



# BREEDE VALLEY

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

REQUEST NO.293736

## PROCUREMENT DOCUMENT

Closing Date and Time: 18 FEBRUARY 2019– 11:00

NAME OF TENDERER:	
Total RTQ Price (Inclusive of VAT):	
Delivery period:	

<b>Worcester</b> <b>Supply Chain Management Unit; 23 Baring Street; Worcester; 6850</b> <b>Tel: 023 348 2951; Fax: 086 445 0476</b>
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TENDER DETAILS						
TENDER NUMBER:	RTQ 293736					
TENDER TITLE:	Appointment of a contractor for repairs and maintenance of LV Overhead lines, Suidstraat, Touwsriver.					
CLOSING DATE:	18.02.2019	CLOSING TIME:	11:00			
SITE MEETING:	DATE:	NOT REQUIRED	TIME:	N/A	COMPULSORY:	N/A
SITE MEETING ADDRESS:	N/A					
CIDB GRADING REQUIRED:	N/A	LEVEL AND CATEGORY:	N/A			
BID BOX NO:	N/A	SITUATED AT: Breede Valley Municipal SCM Offices, 23 Baring Street, Worcester The bid box (outside the office – green tender box) is generally open 24 hours a day, 7 days a week. If the tender document exceeds the size of the deposit opening of 390mm x 85mm, the tender should be delivered during office hours.				
OFFER TO BE VALID FOR:	90	DAYS FROM THE CLOSING DATE OF BID.				

TENDERER DETAILS (Please indicate postal address for all correspondence relevant to this specific tender)			
NAME OF TENDERER:			
NAME OF CONTACT PERSON:			
PHYSICAL ADDRESS:		POSTAL ADDRESS:	
TELEPHONE NO:		FAX NO.	
E-MAIL ADDRESS:			
CSD Registration no.		WCSD Registration no.	

DATE:	
SIGNATURE OF TENDERER:	
CAPACITY UNDER WHICH THIS BID IS SIGNED:	

PLEASE NOTE:
1. Tenders that are deposited in the incorrect box will not be considered.
2. Tender box deposit slot is 390 mm x 85 mm.
3. Mailed, telegraphic or faxed tenders will not be accepted.
4. If the bid is late, it will not be accepted for consideration.
5. Bids may only be submitted on the Bid Documentation provided by the Municipality.

ENQUIRIES MAY BE DIRECTED TO:	CONTACT PERSON	TEL. NUMBER
TECHNICAL ENQUIRIES	ROELF DE BEER rdebeer@bvm.gov.za	
ENQUIRIES REGARDING BID PROCEDURES & COMPLETION OF BID DOCUMENTS		



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## **PART B – SPECIFICATIONS AND PRICING SCHEDULE**

**1. SPECIFICATIONS**

**TERMS OF REFERENCE**

**1. SCOPE**

Bidders are required to quote for the following:

- To inform the customers where a line is to be rebuilt or a cable is repaired or replaced of the fact that the power will be off for a considerable period of time while the work is being undertaken.
  - To receive as a free issue from BVM or supply when requested the necessary galvanised tubular steel poles, concrete poles and wooden poles, aerial bundled conductor and low voltage cable. Contractor to ensure that all material supplied or received are correct and suited for the specific application.
  - To carefully disconnect the supply cable to the existing line as well as all the house service connections and then remove the overhead line conductors, damaged wooden poles, concrete poles and rusted steel poles and convey the scrap material to a specified workshop of the BVM in the Breede Valley Municipality (BVM). Relatively new poles that are not damaged, cracked or rusted or wooden poles not rotten shall be returned to the vertical and left in position for use in the new line or shall be repositioned for such use.
  - To supply the necessary pole top service connection boxes / pole kits, pole top cable, dead end and support clamps, electrical connectors and all wiring and sundry materials and erect an aerial bundled conductor low voltage overhead line in more or less the same position as the bare conductor low voltage overhead line that was removed.
  - To reconnect the supply cable and service connections, commission the new ABC line, test all the service connections for polarity, phasing and earth continuity and hand the whole system over to the Breede Valley Municipality in a proper working condition.
  - **An earth resistance / continuity test certificate of each replaced steel distribution pole and ABC line to be provided with each invoice. 10ohms and less will be acceptable readings**
  - **The overall resistance to earth of the neutral of an LV distributor or distribution system must not exceed 10 ohms.**
  - To supply all material (cable, joints & sundry material) when needed to reconnect a low voltage bulk supply connection.
  - This bid also allows for other work requests to be carried out as part of the rebuilding and repairing of lines as specified in this document.
  - It shall be noted that the contractor is only allowed to work on an underground cable if it forms part of a refurbishment or rebuilding project currently in progress. **Cable fault location and repairs of underground cables not forming part of a project** are covered by another bid and does not form part of this bid.
- Note: Preference will be given to Breede Valley based companies and bidders and note that this bid may be awarded to more than one company.**

It is envisaged that the work will be undertaken over the entire Breede Valley Municipality (BVM) on an as and when basis. Bidders are thus required to quote for the work on a rate basis to allow some

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flexibility in the execution of the work and to facilitate payment for work completed. **Bidders can bid for all areas or for a particular area . The areas of the Worcester, De Doorns and Touws river.**

**2. BACKGROUND**

- Several suburbs in the Breede Valley Municipality (BVM) were reticulated by means of steel poles, concrete poles and wooden poles with stranded bare copper conductors or either aerial bundle conductor. Service connections are either an overhead connection or underground cables that have been strapped to the poles. Most of the steel poles have now rusted to the extent that entire lines regularly fall over due to poles breaking off at ground level. The bare copper conductors have also been damaged so often through being forced together by tree branches and line thefts that most of the conductors are full of weak points and joints that regularly break or burn off when the wind blows or when a fault occurs.
- Aerial bundle conductor is also damaged in areas where theft and overloading took place.
- In the light of the above the Breede Valley Municipality (BVM) now wishes to employ a contractor to remove existing dilapidated and worn out low voltage overhead lines in the Breede Valley Municipality (BVM) and replaces it with a system of low voltage aerial bundled conductors on tubular steel poles, concrete poles or wooden poles. The need is also there to replace non-standard low voltage overhead service connections.
- Due to the extent of the task and also the fact that not all the lines are in an equally bad condition, the work will be undertaken over a period of several years. The Municipality will also use the opportunity to rationalise the layout of the low voltage overhead line system to allow for load growth and load shift that has taken place over the years since the lines were built.
- There is also a need in replacing and repairing overhead low voltage service and overhead distribution cables especially where cables are past their useful life, damaged by cable theft and 3rd party interference.
- It is a requirement that the contractor/s must be available after hours to perform emergency breakdowns on the underground and overhead low voltage network to ensure that we deliver a firm and reliable service to the customers of the BVM.
- The municipality reserves the right to amend the quantities at its discretion in order to meet the budget limitations or operational requirements.

**3. 'ELIGIBILITY CRITERIA**

**1. Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders:**

- 1.1) Experience of key-personnel
- 1.2) Availability of resources
- 1.3) Previous experience on contracts of a similar value and nature.
- 1.4) Compliance with required maximum construction period of three (3) weeks, from date of Letter of Acceptance.

2. Only those tenderers who are registered with the 2EP CIDB or are capable of being. 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 EP class of construction work, are eligible to have their tenders evaluated.

**Joint ventures are eligible to submit tenders provided that:**

- 2.1) every member of the joint venture is registered with the CIDB.
- 2.2) the lead partner has a contractor grading designation in the EP class of construction work; and

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2.3) the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a EP class of construction work or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations.

- 3. **Comply with the applicable Bargaining Council agreements;**
- 4. **Comply with the Occupational Health and Safety Act and regulations;**
- 5. **Comply with COIDA;**
- 6. **Who, according to the employer, do not present any commercial risk and can demonstrate that he or she possesses the professional and technical competence, financial resources, equipment and other physical facilities, reliability and expertise to perform the contract.**
- 7. **Previous experience on contracts of a similar value and nature.**

4. **GENERAL**

4.1. **Deliveries:**

- a) Delivery must take place within 30 working days (6 weeks) of placing an official order where lead times have not been indicated on the tender document.
- b) Delivery address will be indicated on the official order as the following:  
Municipal Main Store, 1 Mark Street, Worcester
- c) Delivery of products must **include the off-loading** thereof at the supplier's own risk and cost to the designated delivery address as indicated above.
- d) Bidders must supply and ensure their own labour for the offloading of the products at the designated Municipal stores.
- e) Delivery must take place on normal business days between 08h00 and 15h00.
- f) The Municipality will place orders as and when required during the contract period.
- g) An official order must be issued before any delivery may be made to the Municipality.
- h) It is required that the delivery takes place with an official delivery note and that the invoice is submitted on completion of performance.
- i) It will be required from the supplier to keep stock of products or to ensure that full delivery takes place according to the order quantities. Non-compliance will lead to breach of contract.
- j) Breede Valley Municipality reserves the right to make use of other suppliers, where the supplier is in breach of contract, regarding delivery lead times and/or when emergencies arises, and the supplier do not carry stock. The difference in expenditure will be for the original contract holder.

4.2. **Pricing:**

- a) All items on the Pricing Schedule, where detailed specifications apply, are listed under **TECHNICAL (PRODUCT) SPECIFICATIONS**, and are cross referenced to the Pricing Schedule. In cases where a product does not have extensive specifications, the item specifications are listed with the item on the Pricing Schedule.
- b) All fields must be completed for the pricing schedule to be considered.
- c) Tenderers must furnish unit prices for the listed products only.
- d) All prices must include delivery **and off-loading** at the Main Store mentioned in **4.1 (b)** above and **MUST EXCLUDE VAT**.

4.3. **Information:**

- a) Bidders must take note that the tender will be disqualified in the event of a false statement having been made or false information submitted. The complete Supply Chain Management Policy is available for inspection at the Municipal Offices.

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- b) The Bidder must be in possession of an official order before any product may be supplied to the Municipality. The Municipality will be under no obligation to perform payments, without an official order.
- c) The tender must be valid for 90 (ninety) days after closing date.
- d) The contract period will be from date of commencement for a period not exceeding twelve calendar months and the agreement will be reviewed on a monthly basis based on, *inter alia*, performance.
- e) Non-compliance with the tender conditions and specifications, could lead to breach of contract and the supplier will be liable for any expenses incurred as effect thereof.

**5. REQUIREMENTS**

Note that specific works cannot be surveyed before bidding as this will be a continuous project as and when required. The bidder must quote on the required rate prices, which will be used to adjust the total price per individual works project required.

Bidders are required to survey, inspect and examine the existing bare conductor overhead lines in all areas, or in the area he or she is bidding for, in the Breede Valley Municipality (BVM).

**6. PROGRAMME OF WORKS**

The contractor will give notice in writing to the Municipal Engineer or his / her representative when he commences work on site and renders progress reports to the Municipal Engineer or his / her representative at regular intervals, as required by the Municipal Engineer or his / her representative.

**7. COMPLIANCE WITH LEGISLATION**

The Contractor shall be fully and solely responsible for ensuring compliance with the Occupational Health and Safety Act (Act no 85 of 1993) and any other legislation that may apply. In this regard it is specifically pointed out that the Contractor will, *inter alia*, have to do the following:

- Provide and maintain systems of work, plant and machinery that are safe and without risk to health.
- Eliminate or mitigate hazards or potential hazards before resorting to personal protective equipment.
- Ensure the safety and absence of risk in connection with the handling of articles or substances.
- Establish the hazards pertaining to work establish what precautions should be taken and provide the means to apply the precautions.
- Provide information, instructions, training and supervision to ensure health and safety.
- Not permit anyone to do anything unless the necessary precautions have been taken.
- Do everything possible to ensure compliance with the applicable legislation.
- Enforce discipline in the interest of health and safety.
- Ensure that work is performed and plant or machinery is used under the supervision of a person with the necessary training and authority.
- Cause all employees to be informed of their authority in terms of section 37(1)(b) of the OHS Act.
- Conduct his undertaking in such a manner that he or any other persons are not exposed to hazards to their health and safety.
- It is also recorded that, in order to comply with legislation, the Contractor would have to appoint certain persons in writing, e.g. to supervise machinery, excavation work, stacking, etc. and to operate lifting gear and to investigate certain incidents. These people should have received special training and in some cases they should be in possession of specified qualifications or hold prescribed certificates. It will be the responsibility of the Contractor to ascertain what the law requires and to ensure compliance.
- It is specifically recorded that the Contractor shall, in terms of section 37(2) of the Occupational Health and Safety Act, be fully and solely responsible for ensuring compliance with the provisions of this Act. Should the Contractor find anything in this specification or receive an instruction that may jeopardise his compliance with any legislation he shall bring such finding or instruction to the attention of the Breede Valley Municipality and resolve the matter before proceeding.

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- It is further specifically pointed out that the Contractor shall be registered in terms of the Compensation for Occupational Injuries and Diseases Act (Act No. 130 of 1993) and that he shall be in good standing with respect to the payment of assessments to the Compensation Commissioner.
- The contractor shall sign a section 37(2) contractual agreement with the BVM Occupational Health & Safety Practitioner for Contractors in Alberton CCC prior to commencement of any work.
- In terms of regulation 4(3) of the Construction Regulations, 2003 (hereinafter referred to as the Regulations), promulgated on 18 July 2003 in terms of Section 43 of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) the Employer shall not appoint a contractor to perform construction work unless the Contractor can satisfy the Employer that his/her firm has the necessary competencies and resources to carry out the work safely and has allowed adequately in his/her bid for the due fulfilment of all the applicable requirements of the Act and the Regulations.
- Adhere to the latest Construction Regulations as per above OHS Act

## **OCCUPATIONAL HEALTH AND SAFETY INFORMATION**

THE CONTRACTOR SHALL/MUST SUBMIT THE FOLLOWING TO THE MANAGER OH&S TO OBTAIN A CERTIFICATE OF COMPLIANCE FROM OH&S BREEDE VALLEY MUNICIPALITY BEFORE ANY WORK MAY COMMENCE, only where applicable.

1. Proof of Registration with the Compensation Commissioner.
2. Letter of "Good Standing" with Compensation Commissioner.
3. Certified copy of first aid certificate.
4. Physical address where contract is taking place (on Company letterhead).
5. Detailed description of intended work (on Company letterhead).
6. List of all Personal Protective Equipment issued to employees (company letterhead).
7. List of ALL employees on site (on company letterhead).
8. Detailed Health and Safety Plan (on company letterhead).
9. Comprehensive Risk Assessment (Qualification and Contact details of Risk Assessor).
10. Public Liability and Commercial Insurance Certificate.
11. All related statutory appointments.
12. Certificates of relevant Training.

The above list represents the minimum content of a safety file in terms of the Construction Regulations (GNR 1010 of 18 July 2003).  
OHS Act 85 of 1993.

### **8. REGULATIONS**

The work will be carried out strictly in accordance with the latest issue of the following documents:

- The SANS 0142/1 Code of Practice for the Wiring of Premises
- The Occupational Health and Safety Act, 1993 (Act 85 of 1993)
- The BVM By-Laws
- Electricity Act, 1987 (Act 41 of 1987) (as amended). (Note, particularly, Government Gazette R103, 26 January 1996).
- Any reasonable special requirements of the Regional director /Municipal Engineer or his representative.

### **9. QUALITY AND STANDARDS**

All material, equipment and workmanship that is supplied, installed and delivered under this contract or part thereof shall be new and of the best quality. All material, equipment and workmanship supplied shall comply with the requirements specified in the latest editions and amendments of the relevant National Rationalized

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Specifications (NRS), SANS, BS and IEC specifications. Material with the SANS mark will receive preference.

All inferior material, equipment and workmanship located on inspection shall immediately be replaced / corrected at the expense of the contractor.

**9.1 The following standards must be used as guidelines:**

- IEC 60947-2:1995, Low-voltage switchgear – Part 2: Circuit breakers.
- SANS 182-1:1973, Conductors for overhead electrical transmission lines – Part 1: Copper wires and stranded copper conductors.
- SANS 182-2:1973, Conductors for overhead electrical transmission lines – Part 2: Stranded aluminium conductors.
- SANS 182-5:1979, Conductors for overhead electrical transmission lines – Part 5: Zinc-coated steel wires for conductors and stays.
- SANS 1019:1985, Standard voltages, currents, and insulation levels for electricity supply.
- SANS 1418-1:1986, Aerial bundled conductor systems- Part 1: Cores.
- SANS 1418-2:1986, Aerial bundled conductor systems – Part 2: Assembled insulated conductor bundles.
- SANS 1524-0:1997, Electricity dispensing systems – Part 0: Glossary of terms and system overview.
- SANS 1524-1:1994, Electricity dispensing systems – Part 1: Single-phase electricity dispensers.
- NRS 034-0:1999, Electricity distribution networks in residential areas
- NRS 048-2:1996, Electricity supply – Quality of supply – Part 2:

**10. Safety**

- No work will commence before the required works permit is completed indicating that it is safe to work. Working without a works permit is prohibited and the contractor can be relieved from this contract. It is the contractor's responsibility to insist a works permit prior any commence of work. It will be a requirement to submit a copy of the works permit with the invoice to ensure safety was adhered to at all times.
- Portable earths will be visible and applied either side of a worker on a bare overhead line.
- All electrical equipment including electrical enclosures where possible shall be locked both by a lock from the contractor as well as from an authorised person from BVM when power is switched off to perform any work. The necessary danger notices informing not to make the circuit alive shall be displayed at all isolating points.
- The contractor's staff will at all time wear protective clothing as prescribe by the occupational health and safety act.
- Every reasonable precaution for the safety of all concerned in the operation of this contract will be catered for by the contractor.
- Safety is the responsibility of the contractor and the BVM will not be held responsible for any injuries, accidents or incidents that might occur.
- The BVM reserves the right to stop any work at any time if the contractor is not following the right safety procedures explained in the OHS, SANS and BVM bylaws.
- The contractor must meet all requirements stipulated in the OHS, SANS and BVM by-laws.
- Live switching will be done by the Operations & Maintenance Section of the Electricity Division in the region where work is done of the BVM.
- If the contractor is not complying with legislation his/her work will be ceased until he/she can satisfactorily proof compliance.
- A documented health and safety plan must be submitted after awarding this bid but prior to commencement of any work , which addresses hazards and identifies and includes safe work procedures in order to reduce or control these hazards.
- No persons is allowed to climb up any pole before he or she has determined in what condition the pole is.

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## 11. COMPETENT STAFF

The bidder shall submit with his bid document full details of:

- Any person having the knowledge, training, experience and qualifications specific to the work or task being performed: Provided that where appropriate qualifications and training are registered in terms of the provisions of the South African Qualifications Authority Act, 1995 (Act No. 58 of 1995), these qualifications and training shall be deemed to be the required qualifications and training.
- Contractors who cannot offer competent and experienced personnel in this technical field will not be considered.
- All work to be conducted either by a competent person or under the direct supervision of a competent person. Names to be submitted of all competent persons who will be on site and take responsibility of all work under his / her supervision.

## 12. COMPETENCY OF CONTRACTOR'S STAFF

- Contractors will be required to use personnel that have been trained in the erection, repairs and maintenance of Aerial Bundled Conductor and bare overhead lines.
- Properly trained in the jointing and terminating of low voltage cables.
- Replacement of overhead transformers and distribution enclosures for overhead transformers.

## 13. RESPONSIBILITY FOR WORKS

The contractor will take full responsibility and care of the works, temporary works, structures, plant, material and equipment from the commencement to completion of the contract. The contractor at his own cost will repair, replace and make good any loss or damage to the works, structures, plant, material and equipment.

## 14. SECURITY

The sites where the works are to be done are situated in the Breede Valley Municipality (BVM) in the province of Gauteng, South Africa. This is an area notorious for violent crime, theft and corruption. The Contractor shall therefore ascertain beforehand what facilities will be obtainable for the safe keeping of valuable material and equipment. The Contractor shall also note that the Breede Valley Municipality will only accept responsibility for the installed equipment when it is handed over in a good acceptable standard. The security of all material issued to the Contractor (if applicable) as well as the security of the installation will remain the responsibility of the Contractor and he / she shall allow for the necessary armed guards, patrol dogs, security lighting, alarm systems, insurance cover, etc. to safeguard all material issued to the contractor as well as the works until it has been handed over to the BVM.

## 15. CIDB (CONSTRUCTION INDUSTRY DEVELOPMENT BOARD Construction work is any work in connection with:

- The construction, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system or any similar civil engineering structure; or
- The moving of earth, clearing of land, the making of an excavation, piling, or any similar type of work;
- The erection, maintenance, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure.
- The installation, erection, dismantling or maintenance of a fixed plant where such work includes the risk of a person falling.

**Only those bidders who are registered with the CIDB, or are capable of being so registered prior to the evaluation of bids, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum bid for a 1EP or higher class of construction work, are eligible to submit bids.**

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**The bidder is required to submit with his bid:**

A Certificate of Contractor Registration issued by the Construction Industry Development Board or a copy of the application Form for registration in terms of the Construction Industry Development Board Act (Form F006). Failure to affix such documentation as prescribed to this page shall result in this bid not being further considered for the award of the contract.

**16. SUFFICIENCY OF THE BID**

The contractor shall satisfy himself / herself prior to submitting his / her bid as to the correctness, sufficiency for the works, rates, prices and will cover all his / her obligations under the contract in relationship to the supply, delivery, off-loading, installation, testing, commissioning and handing over in proper working order to the BVM.

**17. SITE INSPECTION BY THE CONTRACTOR PRIOR TO BIDDING**

The Bidder or Bidders shall inspect and examine the specific area / ccc where he / she is bidding for and its surroundings in liaison with the relevant area Maintenance Engineer. Satisfy him / her prior to submitting a bid as to the nature of the ground, sub-soil, roads and any obstacles. He / she are required to obtain all the necessary information as to risks, contingencies and other circumstances, which may influence or affect his / her bid.

**18. ALTERNATIVE OFFERS**

If the bidder wishes to submit additional or other offers, he / she shall set out details of the proposal(s) and qualify alternatives in a covering letter. The fact that the bidder is qualified by a covering letter shall be indicated in the appropriate section of the bid document. It should be noted that the contractor would only be adjudicated on the contents of this contract only.

**19. DAMAGE TO OTHER SERVICES**

It is specifically noted that the Contractor shall properly investigate the presence (or possible presence) of other services before any excavations are undertaken. This includes making contact with all possible service owners to ascertain whether they have any services in the area and to obtain their requirements for opening and/or crossing such services. It also includes exposing services by means of manual excavation (pick and shovel) and guarding such services while exposed, all in accordance with the requirements of the owners of the services. The Contractor will be liable for damage to any service or other property on site and shall take out sufficient insurance cover to indemnify the Breede Valley Municipality in the event of a claim.

**Successful service provider shall ensure that liability insurance is in place after appointment of this bid.**

If an existing service or other property is damaged the Contractor shall immediately notify the owners of the service or property as well as the Breede Valley Municipality. The Contractor shall also allow the owners to affect repairs and, as far as practicable, assist the owners of the service with the repair work. It is the contractor’s responsibility to obtain a wayleave where and when required.

**20. NON-COMPLIANCE**

No claim for additional costs incurred as a result of non-compliance with the regulations / specifications by the contractor will be considered. In the event of any contradiction in the regulations and the technical specifications it will be required that such contradiction is referred to the Regional director / Chief Area

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Engineer in writing for a decision.

## **21. USE OF LOCAL LABOUR AND SUB-CONTRACTORS**

It shall be noted that it is a requirement of this contract that local labour and local sub-contractors residing in the specific region / ccc will be used when the workload is excessive.

The contractor will only be allowed to bring in labour from outside the area where specialised skills are required and must be severely motivated.

The use of local sub-contractors is very important to ensure that small and upcoming contractors have opportunities to succeed / grow and improve their skills and levels of competency.

A name list of local sub-contractors can be made available if required from the specific area where works have to be executed. It shall be noted that the main contractor is still responsible for the sub-contractor as employer.

**Payment of the sub-contractor/s by the main contractor/s shall preferably be made within thirty (30) days on receipt of the sub-contractor's invoice but not later than five (5) days on receipt, by the main contractor/s, of the Municipality's payment.**

## **22. GUARANTEE**

The contractor shall guarantee the material, equipment and workmanship delivered for a period of twelve (12) months. The guarantee shall be valid for a period starting on the date when the Municipal Engineer or his / her representative for the respective area, accepts the works as completed and in working condition.

The guarantee will provide for the replacement of all parts, spares, appurtenances supplied by the contractor and workmanship that become defective during the guarantee period, at no cost to the BVM.

## **23. SITE MEETINGS AND SITE INSPECTIONS**

The Contractor will be required to facilitate and attend a site inspection and meeting for the duration of this contract as and when required. It will be compulsory for the person who is normally in charge of the work on site as well as the person in charge of this contract to be present at each site meeting and site inspection. Nonattendance of a site meeting and site inspection will be a sufficient reason for the Breede Valley Municipality to hold back a progress payment certificate for work that has been completed by the Contractor. All site meetings & instructions shall be recorded in a site instruction book and signed both by the contractor and responsible person for the project from the BVM.

It is essential that all work be inspected and accepted by an inspector from the Breede Valley Municipality whilst the work is in progress. The Contractor shall thus make the necessary arrangements in this regard and shall obtain a signature from the inspector in respect of each inspection carried out. A logbook shall be kept on site for the inspector to record his comments and/or instructions and a copy shall be submitted with each claim for a progress payment submitted by the Contractor.

The Municipal Engineer or his / her representative reserves the right to test / inspect the material, equipment and workmanship at any stage of the contract and to be present at any test performed during the contract. Such tests / inspections will not relieve the contractor of his responsibility for meeting all requirements of the specifications and will not prevent subsequent rejection if material, equipment and workmanship are later found to be defective.

## **24. REPRESENTATIVE OF THE MUNICIPAL ENGINEER**

The duties of the representative of the Municipal Engineer will be to control the performance of the works, to witness tests, to examine materials to be used and to check on the quality of the workmanship carried out in the works. He / she will not have the authority to:

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- Relieve the contractor from any of his duties or obligations under the contract.
- Grant an extension of time for completion of the works
- Approve extra payment
- Make any variation of or in the works

Failure of the Municipal Engineer representative to disapprove any work, workmanship, materials or equipment will not prejudice the power of the regional director /Municipal Engineer thereafter to disapprove such work, workmanship, materials or equipment and to order the replacement thereof at no cost to the BVM.

**25. COMMENCEMENT OF WORK AFTER AN OFFICIAL ORDER HAS BEEN RECEIVED**

It is required that the contractor shall be on site to commence work within 2 working days after an official order has been received for planned work.

**26. RECORD OF WORK COMPLETED**

- A record of the work undertaken, results and checks made and a copy of the works permit, test certificates are required in the form of a dated and signed sheet together with a digital photo (Before & after photos) for each line rebuild / repairs / replacements.
- The data is to be captured in Microsoft Excel format. Photos to be burned on a CD-R / DvD-R in a JPG format and handed to the BVM's responsible person.

**No payment of any invoices will be made unless the record sheets, copy of the works permit, test certificates and photos for the work being invoiced has been duly completed and handed to the Metro's responsible person prior to this.**

- The form and layout of the data to be captured on Microsoft Excel will be agreed upon, after contract award, with the successful contractor

**27. HANDING OVER PROCEDURE**

- The re-building of overhead lines may be handed over in phases consisting of complete line zones.
- The Contractor shall conduct an inspection to satisfy himself that installation has been completed to the requirements of the Specification and that the Workmanship complies with the expected standard. When the contractor is satisfied he / she shall then apply for a final inspection. The installation shall then be inspected in the presence of the BVM & the Contractor.
- Should the completed phase not pass the inspection the Contractor shall rectify the fault(s) and apply for another inspection.
- When a completed phase of the installation passes a handing over inspection, the Contractor shall submit a completion and handing over certificate for signing by the BVM and contractor.

**28. VARIATION ORDERS**

In all cases the Employer must first approve Variation Orders if any before such work commences. Variation Orders relate to non-specified activities, material and equipment that may be required to complete the works, however the cost implications thereof are not covered by the Bill rates.

**29. PAYMENT**

- Payments will be made on a monthly basis for work completed during a specific month.
- Payment will be made within thirty (30) days from the date that the invoices have been received by the Department of Finance.
- Only one payment per month per area will be made, covering the work

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performed during the month, subject to receipt by the Engineer: Operations & Maintenance of a specific area of the necessary written reports, before and after photos, copy of the works permit, required test certificates and invoices.

- The Contractor will be paid on the nett measurement of the work completed.

### 30. TRANSPORT

The contractor shall make his / her own arrangements for the transport to and from site of all plant, material, equipment and labour. This will include material or equipment supplied by the BVM if applicable. Such material will be made available at the Municipal Electricity stores or Electrical Workshops in the respective areas, against the Contractor's signature. The addresses will be supplied when work commences. Specialised vehicles normally used are a hydraulic elevated platform (Cherry Picker) and a hydraulic crane truck.

### 31. TRAFFIC CONTROL

The Contractor shall be responsible for all arrangements with the traffic authorities where necessary and shall provide all cones, barriers and other items specified by them for the control of traffic on the roads during construction.

### 32. COMPLETION DATE

The completion date will be determined for each project as and when required.

### 33. RESTORATION & CLEANING UP

- Upon completion of work or any portion thereof the ground, paved, concreted or tarred areas, fences and any other structures, which have been interfered with, shall be carefully restored to their original condition. All rubble, rubbish, tools, tackle, plant and materials shall be removed and the whole of the works or each completed portion thereof shall be left in a neat, orderly and working condition.
- **The contractor shall remove all unused cross-arms, old bare overhead lines and other unused equipment on distribution poles where bare overhead lines were replaced with aerial bundle conductor. The scrap / redundant material shall be delivered to a particular electrical workshop / store within the specific working area.**
- **The restoration of paving, cement and tar surfaces need to be reinstated professionally, directional drilling should be used as far as possible to avoid the breaking up of the said surfaces which may not commence without written approval.**

### 34. POWER OUTAGES

It shall be noted that the work specified in this document is to be done in built up and inhabited areas. The existing overhead lines and underground low voltage cables are all supplying customers that are dependent on their service connections for their daily activities. The contractor will thus have to take special precautions to ensure that all preparations are properly done before a line or cable is switched off. Once the supply has been terminated the contractor will have to work continuously until the power has been reinstated to all the affected customers.

### 35. NOTIFICATION OF PLANNED POWER INTERRUPTIONS

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The contractor will be required to inform all customers that will be affected by planned work in writing at least 14 days in advance. Such notification shall be by personal visit of the contractor to the customer and a signature shall be obtained from the customer to acknowledge the visit and notice served. It is envisaged that most of such visits will have to be undertaken after hours and over weekends. Proof of signatures obtained should accompany the invoice to ensure what is claimed for is delivered.

### **36. EXCAVATION AND BACKFILLING OF CABLE TRENCHES AND ANY OTHER EXCAVATIONS**

- All excavations in soft and intermediate material shall be done manually. The opening-up of existing services shall only be done manually.
- No machine excavation shall be undertaken within three meters of any service or other obstruction that may be damaged by the excavation machine, unless specific permission has been obtained from the service owner.
- Manual excavation by means of local labour (i.e. job creation) is a requirement of this bid. All cost implications will be for the Contractor's account.
- Excavations shall be barricaded as prescribed by the Act and shall not be left open for longer than 3 days. Contractor might be penalised if this is not adhered to.
- The contractor must make his / her own arrangement with the crossing of resident's drive-ways and ensure not to cause any inconvenience when drive ways are crossed.
- Cables shall be laid in accordance with manufactures recommendations and SANS 0198. The minimum required dimensions for trenches for low voltage cable are: Width – 300mm and Depth – 650mm
- All cables shall be installed in straight lines as far as possible and excessive distortion and weaving in the cable length is not accepted.
- Excavation in hard material shall be brought under the attention of the BVM.
- Trenches across roads, access ways or footpaths will not be left open. If cable cannot be laid immediately the contractor will install temporary bridges or cover plates of sufficient strength to accommodate traffic concerned

#### **BACKFILLING OF EXCAVATED CABLE TRENCHES:**

**Compacting of the trench will be done in 200mm bedding layers.**

- The trench must as far as possible be re-instated to its normal condition or better.
- The Contractor will be held responsible for any soil sagging or subsiding for a period of 6 months after completion of the work.
- Backfilling material will be without any foreign objects, rocks or stones that can cause damage to the cable.
- If suitable backfilling material is not available on site suitable material will have to be imported. Due allowances will be made in the bid for this should imported backfilling material be required.

### **37. PRUNING OF TREES**

There are existing street and private trees in the areas where the BVM is responsible to maintain the vegetation underneath the distribution overhead lines. Where such trees are obstructing the overhead lines the contractor will be required to suitably prune such trees as follow (See annexure 10):

- All trees in a street underneath power overhead lines must be equally pruned to give it a pleasant appearance.
- Tree branches must be cut underneath the power overhead lines in such fashion that the clearance between the power overhead lines and tree top must be  $\pm 3.0\text{m}$  (minimum).
- Pruning of low branches must be done for pedestrian traffic.
- Unnecessary mutilation of trees must be avoided, no tearing will be allowed.
- Branches that are in contact with Overhead conductors must not be cut whilst such conductors are alive. Necessary arrangements must be arranged with the Overhead Section for the respective areas, to switch-

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off power where and when required. No work to be carried out without a works permit.

- Trees must not be left lop sided.
- Care must be taken to prevent the branches from falling on to pedestrians, vehicles or any obstruction and damages to infrastructure.
- All branches should be tested for soundness and strength before standing on them.
- Branch cutters to be used under direct supervision.
- The safety clearance between live Low Voltage over headlines and any part of a tool or any part of a person's body shall be  $\pm 2.0\text{m}$  (minimum). The safety clearance between live Medium / High Voltage over headlines and any part of a tool or any part of a person's body shall be  $\pm 4.0\text{m}$  (minimum), it is advised not to cut trees whilst Medium / High Voltage lines are alive.
- No trees to be pruned in stormy weather conditions or where thunder is present.
- Please obtain prior approval if it is necessary to enter private property.
- All pruned tree branches to be removed from site within (2) two days and be disposed off in a legal manner by the contractor.
- Tree pruning to be done in conjunction with the Parks Section of a specific area.

### 38. SWITCHING AND COMMISSIONING

The Contractor shall make the necessary arrangements with the BVM for the power to be switched off before any work is carried out on or near live equipment. A permit that states that the power is off and that all relevant switchgear has been locked out and sign posted and equipment earthed as contemplated in the OHS Act shall be obtained from the BVM before any work is put in hand. If possible the keys to the locked-out switches shall be obtained and handed to the person working on the equipment that can be made live through the locked-out switches. Adequate precautions shall be taken to ensure that a permit is not signed off prematurely and/or that somebody does not return to a job after the permit has been signed off. The Contractor shall, before requesting the BVM to make any equipment live, conduct a thorough inspection of all equipment that is to be energised to confirm that all work has indeed been completed, that all signs and notices are in place and that all equipment and cubicle doors are closed and locked. All relevant circuits shall then be tested for continuity and insulation integrity and, where applicable, for polarity and phase coincidence before the permit is signed off. The Contractor shall also bring it to the attention of all his staff that the equipment will be made live and that they must stay clear of it from then on.

### 39. EARTHING

- 39.1 The common neutral / earth support conductor of each low voltage aerial bundle conductor feeder shall be earthed at every pole by means of a  $35\text{mm}^2$  stranded copper conductor linking the common neutral / earth support conductor to the steel by using a 6mm thick x 38mm long fully threaded "self drilling" screws.(Annexure 6) . Suitable crimped lugs shall be used to tie the one side of the earth conductor with the "self drilling" screw to the steel pole. The other side of the earth conductor shall be clamped to the neutral of the Aerial bundle by the correct size and type of piercing connector.  
It is of vital importance to connect and reconnect all separate earth conductors found at a specific pole to the common neutral / earth support conductor of the Aerial Bundle Conductor.
- 39.2 It shall be a requirement that the neutral conductor of a bare overhead line system be connected to a steel distribution pole directly. Where it is found that the neutral conductor is tied to an insulator, it shall be earthed at every pole by means of a  $35\text{mm}^2$  stranded copper conductor linking the neutral / earth support conductor to the steel pole by using a 6mm thick x 38mm long fully threaded "self-drilling" screw. Suitable crimped lugs shall be used to tie the one side of the earth conductor with the "self-drilling" screw to the steel pole. The other side of the earth conductor shall be clamped to the neutral of the Bare line by the correct size and type of clamp.  
It is of vital importance to connect and reconnect all separate earth conductors found at a specific pole to the common neutral / earth conductor.

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- 39.3 All stays should be bonded with the common/neutral conductor of the ABC and with the neutral / earth system of the bare conductor system.
- 39.4 Test for the earth resistance should be carried out in accordance with the method described in SANS 0199.
- 39.5 Earthing of the system should be carried out in accordance with SANS 0142 and SANS 0198.
- 39.6 Allowance shall be made for the supply and installation of the various earthing requirements as listed hereunder:
  - i. Regulation 13 of the Electrical Machinery Regulation of the OHS Act, 1993. This regulation details the items of equipment at any premises that shall be earthed and also the responsibilities of the supply authority and the occupier/owner of the premises to correct such items that are found, during tests, not to be earthed.
  - ii. SANS 0142. A section of SANS 0142 details the materials and methods that can be used for earthing during the wiring of premises, whether it be one room or a block of flats or offices. It also details the responsibilities and certification requirements of wiring contractors.
  - iii. SANS 0198-3 covers general provisions for the earthing of electric power cables and apparatus in which the cables are terminated.
  - iv. SANS 0198-5 details the method of determining the thermal and electrical resistivity of soil, in order to select the most suitable type(s) of earthing electrodes.
  - v. SANS 0198-12 covers the installation of earthing systems. Reference is made to methods of providing an earth electrode. The earthing of metal cable components is covered in detail.
  - vi. SANS 0199 details methods used to design and install a suitable earth electrode and to reduce the earth resistance if found to be high.

**40. SERVICE CONNECTIONS**

- All existing overhead service connections shall be carefully disconnected before a pole is removed and shall be equally carefully replaced and connected to the equipment in the pole mounted low voltage box / pole kit. The contractor shall ensure that all service connection conductors are correctly connected, i.e. neutral on the ABC / Bare line neutral; earth and armouring on the ABC neutral and live onto the load side of the circuit breaker. Correctly sized insulating piercing connectors (Annexure 4) shall be used for all connections to the ABC. Where a cable is too long it shall be made off at the correct length and where it is too short a proper joint with crimped ferrules shall be made by contractor and to supply all material needed.

All existing underground service connections in any ground or overhead enclosure (mini-sub, kiosks, substations....) shall be carefully disconnected when requested to do so. When service connections in an electrical enclosure need to be reconnected care should be taken that all service connections conductors are correctly connected. Where a cable is too long it shall be made off at the correct length and where it is too short a proper joint with crimped ferrules shall be made by contractor and to supply all material needed.

- All existing distribution cables in any ground or overhead enclosure (mini-sub, kiosks, substations....) shall be carefully disconnected when requested to do so and forms part of the overhead distribution network. When the distribution cable connection in an electrical enclosure need to be reconnected care should be taken that the distribution cable connection conductors are correctly connected. Where a cable is too long it shall be made off at the correct length and where it is too short a proper joint with crimped ferrules shall be made by contractor and to supply all material needed.
- Care shall be taken to ensure that a new 5 Ka Curve 1 circuit breaker of the same current rating as the one removed from that specific service connection shall be installed. This is of cardinal importance as the tariff paid by the customer is based on the circuit breaker rating.
- The contractor will also be requested to supply and replace all “jumper” conductors between all protective devices (Circuit breakers & fuses) and the main LV supply line (bare or aerial bundle conductor) with *new*

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*UV resistant* conductors with the exact mm<sup>2</sup> size as the removed “jumper” conductor.

Common jumper size conductors are 10mm<sup>2</sup>, 16mm<sup>2</sup>, 25mm<sup>2</sup> & 35mm<sup>2</sup>. It shall be noted that a suitable insulating piercing connector must be used with aerial bundle conductor and a suitable line clamp with bare overhead lines. Each “jumper” conductor shall be separately clamped on either the aerial bundle conductor or bare overhead line.

- All service connection cables not running through a galvanised pipe shall be neatly strapped to the “back side” of pole (Annexure 1) using stainless steel straps at intervals of not more than one metre.
- Where service connection cables are required to run through a 25mm, 32mm, 40mm or 50mm galvanised pipe - The galvanised pipe will be neatly strapped to the “back side” of the distribution pole using stainless steel straps at intervals of not more than one metre. The galvanised pipe will be buried into the ground at a depth not less than 200mm. The galvanised pipe will be same length as the service connection cable from the bottom to the connection point on the top of the pole plus the 200mm planting depth. The galvanised pipe to be supplied by the contractor.

The contractor shall ensure that all three (3) phase service connections will be disconnected and re-connected in such fashion that the phase rotation to the consumer is exactly as it was before.

- The contractor shall also ensure that the load balancing is far as practically correct over one supply circuit to an overhead line or aerial bundle conductor.
- The following will apply where a service connection is damaged or no longer complies with said standards: The connection shall be replaced with a split concentric cable with 2 x pilot cores of the same conductor size as the existing one. Overhead connections that need replacement should be replaced as far as possible underground.
- It shall be noted that the contractor must supply all sundry material such as a house service wall bracket, house service dead end clamps, pigtails, pigtail screw, suspension clamps, joints, lugs, ferrules, insulation tape and all other material or spares to effectively comply with the SANS, Eskom & all other required specifications when a cable is replaced either overhead or underground.
- Low voltage steel compression glands will be supply and fitted by the contractor for all cables without steel wired armouring in accordance with the cable and gland manufacturer’s instructions. The correct size and type of gland will be used for the particular cable and application where applicable. (See annexure “9”)
- Low voltage steel mechanical glands or K-clamps (depends on application or electrical enclosure) will be supply and fitted by the contractor for all cables with steel wired armouring in accordance with the cable and gland manufacturer’s instructions. The correct size and type of gland will be used for the particular cable and application where applicable.

#### **41. JOINTING AND TERMINATING OF CABLES**

- Approved SANS Moulded resin jointing kits shall be used for the house service connection and bulk supply cables. All joints to be made in accordance with the instructions issued by the manufacturer of the specific joint kit used. Crimped ferrules approved by the Breede Valley Municipality shall be used for splicing the wires in all joints.
- Earth conductors / armouring are to be joined by means of approved crimping ferrules and must be carried through in the joint box.
- Bimetal ferrules shall be used where it is necessary to join a copper and aluminium cable with each other. Municipality can assess their capability.
- All jointing kits shall be approved by the Regional Director /MunicipalEngineer or his / her representative.
- Overhead line supply cable terminations should be done in a “goose neck” configuration.
- Cable terminations inside an electrical enclosure shall be done with either a k-clamp or mechanical steel gland configuration depending on the layout of the enclosure.
- A copper-aluminium lug should used whenever an aluminium cable needs to be connected to a copper pad (circuit breakers / fuses...) or to transformer studs.
- Copper-aluminium lugs / pin connectors shall be used whenever an aluminium cable needs to be connected

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onto a circuit breaker or fuse holder.

**42. AERIAL BUNDLE CONDUCTOR CONNECTIONS (REPLACEMENT AND REPAIRS)**

- All aluminium aerial bundled conductors shall be connected to the feeder cables by means of suitable insulation piercing clamps or thick walled ferrules crimped by means of the deep indent process in a container die.
- Contractor to supply all necessary equipment and material such as mounting brackets, clamps (Suspension, strain, dead end etc.), piercing connectors to install / replace one span of aerial bundle conductors.
- Where such conductors have to be connected to copper conductor's suitable clamps (Annexure 4) or pre insulated bimetal, water sealing ferrules (Annexure 7) shall be used. If clamps are used heat shrink type end caps (Annexure 4) shall be fitted to the aerial bundled conductor cable ends to keep moisture from entering the conductor. If ferrules are used they should be covered with self-vulcanising tape and heat shrink tubing for the same purpose.
- All aerial bundle conductor connections between 25mm<sup>2</sup> - 95mm<sup>2</sup> shall be done with Double shear head bolt Insulation Piercing Connectors.
- Pre insulated colour coded, water tight compression joints (Annexure 7) shall be used for joining two L.V. Aerial Bundle Conductor lines in midspan.

**43. MARKING AND LABELLING OF LOW VOLTAGE DISTRIBUTION AND SERVICE CONNECTION CABLES AND ELECTRICAL EQUIPMENT**

- The electrical equipment supplied and installed in terms of this contract will form part of the electrical reticulation of Ekurhuleni. The Contractor shall therefore permanently mark each circuit with an approved engraved label or an otherwise approved means as required by the OHS Act and to the satisfaction of the Breede Valley Municipality with the designation provided by the Regional Director /Municipal Engineer or his / her representative
- Existing cable connections must be identified with the premises it is connected to and then the pole box, circuit breaker and cable must be clearly labelled by approved methods, a tie-on cable marker is preferred.

**44. REPLACEMENT OF STEEL, CONCRETE AND WOODEN DISTRIBUTION POLES, WOODEN SERVICE CONNECTION SUPPORT POLES AND ELECTRICAL CONNECTION EQUIPMENT TRANSFERS.**

Where it is necessary to replace distribution poles, the following shall apply:

44.1 Replacement of distribution poles & electrical connection transfers:

44.1.1 The contractor has two choices of replacing distribution poles:

- Removing the existing pole after it has been properly supported by suitable means, disconnect all electrical conductors, plant a new pole in its position and do the electrical connection transfers. (from the old to the new pole.)
- To excavate a new hole as close as possible to the one that must be replaced, plant a new pole in the new excavated hole, do the electrical connection equipment transfers and then remove the existing pole. It shall be noted where more than one pole need to be replaced and this method is used are to excavate all new holes on the same side of the existing poles either all on the left or right hand side to ensure that distances between poles remain more or less intact.

44.2 The Contractor can be requested to excavate around the pole to determine the condition of the pole.

44.3 General Requirements:

44.3.1 Contractor to provide all necessary equipment, material & spares to successfully do all electrical connection transfers in a neat and orderly fashion between old and new distribution poles.

44.3.2 Excavation holes should be 1/5 of the pole length deep and wide enough for the base plate where

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applicable. All other requirements where applicable as per section 37 shall supply.

44.3.3 Backfilling and compacting of pole and stay holes should follow the same procedure as for cable trenches. (See section 37).

44.4 The Supply of new distribution poles as and when required by the contractor for replacement

44.4.1 Steel Poles

- Steel poles shall comply with the latest SANS (0225) requirements.
- The poles shall be suitable for use at a mean altitude of 1800 m above sea level in an environment subject to heavy pollution at ambient temperatures of -15°C to 65°C.
- Poles must be fitted with a crimp sleeve or a galvanised sleeve. The sleeve must be approximately 7 mm thick and 600 mm long and must be fitted or crimped ±1070 mm from the base of the pole.
- Special attention must be paid to joints. All changes in diameter shall be by means of swaging or continuous tapering. Under no circumstances will welded pieces (pipe reducers) inserted into the poles be accepted. All joints shall be bevelled prior to welding and shall present a symmetrical appearance after welding. In addition, all joints shall be designed and manufactured to ensure that there is no ingress of water into the interior of the pole. All welding shall be continuous and in compliance with SABS 044, Parts 1 to 4. All welding shall be dressed where necessary.
- All poles shall be hot-dip galvanised in accordance with SABS ISO 1461. The minimum thickness of the zinc layer shall be 90 µm. The process used shall comply completely with the requirements of SABS ISO 1461.
- Each pole must have a 500 mm square x 6 mm thick mild steel base plate with two (2) M20 (20 mm) diameter "BSW" hook bolts, with which to secure the plate to the base of the pole. Holes for the base plate must be drilled into each pole, minimum size 23 mm.

44.4.2 Wooden Poles

- Only poles suitable for use in the construction of low voltage reticulation networks and power transmission lines shall be used.
- The poles used shall be treated with a mixture of copperchromium- arsenic (CCA) compound in accordance with SABS 753/754 – 1982.
- A 1 metre section at the bottom of the poles shall be treated with a fire retarding paint.
- SABS 753:1994 Pine poles and cross-arms for power transmission, low voltage reticulation.
- SABS 754:1994 Eucalyptus poles, cross-arms and spacers for power distribution systems.

#### **45. REPAIRS / REPLACEMENT OF ELECTRICAL EQUIPMENT / MATERIAL OF POLE MOUNTED METERING ENCLOSURES**

- To rewire a pole mounted enclosure with the appropriate size conductors / wires. The pole mounted meter enclosures used are 4 and 6 ways.
- To replace service connection small frame circuit breakers (6kA).
- Neutral connection copper bus bar to be fitted / replaced inside enclosure by means of insulators, copper busbar should be minimum 200mm (Length) x 20mm (Wide) x 5mm (Thick).
- Earth connection copper bus bar to be fitted inside by means of brass bolts, copper busbar should be minimum 200mm (Length) x 20mm (Wide) x 5mm (Thick).
- The Neutral and Earth bus bars must be bridged out with each other with a piece of Copper wire of an appropriate size.
- Enclosures should be properly earthed as per section 42. If a trench earth is not available then the contractor should install a separate earth by means of a suitable earth spike and copper earth wire minimum 50mm<sup>2</sup>. Copper conductors shall be installed inside a 20mm galvanized pipe. The galvanized pipe shall be neatly secured against the pole by approved methods such as the use of a 20mm galvanized bandit strap. An earth resistance test must be conducted and the reading must be recorded on the inspection / handover certificates. An acceptable reading is less than 20ohm.

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- Existing service connections must be identified with the premises it is connected to and then the circuit breaker and cable must be clearly labelled by approved methods.

#### 46. AERIAL BUNDLE CONDUCTOR TENSIONING

It is important that the right stringing tension is obtained.

#### 47. SPECIALISED INSTALLATION EQUIPMENT

It will be required from the bidders to indicate which specialised equipment they have available to execute the work successfully. Bidders should have at least the following available:

- Correct Crimping Tools for Aluminium & Copper crimps.
- Linesmen safety belts
- Bandit Strapping Tension Tool
- Correct Dynamometer for tensioning the ABC
- Come along Clamps for ABC Ratchet Lever Hoist
- Low Voltage ABC stringing pulley
- Phase Separators

#### 48. MATERIAL SUPPLIED BY BREEDE VALLEY MUNICIPALITY WHEN AVAILABLE ON ANOTHER TENDER

BVM will supply the following material when available on another tender. Prospective bidders are also requested to provide market related prices on these items should it be necessary that the contractor must supply the material when not available from BVM:

- 48.1 All Aerial Bundled Conductor Cable will be provided by the Breede Valley Municipality as a free issue to the contractor. The cable that will be provided will have three XLPE insulated aluminium phase conductors and one XLPE insulated aluminium alloy combined neutral / earth support conductor plus one XLPE insulated streetlight conductor. All work shall be executed in accordance with SANS 0198 – Part 14. The cable descriptions will be as follows, depending on the specific overhead line to be re-built:
- CABLE, 600/1000 V. 95 mm<sup>2</sup> THREE CORE PLUS 1 X 54, 6 mm<sup>2</sup> INSULATED NEUTRAL SUPPORT PLUS 1 X 25 mm<sup>2</sup> STRANDED ALUMINIUM CONDUCTOR XLPE BLACK INSULATED, AS PER SABS (SANS) 1418 Part 1 and 2 SPECIFICATION.
  - CABLE, 600/1000 V. 70 mm<sup>2</sup> THREE CORE PLUS 1 X 54, 6 mm<sup>2</sup> INSULATED NEUTRAL SUPPORT PLUS 1 X 25 mm<sup>2</sup> STRANDED ALUMINIUM CONDUCTOR XLPE BLACK INSULATED, AS PER SABS (SANS) 1418 Part 1 and 2 SPECIFICATION.
  - CABLE, 600/1000 V. 50 mm<sup>2</sup> THREE CORE PLUS 1 X 54, 6 mm<sup>2</sup> INSULATED NEUTRAL SUPPORT PLUS 1 X 25 mm<sup>2</sup> STRANDED ALUMINIUM CONDUCTOR XLPE BLACK INSULATED, AS PER SABS (SANS) 1418 Part 1 and 2 SPECIFICATION.
- 48.2 All galvanised tubular steel poles, concrete and wooden poles will be supplied by the BVM as a free issue to the contractor or will be re-used from site if still in a good condition.
- The Municipal Engineer or his / her representative will make a ruling as to which poles on site are suitable for re-use and which of the re-usable ones will have to be moved to new positions. The BVM will provide the contractor with a plan showing the positions where poles are to be planted. The contractor shall adhere to this plan and shall not deviate from the specified positions without the specific written permission of the Municipal Engineer or his / her representative.
  - Where poles are to be planted in a straight line the contractor shall ensure that this is meticulously done. All poles shall be planted perfectly vertical and to the correct depth. The planting depth shall be  $\pm 1/5$  of the length of the pole, for example the planting depth for a 9 m pole shall be  $\pm 1,8$  m or as specified by the manufacturer of the poles. After planting one half of the corrosion sleeve on the steel pole shall be above and one half below the natural ground level.

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- 48.3 Low voltage cables will as far as possible be supplied by the BVM. The contractor however would be required to provide prices on the supplying of low voltage cables and should take note that he or she needs to deliver cables when requested.

#### 49. LOW VOLTAGE OVERHEAD SPAN LENGTHS

- The normal span length is between 35m - 40m

#### 50. SPECIFIC MATERIAL REQUIREMENTS / STANDARDS

- The Contractor shall ensure that all material required for the completion of this Installation, shall be timeously ordered and delivered.
- All material supplied shall be new of the highest quality and comply with all the relevant SANS standards.
- All material and equipment required to remove the existing worn out low voltage overhead lines and to replace them with new lines as specified in this document shall be supplied by the Contractor to the standards as specified.

- 50.1 Stays and Anchors for an aerial bundled conductor low voltage overhead line supported on galvanised tubular steel poles or wooden poles.

All pole clamps, stay wires and anchors shall be galvanised and shall be suitable for the type of pole, size of aerial bundled conductor and span length of the particular situation. Stays and anchors shall be installed at an angle of 45 degrees to the horizontal. Care shall be taken to disturb as little of the ground around a hole for an anchor and the soil over an anchor shall be very thoroughly compacted with water added if necessary. Strut poles shall only be used where approved by the Municipal Engineer or his / her representative and only an approved method of joining the poles at the top shall then be used.

Fixed and adjustable stays are used within BVM. The Municipal Engineer or his / her representative will instruct the contractor which type to use and where.

- 50.2 Dead End Clamps for Aerial Bundled Conductor with three 95/70/50/35mm<sup>2</sup> aluminium XLPE insulated phase conductors, one 54,6mm<sup>2</sup> aluminium alloy XLPE insulated neutral / earth supporting conductor and with or without one 25mm<sup>2</sup> aluminium XLPE insulated street lighting conductor. All aerial bundled conductor cable will be supplied by the BVM as a free issue to the contractor.

- All Dead End clamps (Annexure 5) for aerial bundled conductor with insulated neutral supplied and installed shall be:
- The 4 main conductors (L1, L2, L3 & N) shall be clamped by the dead end clamp. A black, UV resistant cable tie with a minimum width of 13mm and length of 200mm shall be used at both ends of the clamp block to neatly strap the streetlight conductor against the ABC.
- Suitable for aerial bundled conductor cable of the size and type specified.  
Able to withstand a breaking load of 1500 kg.
- Used with aluminium fusible bracket for steel distribution poles and a M16 eye bolt for a wooden pole.

- Strain Clamps for Aerial Bundled Conductor with three 95/70/50/35 mm<sup>2</sup> aluminium XLPE insulated phase conductors, one (25 - 54, 6)mm<sup>2</sup> aluminium alloy XLPE un-insulated neutral / earth supporting conductor and with or without one 25 sq. mm aluminium XLPE insulated street lighting conductor.

**All strain clamps for aerial bundled conductor supplied with an un-insulated neutral conductor installed shall be:**

- Suitable for aerial bundled conductor cable of the size and type specified.
- Have an aluminium alloy outer body and a UV stabilised thermoplastic wedge with a flexible stainless steel outer bail.
- Able to withstand a breaking load of 1500 kg.
- All Dead End Clamps (Annexure 5) supplied for service connections shall be:
  - Suitable for airdac (split concentric) 4mm<sup>2</sup>, 10mm<sup>2</sup> and 16mm<sup>2</sup> service connections.

#### BIDDER:

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- Able to withstand a breaking load of 250 kg.
  - Used with a pigtail screw secured into a brick with a P12 plastic wall plug.
- 50.3 Suspension Straps for Aerial Bundled Conductor with three 95/70/50/35mm<sup>2</sup> aluminium XLPE insulated phase conductors, one 54,6mm<sup>2</sup> aluminium alloy XLPE insulated neutral / earth supporting conductor and one 25mm<sup>2</sup> aluminium XLPE insulated street lighting conductor.  
**All suspension straps for aerial bundled conductor supplied and installed shall be:**
- Suitable for aerial bundled conductor cable of the size and type specified.
  - U. V. Resistant
  - Used with an aluminium fusible bracket for a steel distribution pole and a M16 pigtail bolt with a “S” hook for wooden poles.
- 50.4 Pole mounting brackets for the ABC suspension strap to be strapped on by means of stainless steel strapping on steel distribution poles and in the case of wooden poles a M16 pigtail bolt to be used. Brackets shall be galvanised to SABS ISO 1461. The thickness of the zinc coating shall be at least 90 micron.
- 50.5 Pole mounting brackets for the ABC dead end clamp and ABC strain clamp to be strapped on by means of stainless steel strapping on steel distribution poles and in the case of wooden poles a M16 eye bolt to be used. Brackets shall be galvanised to SABS ISO 1461. The thickness of the zinc coating shall be at least 90 micron.
- 50.6 Single shear head bolt Insulation Piercing Connectors for connecting 4 - 16mm<sup>2</sup> PVC insulated stranded copper conductors to Aerial Bundled Conductor with three 95/70/50/35mm<sup>2</sup> phase conductors, one 54,6mm<sup>2</sup> insulated neutral / earth supporting conductor and one 25mm<sup>2</sup> street lighting conductor.
- 50.7 Single shear head bolt Insulation Piercing Connectors for tapping from bare main conductor to insulated tap conductor especially to be used with aerial bundle conductor with a bare neutral / earth supporting conductor and one 25mm<sup>2</sup> street lighting conductor.
- 50.8 Double shear head bolt Insulation Piercing Connectors for connecting 25 - 95mm<sup>2</sup> PVC insulated stranded copper conductors or aluminium conductors to Aerial Bundled Conductor with three 95/70/50/35mm<sup>2</sup> phase conductors, one 54,6mm<sup>2</sup> insulated neutral / earth supporting conductor and one 25mm<sup>2</sup> street lighting conductor.
- 50.9 10mm<sup>2</sup>, 16mm<sup>2</sup>, 25mm<sup>2</sup> & 35mm<sup>2</sup> UV resistant stranded copper conductors to be used as “jumpers”.
- 50.10 Pole Mounted Low Voltage Enclosures / Pole Kits for service connections.  
 pole mounted low voltage enclosures / pole kits for service connections shall be supplied by the contractor as per annexure 9 where required and be strapped on by means of stainless steel strapping on the side of the pole (Annexure 1, 2, 9) where cross-arms are removed after replacing bare overhead lines with aerial bundle conductor .The contractor can also be requested to replace or install new boxes on existing cross-arms where bare overhead lines are not replaced. The removable lid will be secured to the stationary part of the box by means of a ±200mm long and 4mm thick nylon string to prevent the lid from getting lost when removed.  
**The service connection box shall be:**
- Fully weatherproof
  - UV Protected
  - Manufactured from polypropylene material
  - Must accept 3 single or 1 double or 1 triple pole 5Ka circuit breaker
  - Slide to be visible from street
- 50.11 LV Cables & joints required where applicable to extend, repair, re-route a service or supply connection. LV cables shall fully comply with the SANS 1507-6 and SANS 1411-7 TYPE PS1.
- 50.12 Circuit breakers – CBI (6kA), it shall be noted to replace a circuit breaker with the same current capacity as the one removed. Curve 1 breakers to be used at all primary supply points eg. Pole kits. Curve 2 breakers to be used

**BIDDER:**

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at all secondary supply points. Circuit breakers shall comply with the SANS 156, SANS IEC 60947-2:2 and SANS VC 8036 standards and shall be supplied with a suitable flash protection shroud and mounting bracket.

- 50.13 Mechanical Glands For SWA cables – Nickel plated steel adjustable cable glands with waterproofing shrouds complying with SANS 1213:1994 shall be used for all SWA when required.
- 50.14 Steel Compression Glands for un-armoured cables – A nickel plated fixed nipple glands with rubber compression bushes and waterproofing shrouds complying with SANS 1213:1995 shall be used for all round unarmoured cables when required.
- 50.15 **Any Other Material that may be required related to the LV distribution network specified in this contract.**

**51. LOAD BALANCING**

- It can be required of the contractor to carry out an investigation / inspection where it is suspected that load of one underground or overhead supply circuit is unbalanced. If the investigation proves that the circuit is indeed unbalanced then it might be required from the contractor to balance the load as far as possible.
- A supply circuit is considered to be one distribution circuit breaker supplying all load connected to that circuit breaker.
- Load balancing should be carried out in peak hours when the load is at its highest and provide a close true reflection of what is consumed.

**52. TESTS AND TEST REPORTS**

- Test all the service connections for polarity, phasing and earth continuity.
- An earth resistance / continuity test for each steel distribution pole and ABC line.
- Test certificates to be handed over to the Municipal Engineer or his / her representative for each test as indicated above. No payment without these test certificates.

**BIDDER:**

Initial: Authorized Signatory(ies 1).....

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**MBD 3.1**

**PRICING SCHEDULE – FIRM PRICES (PURCHASES) – Bidder may request a drafted drawing from the Technical specification officer – email [rdebeer@bvm.gov.za](mailto:rdebeer@bvm.gov.za)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of bidder.....

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

Item	Description of works required for maintenance project	Unit Measure ment	Qty	Unit Rate	Labour Rate
1.1	To excavate hole for the planting of wooden poles with lengths 9 m (See clauses 36)	Each	32	R	R
1.2	To plant wooden pole, backfill and compact excavated hole for wooden poles with lengths 9m.(See clauses 36)	Each	32	R	R
1.3	To excavate hole for the planting of strut wooden poles with lengths 9 m (See clauses 36)	Each	3	R	R
1.4	To plant wooden strut pole, backfill and compact excavated hole for wooden poles with lengths 9m.(See clauses 36)	Each	3	R	R
1.5	To attached the wooden strut pole with accessories to pole as specified. (See clause 48 & 50)	Each	3	R	R
1.6	To excavate stay hole for a stay to be planted. (See clauses 36)	Each	10	R	R
1.7	To install stay, backfill and compact excavated stay hole as specified. (See clause 36)	Each	10	R	R

**BIDDER:**

Initial: Authorized Signatory(ies 1).....

Witness: ..... 2).....

Item	Description	Unit Measurement	Qty	Unit Rate	Labour Rate
1.8	To attached the stay with accessories to pole as specified. (See clause 50)	Each	10	R	R
1.9	To excavate one metre of cable trench 300mm wide and 650mm deep, as specified. (See clause 36)	P/M	42	R	R
1.10	To lay a cable in a pre-excavated cable trench, backfill and compact, as specified. (See clause 36)	P/M	42	R	R
1.11	To install one span of Aerial Bundle Conductor (avg/span 40meter) and tension the conductor. It shall be noted that the contractor must install all sundry material such as strain and intermediate hangers as specified (See clauses 42 & 49)	Each P/Span	33	R	R
1.12	To install airdac cable 10mm <sup>2</sup> with 2 x pilot cores ( average 18 meters)where an overhead service connection is damaged or no longer complies with said standards. It shall be noted that the contractor must install all sundry material such as a house service wall bracket, house service dead end clamps, pigtails, pigtail screw, suspension clamps and all other material or spares to effectively comply with the SANS, municipal & all other required specifications. (See clause 40 )	Each P/service	9	R	R
1.13	To <i>install</i> pole mounted low voltage service connection box / pole box As specified. (See clauses 40 & 50)	Each	20	R	R
1.14	To record all particulars and disconnect customer inside an electrical enclosure such as a pole box etc., as specified. (See clause 40)To identify service connection with the premises it is connected and then clearly label the circuit breaker and cable with tie-on cable markers. (See clause 43)	Each	24	R	R
1.15	To disconnect, remove one streetlight fitting from redundant pole and install on new wooden pole of a particular area. (See clause 40)	Each	25	R	R
1.16	To remove existing overhead line poles forming part of an existing overhead line and deliver the pole to a specific Electrical Workshop / Store within the area where the work is conducted. (See clause 44)	Each	32	R	R

**BIDDER:**

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1.17	To remove all existing overhead line conductors, unused cross-arms and other unused equipment from one span of existing overhead lines and deliver the conductors, scrap / unused equipment to a particular working area. (See clause 40)	Each P/Span	33	R	R
1.18	To disconnect and reconnect supply connection cable and strap an 80mm galvanized pipe to a pole and let the cable run through the galvanized pipe as specified. (See clauses 40 & 41)	Each	2	R	R
1.19	To balance the electrical load of an LV overhead electrical system. (See clause 51)	Each	24	R	R
1.20	To install <i>one cable joint</i> for a SWA, PVC 16mm <sup>2</sup> two(2), three(3) or four(4) core copper cable, as specified.(See clause 41)	Each	15	R	R
1.21	To install <i>one cable joint</i> for a SWA, PVC 120mm <sup>2</sup> three(3) or four(4) core copper cable, as specified.(See clause 41)	Per Meter	2	R	R
1.22	To earth one wooden distribution pole with the neutral / earth conductor of a bare conductor system as specified. (See clause 39)	Each	8	R	R
1.23	To earth one service connection as specified. (See clause 39)	Each	24	R	R
1.24	To prune one tree that is obstructing the route of a line to be built, repaired or replaced and remove all branches and leaves, as specified. (See clauses 37)	Each	4	R	R
1.25	To restore one square meter (m <sup>2</sup> ) of tarred paving after it has been removed to allow planting of a pole, stay or for the installation of an underground cable. (See clause 33)	m <sup>2</sup>	32	R	R
1.26	To wire pole Box supply 3 x 63 A MCB ,4 x 3 m Tails (25 mm UV protected wire –three phase one neutral connections / color coded heat shrinks at both ends of tail) 4 x PVC No.1 glands for incomer wires (3 x phases + 1 neutral / earth,3 x no.1 PVC glands for service supply cabling and common Earth / Neutral Bar (See clause 50)	Each	20	R	R
1.27	Termination of 120mm x 4 core SWA PVC Cable( Gland and Boot Break out 120x4 core both ends cable)	Each	2	R	R

**BIDDER:**

Initial: Authorized Signatory/ies 1).....

Witness: ..... 2).....

Your transport cost casted in the rates below will be for the full duration of works as determined/ estimated by the bidder. The bidder must ensure that correct time period of works as per schedule quantities above are pre-determined as per the bidders capacity and must ensure unforeseen conditions are accommodated for. Where incorrect or no/zero claim is submitted in the schedule below the municipality will regard your zero rate claim, as included in your other casted rates /prices.

ITEM	DESCRIPTION	Unit measurement	Quantity	Unit rate	Total rate
1	<b>Total carried forward from item 1.1 -1.27</b>	Sum	Sum		
2	<b>Fix return rate from your base (Your town) to electrical department (Touwsrivier)</b>				
2.1	LDV	Per kilometer			
2.2	Aerial platform	Per hour			
2.3	Truck mounted crane	Per hour			
3	<b>From electrical department ( Touwsriver ) to site for the full duration of the maintenance project in Touwsriver.</b>				
3.1	LDV per kilometer ( <b>average distance from Elect Dept to site - 800m )</b>	Per kilometer			
3.2	Aerial platform per hour – <b>bidder to pre-determined hours for works required.</b>	Per hour			
3.3	Truck mounted crane per hour – <b>bidder to pre-determined hours for works required.</b>	Per hour			
		<b>SUMMARISED TOTAL EXCLUDING VAT, LABOUR AND ALL TRANSPORT ( Item 1, 2 up to 3.3 )</b>			R
		<b>VAT 15%</b>			R
		<b>Total</b>			R

**BIDDER:**

Initial: Authorized Signatory(ies 1).....

Witness: ..... 2).....

1. Price schedule on the advert must be completed even if you submit/attach a separate quotation to the document.

Price schedule to be completed in full IE: Rates; unit prices; sub-totals; vat if applicable and totals

- Does the offer comply with the specification(s)? \*YES/NO
  
- If not to specification, indicate deviation(s) .....
  
- Period required for delivery .....
  
- Name of Authorised Person:.....
  
- Signature:..... Date.....
  
- Witness:.....

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

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

**BIDDER:**

Initial: Authorized Signatory(ies 1).....

Witness: ..... 2).....

**GENERAL CRITERIA**

Provide information on the following:

Infrastructure and resources available

*Physical facilities*

Description	Address	Area (m <sup>2</sup> )

*Plant / Equipment*

Provide information on plant / equipment that you have available for this project. Attach details if the space provided is not enough.

Description : Owned Plant / Equipment	Number of units

**BIDDER:**

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Description : Owned Plant / Equipment (continued)	Number of units
Description : Hired Plant / Equipment	Number of units
Description : Plant / Equipment to be purchased	Number of units

**BIDDER:**  
Initial: Authorized Signatory/ies 1).....  
Witness: ..... 2).....

**1. Size of enterprise and current workload**

What was your turnover in the previous financial year? R

What is the estimated turnover for your current financial year? R.....

List your current contracts and obligations

Description	Value (R)	Start date	Duration	Expected completion date

Do you have the capacity to supply the goods and services described in this bid, should the contract be awarded to you? \_\_\_\_\_

**BIDDER:**  
Initial: Authorized Signatory(ies) 1).....  
Witness: ..... 2).....



**2. Staffing Profile**

Provide information on the staff that you have available to execute this contract (attach a separate list if the space provided is insufficient)

Own staff : gender and race	Number of staff
Staff to be employed for the project : gender and race	Number of staff

**BIDDER:**  
 Initial: Authorized Signatory(ies 1).....  
 Witness: ..... 2).....





**COMPULSORY SITE INSPECTIONS / INFORMATION / CLARIFICATION MEETINGS**

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Where Compulsory Site Inspections and Compulsory Information, Briefing or Clarification Meetings are to be held, it shall be subject to the following conditions:

**3. Necessity for Compulsory Site Inspection and Compulsory Information / Briefing / Clarification Meetings**  
Compulsory Inspections / Meetings must only be held where the nature of the contract is such that it requires either an inspection of a site or a briefing session. The Bid Specification Committee should indicate to the Tender Office that such a compulsory inspection or briefing is regarded as a necessity.

**4. Attendance Register**  
An attendance register of potential bidders and the firms they represent shall be kept and signed by attendees. A copy of such Attendance Register shall immediately after the inspection/briefing be sent to the Tender Office.

**5. Confirmation Notes of Inspection/Briefing Sessions**  
Confirmation Notes of the Compulsory Inspection or Briefing Session shall be held by or on behalf of the contact person of the Department for whom the Bid is being advertised. A copy of the notes shall be sent to each firm that was represented at the inspection/meeting as soon as possible after the inspection or meeting and before the closing date of the bid. A copy of the notes shall also be sent to the Tender Office. The relevant Department will ensure that the notes are submitted to the Bid Evaluation Committee and to the Bid Adjudication Committee.

**6. Bid Documents**  
The bid documentation shall clearly state that where the inspection of a site or the attendance of a briefing session is compulsory, non-attendance thereof will lead to the disqualification of the bidder in question. The bid documentation shall further clearly state that if bid documents are obtained after the compulsory briefing session or site inspection, it will only be made available to firms that were represented at the meeting. The mere fact that a firm that was not represented at a compulsory meeting, but nevertheless submitted to the municipality a set of bidding documents, should not be construed as creating any expectations that a bid will be considered by the Municipality.

**7. NAME OF BIDDING ENTITY .....**

**FORM "G"**  
**BREEDE VALLEY MUNICIPALITY**  
**CONTRACT NUMBER ... (DESCRIPTION)**

**DECLARATION FOR MUNICIPAL ACCOUNTS**

**MUST BE COMPLETED FOR THIS BID**  
Declaration in terms of paragraph 38(1)(d)(i) of the Supply Chain Management Policy of the BVM, irrespective of the contract value of the bid:

**NB: Please note that this declaration must be completed by ALL bidders**

(i). I, the undersigned hereby declare that the signatory to this tender document; is duly authorised and further declare:

**BIDDER:**  
Initial: Authorized Signatory/ies 1).....  
Witness: ..... 2).....

(ii) that at the closing date of the bid, no municipal rates and taxes or municipal service charges owed by the bidder or any of its directors/members to the BVM, or to any other municipality or municipal entity, are in arrears for more than three (3) months.

(iii). I acknowledge that should it be found that any municipal rates and taxes or municipal charges as set out in (i) above are in arrears for more than three (3) months, the bid will be rejected and the BVM may take such remedial action as is required, including the rejection of the bid and/or termination of the contract.

(iv) I further declare that copies of any rates and taxes or municipal service charges account/s, will be submitted to the BVM to its satisfaction, PRIOR to the commencement with the service/work but not later than 14 days after having been informed of the acceptance of the bid; and that

(v) I declare that if the bid is awarded to the bidding entity, any moneys due to the bidding entity for services/goods rendered shall be utilised to offset any monies due to a municipality or a municipal entity.

(vi) The following account/s of the bidding entity has reference:

8. Municipality Account number

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

9. (NB: If insufficient space above, please submit on a separate page)

**BIDDER:**  
Initial: Authorized Signatory/ies 1).....  
Witness: ..... 2).....

PLEASE NOTE further that if no municipal rates and taxes or municipal charges are payable by the bidding entity, indicate the reason/s for that in the space below by means of a tick next in the relevant block,

Bidding entities who operate from informal settlements		
Bidding entities who operate from a property owned by a director / member / partner		
Bidding entities who operate from somebody else's property		
Bidding entities who rent premises from a landlord		
Other (Please specify)		

Signed at.....this.....day of 20...

Name of Duly Authorised Signatory: (Please print).....

Authorised Signature: .....

As witness: 1. ....

2. ....

**BIDDER:**  
 Initial: Authorized Signatory/ies 1).....  
 Witness: ..... 2).....

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MUNICIPALITY

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Government Gazette, 26 November 2003

**PLEASE REMEMBER:**

- TO ATTACH A VALID ORIGINAL TAX CLEARANCE CERTIFICATE OR COPY THEREOF
- TO ATTACH A VALID ORIGINAL BEE CERTIFICATE OR EXEMPTED MICRO ENTERPRISE LETTER FROM ACCOUNTING FIRM OR COPY THEREOF
- IN THE CASE OF A JOINT VENTURE, THE VALID ORIGINAL TAX CLEARANCE CERTIFICATE OR COPY/IES THEREOF, OF EACH PARTNER, MUST BE SUBMITTED WITH THE BID DOCUMENT
- IN THE CASE OF A JOINT VENTURE, COPIES OF MUNICIPAL ACCOUNTS NOT OLDER THAN THREE (03) MONTHS OF EACH PARTNER, MUST BE SUBMITTED WITH THE BID DOCUMENT

**ATTACH ALL REQUIRED DOCUMENTS TO THE LAST PAGE OF YOUR BID DOCUMENT**

**2. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – CURRENT CONTRACTS**

CURRENT CONTRACTS						
EMPLOYER (Name, Tel, Fax, Email)		Contact Person (Name, Tel, Fax, Email)		NATURE OF WORK	VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
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Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)	
--	--

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



**3. SCHEDULE OF WORK EXPERIENCE OF THE TENDERER – COMPLETED CONTRACTS**

The following is a statement of similar work successfully executed by myself / ourselves:

COMPLETED CONTRACTS						
EMPLOYER (Name, Tel, Fax, Email)		Contact Person (Name, Tel, Fax, Email)		NATURE OF WORK	VALUE OF WORK (INCL. VAT)	DATE COMPLETED
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
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Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				
Name		Name				
Tel		Tel				
Fax		Fax				
Email		Email				

Attach additional pages if more space is required.

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)	
--	--

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



**4. PRICING AND SCHEDULE**

- NOTE:**
1. Only firm prices will be accepted. Non-firm prices will not be considered.
  2. All delivery and off-loading costs **MUST** be included in the bid price, for delivery at the prescribed destination.
  3. Document **MUST** be completed in non-erasable black ink
  4. Bidders must cast prices on all items listed. Tender will be evaluated and awarded as a whole to one successful bidder.
  5. **NO** correction fluid/tape may be used.
    - a. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
  6. The Bidder **MUST** indicate whether he/she/the entity is a registered VAT Vendor or not.
    - a. In the case of the Bidder not being a registered VAT Vendor, both columns (amount/rate excluding **AND** including VAT) must reflect the same amount.

	INDICATE WITH AN 'X'							
Are you/is the firm a registered VAT Vendor	YES				NO			
If "YES", please provide VAT number								

I / We \_\_\_\_\_  
 (full name of Bidder) the undersigned in my capacity as \_\_\_\_\_  
 of the firm \_\_\_\_\_

hereby offer to Breede Valley Municipality to render the services as described, in accordance with the specification and conditions of contract to the entire satisfaction of the Breede Valley Municipality and subject to the conditions of tender, for the amounts indicated hereunder:

**5. FORM OF OFFER AND ACCEPTANCE**

**NOTES:**

1. This form must be completed by both the successful bidder (Part 1) and the purchaser (Part 2).
2. NO correction fluid/tape may be used.
3. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.

**1. OFFER**

- 1.1. The employer, identified in the acceptance signature block, has solicited offers to enter into a contract in respect of the following works:
  
- 1.2. The bidder, identified in the offer signature block, has examined the draft contract as listed in the acceptance section and agreed to provide this offer.
  
- 1.3. By the representative of the bidder, deemed to be duly authorised, signing this part of this form of offer and acceptance, the bidder offers to perform all of the obligations and liabilities of the employer 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 VAT IS:	
In figures:	R
In words:	

- 1.4. 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 bidder before the end of the period of validity stated in the bid data, whereupon the bidder becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature(s)		
Name(s)		
Capacity		
For the bidder:		
Name of witness:	<i>(Insert name and address of organisation)</i>	Date
Signature of witness:		



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**MUNICIPALITY**

**2. ACCEPTANCE**

- 2.1. By signing this part of this form of offer and acceptance, the employer identified below accepts the bidder'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 bidder's offer shall form an agreement between the employer and the bidder upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.
- 2.2. Deviations from and amendments to the documents listed in the bid data and any addenda thereto listed in the returnable schedules as well as any changes to the terms of the offer agreed by the bidder 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.
- 2.3. It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the bid documents and the receipt by the bidder of a completed signed copy of this agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

Signature(s):			
Name(s):			
Capacity:			
For the employer:	<b>Breed Valley Municipality</b> <b>23 Baring Street</b> <b>Worcester</b>		
Name of witness:		Date:	
Signature of witness:			

**6. DECLARATION BY TENDERER**

I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of tender of this tender document and that I / we accept the conditions in all respects.

I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of \*my / our tender and that I / we elect *domicillium citandi et executandi* (physical address at which legal proceedings may be instituted) in the Republic at:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I / We accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving in me / us under this agreement as the principal liable for the due fulfillment of this contract.

I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender; that the price quoted cover all the work / items specified in the tender documents and that the price(s) cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

I / We furthermore confirm that my / our offer remains binding upon me / us and open for acceptance by the Purchases / Employer during the validity period indicated and calculated from the closing date of the bid.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			
WITNESS 1		WITNESS 2	



**BREED VALLEY**  
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

**PART C – DATABASE REGISTRATION**

<b>A</b>	If you are a bidder, DULY REGISTERED as a Preferred Supplier on the Supply Chain Management Database of the Breede Valley Municipality, COMPLETE THIS SECTION, however if your organization’s circumstances changed, without notifying Breede Valley Municipality, section B shall apply.		
SCM DATABASE REGISTRATION NUMBER			
NAME OF FIRM			
SIGNATURE		CAPACITY	
NAME (PRINT)			

<b>B</b>	If you are a bidder, NOT DULY REGISTERED as a Preferred Supplier on the Supply Chain Management Database of the Breede Valley Municipality, it is compulsory to complete and attach the following forms:		
1	Database Registration Form		
2			
3			
4			
5			
6			
7			