

**SOUTH AFRICAN POLICE SERVICE  
SUPPLY CHAIN MANAGEMENT (SCM)**



**PLEASE NOTE: IF YOU ARE NOT CIDB REGISTERED YOUR QUOTATION WILL BE DISQUALIFIED DURING EVALUATION**

**Quotation Number: KATKOP 01/2025**

**APPOINTMENT OF CONTRACTOR TO EXECUTE  
INTERNAL ELECTRICAL RETICULATION AT KATKOP  
POLICE STATION: EASTERN CAPE PROVINCE**

**Name of Company: \_\_\_\_\_**

## PART A

## REQUEST FOR QUOTATION

1. YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS OF THE SOUTH AFRICAN POLICE SERVICE					
QUOTE NUMBER:	KATKOP 01/2025	CLOSING DATE:	2026-04-29	CLOSING TIME:	11:00
DESCRIPTION:	APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN CAPE PROVINCE				
2. QUOTATION RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:			3. QUOTATION RESPONSE DOCUMENTS MAY BE E-MAILED TO:		
DIVISIONAL COMMISSIONER SUPPLY CHAIN MANAGEMENT SOUTH AFRICAN POLICE SERVICE PERSEQUOR PARK					
4. QUOTATION PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			5. TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	CAPTAIN MOHLALA		CONTACT PERSON	WARRANT OFFICER NGOMA	
TELEPHONE NUMBER	012 841 7358		TELEPHONE NUMBER	012 349 6094	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:MohlalaKK@saps.gov.za">MohlalaKK@saps.gov.za</a>		E-MAIL ADDRESS	<a href="mailto:NgomaMandla@saps.gov.za">NgomaMandla@saps.gov.za</a>	
6. SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE NUMBER:	MAAA
CENTRAL SUPPLIER DATABASE REGISTRATION REPORT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No				

## PART B TERMS AND CONDITIONS FOR QUOTATION

<b>1. QUOTATION SUBMISSION:</b>	
1.1.	QUOTATIONS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE QUOTATIONS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	THE BID BOX IS GENERALLY OPEN 24 HOURS A DAY, 7 DAYS A WEEK.
1.3.	<b>ALL QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE QUOTATION DOCUMENT.</b>
1.4.	BIDDERS AND SUBCONTRACTORS 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).
1.5.	WHERE A BIDDER OR SUB CONTRACTOR IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION.
1.6.	THIS QUOTATION IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
2.1.	BIDDERS AND SUB CONTRACTORS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2.	BIDDERS AND SUB CONTRACTORS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3.	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4.	BIDDERS AND SUB CONTRACTORS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5.	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6.	WHERE NO TCS IS AVAILABLE BUT THE BIDDERER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
<b>3. GENERAL</b>	
3.1.	NO QUOTATION WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE QUOTATION INVALID.**

SIGNATURE OF BIDDER: \_\_\_\_\_

CAPACITY UNDER WHICH THIS BID IS SIGNED: \_\_\_\_\_  
(Proof of authority must be submitted e.g. company resolution)

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

## CONTENTS OF QUOTATION DOCUMENT

Please ensure that you received all pages of this document which consists of the following sections:

<b>PART T: TENDER</b>	<b>Document number</b>
<b>Part T1: Tendering procedures.</b>	
Notice and Invitation to Tender	T 1.1
Tender Data	T1.2
<b>Part T2: Returnable documents <u>including part C1, C2 and C3</u></b>	
List of Returnable Documents	T2.1
Resolution of Board of Directors	T2.1.1
Compulsory Clarification Meeting Certificate	T2.1.2
Schedule of Sub-Contractors	T2.1.3
Declaration of Interest (SBD 4)	T2.1.4
Preference Points Claim Form in terms of the Preferential Procurement Regulations, 2022 (SBD 6.1)	T2.1.6
Form of Offer and Acceptance	C1.1
Bill of Quantities	C2
<b>PART C: CONTRACT</b>	
<b>Part C1 – Agreements and contract data</b>	
Form of Offer and Acceptance	C1.1
Contract data and Form of Guarantee	C1.2
<b>Part C2 – Pricing data</b>	
Bills of Quantities	C2
<b>Part C3 – Scope of Work</b>	
Scope of Work	C3

## T1.1: NOTICE AND INVITATION TO TENDER

### THE SOUTH AFRICAN POLICE SERVICE INVITES QUOTATIONS FOR:

Project title:	<b>APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN CAPE PROVINCE</b>		
Quotation no:	KATKOP 01/2025		
Advertising date:	2026-03-19	Closing date:	2026-04-29
Closing time:	11:00	Validity period:	90 days

It is estimated that tenderers must have a CIDB contractor grading designation of **Grade 2 (R 500 001 to R 1 million) (EB) Electrical Engineering works(buildings)**, or higher.

Only Tenderers 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 <b>Grade 2 (R 500 001 to R1 million)(EB) Electrical Engineering works(buildings)</b> , or higher class of construction work, are eligible to have their tenders evaluated.
<input checked="" type="checkbox"/>	Tenderers must be active on the cidb Register of Contractors prior to the evaluation of submissions.
<input checked="" type="checkbox"/>	Tender offer must be properly received on 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 Resolution of Board of Directors document (T2.1.1) or (T2.1.8), authorising a dedicated person to sign documents on behalf of the Bidding Enterprise.
<input checked="" type="checkbox"/>	Submission of the Compulsory Clarification Meeting Certificate (T2.1.2), as proof of attendance of the compulsory clarification meeting that <b>must be signed by the SAPS representative at the meeting. Failure to attend the physical site inspection will result in the Compulsory Clarification Meeting Certificate not being signed by the SAPS's representative at the closing of the compulsory clarification meeting. Compulsory Clarification Meeting Certificates must be signed by the SAPS representative at the closing of the compulsory clarification meeting or it will be regarded as being non-compliant and WILL lead to the Tender being disqualified.</b>
<input checked="" type="checkbox"/>	Submission of the Declaration of Interest SBD4 (T2.1.4).
<input checked="" type="checkbox"/>	Submission of the Form of Offer and Acceptance (C1.1).
<input checked="" type="checkbox"/>	Submission of the priced Bill of Quantities (C2).
<input checked="" type="checkbox"/>	<b>Tenderers and Subcontractors must be registered on CIDB and the Government's Central Supplier Database (CSD) and must include in their bid, their Master Registration Numbers (Supplier Numbers), as well as their Tax Compliance Status PINs to enable the SAPS Department to verify the Suppliers' Tax Status on (CSD), alternatively, within 7 calendar days after the closing date of this bid. Failure to submit will result in the tender offer being rejected.</b>
<input checked="" type="checkbox"/>	Tenderers and Sub-contractors must be Tax compliant, failure to comply will result in the bid being disqualified.
<input checked="" type="checkbox"/>	<b>A compulsory clarification meeting will take place at Katkop Police Station, R56 Road, Katkop, Mount Fletcher, Eastern Cape Province, on 2026-04-08 starting strictly at 11:00. Latecomers will not be allowed. Please send competent Representatives to obtain important information.</b>
<input checked="" type="checkbox"/>	The SAPS reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visits.

This tender will be evaluated according to the PPPFA Preferential Procurement Regulations, 2022.

The Preference points scoring system will be the 80/20 points scoring system.

<b>PRICE:</b>	<b>POINTS</b> 80
<b>NUMBER OF PREFERENCE POINTS ALLOCATED FOR SPECIFIC GOALS</b>	20
<b>Total points for Price and Preference for specific goals:</b>	<b>100</b>

SPECIFIC PREFERENTIAL GOALS	Number of points (80/20 system)
Persons historically disadvantaged on the <b>basis of race</b> with at least 51% ownership	5
Persons historically disadvantaged on the <b>basis of gender</b> with at least 51% ownership	5
Persons with at least 51% ownership who are <b>youth</b>	5
Persons historically disadvantaged by unfair discrimination on the <b>basis of disability</b> with at least 51% ownership	5
Total number of preference points allocated for specific goals	20
Non-compliant contributor	0

**NOTE:** Bidders claiming preference points must sign and submit the Preference Points Claim Form in terms of the Preferential Procurement Regulations, 2022. (T2.1.6 (SBD 6.1)).

**COMPILED BY:**

Rank, initials and surname	Signature	Date

**VERIFIED AND APPROVED BY:**

Rank, initials and surname	Signature	Date

## T1.2: TENDER DATA

<b>Project title:</b>	<b>APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN CAPE PROVINCE</b>
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<b>Quotation no:</b>	KATKOP 01/2025	<b>Closing date:</b>	2026-04-29-
<b>Closing time:</b>	11:00	<b>Validity period:</b>	90 days

Clause number:	
	<p>The conditions of tender are the Standard Conditions of Tender as contained in Annex C of the CIDB Standard for Uniformity in Construction Procurement as per Government Notice No. 42622 of 8 August 2019 and as amended from time to time. (see <a href="http://www.cidb.org.za">www.cidb.org.za</a>)</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>
<b>C.1.1.1</b>	The employer is the Government of the Republic of South Africa in its Department of the South African Police Service.
<b>C.1.6.3</b>	<p>For this contract the single volume approach is adopted.</p> <p>This procurement document has been formatted and compiled under the headings for a single volume approach as contained in the CIDB's "Standard for Uniformity in Construction Procurement."</p> <p>The list of Returnable Documents identifies which of the documents a tenderer must complete when submitting a tender offer. The tenderer must submit his tender offer by completing the Returnable Documents including the fully priced Activity Schedule / Bills of Quantities, signing the "Offer" section in the "Form of Offer and Acceptance" and delivering the single volume procurement document back to the Department bound up as it was when it was received.</p> <p>The single volume procurement document issued by the employer comprises the following:</p> <p><b>TENDER</b>  <b>Part T1: Tendering procedures</b>  T1.1 - Tender Notice and Invitation to Tender  T1.2 - Tender Data</p> <p><b>Part T2: Returnable documents</b>  T2.1- List of Returnable Documents</p> <p><b>CONTRACT</b>  <b>Part C1: Agreements and contract data</b>  C1.1 - Form of Offer and Acceptance</p> <p><b>Part C2: Pricing data</b>  C2 - Pricing instructions and Bill of Quantities</p> <p><b>Part C3: Scope of work</b>  C3 - Scope of work</p>

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<b>C.1.4</b>	The Employer's agent is:	
	Name:	█
	Capacity:	█
	Address:	█
	Tel:	█
	Fax:	█
	E-mail:	
<b>C.2.1</b>	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 <b>Grade 2 (R 500 001 to R1 million)(EB) Electrical Engineering works(buildings)</b> class of construction work, are eligible to have their tenders evaluated.	
<b>C.2.7</b>	For particulars regarding a compulsory clarification meeting, see Notice and Invitation to Tender T1.1	
<b>C.2.12</b>	<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> <p>Alternative tender offer permitted: <span style="float: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></span></p>	
<b>C.2.13.5</b>	The Employer's address for delivery of tender offers and identification details to be shown on each tender offer package are as per Notice and Invitation to Tender.	
<b>C.2.13.6</b>	A two-envelope procedure will not be followed.	
<b>C.3.5</b>		
<b>C.2.15</b>	The closing time for submission of tender offers is as per Notice and Invitation to Tender T1.1	
<b>C.2.16</b>	The tender offer validity period is as per Notice and Invitation to Tender T1.1	
<b>C.2.19</b>	Access shall be provided for inspections, tests and analysis as may be required by the Employer.	
<b>C.2.22</b>	Not a requirement.	

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<p><b>C.3.11</b></p>	<p><b>Scoring Financial Offer:</b> Tender offers will be scored using the following formula:</p> $N_{FO} = P_m/P \times W_1$ <p>where  <math>N_{FO}</math> = Number of tender evaluation points awarded for the financial offer.  <math>W_1</math> = The percentage score given for financial offer as stated in the Notice and Invitation to Tender T1.1  <math>P_m</math> = The comparative offer of the most favourable tender offer.  <math>P</math> = The comparative offer of tender offer under consideration.</p>
	<p><b>Scoring the Financial / Quality combined Offer:</b></p> $S = N_{FO} + W_Q \text{ (calculated separately for each tender offer)}$ <p>The score for quality and financial offer is to be combined, before the addition of the score for preference, as follows:</p> $W_C = W_3 \left(1 + \frac{(S - S_m)}{S_m}\right)$ <p>where  <math>W_3</math> = The number of tender evaluation points for quality and financial offer and equals:          1) 90 where the financial value inclusive of VAT of all responsive tenders received have a value in excess of R 50 000 000; or          2) 80 where the financial value inclusive of VAT of one or more responsive tender offers equals or is less than R 50 000 000.  <math>S</math> = The sum of score for quality and financial offer of the submission under consideration.  <math>S_m</math> = Sum of the score for quality and financial offer of the submission scoring the highest number of points.</p> <p><b>Scoring for Preferences:</b></p> <p>Up to 100 minus <math>W_3</math> tender evaluation points will be awarded to tenderer who completes the preferencing schedule and who is found to be eligible for the preference claimed.</p> <p>Points for Preference will be calculated according to the Preferential Procurement Regulations, 2022 as a proportion of the percentages stated in the Notice and Invitation to Tender T1.1</p> <p><b>Calculate Total tender Evaluation Points:</b></p> <p>The point calculated for price will be added to the point scored for preference for each individual tender offer according to the formula:</p> $\text{Total tender evaluation points} = W_C + N_p$
<p><b>C.3.13</b></p>	<p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> <li>(a) 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</li> <li>(b) the tenderer has not:             <ul style="list-style-type: none"> <li>i) abused the Employer's Supply Chain Management System; or</li> <li>ii) Failed to perform on any previous contract and has been given a written notice to this effect.</li> </ul> </li> </ul> <p>The SAPS reserves the right to accept and award any bid wholly, partially/ split or not accept and award any bid.</p> <p>A contract will only be entered into with a tenderer 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. - <b>Applicable</b></p>
<p><b>C.3.17</b></p>	<p>Provide to the successful tenderer one copy of the signed contract document.</p>

## T2.1 LIST OF RETURNABLE DOCUMENTS

The tenderer must complete the following returnable documents:

### Returnable schedules and documents required to be regarded as responsive:

- Resolution of Board of Directors (T2.1.1)
- Compulsory Clarification Meeting Certificate (T2.1.2) **(Only if compulsory clarification meeting is applicable.)**  
The compulsory clarification meeting certificate must be signed by the SAPS representative at the meeting. **Failure to attend the physical site inspection will result in the Compulsory Clarification Meeting Certificate not being signed by the SAPS's representative at the closing of the compulsory clarification meeting. Compulsory Clarification Meeting Certificates must be signed by the SAPS representative at the closing of the compulsory clarification meeting or it will be regarded as being non-compliant and WILL lead to the Quotation being disqualified.**
- Declaration of Interest - SBD4 (T2.1.4)
- Form of Offer and Acceptance (C1.1)
- Priced Bill of Quantities (C2)

### Other documents required for tender evaluation purposes:

- Schedule of Sub- Contractors (T2.1.3)
- Preference Points Claim Form in terms of the Preferential Procurement Regulations, 2022 - SBD6.1 (T2.1.6)
- **Copy of the Company Registration (CIPC) Certificate, not older than a year.**
- **Tenderers and their Subcontractors must be registered on the Government's Central Supplier Database (CSD) and must include in their tender, their Master Registration Numbers (Supplier Numbers) as well as their Tax Compliance Status PIN's to enable the SAPS to verify the Suppliers' Tax Status on (CSD) and at SARS, alternatively, within 7 calendar days after the closing date of this Quotation. Failure to comply will result in the Quotation offer being rejected.**

### Documents that will be incorporated into the contract:

- Form of Offer and Acceptance (C1.1)
- Contract Data (C1.2)
- Bill of Quantities (C2)
- Scope of Work (C3)

**All the above-mentioned documents and schedules are compulsory. Failure to submit these documents may result in the Quotation being rejected.**

## T2.1.1: RESOLUTION OF BOARD OF DIRECTORS

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

\_\_\_\_\_ *(Legally correct full name and registration number of the Enterprise)*

Held at \_\_\_\_\_ *(place)*

on \_\_\_\_\_ *(date)*

**RESOLVED that:**

- The Enterprise submits a Quotation to the South African Police Service in respect of the following project:

\_\_\_\_\_

\_\_\_\_\_ *(Project description as per Quotation Document)*

Quotation Number: \_\_\_\_\_ *(Number as per Quotation document)*

- \* Mr/Mrs/Ms: \_\_\_\_\_ *(Full names and Surname)*

Identity number: \_\_\_\_\_

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

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

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

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			

*Note:*

- \* Delete which is not applicable.**
- NB: This Resolution must be signed by ALL the Directors/ Members/ Partners of the Bidding Enterprise. Other Resolutions will not be accepted and it WILL result in the Quotation being disqualified.**
- In the event that paragraph 2 cannot be complied with, this Resolution must be signed by Directors/ Members/ Partners holding a majority of the shares/ ownership of the Bidding Enterprise. (Proof of shareholding/ ownership MUST be attached hereto. Failure WILL result in the Quotation being disqualified)**
- Directors/ Members/ Partners of the Bidding Enterprise may alternatively appoint a person to sign this document on behalf of the bidding Enterprise, which person must be so authorised by way of a duly completed Power of Attorney, signed by the Directors/ Members/ Partners holding a majority of the shares/ ownership of the Bidding Enterprise. (Proof of Power of Attorney and shareholding/ ownership MUST be attached hereto. Failure WILL result in the Quotation being disqualified)**
- Should the number of Directors / Members/ Partners exceed the space available above, additional names and signatures must be supplied on a separate page.**

## T2.1.2: COMPULSORY CLARIFICATION MEETING CERTIFICATE

Project title:	<b>APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN CAPE PROVINCE</b>		
Quotation no:	KATKOP 01/2025		
Closing date:	2026-04-29		

This is to certify that I, \_\_\_\_\_

representing the company of \_\_\_\_\_

attended the compulsory clarification meeting on: **2026-04-08 @ 11:00**

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 clarification meeting and that I understand perfectly the work to be done, as specified and implied, in the execution of this contract.

Submission of the Compulsory Clarification Meeting Certificate (T2.1.2), as proof of attendance of the compulsory clarification meeting **must be signed by the SAPS representative at the meeting.** Failure to attend the physical site inspection will result in the Compulsory Clarification Meeting Certificate not being signed by the SAPS's representative at the closing of the compulsory clarification meeting.

**Compulsory Clarification Meeting Certificates must be signed by the SAPS representative at the closing of the compulsory clarification meeting or it will be regarded as being non-compliant and WILL lead to the Quotation being disqualified.**

		2026-04-08
Name and Surname of Representative	Signature	Date

Warrant Officer Ngoma		2026-04-08
SAPS Representative	Signature	Date

### T2.1.3: SCHEDULE OF SUB-CONTRACTORS

<b>Project title:</b>	<b>APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN CAPE PROVINCE</b>
<b>Quotation no:</b>	<b>KATKOP 01/2025</b>

We notify you that it is our intention to employ the following Sub-Contractors for work in this contract.

We confirm that all Sub-Contractors who are contracted are CIDB and CSD registered and that they are Tax compliant. **Subcontractors must be registered with the cidb, in a contractor grading designation for which they are sub contracted for and must be registered on the Government's Central Supplier Database (CSD) and must also include in their bid, their Master Registration Numbers (Supplier Numbers), as well as their Tax Compliance Status PINs.** It is the responsibility of the Tenderer to ensure that all sub-contractors are cidb and CSD registered and that they are TAX compliant. **Failure to comply WILL lead to the Quotation being disqualified.**

**If no Sub-Contractor is included on this form, the successful Bidder (Contractor) will have to obtain SAPS approval prior to the appointment of any Sub-Contractors for work on this contract.**

	<b>Name and address of Sub-Contractor</b>	<b>Nature and extent of work</b>	<b>Sub-Contractor's CIDB Designation and Grading (for example: 1GB, 1EB, etc.)</b>
1		<b>Description:</b>  <b>Value: R</b>	
2		<b>Description:</b>  <b>Value: R</b>	
3		<b>Description:</b>  <b>Value: R</b>	
4		<b>Description:</b>  <b>Value: R</b>	

<b>Name of representative</b>	<b>Signature</b>	<b>Date</b>	

## BIDDER'S DISCLOSURE

**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 a 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

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<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.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....  
.....

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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

<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.

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

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

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

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

### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included).
  -
- 1.2 **To be completed by the organ of state**
- a) 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; and
  - (b) Specific Goals.
- 1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.
- ### 2. DEFINITIONS
- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

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

3.1. **FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

3.2. **POINTS AWARDED FOR PRICE**

3.1.1 **THE 80/20 PREFERENCE POINT SYSTEMS**

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

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = 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. **Table 1: Specific goals for the tender and points claimed are indicated per the table below. *Note to tenderers: The tenderer must indicate how they claim points for the preference point system.***

The specific goals allocated points in terms of this tender	Number of points Allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Persons historically disadvantaged on the basis of <b>race</b> with at least 51% ownership	5	
Persons historically disadvantaged on the basis of gender with at least 51% ownership <b>by women</b>	5	
Persons with at least 51% ownership who are <b>youth</b>	5	
Persons historically disadvantaged by unfair discrimination on the basis of <b>disability</b> with at least 51% ownership	5	
<b>TOTAL</b>	<b>20</b>	

- 4.3. Name of company/firm.....
- 4.4. Company registration number: .....
- 4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

.....

.....

## C 1.1: FORM OF OFFER AND ACCEPTANCE

Quotation no: *KATKOP 01/2025*

### OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of: ***APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN CAPE PROVINCE***

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>Rand (in words):</b>	
<b>Rand (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.

### SIGNED FOR THE TENDERER:

Signature	Capacity	Name and surname of representative	Date
Name and address of Tenderer:			

### WITNESSED BY:

Signature	Name and surname of witness	Date

Quotation no: **KATKOP 01/2025**

## 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 1 Agreements and contract data, (which includes this agreement)
- Part 2 Pricing data
- Part 3 Scope of work.
- Part 4 Occupational Health and Safety, site information, drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the returnable schedules as well as any changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this form of offer and acceptance. No amendments to or deviations from said documents are valid unless contained in this schedule.

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.

### SIGNED FOR THE EMPLOYER:

Signature	Capacity	Name and surname of representative	Date

<b>Name of Organisation:</b>	South African Police Service
<b>Address of Organisation:</b>	Supply Chain Management Private Bag X254 Pretoria 117 Cresswell Road Silverton

### WITNESSED BY:

Signature	Name and surname of witness	Date

Quotation no: *KATKOP 01/2025*

**Schedule of Deviations**

<b>1.1.1. Subject:</b>
<b>Detail:</b> <i>NONE</i>
<b>1.1.2. Subject:</b>
<b>Detail:</b>
<b>1.1.3. Subject:</b>
<b>Detail:</b>
<b>1.1.4. Subject:</b>
<b>Detail:</b>
<b>1.1.5. Subject:</b>
<b>Detail:</b>
<b>1.1.6. Subject:</b>
<b>Detail:</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 tender 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.

**C1.2: CONTRACT DATA (GCC (2004) 1<sup>st</sup> EDITION: 2004)****CONTRACT DATA FOR FINANCIAL AND PROCUREMENT AUTHORITY: REQUEST FOR QUOTATION: ELECTRICAL INTERNAL RETICULATION STANDBY: KATKOP SAPS: EASTERN CAPE PROVINCE**

	<b>PART 1: DATA PROVIDED BY THE EMPLOYER</b>
	<b>CONDITIONS OF CONTRACT</b>
	The General Conditions of Contract for Construction Works (2004) [hereinafter referred to as GCC 2004], published by the South African Institution of Civil Engineering, is applicable to this Contract.
	<b>CONTRACT SPECIFIC DATA</b>
	The following contract specific data; amendments; additions; or omissions are applicable to this Contract.
<b>CLAUSES</b>	<b>Compulsory Data</b>
1.1.14	"Employer" means the Government of the Republic of South Africa in its South African Police Service.
1.2.2	The addresses of the Employer, where the Employer shall receive notices, are as follows:  Physical Address: <b>117 Cresswell Rd Silverton 0127</b>  Postal Address: <b>Private Bag X254 Pretoria 0001</b>  Facsimile: <b>012-8417495</b>  Telephone: <b>012 349 6094</b>
1.1.15	The name of the Engineer is: <b>COL SWJ GROBBELAAR</b>
1.2.2	The address of the Engineer, where the Engineer shall receive notices, are as follows:  Physical Address: <b>SAPS Expert Services De Havelend Crescent Persequor Techno park Pretoria</b>  Postal Address: <b>SAPS SCM Expert Services Private Bag X254, Pretoria 0001</b>  Facsimile: <b>012 349 6058</b>  Telephone: <b>012 349 6094</b>
1.1.21	Not applicable to this Contract

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer"  
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1.1.24	Omit reference to "telex, telegram, cable, electronic communication" and "or any like communication"
1.1.25	Add the following Clause 1.1.25  "Value of Works" means the value of Works certified by the Engineer as having been satisfactorily executed and shall include the value of the work done, the value of the materials and/or goods and Contract Price Adjustments.
1.1.26	"Contract Sum" means the total of Prices provided for in the Agreement made in terms of the Form of Offer and Acceptance.
1.6 and 3.8	The special non-working days are public holidays, Saturdays, and Sundays
1.6	The year end break commences on 16 December until the first working Monday of January of the succeeding year.
2.3	<p>1. In Clauses 6.2; 11.2; 36.1; 36.2; 39.2;42.2; 43.2; 50.1; 53.3.2 and 54.4.3 all reference to the word "Engineer" must be replaced with the word "Employer", as the Employer has in terms of such Clauses retained its authority and has not given a mandate to the Engineer and the Employer shall therefore sign all documents in relation thereto.</p> <p>2. Clauses 36.2; 37.1; 40.3; 41.1; 48.5; 49.10; 51.4; and 52.1 shall be amended as follows to indicate the limitation on the Engineer's authority in respect thereof:</p> <p>Clause 36.2 – amend to read as follows:</p> <p>"... (herein referred to as a "Variation Order") by the Employer... any confirmation in writing of such oral order given by the Employer... The Contractor shall, as soon as possible... confirms it in writing to the Employer... and such order in writing is not contradicted in writing by the Employer...."</p> <p>Clause 37.1 – amend to read as follows:</p> <p>"The value of the variations ordered the Employer... Provided that, failing agreement with the Contractor, the Engineer shall determine the rate or price in accordance with the foregoing principles, obtain approval from the Employer, notify the Contractor in writing..."</p> <p>Clause 40.3 – amend to read as follows:</p> <p>"...unless such instruction is in writing, duly approved by the Employer, states explicitly..."</p> <p>Clause 41.1 – amend to read as follows:</p> <p>"... said performance has actually taken place and may be extended by the Employer at his discretion."</p> <p>Clause 48.5 – amend to read as follows:</p> <p>" Unless otherwise provided in the Contract, the Employer shall...as read with Clause 48.2, and deliver to the Contractor its written ruling on the claim...thereof allowed by the Employer... so agreed between the Contractor and the Employer... If, before the Employer's ruling on the whole claim..."</p> <p>Clause 49.10 – amend to read as follows:</p> <p>"... The Employer shall within 14 days issue to the Contractor a Final Payment Certificate..."</p> <p>Clause 51.4 – amend to read as follows:</p> <p>"... the Employer shall issue to the Contractor a Certificate of Completion; Provided that the</p>

	<p>Employer, shall be...*</p> <p>Clause 52.1 – (a) amend to read as follows:</p> <p style="padding-left: 40px;">“... shall have been delivered by the Employer to the Contractor stating the date...”</p> <p style="padding-left: 40px;">(b) Delete the entire third paragraph under Clause 52.1</p> <p>3. Add the following paragraph under Clause 2.3:</p> <p style="padding-left: 40px;">Provided that, notwithstanding any provisions to the contrary in the Contract, the Employer shall have the right to reverse and, should it deem it necessary, to amend any certificate, instruction, decision or valuation of the Engineer and to issue a new one, and such certificate, instruction, decision or valuation shall for the purposes of the Contract be deemed to be issued by the Engineer, provided that the Contractor shall be remunerated in the normal manner for work executed in good faith in terms of an instruction issued by the Engineer and which has subsequently been rescinded.</p>
6.6	Omit
7.	Replace the word “ <b>GUARANTEE</b> ” with the word “ <b>SECURITY</b> ”
7.1	<p>Replace in its entirety with the following:</p> <p>The Contractor shall deliver to the Employer within 21 days of the Commencement Date the form of security selected in the Contract Data and any expenditure incurred in doing so shall be borne by the Contractor.</p>
7.2	Should the Contractor fail to select the security to be provided or should the Contractor fail to provide the Employer with the selected security within 21 days from the Commencement Date, it will be deemed that the Contractor has selected a security in the form of a retention of 10% of the Value of Works (excluding of VAT)
9.1	<p>Replace in its entirety with the following:</p> <p>The Employer will become the owner of the information, documents, advice, recommendation and reports collected, furnished and/or compiled by the Contractor during the course of, and for the purposes of executing this Contract, all of which will be handed over to the Employer on request, but in any event on the termination and/or cancellation of this Contract for whatever reason. The Contractor relinquishes its retention or any other rights to which it may be entitled.</p>
9.2	<p>Add the following as 9.2:</p> <p>The copyright of all documents, recommendations and reports compiled by the Contractor during the course of and for the purposes of finalising the Works will vest in the Employer, and may not be reproduced or distributed or made available to any person outside the Employer’s service, or to any institution in any way, without the prior written consent of the Employer. The Employer shall have the right to use such material for any other purpose without the approval of, information or payment to the Contractor.</p>
9.3	<p>Add the following as 9.3</p> <p>The copyright of all electronic aids, software programmes etc. prepared or developed in terms of the Contract shall vest in the Employer, who shall have the right to use such material for any other purpose without the approval of, information or payment to the Contractor.</p>
9.4	<p>Add the following as 9.4</p> <p>In case of the Contractor providing documents, electronic aids, software programmes or like material to the Employer, the development of which has not been at the expense of the Employer, copyright shall not vest in the Employer. The Contractor shall be required to indicate to which documents, electronic aids, software programmes or like material this provision applies.</p>

Any reference to words “Bid” or Bidder” herein and/or in any other documentation shall be construed to have the same meaning as the words “Tender” or “Tenderer”  
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9.5	<p>Add the following as 9.5</p> <p>The Contractor hereby indemnifies the Employer against any action, claim, damages or legal cost that may be instituted against the Employer on the grounds of an alleged infringement of any copyright or any other intellectual property right in connection with the Works outlined in this Contract.</p>
9.6	<p>Add the following as 9.6</p> <p>All information, documents, recommendations, programmes and reports collected or compiled must be regarded as confidential and may not be communicated or made available to any person outside the Employer's service and may not be published either during the currency of this Contract or after termination thereof without the prior written consent of the Employer.</p>
10.1	<p>Replace with the following:</p> <p>The Contractor shall, save as may be otherwise provided in the Contract or be legally or physically impossible, commence executing the Works within 14 days calculated from the date the Contractor is given access to and possession of the Site in terms of Clause 11.</p>
11.1.1	<p>Replace the words "On the Commencement Date" with the words "Within 14 days of the Contractor submitting to the Engineer an acceptable health and safety plan required in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993)"</p>
12.2	<p>The Contractor shall deliver his programme of work within 14 days from date of Site hand-over.</p>
12.3.3	<p>Amend as follows:</p> <p>"Rates of progress for the various parts of the Works taking account, inter alia, of design, acquisition, construction, testing, time risk, float, and any other necessary and relevant facts; and"</p>
13.1	<p>Amend as follows:</p> <p>"On the date possession is given to the Contractor, the Engineer shall deliver to the Contractor three (3) copies, at no cost to the Contractor, of the drawings and any instructions required for the commencement of the Works. The cost of any additional copies of such drawings and/or instructions, as may be required by the Contractor, will be for the account of Contractor.</p>
25.2	<p>Insert the words "in writing" to read as follows:</p> <p>"... unless he considers it unnecessary and advises the Contractor accordingly in writing..."</p>
26.2	<p>Replace the words "within a reasonable time" with the words "within the time period stipulated by the Engineer in such order..."</p>
28.1	<p>Add the following at the end thereof</p> <p>Such losses or damages may be recovered from the Contractor or by deducting the same from any amounts still due under this Contract or under any other contract presently or hereafter existing between the Employer and the Contractor and for this purpose all these contracts shall be considered one indivisible whole.</p>
35	<p>Replace in its entirety with the following:</p> <p>Unless otherwise stated adequate insurance is the responsibility of the Contractor. The Contractor shall submit the insurance policy to the Employer for approval, if so requested.</p>
35.1	<p><b>Damage to the Works</b></p> <p>(a) Without in any way limiting the Contractor's obligations in terms of the Contract, the Contractor shall bear the full risk of damage to and/or destruction of the Works by whatever cause during construction of the Works and hereby indemnifies and holds</p>

Any reference to words "Bid" or Bidder" herein and/or in any other documentation shall be construed to have the same meaning as the words "Tender" or "Tenderer".  
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<p>35.2</p>	<p>harmless the Employer against any such damage. The Contractor shall take such precautions and security measures and other steps for the protection and security of the Works as he may deem necessary.</p> <p>(b) The Contractor shall at all times proceed immediately to remove or dispose of any debris arising from damage to or destruction of the Works and to rebuild, restore, replace and/or repair the Works.</p> <p>(c) The Employer shall carry the risk of damage to or destruction of the Works and material paid for by the Employer that is the result, whether direct or indirect or proximate or remote, of the excepted risks as set out in Clause 35.2.</p> <p>(d) Where the Employer bears the risk in terms of this Contract, the Contractor shall, if requested to do so, reinstate any damage or destroyed portions of the Works and the costs of such reinstatement shall be measured and valued in terms of Clause 44 hereof.</p> <p><b>Injury to Persons or loss of or damage to Properties</b></p> <p>(a) The Contractor shall be liable for and hereby indemnifies the Employer against any liability, loss, claim or proceeding whether arising in common law or by Statute, consequent upon personal injuries to or the death of any person whomsoever arising out of or in the course of or caused by the execution of the Works unless due to any act or neglect of any person for whose actions the Employer is legally liable.</p> <p>(b) The Contractor shall be liable for and hereby indemnifies the Employer against any liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable or personal property or property contiguous to the Site, whether belonging to or under the control of the Employer or any other body or person, arising out of or in the course of or by reason of the execution of the Works unless due to any act or neglect of any person for whose actions the Employer is legally liable.</p> <p>The Contractor shall upon receiving an Order in Writing from the Engineer cause the same to be made good in a perfect and workmanlike manner at his own cost and in default thereof the Employer shall be entitled to cause it to be made good and to recover the cost thereof from the Contractor or to deduct the same from amounts due to the Contractor as stated in Sub-Clause 53 (4) hereof.</p> <p>(c) The Contractor shall be responsible for the protection and safety of such portions of the premises placed under his control by the Employer for the purpose of executing the Works until the issue of the Certificate of Completion.</p> <p>(d) Where the execution of the Works involves the risk of removal of or interference with support to adjoining properties including land or structures or any structures to be altered or added to, the Contractor, shall and will remain adequately insured or insured against the death of or injury to persons or damage to such property consequent on such removal or interference with support until such portion of the Works has been completed.</p> <p>(e) The Contractor shall at all times proceed immediately at his own cost to remove or dispose of any debris and to rebuild, restore, replace and/or repair such property and to execute the Works.</p>
<p>35 (A)</p>	<p><b>HIGH RISK INSURANCE</b></p> <p>In the event of the project being executed in a geological area classified as a "High Risk Area", that is an area which is subject to highly unstable subsurface conditions that might result in catastrophic ground movement evident by sinkhole or do line formation the following will apply:</p> <p>(1) <b>Damage to the Works</b></p> <p>The Contractor shall, from the Commencement Date of the Works until the date of the Certificate of Completion, bear the full risk of and hereby indemnifies and holds harmless the Employer against any damage to and/or destruction of the Works consequent upon a catastrophic ground movement as mentioned above. The</p>

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	<p>Contractor shall take such precautions and security measures and other steps for the protection of the Works as he may deem necessary.</p> <p>When instructed to do so by the Engineer, the Contractor shall proceed immediately to remove and/or dispose of any debris arising from damage to or destruction of the Works and to rebuild, restore, replace and/or repair the Works, at the Contractor's own costs.</p> <p><b>(2) Injury to Persons or Loss of or damage to Properties</b></p> <p>The Contractor shall be liable for and hereby indemnifies and holds harmless the Employer against any liability, loss, claim or proceeding arising at any time during the Contract Period whether arising in common law or by Statute, consequent upon personal injuries to or the death of any person whomsoever resulting from, arising out of or caused by a catastrophic ground movement as mentioned above.</p> <p>The Contractor shall be liable for and hereby indemnifies the Employer against any and all liability, loss, claim or proceeding consequent upon loss of or damage to any moveable, or immovable or personal property or property contiguous to the Site, whether belonging to or under the control of the Employer or any other body or person whomsoever arising out of or caused by a catastrophic ground movement, as mentioned above, which occurred during the Contract Period.</p> <p><b>(3)</b> It is the responsibility of the Contractor to ensure that he has adequate insurance to cover his risk and liability as mentioned in Clauses 35 (A) (1) and 35 (A) (2) above. Without limiting the Contractor's obligations in terms of the Contract, the Contractor shall, within 21 days of the Commencement Date but before commencement of the Works, submit to the Employer proof of such insurance policy, if requested to do so.</p> <p><b>(4)</b> The Employer shall be entitled to recover any and all losses and/or damages of whatever nature suffered or incurred consequent upon the Contractor's default of his obligations as set out in Clauses 35 (A) (1), 35 (A) (2) and (3). Such losses or damages may be recovered from the Contractor or by deducting the same from any amounts still due under this Contract or under any other contract presently or hereafter existing between the Employer and the Contractor and for this purpose all these contracts shall be considered one indivisible whole.</p>
36.4	Delete
37.2.2.3	The percentage allowance to cover the overhead charges is 33%, except on material cost where the percentage allowance is 10%
40.2	<p>Add the following to the end of the second paragraph:</p> <p>"which costs may be deducted from any payments due to the Contractor in terms of the Contract or any other Contract, now or in the future, existing between the Employer and the Contractor and for this purpose all these contracts shall be considered one indivisible whole."</p>
42.1	<p>The Works shall be completed within:</p> <p><b><i>Duration of Contract: Two Months</i></b></p>
43.1	<p>The penalty for failing to complete the replacement of a generator control panel Works is <b>0,028%</b> of the contract amount per calendar day.</p>
46.2	<p>Contract Price Adjustment (CPA) will be applicable <span style="float: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></span></p>
47.5	<p>Add the following Clause 47.5</p> <p>If during the time for completion of the Works or any extension thereof abnormal rainfall or wet conditions occurs, then the formula below shall be used to calculate separately the delay for each calendar month or part thereof. It shall be calculated each month during the period referred to in Clause 42.1 as the time for the completion of the Works and any extension time in accordance with Clause 42 that may have been granted by the Employer, or until the issue date of the certificate of practical completion, whichever is the shorter period. The delay calculated for</p>

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	<p>a given month shall be used to determine the interim extension of time granted for the month. At the end of the applicable period referred to above, the aggregate of the monthly delays will be taken into account for the final determination of the total extension of time for the Contract:</p> $V = (Nw - Nn) + \frac{(Rw - Rn)}{X}$ <p>If any value of V is negative and its absolute value exceeds Nn, then V shall be taken as equal to minus Nn.</p> <p>The delay for a part of a month shall be calculated by substituting pro-rata values for the variables in the equation.</p>
	<p>The symbols shall have the following meanings:</p> <p>V = Delays due to rain in calendar days in respect of the calendar month under consideration.</p> <p>Nw = Actual number of days during the calendar month on which a rainfall of Y mm or more per day has been recorded</p> <p>Rw = Actual rainfall in mm for the calendar month under consideration.</p> <p>Nn = Average number of days in the relevant calendar month (as derived from existing rainfall records provided in the project specifications) on which a rainfall of Y mm or more per day has been recorded.</p> <p>Rn = Average rainfall in mm for the calendar month, as derived from the rainfall records supplied in the project specifications.</p> <p>X = 20, unless otherwise provided in the project specifications.</p> <p>Y = 10, unless otherwise provided in the project specifications.</p> <p>The total delay that will be taken into account for the determination of the total extension of time for the Contract shall be the algebraic sum of the monthly totals for the period under consideration. But if the grand total is negative, the time for completion shall not be reduced on account of abnormal rainfall. The total extension of time for any calendar month shall not exceed (Nc - Nn) calendar days, where Nc = number of days calendar days in the month under consideration</p> <p>The factor (Nw - Nn) shall be considered to represent a fair allowance for variations from the average number of days during which rainfall equals or exceeds Y mm per day.</p> <p>The factor (Rw - Rn) + X shall be considered to represent a fair allowance for variations from the average for the number of days during which rainfall does not equal or exceed Y mm per day, but when wet conditions prevent or disrupt work.</p> <p>This formula does not take into account any flood damage, which could cause further or concurrent delays and which should be treated separately in so far as extension of time is concerned.</p> <p>Accurate rain gauging shall be taken at a suitable point on the site daily at 08:00 unless otherwise agreed to by the engineer, and the Contractor shall, at his own expense, take all necessary precautions to ensure that the rain gauges cannot be interfered with by unauthorized persons.</p> <p>Information regarding existing rainfall records, if available from a suitable rainfall station near the site, will be supplied in the project specifications, together with calculations of rain delays for previous years in accordance with the above formula. The average of these delays will be regarded as normal rain delays which the Contractor shall accommodate in his programme, and for which no extension of time will be considered.</p>

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48.3.4	Replace the word "conclusive" with the words "prima facie"
8.3.6	Delete
48.6	Add the following Clause 48.6  "If the Employer fails to give his ruling within the period referred to in Clause 48.5, he shall be deemed to have given a ruling dismissing the claim."
49.1.2	Replace the word "Schedule" with the word "Bill"
49.1.5	The percentage advance on materials not yet built into the Permanent Works is 85%
49.3	Replace with the following:  Payment of the amounts referred to in Clause 49.1.1, 49.1.2, 49.1.3 and 49.1.4 shall, save to the extent otherwise provided in Clause 49.6, be subject to a retention, if applicable in terms of clause 7.1, by the Employer of an amount (herein after called the "retention money"), being the percentage, stated in Part 2 of the Contract Data of the said amounts due to the Contractor.
49.5	Replace Clause 49.5 with the following  In respect of contracts up to R1 million and in respect of contracts above R1 million where the Contractor elects a security by means of a 10% retention of the Value of the Works (excl. VAT), 50% of the retention shall be released to the Contractor when the Engineer issues the last Certificate of Completion in terms of clause 51.4. The remaining 50% of the retention shall be released in accordance with the provisions of the conditions of contract and will become due and payable within 14 days of the issue of the last Final Approval Certificate.  Or  In respect of contracts above R1 million, where the Contractor elects a security by means of a cash deposit or fixed guarantee of 5% of the Contract Sum (excl. VAT) and a 5% retention of the Value of the Works (excl. VAT), the cash deposit or fixed guarantee, whichever is applicable, shall be refunded to the Contractor or released to the guarantor, respectively, when the Engineer issues the last Certificate of Completion in terms of Clause 51.4. The 5% retention of the Value of the Works (excl. VAT) shall become due and payable within 14 days of the issue of the last Final Approval Certificate.  Or  In respect of contracts above R1 million, where the Contractor elects a security by means of a cash deposit or a variable guarantee of 10% of the Contract Sum (excl. VAT), the cash deposit or the variable guarantee, whichever is applicable, will be reduced to 5% of the Value of the Works (excl. VAT) when the Engineer issues the last Certificate of Completion in terms of Clause 51.4. The balance of the cash deposit shall become due and payable within 14 days of the issue of the last Final Approval Certificate or the variable guarantee shall expire upon the issue of the last Final Approval Certificate.
49.6	A Retention Money Guarantee is not permitted.
49.7.2	Replace the words "prime overdraft rate certified by the Contractor's banker" with the words "interest rate 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"
49.11	Add Clause 49.11 as follows:  In respect of any amount owed by the Contractor to the Employer, the Contractor shall pay the Employer interest at the rate 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
50.	Amend the percentage from 15 per cent to 20 per cent in the title, the Clause and in the sideline comment.
52.2	Amend as follows:

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	"...of the Contract or any part thereof, nor of the accuracy of any claim made by the Contractor, nor shall any other certificate exclude ... powers of the Engineer and/or the Employer"
53.1	The Defects Liability Period is 12 months
55.1.6	Amend as follows  "Has, to the detriment of good workmanship or without the written approval of the Employer or in defiance of the Engineer's instructions to the contrary, sublet any part of the Contract, or"
56.2.2	Delete the following words  "without prejudice to his lien on the Employer's property"
56.3	Add the following at the end  After cancellation of the Contract by the Contractor, the Contractor, when requested by the Employer to do so, shall not be entitled to refuse to withdraw from the Works on the grounds of any lien or a right of retention or on the grounds of any right whatsoever.
57.1	Amend as follows:  "... Clauses 48 or 58.7 or in respect of any matter in terms of which the Employer has issued a certificate or instruction or has made a ruling, determination, decision or valuation, or in respect of any matter in terms of which the Employer has given effect to the provisio in Clause 2.3, the Contractor shall have the right by written notice with supporting particulars to the Engineer and Employer to require..."
58.1.1	Delete the words "Clause 48 or"
58.1.2	Delete the words "48.5 or" and replace the word "Clauses" with the word "Clause"
58.1.3	Amend as follows:  "... and the Engineer or Employer, as applicable, or by the Mediator's opinion to the extent that it has become binding in terms of Clause 58.2.6
58.2	Dispute resolution is to be by means of mediation.
58.4	Disputes are to be referred for final settlement to litigation.
59	Add the following Clause 59  "No amendments of this Contract or of any provisions or terms hereof and no waiver or relaxation or suspension of any of the provisions or terms of this Contract shall be of any force or effect unless reduced to writing and signed by both the parties hereto."

	<b>PART 2: DATA PROVIDED BY THE CONTRACTOR</b>
1.8	The name of the Contractor is  ..... (insert the legal name of the Contractor, as well as the Contractor's registration number, if applicable)
1.2.2	The addresses of the Contractor, where the Contractor shall receive notices, are as follows:  Physical Address:  _____

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	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <p>Postal Address:</p> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <p>Facsimile: _____ Telephone: _____</p>
7.1	<p>The security to be provided by the Contractor:</p> <p>(a) in respect of contracts up to R1 million, the security to be submitted by the Contractor to the Employer will be a retention of 5% of the Value of Works (excluding VAT)</p> <p>(b) in respect of contracts above R1 million, the Contractor will provide, as security, one of the following:</p> <p>(1) cash deposit of 10 % of the Contract Sum (excluding VAT) <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p> <p>(2) variable construction guarantee of 10 % of the Contract Sum (excluding VAT) <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p> <p>(3) retention of 10% of the Value of Works (excluding VAT) <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p> <p>(4) cash deposit of 5% of the Contract Sum (excluding VAT) and a retention of 5% of the Value of Works (excluding VAT) <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p> <p>(5) fixed construction guarantee of 5% of the Contract Sum (excluding VAT) and a retention of 5% of the Value of Works (excluding VAT) <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span></p> <p><b>NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.</b></p>

**Quotation number: *KATKOP***

**Description: Appointment of a contractor to execute internal electrical reticulation at Katkop Police Station: Eastern Cape Province**

**CONTRACT**

**Part C.3**

**Scope of Works and Bills of Quantity:**

**Quotation number: KATKOP 01/2025**

**APPOINTMENT OF CONTRACTOR TO EXECUTE INTERNAL  
ELECTRICAL RETICULATION AT KATKOP POLICE STATION: EASTERN  
CAPE PROVINCE**

**CONTRACT**

**Part C.2**

**Scope of Works and Bills of Quantities:**



**SOUTH AFRICAN POLICE SERVICE**

**INTERNAL ELECTRICAL  
RETICULATION**

**EASTERN CAPE PROVINCE**

**(KATKOP POLICE STATION)  
TWO MONTHS**

**COMPILED BY: DIVISION: SCM: Facility Management: Pretoria**

**W/O MJ NGOMA**  
**Tel: 012 349 6094**  
**[NgomaMandla@saps.gov.za](mailto:NgomaMandla@saps.gov.za)**



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## 1. INTRODUCTION

The South African Police Service under Supply Chain Management has a requirement to do an internal electrical reticulation at Katkop Police Station Eastern Cape Province, South Africa, occupied by the South African Police Service (SAPS) for a period of two months.

## 2. SCOPE OF WORKS

The scope entails internal electrical reticulation at Katkop Police Station in order to energize the facility upon completion of Eskom Electricity Supply.

The armoured copper cable will be installed from the Eskom kiosk to the Main DB inside the main building.

The installation of open channel fluorescent led shall be installed in the main building including circuit breakers, surge arrestors, house wires etc.

The Contractor shall provide all qualified personnel, transportation, equipment, replacement parts, tools and supply necessary for electrical internal reticulation at Katkop Police Station.

## 3. NORMATIVE REFERENCES

The entire maintenance and repair shall be carried out to the satisfaction of the SAPS, Facility Management, and shall be carried out in accordance with the following Standard Specifications and Regulations.

- ISO 9000/9001            Quality Management Systems.
- SANS 342                Automotive diesel fuel
- SANS 1186              Symbolic safety signs
- SANS 1507              Electric cables with extruded solid dielectric insulation for fixed installations
- SANS 1063              Earth rods and couplers
- SANS 1765              Safety and distribution boards
- SANS 1803              Lugs and ferrules for insulated electric
- SANS 8528-1            Reciprocating internal combustion engine driven alternating current generating sets (all parts)
- SANS 10140            Identification colour marking
- SANS 60034            Rotating electrical machines
- SANS 60529            Degrees of protection provided by enclosures



**PART C 2: CONTRACT: INTERNAL ELECTRICAL RETICULATION**

- SANS 60947 Low-voltage switchgear and control gear – Part 7-1: Ancillary equipment – Terminal blocks for copper conductors
- SANS 10142-1 Wiring of Premises
- SANS 62-1 Steel pipes Part 1
- SANS 10198-8 Cable laying and Installation
- SANS 10131 Petroleum products, above ground storage and tanks.
- SANS 60947 All low voltage switchgear and control gear assemblies
- SANS 10400 Building regulations
- SANS 61084-1-2 Electrical Installation Ducting and Trunking Systems on walls and ceilings
- SANS 61305-1-2.4 Electrical Installation Conduit Fittings
- SANS 767- 1-2 Electrical Earth Leakage Protection units
- SANS 45001 Occupational Health and Safety Act No. 85 of 1993
- The municipal by-laws and any specific requirements of the Local Supply Authority of the area or district concerned.
- Local Fire Regulations

**4. DETAIL REQUIREMENTS**

This particular specification must be read with, and shall form part of the Technical Specification contained in this document. Any deviation from the specification must be fully defined.

All connections, installations and terminations of the required cabling and switch gear will form part this contract.

All equipment shall be intergraded with existing infrastructure and therefore additional care should be taken to protect all equipment in terms of excessive voltage spikes, over current protection, lighting protection and voltage drops. When all conductors of an AC installation are carrying their design load, the difference in voltage between the point of supply and any point of outlet or terminals of fixed appliances should not exceed 5% of the standard or declared voltage. In the case of a 230/400 V system, the voltage drop for single-phase circuits should not exceed 11, 5 V (5% of 230 V) and the voltage drop for three-phase circuits should not exceed 20V (5% of 400V).

**5. GENERAL REQUIREMENTS AND SPECIFICATION**

STATE UNDER PARTICULAR OF TENDER AGAINST EACH REQUIREMENT WHETHER THE TENDER COMPLY OR DO NOT COMPLY WITH THE REQUIREMENT OF THE SPECIFICATION		Comply	Not Comply
6.1	The Contractor shall comply with the requirements of the Health & Safety Specification and applicable regulations. The contractor shall refer to the site information, and the specifications describing the scope of the Engineering Works, for information about the type of environment in which the work is to be executed. Notwithstanding anything stated in this document the contractor shall be responsible for determining the safety requirements of the site. (as specified in this document)		



**PART C 2: CONTRACT: INTERNAL ELECTRICAL RETICULATION**

6.2	The Contractor shall ensure that all safety regulations and measures are applied and enforced during repair work on cabling, wiring and distribution boards.		
6.3	Contract rates are all inclusive, which means that they include all costs associated with the provision of the service including but not limited to: salaries, operating cost, tools, supplies, transportation.		

## 6. SITE CONDITIONS AND LOCATION

The following station will be covered by this contract (locations to be confirmed by Bidder);

No.	Station	Address	Telephone number
1	Katkop SAPS	R56 road Katkop Mount Fletcher, 4780	(047) 553 6200

**The Bidder must verify the above-mentioned details. It is the responsibility of the Bidder to evaluate Electrical conditions at the station, for the purpose of pricing.**

## 7. CONDITIONS OF CONTRACT

- A detailed program for the execution of the electrical installation and maintenance works for the whole of the contract period, listing each plant, its location and fixed dates of maintenance. The contractor will be required to comply with the program at all times.
- Contract rates are all inclusive, which means that they include all costs associated with the provision of the service including but not limited to: salaries, operating cost, tools, supplies, transportation.

## 8. PVC-INSULATED CABLES/GLANDS

- Cables shall be manufactured in accordance with SABS 1507 and shall be new.
- The insulation shall be for general purpose PVC, 600/1000V Grade and conductor shall be of high conductor annealed stranded copper. The cores may be shaped or circular.
- The glands shall be made of nickel-plated bronze or brass and shall be galvanized with SABS 763.

## 9. CABLE TERMINATION/JOINTS

- The complete kit shall be packed in a container that is marked for the type of cable insulation and construction as well as the voltage range for which the materials are suitable.

SAPS: KATKOP: EASTERN CAPE PROVINCE: TECHNICAL SPECIFICATION: Signature .....



- The joints shall make minimal if it is used of insulating or stress relieve tapes and the use of electrical stress control/insulating tubing that is heat-shrunk onto the termination or joint is preferred above other methods.
- The heat-shrinkable and other materials used for the terminals and joints shall be of a high quality and retain their electrical and mechanical properties without deteriorating.

## 10. EARTH ELECTRODES

- The rod electrodes to provide an earth in soil for electrical and lighting arrestor. The nominal diameter of the earthing rods shall be not less than 16mm unless the rods are specified for placing in pre-drilled holes in which event the minimum nominal diameter shall not be less than 12mm.
- Conductor clamps shall be provided to suit the type and size of rods provided and the type and size of conductor.
- The material of the clamps shall be compatible with the rod and conductor materials.

## 11. SWITCHBOARDS

- Flush mounted switchboards shall comply with SABS 1180. Knock-outs shall be provided in the top and bottom ends of each switchboard tray to allow for the installation of conducts for the specified and future circuits. Knock-outs shall be provided for an equal number of 20mm and 25mm diameter including entrance for cable trunking.
- Front panels shall have machine punched slots for housing the specified and future flush mounted switchgear. The distance between the inside of the closed doors and the panel shall not be less than 20mm. No equipment may be mounted on the panel unless the panel is permanently hinged to the switchboard frame.
- Surface mounted switchboards shall be equipped with a 1,6mm minimum sheet steel reinforced tray, suitably braced and stiffened to carry the chassis, door and equipment. Lugs to secure the switchboard to a vertical surface shall be made provided.
- All joints shall be welded or securely bolted. The tray shall be square and neatly finished without protrusions. The front tray sides shall be rounded with an edge at least 20mm to accommodate flush doors.



**PART C 2: CONTRACT: INTERNAL ELECTRICAL RETICULATION**

- Equipment to be mounted on the chassis shall be mounted by bolts. Washers and nuts or by bolts screwed into tapped holes in the chassis plate.
- Surface mounted switchboards where the main switch rating exceeds 100 A (Triple-pole), space for wiring shall be provided between the chassis and tray. This space shall be adequate to install the supply cable behind the chassis and terminate on the main switch without sharp bends in the cable cores. Self-tapping screws will not be allowed.
- The load shall be balanced as equally as possible across multi-phase supplies.

## 12. WIRING

- Cables connected to incoming or outgoing circuits shall be terminated on a gland plate supplied for this purpose. Power cables up to and including 70mm<sup>2</sup> may terminate on clamp type terminals where the clamping screws are not in direct contact with the conductor. Connection to the equipment can then be made with cables that are similarly connected to the clamp terminal. All power cables larger than 70mm<sup>2</sup> shall terminate on bus bars that are connected to associated equipment. Parallel incoming or outgoing cables shall be connected to a collector bus bar without crossing the conductors.
- 600/1000 V Grade PVC-insulated stranded annealed copper conductors to SABS 1507 shall be employed for the internal power wiring of switchboards.
- Wiring shall be arranged in horizontal and vertical rows and shall be bound with suitable plastic straps or installed in PVC wiring channels.
- Bunched conductors shall be neatly formed to present a uniform appearance without twisting or crossing the conductors.
- A maximum of two conductors will be allowed per equipment terminal. Where more conductors must be connected to the same equipment terminal (e.g. main circuit breaker feeding other circuit breakers), stub bus bars shall be provided for the various conductors.
- Where neutral connections are looped between the terminals of instruments, it is essential that the two conductors' ends be inserted into a common lug or ferrule and are crimped or soldered together in order that the neutral connection is not broken when the conductors are removed from one of the instruments.
- All equipment is fully labelled and that accurate descriptions and safety warning notices appear in English. All equipment on switchboards shall be identified with the necessary labels.



- Engraved plastic or ivory-sandwiched strips shall be used throughout. The strips shall bear white lettering on black background for normal labels and red letters on a white or yellow background for danger notices.
- Labels shall not be fixed to components or trunking but doors panels, chassis or other permanent structures of the switchboard.
- The Engineer/ Project Manager shall be notified when the mechanical construction of the switchboard, i.e. frame, panels and base frame, is complete in order that it may be inspected at the factory.

### **13. TRENCHING**

- The Contractor shall be responsible for all trenching excavations unless specified to the contrary.
- The Contractor shall, before trenching commences, familiarise himself with the routes and site conditions and the procedure and order of doing the work shall be planned in conjunction with the general construction programme for other services and building requirements.
- The Contractor shall acquaint himself with the position of all the existing services such as storm water pipes, water mains, sewer mains, gas pipes, telephone cables, etc. before any excavations are commenced.
- The Contractor will be held responsible for damage to any existing services brought to his attention by the relevant authorities and shall be responsible for the cost of repairs.
- The Contractor shall take all the necessary precautions and provide the necessary warning signs and/or lights to ensure that the public and/or employees on site are not endangered.
- The Contractor shall ensure that the excavations will not endanger existing structures, roads, railways, other site constructions or other property.

#### **13.1. Trenching**

- Trenching shall be programmed in advance and the approved programme shall not be departed from except with the consent of the Project Manager: SCM Facility Management.
- Trenches shall be as straight as possible and shall be excavated to the dimensions indicated in this specification.



- The bottom of the trench shall be of smooth contour, and shall have no sharp dips or rises which may cause tensile forces in the cable during backfilling.
- The excavated material shall be placed adjacent to each trench in such a manner as to prevent nuisance, interference or damage to adjacent drains, gateways, trenches, water furrows, other works, properties or traffic. Where this is not possible, the excavated materials shall be removed from site and returned for backfilling on completion of cable laying.
- Surplus material shall be removed from site and disposed of at the cost of the Contractor.
- Trenches across roads, access ways or footpaths shall not be left open. If cables cannot be laid immediately, the Contractor shall install temporary "bridges" or cover plates of sufficient strength to accommodate the traffic concerned.
- In the event of damage to other services or structures during trenching operations, the Contractor shall immediately notify the SCM Facility Management and institute repairs.
- Prior to cable laying, the trench shall be inspected thoroughly and all objects likely to cause damage to the cables either during or after laying shall be removed.
- Where ground conditions are likely to reduce maximum current carrying capacities of cables or where the cables are likely to be subjected to chemical or other damage or electrolytic action, the SCM Facility Management shall be notified before installing the cables. The Project Manager: SCM Facility Management will advise on the course of action to be taken.

### **13.2. Dimensions of trenches**

- A trench must be excavated at a depth of 600mm and a width of 300mm. An electrical warning tape must be laid 200mm above the depth of 600mm trench.
- The width shall be increased where more cables are installed to allow for the spacing as stipulated above.
- Where trenches change direction or where cable slack is to be accommodated, the Contractor shall ensure that the requirements of the relevant SANS 10198-8:2016 specification regarding the bending radii of cables are met when determining trench widths.

### **13.3. Joint Holes**



## **PART C 2: CONTRACT: INTERNAL ELECTRICAL RETICULATION**

Where cable joints are required to be made in the course of a cable run, a joint hole shall be excavated of sufficient size to enable the cable jointer to work efficiently and unimpeded.

### **13.4. Bedding**

- The bottom of the trench shall be filled across the full width with a 75 mm layer of suitable soil sifted through a 6 mm mesh and levelled off.
- Only sandy clay or loam soil with a satisfactory thermal resistivity (not exceeding 1.5 °C m/W) may be used for this purpose. Sea or river sand, ash, chalk, peat, clinker or clayey soil shall not be used. The use of crusher sand is acceptable.
- Where no suitable soil is available on site, the Contractor shall import fill from elsewhere and make all the necessary arrangements to do so. The cost of importing soil for bedding purposes shall be included in the unit rates for excavations.
- After cable laying, a further layer of bedding shall be provided to extend to 75 mm above the cables.
- The bedding under joints shall be fully consolidated to prevent subsequent settling.

### **13.5. Cable Sleeves**

- Where cables cross under roads, railway tracks and other service areas, etc. and where cables enter buildings, the cables shall be installed in Polyethylene (6 mm thickness), pipes or earthenware pipes. Pitch fibre and PVC pipes are not acceptable because of the adhesion that occurs after a period of time between the pipe and the sheathing or outer serving of the cables.
- Pipes shall be joined in accordance with the manufacturer's instructions.
- Sleeves shall cross roads and railway tracks at right angles.
- A diameter of 110 mm cable sleeve to be installed where the cable is crossing the roadway.
- Cable sleeves shall be installed to the spacing and depths stated below.
- Galvanised metallic sleeves up to and including 76 mm dia. shall be supplied and installed by the contractor.
- The ends of all sleeves shall be sealed with a non-hardening watertight compound after the installation of cables. All sleeves intended for future use shall likewise be sealed.

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### 13.6. Backfilling

- The Contractor shall not commence with the backfilling of trenches without prior notification to the SCM Facility Management so that the cable installation may be inspected. Should the Contractor fail to give a timeous notification, the trenches shall be re-opened at the Contractor's cost. Such an inspection will not be unreasonably delayed.
- The tape shall be yellow, marked with the words "**ELECTRICAL WARNING TAPE**" in black.
- Backfilling shall be undertaken with soil suitable to ensure settling without voids. The maximum allowable diameter of stones present in the backfill material is 75 mm.
- The Contractor shall have allowed in his tender for the importation of suitable backfill material if required.
- The backfill shall be compacted in layers of 150 mm and sufficient allowance shall be made for final settlement. The Contractor shall maintain the refilled trench at his expense for the duration of the contract. Surplus material shall be removed from site and suitably disposed of.
- On completion, the surface shall be made good to match the surrounding area.
- In the case of roadways or paved areas the excavations shall be consolidated to the original density of the surrounding material and the surface finish reinstated.

## 14. MATERIAL AND WORKMANSHIP

The work throughout shall be executed to the highest standards and to the entire satisfaction of the Project Manager: Electrical Engineering SCM: Facility Management who shall interpret the meeting of the Contract Document and shall have the authority to reject any work and materials, which, in his judgment, are not in full accordance therewith. **All condemned material and workmanship shall be replaced or rectified as directed and approved by the project manager.** All work shall be executed in a first-class manner by qualified electrical artisans.

The Contractor shall guarantee that the materials and workmanship shall be of the highest grade, that the equipment shall be installed in a practical and first-class manner in accordance with the best practices and ready and complete for full operation. It is specifically intended that all material or labour which is usually provided as part of such equipment as is called for and which is necessary for its proper completion and operation shall be provided without additional cost whether or not shown or described in the Contract Document.



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The Contractor shall thoroughly acquaint himself with the work involved and shall verify on site all measurements necessary for proper installation work. The Contractor shall also be prepared to promptly furnish any information relating to his own work as may be necessary for the proper installation work and shall co-operate with and co-ordinate the work of others as may be applicable.

All components and their respective adjustments, which do not form part of the equipment installation work, but influence the optimum and safe operation of the equipment shall be considered to form part of, and shall be included in the Contractor's scope of works. All control equipment and serviceable items shall be installed and positioned such that they will be accessible and maintainable.

The Contractor shall make sure that all safety regulations and measures are applied and enforced during the installation and guarantee periods to ensure the safety of the public and the User Client. The Contractor is to include for all scaffolding and "tools of trade" required for completing the scope of work.

**Safety** – The Contractor shall comply with the requirements of the Health & Safety Specification referenced above. The contractor shall refer to the site information, and the specifications describing the scope of the Engineering Works, for information about the type of environment in which the work is to be executed. Notwithstanding anything stated in this document the contractor shall be responsible for determining the safety requirements of the site.

The premises in which the generating plant is situated will be occupied by staff during the contract period. Working areas shall therefore be demarcated by means of suitable signs and warning tape which shall be removed on completion of work. Work in building interiors with gas torches or welding machines for joining pipe-work shall be executed with care and temporary protection for any adjacent timber, ceiling, tile roof or other flammable material shall be employed.

A comprehensive H&S Plan shall be prepared and submitted for approval. The Contractor shall comply with SAPS Health and Safety Specification.

A copy shall be available in the contractor's vehicle when attending any site to perform maintenance work. Asbestos risk analysis & safe work procedures shall be included if applicable.

## 15. INSPECTIONS, TESTING, COMMISSIONING AND HANDING OVER

### 15.1 PHYSICAL INSPECTION PROCEDURE



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- Once the Contractor has completed the installation, written notice shall be given to the Project Manager in order that a mutually acceptable date can be arranged for a joint inspection.
- During the course of the inspection, the Project Manager/Engineer will compile a list of items (if any) requiring further attention. A copy of this list will be provided to the Contractor who will have a period of 7 days in which to rectify the offending items of the installation.
- The Contractor shall then provide written notice that he is ready for an inspection of the remedial work to the offending items.
- This procedure will continue until the entire installation has been correctly completed to the satisfaction of the Project Manager/Engineer.

### **15.2 TESTING AND COMMISSIONING**

- All installed equipment shall be commissioned and tested as per the manufacturer recommendations. The results of all tests must be recorded and submitted to SAPS.
- Contractor to provide COCs and all relevant test certificates to SAPS Project Manager/Engineer prior to energizing of equipment.

### **16. CLEANING OF SITE**

- After completion of construction activities, the contractor shall remove all his equipment, rubbish, rubbles & waste and leave the site in a tidy condition.

### **17. PREAMBLES TO SCHEDULE OF QUANTITIES**

#### **PRICE SCHEDULE**

**General** – The Schedules of Quantities define the scope of the Engineering Works in terms of the measurement and payment parameters specified. The Schedules shall be read in conjunction with the General Conditions of Contract. The quantities stated on the schedules are provisional and are subject to re-measurement upon completion. Bidders shall quote for all equipment and all accessories specified within this document. The procurement of this equipment shall take place as needed, spread over two months period.

**Descriptions & Measured Items** – The Schedule of Quantities consists of Descriptions followed by measured items (Item lines) which specify the items of differing dimensions, ratings, etc. which comply with the overall requirements of such Description. The measured items may add, subtract or in any other way vary the Description. Below each item line the measured quantities applicable

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**PART C 2: CONTRACT: INTERNAL ELECTRICAL RETICULATION**

to each of the applicable sections of the Works appears under the relevant column heading, the total of which is shown under the Quantity column. The terms used and Schedule layout are defined in the *Schedule of Quantities* Legend which is presented at this Preamble. The Schedule of Quantities is based upon the Standard system of measurement modified as necessary. **Fixed Rates** – Rates shall be fixed for the duration of the contract. **All inclusive** – The Descriptions and item lines are of necessity abbreviated summaries of the specifications and unless otherwise stated or elsewhere measured, shall include all necessary components and accessories required or necessary for the correct functioning or performance of the item when incorporated into the Engineering Works. The rates and prices shall accommodate the nature of the Engineering Work and any restrictions which apply to the Works Environment and the Site of the Works, shall include all the costs and expenses that may be required in and for the construction of the Works described and shall include the cost of all general obligations, risks and liabilities stated or implied in the contract documents.



## 18. SCHEDULES OF QUANTITIES

### 18.1 Katkop Police Station

#### INTERNAL ELECTRICAL RETICULATION BOQ

KATKOP POLICE STATION					
Item	Description	Unit	Qty	Rate	Amount
<b>NOTE: THE FOLLOWING WORK IS TO BE CARRIED OUT BY A QUALIFIED ELECTRICIAN – Internal Electrical Reticulation: The following reticulation is required to bring the installations to the working order intended.</b>					
1	Preliminary & General: 1.1 Site Establishment, 1.2 Rubbish, rubbles & waste management	sum	1		
2	Light fitting, 50 Watt, minimum 3250 lumens with min 120 degree beam angle LED Floodlight, IP 65, Complete with wall mount bracket, stainless steel screws and polycarbonate corrosion resistant housing	no	5		
3	Led floodlight, IP65 150W ,4000K neutral white complete with wall mount bracket, stainless screws and polycarbonate corrosion housing	no	4		
4	3Pole 100A 6kA DM 26mm circuit breaker	no	1		
5	3Pole 60A 6kA DM 26mm circuit breaker	no	1		
6	10 Amp, single pole. 3 kA, circuit breaker.	no	5		
7	20 Amp, single pole. 3 kA, circuit breaker.	no	5		
8	PVC, insulated, copper house wire, low voltage single core, stranded (1,5mm <sup>2</sup> )	p/m	400		
9	Low voltage, 4 core PVC/SWA SHEATHED cable, Cu in ground/ducts/air (2 X 25 mm <sup>2</sup> )	p/m	340		
10	PVC, non-sheathed, copper conductor/cable, low voltage single core, stranded (25 mm <sup>2</sup> ) including glands	p/m	170		



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11	PVC Conduit rates (20mm) to include for waste, couplings, sets, cold galvanized paint on joint, loopboxes, glue etc. where applicable. (1,5 mm)	p/m	20		
12	Supply and install pvc trunking (100 X 40mm)	p/m	20		
14	Fluorescent luminaires, fitting, complete, 2 x 24 W, 4foot (1200mm) open channel led fluorescent tube fitting- double channel with LED tubes.	no	25		
15	Excavation of soft rock/hard rock (cable installation)	p/m	170		
16	Reinstate soil, concrete/paving (Cable installation)	p/m	170		
17	Underground Electrical warning tape(150mm*160m))	p/m	160		
18	Labelling of the entire DB, including legend.	sum	1		
19	Submit Health and Safety file	sum	1		
20	Testing and certification: Certification of Compliance (COC), with regards to all electrical installation	no	1		
Subtotal					
Plus: 15% VAT					
Total					