70 per 100,000 live births	Reduce maternal, infant and child mortality
3.2 By 2030, end preventable deaths of new-borns and children under 5 years of age, with all countries aiming to reduce neonatal mortality to at least as low as 12 per 1,000 live births and under 5 mortalities to at least as low as 25 per 1,000 live births	Reduce maternal, infant and child mortality
3.3 By 2030, end the epidemics of AIDS, tuberculosis, malaria and neglected tropical diseases and combat hepatitis, water-borne diseases and other communicable diseases	Progressively improve TB prevention and cure
3.4 By 2030, reduce by one third premature mortality from non-communicable diseases through prevention and treatment and promote mental health and wellbeing	Significantly reduce prevalence of non-communicable chronic diseases
3.5 Strengthen the prevention and treatment of substance abuse, including narcotic drug abuse and harmful use of alcohol	
3.6 By 2020, halve the number of global deaths and injuries from road traffic accidents	Reduce injury, accidents and violence by 50 percent from 2010 levels
3.7 By 2030, ensure universal access to sexual and reproductive health-care services, including for family planning, information and education, and the integration of reproductive health into national strategies and programmes	
3.8 Achieve universal health coverage, including financial risk protection, access to quality essential health-care services and access to safe, effective, quality and affordable essential medicines and vaccines for all	Increase average male and female life expectancy at birth to 70 years.  Deploy primary healthcare teams provide care to families and communities
3.9 By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination	

<sup>3</sup> <https://sdgs.un.org/goals>

DOH contributes directly to the realisation of Priority 3 (education, skills and health) of government's 2019-2024 Medium Term Strategic Framework (MTSF), and the vision set out in chapter 10 of the National Development Plan (NDP).

DOH is the custodian of South Africa's national health system, and contributes to the goals, indicators and actions of chapter 10 of the NDP. This includes reducing the burden of disease and strengthening the provision of healthcare to improve the lives and lifespans of the country's citizens. As per the National Health Act of 2003, provincial departments of health are mandated to provide healthcare services. The National department is responsible for policy formulation, coordination and support to provincial departments, as well as the monitoring, evaluation and oversight of the sector.

### **2.1.3. PROVINCIAL STRATEGY ALIGNMENT TO THE REVISED DRAFT DEPARTMENT OF PLANNING, MONITORING AND EVALUATION (DPME) PLANNING FRAMEWORK**

The following Impact and Outcomes were adopted by The KwaZulu-Natal Department of Health for the 2020/21 to 2024/25 planning cycle. The Impact and Outcomes are listed below:

- Impact: Increased Life Expectancy
  - Outcome: Universal Health Coverage
  - Outcome: Improved Client Experience of Care
  - Outcome: Reduced Morbidity and Mortality

The impact and outcomes were confirmed through consultations at cluster planning workshops (Cluster sessions held between 21 August 2019 and 6 September 2019) and the Provincial Strategic planning workshop (12-13 October 2019).

### **2.1.4. HEALTHCARE SERVICES IN SOUTH AFRICA**

Healthcare services for all South Africans are underpinned by the National Health Act, 61 of 2003 (as amended). In 2011 the National Department of Health published the National Core Standards for Health Care Establishments, The NCS has 7 key Domains:<sup>4</sup>

- (i) Patients' Rights
- (ii) Patient Safety, Clinical Governance and Care
- (iii) Clinical Support Services

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<sup>4</sup> ohsc.org. (Office of Standards Compliance)

- (iv) Public Health
- (v) Leadership and Corporate Governance
- (vi) Operational Management and
- (vii) Facilities and Infrastructure

### **2.1.5. NATIONAL CODE OF GUIDELINES FOR FORENSIC PATHOLOGY PRACTICE IN SOUTH AFRICA**

(This draft Code to be read in conjunction with the Regulations of the National Health Act 61 of 2003)

*This document is intended for all persons employed by the Forensic Pathology Services, including administrative, support, scientific, and professional staff and serves to describe, direct and standardise the general and specific aspects of the Service.*

*This document replaces the Manual for Performance of Post Mortem Examination GW7/71 and SAPS Special Force Order 05C/1992.*

*This Code is the National Code of Guidelines supplementing the National Health Act, 2003 (Act 61 of 2003) and should be read in conjunction with the Regulations Regarding the Rendering of Forensic Pathology Service (hereinafter referred to as "the Regulations").*

*The Code may be amended from time to time by the National Forensic Pathology Services Committee.*

This Code mainly on operational and clinical management, however covers key deliverables for infrastructure and built environment. These have been included into the space and technical specifications guidance below.

## **2.2. KWAZULU-NATAL DATA**

The province of KwaZulu-Natal, also referred to as KZN and known as "the garden province"; is a province of South Africa that was created in 1994 when the Zulu Bantustan of KwaZulu ("Place of the Zulu") and Natal Province were merged. It is located in the southeast of the country, enjoying a long shoreline beside the Indian Ocean and sharing borders with three other provinces, namely Free State, Eastern Cape and Mpumalanga; and the countries of Mozambique, Eswatini and Lesotho. Its capital is Pietermaritzburg, and its largest city is Durban. It is the second-most populous province in South Africa, with slightly fewer residents than Gauteng.

Two areas in KwaZulu-Natal have been declared UNESCO World Heritage Sites: the iSimangaliso Wetland Park and the uKhahlamba Drakensberg Park. These areas are extremely scenic as well as important to the surrounding ecosystems.

During the 1830s and early 1840s, the northern part of what is now KwaZulu-Natal was established as the Zulu Kingdom while the southern part was, briefly, the Boer Natalia Republic before becoming the British Colony of Natal in 1843. The Zulu Kingdom remained independent until 1879.

KwaZulu-Natal is roughly around 92,100 km<sup>2</sup>. It has three different geographic areas. A lowland region along the Indian Ocean coast which is extremely narrow in the south, widening in the northern part of the province, while the central Midlands consists of an undulating hilly plateau rising toward the west. Two mountainous areas, the western Drakensberg Mountains and northern Lebombo Mountains form, respectively, a solid basalt wall rising over 3,000 m beside Lesotho border and low parallel ranges of ancient granite running southward from Eswatini. The area's largest river, the Tugela, flows west to east across the centre of the province.

The coastal regions typically have subtropical thickets and deeper ravines; steep slopes while the midlands have moist grasslands. The north has a primarily moist savanna habitat, whilst the Drakensberg region hosts mostly alpine grassland.

KwaZulu-Natal has a varied yet verdant climate thanks to diverse, complex topography. Generally, the coast is subtropical with inland regions becoming progressively colder. Durban on the south coast has an annual rainfall of 1009 mm, with daytime maxima peaking from January to March at 28 °C with a minimum of 21 °C, dropping to daytime highs from June to August of 23 °C with a minimum of 11 °C. Temperature drops towards the hinterland, with Pietermaritzburg being similar in the summer, but much cooler in the winter. Ladysmith in the Tugela River Valley reaches 30 °C in the summer, but may drop below freezing point on winter evenings. The Drakensberg can experience heavy winter snow, with light snow occasionally experienced on the highest peaks in summer. The Zululand north coast has the warmest climate and highest humidity, supporting many sugar cane farms around Pongola.

Source: Wikipedia

## 2.2.1. DEMOGRAPHIC PROFILE

The following figures depict the demographics of KwaZulu-Natal:

Source: Wazimap

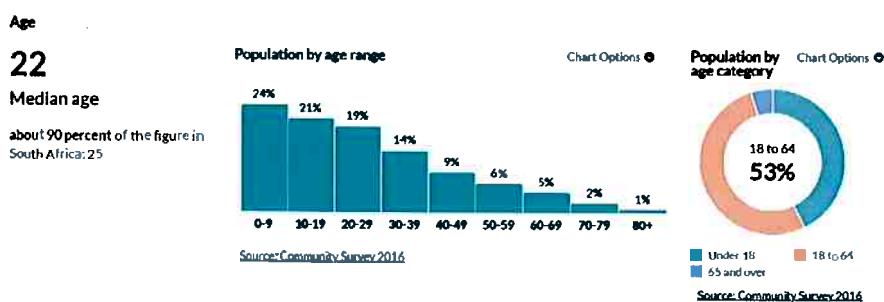


Figure 3: KZN Age analysis

**Population**

**11 065 240**

People

about one-fifth of the figure in South Africa: 55,653,654L

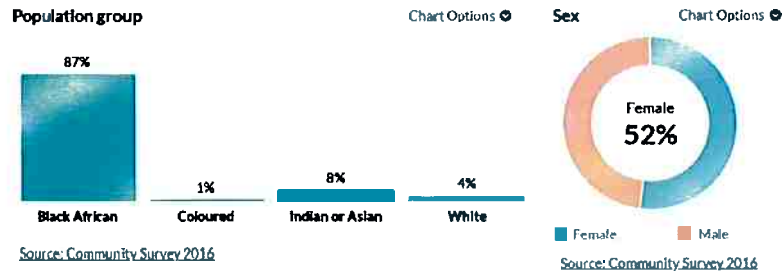


Figure 4: KZN Population analysis

**2.2.2. SOCIAL DETERMINANTS OF HEALTH**

The following figures depict the social determinants of health in KwaZulu-Natal:

Source: Wazimap

**Households**

**2 875 843**

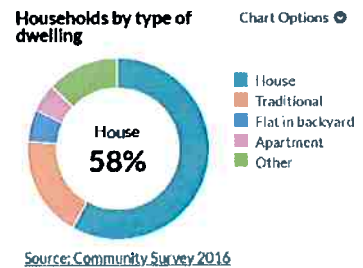
Households

about one-fifth of the figure in South Africa: 14,923,307L

**8.5%**

Households that are informal dwellings (shacks)

about two-thirds of the rate in South Africa: 12.96%

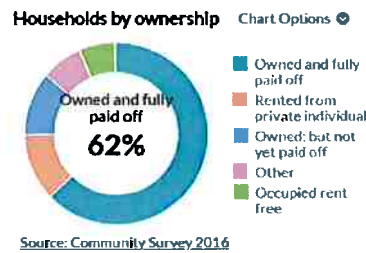


**Household ownership**

**73%**

Households fully owned or being paid off

about 10 percent higher than the rate in South Africa: 64.97%



Leave a Message

Head of household

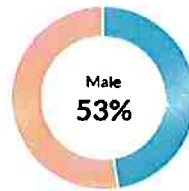
**47.4%**

Households with women as their head

about 20 percent higher than the rate in South Africa: 41.32%

Head of household by gender

Chart Options



Source: Community Survey 2016

**20 048**

Households with heads under 18 years old

about one-fifth of the figure in South Africa: 111,471

Figure 5: KZN Household analysis

Households headed by children under 18 years old

**20 048**

Households with heads under 18 years old

about one-fifth of the figure in South Africa: 111,471

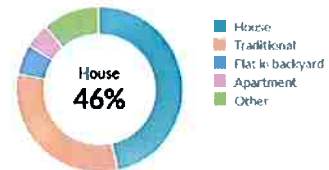
**8.5%**

Child-headed households that are informal dwellings (shacks)

about three-quarters of the rate in South Africa: 11.01%

Child-headed households by type of dwelling

Chart Options



\* Universe: Households headed by children under 18

Source: Community Survey 2016

Head of household

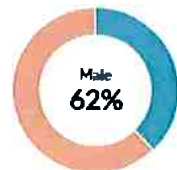
**37.7%**

Child-headed households with women as their head

about the same as the rate in South Africa: 38.18%

Head of child-headed household by gender

Chart Options



\* Universe: Households headed by children under 18

Source: Community Survey 2016

Figure 6: KZN Children headed household analysis

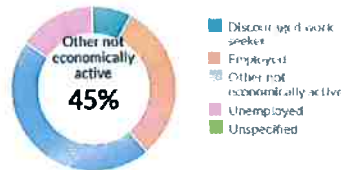
**Employment**

**31.5%**

**Employed**

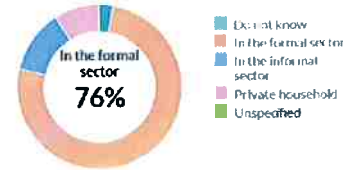
about 80 percent of the rate in South Africa: 38.87%

**Population by employment status**



\* Universe: Individuals 15 and older  
Source: Census 2011

**Sector of employment**



\* Universe: Workers 15 and older  
Source: Census 2011

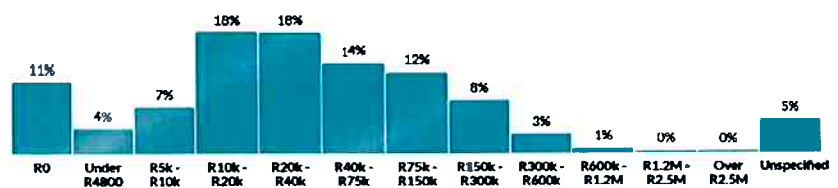
**Annual income**

**R30 000**

**Average annual income**

about the same as the amount in South Africa: R30 000

**Employees by annual income**



\* Universe: Employed Individuals  
Source: Census 2011

**Figure 7: KZN Economic analysis**

**Educational level**

**72.4%**

**Completed Grade 9 or higher**

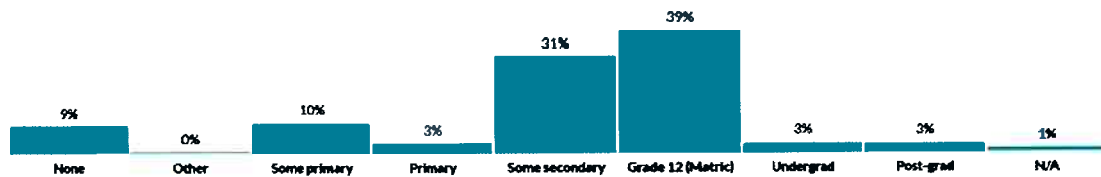
about the same as the rate in South Africa: 71.77%

**45.9%**

**Completed Matric or higher**

a little higher than the rate in South Africa: 43.37%

**Population by highest educational level**



\* Universe: Individuals 20 and older  
Source: Community Survey 2016

**Figure 8: KZN Education analysis**



**Water**

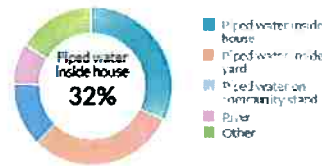
**83.4%**

Are getting water from a regional or local service provider

a little less than the rate in South Africa: 86.2%

Population by water source

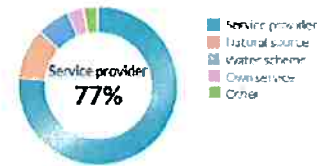
Chart Options



Source: Community Survey 2016

Population by water supplier

Chart Options



Source: Community Survey 2016

**Electricity**

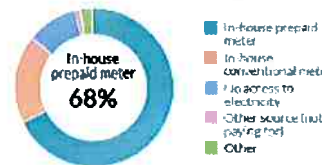
**10.6%**

Have no access to electricity

about 1.5 times the rate in South Africa: 7.29%

Population by electricity access

Chart Options



Source: Community Survey 2016

**Toilet facilities**

**55.7%**

Have access to flush or chemical toilets

about 90 percent of the rate in South Africa: 63.53%

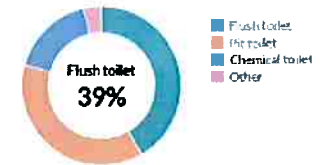
**2.7%**

Have no access to any toilets

about 10 percent higher than the rate in South Africa: 2.39%

Population by toilet facilities

Chart Options



Source: Community Survey 2016

**Refuse disposal**

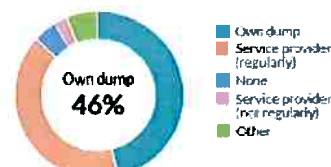
**43.3%**

Are getting refuse disposal from a local authority, private company or community members

about three-quarters of the rate in South Africa: 59.37%

Population by refuse disposal

Chart Options



Source: Community Survey 2016

Figure 9: KZN Service delivery analysis

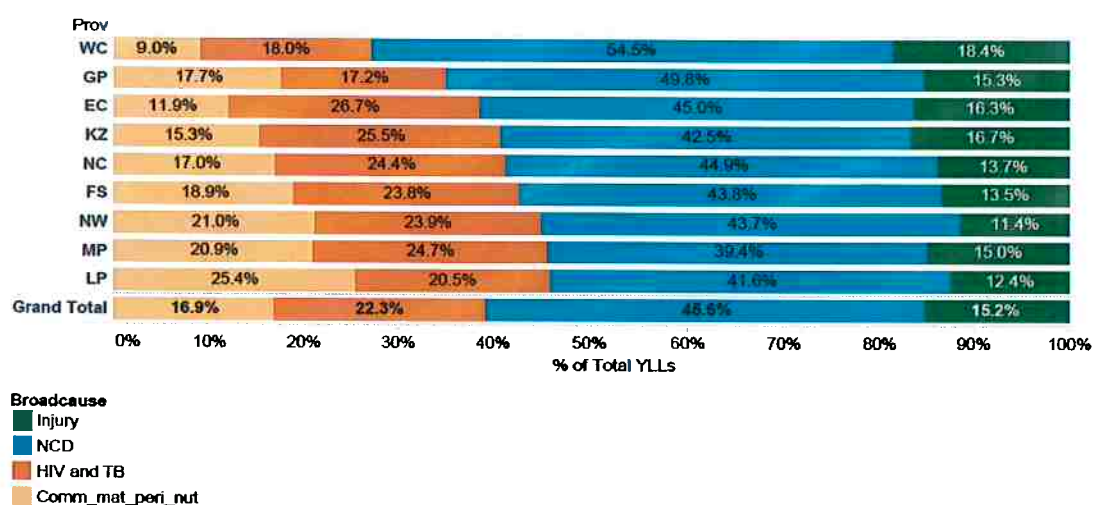
Health is influenced by the environment in which people live and work as well as societal risk conditions such as polluted environments, inadequate housing, poor sanitation, unemployment, poverty, racial and gender discrimination, destruction and violence (National Department of Health, 2019).

Globally, it is recognised that health and health outcomes are not only affected by health care or access to health services. They result from multidimensional and complex factors linked to the social determinants of health, which include a range of social, political, economic, environmental, and cultural factors, including human rights and gender equality (National Department of Health, 2019).

South Africa is classified as an upper-middle-income country with a per capita income of R55,258. Despite the perceived wealth, most of the country's households are plagued by poverty. Although significant progress was made prior to the economic crisis in addressing poverty, many South African households have fallen back or still remain in the trap of poverty through inadequate access to clean water, proper health care facilities and household infrastructure (Provincial Treasury, 2019).

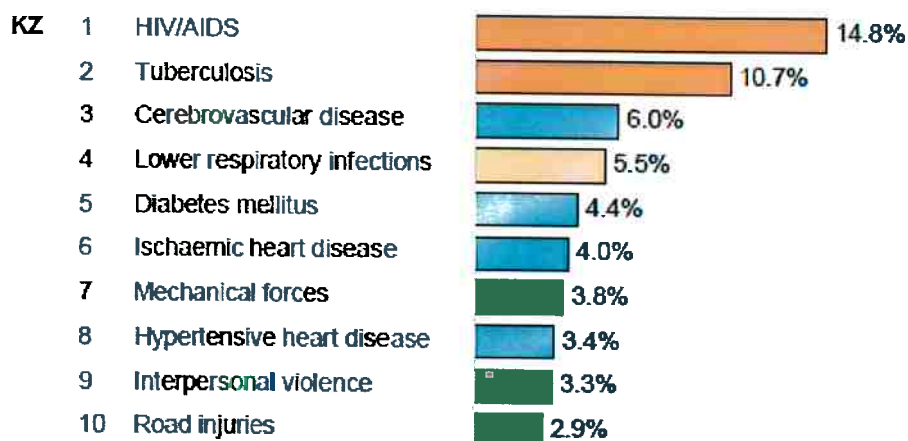
### 2.2.3. EPIDEMIOLOGY AND QUADRUPLE BURDEN OF DISEASE

The graph below provides the National broad cause of years of life lost in 2017. A major proportion of years of life lost is actually due to non-communicable diseases (45.6%) followed by HIV and TB (22.3%). This was followed by communicable, maternal, perinatal and nutrition (16.9%) and injuries (15.2%). The KZN profile showed a similar trend in the years of life lost.



Graph 1: Percentage of years of life lost by broad cause by province, 2017 (Neethling, Groenewald et al. 2020)

Zooming into the individual leading causes of death provides a good picture of the leading causes of years of Life Lost (YLL). In 1997, 2007 and 2017, the three leading causes of YLL in South Africa were conditions relating to HIV, TB and pneumonia. This is interpreted to mean that Mortality related to HIV remained a leading cause of YLL in most districts in SA. Cardiovascular conditions also ranked high (top 10) leading causes of YLL. Interpersonal violence and road injuries also featured among the top 10 causes of YLL. The KZN picture differs only slightly from other Provinces disease profile in the following way: Endocrine, nutritional, blood and immune conditions rank in the top 10 for all provinces except KwaZulu- Natal and the Western Cape (DHB, 2019/20).



Graph 2: Ten leading causes of years of life lost by province (KZN), 2017 (Neethling, Groenewald et al. 2020).

Between 2010 and 2017, HIV moved from second to first place in the ranking for premature mortality in South Africa, displacing TB; this reflects increased reporting of HIV on death certificates rather than an increase in mortality from HIV. Cerebrovascular disease displaced diarrhoea and moved into fourth place in 2017, while diarrhoea moved out of the top 10 YLL's in 2016 and 2017. Diabetes mellitus moved from eighth to fifth place between 2010 and 2017, while ischaemic heart disease remained in seventh place (Neethling, Groenewald et al. 2020).

When looking at the burden of disease categories collectively, in **Error! Reference source not found.**, it can be seen that HIV related illnesses were predominantly responsible for premature mortality in the province since it made up 31% of the burden of disease (HIV, TB and lower respiratory infections). This is due to this category of diseases being infectious and transmissible. Whilst 17.8% of the burden of disease in the province consisted of cardiovascular conditions (cerebrovascular disease, diabetes mellitus, hypertensive disorders and ischaemic heart disease) which form part of non-communicable diseases. The remaining burden of disease was due to injuries (10%) (Mechanical forces, interpersonal violence and road injuries). The last two categories, viz., cardiovascular conditions and injuries are mainly preventable.

Trends in leading causes of premature mortality at Districts in the KwaZulu-Natal Province between 2010 and 2017.

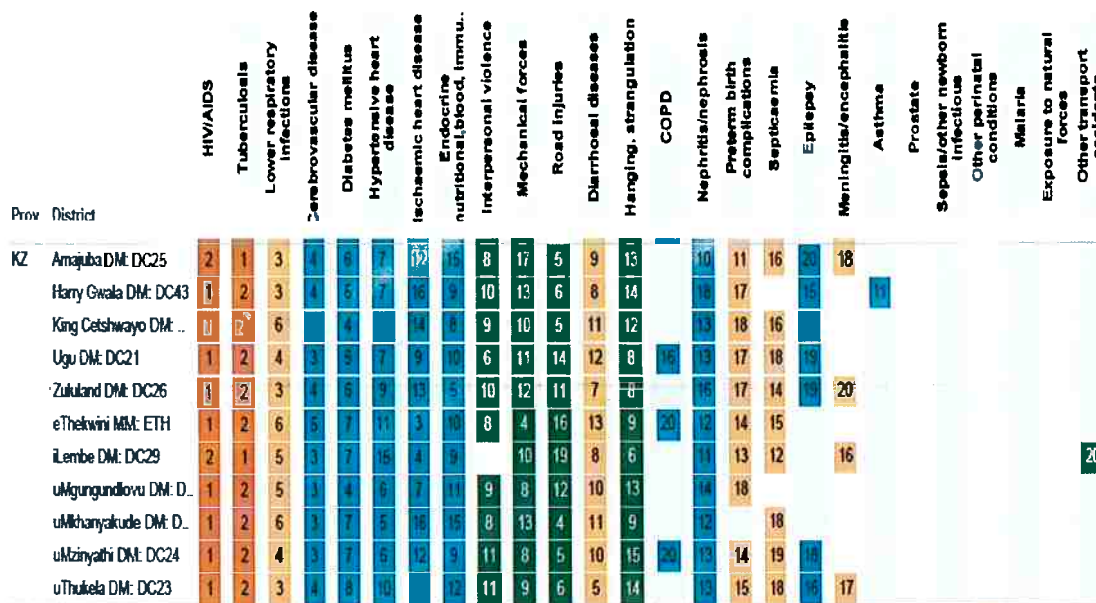


Figure 10: Ranking of 20 leading causes of years of life lost by each district in KZN, 2017 (Neethling, Groenewald et al. 2020)

Ranking of Districts is as per

Figure 10 in the DHB. Proportions were not provided hence, results are analysed according to rank in Table 2.

Table 2: Provincial overview in the trends in leading causes of premature mortality between 2010 and 2017

RANK:	1	2	3	4	5	6	7	8	9	10
KZN	HIV/AIDS	Tuberculosis (TB)	Cerebrovascular disease (CVD)	Lower respiratory infections (LRI)	Diabetes mellitus (DM)	Ischaemic heart disease (ISH)	Mechanical forces	Hypertensive heart disease (HTH)	Interpersonal violence (IPV)	Road injuries
	14.8%	10.7%	6.0%	5.5%	4.4%	4.0%	3.8%	3.4%	3.3%	2.9%
Amajuba	TB	HIV	LRI	CVD	Road Injuries	Diabetes	Hypertensive	IPV	Diarrhoea	Nephritis
eThekweni	HIV	TB	Ischaemic heart	Mechanical	CVD	LRI	Diabetes	IPV	Hanging	Endocrine
Harry Gwala	HIV	TB	LRI	CVD	Diabetes	Road Injuries	Hypertensive	Diarrhoea	Endocrine	IPV
iLembe	TB	HIV	CVD	Ischaemic heart	LRI	Hanging	Diabetes	Diarrhoea	Endocrine	Mechanical Forces
King Cetshwayo	HIV	TB	CVD	Diabetes	Road Injuries	LRI	Hypertensive	Endocrine	IPV	Mechanical Forces
Ugu	HIV	TB	CVD	LRI	DM	IPV	Hypertensive	Hanging	Iso-schemic	Endocrine
uMgungundlovu	HIV	TB	CVD	Diabetes	LRI	Hypertensive	Iso-schemic	Mechanical	IPV	Diarrhoea
uMkhanyakude	HIV	TB	CVD	Road Injuries	Hypertensive	LRI	Diabetes	IPV	Hanging	

RANK:	1	2	3	4	5	6	7	8	9	10
KZN	HIV/AIDS	Tuberculosis (TB)	Cerebrovascular disease (CVD)	Lower respiratory infections (LRI)	Diabetes mellitus (DM)	Ischaemic heart disease (ISH)	Mechanical forces	Hypertensive heart disease (HTH)	Interpersonal violence (IPV)	Road injuries
	14.8%	10.7%	6.0%	5.5%	4.4%	4.0%	3.8%	3.4%	3.3%	2.9%
uMzinyathi	HIV	TB	CVD	LRI	Road Injuries	Hypertensive	Diabetes	Mechanical	Endocrine	Diarrhoea
uThukela	HIV	TB	LRI	CVD	Diarrhoea	Road Injuries	Ischaemic	Diabetes	Mechanical	Hypertensive
Zululand	HIV	TB	LRI	CVD	Endocrine	Diabetes	Diarrhoea	Hanging	Hypertensive	IPV

The table above provides the provincial overview of the trends of the leading causes of premature death between 2010 and 2017. Overall, all Districts were shown to have suffered premature mortality due to HIV and related illnesses such as TB and lower respiratory infections. This is similar to the Provincial profile depicted in Figure 1. Five out of the 11 Districts mirrored the Provincial top three leading causes of premature mortality (HIV, TB and cerebrovascular disease). These were the King Cetshwayo, Ugu, uMgungundlovu, uMkhanyakude and uMzinyathi Districts. The remaining causes of premature mortality at Districts were non-communicable diseases and injuries which is similar to the Provincial profile.

Some Districts such as EThekweni, ILembe, Ugu, uMkhanyakude and Zululand experienced self-harm injuries such as hanging as one of the leading causes of premature mortality which is different to the Provincial profile. Seven of the Districts suffered premature mortality as a result of diarrheal diseases, which is in contrast to the Provincial profile. Diarrhoeal diseases, which is a communicable disease, is usually found in children under 5 years. This may be linked to water and sanitation as well as nutrition (<https://www.who.int/news-room/fact-sheets/detail/diarrhoeal-disease>). Access to adequate sanitation may be poor in urban districts such as uMgungundlovu where the rate of diarrhoeal diseases was high, as well as in rural districts. A high prevalence of diarrheal disease may also be due to the high number of people living with HIV (<https://www.who.int/news-room/fact-sheets/detail/diarrhoeal-disease>).

Other conditions which appear different to the Provincial profile of the leading causes of premature mortality is Nephritis at the Amajuba District and endocrine disorders found at EThekweni, Harry Gwala, ILembe, King Cetshwayo, Ugu, uMzinyathi and Zululand Districts.

The rise in hanging injuries, diarrheal diseases, and endocrine disorders as leading causes of premature mortality at Districts needs to be investigated. These may provide insight into underlying conditions such as mental health, poor nutrition, diet and obesity, high cholesterol, lack of physical activity and may also be indicators of pre-existing diseases.

In summary, whilst the province has implemented prevention, treatment and care interventions for achieving the UNAIDS 90-90-90 targets and is working towards attaining the Sustainable Development Goals (SDG) that were adopted, the Provincial and District profile of the leading causes of premature mortality show that we are still far from realising the SDG goals. These goals include SDG .3.3 which

aims to end the epidemics of Acquired Immune Deficiency Syndrome (AIDS), tuberculosis, malaria and neglected tropical diseases and hepatitis, water-borne diseases and other communicable diseases by 2030 (Neethling, Groenewald et al. 2020). Non-communicable conditions and injuries are largely preventable and the Province and Districts need to focus on improving interventions that would decrease the burden of disease. Further investigations are required in the rise of other condition at the district level.

## **2.3. ZULULAND DISTRICT DATA**

The district is approximately 14 810 km<sup>2</sup>, and consists of five local municipalities namely, Abaqulusi local municipality, eDumbe local municipality, Nongoma local municipality, Ulundi local municipality, and uPhongolo local municipality. The main access to the district is via the N2 from Gauteng in the north-west, which connects to Durban in the south. The Zululand district municipality has a population of 868 031 amounting to 7.8% of the total KZN population after uMgungundlovu and King Cetshwayo. Zululand's total population contributes 22% to the provincial population. The district has a total number of 178 516 households with an average of 5 person per household. The average largely reflects those in rural areas, since a majority of the households are located within the rural areas of the municipality. 53.8% of the households are headed by women. There are 2 034 child headed households and 33.4% of the child-headed households have women as their head. As at 17 June 2020 there were 4 238 confirmed cases as well as 73 deaths and 2 133 recoveries in KZN. There are seven quarantine facilities in Zululand with 194 beds combined. Four of the facilities have been activated as at 29 May 2020. The economy of Zululand district is driven by the tertiary sector, with community services having the highest contribution at 31%, followed by finance at 18% and trade at 12%. This can be attributed to the presence of government departments in Zululand district. The draft National Spatial Development Framework, identifies Ulundi in the Zululand district as a national network of regional development anchors, seeks to prioritise and strengthen strategically located regional development anchor towns in productive rural regions and priority national development, trade and transport corridors to provide a range of services within the specific towns/cities and surrounding network of settlements and productive rural regions.

### **2.3.1. DEMOGRAPHIC PROFILE**

The following figures depict the demographics of Zululand District:

*Source: Wazimap*



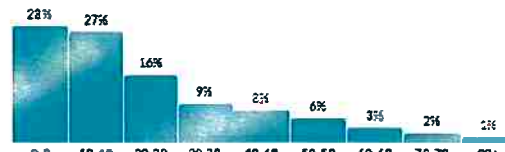
Age

**19**

Median age

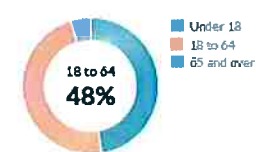
about 80 percent of the figure in KwaZulu-Natal: 23  
 about three-quarters of the figure in South Africa: 25

Population by age range



Source: Census 2011

Population by age category



Source: Census 2011

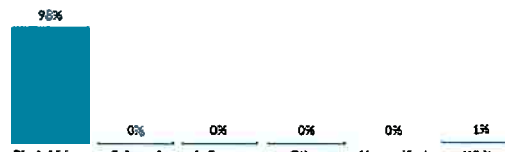
Population

**803 575**

People

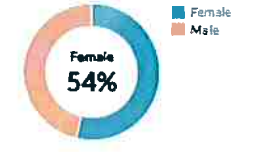
about 10 percent of the figure in KwaZulu-Natal: 10,267,300L  
 less than 10 percent of the figure in South Africa: 51,770,560L

Population group



Source: Census 2011

Sex



Source: Census 2011

Figure 11: Zululand Age and Population analysis

Error! Bookmark not defined. *The settlement type in UKDM dominated by population residing in traditional; areas, which is in excess of 90%, and is by far the highest figure of all districts within the province. Fifty five (55.7%) of land cover within the district is natural land. Approximately 17.9% of the District is being used for agricultural purposes, with the majority of agricultural land being focused within the Vryheid Local Municipality (LM). Wetland accounts for 26.2% of the land in within the Big 5 False Bay Local Municipality. Approximately 33.2% of the District is formally protected and forms part of Nature Reserves.*

Table 3: District Population Density – 2018/19

Sub-District	Area km	Population	Population Density per km2
KZN Big 5 Hlabisa Local Municipality	3,466	112,921	32,6
KZN Jozini Local Municipality	3,442	207,415	60,3
KZN Vryheid Local Municipality	1,970	206,675	104,9
KZN uMhlabuyalingana Local Municipality	4,977	175,459	35,3
District	13,855	702,470	50,7

**2.3.2. SOCIAL DETERMINANTS OF HEALTH**

The following figures depict the social determinants of health in Zululand District:

Source: Wazimap

### Households

**178 516**

Households

less than 10 percent of the figure in KwaZulu-Natal: 2,875,843L

less than 10 percent of the figure in South Africa: 16,923,307L

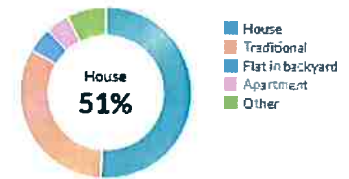
**5.2%**

Households that are informal dwellings (shacks)

about three-fifths of the rate in KwaZulu-Natal: 8.53%

about two-fifths of the rate in South Africa: 12.96%

### Households by type of dwelling



Source: Community Survey 2016

### Household ownership

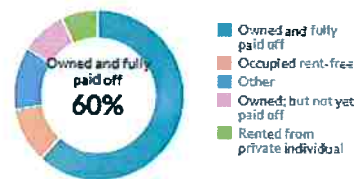
**68.5%**

Households fully owned or being paid off

a little less than the rate in KwaZulu-Natal: 73.02%

a little higher than the rate in South Africa: 64.97%

### Households by ownership



Source: Community Survey 2016

Figure 12: Zululand Household analysis

With 178,516 households, 51% reside in a house, 32% in a traditional dwelling, 5.2% in an informal dwelling (shack), 5% in a flat in a backyard and only 5% in an apartment. Ulundi local municipality had the highest number of households residing in a traditional dwelling at 36%, followed by Nongoma at 26% and eDumbe (25%). The district records a migratory pool to uPhongolo and Abaqulusi local municipalities, which exerts pressure on housing, especially informal settlements and demand for public service (Zululand Profile and Analysis, COGTA WEBPAGE, 2020).

### Head of household

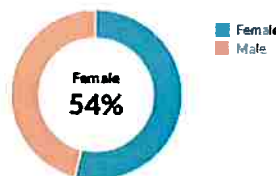
**53.8%**

Households with women as their head

about 10 percent higher than the rate in KwaZulu-Natal: 47.44%

about 1.3 times the rate in South Africa: 41.32%

### Head of household by gender



Source: Community Survey 2016

**2 034**

Households with heads under 18 years old

about 10 percent of the figure in KwaZulu-Natal: 20,048

less than 10 percent of the figure in South Africa: 111,471

Figure 13: Zululand Woman headed household analysis

The majority of households (54%) are women-run. Much of the interest in the gender of the household head arises because of perceived differences between households headed by women and those headed by men. Across the world, woman-headed households are perceived as being 'vulnerable'. Woman-headed households have been used as a proxy for the missing gender breakdowns. Overall woman-headed households are often financially worse off than other households. Data from the South African Income and Expenditure Survey of October 1995 showed that the mean monthly income from wages, salaries and self-employment earned in households headed by women were less than a third (R1,178) of the amount earned by those headed by men (R3,767)

Source: StatsSA, <http://www.statssa.gov.za/publications/DiscussHouseholdHead/DiscussHouseholdHead.pdf>



**Employment**

**18.6%**

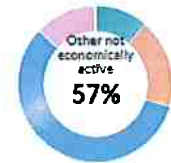
**Employed**

about three-fifths of the rate in KwaZulu-Natal: 31.51%

about half the rate in South Africa: 38.87%

**Population by employment status**

Chart Options



\* Universe: Individuals 15 and older  
Source: Census 2011

**Sector of employment**

Chart Options



\* Universe: Workers 15 and older  
Source: Census 2011

**Annual income**

**R15 000**

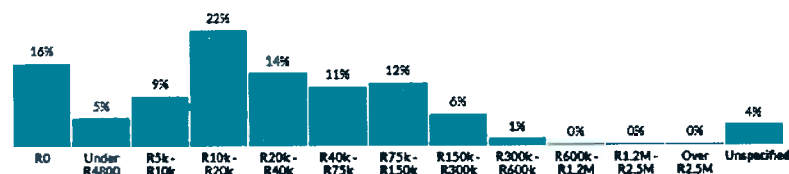
**Average annual income**

about half the amount in KwaZulu-Natal: R30 000

about half the amount in South Africa: R30 000

**Employees by annual income**

Chart Options



\* Universe: Employed individuals  
Source: Census 2011

**Figure 14: Zululand Economic analysis**

**Educational level**

**67.4%**

**Completed Grade 9 or higher**

about 90 percent of the rate in KwaZulu-Natal: 72.42%

a little less than the rate in South Africa: 71.77%

**39.8%**

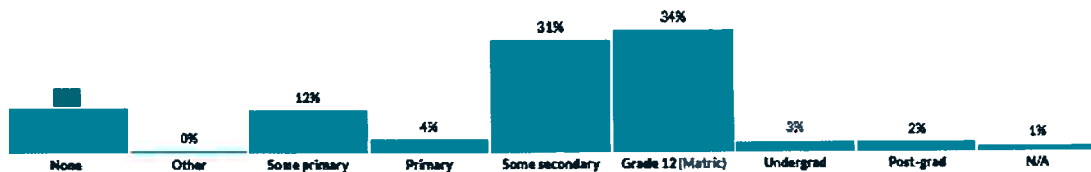
**Completed Matric or higher**

about 90 percent of the rate in KwaZulu-Natal: 45.85%

about 90 percent of the rate in South Africa: 43.37%

**Population by highest educational level**

Chart Options



\* Universe: Individuals 20 and older  
Source: Community Survey 2016

**Figure 15: Zululand Education analysis**

The Intensity of Poverty Index in Zululand (42.8%) is worse than the Provincial Poverty Index of 42.5%. In 2019 there were 722 000 people living below the upper bound poverty line of R1 227 per person per month, this is just above 83% of the population and 70 000 more people than in 2009, showing an 1,82% increase. Using the lower poverty line of R810 per person per month 69.6% of the population are living in poverty. This is the third highest nationally, following Alfred Nzo district municipality (71.5%)

and uMkhanyakude district municipality at 70.3%. Zululand's poverty rate is higher than the provincial rate which is at 53.4%. In terms of its municipalities, eDumbe poverty rate was at 74.8%, Nongoma at 72.2%, uPhongolo at 71.8%, Abaqulusi at 64.4% and Ulundi recording the lowest at 69.7%. The traditional and rural areas are the most poverty stricken

Source: Zululand Profile and Analysis, COGTA WEBPAGE, 2020

**Water**

**59.7%**

Are getting water from a regional or local service provider

about three-quarters of the rate in KwaZulu-Natal: 83.35%  
about two-thirds of the rate in South Africa: 86.2%

Population by water source

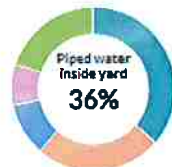


Chart Options

- Piped water inside yard
- River
- Piped water inside house
- Piped water on community stand
- Other

Source: Community Survey 2016

Population by water supplier



Chart Options

- Service provider
- Natural source
- Water scheme
- Own service
- Other

Source: Community Survey 2016

**Electricity**

**14.8%**

Have no access to electricity

about 1.4 times the rate in KwaZulu-Natal: 10.58%  
about double the rate in South Africa: 7.29%

Population by electricity access



Chart Options

- In-house prepaid meter
- No access to electricity
- In-house conventional meter
- Other

Source: Community Survey 2016

**Toilet facilities**

**39.3%**

Have access to flush or chemical toilets

about two-thirds of the rate in KwaZulu-Natal: 55.74%  
about three-fifths of the rate in South Africa: 63.53%

**8.2%**

Have no access to any toilets

more than double the rate in KwaZulu-Natal: 2.67%  
more than double the rate in South Africa: 2.39%

Population by toilet facilities



Chart Options

- Pit toilet
- Chemical toilet
- Flush toilet
- None
- Other

Source: Community Survey 2016

**Refuse disposal**

**17.8%**

Are getting refuse disposal from a local authority, private company or community members

about two-fifths of the rate in KwaZulu-Natal: 43.31%  
about one-third of the rate in South Africa: 59.37%

Population by refuse disposal

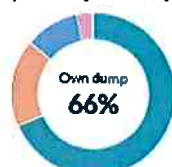


Chart Options

- Own dump
- Service provider (regularly)
- None
- Other

Source: Community Survey 2016

Figure 16: Zululand Service delivery analysis

Zululand District Municipality has a total number of 92,233 (10%) households with piped water inside the dwelling, a total of 323,751 (36%) households had piped water inside the yard, 92,233 (25%) from a river and a total number of 71,363 (8%) from a communal stand. The urban

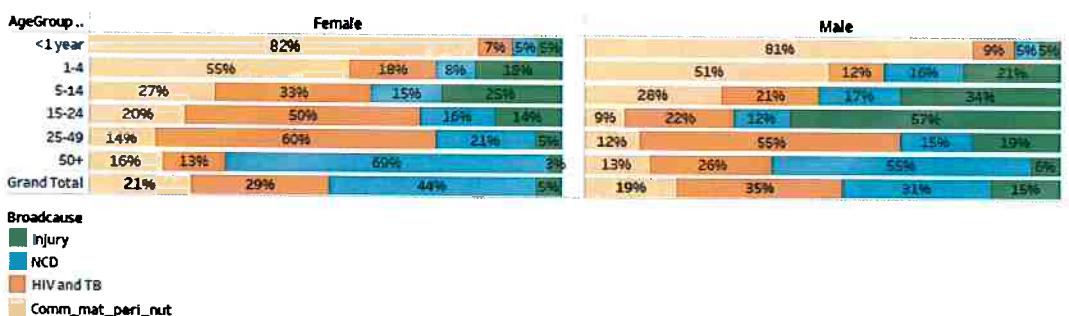
areas have sanitation systems, but the rural areas rely on septic tanks, pit latrines or no system at all. This places tremendous strain on the environment. The biggest concentration of backlogs for water and sanitation services is located in the Ulundi (36, 8%), Nongoma (58,4%) and uPhongolo (30,2%) local municipalities.

In 2016, 66% (587,370) of the population remove their refuse personally (own dump) 17% while (147 450) of the population in Zululand district municipality are getting refuse disposal from a local authority, private company or community members. Nongoma Municipality has the largest backlog of household refuse removal at 95% whilst Abaqulusi has the least backlog at 59.3%. It is clear that all the municipalities in Zululand still have a lot of work to do in dealing with the solid waste removal (

Source: Zululand Profile and Analysis, COGTA WEBPAGE, 2020

## 2.4. Burden of Disease

Zululand: DC26



Source: Stats SA.

Figure 17: Zululand Broad causes by sex and age group, 2013–2015

Source: District Health Barometer 2018-19

The top two leading causes of death for children below the age of 5 is diarrhoeal diseases (24.3%) and lower respiratory infections (15.8%). For the elderly, cerebrovascular disease, such as strokes (18.9%) followed by Tuberculosis and lower respiratory infections both at 9.6% were the leading causes of death. In terms of maternal conditions, indirect maternal conditions (28.9%) and hypertension (19.9%) account for the leading causes of death for women in the 1549 age category. Maternal Mortality Ratio (per 100,000 live births) is 75, Ulundi had the highest at 129.4 and Nongoma lowest at 19.8.

Zululand: DC26

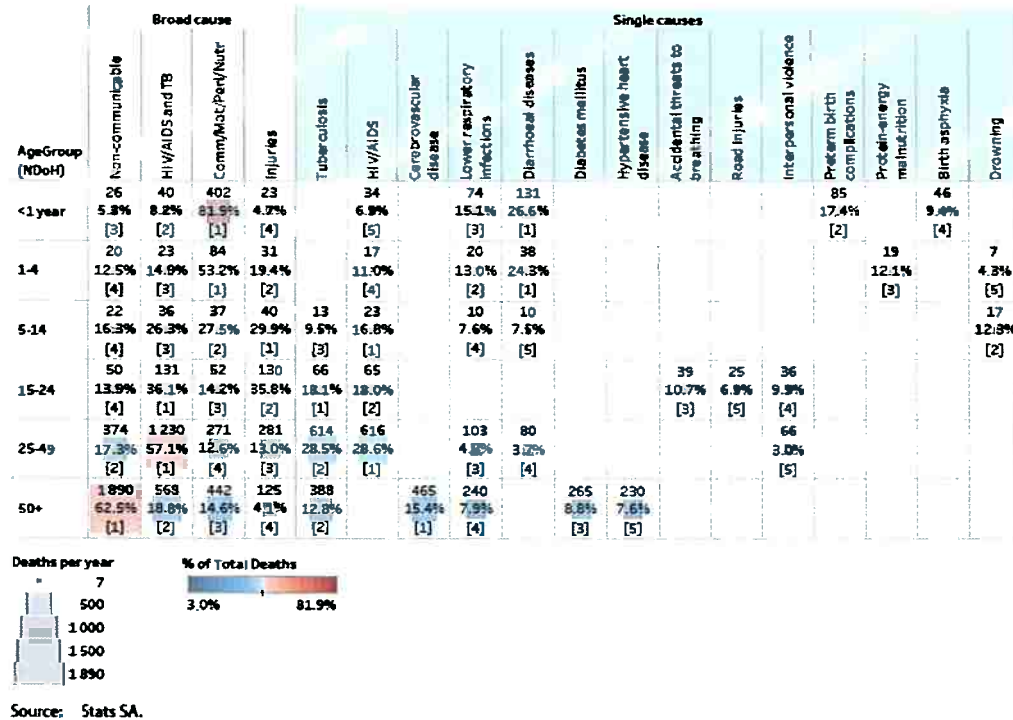


Figure 18: Zululand Leading causes of death by age group (Broad cause & Single causes), 2013–2015 Average number of deaths per year, percentage of total and [rank] per age group

Source: District Health Barometer 2018-19

Zululand District Municipality is currently at 93-78-91 in terms of performance against 90-90-90 across its total population using data available in the public sector only. Results for each of the sub-populations vary, with adult females at 95-83-96, adult males at 92-72-83, and children at 80-52-67.

For adult males and females, focus must be placed not only on initiation onto ART, but also on ensuring that clients are retained in care. There is a growing number of adults who have been previously diagnosed, but are not on ART. This includes those who had started ART and defaulted, as well as those who were never initiated.

There are gaps across the cascade for children under 15 years. Case finding, ART initiation and retention have all underperformed and should be addressed through focused interventions.

To achieve 90-90-90 targets, Zululand must increase the number of adult men on ART by 7 031, the number of adult women on ART by 2 239, and the number of children on ART, by 3 904, by December 2020. Data available in the private sector indicate that an additional 85 children, 3 438 adult females, and 1 860 adult males are receiving ART through private medical aid schemes.

## Quality of care

### Deaths in facility

		2016/17				2017/18				2018/19				
		PHC/CHC/MOU	District hospital	Regional hospital	Central/Tertiary Hospital	Total	PHC/CHC/MOU	District hospital	Regional hospital	Central/Tertiary Hospital	Total	PHC/CHC/MOU	District Hospital	Regional hospital
Maternal	Maternal death in facility	0	16	0	16	1	12	0	13	5	11	0	16	
	Live birth in facility	1627	13 772	0	15 399	1803	14 287	0	16 090	1922	14 134	0	16 056	
	Still birth in facility	26	260	0	286	13	331	0	344	26	295	0	321	
Child (<5 years)	Infant (<1 year)	Neonatal	1	151	0	152	3	167	0	170	5	168	0	173
		Death in facility 0-7 days	0	24	0	24	1	26	0	27	0	24	0	24
		Death in facility 8-28 days	1	79	0	80	0	58	0	58	0	70	0	70
		Death in facility 29 days - 11 months	0	49	0	49	0	23	0	23	0	39	0	39
Other	Infant (<1 year)	Diarrhoea death under 5 years	1	34	0	35	0	9	0	9	0	13	0	13
		Pneumonia death under 5 years	0	26	0	26	0	10	0	10	0	16	0	16
		Severe acute malnutrition death under 5 years	1	46	0	47	0	12	0	12	0	11	0	11
		Inpatient deaths - total	886	2 976	0	3 862	44	2 706	0	2 750	24	16	0	40

Source: DHIS.

Source: District Health Barometer 2018-19

The graphs show the leading causes of death in Zululand district stratified by age and gender. In children under 5 mortality is usually caused by birth asphyxia, diarrhoea, pneumonia, congenital abnormalities and malaria (WHO: Children: improving survival and well-being). All of these conditions can be treated or prevented by access to affordable simple interventions such as adequate nutrition, immunization, safe food and water and care by a health care provider whenever required (WHO: Children: improving survival and well-being)

The data from the district shows that that these are also the conditions that caused most of the deaths in the hospital in both males and females, with the addition of HIV among the major causes of death.

Among the older children the pattern of death changes with more accidents and injuries taking the lead as shown in the graph. This is more marked in males with HIV causing the highest mortality among both genders (WHO: Children: improving survival and well-being).

In the young and older adults TB and HIV are the biggest causes of death as shown in the graphs below. In people older than 65, deaths occur as a result of chronic conditions such as cerebrovascular accidents and hypertensive diseases. This is also shown in a report by WHO in which 36 million out of 57 (63%) occurred as a result of non-communicable diseases (WHO Burden: mortality, morbidity and risk factors, 2008). Even though currently there is still more deaths from infectious diseases than non-communicable diseases it is expected to exceed common causes of death by 2030 (Burden: mortality, morbidity and risk factors, 2008).

The data below shows a high number of accidents and injuries from the age of 5 onwards, especially among males. Cerebrovascular accidents are also relatively high from young adulthood, 25 years and over. Both of these conditions may require specialized care provided at the regional hospital level. A study of a district hospital in Cape Town (Meintjes G, 2015), found that 60% of medical admissions was

due to HIV, with one third requiring readmission. At 90 days mortality reached 15% with TB being the leading cause of death, burdening the overstretched public health service. This necessitates ART programmes to be functioning optimally, integration of TB and ART programmes and surveillance at the hospital level (Meintjes G, 2015). In order for Zululand District to meet the needs of the population in terms of its burden of disease, it is recommended that Vryheid hospital be upgraded to a regional level.

Source: South Africa: Consolidated Regulations, 2012, South African legal information institute, REGULATIONS RELATING TO CATEGORIES OF HOSPITALS

## 2.5. Number of facilities by level of care

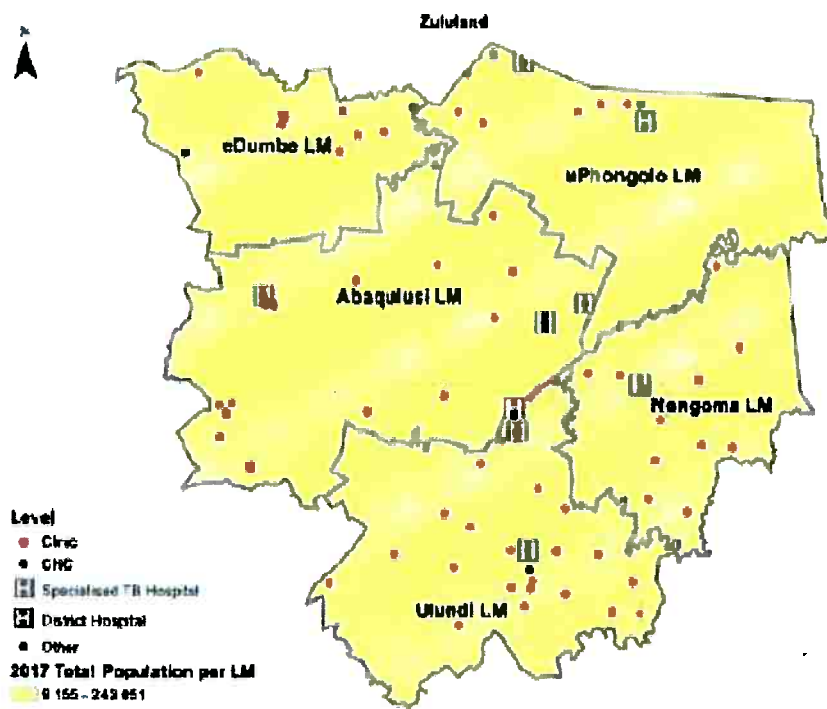
### Service delivery platform

#### Facilities by level

		District DC26	LM2016				
			Zululand DM	eDumbe LM	uPhongolo LM	Abaqulusi LM	Nongoma LM
Clinic	Mar 2019	73	6	10	16	15	26
CHC/CDC	Mar 2019	1	1				
District Hospital	Mar 2019	5		1	1	1	2
Regional Hospital	Mar 2019						
Central/Tertiary Hospital	Mar 2019	0	0	0	0	0	0
Other Hospitals	Mar 2019	5	1	0	1	1	2

Source: DHIS.

Source: District Health Barometer 2018-19

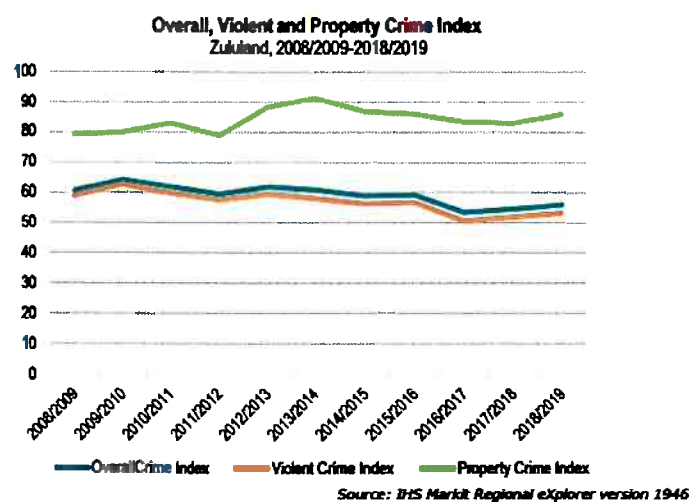


Map 2: Health facilities in relation to households / population

Source: Zululand District Municipality DISTRICT HEALTH PLAN 2020/21-2024/25

### 2.5.1. CRIME

For the period 2008/2009 to 2018/2019 overall crime has decrease at an average annual rate of 0.81% within the Zululand District Municipality. Violent crime decreased by 1.03% since 2008/2009, while property crimes increased by 0.78% between the 2008/2009 and 2018/2019 financial years.





According to the Growth and Development Plan for the district, there are 14 police stations within the Zululand District, with a further 149 required. With the district being predominantly rural, access to the police stations becomes a challenge. The Ncome Prison is the main medium/maximum security prison located in Vryheid. The prison has an official capacity of 1359.

Station	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
Emanguzi	3,262	3,088	3,039	2,825	2,971
Ezibayeni	430	357	414	417	392
Hlabisa	1,550	1,626	1,432	1,234	1,330
Hluhluwe	2,184	2,021	2,081	2,478	2,623
Ingwavuma	1,449	1,418	1,396	1,614	1,625
Jozini	2,919	2,849	2,868	3,061	2,765
Kwamsane	5,822	5,839	5,482	5,278	5,365
Mbazwana	1,525	1,150	2,197	2,562	2,388
Mkhuze	1,293	1,247	1,156	1,321	1,272
Vryheid	5,037	4,978	5,621	6,059	5,642
Ndumo	919	988	870	802	715
<b>Total</b>	<b>26,390</b>	<b>25,561</b>	<b>26,556</b>	<b>27,651</b>	<b>27,088</b>

## 2.6. FORENSIC PATHOLOGY SERVICES

### 2.6.1. A SHORT HISTORY OF FORENSIC PATHOLOGY SERVICES

National Cabinet approved the transfer of Medico-Legal Mortuaries from the South African Police Services (SAPS) to Provincial Health Departments in May 2000, and in July 2000 approved a framework to guide the development of detailed province-specific implementation plans. In May 2005, guided by the National Health Act, 2003 (Act 61 of 2003) the KwaZulu-Natal Department of Health commenced with preparation for the take-over of this function to 'provide and coordinate forensic pathology, forensic clinical medicines and related services including the provision of Medico-Legal Mortuaries and Medico-Legal Services'. In April 2006, the Forensic Service and Bioethics Directorate assumed responsibility of the SAPS mortuaries, hospital mortuaries and undertaker's premises utilised for the rendering of autopsy services.

The Forensic Pathology Service handed over by the SAPS was an under-resourced and not a fully functional and developed service. The following list basically summarises the state of the service under the control of the SAPS:

- Dilapidated facilities;
- Inadequate space in facilities;
- Poor staff morale- forensic pathology services tended to be used as a dumping ground for problematic staff in police;
- Almost non-existent psychological support for staff;
- Poor provision of equipment and protective equipment etc.;
- Poor service to the bereaved and community in general.



In order to address these shortcomings, a decision was taken to hand the service over to the Department of Health. In order to facilitate the hand-over, and also to achieve the collection of impartial professional forensic evidence for the criminal justice system concerning death due to causes other than natural, a conditional grant was given to the Department of Health.

The purpose of this grant was to develop and provide adequate Forensic Pathology Services in all provinces. The main objectives of the grant were to:

- Improve infrastructure, fleet and equipment;
- Improve human resource management;
- Professionalise the service by introducing training of mortuary personnel.

### **2.6.2. MANDATE OF THE FORENSIC PATHOLOGY SERVICES**

The Mandate of the Forensic Pathology Services is to ensure impartial, professional medico-legal death examination and evidence collection for the Criminal Justice System in cases where death is due to other than Natural Causes

The Forensic Pathology Service (FPS) deals with the investigation of deaths deemed to be due to other than natural causes as contemplated in the Inquests Act, 1959 (No 58 of 1959). The corpse/human remains therefore constitute evidence in the resultant police investigation.

### **2.6.3. GRADING SYSTEM FOR MEDICO LEGAL MORTUARIES IN ACCORDANCE WITH THE NATIONAL CODE OF GUIDELINES FOR FORENSIC PATHOLOGY PRACTICE IN SOUTH AFRICA, AUG 2007.**

The size of a medico legal mortuary (MLM) is based on the maximum number of bodies handled annually. (Post mortem examination process) This is referred to from a M1 up to a M6 grade.

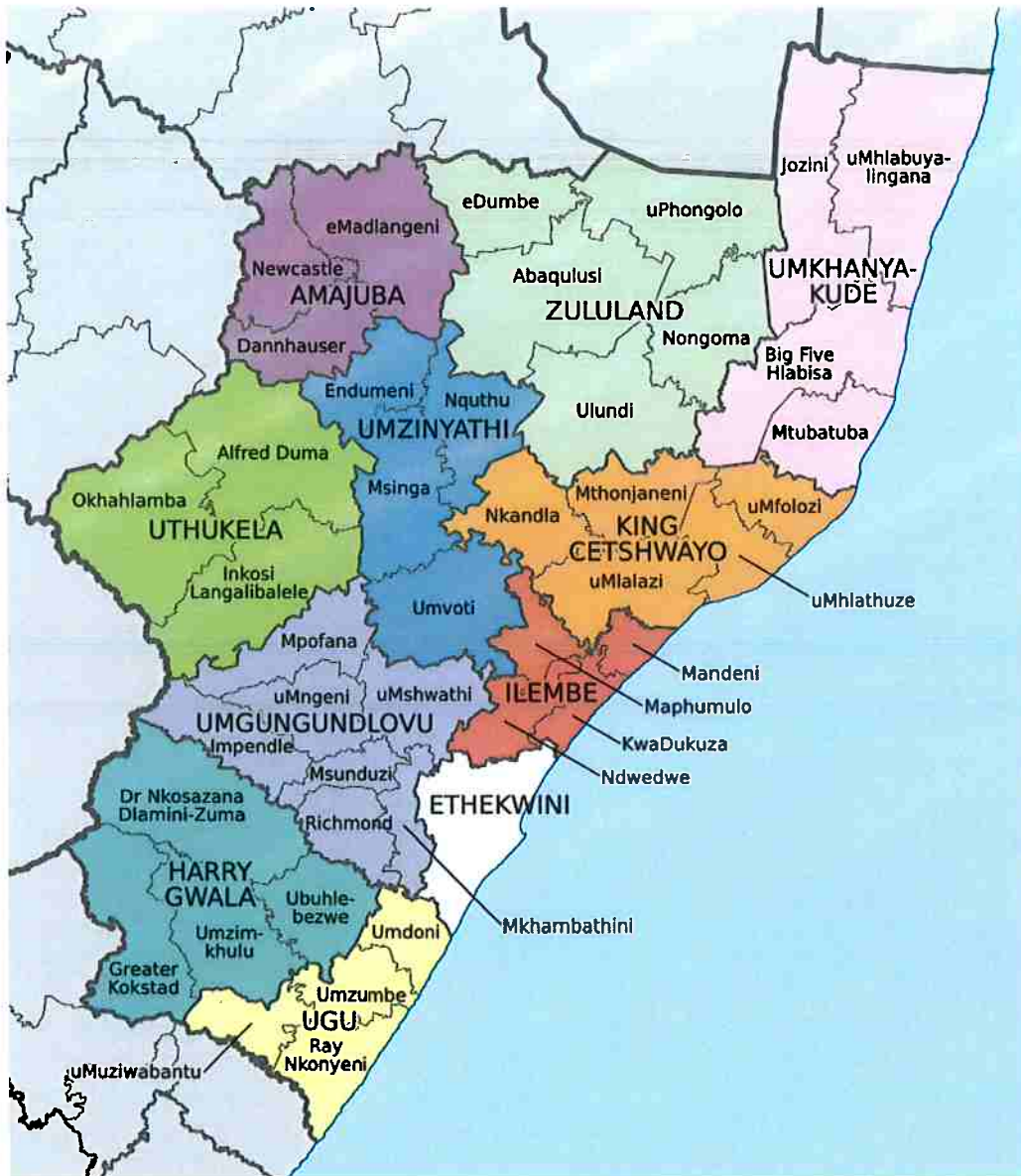
- M1 processes up to 250 bodies per annum
- M2 processes up to 500 bodies per annum
- M3 processes up to 1000 bodies per annum
- M4 processes up to 1500 bodies per annum
- M5 processes up to 2000 bodies per annum
- M6 processes more than 2000 bodies per annum

*Source: National Code of Guidelines for Forensic Pathology Services.*

**Table 4: Grading of Existing Medico Legal Mortuaries in Kwazulu-Natal**

DISTRICT	NAME OF MLM	M- GRADE
UGU	Port Shepstone	M3
	Harding	M1
	Park Rynie	M4
UMGUNGUNDLOVU	Howick	M1
	New Hanover	M1
	Richmond	* Holding facility
	Pietermaritzburg	M5
UTHUKELA	Estcourt	M2
	Ladysmith	M3
UMZINYATHI	Dundee	M1
	Greytown	M2
AMAJUBA	Madadeni	M2
	Dannhauser	*Holding facility
	Newcastle	M1
ZULULAND	Nongoma	M1
	Ulundi	*Funeral undertaker
	Pongola	*Funeral undertaker
	Paulpietersburg	*Holding facility
	Vryheid	*Funeral undertaker
UMKHANYAKUDE	Mtubatuba	*Funeral undertaker
	Mkuze	*Hospital mortuary
	Manguzi	*Hospital mortuary
	Mosvold	*Hospital mortuary
KING CETSHWAYO	Eshowe	M2
	Richardsbay	M3
ILEMBE	KwaDukuza	M3
HARRY GWALA	Kokstad	M1
	Ixopo	M1
	Bulwer	*Holding facility
	uMzimkhulu	M1
ETHEKWINI	Pinetown	M5
	Phoenix	M6

\* Facility that is purely utilised for storage of bodies which are transported to a MLM for post mortem examination.



Map 3: KZN Health Districts

## 2.6.4. RECENT FACILITIES BUILT BY THE DEPARTMENT OF HEALTH

The following MLM facilities have been constructed in the last 20 years.

DISTRICT	MLM	YEAR	CLOSEST OTHER MLM FACILITY AND DISTANCE
Ugu	Park Rynie	2011	Port Shepstone, 60 km
Harry Gwala	Kokstad	2008	uMzimkhulu, 84 km
uMgungundlovu	Pietermaritzburg	2010	Howick, 25km
eThekwini	Phoenix	2015	Pinetown, 31 km
uThukela	Estcourt	2010	Ladysmith, 77 km
uMzinyathi	Dundee	2010	Greytown, 127 km
	Greytown	2013	Dundee, 127 km
Amajuba	Madadeni	2010	Newcastle, 15 km
King Cetshwayo	Eshowe	2011	Richards Bay, 94 km

## 2.6.5. FACILITIES BASED WITHIN SAPS PREMISES

A number of MLM's are still situated inside SAPS premises.

**Table 5: MLM in SAPS premises**

MEDICO LEGAL MORTUARIES BASED ON SAPS PREMISES			
DISTRICT	STILL IN USE	VACATED PREMISES AWAITING HANDOVER	HANDED BACK TO PUBLIC WORKS
Ugu	Port Shepstone		Scottburgh
	Harding		
Harry Gwala	Bulwer		
	uMzimkhulu		
	Ixopo		
uMgungundlovu	New Hanover	Moorriver	Alexandra road
	Richmond		
	Howick		
eThekwini	Pinetown		Phoenix
	Gale St		
uThukela	Ladysmith		Estcourt
uMzinyathi		Greytown	
		Nqutu	

MEDICO LEGAL MORTUARIES BASED ON SAPS PREMISES			
DISTRICT	STILL IN USE	VACATED PREMISES AWAITING HANDOVER	HANDED BACK TO PUBLIC WORKS
Amajuba	Newcastle	Utrecht	Madadeni
	Dannhauser		
King Cetshwayo	Richards Bay		Eshowe
Zululand	Paulpietersburg		
	Nongoma		
	Pongola		
uMkhanyakude	Mtubatuba		

It is a well-known fact that none of the facilities inherited from the SAPS were anywhere near a condition that could be remotely construed as legally compliant. However, The KwaZulu-Natal Department of Health cannot continue indefinitely to knowingly and wilfully provide Forensic Pathology Services from non-compliant facilities.

There has been increasing pressure from SAPS and National Public Works for the remaining Medico-Legal Facilities to vacate SAPS property due to ongoing upgrades of SAPS facilities.

Risk factors of facilities based on the SAPS premises are as follows:

- Facilities do not have all the minimum requirements as required by the National code for guidelines for FPS and applicable legislation.
- Space is limited, not all facilities have X-Ray facilities for gunshot victims and then have to either be transferred to a facility that has or sometimes is not at the closest hospital.
- Very few facilities have backup generators
- No access control.
- No security.
- Parking is often limited
- Aged body cabinets often break down.

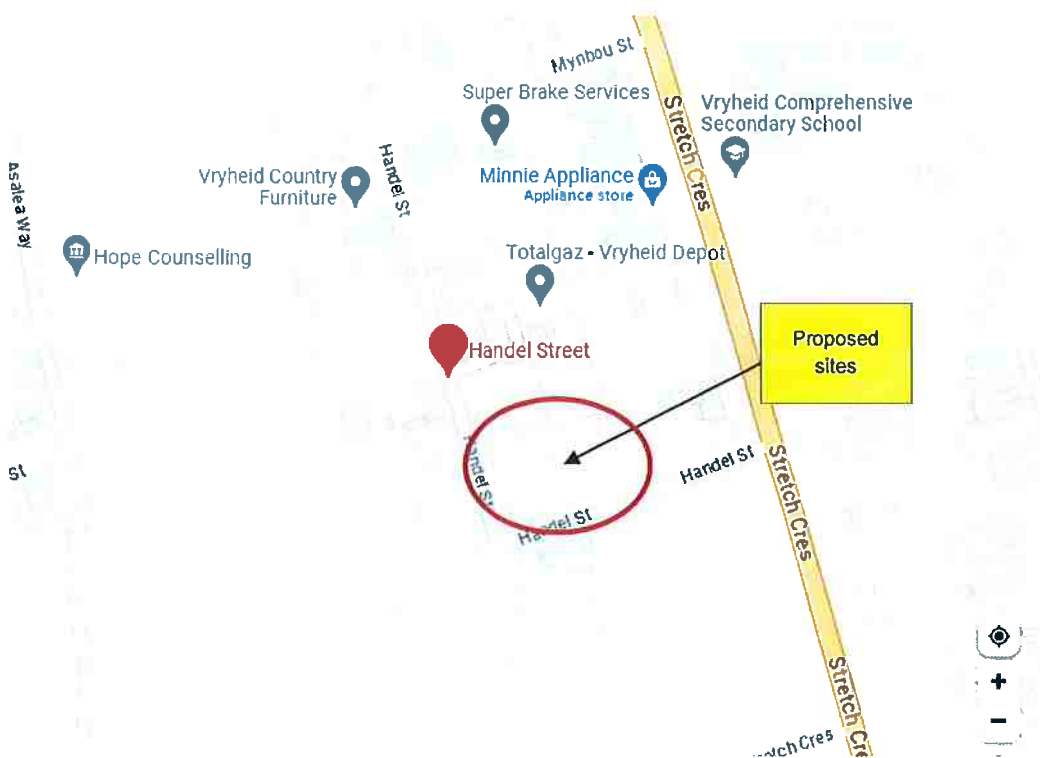
These non-compliant facilities not only violate the basic Occupational Health and Safety requirements of our personnel, but it is an indictment of our responsibility as a department and a gross violation of our Justice and Human Rights imperatives to the public we serve.

The negative impact of these non-compliant facilities on service delivery are numerous and range from chain of evidence violations (no access control to bodies due to forced sharing of refrigeration space with funeral undertakers and hospitals) to potential risks of litigation on many fronts.

## 2.7. VRYHEID MEDICO-LEGAL MORTUARY

### 2.7.1. LOCATION

The proposed Vryheid Medico-Legal Mortuary will be located on ERF 6048, Handel Street, Vryheid. It is within close access to a busy transport route for ease of public access and also to other major role players such as Home Affairs and the SAPS.



Map 4: Location of proposed Vryheid Medico-Legal Mortuary site.

Source: Google Maps

## **2.8. CLINICAL SERVICES**

The objective of the project is to create a one-stop forensic pathology centre to serve the community of Zululand District.

### **A. Clinical Services**

The following Clinical services is required:

- Body preparation area
- Autopsy area

### **B. Clinical support Services**

- Body storage
- Layout room

### **C. Administration**

- Office/Administration
- Staff facilities
- Visitor's facilities

### **D. General Support Services**

The following general support will be required:

- Security
- Porter Services
- Drop- off and Pick-up points
- Parking

## **2.9. REVISED REFERRAL PATHWAYS**

The proposed new Vryheid MLM will require adjusted referral pathways. This include that all Health facilities in the Zululand district refer forensic pathology cases to the new MLM instead of Richards Bay.

## **2.10. PROPOSED PACKAGE OF SERVICE**

## 2.10.1. CURRENT SITUATION

The need to prioritize a DoH permanent structure for a Medico Legal Mortuary in the Zululand District was identified by Forensic Pathology Services in 2006 when the service was transferred from the SAPS to the KZN Dept of Health. Due to the Conditional Grant that was funding the drive originally, and the availability of land at that stage, other Medico Legal Mortuary projects received priority.

The Vryheid facility was initially operating from privately owned funeral undertakers and KZN Health were paying for rental office space, body storage and for conducting autopsies. The Vryheid facility currently operates from Masons Street clinic, where the FPS staff use park homes for offices, store the bodies in a container and transport the bodies to a funeral undertaker to conduct autopsies. When bodies are offloaded or loaded from mortuary service vehicle and admitted to container this is in full view from the street. There are also no viewing facilities for families when they identify the human remains. The aforementioned is not conforming to the minimum requirements as stipulated in the National Code of guidelines for Forensic Pathology Services.

The recent accident which occurred on the N2 between Pongola and Tshelimnyama resulted in 20 fatalities, which due to lack of suitable facilities to store the bodies together and to autopsy all the bodies, the bodies had to be transported to another district (King Cetshwayo) for storage and autopsy purposes.

- There is no medical legal mortuary built according to specifications in Zululand
- A site consisting of two plots of land was identified and purchased from the Vryheid Transitional Local Council at a cost of R600,000 for the building of a new Medico Legal Mortuary.
- These properties were subsequently registered in the name of the province and allocated to the Department of Health on 22 May 2018.
- The two properties Erf 2491 and 2492 were consolidated to form Erf 6048 on the 22 October 2020
  
- This facility works with the following stake holders to fully perform its mandate -:
  - i. SAPS who investigate the circumstances of death.
  - ii. Department of home affairs for registration of deaths.
  - iii. Department of Justice for conducting trials and prosecution on inquest and criminal cases.
  - iv. Vryheid municipality for pauper burials.
  - v. Department of social development for social support services.
  - vi. Local hospitals for referred cases
  - vii. Foreign embassies for deaths of foreign nationals
  - viii. Local community and funeral undertakers who have their relatives and client admitted in the mortuary
  - ix. Non-government organizations who assist with humanitarian aid and religious structures to offer spiritual support.
  
- Vryheid FPS is servicing the following SAPS station -:
  - Vryheid
  - Mondlo
  - Gluckstadt
  - Hlobane
  - Ngobane
  - Louwsberg
  - Paulpietersberg



- And some stations not mentioned here above in case of death in transit when the client demise on an ambulance during transfer.
- Vryheid medico-legal mortuary has the legal mandate to investigate death due to other than natural causes which include the following
  - Motor vehicle accidents
  - Suicide e.g. Poisoning, hanging, etc
  - Murder e.g. Gunshot, stabbing, etc
  - Electrocution
  - Obstetric related deaths
  - Sudden death without medical history etc

#### **VRYHEID FPS CATCHMENT AREA**

- The Vryheid medico legal mortuary catchment area covers the Mondlo, Gluckstadt, Hlobane, Ngobane, Louwsberg and Paulpietersburg communities.

<b>Mondlo SAPS</b>	<b>Gluckstadt SAPS</b>	<b>Hlobane SAPS</b>	<b>Ngobane SAPS</b>	<b>Louwsberg SAPS</b>	<b>Paulpietersburg SAPS</b>
44km	37km	23km	68km	63km	53km

#### **Work load for the nearby facilities and Vryheid Forensic Pathology services for 2021**

<b>Facility</b>	<b>2021</b>
Vryheid	245
Ulundi	164
Nongoma	168
Paulpietersburg	60
Pongola	161

Paulpietersburg bodies are also stored at Vryheid and autopsied in Vryheid, this results in the facility processing over 300 bodies a month.

#### **EXPENDITURE OF NEIGHBOURING FACILITIES INCLUDING VRYHEID FPS FOR THE 2019/20 FINANCIAL YEAR**

<b>Facility</b>	<b>Compensation of employees</b>	<b>Goods and services</b>
VRYHEID	3 572 937.00	534 084.00
PONGOLA	2 113 420.00	394 601.00
NONGOMA	3 698 798.00	291 911.00
PAUPLPIETERSBURG	785 861.00	40 000.00
ULUNDI	2 170 287.00	154 074.00

#### **CHALLENGES**

The Vryheid facility currently operates from Masons Street Clinic, where the FPS staff use park homes for offices, store the bodies in a container and transport the bodies to a funeral undertaker to

conduct autopsies. When bodies are offloaded or loaded from mortuary service vehicle and admitted to container this is in full view from the street. There are also no viewing facilities for families when they identify the human remains. The above is not conforming to the minimum requirements as stipulated in the National Code of guidelines for Forensic Pathology Services.

Due to the medico legal nature of the service it is vital that the premises is secure and that records are protected. There are also no washing facilities for vehicles at the premises.

The recent accident which occurred on the N2 between Pongola and Tshelimnyama resulted in 20 fatalities, which due to lack of suitable facilities to store the bodies together and to autopsy all the bodies, the bodies had to be transported to another district ( King Cetshwayo) for storage and autopsy purposes.

### 2.10.1.1. Current Statistics

Autopsy statistics over 5-year period.

**Table 6: District and Provincial View.**

District	Population estimation 2021 as per DHIS	Autopsies per annum	Number of MLM's conducting autopsies
Amajuba	604,743	684	2
eThekweni	3,888,452	5,400	2
Harry Gwala	531,630	590	3
iLembe	735,030	823	1
King Cetshwayo	1,025,730	1,170	2
uGu	812,184	2,490	3
uMgungundlovu	1,216,569	2,270	3
uMkhanyakude	719,574	667	0
uMzinyathi	588,405	664	2
uThukela	782,136	1,070	2
Zululani	917,598	798	1
<b>Total</b>	<b>11,822,051</b>	<b>16,626</b>	<b>21</b>

### 2.10.1.2. Calculations

#### A. Autopsy bed calculation

Utilising the Grading system, (see below) and the statistics above, Vryheid MLM will be a M2 facility

- M2 processes up to 500 bodies per annum
- M3 processes up to 1,000 bodies per annum

#### B. Body storage calculation

The number of body trays can be calculated from Equation 1 below.

$$BT = (D \times S) / (365 \times R) \text{ - Equation 1}$$

Where:

BT = Number of body trays

D = Number of deaths per year requiring body trays

S = Average length of stay (in days)

R = Required body tray occupancy rate

The number of body trays required in a hospital that records 800 deaths per year (not necessarily all within the hospital per se but including bodies delivered to the hospital), with the average length of time that a body remains in the mortuary being 8 days and with a body tray occupancy rate of 80%.  
With body cabinets generally having a storage capacity of three bodies per cabinet the calculated required capacity should be rounded up to the nearest multiple of three

Thus:

$$(667 \times 8) / 365 \times 80\% = 18 \text{ Trays}$$

Source: INFRASTRUCTURE UNIT SUPPORT SYSTEMS (IUSS) PROJECT Health Facility Guides: Hospital Mortuary Services [Gazetted, 30 June 2014]

**Note that the above calculation is for hospital-based mortuaries. Similar already built facilities that carry an M2 status are:**

Estcourt M1 Medico-Legal Mortuary- 36 Coldroom Trays and 6 Freezer trays for decomposed bodies

Dundee M2 Medico Legal Mortuary – 72 Coldroom Trays and 6 Freezer trays for decomposed bodies

Park Rynie M3 Medico Legal Mortuary – 132 Coldroom Trays and 12 Freezer trays for decomposed bodies

Phoenix M6 Medico Legal Mortuary - 500 Coldroom Trays and 15 Freezer trays for decomposed bodies

## 2.10.2. SUMMARY OF SERVICE REQUIREMENTS

In summary, the following proposed services are required:

**Table 7: Proposed Services to be rendered in the Medico-Legal Mortuary**

Service to be rendered	Current number	Proposed number	Level of Service	Comment
<b>Clinical Services</b>				
<b>Autopsy suite</b>				
Autopsy tables	0	2	District	Franke Stainless Steel
<b>Clinical Services Support</b>				
Preparation area	0	2	District	2x Reconstruction sinks and trolleys.

Service to be rendered	Current number	Proposed number	Level of Service	Comment
Coldroom Body storage	0	72	District	To accommodate some obese trays.
Freezer Room Body storage	0	12	District	To accommodate some obese trays.
Viewing Room	0	2	District	

## 2.11. SERVICE COMMISSIONING PROCESS

The project is envisaged to be done as a single project and will not require any decanting plans.

## 2.12. OCCUPATIONAL DEVELOPMENT PLAN

Human Resource provisioning will require adjustment to the existing HR Plan and the operational budget. The operational budget for the MLM will be determine at the onset of the commissioning of project. Please refer to the HR plan and operational budget attached.

The organizational development, quality assurance and change management interventions discussed under Organizational Development and Quality Assurance below.

## 2.13. SUPPORT SERVICES

The new Vryheid MLM will require the following support services:

- Office/Administration
- Staff facilities
- Visitor's facilities
- Security
- Porter Services
- Drop- off and Pick-up points
- Parking

## 3. PLANNING-, DESIGN GUIDELINES AND FUNCTIONAL SPATIAL RELATIONSHIP

The project objective is to:

- To build a new fully resourced M2 Medico-Legal Mortuary.
- To enhance Zululand district MLM services.
- To ensure compliance National Code of Guidelines for Forensic Pathology Services.
- To ensure that the environment is conducive in terms of OHS for staff working at the facility and to ensure dignity and privacy for public utilising the facility.
- To ensure that the dignity and the rights of the deceased are maintained.

The success criteria of this project will be the reduction delays in forensic pathology service.

### **3.1.1. PLANNING AND DESIGN GUIDELINES**

The new Vryheid MLM will consist of Body preparation and autopsy area, admin areas, visitor's area and housekeeping areas.

The planning and design of the facility shall be informed by consultation with clinicians, stakeholders and all the relevant bodies during the planning and design phase. The following principles will apply:

- Meet legal compliance (deemed to satisfy or rational design). Right sized to avoid over or under capacity and over or under utilisation.
- Designed to deliver appropriate levels of emergency preparedness and resilience. Design that is flexible and adaptable to future change.
- Ensure building respond to the climate and the ventilation requirements for such a facility and application of "Green design" principals. Designing close relationships with nature.
- Integrated external and internal Recreation areas.
- Functional zoning, separating user's areas from facility management and administration requirements.
- Appropriate space norms and room design. The design of a building that is appropriate for the functions intended to be carried out within the spaces designed.
- An ergonomically safe and risk-free work and healing environment.
- Compliance with quality assurance principals.
- Design that balance requirements for clinical need and capital, and recurrent budget considerations.
- Be physical accessible and welcoming to the community they serve, facilitates access to and within the area for physically and sensory impaired people, consideration should be given to a wide range of disabilities.
- Ensuring that the functional and aesthetic requirements of furniture and fittings, fabric and finishes are met.
- Use of latest technology and innovations to aid in healing.
- Promote occupational health, wellbeing and motivation to staff.

#### **A. General Aspects**

- Enough space to walk freely inside
- Finishes for easy maintenance without moving through the user areas
- Privacy
- Panic buttons to be installed at strategic intervals
- Windows and doors to be burglar proofed
- Main entrance to be security controlled
- Glass should be safety glass
- Windows to allow for enough lighting
- Rooms to be well ventilated
- Floors: slip resistant
- Electrical fittings: water resistant in wet areas
- Toilets and showers: privacy
- Toilets, baths and showers: tamperproof
- Hot water: in designated areas only
- Staff rest room & ablutions
- Infection control policies to be observed and implemented
- Intercom connected at main gate and at delivery area.

#### **B. NON-NEGOTIABLE REQUIREMENTS**

- Fire detection systems
- Panic buttons
- Central / electrical lock/release mechanism for all doors
- Fire protection equipment such as fire-hose reels and fire extinguishers
- Fire / disaster plan
- Uninterrupted power supply
- CCTV monitoring in areas of the users
- Non-combustible materials
- Electrical distribution boards to be built into walls and locked

### 3.1.2. AREA SUBDIVISION

See details in table below:

**Table 8: Division of Care for the new Vryheid MLM**

Type of Service		Service Area	Security grading
BODY PREPARATION AND AUTOPSY AREA	Public Support	Procedures	High security
	Administration	Work station Ablutions	Medium security
	Unit Support	Utilities, stores and cleaning services	Low security
BODY STORAGE	Public Support	Storage	High security
	Administration	Reception/ Waiting /Dispatch Ablutions	Medium security
	Unit Support	Utilities, stores and cleaning services	Low security

The MLM generally provides a 24hr service and generally services the general public during office hours of 8-hours a day.

**Table 9: Clinical Areas Subdivisions**

Clinical & Household Areas	Day Time Areas	Night Time Areas
<b>AUTOPSY AREA</b>		
Preparation area Autopsy Room Support areas Staff areas	All areas	Nil
<b>BODY STORAGE</b>		
Reception/Waiting/Dispatch Stores Support areas Staff areas	All areas	On demand for emergencies

#### 3.1.2.1. Intradepartmental relationships and functional zones

The MLM will be separated into functional zones or specific spaces that support flow patterns in the mortuary:

- (i) Public zone - site access, parking, waiting areas, ablutions, reception and records;
- (ii) Patient (Clinical) Zone – receiving, body preparation and autopsy area and dispatch;
- (iii) Shared clinical support spaces – body storage;
- (iv) Administration spaces - offices;
- (v) Staff spaces- staff room and ablutions;
- (vi) Service support spaces- utilities, stores and housekeeping services.

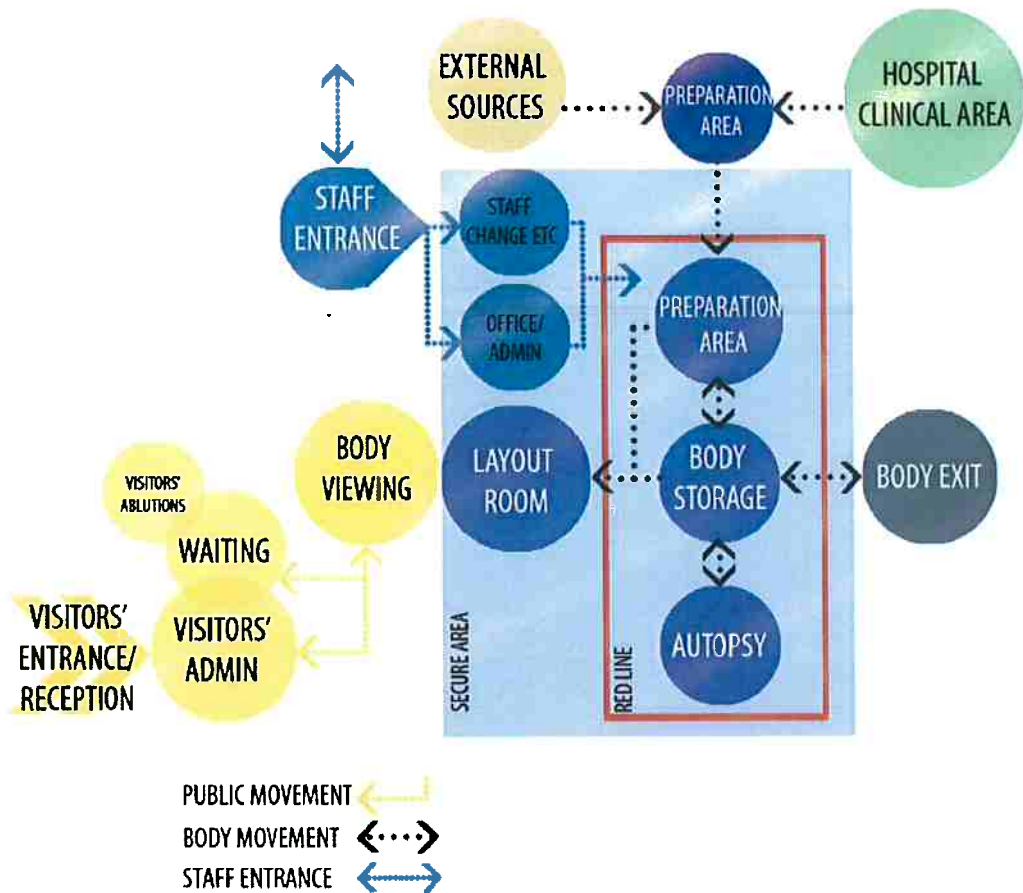


Figure 19: Access and movement in a mortuary. (adopted from IUSS)

Source: INFRASTRUCTURE UNIT SUPPORT SYSTEMS (IUSS) PROJECT Health Facility Guides: Hospital Mortuary Services [Gazetted, 30 June 2014]

### 3.1.2.2. Functional Areas

All areas can be differentiated from each other based on the specific functions. The clinical areas can be further subdivided. See details in tables below:

Table 10: Functional Areas

Outside area	Admin area	Public area
Deliveries	Offices	Reception / waiting
Maintenance staff	Board Room	Interview Room
Plant Room	Store Rooms	Body Viewing Room
Entrance to facility	Staff Kitchenette	Bier Room
Public		
Security		



Table 11: Autopsy Area

Body reception / Dispatch area	Body Storage area	Autopsy area
Reception Loading / Off Loading area Weigh / Measure area Medical Waste	Cold-room Freezer	Autopsy Room Observation area

### 3.1.2.3. Key Adjacencies

The critical adjacencies are as follows:-

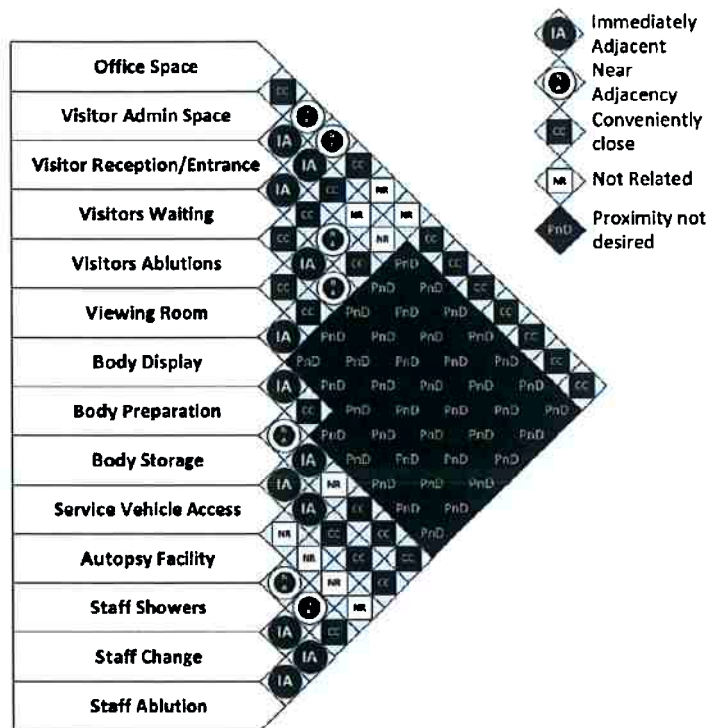


Figure 20: Adjacency Diagram

Source: INFRASTRUCTURE UNIT SUPPORT SYSTEMS (IUSS) PROJECT Health Facility Guides: Hospital Mortuary Services [Gazetted, 30 June 2014

### 3.1.2.4. Critical Departmental Relationships

The critical departmental relationships are depicted below:

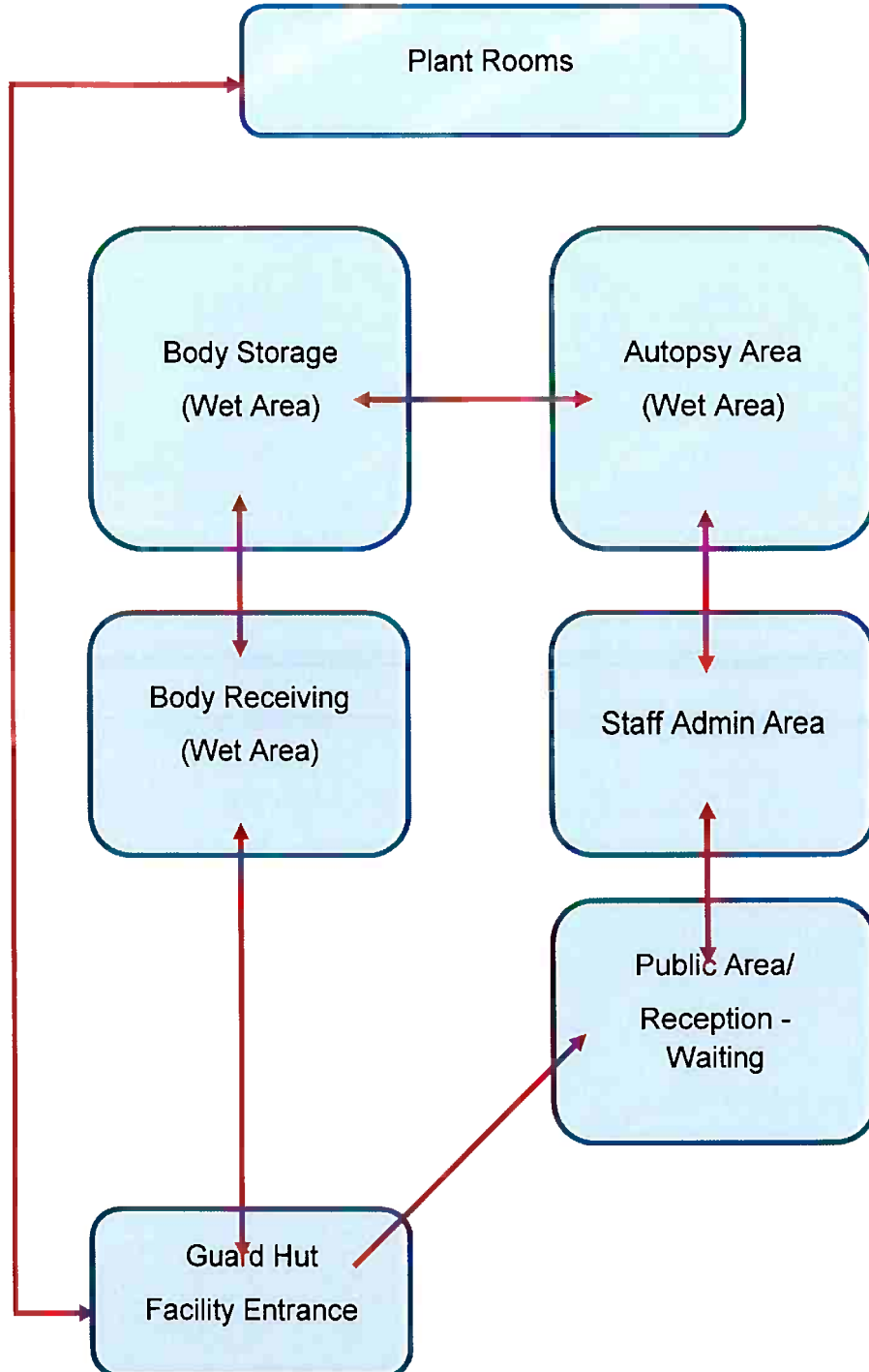


Figure 21: Departmental relationships

## 3.2. COMMUNICATION AND CONTROL

The following guidelines is provided Communication and Communication systems:

- Planning should take into consideration the fact that telephones are required throughout the facility to facilitate good communication. This needs to be planned in conjunction with the system to be used throughout the mortuary;
- Phones need to be accessible;
- Effective communication system and information systems that will support body management and administration (radio or telephone). Personal telephones replacing some aspects of call systems;
- Receptions must be immediately visible upon entry should contains a desk/counter, chair and telephone with communication through to the relevant areas;
- IT & communication requirements especially related to the digital platform;
- The workstations in the autopsy area for Doctors to sit or stand and write up notes, fill in forms, phone or discuss cases;
- Appropriate communication, whether radio or telephone, should be in place, so that mortuary vehicles can be called to transport body as the need arise as well as to be aware of incoming cases.
- Other systems required include:
  - WI-FI
  - Bar coding for supplies and X-rays / records
  - Computer network connections in all management and patient administration and information system
  - Electronic Patient Records
  - Patient Administration System (PAS)
  - Radiology Information system (RIS) (Digital x-rays and Picture Archiving)
  - Communication System (PACS)
  - Alarm - HVAC

# PART C – TECHNICAL BRIEF

## 1. PROJECT SCOPE

### 1.1. PROJECT OVERVIEW

#### 1.1.1. INTRODUCTION AND BACK GROUND

Vryheid Medico-Legal Mortuary is situated in Zululand District in Vryheid town. It is strategically sited close to the main road through the town and other strategic role players.

There is currently no compliant existing Medico-Legal facility in Vryheid and the service is being delivered from park homes and cold room container storage at the Vryheid Clinic.

#### 1.1.2. OVERALL STRATEGY

##### 1.1.2.1. Project Management Life Cycle

The Project Management Life Cycle is a structure with a set of stages that will be required to transform the idea of the Maternity and Neonatal Units into reality in an organised and efficient manner. The project will follow the Infrastructure Delivery Management System (IDMS) and the Framework for Infrastructure Delivery and Procurement management (FIDPM).

##### 1.1.2.2. Project Logistics

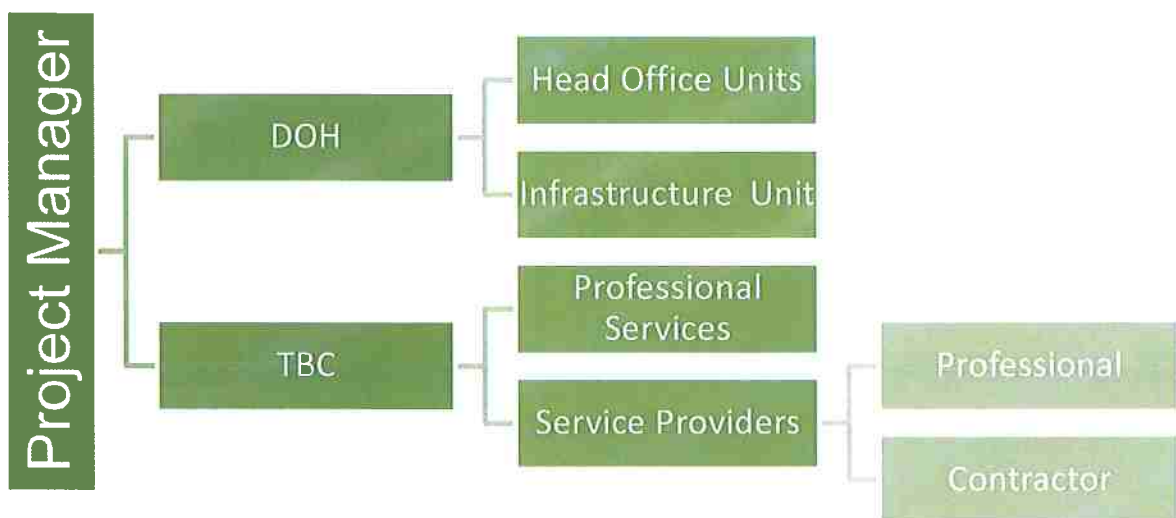
Project logistics involve the managing of resources, which will have a bearing on the project finance, including the following:

- **Project Team:** the right mix of stakeholder, professionals, contractors and administrative resources that is required for the project;
- **Physical Infrastructure:** the best suited spaces for the office team to perform duties in relation to the project;
- **Computing infrastructure:** required integrated business management system for the project execution phase;
- **Communication infrastructure:** required communication systems and facilities to allow communication at all levels;
- **Accessibility:** required access to transport, housing, commerce (all related) and medical facilities
- **Waste management:** requirement for proper waste management; including sustainable practices

### 1.1.3. PROJECT ORGANIZATION

The project organization is structured to facilitate the coordination and implementation of project activities thereby creating an environment that fosters interactions among the team.

The following structure is proposed which need to be developed further:



### 1.1.4. ASSUMPTIONS

The following assumptions have been made:

- Supply Chain Management (SCM) - It is assumed that KZN-DoH SCM will be responsible for the management of procurement processes and Contract Management; and will provide support in developing the necessary tender and contractual documentation;
- Department of Health Head Office - It is assumed that KZN-DOH Head Office staff, as identified under items 2.1.6 and 2.1.6.1 below, will be accessible to be able to provide input on designs quickly and respond to queries timeously;
- Forensic Pathology Services Management - It is assumed that the Management will be accessible to be able to approve designs quickly and respond to queries timeously;
- KZN-DOH Infrastructure Unit - It is assumed that the required complement of staff will be available to provide project services as indicated in item 2.1.6.1 below;

- Operational budget - It is assumed that the required additional operational budget will be available to run unit after completion;
- KZN-DOH staff - It is assumed that the required complement of staff will be available to provide service and to manage the unit after completion of the infrastructure works; and
- Project funding - It is assumed that Project funding will be available to fund this project.

### **1.1.5. CONSTRAINTS**

The main constraints of the project is time as there is no existing facility and service delivery is impacted.

### **1.1.6. DEPENDENCIES**

No particular dependencies have be identified at this time.

## **1.2. PROJECT REQUIREMENTS**

Stakeholders have been consulted and the following requirements have been identified:

- Design and construct a new mortuary complete with:
  - Public zone/Outer zone
    - Security, Reception, waiting, viewing, security and access roads, pathways and parking, and so on
  - Clinical zone/Intermediate zone
    - Drop off and dispatch
    - Body storage
  - Inner zone/Nucleus
    - Body preparation area
    - Autopsy area
  - Administration zone
    - Offices, meeting room
  - Service support zone
    - Storage areas, Waste management facilities, Plant rooms and other services

### 1.2.1. ORIENTATION AND RATIONAL PLANNING PRINCIPALS

For the purpose of this section, a designated facility in the FPS includes a medico-legal mortuary and undertakers' premises that are contracted by the FPS for purposes of storing bodies, and where applicable, to perform post mortem examinations and autopsies.

- All designated facilities are primarily controlled and managed in accordance with the provisions of the National Health Act, 2003 and the Occupational Health and Safety Act.
- All designated facilities must comply with the provisions of the section 8(1) of the Occupational Health and Safety Act No of 1993 which states that the employer shall provide and maintain a working environment that is safe and without the risk to the health of his / her employee.
- The mortuary is to be erected, equipped and maintained to:
  - Perform medico-legal post-mortem examinations.
  - Serve as a storage place for bodies of dead persons and human remains.
  - To maintain body tissues in a condition whereby the maximum scientific information can be obtained from a post-mortem examination and subsequent investigations.
  - To provide facilities for bodies to be viewed or identified by relatives or friends.
  - To prevent tissue decomposition while burial or cremation arrangements are made.
  - To hold bodies and the occasional specimen for longer periods in conditions of security.
  - Teach and train health care practitioners (medical practitioners, nurses, paramedics, forensic officers and health sciences students) and
  - Harvest human tissue for transplantation, teaching and research purposes.
  - Maintain a database with relevant records.

The following principals must be applied:

- Basic Human Rights
- Meet legal compliance (deemed to satisfy or rational design).
- Safe And secure environment with differentiated security features.
- Designed to deliver appropriate levels of resilience.
- Ensure building respond to the climate and the ventilation requirements of the facility;
- Appropriate space norms and room design;
- The design of a building that is appropriate for the functions intended to be carried out within the spaces designed;
- An ergonomically safe and risk-free work environment;
- Compliance with quality assurance principals;
- Design that balance requirements for clinical need and capital, and recurrent budget considerations;
- Designing close relationships with nature;

- Design with enviro-friendly efficiency as primary goal;
- Design that is flexible and adaptable to future change;
- Be physical accessible and welcoming to the community they serve, facilitates access to and within the area for physically and sensory impaired people, consideration should be given to a wide range of disabilities
- Ensuring that the functional and aesthetic requirements of furniture and fittings, fabric and finishes are met;
- Use of latest technology and innovations to aid in healing;
- Integrated external and Internal Recreation areas; and
- Promote occupational health, wellbeing and motivation to staff.

#### **1.2.1.1. Phasing, Decanting and Redundancies**

##### **A. Phasing**

No phasing is considered

##### **B. Decanting**

No decanting will be required.

##### **C. Contingencies**

No specific contingencies are required.

##### **D. Redundancies**

No redundancy has been identified.

#### **1.2.1.2. Space requirements**

It is important to adhere to certain general considerations. This includes considerations pertaining to layout and design, to the building itself, to accessibility, to the patient, to the staff, to security, to fire fighting and prevention, to general aspects, to information technology and specific to seclusion rooms. Please take note that these general considerations are applicable to all areas and buildings. Reference must be made to all current legislation, policies and guidelines in order that compliance is achieved.

#### **1.2.1.3. Considerations for Layout & Design**

The mortuary is a new facility and the dimensions, health technology, mechanical, electrical and wet services, lighting, HVAC, finishes and colour will be determined in relation to KZN-DOH specifications and IUSS guidelines.



#### **1.2.1.4. Area requirement and related costing guidance**

The mortuary is a new facility and area requirement and related costing guidance, must be determined in relation to KZN-DOH specifications and IUSS guidelines.

#### **1.2.1.5. Standard specifications for the use of materials in the building**

The mortuary is a new facility and specifications for the use of materials in the building must be determined in relation to KZN-DOH specifications and IUSS guidelines.

Material and construction technology is dependent on availability, applicability, labour intensives, maintenance requirements and innovative use of materials. Energy considerations are also to be adopted in the construction technology and material use.

#### **1.2.1.6. Branding/aesthetic design preferences and requirements**

The mortuary is a new facility and the branding/aesthetic design preferences and requirements must be determined in relation to KZN-DOH specifications. Language preference will be both English and isiZulu.

#### **1.2.1.7. Future Expansion and Adaptability**

The mortuary is a new facility and should be designed to be adaptable, flexible in use, to respond to change and to enable possible future expansion or repurposing.

#### **1.2.1.8. Dignity, Privacy, Satisfaction of Individuals**

The design of the building must by primarily be focused on staff and visitors. Services to be integrated so that they experience service Excellency.

Spaces are required offer privacy, where dignity is respected. The spaces should be reasonably soundproof, partitioned and screened from activities in the units.

Information technology should be maximised to ensure that where possible information is shared efficiently between all clinicians in a patient-focused manner.

## 1.3. SCOPE OF THE WORKS

### 1.3.1. THE SITE



The proposed site for the new mortuary has been identified.

#### 1.3.1.1. Strategic location of site:

The need to prioritize a DoH permanent structure for a Medico Legal Mortuary in the Zululand District was identified by Forensic Pathology Services in 2006 when the service was transferred from the SAPS to the KZN Dept of Health. Due to the Conditional Grant that was funding the drive originally, and the availability of land at that stage, other Medico Legal Mortuary projects received priority.

The Vryheid facility was initially operating from privately owned funeral undertakers and KZN Health were paying for rental office space, body storage and for conducting autopsies. The Vryheid facility currently operates from Masons Street clinic, where the FPS staff use park homes for offices, store the bodies in a container and transport the bodies to a funeral undertaker to conduct autopsies. When bodies are offloaded or loaded from mortuary service vehicle and admitted to container this is in full view from the street. There are also no viewing facilities for families when they identify the human remains. The aforementioned is not conforming to the minimum requirements as stipulated in the National Code of guidelines for Forensic Pathology Services.

The recent accident which occurred on the N2 between Pongola and Tshelimnyama resulted in 20 fatalities, which due to lack of suitable facilities to store the bodies together and to autopsy all the bodies, the bodies had to be transported to another district (King Cetshwayo) for storage and autopsy purposes.

- There is no medical legal mortuary built according to specifications in Zululand
- A site consisting of two plots of land was identified and purchased from the Vryheid Transitional Local Council at a cost of R600,000 for the building of a new Medico Legal Mortuary.
- These properties were subsequently registered in the name of the province and allocated to the Department of Health on 22 May 2018.
- The two properties Erf 2491 and 2492 were consolidated to form Erf 6048 on the 22 October 2020

- This facility works with the following stake holders to fully perform its mandate -:
  - i. SAPS who investigate the circumstances of death.
  - ii. Department of home affairs for registration of deaths.
  - iii. Department of Justice for conducting trials and prosecution on inquest and criminal cases.
  - iv. Vryheid municipality for pauper burials.
  - v. Department of social development for social support services.
  - vi. Local hospitals for referred cases
  - vii. Foreign embassies for deaths of foreign nationals
  - viii. Local community and funeral undertakers who have their relatives and client admitted in the mortuary
  - ix. Non-government organizations who assist with humanitarian aid and religious structures to offer spiritual support.
  
- Vryheid FPS is servicing the following SAPS station -:
  - Vryheid
  - Mondlo
  - Gluckstadt
  - Hlobane
  - Ngobane
  - Louwsberg
  - Paulpietersberg
  - And some stations not mentioned here above in case of death in transit when the client demise on an ambulance during transfer.
  
- Vryheid medico-legal mortuary has the legal mandate to investigate death due to other than natural causes which include the following
  - Motor vehicle accidents
  - Suicide e.g. Poisoning, hanging, etc
  - Murder e.g. Gunshot, stabbing, etc
  - Electrocution
  - Obstetric related deaths
  - Sudden death without medical history e.t.c

#### 1. VRYHEID FPS CATCHMENT AREA

- The Vryheid medico legal mortuary catchment area covers the Mondlo, Gluckstadt, Hlobane, Ngobane, Louwsberg and Paulpietersburg communities.

Mondlo SAPS	Gluckstadt SAPS	Hlobane SAPS	Ngobane SAPS	Louwsberg SAPS	Paulpietersburg SAPS
44km	37km	23km	68km	63km	53km

#### 2. Work load for the nearby facilities and Vryheid Forensic Pathology services for 2021

Facility	2021
Vryheid	245
Ulundi	164
Nongoma	168

Paulpietersburg	60
Pongola	161

Paulpietersburg bodies are also stored at Vryheid and autopsied in Vryheid, this results in the facility processing over 300 bodies a month.

### 3. EXPENDITURE OF NEIGHBOURING FACILITIES INCLUDING VRYHEID FPS FOR THE 2019/20 FINANCIAL YEAR

Facility	Compensation of employees	Goods and services
VRYHEID	3 572 937.00	534 084.00
PONGOLA	2 113 420.00	394 601.00
NONGOMA	3 698 798.00	291 911.00
PAUPLPIETERSBURG	785 861.00	40 000.00
ULUNDI	2 170 287.00	154 074.00

### 4. CHALLENGES

The Vryheid facility currently operates from Masons Street linic, where the FPS staff use park homes for offices, store the bodies in a container and transport the bodies to a funeral undertaker to conduct autopsies. When bodies are offloaded or loaded from mortuary service vehicle and admitted to container this is in full view from the street. There is also no viewing facilities for families when they identify the human remains The above is not conforming to the minimum requirements as stipulated in the National Code of guidelines for Forensic Pathology Services.

Due to the medico legal nature of the service it is vital that the premises is secure and that records are protected. There are also no washing facilities for vehicles at the premises.

The recent accident which occurred on the N2 between Pongola and Tshelimnyama resulted in 20 fatalities, which due to lack of suitable facilities to store the bodies together and to autopsy all the bodies, the bodies had to be transported to another district (King Cetshwayo) for storage and autopsy purposes.



**Photo 1: Aerial view of site location**

*SOURCE: Google Maps*

### **1.3.1.2. Site orientation**

The site is located in the South-Eastern side of Vryheid. It is a slightly sloping site. The site is located in an industrial area which have all the normal municipal services.

### **1.3.1.3. Planning restrictions**

No planning restrictions are known.

### **1.3.1.4. Land use definition**

Civic and Social

### **1.3.1.5. Heritage components**

There are no known heritage components on the site.

### **1.3.1.6. The conditions of the site**

A full cadastral survey and general site inspection will be required.

#### **1.3.1.7. Geo-technical information**

A Geo-tech investigation will be required prior to planning commencing.

#### **1.3.1.8. Traffic impact study**

A traffic impact study should not be required.

#### **1.3.1.9. SPLUMA Application**

The Vryheid MLM is a new facility and a SPLUMA application will be required.

#### **1.3.1.10. Climatic conditions**

The climate in Vryheid is warm and temperate. The summers here have a good deal of rainfall, while the winters have very little. This climate is considered to be Cwb according to the Köppen-Geiger climate classification. In Vryheid, the average annual temperature is 16.6 °C | 61.9 °F. About 962 mm | 37.9 inch of precipitation falls annually.

Vryheid is in the Southern Hemisphere. Summer begins in December and ends at the end of January.

The months of summer are: December, January, February, March.

*SOURCE: <https://en.climate-data.org/africa/south-africa/kwazulu-natal/vryheid-26543/>*

#### **1.3.1.11. Aviation for emergency aircraft**

Not required for this service.

#### **1.3.1.12. Seismic activity**

No known significant seismic activity

#### **1.3.1.13. Radio towers**

No known radio towers

Existing infrastructure

There is currently no infrastructure on site.

#### **1.3.1.14. Bulk Services**

Bulk services are available on site and the facility will connect into the existing services however all services must be tested and verified to ensure that the existing services are functional and sufficiently sized to accommodate the extra load. If insufficient, provision must be made for upgrading. Services required (not inclusive) include:

- Electrical systems
- Water
  - Potable water
  - Fire Water
  - Sewer
  - Storm water
- Telecommunications
- IT Communications

#### **1.3.1.15. Department orientation and positioning relative to entrances**

The buildings are to be orientated to utilise natural lighting and ventilation as applicable to various areas.

### **1.3.2. PHYSICAL INFRASTRUCTURE PLANNING AND DESIGN**

Please refer to Part B - Clinical brief above but the following is highlighted:

#### **1.3.2.1. Special Design Considerations**

Please refer to the relevant IUSS guidelines for specific design considerations.

##### **A. General Aspects**

- Choice of materials, finishes and workmanship must be durable and cleanable especially in wet areas.
- Landscaping of the gardens must be built into the contract to ensure gardens are both easy to maintain. This should be accommodated in the landscape plans, and sited correctly.
- All areas must be well ventilated, if possible air-conditioned. Care should be taken when designing HVAC systems to accommodate higher and lower pressure areas both for infection prevention and also odour control.
- Good use of familiar non institutionalised materials, colour and finishes.
- Appropriate, durable and cost-effective finishes are required. It is important that the types and quality of finishes are researched and approved by the service practitioners who can also advise on the colour and colour scheme suitable.
- Buildings also need to be efficient and cost effective and should not accommodate redundant or concealed areas. Maintenance must be considered when planning the building. Building with face bricks, although more expensive, saves on painting in the future. Ensuring that pipes are accessible will assist with future maintenance, the safety of the maintenance staff must also be considered in

the design. Electrical, plumbing and mechanical fittings must be vandal-proof. Electrical fittings must be tamper proof.

- Adequate housekeeping spaces must be provided in appropriate and secured spaces. The building should be easy to clean and to maintain. Finishes and detail should not collect dirt in crevices and joints.
- Normal disabled friendly design to be implemented.
- The facility must have proper and good illumination at night.
- The site preparation, construction and operation / maintenance of the building itself must be environmentally friendly and compliant with all environmental legislation.
- Energy and water efficiency and the use of solar to be considered in the design.
- Paint used on walls to be washable paint.
- Internal layout of the building must be such that the number of internal spaces requiring forced ventilation shall be minimised. While this would be the preferred design option, it must at all times be taken into account that the provision of open window spaces and the design thereof are restricted and limited by the nature of the service provided and that security and safety standards according to the level of daily operations, must at all times outrank the requirement for reduced forced ventilation.

#### **B. Orientation**

Maximisation of building orientation is necessary for thermal control and building usage. The thermal control, maximising the relationship between external and internal views is important for staff and visitors. Thus, all staff areas, including waiting areas may offer un-obstructed visual and physical access to the external environment.

Wind direction will pay an important role in building orientation when ventilation calculations are done.

#### **C. Building Construction Technology and Material Usage**

Material and construction technology is dependent on availability, applicability, labour intensives, maintenance requirements and innovative use of materials. Energy considerations are also to be adopted in the construction technology and material use.

KwaZulu-Natal specification documents must be used in determining material and construction technology usage.

#### **D. Structure**

The structure is expected to consist of a multi-storey concrete structure with brick infill building/s.

Foundations are to be determined on site depending on the geotechnical information.

#### **Roofs**

Please note the following:

- Flat roofs and box gutters are specifically prohibited.
- Roofs may be used to promote natural ventilation including passive extraction.



- Care to be taken to design to extreme weather events as applicable including severe hail storms.
- Roof designs to be as simple as possible and to be highly maintainable.
- Provision to be made for all necessary rainwater goods that promote ease of maintenance.
- Provision for services are to be considered in the roof void.

There should be ease of access into the roof space and a minimum of 450mm wide walkway with lighting shall be provided for maintenance personnel within the roof void. Enough headroom shall be provided to allow for maintenance personnel.

The required roof space configuration should allow:

- Space for the electrical spine.
- Space for hot and cold-water pipe work.
- Space for ventilation fans and ductwork.
- Space for hide-way air conditioning unit and ductwork.
- Access to all the above for servicing, maintenance and additional services (long life and loose fit).
- Thermal regulation of the accommodation below by adequate natural ventilation of the roof space.
- Roofs material to be metal sheeting as per KZN DOH specifications

### **External Openings**

Adequate natural daylight – 150 lux is required in the patient day room. External doors to be protected, as the doors are vulnerable to damage and need adequate protection.

All doors to be access controlled except for dedicated fire escape door that must be fitted with the required access control systems.

### **Internal Openings**

A minimum clear width for the movement of a stretcher is 1400mm where no turning is necessary in the doorway i.e. a corridor width of 2200mm. The preferred door width to rooms should allow for wheelchair access of 915- 1220mm.

Doors and door frames to comply with KZN DOH specifications.

### **E. The mortuary**

- Facilities for the loading and unloading of corpses.
- Refrigeration facilities for the refrigeration of corpses and human remains.
- A preparation room or autopsy room for the preparation or examination of corpses.
- Separate male and female change rooms for use by employees.
- Public and staff toilets.

- A designated area for the storage of all waste produced on the premises.
- A designated area for the washing, cleansing, and storage of equipment and items used inside the building in conjunction with the activities or business performed on the premise.
- A facility for the cleansing of vehicles used in the performance of activities.
- An area defined for administration separate from above areas.
- A facility for the identification and viewing of the deceased.
- An appropriate secure clean “drying room” for clothing with potential evidentiary value, which additionally ensures non-contamination.
- Ready access to X-Ray / Radiographic Body Imaging services for M-1 to M-2 facilities.
- On-site X-Ray / Radiographic Body Imaging services for M-3 and above facilities.
- Ready or on-site access to all ancillary laboratory services.

Any area at the mortuary may not be used for any purpose other than the purpose for which it is intended and an act unrelated to that purpose may not occur in that area.

#### **F. Clean and dirty areas**

The mortuary must be demarcated into 'wet' or dirty (potentially infectious) and 'dry' or clean areas, in line with health and safety regulations. And the wet areas must be designated as access-controlled areas.

Areas in the mortuary, where there may be a risk of acquiring an occupationally related infection, should be designated as 'wet' areas. There should be a clear demarcation between the dry and wet working areas of the designated facility. This will be provided by a form of physical barrier and should be adequate to deter casual entry by unauthorized persons.

Warning notices should be positioned at the points of access to and exits from the dirty areas. Where barriers are in use, these must be clearly visible to avoid accidents. It will be necessary for all persons entering wet areas in the designated facility to change into appropriate protective clothing. Types of clothing and protective equipment to be used will be specified in local rules for the various duties and locations.

#### **G. Preparation area or autopsy room**

A preparation area or autopsy room must be so designed as to-

- Ensure that the interior is completely out of sight of any public person or administrative staff.
- Enable noxious odours and vapours to be adequately treated.
- Be sufficiently lighted and ventilated and not be ventilated via any other rooms in an administrative area, and
- Provide a disrobing area with a boot washing facility.
- A preparation room or autopsy room must have a floor built to specifications which fulfil the provisions of the Occupational Health and safety Act and conform to international norms.
- All shelves and counters to be of grade 304 stainless steel.

- Autopsy Tables to be locally manufactured Franke Systems with a 100mm drain connected to 110mm municipal sewer line.
- Reconstruction sinks to be locally manufactured and of 304 stainless steel.
- Autopsy / Delivery / Wet areas to be fitted with retractable hose reels for cleaning purposes.

#### **H. Administration, changing and washing facilities**

The forensic pathologist, forensic medical officer or authorised person and their assistants will require office space for the preparation and keeping of records and, in the case of the forensic pathologist, forensic medical officer or authorised person, for consultation. The size of this accommodation will vary with the number of forensic pathologists, forensic medical officers or authorised persons, technicians and others likely to be employed at any one time in the designated facility. The same considerations will apply to the provision of washing and changing facilities.

#### **I. Accessibility**

External circulation should maximise safety and security, convenience, demarcation of spaces, external entrance and exits, fire control designs as well as efficient and effective vehicle movement.

Design of delivery, emergency, non-emergency, pedestrian movement should be designed in such a way that it's separated but co-ordinated.

Use of signage should emphasize and inform, control and direct movement.

#### **Approach from road to building entrance**

- The surface must be a compact surface
- Where required kerb cuts must be provided
- The kerb cuts must have a slip-resistant surface

#### **Parking for people with disabilities**

- There must be at least one parking space reserved for every 25 (or less) parking bays.
- The parking space must be not less than 3,5m wide.
- The parking space must be situated on a level surface.
- The parking space must be as close as possible to the nearest accessible entrance.
- The parking space must be clearly demarcated as being intended for the use of disabled persons only (Sign at the front of the space and on the ground surface in yellow road marking).

#### **Ramps**

- The gradient of the ramp or walkway must not be more than 1:12.
- The ramp must have an unobstructed width of not less than 1100mm.

- The ramp must have a landing at the top and the bottom of the ramp not less than 1,2m in length (clear of any door swing) and the width not less than the ramp.
- The surface of the ramp must be slip-resistant.
- The angle of approach to the ramp must be zero.
- The ramp must have a handrail 850 – 1000mm above the surface.
- The end of the handrail must extend beyond the end of the ramp by at least 300mm.
- No door leaf or window shall open onto a ramp or landing.

### **Entrance**

- There must be at least one entrance accessible for use by a person in a wheelchair.
- The accessible entrance must be identified by the international symbol of Accessibility.
- The door handle must be pull / lever type.
- If the main entrance is not accessible, then there must be directional signs to the accessible entrance and a sign "Not Accessible for wheelchairs".

### **Reception facility**

- There must be a clear space under the counter / desk of not less than 450mm deep.
- The counter / desk must have a knee height of at least 750mm from floor level.
- The counter / desk must have a minimum width of 760mm.
- The counter / desk (or portion of it), must have a height of not more than 915mm above floor level.
- The public phone must be positioned so that the top of the handset is not higher than 1 200mm above floor level.

### **Path of travel between rooms**

- If there is a difference in floor level of more than 25mm, there must be a suitable ramp.
- Where there is hanging signs, lights, awnings or protruding objects, there must be a clearance of at least 2000mm above the trafficable surface.
- If the protrusion is unavoidable, there must a cane detectable barrier not more than 300mm above floor level.
- If there is a difference in floor level, it must be indicated by means of different floor covering.
- All walking surfaces must have a minimum of 900mm clear width.
- All the floors must be non-slip.
- All areas must be well-lit.
- All light switches must be not higher than 1 200mm above floor level.

### **Signage and signals**

- All signs must be clear and legible with large characters / numbers / pictures
- All numbers etc. must provide a strong contrast to the background
- The signs must be continuous in all routes
- All emergency warning signals must be both audible and visual
- Do signs that provide information on permanent routings and direction must have raised tactile lettering

### **Doors**

- The widths of all door openings must be a minimum of 750mm
- The door handles must be pull / lever type
- The door handles must be situated not more than 1 200mm above floor level
- Thresholds must not be more than 15mm in height
- Doors must not open across a hallway, corridor, stair or ramp so that it obstructs circulation
- Gardens must be low maintenance, no grass if possible

### **Windows**

- Must have blinds

### **Stairs**

- The handrails and tread noses must have a contrast in colour to the surface
- The handrails must have a minimum extension of 300mm beyond the top and bottom of the staircase
- The stairs must have handrails on both sides

### **Lifts (if required)**

- The lift must have a minimum internal dimension of 1 100mm in width and 1400mm in depth
- The lift must have a doorway with an unobstructed width of not less than 800mm
- The lift must have handrails on both sides at a height of between 850mm and 1 000mm above the floor level of the lift
- There must be audible and visual warnings in the lift and lobby to indicate the opening of the lift doors
- The lift must have a wall-mounted mirror at the back with a minimum height of 900mm from the floor
- The control buttons must have raised tactile characters or Braille numbering
- The control buttons must not be higher than 1 200mm above the floor level of the lift
- The floor number must be audible and visually indicated inside and outside the lift

- Kitchen: Hydro-boil not kettle

#### **Toilet facilities**

- There must be at least one unisex toilet available (per floor) for use by people with disabilities
- The toilet must clearly be signposted with the international symbol for Accessibility
- The toilet cubicle must be a minimum of 1 800mm x 1 700mm in size
- The door of the toilet must be a sliding door OR outward opening door of at least 750mm wide
- The door must have lever type handles with a height of 800 – 1 200mm above floor level
- Where a locking device is fitted, it must have an external emergency override facility
- It must have a suitable means of indicating if the toilet is occupied
- There must be a distance of 450mm – 500mm between the centre line of the toilet pan and the nearest side wall
- There must be grab rails fixed to the wall closest to the toilet and the rear wall
- The handrails must not be more than 800mm above floor level
- The distance from the front edge of the pan to the rear wall must be a minimum of 660mm
- The top surface of the seat pan must be between 460mm and 480mm above the floor level
- The lid and seat must remain upright when raised – only admin areas
- The flush handle must be lever type and extended
- The toilet paper holder must be on the side wall closest to the toilet seat within easy reach
- The height of the washbasin from the floor to the top edge must not be more than 830mm
- The washbasin must have a vertical clearance of 650mm from under the basin to the floor
- The water taps must be clearly marked hot / cold
- The cold-water tap must be within easy reach of the person sitting on the toilet
- There must be a fixed mirror above the washbasin with the lower edge not higher than 900mm above floor level
- The hand drying facilities must be accessible from a wheelchair
- Paper towel dispenser should be a standard specification, readily available paper towel

#### **J. Staff areas**

- Ensure efficiency of staff by minimizing distances travelled between different areas.
- Redundant spaces and concealed areas to be avoided as these can result in ambush situations.
- Panic buttons to be positioned in appropriate areas.
- The safety of the maintenance staff must be considered in the design and maintenance should be possible from the exterior of the building. Plumbing must be on the exterior face of the building and therefore due consideration in the design shall be given to eliminating all internal pipe work. Flat

roofs and box gutters must be avoided. All roofs to be suitably pitched and a service walkway provided inside the roof space for effective maintenance of the building. The pitch at the roof trusses must be at least 2 m high to walk up right along the length of the building. Routing of wastewater pipe work in ceiling spaces, overhead voids or through occupied patient spaces must be avoided.

#### **K. Ablution facilities**

Non slip low maintenance floor covering is required in bathrooms and wall tiles in ablution areas. All toilets to be low maintenance and vandal-proof (i.e. Geberit type or similar).

Toilet cubicles to provide for privacy.

Bathroom facilities and appliances to be especially tamper proof. Shower facilities to ensure privacy but at the same time safety and security (Bathrooms, showers and toilets do not have central TV monitoring).

#### **L. Plant Rooms**

The number and sizes of plant rooms will be determined by the engineers. Refer to IUSS guidelines "Engineering Services" Plant rooms comprise all areas housing mechanical, electrical and civil services.

#### **M. External Circulation to Site, Roads and Parking**

##### **Existing Entrances**

The proposed new Vryheid MLM will have its main entrance off Handel Street which is a provincial road.

##### **Vehicular and Pedestrian Access and Parking**

The scope of the project includes access roads as required, official vehicles, staff and visitor's parking. Also refer to Part B - Clinical Brief above for circulation and movement.

##### **Entrance Design**

A new entrance to the mortuary will need to be provided for both for pedestrians and vehicles.

##### **Parking**

Staff and visitor parking areas will be required and this must be clearly signposted to direct traffic to appropriate parking areas.

##### **Mortuary vehicles and Official Parking**

Access for mortuary vehicles be separate from visitors and staff

Manoeuvring areas and parking area for vehicles be designed to allow vehicles to enter and exit in a forward direction and allow the largest vehicle or disaster vehicles using the facility to turn around.

Parking for emergency vehicles should be considered, if not already available on site.

Lockable covered parking is required for Official Vehicles

### **Public Parking**

Visitor's parking must be provided on site (integrated with existing visitor's parking). Public parking may have to be provided outside of the main entrance off the road and this will have to be negotiated with the local authority.

### **Staff Parking**

Secure staff parking located separately from visitor's parking. The staff parking area must be secure with well-lit adequate walkways to the unit. It is proposed that staff parking be undercover with metal sheet cover as per KZN DOH specifications.

### **Roads**

New roads to be considered as required.

## **N. Aesthetics**

All materials used, must comply to the SANS requirements and other legislative instruments applicable. Durable, sustainable and applicable aesthetic finishes should be applied.

## **O. Finishes And Materials**

The goal of the design is to provide an interior that is salutogenic. Design concepts should create a calming atmosphere. This can be achieved by using materials that are based on nature and have subtle colour following evidence-based theory.

- It must be agreed at the beginning of the contract, that the type of finishes, fixtures and colour schemes, to be used in the facility must be approved.
- Finishes should be customised to the area, i.e. in the admission area, wet areas.
- All fixtures and finishes must be firmly fixed and secured.
- Colour used on walls and fabrics must be therapeutic and compatible. The architect can suggest colour schemes, but the ultimate decision will rest with Hospital Management and hospital staff.
- Durability, cleanliness and timelessness are qualities that should be incorporated into all material selections.
- All finishes and materials to comply with KZN DOH specifications.

## **P. Joinery**



Work surfaces at desk height should be made of solid surface materials which resist chipping and staining. Consider including task lighting built under the transaction counter. Co-ordinate locations of computers, printers, keyboards, power and data ports as required by unit's needs. Provide accessible countertop heights for wheelchair patients. Hardware accessible type should be used throughout.

Joinery to comply with KZN DOH specifications.

#### **Q. Safety and Controlled Access Systems**

The mortuary will require security as this is a high-risk facility. Security Services from Department of Health must be consulted to finalise requirements

- Security services and related physical infrastructure of the site must provide a safe environment to staff, patients and the public at large, on a 24-hour basis. Security personnel will be responsible for the safety and control of the flow of between entrances and public spaces and service spaces.
- Security staff may be required to assist in controlling difficult situations anywhere in the building especially where the public or the patient's behaviour is such that the clinical personnel require support.
- Building must have electronic access control with smart identity cards. Biometrics will be required for high security areas and where items of high value or sensitive nature are located within the building. Offices within a building which meet the same criteria will also have to be secured with biometrics.
- All buildings must have security cameras that can monitor movement within buildings and all movement leading into and from the building. All patient, storage, drop off and dispatch areas (excluding ablution facilities) will be monitored with cameras. These cameras will be recording on a Digital Video Recorder (DVR henceforth) and will link to the DVR at the security station.
- Panic buttons to be provided
- All windows to have burglar bars and external door security gates
- Privacy to be observed as required
- Fire resistant materials to be used
- Glass should be safety glass
- The KZN Department of Health security specifications are to be applied
- Signage to body admission/weigh area to have signage "no unauthorised access."

#### **R. Fire Fighting, Prevention & Detection**

- It is important to appoint a Fire Consultant to design the fire detection, fighting / prevention and control system.
- The Fire Consultant to draw up an evacuation plan, together with the architect and Management of FSPC.
- The necessary signage and escape routes to be identified in the plan.
- Fire-fighting equipment and fire hose fittings should not be accessible to patients and should be recessed.
- Smoke detectors, fire sprinkler system and fire alarm system to be installed.

- Fire dampers are to be able to electronically reset.

#### **S. Way Finding**

The way finding and signage design must be fully compliant with the KZN Department of Health Communications requirements and must be bilingual as approved.

- Way finding and signage must be considered from inception and be integrated with the Interior Decorating. It must cater for the needs of different groups of people that will access the facility.
- Each unit, centre and ward must be individually and clearly marked. Patient journeys should be easily understood and clearly identified.
- The use of cost-effective, electronic signage systems in main admission/wait areas must complement the overall way-finding strategy.
- Signage must be clear and according to universal signage, to assist the illiterate as well as accommodate the blind.
- A direction-finding system should be posted near the entrance / lifts and must indicate the route to each building.
- Signage to be standard as far as possible and must accommodate possible future changes (also refer to Part C I above - accessibility criteria)
- Signage to dirty area "no unauthorised access"

#### **T. Interior Design**

The interior design strategy must reflect the public, semi-public, private and restricted nature of the mortuary. The creation of individual identities or themes for the different areas in the mortuary is encouraged.

Holistic and creative approaches must be applied to the selection of colours, symbols, artwork, graphics, soft furnishings, fixtures and fabrics. The procurement, durability, maintenance and cleaning of specified interior design materials and elements is critical. Consideration also to be given to performance of materials to reduce the risk of heat trapment and transfer by convection and conduction due to the choice of materials and their properties.

#### **U. Information- and Communication Technology**

The building must have emergency power.

All rooms must have double power skirting in with the bottom channel used for wall boxes and the top channel used for power supply.

All buildings must have saturated cabling, meaning that there must be enough network points in each office for one computer, one telephone and one network printer, and in open offices each workstations must have two network points (one for the PC/laptop and one for the telephone) and one wall box per workstation on the power skirting for printers.

Ceilings must have rodent stations in to prevent rodents from destroying the cables.

#### Considerations Specific to Autopsy Rooms

All shelves and counters to be of grade 304 stainless steel.

Autopsy Tables to be locally manufactured Franke Systems with a 100mm drain connected to 110mm municipal sewer line.

Reconstruction sinks to be locally manufactured and of 304 stainless steel.

Autopsy / Delivery areas to be fitted with retractable hose reels for cleaning purposes.

#### Ceilings

Wet areas to receive fibre cement skimmed ceilings.

Admin areas to received ceiling grid and drop-in ceilings size 600x1 200mm.

#### Temperature and ventilation

Temperature must be comfortable.

Air conditioning is preferable. If air conditioning cannot be provided or in cases when the air-conditioning is not working, provision to be made for ventilation and fresh air by a window with restricted opening – not more than 125mm. Windows to be constructed in such a way to minimize breakage. (Architect to consult Fire consultant)

#### Lighting

Adequate lighting and positioning to be planned in consultation with DoH Project Manager.

Ideally, as much natural lighting as possible to be incorporated into the room.

#### Floors

Floors in all wet areas to have floor drains cast "in situ".

Drains and floors to be finished with 4mm self-levelling epoxy. Floor covering to be seamless

A non-slip polyurethane screed floor

Skirting not be used, floor should cut in, under wall

#### **V. Engineering services**

The engineering services required include heating, lighting and other electrical supplies, ventilation and adequate drainage for the disposal of large quantities of biological waste.

#### **Electrical safety**

Specially protected electrical equipment will be required in areas such as the body preparation or autopsy room and body store where splashing with fluids can occur. The standards for such installations must be rigorously applied.

Electric saw and other power-operated equipment must be checked frequently by a competent electrician. The results of checks should be recorded in a logbook, which will be regularly inspected by the safety supervisor.

### **Ventilation**

The body store, body preparation or autopsy room, specimen store and dirty utility room (including biological waste) must have a dedicated supply and extract ventilation system. Although natural ventilation may be appropriate for areas in the designated facility which workers visit infrequently and which are designated as being clean (e.g. the body viewing room and access corridors), controlled mechanical ventilation is preferred.

### **Drainage**

Special consideration needs to be given to drainage. The primary objective is to provide an internal drainage system that uses the minimum of pipe work, remains water and airtight at joints and connections, and is easy to maintain.

### **Body storage**

Cold-room- Bodies will normally be stored in a refrigeration facility at a reduced temperature (optimally 2°C - 4°C).

Freezer- Bodies will normally be stored in a freezer facility at a reduced temperature (optimally -20°C).

The body store should provide direct access to the body preparation and/or autopsy room. Storage compartments should be designed to be easily accessible for both regular cleaning and maintenance.

### **Specimen storage**

Where necessary, a separate room should be set aside for the storage of organs and body tissues in fixative, usually formalin. The room should be provided with adequate and secure storage space. (Lockable.)

The room must be mechanically ventilated to ensure that concentrations of fixative vapour do not exceed the permitted levels (maximum exposure limit for formaldehyde is 2 ppm for any period of exposure). A continuously operating extract ventilation system will be required.

A warning notice should be posted on the specimen store door alerting staff that they should not enter unless the ventilation system is operational.

### **Observation areas within the autopsy room**

Whenever practicable, a properly designed observation area overlooking the examination tables should be provided. Access to the area should not be via any demarcated wet / dirty area in the designated facility. If an observation area cannot be provided, observers may be allowed to enter the autopsy room, but will first be required to put on appropriate protective clothing as specified in the local protocols.

### **Medical Waste Area**

Should be mechanically ventilated at 18°C – 22°C, as well as a backup air conditioner.

### **X-Ray Room**

X-Ray Room to be accessible from the autopsy area but not lead straight into the autopsy area.

### **1.3.2.2. Building Services**

The mortuary is a new facility requiring a number of systems. Existing systems must be investigated to determine suitability and capacity and should it be found to be inadequate, provision to be made for augmentations or upgrades.

The following building services is to be considered (not inclusive) bearing in mind that all existing services must be investigated and upgraded if required:

#### **A. Mechanical Services**

Where possible, the design should maximise the use of natural ventilation. Where required, a mixed-mode operation may be selected. Mixed mode operation uses mechanical systems when ambient and internal conditions require this, but otherwise rely on passive system to maintain thermal comfort and meet ventilation rate requirements.

Natural ventilation need to take cognisance of the geographical location, surrounding infrastructure and the site orientation of the mortuary.

A wind load and pattern study be conducted justify the choice of ventilation design. Furthermore, the temperature profile must be provided to investigate and advise on suitability of natural ventilation.

Consideration should also be given to utilise solar water heating systems to heat the domestic water.

#### **B. Air-Management**

Air-conditioning must be provided to offices, selected stores, meeting rooms, body preparation and autopsy areas.

General improvement of air management in patient waiting areas, nursing stations and consulting rooms.

### **Air Quality and Distribution**

In general, clean areas shall be maintained at positive air balance and dirty area shall be maintained at negative air balance with respect to the adjoining areas.

The focus must remain on natural ventilation which can be augmented with ventilation and extraction as required.

Corridors may not be used to supply or exhaust/return air from adjacent rooms.

### **Heating, Ventilation and Air-conditioning**

General Air conditioning system may be provided to heat, cool and ventilate the clinical service areas as required by SANS 10400. The air-conditioning system shall be designed to operate in occupied and unoccupied modes to suit applicable schedule. VRV systems may not be used.

The focus must remain on natural ventilation which can be augmented with ventilation and extraction as required.

### **Exhaust System**

Controlling odour with proper exhaust is critical with dirty areas. The HVAC design shall provide for exhaust air from spaces to control the transfer of odours and provide proper room pressurization and proper air changes per hour that may be required per code standards.

The focus must remain on natural ventilation which can be augmented with extraction as required.

**Table 12: Risk Allocation for Airborne Transmission**

<b>RISK ALLOCATION FOR AIRBORNE TRANSMISSION</b>		
<b>LOW</b>	<b>MEDIUM</b>	<b>HIGH</b>
Cleaner Room	Reception	Body preparation are
Dirty Utility	Waiting areas	Autopsy area
Storerooms	Drop-off	Body storage
Record room	Dispatch	Layout room
Staff rooms		

**Table 13: Risk Allocation for Droplet and Contact Transmission**

<b>RISK ALLOCATION FOR DROPLET AND CONTACT TRANSMISSION</b>		
<b>LOW</b>	<b>MEDIUM</b>	<b>HIGH</b>
Storerooms	Reception	Body preparation are
Offices	Waiting areas	Autopsy area
Record rooms	Drop-off	Body storage
Staff rooms		Layout room

### **Medical Gases**

No Medical gasses required.

### **C. Electrical Services**

Power supply to be provided from existing services.

The main distribution board shall be split into essential and non-essential supplies. All the space heating and cooling shall be connected to the non-essential side of the main distribution boards and shall not be supplied from the standby power generator. All electrical power to the rest of the facility shall be deemed essential and shall be connected to the standby generator.

### **Low Voltage (LV)**

- The Low Voltage (LV) switchgear must be installed in accordance with SANS 10142- Part 1: Code of Practice for The Wiring of Premises: Low Voltage installations.
- The LV board shall be split into essential and non-essential supplies.
- All the space heating and cooling shall be connected to the non-essential side of the main distribution boards and shall not be supplied from the standby power generator.
- All electrical power to the rest of the facility shall be deemed essential and shall be connected to the standby generator.

### **Standby Power**

The provision of a generator must be subject to the capacity.

The standby generator must serve loads, such as lighting systems, air handling units, alarms (fire, medical gases, nurse call, burglar/intruder), socket outlets in the critical areas, exit signs, plant rooms, communications systems (Public Address, IT server rooms, access control / CCTV, PABX), ventilation and smoke removal systems, sewage disposal, fire-fighting operations, pumps (generator fuel, sewage, water, sumps), X-Ray machines, and body storage.

The standby generator has to comply with the following:

- The standby diesel generator shall be housed in a weather-proof with sound proof attenuated canopy.
- The standby diesel generator shall be provided complete with an Automatic Mains Failure (AMF) Panel with a changeover switch.
- The engine shall have sufficient capacity to start up and shall within 15 seconds from mains failure, supply the full rated load at the specified voltages and frequency.
- Bulk fuel tank and day tank incorporated into the generator base which enables the generator to run at full load for 72 hours.
- The standby diesel generator has to be remote monitored and operated for maintenance purposes.
- The standby diesel generator bulk tank and canopy shall be of the rust resistant type for coastal area to avoid rust.

### **Uninterrupted Power Supply (UPS) Power**

The UPS system must be installed in the administration area to provide continuous power supply. The UPS system must be supplied by essential supply and provide power for least 30 minute backup on full load. The UPS unit shall be housed in an air-conditioned environment and shall have a separate battery cabinet. The system shall comprise of a Rectifier/charger, inverter, by pass switch, control and monitoring all contained in a free-standing floor mounted panel. This unit shall operate as a fully on-line automatic system.

Solar voltaic panels should be considered to charge the UPS batteries during daytime if failed the backup generator should take over.

### **IT Switches and Servers in Mini IT Suite**

- Under floor air conditioner under raised floor
- UPS power to each unit
- Data terminals

### **Communication Services**

Communication systems to be provided at every desk/workstation and the business centre. The following must be provided:

- **Telephone Service**
  - Cabling & telephone terminals as per provincial requirements for telephones
  - PABX/VOIP to be provided as per provincial requirements and integrated to the existing Hospital system. The telephone receiving room to be placed in an area that is occupied 24/7

- **Data Network**

Data cabling and terminals as per provincial requirements for computers, printers

- **Intercom**

An intercom system to be installed to facilitate communication between individual rooms, areas & staff.

- **Wi-Fi**

A Wi-Fi system may be considered for the mortuary

- **Lightning Protection**

The Lightning Protection system shall be installed to provide external structural protection. The system shall consist of a number of earth electrodes that connect to a lattice of conductors forming an earth mat. The earth mat shall be connected to the re-enforcing steel of the structure.

The system shall comply with the requirements of the SABS 0313:1999 and SANS 10142.

## **D. Water**

### **Domestic Water**

The mortuary is to have a 72-hour domestic water tank.

### **Solar Heating**

Serious consideration should be given to utilize solar water heating systems to heat the domestic warm water.



### Heat pumps

Heat pump systems can be considered for water heating.

### Fire Water

A fire water reservoir that complies with the relevant local authorities' regulation is available

### Sewer system

Sewer to be connected to the existing system. If natural gravitation will not provide the required pressure, booster pumps must be installed.

### Storm Water Drains

The storm water drains must be designed and constructed that they can be cleaned of ground, sand and other waste with relative ease.

#### **1.3.2.3. Infection Prevention and Control**

Design and development on infection prevention and control are to be based on optimal space integration, surface finishes and ventilation systems. Optimal space integration and separation must assist with the control of the disease spread and promote the demarcation of various clinical spaces, support services, clean and dirty spaces.

The zoning of different spaces must integrate with a circulation system to ensure efficient access to and between the spaces. The use of finishes must meet the standard IUSS requirements, KZN specifications and other applicable regulations.

Natural ventilation should be maximised in the design of the facility, however where required negative and positive ventilation system will be applied. An open window policy is encouraged although it may be difficult in areas with extreme weather conditions.

General hygiene supported by strategically positioned hand wash basins and / or sanitising stations in clinical areas and in public ablutions are key components in the reduction of cross contamination in the facility. Critical, hand-washing basins are required at the entrance and exit of the units and staff stations.

Clinical hand wash basins are to be provided in accordance with the following:

- No integral splash backs
- Passive infra-red taps are not acceptable
- Faucets should not be fitted with low-flow, aerating devices which may increase the rate of aeroionisation
- Water flow from tap must be directed away from drain
- No overflows
- Elbow-action faucets, preferably separate hot and cold taps

The waste from the mortuary will be classed as general waste or medical waste and should be disposed of according to the department's waste policy.

Clean in, dirty out principle, is required where possible. Clean supplies should enter be stored in clean storage spaces. The resultant waste products discarded into a medical waste area which should be positioned close to the exit doors, to enable waste removal staff to readily retrieve waste without entering the core clinical areas in the facility.

### **1.3.3. ACCOMMODATION**

The following is not inclusive but some areas are highlighted:

#### **1.3.3.1. Reception area**

Provision should be made for a small reception area where public will report and be directed to the appropriate administration area.

- It should be big enough to accommodate 10 or more persons waiting.
- It should have a counter where one staff member will be seated on a swivel chair.
- A panic button is required and good telephone communication.
- Additional intercom system facilities to main gate, body delivery area.

#### **Administration point**

Provision should be made for an admission point. Public will report to the administration point where the referral documents will be verified. If correct, a file will be opened/obtained by the administrative clerk. Public will be directed to wait at the appropriate waiting area or waiting room.

- It should be big enough to accommodate 10 or more persons queuing.
- It should have a counter where two staff members will be seated on swivel chairs.
- The counter must be wide enough to accommodate a computer and printer in a secured unit and have the necessary links to plugs and points.
- A panic button is required and good telephone communication.
- Additional intercom system facilities should be available with separate facilities to be used in different areas. This should be linked with the central intercom system within the unit.

#### **Waiting room/area**

Provision should be made for open waiting areas or waiting rooms areas as specified in the accommodation schedules. The space should be adequate for the public.

- A waiting area is needed where indicated on the accommodation schedule.
- Adjacent to it should be toilet facilities separate for males, females and disabled persons.

#### **1.3.3.2. Administration**

##### **Office for management**

An office is required in clinical areas for managerial purposes. This will be used by the Operational Manager. See sketch for layout.

- Space of 16 m<sup>2</sup> needed based on functions.
- Space for desk, swivel chair and one office chair
- Space for round table with four chairs
- Separate workspace or computer stand for a computer and a network printer
- Computer point and plugs
- Space for four filing cabinets
- Space for one double door cupboard
- Wall mounted white board and notice board
- Telephone, intercom and panic alarm facilities

#### **Office for administration**

An office is required for the purpose of administrative functions. This will be used for clerks. An office will be allocated per person unless indicated differently on the accommodation schedule. See sketch for layout.

- Space of 14 m<sup>2</sup> needed based on functions.
- Space for desk, swivel chair and two office chairs
- Separate workspace or computer stand for a computer and a network printer
- Computer point and plugs
- Space for four filing cabinets
- Space for one double door cupboard
- Space for multi-purpose open shelves for storage of records
- Wall mounted white board and notice board

#### **Admin office open plan**

It will be used for administrative functions

- The office should accommodate 4 clerks.
- Space per person for desk x1, cabinets x2, swivel chair x1, office chair x1 and computer x1
- Separate workspace for a network printer
- Computer point and plugs
- Telephone, intercom and panic alarm facilities
- Wall mounted white board and notice board

#### **Meeting room**

This room is used by management for discussions and personnel meetings. This cannot be shared as the functions differ. This will also be used for meetings with groups of visitors (e.g. personnel from another hospital for benchmarking).

- It must accommodate 20 people seated next to rectangular tables.
- The room must have appropriate audio-visual facilities, including computerised communication means.

#### **General store room**

- As per IUSS
- A general ward room to be utilised as a clean utilities storage room for supplies
- The storage room must be lockable with fit for purpose shelves and cupboards.
- It should have adequate lighting and ventilation.

#### **Stationary store room/records room**

- A stationary store room is needed for different stationary items. This is a separate room adjacent to the reception. It can be utilised for a stationary room as well as a records room.
- It should have space for new documents and bulk of stationary items.
- It should have space for “used” books, registers and documents to be kept for a period of three years in the ward.
- The storage room must be lockable with fit for purpose shelves and cupboards.
- It should have adequate lighting and ventilation.
- It should be fire proof.

#### **Staff room with kitchenette**

The staff room is to be away from the nurses’ station. This should be seen as a multi-purpose room to be used for tea, dining and relaxing. It will also be used by large groups of students.

- The staff room should have at least 8 comfortable chairs and 2 round tables with 4 chairs each.
- The furniture should be suitable for dining and relaxing.
- The staff room should have separate multi-tier lockers with lockable shelves for personal belongings.
- There should be a staff kitchenette area with tea making facilities and facilities for preparation of food. Equipment should include fridge, hydro boil, plugs, microwave, toaster, snack witch and tea trolley.
- There should be lockable cupboards for crockery and eating utensils.
- There should be adequate sink facilities for hand-washing as well as facilities for cleaning of crockery.

#### **Staff toilets**

Separate male and female toilets are required for staff members with separate entrances to male and female toilets.

- The toilets must be separate from the staff room and entrances to toilets should not lead off from the staff room.
- Hand-wash basins, mirrors, soap dispensers, paper towel dispensers and paper waste bin with movable lid should be provided.
- Closed bins for sanitary napkins to be provided in female toilets.
- Numbers to comply with SANS 10400.

### **1.3.3.3. Housekeeping**

#### **Sluice room**

- As per IUSS.
- It should be provided with a slop-hopper, a double-bowl sink with work top.
- If possible it should be linked to an outside yard area and holding area for waste.

#### **Cleaners' room**

- As per IUSS
- Small lockable cleaners' storage room required with open shelves for storage of polishers, brooms, cleaning trolley and cleaning equipment.
- It should have lockable cupboards with fit for purpose shelves for storage of different cleaning materials
- Hands-free wash basin is required with soap and paper towel dispensers
- Basin for cleaning of equipment

#### **Launderette**

Washing of personal belongings are regarded as essential activities to be done by staff.

- The launderette should have space to sort dirty clothing, space for a washing machine and space for a tumble drier.
- The ward launderette should have a big double basin for washing and rinsing of clothes separately.
- Facilities for cold water and hot water to be available at the basins as well as for the washing machine.
- Lockable cupboards for washing powder, etc.

### **1.3.3.4. Public Areas**

#### **Counselling room**

Counselling rooms are utilised by different clinical staff per rotation basis to interview patients and or family. See sketch for layout.

- Space of 16 m<sup>2</sup> needed based on functions
- Space for small desk and five office chairs
- Space for one filing cabinets
- Space for one double door cupboard
- Wall mounted white board and notice board
- Telephone, intercom and panic alarm facilities
- Non-threatening space with furniture that supports communication

#### **Public toilets**

- Separate male and female toilets are required for visitors with separate entrances to male and female toilets.
- The toilets must be adjacent to the reception / waiting area. Entrances to visitors' toilets should not lead off from these rooms.
- Hand-wash basins, mirrors, soap dispensers, paper towel dispensers and paper waste bin with movable lid should be provided.
- Closed bins for sanitary napkins to be provided in female toilets.

#### **1.3.3.5. Reception / Entrance**

##### **Security Control point**

A security control point is recommended. This should be situated at the entrance of the facility.

- It should be big enough to accommodate one security staff seated on swivel chair type at the counter and one security staff standing next to the counter at the same time.
- This area is to have a worktop counter and lockable storage facilities for security records.
- The counter must be wide enough to accommodate a CCTV monitor for access control and it should have the necessary links to plugs and points. Security staff should advise on the appropriate security features in relation to high, medium or low security wards.

## **2. PROJECT MANAGEMENT PLAN**

### **2.1. PROJECT MANAGEMENT AND CONTROLS**

#### **2.1.1. PROJECT INTEGRATION MANAGEMENT**

It is important that this project and the various processes be integrated and managed as a holistic whole. Project integration management is necessary so that the project team will work together seamlessly. The Integration management plan must include the various processes, systems, and methodologies that follows to develop cohesive strategy.

The Project Integration Management plan must identify, describe, combine, unify, and coordinate the project processes and related activities with project team. The following processes have been identified for this project:

- Scope Management
- Time Management
- Cost Management
- Quality Management
- Resource Management
- Communication Management
- Risk Management
- Stakeholders Management
- Change Management

Also included is the Procurement Strategy and Management plan

The project will be managed, and will required sign-off and/or approvals, utilising the Infrastructure Delivery Management Systems which included seven (7) stages, as detailed in the Framework for Infrastructure Delivery and Procurement Management (FIDPM) below:

**Table 14: IDMS Stages**

Stage	Name	End of Stage Deliverables
1	Initiation	Initiation Report or Prefeasibility Report
		<i>(i) The Initiation Report, which defines project objectives, needs, acceptance criteria, department's priorities and aspirations, procurement strategies, and which sets out the basis for the development of the Concept Report.</i>
		Or
		<i>(ii) A Prefeasibility Report, is required on mega capital projects to determine whether or not to proceed to the Feasibility Stage, where sufficient information is presented to enable a final decision to be made regarding the implementation of the project.</i>
		Stage 1 for this project is complete when the Clinical brief and project brief has been approved.
2	Concept	Concept Report or Feasibility Report
		<i>(i) The Concept Stage represents an opportunity for the development of different design concepts to satisfy the project requirements, as developed during Stage 1. It also presents, through the testing of alternative approaches, an opportunity to select a particular conceptual approach. The ultimate objective of this stage is to determine whether the project is viable to proceed, with respect to available budget, technical solutions, time-frame and other information that may be required.</i>

Stage	Name	End of Stage Deliverables
		<p>(ii) The Concept Report should as a minimum, provide the following information:</p> <p>a) Document the initial design criteria, cost plan, design options and the selection of the preferred design option, or the methods and procedures required to maintain the condition of infrastructure for the project.</p> <p>b) Establish the detailed brief, scope, scale, form and cost plan for the project, including, where necessary, the obtaining of site studies and construction and specialist advice.</p> <p>c) Provide an indicative schedule for documentation and construction or maintenance services, associated with the project.</p> <p>d) Include a site development plan, or other suitable schematic layouts of the works.</p> <p>e) Describe the statutory permissions, funding approvals and utility approvals required to proceed with the works associated with the project.</p> <p>f) Include a baseline risk assessment for the project, and a health and safety plan, which is a requirement of the Construction Regulations, issued in terms of the Occupational Health and Safety Act.</p> <p>g) Contain a risk report linked to the need for further surveys, tests, other investigations and consents and approvals, if any, during subsequent stages and identified health, safety and environmental risk.</p> <p>(iii) A Feasibility Report shall, as a minimum, provide the following information:</p> <p>a) Details regarding the preparatory work covering:</p> <ul style="list-style-type: none"> <li>• A needs and demand analysis with output specifications.</li> <li>• An options analysis.</li> </ul> <p>b) A viability evaluation covering:</p> <ul style="list-style-type: none"> <li>• A financial analysis.</li> <li>• An economic analysis, if necessary.</li> </ul> <p>c) A risk assessment and sensitivity analysis;</p> <p>d) A professional analysis covering:</p> <ul style="list-style-type: none"> <li>• A technology options assessment.</li> <li>• An environmental impact assessment.</li> <li>• A regulatory due diligence.</li> </ul> <p>e) An implementation readiness assessment covering:</p> <ul style="list-style-type: none"> <li>• Institutional capacity.</li> <li>• A procurement plan.</li> </ul> <p>Stage 2 for this project is complete when the Concept Report (utilising the prescribed HIAC Stage 2 report) is complete and approved.</p>
3	Design Development	<p>Design Development Report</p> <p>(i) The Design Development Report shall as necessary:</p> <p>a) Develop in detail the approved concept to finalise the design and definition criteria.</p> <p>b) Establish the detailed form, character, function and costings.</p> <p>c) Define all components in terms of overall size, typical detail, performance and outline specification.</p> <p>d) Describe how infrastructure or elements or components thereof are to function, how they are to be safely constructed, how they are to be maintained and how they are to be commissioned.</p> <p>e) Confirm that the project scope can be completed within the budget or propose a revision to the budget.</p>



Stage	Name	End of Stage Deliverables
		Stage 3 for this project is complete when the Design Development Report (utilising the prescribed HIAC Stage 3 report) is approved.
4	Design Documentation	Design Documentation (i) Design documentation provides the: a) production information that details, performance definition, specification, sizing and positioning of all systems and components that would enable construction; b) manufacture, fabrication and construction information for specific components of the work informed by the production information. Stage 4 for this project, is complete when the Design Documentation Report (utilising the prescribed HIAC Stage 4 report) is approved.
5	Works	Completed Works capable of being used or occupied (i) The following is required for completion of the Works Stage: a) Completion of the works is certified in accordance with the provisions of the contract; or b) The goods and associated services are certified as being delivered in accordance with the provisions of the contract. Stage 5 is complete when the Works Completion Report (utilising the prescribed HIAC Stage 5 report) is approved.
6	Handover	Works which have been taken over by user or owner; completed training; Record Information (i) The following activities shall be undertaken during the handover stage: a) Finalise and assemble record information which accurately reflects the infrastructure that is acquired, rehabilitated, refurbished or maintained; b) Hand over the works and record information to the user organisation and if necessary, train end user staff in the operation of the works. Stage 6 is complete when the Handover/Record Information Report (utilising the prescribed HIAC Stage 6 report) is approved.
7	Close-Out	Defects Certificate or Certificate of Final Completion; Final Account; Close-Out Report (i) The Close-Out Stage commences when the end user accepts liability for the works. It is complete when: a) Record information is archived; b) Defects certificates and certificates of final completion are issued in terms of the contract; c) Final amount due to the contractor is certified, in terms of the contract; d) Close-Out Report is prepared by the Implementer and approved by the Client Department. Stage 7 is complete when the Close-out Report (utilising the prescribed HIAC Stage 7 report) is approved.

## 2.1.2. PROJECT SCOPE MANAGEMENT

The following broad Scope Management Plan has been formulated:

### 2.1.2.1. Project Objectives, Deliverables and Critical Success Factors

The following project objectives have been identified:

- To build a new fully resourced M2 Medico-Legal Mortuary.

- To enhance Zululand district MLM services.
- To ensure compliance National Code of Guidelines for Forensic Pathology Services.
- To ensure that the environment is conducive in terms of OHS for staff working at the facility and to ensure dignity and privacy for public utilising the facility.
- To ensure that the dignity and the rights of the deceased are maintained.

The project deliverables have been identified as follows:

- (i) To complete the Clinical and Project briefs and received approval thereof;
- (ii) To appoint Implementing Agent to undertake the implementation of the project;
- (iii) To develop a feasibility study and concept development and received approval thereof;
- (iv) To Design and document the project for work implementation and received approval thereof;
- (v) To construct the new mortuary and received approval of the works;
- (vi) To finalise the hand over, completion and close out of the project.

The following success factors will be applied to this project:

- The project must be lead, managed and planned to ensure that the objective are met. This will be monitored in line with the Department's reporting systems;
- The correct and suitable persons be appointed to the project team to ensure the successful completion of the project and to ensure that opportunities be created at all levels for learning and development;
- Operations and Work processes must be put in place to ensure smooth, integrated and managed project implementation on all levels;
- Sufficient Stake holder engagements to take place so that the project is implemented successfully; and
- Project finances as managed to ensure appropriated application thereof.

#### **2.1.2.2. Scope Control and close-out**

Scope control involves the tracking, managing and monitoring the progress of the project and include tracking and filing documentation, managing scope creep, monitor the work during each phase, and disapproving/approving any deviation/changes along the way and at the end of each stage. The project will be presented to HIAC at the end each stage and the required prescripts need to be adhered to including requirements included in the "End-of-Stage" reports.

The scope of the works will be "closed" at the end of each stage. It is not expected that the scope will change beyond IDMS Stage 3. Deviations will be approved at the end of each stage. During the Close-out Stage of the project, the "wrap up" part of the process, which involves an audit of the project deliverables, lessons learned and the development of a Post Occupancy Report.

#### **2.1.2.3. Work Breakdown Structure**

The following is a high-level Work Breakdown Structure and must be developed further to include required structures. The WBS below only detail Stage 1 progress.

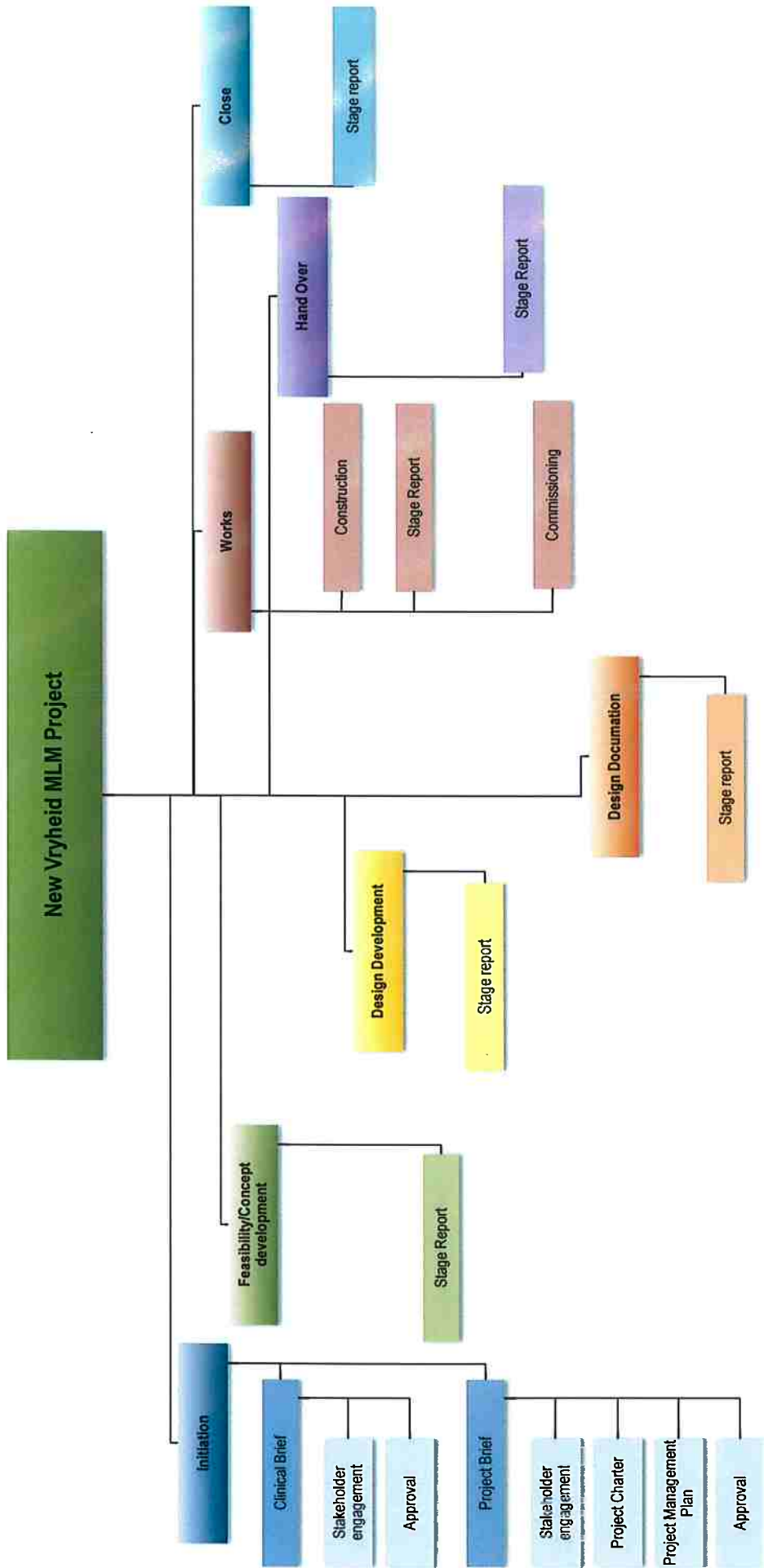


Figure 22: Work Breakdown Structure

#### **2.1.2.4. Roles and Responsibilities of the Project Team**

##### **A. Appointment of External Service Providers**

The KZN-DOH will enter into a legally binding agreement with each Professional Service Provider (PSP). However, over and above the agreement, the following expectations by KZN-DOH from the PSP's are highlighted:

- Cost effective proposals including where possible alternative economical proposals
- A Maintenance conscious facility and including a baseline maintenance plan at the end of the project
- An Environmental conscious facility
- A Facility to promote healing
- A Facility that will stand the test of time
- Consideration to alternative, but tested and accepted construction methods, systems and installations
- Timeous response time and provision of documents including the following:
  - Programmes and milestones
  - Designs, reports and specifications
  - Cost reports
  - EPWP reports
  - Completion certificates
  - As-built drawings, specifications, manuals, baseline maintenance plan, certificate
  - Close-out report
- Compliance to Legislative requirements
- Compliance to Policies
- Compliance to Norms and Standards (both National and Provincial)

##### **B. Appointment of Contractors or Suppliers**

The KZN-DOH will enter into a legally binding agreement with the Contractor or Supplier. However, over and above the agreement, the following expectations by KZN-DOH from the Contractor or Supplier are highlighted:

- Effective Time management
- Effective Project Management
- Effective Cost Management
- Effective Resource Management
- Effective Communication
- Adherence/Compliance to all applicable Legislation
- Adherence/Compliance to all applicable policies

- Adherence/Compliance to all applicable norms and standards

#### **2.1.2.5. Roles and Responsibilities of the Department of Health**

Over and above the SLA as noted under A. above the following roles and responsibilities are highlighted:

- Effective management and co-ordination of all stages of the project
- Effective management and co-ordination to all legislative requirements
- Quality control and compliance.
- Effective manage Procurement preparation processes in terms of the PFMA, SIPDM and Treasury Regulations.
- Contract and project management
- Effective Financial management.
- Effective Time Management
- Manage completion processes and retention periods.
- Manage timeous and complete Close-out of Project including as-built documentation, manuals compliance certificates and related documentation.
- Manage all required reporting, documentation and archiving of documents
- KZN-DOH will have an oversight role

#### **2.1.2.6. Approval process**

The approval process involves the tracking, managing and monitoring the progress of the project and include tracking and filing documentation, managing scope creep, monitor the work during each phase, and disapproving/approving any deviation/changes along the way and at the end of each stage. The project will be presented to the Health Infrastructure Approval Committee (HIAC) at each stage and the required prescripts need to be adhered to including requirements included in the Stage reports.

The scope of the works will be “closed” at the end of each stage. It is not expected that the scope will change beyond stage 3. Deviations will be approved at the end of each stage. During the Close-out Stage of the project, the “wrap up” part of the process, which involves an audit of the project deliverables, lessons learned and the development of a Post Occupancy Report.

#### **2.1.2.7. Change requests**

Any change request must be a formal submission that is submitted to KZN-DOH for approval. Changes may include: Scope changes, budgetary changes or time changes.

The approval process will follow the guidelines as is contained in the Project Procedure Manual & IDMS Guidelines as approved on 04 April 2020.

### **2.1.3. PROJECT TIME MANAGEMENT**

The project will rely on several different timelines and the schedules of multiple people. Therefore effective time management is critical. A Time Management plan is required and a tool such a Gantt chart is recommended to augment the plan. It is recommended that the plan be monitored on a bi-weekly basis.

The following time line is recommended:

**Table 15: Milestones and Tasks**

Professional Milestones	FIDPM	Milestone	Date	% Project Complete
		PROJECT START DATE	01/01/2023 – 28/02/2023	0%
Stage 1	Stage 1	PRE-FEASIBILITY	28/02/2023 – 31/01/2023	3%
Procurement		AWARD (PSP)	FEASIBILITY	31/03/2023
Stage 2	Stage 2	DESIGN	30/06/2024	30%
Stage 3	Stage 3	TENDER	01/01/2025	40%
Stage 4	Stage 4	CONSTRUCTION	17/01/2025	81%
Procurement		Construction 0 - 25%	16/07/2025	51%
Stage 5	Stage 5	Construction 26 - 50%	16/01/2026	61%
		Construction 51 - 75%	16/07/2026	70%
		Construction 76 - 100%	16/01/2027	81%
		PRACTICAL COMPLETION	16/01/2027	81%
		HANDED OVER	31/01/2027	84%
		WORKS COMPLETION	15/04/2027	91%
	Stage 6	FINAL COMPLETION	14/04/2028	96%
Stage 6	Stage 7	PROJECT START DATE	01/01/2023 – 28/02/2023	0%
		PRE-FEASIBILITY	28/02/2023 – 31/01/2023	3%

## 2.1.4. PROJECT COST MANAGEMENT

The project budget is estimated however throughout the project various estimates will be required and will conclude with the final account/s. As a minimum, the following minimum will be required as part of the End Stage reports:

- Stage 1: Initial estimate as per item
- Stage 2: Preliminary Estimate (OOM)
- Stage 3: Detailed Estimate (Elemental estimate)
- Stage 4: Bill of Quantities
- Stage 5: Monthly Payments  
Monthly Cashflows  
Variations  
Draft re-measurements

Stage 6:	Nil
Stage 7	Final Account/s

#### 2.1.4.1. Budget Control

The following amounts are included for reference purposes and adjusted estimates will be approved during the various End Stage approvals. The cost are reflected as follows:

(vii) Infrastructure component

- Fees, Building and related infrastructure bulk services
- HT (furniture, medical equipment, IT hardware and software, linen & crockery and cutlery)
- Commissioning costs
- Operating costs

The Project Manager will be responsible to ensure that necessary controls are in place and that the budgets are not exceeded without a fully motivated and approved submission to the KZN-DOH CFO and HOD.

#### 2.1.4.2. Fees, Building and related infrastructure bulk services

The Funding Source for the project is the Health Facility Revitalisation Grant.

Building Cost (incl. VAT)		
Funding source		
Budgetary Item	Amount	Explanatory Notes
Current Estimated Building Cost	R 42 112 000.00	Date of estimate: 14 March, 2023
Pre-tender escalation	R 3 032 000.00	0.3 % per month for 24 months
Post-tender escalation	R 1 819 239.00	0.3 % for 24 months x 0.6
Estimated Fees	R 8 422 400.00	20 % of construction cost
Contingency	R 4 211 200.00	10 % provision
<b>Estimated Building Cost (incl. VAT)</b>	<b>R 59 596 903.00</b>	
<b>Estimated Building Rate per m2 (incl. VAT)</b>	<b>R 63 118 / m<sup>2</sup></b>	

#### 2.1.4.3. Health Technology

HT (Furniture & Equipment) Cost (incl. VAT)		
Funding source		
Budgetary Item	Amount	Explanatory Notes
Current estimate for HT (Equipment)	R 3 027 500.00	
Current estimate for Furniture	R 400 000.00	
Provision for Escalation	R 0.00	
Estimated fees	R 0.00	
Estimated Commissioning Cost	R 500 000.00	
Estimated escalation	R 0.00	
Estimated additional Operational Cost	R 0.00	



**HT (Furniture & Equipment) Cost (incl. VAT)**

<b>Estimated HT (Furniture &amp; Equipment) Cost (incl. VAT)</b>	<b>R 3 927 500.00</b>
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**2.1.4.4. Commissioning****Commissioning (incl. VAT)**

Funding source			
Budgetary Item	Amount	Explanatory Notes	
Current estimate for Commissioning (Salaries only)	R 2 000 000.00	Additional expenditure for salaries only.	
Provision for Escalation	R 200 000.00	@ 5% per year	
Estimated fees	R 1 000 000.00	Estimate fees for 2026/27 financial year	
<b>Estimated Commissioning Cost (incl. VAT)</b>	<b>R 3 200 000.00</b>		

**2.1.4.5. Operational Cost**

The estimated additional operational cost for the Vryheid MLM is as follows:

**Annual Operating Cost (incl. VAT) – 2018/19 Financial Year**

Funding source		Budget control head office	
<b>Budgetary Item</b>	<b>Amount</b>	<b>Explanatory Notes</b>	
Salaries	R 5 775 394.00 p/a	Provide breakdown	
Electricity, water, medical gases, fuels	R 520 000.00 p/a	Using global expenses	
Security services	R 900 000.00 p/a	Using global expenses	
Rates & taxes	R 1 820 000.00 p/a		
<b>Estimated Annual Operating Cost (incl. VAT)</b>	<b>R 9 015 394.00 p/a</b>		

**2.1.4.6. Multi-year budget for the project**

The estimated budget (excluding Operational Cost) for the MTEF is as follows:

MTEF and beyond	Fees	Construction	Total
Yr 22/23	R 0.00	R 0.00	R 0.00
Yr 23/24	R 0.00	R 0.00	R 0.00
Yr 24/25	R 2 000 000.00	R 1 000 000.00	R 3 000 000.00
Yr 25/26	R 3 000 000.00	R 32 000 000.00	R 35 000 000.00
Yr 26/27	R 2 000 000.00	R 15 174 503.00	R 17 174 503.00
Yr 28/29	R 1 422 400.00	R 3 000 000.00	R 4 422 400.00
Yr 29/30	R 0.00	R 0.00	R 0.00
<b>TOTAL</b>	<b>R8 422 400.00</b>	<b>R 51 174 503.00</b>	<b>R 59 596 903.00</b>

**2.1.5. PROJECT QUALITY MANAGEMENT**

Project Quality Management is required to continually monitor the quality of all activities and taking corrective action if need be. Quality management include cost control of the project, establishment and requirement to achieve standards, which will lower the risks. Project Quality Management must include the following:

#### **2.1.5.1. Quality control**

The Quality Management Plan must monitor and document the successful completion of the Medico-Legal Mortuary and that it is fully compliant to specification and guidelines.

The plan must monitor the following:

- Compliance to standards (Please refer to the IUSS HEALTH FACILITY GUIDES as applicable)
- Deviations
- Variations
- Acceptance by End-User
- Patient satisfaction

#### **2.1.5.2. Quality assurance**

Quality assurance require documentary evidence that the project activities are implement as defined and promised. A measurement system must be developed to monitor

- Data accuracy for Precision
- Data to measure
- Successive measurements of Reproducibility – different appraisers measuring the same item get the same result

#### **2.1.5.3. Quality control**

Quality control involves the required operational techniques meant to ensure quality standards. This includes identifying, analysing, and correcting problems.

While quality assurance occurs before a problem is identified, quality control is reactionary and occurs after a problem has been identified, and suggests methods of improvement.

Quality control monitors specific project outputs and determines compliance with applicable standards. It also identifies project risk factors, their mitigation, and looks for ways to prevent and eliminate unsatisfactory performance.

Quality control can also ensure that the project is on budget and on schedule. Monitoring the project outputs can be done through peer reviews and testing. By catching deliverables that aren't meeting the agreed upon standards throughout, you'll be able to simply adjust your direction rather than having to entirely redo certain aspects.

Ensuring quality measures and controls are adhered to, requires a multi-disciplinary team approach.

**Benefits of project quality management:**

- Quality products
- Customer satisfaction
- Increased productivity
- Financial gains
- Removes silos/better teamwork
- Discrepancy

## 2.1.6. RESOURCE MANAGEMENT

It is expected that the Project Manager will manage all resources that would be required to complete the project, including People, Equipment, Facilities, and Budget. The required resources must be deployed to achieve the planned outcome. A resource plan must be prepared and managed accordingly.

### 2.1.6.1. Project Team

The project team must, as a minimum, consist of the following, but this must be adjusted throughout the duration of the project as applicable:

#### KZN Department of Health - Infrastructure Development

Team Member	Skill level required
Project Leader	Project Management skill required
Architect	Level 12: Architect
Electrical Engineer	Level 10: Engineer
Mechanical Engineer	Level 12: Engineer
Civil/Structural Engineer	Level 10: Engineer
Quantity Surveyor	Level 10: Quantity Surveyor
Health and Safety Liaison	Level 10: Health and Safety Officer
Administrative support	Finance, Admin and PMIS skills required

#### KZN Department of Health – General

Team Member	Skill level required
Specialised and Clinical Support Liaison	Must have knowledge of provincial and departmental policies re Forensic Pathology Services
Forensic Pathology Services Liaison	Must have knowledge of provincial and departmental policies re Forensic Pathology Services
IT Services Liaison	Must have knowledge of provincial and departmental policies re IT services

Team Member	Skill level required
Security Services Liaison	Must have knowledge of national, provincial and departmental policies re security, level of security required
Infection Prevention Control (IPC) Liaison	Must have knowledge of national, provincial and departmental policies re IPC, materials and fittings for accommodation
UMkhanyakude Health District Liaison	Must have decision-making delegations Must have knowledge of provincial and departmental policies re Forensic Pathology Services Must have knowledge of Hospital Infrastructure and Maintenance plans

External Resources may only be procured if there is insufficient in-house skills available within the Implementing Agent. Justification must be provided in terms of National treasury Instruction No 2 of 2017/2018 and specifically item 4. Should external resource be required, it is recommended that the following be considered (as is required to augment any In-house capacity):

Team Member	Skill level required
Principal Agent	University degree, Professional registration and 6 years post registration experience Project Management skill required. 5 years' experience in the Health planning environment
Architect	University degree, Professional Architect registration and 6 years post registration experience in the health field
Electrical Engineer	University degree, Professional registration and 3 years post registration experience
Mechanical Engineer	University degree, Professional Engineer registration and 6 years post registration experience in the health field
Civil/Structural Engineer	University degree, Professional Engineer registration and 3 years post registration experience
Quantity Surveyor	University degree, Professional QS registration and 6 years post registration experience
Land Surveyor	5 Years' Experience in the Surveying Field
Geotechnical Engineer	University degree, Professional <b>Engineer</b> registration and 3 years post registration experience
Sustainable Specialist	5 Years' Experience in the Infrastructure environment
General building contractor	CIBD 8GB
Community Liaison Officer	Experience and knowledge of applicable legislations and policies Management capabilities is recommended

### 2.1.7. PROJECT COMMUNICATION PLAN

The Project Manager must develop a Project Communication Plan that must be managed throughout the project. As a minimum the plan must cover the following

- Strategies

In order to ensure good communication, frequent engagement will take place though out the project life cycle. The engagements include:

- Stakeholder engagement meetings
- Planning meetings
- Update meetings
- Report back meetings
- Site meetings
- No media communication except by KZN-DOH Communication

- Methodologies

Communication will be done though the following methods:

- Meetings that will either be Face to Face or via on-line programme MS Teams
- Minutes (all meetings to be minuted)
- Telecommunication
- E-mails
- Reports
- Letters
- Feedback information

- Delivery

Communication will be delivered through:

- Telecommunication
- E-mails and other on-line systems
- Internal registry services

- Personnel

Communication will be between KZN-DOH Infrastructure Development and:

- National Department of Health
- KZN-DOH Head Office directorates
- KZN-DOH Zululand District Office
  
- KZN-DOH Head Office Forensic Pathology Services
- KZN-DOH Head Office and Professional Service Providers
- KZN-DOH Head Office and Forensic Pathology Services
- KZN-DOH Head Office and Contractor/s

- Communication is expected to take place between:
  - KZN-DOH Zululand District and Forensic Pathology Services as well as Vryheid Communities
  - Between Professional Service Providers
- Media

Communication will be delivered through:

- E-mails and other on-line systems - Ms Outlook MS Teams
- Documents – Hard copy and electronic (Micro Soft Word, Excel, Project), Adobe Acrobat PDF
- Drawings – Autodesk AutoCAD, Revit
- Bills of Quantities – Win QS

## 2.1.8. RISK MANAGEMENT PLAN

Informed decision-making is critical to the success of any project. Crucial to this success is the identification of risks and how they will be managed through the Risk Management Plan. The risk plan will deal with current issues as well as identified risks.

### 2.1.8.1. Issue Management

Current issues need to be managed by monitoring, acting and tracking progress. Issue log needs to be monitored, updated and revised as required for the duration of the project. The following Issues are identified:

**Table 16: Issue Log**

Issue Category	Issue	Owner	Actions
Existing facility	Deteriorating existing facility	DOH	Project to be implemented as soon as possible
Existing facility	Long distances of travel to render service to the public	DOH	Project to be implemented as soon as possible

### 2.1.8.2. Identified risks

The following is some of the risk identified for this project. These risks are not all inclusive and the log needs to be monitored, updated and revised as required for the duration of the project.

**Table 17: Risk Log**

Risk Category	Identified Risk	Risk Analysis			
		Probability	Consequence	Impact	Risk Mitigation Measure
Institutional Arrangements	Changing Environment, i.e. Changing National & Departmental Policies and Norms	Low	Changes to designs and cost implications decision	Low	Ensure proper signoff by National , eg Peer Review, and Provincial structures; Adequate lead time is being built into planning and execution
	Poorly defined relations between the stakeholders	Low	Delays in obtaining input and approvals	High	Roles & responsibilities to be to clearly defined Sufficient planning and consultation meetings
Project Procurement	Delays with procurement processes	High	Delays to project	High	Suitable procurement strategies to be followed and well prepared documentation to be compiled
Project Procurement	Experienced and qualification of consultants	Medium	Inappropriate and/or costly structures Delays to project Poorly run projects	Medium	Clear requirements and functionality requirements to be included in procurement documents. Also refer to item2.1.6.1 above
	Experienced and qualification of contractors	Medium	Delays to project Poorly run projects Substandard workmanship	Medium	Clear requirements and functionality requirements to be included in procurement documents
Project implementation	Contractor Default; Contract cancellation	Medium	Project delays	High	Provide appropriate and reasonable assistance to contractors Re-tender as soon as possible
	Delays: Inclement weather Strikes, political, acts of God, litigation etc	Medium	Project delays	Medium	Plan ahead for projects to start outside of the highest rain months where possible; Tight management of the programme
	OHS & Construction Regulations non-compliance	Low	Safety compromised Delays due to problems with Labour	Low	Monthly monitoring and evaluation
	Delays in supply of materials (long lead times) and cost increases	Low	Project delays	Low	Proper planning for such items. Ensure proper controls and monitoring of projects
HTS	Procurement of medical equipment for facilities	Low	Delays to project	Low	Suitable procurement strategies to be followed and well prepared documentation to be compiled
Financial management	Increasing Budget constraints; Over/under delivery and expenditure	Low	Requirement for Variations	Low	On-going management of Project and estimate Ensure proper controls and monitoring of project
	Delays in payments to consultants and contractors	Low	Hardship to contractors and consultants and possible project delays	Low	Ensure timeous payments to consultants and contractors
Human Resources	Inadequate human resources in terms of capacity and skills	Medium	Delays to project	Medium	Project team to be appointed as per item2.1.6.1 above Clear requirements and functionality requirements to be included in procurement documents.

Risk Category	Identified Risk	Risk Analysis			
		Probability	Consequence	Impact	Risk Mitigation Measure
	Labour relations	Low	Poor labour relations result in labour disturbances and poor labour productivity; Strikes on site will delay projects	Low	Ensure good labour relations by compliance with the relevant Act/s and ensuring that the working conditions are satisfactory and disciplinary procedures are applied where appropriate
Programme systems	Updating the WIMS and PMIS systems on the part of project office staff; incl. inaccurate capturing of data	Medium	Incomplete project database	Medium	Continuous management of project updating
Environmental	Adverse site conditions as it is a green fields site Non approval of PDA, EIA's, etc	Low	Delays to project Costly solutions	Low	Careful planning and monitoring; Site investigations to be done
Pandemic	World-wide outbreak of disease	Low	Delays due to: - Curfew - Availability of materials	Low	Careful planning and monitoring Timeous ordering of materials and equipment
Beneficiary management	Employment within communities	Low	Unacceptable interference from the community affecting progress on the project	Low	Effective communication of the project activities and programme addressed with the community
Litigation	Disputes	Low	Delays and budget impact	Low	Careful planning and effective monitoring and communication
Programme closure	Poor documentation, failure to acknowledge lessons learnt & no proper closure Delays in preparation of Final accounts	Medium	Effect on general administration efficiency; Effect on future project planning	Medium	Ensure proper controls and monitoring of projects
	Delays in getting defects attended to in the defects liability period	Medium	Maintenance problems for the client & Inconvenience for the users	Medium	Ensure that defects are attended to by careful checking and ensuring that Draft retention payments are not made until the defects have been rectified

## 2.1.9. PROCUREMENT MANAGEMENT PLAN

### 2.1.9.1. FIDPM Procurement gates

The FIDPM procurement gates must be implemented. The FIDPM states:

*6.1.1 Infrastructure procurement shall be undertaken in accordance with all applicable Infrastructure Procurement-related legislation and this Framework.*

*6.1.2 Infrastructure procurement shall be implemented in accordance with procurement gates prescribed in clause 6.2 and the CIDB prescripts. If deemed necessary by the institution, Accounting Officer or Accounting Authority can, over and above procurement gates prescribed in clause 6.2, introduce additional procurement gates.*

*6.1.3 Procurement Gate 1 and 2 shall be informed by the Programme Management Control Point Deliverables in terms of Section 5.2 above.*



6.1.4 Given the peculiarity of the institution, the procurement of Professional Service Providers (PSPs) and Contractors can occur at any points in the IDM Processes.

6.1.5 The Accounting Officer or Accounting Authority must ensure that a budget is available and cash flow is sufficient to meet contractual obligations and pay contractors within the time period provided for in the contract.

6.1.6 Procurement gates provided in 6.2 shall be used, as appropriate, to:

*Infrastructure Procurement Requirements*

- a) Authorise commencement to the next control gate;
- b) Confirm conformity with requirements; and/or
- c) Provide information, which creates an opportunity for corrective action to be taken.

The following Procurement gates are applicable to the project:

**Table 18: Procurement Gates**

FIDPM Gate	Procurement Gate	Description	Approval process
Stage 1	PG 1	Obtain permission to start with the procurement process	IPMP document
	PG 2	Obtain approval for procurement strategies that are to be adopted	Approval of Project brief HIAC approval certificate Stage 1
Stage 4	PG 3	Obtain approval for procurement documents	Approval of Project Design Development. HIAC approval certificate Stage 4
	PG 4	Confirm that cash flow is sufficient to meet projected contractual obligations	Infrastructure Cash flow Committee (minuted) NSI issued
	PG 5	Solicit tender offers	SCM – Adverts, quotations, etc Bid specification Committee (BSC) (minuted meeting)
	PG 6	Evaluate tender offers in terms of undertakings and parameters established in procurement document	SCM - Evaluation Departmental Bid Evaluation Committee (BEC) (minuted meeting)
	PG 7	Award the contract	SCM - Award Departmental Bid Adjudication Committee (BAC) (minuted meeting) Signed by Accounting Officer
Stage 5 Stage 6 Stage 7	PG 8	Administer the contract and confirm compliance with all contractual requirements	Approval of stages 5 - 8 HIAC approval certificates Stages 4 to stage 8

**2.1.9.2. Procurement Gate 1 (PG1): Obtain permission to start with the procurement process**

**A. The following need to be procured:**

- Professional Service Providers (if required). Please refer to item 2.1.6.1 above
- Contractors and Sub-Contractors
- Suppliers and installers

B. The scope for the project is as defined under item 1.1 above.

C. **Estimate costs are as follows:**

▪ Professional Service Providers	R 8 422 400.00
▪ Contractors and Sub-Contractors	R 51 174 503.00
▪ HTS	R 3 927 500.00
▪ Commissioning	R 3 200 000.00

D. The project is included in the **B5**

E. PG 1 will be complete when HIAC approves gate 1.

**2.1.9.3. Procurement Gate 2 (PG2): Approval for procurement strategies that are to be adopted**

Due to the deteriorating of the existing facility it is proposed that the project be accelerated as far as possible;

Preferential procurement in line with legislative provisions and the Construction Sector Code must be included in the procurement documents

A. **Procurement Strategy**

The Procurement Strategy is prepared by the Department of Health as part of the annual Infrastructure Programme Management Plan (IPMP). It sets out the Delivery Management Strategy as well as the Procurement and Contracting Arrangements proposed for each project requiring the procurement of Consultants (Professional Services) or Contractors (Works) during the ensuing 3 year period.

B. **Formulation Process**

The 5-step process for the preparation of the Delivery Management Strategy and the Procurement and Contracting Arrangements is summarised below:

- Establish the Base Information
  - The scope of the project is described in item **Error! Reference source not found.**
  - The CIDB grading for the Contractor will be 8GB
- Delivery Plan information
  - Expenditure Analysis – This project does not form part of a programme and shall be implemented as an individual project

- Organisational Analysis – The project shall be reviewed against organisational goals and priorities to ensure it is consistent with the strategic plans of the Department
- Market Analysis – Tenders shall be based on an open procedure to test the market for both professional services and construction.
- Procurement objectives
  - Delivery procurement objectives:
 

The primary objective of the project is the delivery of functional infrastructure including buildings, plant and equipment, roads, electricity supply, water supply and so on; s within budget, to the required standard and within the specified timeframe.
- Developmental procurement objectives
 

The project must, where possible, incorporate secondary (or developmental) socio-economic objectives as follows:

  - Promotion of black economic empowerment
  - Promotion of gender equality
  - Promotion of work opportunities for SMMEs
  - Alleviation poverty
  - Promotion of local economic development
  - Development of CIDB registered contractors
  - Skills development
  - Reduction of environmental impacts
- The Delivery Management Strategy for Works
 

It must be noted that this project cannot be done in a package as there is not similar project in the area, thus it will be done as an individual project.
- Delivery management arrangements
 

It is expected that this project will be delivered through:

  - Implementing Agent
  - Outsourcing (Works)
  - Outsourcing (Professional Services)
- Contracting Arrangements for Works
  - Service Requirements Options for Works: General contractor
  - Contracting Strategy: Develop and Construct Option B.

- Pricing Strategy: Bills of Quantities
- Form of Contract: GCC or NEC
- Procurement Strategy for Works
  - Procurement Arrangements for Works Contractors
    - Functionality Criterion Requirements:
      - Skills
      - Experience
      - Previous work successfully complete
      - Resources
  - Procurement Procedure: Public Open Tender
  - Targeted Procurement Procedure: Standard DOPW SCM Targeted Procurement
  - Procurement Document: Standard DOPW Bid Document
  - Tender Evaluation Criterion:
    - Responsiveness
    - Quality Evaluation
    - Price and Preference
    - Minimum score must be 70%
- Contracting Arrangements for Services
  - External Resources may only be procured if there are insufficient in-house skills available within the Implementing Agent. Justification must be provided in terms of National Treasury Instruction No 2 of 2017/2018 and specifically item 4.
  - Should external resource be required, it is recommended that the following be considered (as is required to augment any In-house capacity):
- Contracting Arrangements for Professional Services
  - Professional Service Areas: Full Service
  - Contracting Strategy: Traditional, separate as per item 2.1.6.1 above
  - Pricing Strategy: Gazetted rates
  - Form of Contract: CIDB PSP Document
- Procurement Strategy for Professional Services
  - Procurement Arrangements for Service Providers
    - Functionality Criterion Requirements (also refer to item 2.1.6.1 above):
      - Skills
      - Experience with Health projects
      - Previous work successfully complete
      - Resources
  - Procurement Procedure: Public Open Tender

- Targeted Procurement Procedure: Standard DOH SCM Targeted Procurement
- Procurement Document: Standard DOH Bid Document
- Tender Evaluation Criterion:
  - Responsiveness
  - Quality Evaluation
  - Price and Preference
  - Minimum score must be 70%
- Updating and Revising the Delivery Management Strategy
 

The above Procurement Strategy deviates from the IPMP because the existing facility is deteriorating rapidly and this project is to be implement as soon as possible.

PG 2 is complete when procurement strategies that are to be adopted are approved at the approval of Stage 2.

**2.1.9.4. Procurement Gate 3 (PG3): Approval for procurement documents**

The Implementation Agent must prepare procurement documents that are compatible with the approved procurement strategies.

PG 3 is complete when the procurement document is approved at the approval of Stage 4.

**2.1.9.5. Procurement Gate 4 (PG4): Confirmation of cash flow**

The Implementation Agent must confirm sufficient cash flow to meet contractual obligations prior to proceeding to tender

The Implementation Agent must also establish control measures for payment of contractors within the time period provided for in the contract.

PG 4 is complete when cash flow is approved

**2.1.9.6. Procurement Gate 5 (PG 5): Solicit tender offers**

The Implementation Agent must solicit tender as follows and within the recommended timeframes:

- |                                       |         |                  |
|---------------------------------------|---------|------------------|
| • Prepare tender specification report | 2 weeks | 2 weeks          |
| • Submit tender specification to BSC  | 1 week  | 3 weeks          |
| • Approval by BSC                     |         | 1 week 4 weeks   |
| • Invite tenders                      |         | 1 week 5 weeks   |
| • Receive tenders                     |         | 3 weeks 8 weeks  |
| • Record tenders                      |         | 1 day concurrent |

- Prepare report on tenders received 1 week 9 weeks

PG 5 is complete when all received tender offers are duly accounted for

**2.1.9.7. Procurement Gate 6 (PG 6): Evaluation of tender offers in terms of undertakings and parameters established in procurement documents.**

- Verify completion of tenders 1 week 10 weeks
- Determine if tenders are responsive 1 week 11 weeks
- Evaluate tenders 3 weeks 14 weeks
- Perform risk assessment 1 week 15 weeks
- Prepare tender evaluation report 1 week 16 weeks
- Submit tender evaluation report to BEC 1 week 17 weeks
- Recommendation by BEC 1 week 18 weeks
- Prepare submission to BAC 1 week 19 weeks
- Submit submission to BAC 1 week 20 weeks
- Recommendation by BAC 1 week 21 weeks
- Prepare submission to HOD 1 week 22 weeks
- Submit submission to HOD 1 week 23 weeks
- Approved by HOD 1 week 24 weeks

PG 6 is complete when the evaluation report is reviewed and recommendations is ratified.

**2.1.9.8. Procurement Gate 7 (PG7): Award the contract**

- Notify tenderers of outcome 1 week 25 weeks
- Appeals period 2 weeks 27 weeks
- Acceptance by contractor 1 week 28 weeks
- Receive compulsory documentation 1 week 29 weeks
- Prepare contract documentation 1 week 30 weeks
- Accept and Sign Contract documentation  
by Contractor 1 week 31 weeks
- Sign Contract documentation by HOD 1 week 32 weeks

PG 7 is complete when the tenderer has provided evidence of complying with all requirement stated in the tender data and formally accepts the tender offer in writing and issues the contractor with a signed copy of the contract

#### **2.1.9.9. Procurement Gate 8 (PG 8): Administer the contract and confirm compliance with all contractual requirements**

This gate will include:

- Capturing of the contract award data
- Administration contract in accordance with the terms and provisions of the contract
- Ensuring compliance with contractual requirements.

PG 8 is complete when contract completion/termination data is captured.

#### **2.1.10. STAKEHOLDER MANAGEMENT**

The stakeholder management plan outlines how the project team plans to manage the goals and expectations of key stakeholders during the project lifecycle.

Stakeholders have been identified as defined by their interests, involvement, interdependencies, influence, and potential impact on the project success. The early identification benefit is that it will enable the project team to identify the appropriate focus for engagement of each stakeholder or group of stakeholders. This process must be revised periodically throughout the project as needed. The following plan must be monitored, updated and revised as required but at least on a monthly basis.

Table 19: Stakeholder plan

STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION			
								METHOD	FREQUENCY	NEXT	
<b>National Department of Health</b>											
<b>Infrastructure</b>											
Mr N Mphaphuli	Director: Revitalisation Projects	H	Timely updates on project progress Successful completion of project Value for money Compliance	Clinical brief submitted, Review in progress	Clinical Brief Approval Guidance on Norms and standards Oversight	Stage 1	Regular communications	Email Telephonic Meetings Reports	-		
						Stage 2			Ad hoc		
						Stage 3			Ad hoc		
						Stage 4			Ad hoc		
						Duration of project			Ad hoc		
<b>Provincial Department of Health</b>											
<b>Head Office</b>											
Dr T S Tshabalala	Head of Department	H	Successful completion of project	Aware of the project, no formal communication	Approval of clinical brief Approval of Project Brief	Stage 1	Approval submissions	Submissions Telephonic Meetings Reports	Ad hoc		
						Stage 4			Ad hoc		
						Duration of project			Ad hoc		
Mr K B L Vlakazi	Chief Financial Officer	H	Effective management of project budgets and compliance	Aware of the project, no formal communication	Support for approval of clinical brief Support for approval of Project Brief	Stage 1	Approval submissions	Submissions Telephonic Meetings Reports	Ad hoc		
						Stage 4			Ad hoc		
						Duration of project			Ad hoc		



STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION		
								METHOD	FREQUENCY	NEXT
Acting Chief Director: Mr L Langa	Acting Chief Director: Specialised Services and Clinical Support Services	H	Provision of facility for implementation of services to community	Aware of the project, no formal communication	Support for approval of clinical brief Support for approval of Project Brief	Stage 1	Approval submissions	Submissions	Ad hoc	
						Stage 4		Telephonic Meetings	Ad hoc	
						Duration of project		Reports	Ad hoc	
						Stage 4			Ad hoc	
						Duration of project			Ad hoc	
Mr S Mhlongo	Acting Chief Director: Infrastructure Development	H	Successful completion of project	Aware of the project, no formal communication	Support Approval of stages Oversight	Stage 1	General correspondence	Email	Ad hoc	
						Stage 2	Reports	Telephonic Meetings	Ad hoc	
						Stage 3	Submissions	Reports	Ad hoc	
						Stage 4			Ad hoc	
						Stage 5			Ad hoc	
						Stage 6			Ad hoc	
						Stage 7			Ad hoc	
Ms M de Goede	Director: Infrastructure Planning	H	Successful completion of project	Planner	Planning Budget control Approvals Oversight	Stage 1	General correspondence	Email	Ad hoc	
						Stage 2	Planning documents	Telephonic Meetings	Ad hoc	
						Stage 3	Reports	Reports	Ad hoc	
						Stage 4	Submissions	Reports	Ad hoc	
						Stage 5			Ad hoc	
						Stage 6			Ad hoc	
						Stage 7			Ad hoc	

STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION			
								METHOD	FREQUENCY	LAST	NEXT
Ms Y Thambiran	Deputy Director: Quality Assurance	H	Successful completion of project Commissioning of facility	Consulted and assisting with planning	Planning Support Commissioning Oversight	Stage 1	General communication Planning documents Reports Submissions	Email Telephonic Meetings Reports	Ad hoc		
						Stage 2					
						Stage 3					
						Stage 4					
						Stage 5					
						Stage 6					
						Stage 7					

STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION			
								METHOD	FREQUENCY	LAST	NEXT
Mr. T. Sosiba	Deputy Director: Organizational Development	H	Successful completion of project Commissioning of facility Organizational Development	Consulted and assisting with planning	Planning Support Commissioning Oversight	Stage 1	General communication Planning documents Reports Submissions	Email Telephonic Meetings Reports	Ad hoc		
						Stage 5					
						Stage 6					
Mr. T. Ngidi	Acting Director: Health Technology	H	Equipping the facility	Consulted and assisting with planning	Oversight Support Guidance on Norms and standards	Stage 1	General communication Planning documents Reports Submissions	Email Telephonic Meetings Reports	Ad hoc		
						Stage 4					
						Stage 5					
						Stage 6					
						Stage 7					
Mr. K. Bentley	Acting Director: Forensic Pathology Services	H	Successful completion of project Commissioning of facility	Consulted and assisting with planning	Oversight Support Guidance on Norms and standards		General communication Planning documents Reports Submissions	Email Telephonic Meetings Reports			
Mr. K. Mtshali	Chief Director: Supply Chain Management	H	Effective management of project procurement and contract administration and compliance	Unaware of the project, no formal communication	Support for approval of clinical brief Support for approval of Project Brief Procurement strategy	Stage 1	Approval submissions	Submissions Telephonic Meetings Reports	Ad hoc		
						Stage 4					
						Stage 5					
						Duration of Contract					
						Stage 2					

STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION			
								METHOD	FREQUENCY	LAST	NEXT
					Procurement process	Stage 3 Stage 4 Stage 5 Stage 6 Stage 7			Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc		
Maj. Genl. MM Dladla	Director: Security Services	M	Compliance to Department Security Policies	Unaware of the project, no formal communication	Oversight Support Guidance on Norms and standards	Duration of project	General correspondence	General communication	Ad hoc		
Miss. B. Mhlongo	Environmental Health / Waste Management	M	Compliance to Department Waste Management Policies	Unaware of the project, no formal communication	Oversight Support Guidance on Norms and standards	Duration of project	General correspondence	General communication	Ad hoc		
<b>Zululand Health District</b>											
Mr. V. S. Vlakazi	Zululand District: District Director	H	Successful completion of project	Consulted and assisting with and is aware of the project.	Support Guidance on Norms and standards	Stage 1 Stage 2 Stage 3 Stage 4 Stage 5 Stage 6 Stage 7	General communication Planning documents Reports Submissions	General communication	Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc		

STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION		
								METHOD	FREQUENCY	LAST
<b>VRYHEID FORENSIC MORTUARY</b>										
Mr. N. Zulu	Facility Manager	H	Successful completion of project	Consulted and assisting with and is aware of the project.	Support Guidance on Norms and standards	Stage 1	General correspondence Reports Submissions	Email Telephonic Meetings Reports	Ad hoc	
						Stage 2				Ad hoc
						Stage 3				Ad hoc
						Stage 4				Ad hoc
						Stage 5				Ad hoc
						Stage 6				Ad hoc
						Stage 7				Ad hoc
<b>Pietermaritzburg Infrastructure Management Hub</b>										
Mr R. Potsane	Acting Director	H	Successful implementation of project	Consulted	Support Implementation & Project Management Oversight	Stage 1	General correspondence Reports Submissions	Email Telephonic Meetings Reports	Ad hoc	
						Stage 2				Ad hoc
						Stage 3				Ad hoc
						Stage 4				Ad hoc
						Stage 5				Ad hoc
						Stage 6				Ad hoc
						Stage 7				Ad hoc

STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION		
								METHOD	FREQUENCY	LAST
<b>Implementing Agent</b>										
TBC	TBC	H	Successful implementation of project	Consulted	Implementation & Project Management Oversight	Stage 2 Stage 3 Stage 4 Stage 5 Stage 6 Stage 7	General correspondence Reports Submissions	Email Telephonic Meetings Reports	Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc	
<b>Professional Service Providers</b>										
TBC	TBC	H	Successful implementation of project	Previously appointed, no communication yet	Implementation & Project Management	Stage 2 Stage 3 Stage 4 Stage 5 Stage 6 Stage 7	General correspondence Reports Submissions	Email Telephonic Meetings Reports	Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc Ad hoc	
<b>Contractor</b>										
TBC	TBC	H	Successful implementation of project	TBC	Implementation	Stage 5 Stage 6 Stage 7	General correspondence Reports Submissions Minutes	Email Telephonic Meetings Reports	Ad hoc Ad hoc Ad hoc	



STAKEHOLDER	ROLE	INTEREST LEVEL (H/L)	EXPECTATIONS	WHERE ARE THEY NOW	WHERE ARE THEY NEEDED	STAGE & PRIORITY	HOW DO THEY GET THERE	COMMUNICATION		
								METHOD	FREQUENCY	NEXT
<b>Other interested parties</b>										
Vryheid Community	TBC	M	Improve health care to community	No communication yet	Consultation when required Employment	Duration of project	General correspondence	General communication	Ad hoc	
The Vryheid Local Authority	TBC	M	Improve health care to community	No communication yet	Consultation when required Approvals	Duration of project	General correspondence	General communication	Ad hoc	

## 2.2. ORGANISATIONAL DEVELOPMENT

The specific interventions for Forensic Pathology Services include care, surveillance and investigations. These interventions are rendered through a multidisciplinary approach by medical practitioners, SAPS, etc.

MLM's are managed by professional unit managers, supported by medical staff and support at unit. There is an existing staff establishment; and it must be noted, there is a shortage of critical posts. For effective and efficient management and commissioning of the mortuary additional human resources will be required.

### 2.2.1. KEY ELEMENTS FOR A SUCCESS

- Prompt and accurate diagnoses
- Guidelines or protocols for clinical management
- Effective advocacy, communication and social mobilisation

### 2.2.2. STAFFING SITUATION AND ADDITIONAL STAFFING REQUIRED

**Table 20: Existing Staff Establishment**

STAFF ESTABLISHMENT: VRYHEID MEDICO-LEGAL MORTUARY			
DETAIL	SERVICE AREA	NO OF STAFF	RANK OF STAFF
Medical Service	Medico-Legal Mortuary	1	Medical Officer (Contracted)
Facility Manager and Admin Support	Medico-Legal Mortuary	1	Assistant Director Level 10 (Vacant)
		4	Forensic Pathology Officers Grade 1
		5	Forensic Pathology Officers Grade 2

**Table 21: Additional Staff Required**

STAFF ESTABLISHMENT: VRYHEID MEDICO-LEGAL MORTUARY					
DETAIL	SERVICE AREA	NO OF STAFF (clinical)	RANK OF STAFF	NO OF STAFF	RANK OF STAFF (non-clinical)
Medical Service	Medico-Legal Mortuary.	1	Medical Officer	1	
Admin Support.	Medico-Legal Mortuary.	1	Assistant Director	1	Level 10
			Forensic Pathology Officer	1	Level 5



## 2.3. CHANGE MANAGEMENT

Change management is a systematic approach to successfully implement changes that this project will bring about. The purpose of change management is to implement steps to effect change, control change and to help people to adapt to the change.

The change Management plan will consist of:

- Preparing the Forensic Pathology Service, District and the Department for the change,
- Developing a plan for the change,
- Implement for the change,
- Entrench the change in the Department.
- Review progress and analyse results.

Change can be a time of exciting opportunity for some and a time of loss, disruption or threat for others. Change is an inherent characteristic of any organisation, all organisations whether in the public or private sector must change to remain relevant. Change can originate from external sources through technological advances, social, political or economic pressures, or it can come from inside the organisation as a management response to a range of issues such as human resource issues or reconfiguration of the infrastructure e.g. construction of the new mortuary. It can affect one small area or the entire organisation. Nevertheless, all change whether from internal or external sources, large or small, involves adopting new mind-sets, processes, practices and behaviour.

Irrespective of the way the change originates, change management is the process of taking a planned and structured approach to help align an organisation with change. In its most simple and effective form, change management involves working with an organisation's stakeholder groups including staff to help them understand what change means for them, helping them make and sustain the transition and working to overcome any resistance. The basic goal of all change management is to secure buy-in to the change, and to align individual behaviour and skill with the change.

Ultimately, the goal of change is to improve organisation by altering how work is done. Change impacts the following four parts of how the organisation operates:

- Processes
- Systems
- Organisational Structure, and
- Job roles

The new mortuary will require the new ways of operating and a common understanding between management and the staff has to be developed. It is therefore important that Change Management Plan be developed and implemented to create a common understating amongst all end users. Staff management plan ensures the organisation has an adequate human capacity to support its post change needs. The plan should also address the issue of redirecting resources in situations where the change

creates a gap in the skills and needs of the Hospital. Planning for change implementation generally involves understanding where the organisation is currently and identifying aspects that need to change in order to take the organisation from its current state to its desired state.

## **2.4. OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT**

*“The aim of the OHS Act is to provide for the safety and health of persons at work and in connection with the use of plant and machinery. It further provides for the protection of people other than people at work from hazards arising out of or in connection with the activities from people at work.”*

Source: <https://www.labourguide.co.za>

A Safety plan will be required from the start of the project and must be managed and reported on a monthly basis. The following minimum Occupation Health and Safety requirements is applicable to this project:

- The project must comply with the requirements of the Occupational Health & Safety Act 85 of 1993 and its regulations, an subsequent revisions
- A Construction Work Permit will be required as the current estimated project value is over the stipulated R 40 million.

The following reporting requirements: must be adhered to:

- Employment Contracts for construction staff
- Copies of ID documents
- Half cut photographs of employees
- Proof of daily attendance
- Proof of wage payments

## **2.5. STATUTORY REQUIREMENTS**

### **2.5.1. LEGISLATION**

Legislation: Minimum applicable legislation (latest version) include:

- Inquest Act, (Act 58 of 1959)
- National Health Act, Act 63 of 2003.
- Births and Deaths Registration Act, (Act 51 of 1992.)
- Health Professions Act, (Act 56 of 1974.)
- Health Professions Amendment Act, (Act 29 of 2007.)
- Correctional Services Act, (Act 111 of 1998.)

- Occupational Health and Safety Act, (Act 85 of 1993.)
- Occupational Diseases in Mines and Works Act, (Act 78 of 1973.)
- Public Finance Management Act, (Act 29 of 1999.)
- SANS 10400
- Kwazulu-Natal Planning and Development Act, 2008 (Act No. 06 of 2008) (PDA)

## 2.5.2. NORMS AND STANDARDS

Minimum applicable Norms and Standards

- National code of guidelines for Forensic Pathology Practice in South Africa.

## 2.6. SOCIAL IMPACT MANAGEMENT

Social Impact Management covers a wide field but for the purpose of this project the focus is on the following:

### 2.6.1. EXPANDED PUBLIC WORKS

In the National Development Plan 2030, the EPWP is positioned to contribute to Government's goals of alleviating poverty, developing local communities, providing work opportunities and enhancing social protection. The Department of Health is actively involved in the EPWP programme since 2011.

The project team must develop a plan to manage the EPWP component of this project and have to report as follows:

**Table 22: EPWP Requirements**

EPWP Minimum Requirement Between	100 Million and above
Reporting	All required
Local Area	South Africa 80% KwaZulu-Natal 60% District Municipality 40% Local Municipality
Branding	Site, Uniform and tender documentation
Recruitment	According to DOPW Recruitment guideline document
PSC	Full PSC, CIDB Guidelines to be followed
CLO	Required
Tender Specification	Required

## **2.6.2. TARGETED JOB OPPORTUNITIES**

Over and above, the project must report on the following:

- No of local people employed
- No of local youth employed
- No of Person days of employment
- No of Woman employed
- No of disabled people employed
- Total payments to local communities
- Total payments to local material suppliers
- Total no of DPI Contractor / Sun-contractor

The report must be done monthly and is not exclusive to contractors.

## **2.6.3. CAPACITATION**

While employment goes a long way, it is also important that the workforce and the team be capacitated. Therefore, the team must report on the following as applicable:

- Project Management training
- Construction Management training
- Financial management training
- Construction skills training HIV/AIDS awareness training
- GBV awareness training

The list above is not inclusive

## **2.7. GREEN BUILDING DESIGN**

The climate of the world is changing and therefore it is crucial that the construction industry as well as Department of Health adapt accordingly.

It is not required to achieve this project achieve a Green Star rating, however it is proposed that the essence of a 4-Star green rating be applied, with specific focus on the following:

- Indoor Environment Quality (IEQ)
- Energy

- Water
- Materials
- Emissions
- Innovation

## 2.8. HEALTH TECHNOLOGY SERVICES

The Health Technology Unit is responsible for providing a professional, cost effective and safe Clinical Engineering Service to all Health Institutions and Auxiliary Medical Services in the Province of KwaZulu-Natal, in line with the Departmental vision of ensuring quality health-care for all citizens of the Province.

Health Technology covers a wide range of apparatus, consumables, devices, equipment and instruments. Planning and budgeting have to be considered jointly for it to be effective and need to take place within the context of policy, financial, and other constraints.

Based on this information, the Essential Service Packages must be developed into:

- human resource requirements, and training needs;
- space requirements, and facility and service installation needs; and
- equipment requirements.

### 2.8.1. STANDARD EQUIPMENT LIST

The tool used in the process of defining what equipment is needed for the Maternity and Neonatal unit is a Standard Equipment List. This is:

- a list of equipment typically required for each healthcare intervention (such as a healthcare function, activity, or procedure). This list will show all equipment required organised by activity space or room and by department;
- developed for the relevant level of healthcare delivery
- usually made up of everything including furniture, fittings and fixtures, in order to be useful for planners, architects, engineers and purchasers, and
- a tool which allows healthcare managers to establish if it economically viable.

The Standard Equipment List reflect the level of technology of the equipment and describe only technology that the facility can sustain (in other words, equipment which can be operated and maintained by existing staff, and for which there are adequate resources for its use).

It is important that any equipment listed:

- will fit into the rooms and space to be provided and reference is made to any building norms defining room sizes, flow patterns, and requirements for water, electricity, light levels and so on;
- will indicate the necessary utilities and associated plant (such as the power, water, waste management systems) to be made available for it
- can be operated and maintained by existing staff and skill levels, or for which the necessary training is available and affordable.

The Standard Equipment List is an aid to the planning process. In order to plan what equipment to purchase, awareness of any shortfalls in equipment is needed. To determine such shortfalls, the existing equipment Inventory needs to be compared with the Standard Equipment List. This will indicate whether any equipment is currently missing or needs to be purchased. It will thus assist in determining what equipment, is:

- necessary;
- surplus;
- extravagant; and
- missing

The initial HTS list is below and will be required to be updated and/or revised.

**Table 23: Preliminary HTS Equipment list**

<b>PHASE 1: PLANNING (PART A)</b>					
<b>SECTION</b>	<b>ROOM</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY</b>	<b>ESTIMATED COST</b>	
				<b>Per each</b>	<b>Total</b>
Office manager	Office manager	Office chairs	1	R3,000.00	R3,000.00
Office manager	Office manager	Visitors chairs	2	R1,000.00	R2,000.00
Office manager	Office manager	Office paper bins	1	R500.00	R500.00
Office manager	Office manager	PC	1	R20,000.00	R20,000.00
Office manager	Office manager	desk printer	1	R20,000.00	R20,000.00
Office manager	Office manager	desk and four chairs	1	R20,000.00	R20,000.00
Office manager	Office manager	Filing cabinets	4	R2,000.00	R8,000.00
Office manager	Office manager	double door cupboard	1	R500.00	R500.00
Office manager	Office manager	White board and notice board	1	R500.00	R500.00
Launderette	Launderette	Washing machine, 10kg	1	R10,000.00	R10,000.00
Cleaners room	Cleaners room	Polishers	1	R5,000.00	R5,000.00
Cleaners room	Cleaners room	Cleaning trolley, Jolly trolley	1	R2,000.00	R2,000.00

Reception / waiting	Reception / waiting	waiting chairs, 20	1	R20,000.00	R20,000.00
Reception / waiting	Reception / waiting	White board and notice board	1	R1,000.00	R1,000.00
Reception office	Reception office	Office chairs	1	R3,000.00	R3,000.00
Reception office	Reception office	Office paper bins	2	R500.00	R1,000.00
Reception office	Reception office	Visitors chairs	2	R1,000.00	R2,000.00
Kitchenette	Kitchenette	Domestic microwave	1	R1,800.00	R1,800.00
Kitchenette	Kitchenette	Domestic fridge/ freezer	1	R4,000.00	R4,000.00
Kitchenette	Kitchenette	kitchen utensils	1	R5,000.00	R5,000.00
Kitchenette	Kitchenette	Bread bin	1	R200.00	R200.00
Kitchenette	Kitchenette	Toaster	1	R500.00	R500.00
Kitchenette	Kitchenette	Snack witch	1	R500.00	R500.00
Kitchenette	Kitchenette	Domestic kettle	2	R200.00	R400.00
Kitchenette	Kitchenette	Dining table and chairs	2	R10,000.00	R20,000.00
Kitchenette	Kitchenette	lazy boy	2	R10,000.00	R20,000.00
Office clerks	Office clerks	Office chairs	4	R3,000.00	R12,000.00
Office clerks	Office clerks	Visitors chairs	2	R1,000.00	R2,000.00
Office clerks	Office clerks	Office paper bins	4	R500.00	R2,000.00
Office clerks	Office clerks	PC	4	R20,000.00	R80,000.00
Office clerks	Office clerks	Printer, share	1	R100.00	R100.00
Office clerks	Office clerks	Filling cabinets	4	R2,000.00	R8,000.00
Office clerks	Office clerks	double door cupboard	1	R500.00	R500.00
Office clerks	Office clerks	White board and notice board	1	R500.00	R500.00
Meeting room	Meeting room	Projector complete with screen	1	R5,000.00	R5,000.00
Meeting room	Meeting room	Meeting table and 20 chairs	1	R20,000.00	R20,000.00
Counselling room	Counselling room	Visitors chairs	20	R2,000.00	R40,000.00
Counselling room	Counselling room	desk and four chairs	20	R2,500.00	R50,000.00
Counselling room	Counselling room	Office paper bins	1	R14,000.00	R14,000.00
Counselling room	Counselling room	Filling cabinets	1	R8,000.00	R8,000.00
Public toilets	Public toilets	toilet brush and holder	15	R200.00	R3,000.00
Reception/entrance	Reception/entrance	Office chairs	1	R1,000.00	R1,000.00
Reception/entrance	Reception/entrance	Office paper bins	1	R500.00	R500.00

Autopsy area	Autopsy area	Autopsy drill	1	R20,000.00	R20,000.00
Autopsy area	Autopsy area	C-arm	1	R2,000,000.00	R2,000,000.00
Curtains	Curtains	Curtains	1	R 500,000.00	R500,000.00
Autopsy area	Autopsy area	Handle blue PM40	10	R200.00	R2,000.00
Autopsy area	Autopsy area	(box of 10)	100	R200.00	R20,000.00
Autopsy area	Autopsy area	Swann-Moton Scalpes Handle	20	R200.00	R4,000.00
Autopsy area	Autopsy area	Organ Knife	10	R200.00	R2,000.00
Autopsy area	Autopsy area	brain Knife	10	R200.00	R2,000.00
Autopsy area	Autopsy area	Large Organ Scissors Straight Blunt/blunt 10"/255mm	10	R200.00	R2,000.00
Autopsy area	Autopsy area	Straibismus-Straight 4.5"/114mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Metzenbaum- Straight 4.5"/114mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Metzenbaum- Straight 7.5"/190mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Bowel Guarded points 7.5"/195mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Dissecting - Open Shank Sharp/probe 5"/127mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Iris - Straight 4.5"/114mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Forceps Ramseys - 1x2 teeth 7"/177mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Forceps Treves - 1x2 teeth 7"/177mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Spencer Well Artery Forceps- Straight 7"/177mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Spencer Well Artery Forceps- Curverd 7"/177mm	1	R200.00	R200.00



Autopsy area	Autopsy area	Dura Mater Stripping Forceps- Straight	1	R200.00	R200.00
Autopsy area	Autopsy area	Rib Shears- Eslander 8.25"/215mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Rib Shears- Pollocks 12.25"/311mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Forceps Bone Holding - Ferguson 8"/203mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Forceps Bone Cutting - Straight 9"/228mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Horsley Compound Action - Straight 10.5"/266mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Chisel - Straight 1"/25mm	1	R200.00	R200.00
Autopsy area	Autopsy area	Chisel - T Shape Standard	1	R200.00	R200.00
Autopsy area	Autopsy area	Mallets - Army Pattern	1	R200.00	R200.00
Autopsy area	Autopsy area	Ladle - Stainless steel 3"/76mm dia	1	R200.00	R200.00
Autopsy area	Autopsy area	Chain- mail clove single small	1	R200.00	R200.00
Autopsy area	Autopsy area	Chain- mail clove single Medium	1	R200.00	R200.00
Autopsy area	Autopsy area	Chain- mail clove single Large	1	R200.00	R200.00
The first-aid box	The first-aid box	Instruction sheet giving general guidance	1	R200.00	R200.00
The first-aid box	The first-aid box	Individually-wrapped sterile adhesive dressings in a variety of sizes	1	R200.00	R200.00
The first-aid box	The first-aid box	Sterile eye-pads with attachment bandages	1	R200.00	R200.00
The first-aid box	The first-aid box	Triangular bandages	1	R200.00	R200.00
The first-aid box	The first-aid box	Sterile wound coverings	1	R200.00	R200.00

The first-aid box	The first-aid box	Safety pins	1	R200.00	R200.00
The first-aid box	The first-aid box	A selection of sterile but unmedicated wound dressings	1	R200.00	R200.00
The first-aid box	The first-aid box	An authoritative first-aid manual, e.g. one issued by the International Red Cross	1	R200.00	R200.00
The first-aid box	The first-aid box	Several pairs and varieties of forceps including a pair of 8 inch curved artery forceps for stripping the dura, as well as an 8 inch toothed tissue forceps;	1	R200.00	R200.00
The first-aid box	The first-aid box	Tooth retractor;	4	R200.00	R800.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Long and short handled scissors (blunt tipped), including 6 inch and 8 inch Mayo Scissors as well as 8 inch enterotomy scissor with hook;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	1 Pair of nail-cutting scissors;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Rib shears;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Bone nibbler;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Scalpel handle and -blades;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Dissection knife and PM 40(B) handle and -blades;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Skull key;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	1 Coronet;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Brain knife;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Power operated oscillating saw with vacuum extractor;	1	R20,000.00	R20,000.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Hand saw;	1	R20,000.00	R20,000.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	30cm Carbon steel ruler;	1	R200.00	R200.00

Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	1 X 2 metre stainless steel/aluminium etched T-ruler.	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	500ml and 1000ml stainless steel measuring jug;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	2 Large rectangular stainless steel organ trays;	2	R200.00	R400.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	1 Round stainless steel organ basin;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Mallet and bone chisel;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	5 Post mortem curved needles and needle holders;	5	R200.00	R1,000.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	30cm stainless steel probes;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	50cm stainless steel probes;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Knife-sharpener;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Stainless steel ladle;	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Head rest.	1	R200.00	R200.00
Forensic Pathology Officer kit:	Forensic Pathology Officer kit:	Lockable instrument case	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Several pairs and varieties of forceps including a pair of 8 inch curved artery forceps for stripping the dura, as well as an 8 inch toothed tissue forceps and 6 inch toothless forceps;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	4-Tooth retractor;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Long and short handled scissors (blunt tipped), including 6 inch and 8 inch Mayo Scissors as well as bowel scissors and 1 pair of coronary artery scissors;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	1 Pair of nail-cutting scissors;	1	R200.00	R200.00

basic authorised person's kit:	basic authorised person's kit:	Rib shears;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Bone nibbler;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Scalpel handle and -blades;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Dissection knife and PM 40(B) handle and -blades;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Brain knife;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Knife sharpener;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	30 cm Carbon steel ruler;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Photographic rulers;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	1 Vernier callipers;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	1 Speculum;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	1 Hand lens;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	3 metre steel retractable tape measure;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	500ml stainless steel measuring jug;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	1000ml stainless steel measuring jug;	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	30cmstainless steel probes.	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	50cm stainless steel probes.	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Lockable instrument case	1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:		1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:		1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:		1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:		1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:		1	R200.00	R200.00
basic authorised person's kit:	basic authorised person's kit:	Curtains	1	R200.00	R200.00
<b>TOTAL</b>				<b>R2,800,600.00</b>	<b>R3,027,500.00</b>

## 2.8.2. HEALTH TECHNOLOGY SERVICES IN THE CONTRACT

A full list of HTS requirements will be developed and items that need to be included in the contract will be identified.

## 2.9. COMPARATIVE EXAMPLES

### 2.9.1. Fort Napier M6 Medico-Legal Mortuary.

It is a much larger facility than required for this project. Older DoH Standard drawings are available although they should be completely re-visited however, many specifications can be applied.

Drawings of facility, drawings of equipment, photos and a site visit can be arranged.

### 2.9.2. Dundee M2 Medico-Legal Mortuary.

It is a similar facility to the required one for this project and is generally quite functional. Older DoH Standard drawings are available although they should be completely re-visited however, many specifications can be applied.

Drawings of facility, drawings of equipment, photos and a site visit can be arranged.

## 2.10. PROPOSED SCHEDULE OF ACCOMMODATION

The following is an estimated requirement and must be verified and adjust as required.

**Table 24: Proposed schedule of accommodation**

DESCRIPTION	NO OF	FUNCTION	ROOM SIZE (SQ.M)	REMARKS / NARRATIVE
<b>External Area / Ancillary / Support areas</b>				
Site entrance security / Guard Hut	1	Security control	25	
Public Parking	20	Public Parking	312	
Staff Parking	5	Staff Parking	78	
Official Vehicle Parking	8	Official Vehicle Parking	125	
Vehicle Wash Bay	1		30	
Generator	1	Generator plinth	13	
Domestic Waste area	1	Designated waste area	6	
<b>Plant Rooms</b>				
HVAC Plant Room	1	To house HVAC Plant. Allow for maintenance.	25	
Cold room Plant Room	1	To house HVAC Plant. Allow for maintenance. (12 bodies)	35	
Freezer Room Plant	1	To house HVAC Plant. Allow for maintenance. (12 bodies)	15	

DESCRIPTION	NO OF	FUNCTION	ROOM SIZE (SQ.M)	REMARKS / NARRATIVE
<b>External Area / Ancillary / Support areas</b>				
<b>Receiving / Collection</b>				
Entrance Yard	1		127	
Medical Waste area	1		3	
Body Receiving area	1		50	
Trolley wash area	1		20	
Operational Staff Rest Room	1		20	
Male Toilets	1		10	SANS 10400
Female Toilets	1		10	SANS 10400
Laundry	1		18	
General Store	1		10	
Registration Office	1		12	
Receiving Lobby	1		36	
Weigh-in / Measuring	1		10	
Personal Belongings	1		8	
X-Ray Suite – C-Arm	1		45	
Cleaners Store	1		6	
Freezer Room (Decomposed Bodies)	1		15 (12 Bodies)	
Body view cubicle	2		3	
<b>Autopsy Area</b>				
Main Autopsy area	1		110	
Scribes / viewing area (Autopsy)	1		15	
Reconstruction Area	1		26	
Cleaners Store	1		6	
Dirty Laundry	1		2	
Boot wash area	1		4	
Cold Room for 72 Body Storage	1		90	
<b>Public Area</b>				
Reception	1		12	
Waiting	1		15	
Public Toilets	1		7	
Male	1		7	
Female	1		4	
Disabled	1			
Interview Room	1		12	
Counselling Office	1		16	
Facility Managers Office	1		12	
SAPS Office	1		12	
Identification Room	1		3	
Identification / Bier Room	1		16	
Strong Room / Death Certificates	1		10	

DESCRIPTION	NO OF	FUNCTION	ROOM SIZE (SQ.M)	REMARKS / NARRATIVE
<b>External Area / Ancillary / Support areas</b>				
IT Hub Room	1		1	
Admin Office	1		12	
<b>MLM Staff Only Area</b>				
Admin Staff Rest Room/ Boardroom/ Training Room	1	To accommodate staff compliment	15	
Pathologist Office	1		16	
Records Room	1		10	
General Store Room	1		10	
Clothing Store Room	1		5	
Staff Toilets:			10	SANS 10400
Male	1		7	
Female	1		7	
Change Rooms:			20	SANS 10400
Male	1		10	
Female	1		10	
Cleaners Room	1		20	
<b>Estimated Total</b>			<b>948</b>	

# ACKNOWLEDGEMENTS

<b>Stakeholder</b>	<b>Authority</b>	<b>Contact Person</b>
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Department of Health: Client Department: Tel.: Mobile: Email:	Director: Planning	Infrastructure Development Ms Michelle De Goede 033 940 2611 066 372 2525 michelle.degoede@kznhealth.gov.za
Department of Health: Tel.: Mobile: Email:	Acting Director: MLM	Mr. K. Bentley 033 940 2406 082 717 8374 keith.bentley@kznhealth.gov.za
Department of Health: Tel.: Mobile: Email:	Assistant Director	Mrs. P.T. Mthembu- Facility Manager 035 591 0122 072 368 3074 phumelelemgwaba.pm66@gmail.com
Infection Prevention Control: Tel.: Mobile: Email:		TBC TBC TBC TBC
Zululand District Manager: Tel.: Mobile: Email:	District Director	Mr V.S. Vilakazi TBC 082 970 9718 Vilakazi.Vusi@kznhealth.gov.za



# PART D – SIGNATURES

## Signatories

The following Facilities, Programmes and their Managers, Directors or Leaders have been fully advised and have read and understood the contents of this document.

Name: K.S. BENTLEY  
Designation: ACTING DIRECTOR: FORENSIC PATHOLOGY SERVICES  
Date: 23 MAY 2023

Signature:   
\_\_\_\_\_

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_