

TRANSNET FREIGHT RAIL, a division of

TRANSNET SOC LTD

Registration Number 1990/000900/30

[hereinafter referred to as **Transnet**]

REQUEST FOR QUOTATION [RFQ] No. DNR P13-39/11699

FOR THE SUPPLY OF: BUILDING RENOVATION, EXTERIOR AND INTERIOR

ASBESTOS PROJECT (ROOF)

SERVICES REQUIRED AT: STANGER

ISSUE DATE: 03 OCTOBER 2013

CLOSING DATE: 24 OCTOBER 2013

CLOSING TIME: 10:00

SITE BRIEFING : 50 FISH EAGLE ROAD, BAYHEAD, DURBAN

DATE AND TIME: 15 OCTOBER 2013 @ 09:00

VALIDITY : 31 DECEMBER 2013

NB: DOCUMENTS TO BE SUBMITTED IN DUPLICATE

Section 1

NOTICE TO BIDDERS

Quotations which must be completed as indicated in Section 2 of this RFQ are to be submitted as follows:

METHOD: Post or Courier
CLOSING VENUE: Chairman Transnet Freight Rail Acquisition Council
Ground Floor Inyanda House 1
21 Wellington Road
Parktown
Johannesburg 2001
Tender Box

1 Responses to RFQ

Responses to this RFQ must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

2 Broad-Based Black Economic Empowerment [B-BBEE]

Transnet fully endorses and supports the Government's Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. Transnet will accordingly allow a "preference" to companies who provide a B-BBEE Verification Certificate. All procurement transactions will be evaluated accordingly.

2.1 B-BBEE Scorecard and Rating

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note the following:

- Proposals will be evaluated on price which will be allocated 80 points and preference which will be allocated 20 points, dependent on the value of the Services
- The 80/20 preference point system applies where the acquisition of the Services will be less than R1 000 000.00.
- If the 80/20 preference point system is stipulated and all Bids received exceed R1 000 000.00, the RFP will be cancelled

In compliance with the Government Gazette No 34612, Notice No. 754 dated 23 September 2011, as from 1 October 2011 valid B-BBEE Verification Certificates must be issued by:

- a) Verification Agencies accredited by the South African National Accreditation System [SANAS]; or
- b) Registered Auditors approved by the Independent Regulatory Board of Auditors [IRBA], in accordance with the approval granted by the Department of Trade and Industry.

Enterprises will be rated by such agencies based on the following:

- c) **Large Enterprises** [i.e. annual turnover greater than R35 million]:

- Rating level based on all seven elements of the B-BBEE scorecard
- d) **Qualifying Small Enterprises – QSE** [i.e. annual turnover between R5 million and R35 million]:
 - Rating based on any four of the elements of the B-BBEE scorecard
- e) **Exempted Micro Enterprises – EME** [i.e. annual turnover less than R5 million]:

In accordance with B-BBEE Codes of Good Practice [Statement 000, Section 4], any enterprise with an annual total revenue of R 5 million or less qualifies as an EME.

- Automatic rating of B-BBEE Level 4 irrespective of race or ownership
- Black ownership greater than 50% or Black Women ownership greater than 50% automatically qualify as B-BBEE Level 3

Sufficient evidence to qualify as an EME would be a certificate (which may be in the form of a letter) from an auditor or accounting officer or a certificate from a Verification Agency accredited by SANAS. The certificate must confirm the company's turnover, black ownership / black female ownership and B-BBEE status level.

Respondents are required to furnish proof of the above to Transnet. [i.e. a detailed scorecard as stipulated above in respect of Large Enterprises and QSEs, or a certificate in respect of EMEs].

Transnet will accordingly allocate a maximum of **20 [twenty] points** in accordance with the **80/20** preference point system prescribed in the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations to the Respondent's final score based on an entity's B-BBEE scorecard rating. *[Refer **Annexure A** for further details].*

N.B. Failure to submit a B-BBEE certificate, which is valid as at the Closing Date of this RFP, will result in a score of zero being allocated for B-BBEE.

[Refer Section 4, Vendor Application Form, for Returnable Documents required]

3 Communication

- a) Respondents are warned that a response will be liable for disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of Transnet in respect of this RFQ between the closing date and the date of the award of the business.
- b) A Respondent may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following Transnet employee:

Name:	Ms Princess Ngubo	Mr John Forster
Email:	princess.ngubo@transnet.net	083 303 6690

A non-refundable tender fee R150.00(Inclusive of Vat) is applicable for tender(DNR P13-39/11699). Payment is to be made to Transnet Freight Rail, Standard Bank Account number 203158598, Branch Code 004805.

- c) Respondents may also, at any time after the closing date of the RFQ, communicate with the Secretariat of the Transnet Acquisition Council on any matter relating to its RFQ response:

Telephone	011 544 9486	Fax 011 774 9760
Email	tac.secretariat@transnet.net	

4 Tax Clearance

The Respondent's original valid Tax Clearance Certificate must accompany the Quotation. Failure to provide this document with the RFQ submission will result in disqualification.

5 VAT Registration

The valid VAT registration number must be stated here: _____ *[if applicable]*.

6 Legal Compliance

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

7 Changes to Quotations

Changes by the Respondent to its submission will not be considered after the closing date and time.

8 Pricing

All prices must be quoted in South African Rand on a fixed price basis, excluding VAT.

9 Prices Subject to Confirmation

Prices quoted which are subject to confirmation will not be considered.

10 Negotiations

Transnet reserves the right to undertake post-tender negotiations with selected Respondents or any number of short-listed Respondents.

11 Binding Offer

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

12 Disclaimers

Transnet is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. Please note that Transnet reserves the right to:

- modify the RFQ's goods / service(s) and request Respondents to re-bid on any changes;
- reject any Quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify Quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced Quotation;
- reject all Quotations, if it so decides;
- place an order in connection with this Quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or
- make no award at all.

Transnet reserves the right to exclude any Respondent from the bidding process who has been convicted of a serious breach of law during the preceding 5 [five] years, including but not limited to breaches of the Competition Act 89 of 1998. Respondents are required to indicate below whether or not they have been found guilty of a serious breach of law during the past 5 [five] years:

I/We _____ do hereby certify that *I/we have/have not been* found guilty during the preceding 5 [five] years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Respondent is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

DATE OF BREACH: _____

Furthermore, I/we acknowledge that Transnet SOC Ltd reserves the right to exclude any Respondent from the bidding process, should that person or entity have been found guilty of a serious breach of law, tribunal or regulatory obligation.

13 EVALUATION CRITERIA

14 TRANSNET WILL UTILISE THE FOLLOWING CRITERIA [NOT NECESSARILY IN THIS ORDER] IN CHOOSING A SUPPLIER/SERVICE PROVIDER, IF SO REQUIRED:

- Administrative responsiveness - Completeness of response and returnable documents
- Substantive responsiveness – Prequalification criteria, if any, must be met
- Weighted evaluation based on 80/20 preference point system:
 - Pricing and price basis [firm] - whilst not the sole factor for consideration, competitive pricing and overall level of unconditional discounts¹ will be critical

Transnet will utilise the following formula in its evaluation of Price:

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

Where:

Ps = Score for the Bid under consideration
Pt = Price of Bid under consideration
Pmin = Price of lowest acceptable Bid

- B-BBEE status of company

¹ Only unconditional discounts will be taken into account during evaluation. A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment is effected.

Preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below: *[Delete column that is not applicable]*

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

15 Validity Period

Transnet desires a validity period of 60 days from the closing date of this RFQ.

This RFQ is valid until _____.

16 Banking Details

BANK: _____

BRANCH NAME / CODE: _____

ACCOUNT HOLDER: _____

ACCOUNT NUMBER: _____

17 Company Registration

Registration number of company / C.C. _____

Registered name of company / C.C. _____

18 Disclosure of Prices Quoted

Respondents must indicate here whether Transnet may disclose their quoted prices and conditions to other Respondents:

YES ☐ NO ☐

19 Returnable Documents

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below.

- a) Respondents are required to submit with their Quotations the **mandatory Returnable Documents**, as detailed below.

Failure to provide all these Returnable Documents will result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations.

All Sections, as indicated in the footer of each page, must be signed, stamped and dated by the Respondent. Please confirm submission of these mandatory Returnable Documents by so indicating [Yes or No] in the table below:

Returnable Documents	Submitted [Yes or No]
SECTION 1 : Notice to Bidders	
Valid B-BBEE Verification Certificate[RSA Large Enterprises and QSEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the tender will result in an automatic score of zero being allocated for B-BBEE scorecard	
- Valid B-BBEE Certificate from auditor, accounting officer or SANAS accredited Verification Agency [RSA EMEs] Note: failure to provide a valid B-BBEE Verification Certificate at the closing date and time of the tender will result in an automatic score of zero being allocated for B-BBEE scorecard	
CIDB 2GB	
Asbestos Compliant	
SECTION 2: QUOTATION FORM	

b) In addition to the requirements of section (a) above, Respondents are further required to submit with their Quotations the following **essential Returnable Documents** as detailed below.

c) ***Failure to provide all these Returnable Documents may result in a Respondent's disqualification. Respondents are therefore urged to ensure that all these documents are returned with their Quotations.***

d) All Sections, as indicated in the footer of each page, must be signed, stamped and dated by the Respondent. Please confirm submission of these essential Returnable Documents by so indicating [Yes or No] in the table below:

Returnable Documents	Submitted [Yes or No]
SECTION 3 : Standard Terms and Conditions of Contract for the Supply of Goods or Services to Transnet	
SECTION 4 : Vendor Application Form	
- Original cancelled cheque or bank verification of banking details	
- Certified copies of IDs of shareholder/directors/members [as applicable]	
- Certified copy of Certificate of Incorporation [CM29/CM9 name change]	
- Certified copy of share certificates [CK1/CK2 if C.C.]	
- Entity's letterhead	
- Certified copy of VAT Registration Certificate [RSA entities only]	
- Certified copy of valid Company Registration Certificate [if applicable]	
- A signed letter from Respondent's auditor or accountant confirming most recent annual turnover figures	
SECTION 5: Certificate of Attendance	

Section 2

QUOTATION FORM

I/We _____
hereby offer to supply the goods/services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

- the Standard Terms and Conditions for the Supply of Goods and Services to Transnet [Section 3 hereof]; and
- any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless Transnet should otherwise decide and so inform me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, Transnet may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by Transnet in calling for Quotations afresh and/or having to accept any less favourable offer.

Price Schedule

I/We quote as follows for the goods required, on a "delivered nominated destination" basis, excluding VAT:

Item No	Description of Goods	Unit of Measure	Quantity	Unit Price (ZAR)	Total Price (ZAR)
1	Building Renovation, Exterior and Interior				

Delivery Lead-Time from date of purchase order : _____ [days/weeks]

Notes to Pricing:

- a) All Prices must be quoted in South African Rand, exclusive of VAT
- b) To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being disqualified.
- c) Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.

ANNEXURE A

ASSET DESCRIPTION: TRAIN MOVEMENT CONTROL CABIN

ASSET LOCATION: STANGER STATION

CITY / TOWN: STANGER

WORK DESCRIPTION: RENOVATION BUILDING EXTERIOR AND INTERIOR

TENDER NO:

ASSET NO: 02AA194

ITEM NO. SPECIFICATIONS PER ITEM.

CEILING

- 6 Work description: Break out ceiling boards include brandering
Break out ceiling boards with brandering, care shall be take not to damage tie beams.
Remove all rubble from site
- 8 Work description: Fit Nutex ceiling complete, exclude brandering.
The ceiling board must always be fixed with the length of the board at right angles to the brandering. Boards shall be secured at 150mm centres with 38mm galvanized clout-headed nails. The nails shall be driven into the board with the nail head flush with the board. Board shall be joint with H- profile steel jointing strips. Boards can also be fix with chip board screws spaced as with clout nails and cover strips.
Remove and refit I fittings and electric fans
- 13 Work description: Install brandering complete for rhino board or Nutec fibre cement ceiling boards
Brander for ceilings shall be 38 x 38mm, for truss spacing up to 1000mm.
Brander for ceilings shall be 38 x 50mm, for truss spacing up to 1001mm to 1200mm
Brander for ceilings shall be 50 x 50mm, for truss spacing up to 1201mm to 1400mm
Main branders shall be at right angles to tie beams and spaced at 400mm centres.
Branders shall be fixed with galvanized nails, accordance with SABS Specification 563. All brandering shall bear the standardisation mark of the South African Bureau of Standards.
The brandering shall be securely spiked up to the supporting timbers with 90 mm wire nails. Cross brandering shall be cut in between the longitudinal brandering, all securely skew nailed to same with 90 mm wire nails. The sizes and spacing of brandering for the various types of ceilings shall be as follows: (a) Gypsum plaster board: fixed parallel to the ceiling boards at centres not exceeding 450 mm for 900 mm wide boards and 600 mm for 1200 mm wide boards. Brander shall also be fixed around edges of ceilings where required for fixing cornices. Size 38 x 38 mm, at not exceeding 450 mm centres in one direction at right angles to the supporting timbers where metal H-section jointing strips are to be used.
- 15 Work description: Install trap door
Openings for trap doors in ceilings shall be made with 38 x 100 mm timbers, all securely spiked to the supporting timbers. The framework for the trap door shall be trimmed out of 38 x 38/50mm SA Pine wood, properly spiked to supporting timbers and trimmers. The size of the opening shall be 650 x 650 mm. Trap door lid shall be formed with a skeleton frame of brandering as for ceilings, covered on underside with at least a 3.2mm thick hard board. Soffits of trap doors shall be flush with soffits of ceiling when closed and flap back 180° on to top of the brandering when opened. Closed trap door shall rest on 50 x 19mm softwood fillets all around opening, mitred at angles and securely fixed to soffits of ceiling. Any trap door larger than 650 x 650 mm shall be provided with brandering along the centre of the lid, securely spiked to the skeleton frame. In lieu of the above, pressed steel trap doors complete with frame and hinges may be offered as an alternative, nailed to truss tie beams. Trap door size shall be as per standard steel type trap door.

Respondent's signature: _____ **Date:** ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO. SPECIFICATIONS PER ITEM.

- 18 Work description: Remove cornice and clean area ready to fit new type of cornice.
- 24 Work description: Install rhino cove cornice complete.
Gypsum plaster board cove cornices to ceilings shall comply with the requirements of SABS Specification 622 and shall be of 76 or 125 mm girth as specified, all nailed through the ceiling boards to the brander and to walls at distances not exceeding 300 mm centres with 2 mm diameter galvanized or cadmium plated clout headed nails, 40 mm long, or fixed to walls with hardened steel nails driven into the brickwork with heads flush with surface. Cornices shall be scribed at internal angles, mitred at external angles and shall be in long lengths with splayed heading joints where necessary. Fixing of cornices by means of an appropriate adhesive is acceptable, but this method of fixing shall be carried out in strict accordance with the Manufacturer's instructions. All inside corners shall be scribe joints and all exterior corners shall be mitre joints. All joints in straight sections shall be mitre joints and no butt jointing shall be allowed. All joint shall be neat. Cornices shall be straight and nailed to wall brander. No sections shall be shorter than 500mm.
- 42 Work description: Paint ceiling complete with 2 coat super acrylic PVA.
Paint work to ceilings include the cover strips, cornices and the priming of nail heads or screws with universal undercoat for new ceiling sections. Apply two coats acrylic PVA. All surfaces not being painted, such as brickwork, sills, floors, joinery work and the like must be covered up and protected against spotting before any painting is commenced with. No sweeping or dusting shall be done while painting is in progress or while paint is still wet.
- 45 Work description: Paint new or when necessary ceiling complete 1 additional coat paint as specified
Paintwork to ceilings INCLUDE cover strips and cornices and priming of nail heads and screws. No sweeping or dusting shall be done while painting is in progress or while paint is still wet.
- 913 Remove and re-install light fittings, ceiling fans and motion sensors. All necessary measures and precautions must be taken to ensure no ingress of dirt, moisture and rain into electrical wireways, electrical components and equipment when ceiling and roofs are removed. Supply and replace wiring to all light fittings from existing light switches. Supply and install tubing only where non-existent. All electrical work carried out by the contractor must comply fully with the new Electrical Code of Practice SANS 10142-1 and latest ammendments. Contractor must supply the transnet's freight Rails Technical Officer with a compliance certificate for all electrical work carried out upon completion of works.

WALLS INTERIOR

- 58 Work description: Prepare smooth plaster walls for painting.
Wash wall thoroughly with hot water and sugar soap in order to remove any traces of dust, fat, oil and any other dirt. Preparation of walls shall include opening all fine cracks with sharp object, the filling of cracks and all holes in wall with the appropriate filler or patching plaster, depending on the size of the cracks or holes. The areas under repair must be sanded down to a smooth, even finish. Brush down the surface removing all loose particles and dust ensuring that the surface is sound. Sand paint on walls to provide bond for new paint. Rinse wall thoroughly with clean water. Let wall dry completely before any paint is applied. No sweeping or dusting shall be done after the wall had been prepare for painting, while painting is in progress or while paint is still wet.

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO. SPECIFICATIONS PER ITEM.

- 59 Work description: Repair walls brick/rough plaster finish for painting
Wash wall thoroughly with hot water and sugar soap in order to remove any traces of dust, fat, oil and any other dirt, preparation of walls shall include opening all fine cracks with sharp object, the fill of crack and all holes in wall with the appropriate filler or patching plaster depending on the size of the cracks or holes. The areas under repair must be sand down to a smooth, even finish. Brush down the surface removing all loose particles and dust ensuring that the surface is sound. Sand paint on walls to provide bond for new paint. Rinse wall thoroughly with clean water. No sweeping or dusting shall be done after the wall had been prepare for painting or while painting is in progress or while paint is still wet. Let wall dry completely before any paint is applied.
- 63 Work description: Paint smooth plaster walls 3cts
All paint work shall be done to the specification of the manufacturer. Over coating time shall be done as specified by the manufacturer. All surfaces not being painted such as brickwork, sills, floors, joinery work and the like must be covered up and protected against spotting before any painting commenced. No sweeping or dusting shall be done while painting is in progress or while paint is still wet. All items that is more cost effective to remove from wall and to re-fix must be removed to avoid cutting in against items as notice boards, towel rails and other such items.
- 69 Work description: Paint brick wall 3 coats paint as specified at description
All paint work shall be done to the specification of the manufacturer. Over coating time shall be done as specified by the manufacturer. All surfaces not being painted such as brickwork, sills, floors, joinery work and the like must be covered up and protected against spotting before any painting commenced. No sweeping or dusting shall be done while painting is in progress or while paint is still wet. All items that is more cost effective to remove from wall and to re-fix must be removed to avoid cutting in against items as notice boards, towel rails and other such items.
- 128 Work description: Remove fixed item from wall to paint and refit.
Remove items like notice boards, key cupboards, fan shelves and mirrors with frame to paint or tile wall and refit at same position. Store item at safe place were it would not damage, if lost or stolen contractor shall replace items.

WINDOWS INTERIOR

- 158 Work description: Paint windowsill.
Remove all polish with turps or thinners and sand window sill completely, clean sill with damp cloth to remove all sanding dust. Apply two coats of Plascon, Dulux gloss floor or Stoep paint for previously painted sills and two coats stone dressing to un- painted quarry tile window sills.

WINDOWS INT AND EXT

- 186 Work description: Replace cracked/broken window panes (clear).
Remove broken windowpane and clean frame from all rust and dirt. Paint frame with anti rust metal primer. Fixing of glass shall comply with part N of section 3 of SABS 0400. The glass for glazing shall comply with (cks 55). The thickness of panes related to its area shall be in accordance with (SABS 0137). Glazing putty shall comply with (SABS 680). Back putty shall not exceed 3mm. Glazing shall be executed in accordance with (SABS 0137). Front putty must be straight and in line with the top of the frame profile. Glass panes shall have adequate clearance between the edges of glass and the rebates as no glass to metal/wood contact at any point will be permitted.

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO. SPECIFICATIONS PER ITEM.

- 217 Work description: Paint burglar bars 10 – 12mm diameter round bar.
Clean from all rust and dirt. Sand burglar bars and wipe off all sanding dust. After cleaning and sanding off rust on metal work those portions so affected shall be treated with an approved rust inhibitor. Paint burglar bars 1 coat universal undercoat and two coats water-base Dulux pearglo.

DOORS/SECURITY GATES

- 287 Work description: Paint door complete, 2 coats.
Previously painted doors: Wash thoroughly with a suitable detergent to remove all dirt and rinse with clean water. Remove defective paint/varnish and repair all holes and defective places with a suitable wood filler. Remove handle, Sand complete door and wipe off all sanding dust with a damp cloth. Allow to dry and apply one coat universal undercoat and two coat finishing paint as per work list. Let dry re fit handles. New doors to be painted: Remove lock and handles. Sand smooth and wipe sanding dust off with damp cloth. Allow to dry and apply one coat wood primer, one coat universal undercoat and two coats finishing paint as per work list. Allow paint to dry between coats as per specification. Re-fit lock and handles when paint is dry.
- 288 Work description: Varnish door complete, 2 coats.
Previously varnished doors: Remove handles, wash thoroughly with a suitable detergent to remove all dirt and rinse with clean water. Remove defective varnish and repair all holes and defective places with a suitable wood filler. Sand complete door and wipe off all sanding dust with a damp cloth. Allow to dry and apply two coats of varnish on varnished doors. Re-fit door handles
New doors to be varnished: Remove lock and door handles, Fill all defective places with suitable wood filler, sand smooth and wipe sanding dust off with damp cloth. Allow to dry and apply. Apply three coats varnish on doors. Allow varnish to dry between coats. Re-fit lock and handles.
- 301 Work description: Replace security gate lock
- 303 Work description: Security gate spot prime and paint 2 coats.
Remove all defective paint and rust, sand completely and wipe off all sanding dust with a damp cloth. Spot prime any bare metal areas with Dulux, Plascon or approved anti rust primer. Apply Plascon, Dulux or approved universal undercoat and one coat Plascon, Dulux or approved gloss enamel.

DOORFRAMES

- 329 Work description: Paint frame complete 2 coats.
Previously painted wooden door frame: Wash thoroughly with a suitable detergent to remove all dirt, rinse with clean water. Remove defective paint/varnish and repair all holes and defective places with a suitable wood filler. Sand complete frame and wipe off all sanding dust with a damp cloth. Allow to dry and apply one coat universal and two coat finishing paint as per work list. Previously painted steel doorframes: Clean door frame from all rust and dirt by means of scraping, steel wire brush or sanding. Sand frame complete and wipe off all sanding dust with damp cloth. Allow to dry. Spot prime all exposed metal surfaces with an approved metal primer. Apply one coat universal undercoat and two coats finishing paint as per work list. New wooden door frames to be painted/varnished: Sand smooth, wipe sanding dust off with damp cloth, allow to dry and apply one coat wood primer, one coat universal undercoat and two finishing coats as per work list. Allow paint to dry between coats.

FLOORS

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

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ITEM NO. SPECIFICATIONS PER ITEM.

- 395 Work description: Paint skirting and quarter rounds, 2 coats
Previously painted/varnished skirting: Wash thoroughly with a suitable detergent to remove all dirt and polish. Rinse with clean water. Remove defective paint/varnish and repair all holes and defective places with a suitable wood filler. Sand completely and wipe off all sanding dust with a damp cloth. Allow to dry, apply one coat universal undercoat, 2 coats Dulux pearglo on painted skirting. New skirting may only be varnished, except, if painted skirting were partly replaced and have to be painted to match rest of skirting. Fill all countersunk nail holes and other defective places in wood with a suitable wood filler to match wood colour. Sand skirting to leave smooth surface. Use damp cloth to clean skirting from dust. Apply 3 coats varnish. Allow drying time as per specification.

CUPBOARDS /TABLE

- 435 Work description: Fit / replace cupboard door handle
- 442 Work description: Paint sink cupboard
Wash cupboard doors and frame with sugar soap to remove all dirt. Sand cupboard thoroughly and wipe clean with damp cloth to remove all sanding dust. Apply 1 coat Plascon or Dulux universal under coat and 2 coat Plascon velva glo or Dulux pearl glo.

PLUMBING INTERIOR

- 465 Work description: Install/replace wash hand basin, 2 taps, connector, outlet and rubber trap. Wash hand basins white porcelain/glazed ceramic and shall comply with (SABS 497). Pillar taps shall be chromium plated brass and of heavy pattern Cobra brand and shall comply with (SABS 226). Taps for hot water shall be marked with red coloured plastic inserts and fixed on the left hand side of all basins, sinks, showers, etc. Taps for cold water with green/blue plastic inserts on the right hand side. Waste outlet shall be chromium plated brass with plug, chain and of Cobra brand and shall comply with (SABS 226). Rubber trap shall comply with (SABS 1321). Installation of basin, taps, waste outlet and trap shall be done in accordance with the relevant manufacturer's instructions. Basin shall be fixed with silicone layer between basin and wall. Basin shall be level and shall be 800mm from finished floor level to top front section of basin if no pedestal basin is specified.

- 549 Work description: Remove and refit existing geyser and all unnecessary pipes, and fittings

PAINT PIPES/STEEL/MISCELLANEOUS

- 551 Work description: Paint pipes against wall 15 to 120mm dia.
Remove all defective paint, clean pipes, sand completely and wipe off all sanding dust with damp cloth. Apply one coat universal undercoat and 1 coat gloss enamel.

FIT/REPLACE ITEMS/ FURNITURE

- 577 Work description:

ROOF

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO. SPECIFICATIONS PER ITEM.

- 588 Work description: Remove and decay roof timber / purlin
Carefully take down the roofing sheets and ridging with out damaging them and store for re-use. Remove all the scrap purlin as specified from rafters and remove from site. Provide and fix new purlin to match existing purlin in size. Purlin shall be laid 50mm side on rafter. All expose faces shall be wrot. Purlin shall in addition to nails also be secured to rafters at each intersection with a single 3,2 mm diameter galvanized wire tie with ends twisted. Any timber delivered to site not bearing the grade and SABS marks as specified above must immediately be removed from site and no portion of any such delivery may be used for any purpose. No marking of timber on site will be permitted. Use only Pozi Grip course thread and right size for corrugated roof sheets in fastening the sheeting to the wood purlin with, screws shall be Zinc and Cadmium plated or galvanized M6 coach screws. Use only 26mm bonded roof washers. NOTE: Do not over-tighten screws. Drive screw until slight deformation is just visible at crest of rib.
- 589 Work description: Remove 114 x 38mm truss
Carefully take down the roofing sheets specified and store for re-use. Provide and fix new sprocket section to match existing. Any timber delivered to site not bearing the grade and SABS marks as specified above, must immediately be removed from site and no portion of any such delivery may be used for any purpose. No marking of timber on site will be permitted.

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO. SPECIFICATIONS PER ITEM.

- 591 Work description: Replace roof covering complete
- Provide new gang nail roof structure and cover roof for new corrugated or IBR sheeting. All work to comply with national building regulations for roof structure, SABS 0243 and SABS 0160 & 0163 for roof trusses. Pre-fabricated timber roof trusses shall comply with the requirements of SABS Specification 0163 and be constructed of South African pine as described in Clause 8.5 to the designs shown on the Manufacturer's detail drawings. The timber shall be of cross-sectional dimensions shown, cut to correct lengths with ends square or at the required angle. Trusses shall be assembled in truss fabricating jigs with the truss having the proper camber, all tightly clamped together with joints secured using approved connector plates of galvanized steel sheet. Connector plates shall be pressed into the timber simultaneously from both sides of the truss with a hydraulic press capable of exerting such pressure as will ensure complete penetration of the teeth into the timber. The connector plates shall be of such size as will ensure that the joints so made will adequately withstand the forces exerted on the joints. In coastal areas connector plates in buildings without ceilings shall be painted with two coats of epoxy tar complying with SABS Specification 801 Type 2, or rust neutralizing paint. Approval of pre-fabricated roofing systems, whether measured as an alternative or not, shall be subject to the following requirements: (a) The Manufacturer of the pre-fabricated trusses shall hold a certificate of competence issued by the Institute for Timber Construction. Fix corrugated sheets with 75mm long for corrugated sheets or 90mm coach roof screws for IBR roof sheets with bonded washers. Profiled metal sheet roof coverings shall comply with the following minimum requirements: (a) Galvanized metal roof sheets shall have a minimum thickness of 0,8 mm for roofs of 4°— 14° pitch inclusive and 0,6 mm for roof pitches of 15° and upwards. Where any profile requires the use of steel manufactured in accordance with ASTM 446, Grade E, such steel shall be 0,5 mm thick for all pitches. PW 371/OCT '93 44 NB: All steel which is claimed to comply with ASTM 446, Grade E, shall be supplied complete with a certificate of such compliance issued by the Manufacturer. (b) Roof trusses shall be spaced at not exceeding 1,2 m centres, except where the pitch is 12° or less, when the spacing may not exceed 1 m centres. (c) Purline shall be spaced at not exceeding 1,0m centres for roof pitches of 4° to 30° inclusive and at 1,2 m maximum for roofs having pitches of 31° and greater. Purling spacing for flat metal roofs are to be as specified in Clause 7.8. (d) Unless otherwise specified in this section, profiled metal roofing sheets shall be used and fixed all in accordance with SABS Code of Practice 0237. (e) Roofing sheets for use inland shall have galvanized coating of Z275 quality. (f) Galvanized roofing sheets for use in coastal areas shall be finished with an approved factory applied paint coating. (g) All necessary cutting of sheets shall be properly performed. Cut edges at sides of valleys and where otherwise exposed shall be perfectly straight. The sheeting shall be drilled and not punched for fixing screws. Only special wood screws with proper thread will be permitted in conjunction with neoprene and metal washers. (h) Hook bolt type fasteners shall each be provided with neoprene and metal washers under nut. (i) Metal covered roofs having a pitch of 4° or less shall be as later specified for flat metal roofs in Clause 7.8. The provision and use of protective roof boards is compulsory. (k) The Contractor is to submit a certificate, signed by the Merchant, stating that the galvanized roof covering supplied complies with the required thickness specified. (l) Roof sheets shall be in single lengths to each slope of roof or to both roof slopes where a ridge is to be formed by bending the sheets over the ridge. (m) The use of any approved factory applied paint finish shall in all cases be in addition to the galvanized coating as specified. 7.6.2 PROFILES: a) Corrugated roofing sheets: Corrugated galvanized iron roofing sheets shall comply with SABS Specification 934 with corrugations 17,5 mm deep at 76 mm centres giving an effective width of approximately 610 or 762 mm between the crests of the outermost corrugations respectively, all coated with zinc having a mass of not less than that indicated in the following table for the three classes of galvanizing specified: g/m² of surface area Average Individual (Minimum) 600 510 450 385 275 235 At exposed verges of roofs the iron shall be finished with neatly formed rolls.

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ITEM NO. SPECIFICATIONS PER ITEM.

The sheets shall have side laps of not less than one and a half corrugations. The minimum end laps for the different roof slopes shall be in accordance with the following table: Slope of roof End lap ; , (mm) greater 150 30° 175 25° 200 20° 225 300 (b) Rib-trough roof sheeting: Rib-trough roofing sheets shall be pressed to toughed profile with ribs not less than 50 mm deep at not exceeding 275 mm centres or with ribs not less than 28 mm deep at not exceeding 190 mm centres. The sheets shall be lapped one rib at sides and fitted with approved sealing strips as supplied by the Manufacturer of the sheeting and fixed at each alternate rib to every purlin. Bottom ends of troughs are to be bent down to form drips at gutter and bent upwards at ridges to prevent backflow of water using an approved tool. Any timber delivered to site not bearing the grade and SABS marks as specified above, must immediately be removed from site and no portion of any such delivery may be used for any purpose. No marking of timber on site will be permitted.

- 595 Work description: Fit new 0.58mm thick roof sheeting to steel structure
Supply and fit IBR profile sheets 0.5mm thick. The roof sheeting shall be laid in long lengths, narrow flutes outermost, The sheeting shall be laid with side-laps on the leeward side of the prevailing wind direction. An approved side-lap sealant shall be incorporated on roofing with a pitch of less than 15 degrees. All fixing holes shall be drilled and not punched. Roof sheets shall be fixed by means of No.14 Top speed Hex Head screws 65mm LG for steel purlin. Side-lap stitching shall be effected at no more than 600mm centres with 25mm LG Top speed Hex Head screws. Sheets shall be secured to the purlin for 0.5mm thick sheets a broad guideline for Purlin Spacing is not more than 1.70m centre for single span and not more than 2.00m for double span, cantilever not more than 0.40m but must meet manufacturer specification. Spacing are dependant on both downward loading and negative suction loading caused by wind a engineer must be consulted to calculate the load (kn/m²) for the particular thickness of sheets and purline spacing for the specific project.. Use 5.5mm x 82mm self drill posy screws with 26mm galvanized bonded rubber washer. Main fasteners shall be positioned in the crown of the second and fourth narrow flutes, i.e. two fasteners per sheet per purlin. Side laps shall be secured with fasteners spaced equally between purlin and at centres not exceeding 750mm. 15mm of the broad flute of all roof sheets shall be turned up through 45 deg. at the apex to form a dam and turned down through 10 deg. at the eaves to form a drip. Contractor to measure the required length before order the IBR roof sheets.

Every precaution shall be taken to prevent damage to roof sheets during all stages of construction. Duck boards should be used when necessary to protect the sheeting from damage. Sheeting which has become deformed or damaged in any way, shall be replaced.

The contractor shall exercise special care when handling long length sheeting, particularly in windy conditions. Should work be interrupted for any reason, all loose sheeting and incomplete sections must be adequately secured against possible movement by wind and gravity.

The contractor shall ensure that all materials used on site for cladding, etc are transported, handled and stored in accordance with the manufacturer's recommendations. Material damaged shall be rejected and replaced with undamaged material at the contractor's expense. Repair of damaged material will not generally be permitted. Rates are to include for preventing damage and protecting sheets through all stages of construction.

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ITEM NO. SPECIFICATIONS PER ITEM.

- 597 Work description: Fit new ridge capping sections and flute closures between ventilator sections.
Ridge capping shall overlap top purline with at least 50mm but not more than 75mm. Ridge capping shall be install with flute closure and rubber seals to comply with manufacturer specifications. Joints shall be with pre-ailing wind direction and shall overlap at least 150mm and sealer approved by project manager shall be applied between joints. Ridge capping shall be fixed with screws as per roof sheet fitting specification and with at least four x 4mm diameter evenly spaced pop rivets at joints

- 623 Work description: Remove asbestos roof sheets form roof

Staff to be fully kitted with PPE as specified in attached Government gazette and attached asbestos regulations of the departmetn of labour at all times.

Special precaution as per asbestos regulation shall be taken to safe guard workers from falling through roof sheet and to prevent breaking sheets when walking on roof any sheets that is broken by contractor shall be replace by contractor on his cost.

Area does not include roof sheet profile

Remove asbestos big six roof sheets in terms of the attached Government gazzete and asbestos regulations from the Department of labour

Item include the spray of the top and bottom of the sheets before removing the roof sheets, Item also include spraying the overlap sections with TSW after the sheets had been removed before packing the sheets in container for disposal. All work to be done in accordance with the attached TSW specification.

All necessary scaffolding and use of ladders to remove sheets is included in the item and scaffolding and ladders will be erect, used and dismantle in accordance with the approved fall arrest and safety plan.

Before the removing of the asbestos sheets the contractor shall have the container of the registered asbestos removal company on site.

The following procedures shall be followed to prevent the release of asbestos dust into the enviroment.

- 1: Have container to pack the roof sheets in on site.
- 2: Have safety talk with staff about dangers of asbestos
- 3: Set up 10.0m wide exlution zone around building.
- 4: Issue all staf with all necessary PPE clothing and equipment.
- 5: Set up ladders and scaffolding as necessary and inspect by compitend persone before it is used by staff.
- 6: Spray both sides of sheets with TSW or simmlar aproved product.
- 7: Remove sheets in control manner with care and with out cutting or breaking sheets.
- 8: lay on ground and spray section that was cover by ovelap of sheets with TSW or simmlar aproved product.
- 9: Pack sheets in to container to be sent to approved disposal site.

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ITEM NO. SPECIFICATIONS PER ITEM.

624 Work description: Dispose of asbestos sheet and waste.

Staff to be fully kitted with PPE as specified in attached Government gazette and attached asbestos regulations of the department of labour at all times.

Area does not include roof sheet profile

Pack all asbestos sheets in container as it is removed from roof, container shall be kept locked to prevent the removing of the sheets by un-authorized persons. Seal container and send to approved asbestos waste site in terms of the Environmental Management Act (Act No. 107 of 1998) and the Environmental Conservation Act (Act No 73. Of 1989) All work to be done in accordance with the attached specification and attached asbestos regulation.

Item include all cost to pack, load, transport, off load and the dumping cost.

Handling Of Asbestos Containing Material

The handling and removal of asbestos-containing materials and articles, such as asbestos cement sheets, present particular health problems as they often involve dismantling or breaking large quantities of friable materials. Such work, if any, shall be performed in accordance with the provisions of the OHS Act Asbestos Regulations, 2002 (in particular, but not limited to, Section 13 and 15) and any other international, national and local legislation, regulations as deemed applicable.

The Principal Contractor shall ensure that workers are thoroughly instructed about the precautions that need to be taken to protect health, ensure continued compliance with the OHS Act, take steps to eliminate or minimize the risks and provide adequate and correct PPE equipment.

The Principal Contractor shall ensure that asbestos cement sheets are kept intact as far as is practicable. Whole asbestos sheets shall be Sprayed with TSW prior removal and transportation. All small fragments/asbestos chips shall be wetted prior to collection, be placed into heavy duty bags and be sealed and labelled as asbestos waste.

If the roof is fitted with gutters all run off water shall be passed through a fine sieve at each down pipe outlet. The filtered run off water may be channelled into the drainage system. The residue collected in the sieves shall be placed whilst still moist into heavy duty bags (at least 150 micron (1,5mm)) thickness and be sealed and labelled as asbestos waste.

All asbestos Waste (in sheet form, chips or residue) shall be disposed of at a licensed disposal and the Principal Contractor shall obtain the necessary asbestos waste permit to dispose of such waste. The Contractor shall be required to contact hand over to Transnet freight rail project manager the original certificate for the total quantity of asbestos received by the registered dumping site, before any payment on the contract will be approved.

639 Work description: Paint expose roof timber purlin.

Item include cleaning by washing off all dirt. Remove all loose, chalky, flaking, peeling paint from wood, sand and wipe off sanding dust with damp cloth and leave to dry before applying paint.

640 Work description: Paint expose roof timber sprockets.

Item include cleaning by washing off all dirt. Remove all loose, chalky, flaking, peeling paint from wood, sand and wipe off sanding dust with damp cloth and leave to dry before applying paint.

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TENDER NO:

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ITEM NO. SPECIFICATIONS PER ITEM.

FACIA/BARGE BOARDS

- 653 Work description: Fit / Replace barge board
Carefully loosen sheet iron capping where applicable or take down and remove galvanized capping where applicable. Take down barge boards and remove from site. Were necessary cut roof sheeting to be level with purline ends. The verges of roof to be finished with 225 x 10mm thick plain pressed fibre cement barge boards with bottom ends projecting 100mm beyond fascia board or in line with outer edge of gutter stop end, The edge of barge boards at bottom end shall be cut vertical level. The barge boards shall be securely fixed to projecting purlin ends with galvanized barge board brackets. Full length boards shall be used if necessary to joint in section of barge board the section shall not be shorter than 500mm.
- 655 Work description: Fit / Replace fascia board.
Provide 230 x 12mm nutec fibre cement fascia board. Fix nutec fascia boards to existing wood fascia boards using 2 no 8 * 38mm countersunk wood screws at 900mm intervals and 75mm from both sides of joints, one 30 mm from top edge and 30mm from bottom edge. Use right type of jointer at joints. The edge of facia boards shall be cut vertically. Full length boards shall be used if necessary to joint in section of facia board, these section shall not be shorter than 500mm. Facia boards shall be fit in horizontal straight line
- 657 Work description: Paint fascia board steel / Cement fibre three coats / both sides
STEEL FASCIA BOARDS: Clean from rust and dirt by scraping or by means of steel wire brush, sand completely and wipe off all sanding dust to obtain perfectly clean surface. Spot prime all exposed metal surface with an approved metal primer and apply two coats Plascon wall and all paint of Dulux wall guard paint
CEMENT FIBRE FASCIA BOARDS WITH PAINT IN GOOD CONDITION: Clean from all dust and dirt with approved detergent and rinse with clean water. Remove all defective paint, sand completely wipe off all sanding dust with a damp cloth, spot prime all nail and screw heads and apply two coats Plascon wall and all paint of Dulux wall guard paint or approved paint for cement fibre products.
- 658 Work description: Paint Barge board steel / Cement fibre three coats
STEEL FASCIA BOARDS: Clean from rust and dirt by scraping or by means of steel wire brush, sand completely and wipe off all sanding dust to obtain perfectly clean surface. Spot prime all exposed metal surface with an approved metal primer and apply two coats Plascon wall and all paint of Dulux wall guard paint
CEMENT FIBRE BARGE BOARDS WITH PAINT IN GOOD CONDITION: Clean from all dust and dirt with approved detergent and rinse with clean water. Remove all defective paint, sand completely wipe off all sanding dust with a damp cloth, spot prime all nail and screw heads and apply two coats Plascon wall and all paint of Dulux wall guard paint or approved paint for cement fibre products.
CEMENT FIBRE BARGE BOARDS WITH PAINT IN BAD CONDITION: Remove all paint coatings back to bare surface. sand down to a smooth surface, spot prime nail and screw heads with universal undercoat and paint surfaces two coats Plascon wall and all or with two coats Dulux wall guard paint.
NEW CEMENT FIBRE BARGE BOARDS NEW
Clean, spot prime nail and screw heads with universal undercoat and paint surfaces two coats Plascon wall and all or with two coats Dulux wall guard paint.

GUTTERS/DOWNSPIPES

- 664 Work description: Remove gutter and down pipe complete, including brackets,
Remove gutters brackets with care as not to damage wood sprockets

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

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ITEM NO. SPECIFICATIONS PER ITEM.

668 Work description: Fit PVC gutters at coastal area

676 Work description: Fit/replace down pipe, complete.

Down pipes shall be fitted with all necessary offsets shoes and holder bats. Down pipes shall be fixed vertical level.

WALLS EXTERIOR

702 Work description: Do beam filling under corr iron, IBR or tile roof

Beam filling shall be half brick wide, built with same mix mortar as used in the walls and shall be cut in between roof timbers and carried up to underside of roof covering If face bricks are specified, brick shall be straight and neatly cut.

708 Work description: Repair plaster under roof covering

Hack off, cut as required and remove loose and cracked plaster to underside of roof covering and adjoining roof timbers. Wet brick work, re-plaster the surfaces with 4:1 cement mortar, to match existing finish, new plaster shall be flush with adjoining surfaces of existing plaster

710 Work description: Plaster wall.

Exterior plaster: Surface shall be clean and thoroughly wetted, directly, before plastering commences. Concrete surface shall be slushed with a mixture of one part of cement and one part of coarse sand. Cement plaster should be composed of one part of cement and five parts of plaster sand. Where plaster must match existing plaster, plaster should not be less than 10mm and not more than 20mm thick. Plaster shall have wood float finish. Plaster must be returned into reveals and soffits of openings and all angles shall be true and straight with salient angle slightly rounded. See item for soffits and reveals. The final coat of external plaster shall be kept wet by hosing with a fine hose until it is thoroughly set. The surfaces of all plastering shall be even, true and free from breaks or tool marks except in the case of textured plaster where the surface finish shall be regular. Should any of the plaster work show signs of efflorescence, blistering, cracking, crazing, pitting, blowing, etc. or any other defect during the maintenance period, such defective work shall be made good and if necessary the wall in which it occurs shall be stripped entirely and re-plastered and the cost together with the cost of repainting, etc. necessary shall be borne by the Contractor.

722 Work description: Prepare exterior walls, smooth plaster, for painting.

Wash wall thoroughly with hot water and sugar soap in order to remove any traces of dust, fat, oil and any other dirt. Preparation of walls shall include the opening of all fine cracks with sharp object, the filling of cracks and all holes in wall with the appropriate filler or patching plaster depending on the size of the cracks or holes. The areas under repair must be sanded down to a smooth, even finish. Brush down the surface, removing all loose particles and dust, ensuring that the surface is sound. Sand paint on walls to provide bond for new paint. Rinse wall thoroughly with clean water. No sweeping or dusting shall be done after the wall has been prepared for painting or while painting is in progress or while paint is still wet. Allow wall to dry, completely, before any paint is applied.

728 Work description: Paint walls, smooth plaster. 3cts

All paint work shall be done to the specification of the manufacturer. Over coating time shall be allowed as specified by the manufacturer. All surfaces not being painted, such as brickwork, sills, floors and the like, must be covered up and protected against spotting before any painting commences. No sweeping or dusting shall be allowed while painting is in progress or while paint is still wet. All items that are more cost effective to removed from wall and to re-fixed, must be removed to avoid cutting in against items, such as notice boards and other items. Dry film thickness to be 90µm per coat.

Respondent's signature: _____ Date: ____/____/____

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ITEM NO. SPECIFICATIONS PER ITEM.

- 911 Supply Parkhome office / Size of office 3m x 3m
Electrical power to be connect from existing building to office.
Supply telephone cord from existing plug to parkhome office.

- 912 Supply ablution container / size 3.0m x 5.0m
Container must consist of showers / toilets / windows
Electrical power from existing building / container

WALLS EXTERIOR

- 724 Work description: Clean face brick wall with high pressure water
- 740 Work description: Replace front putty.
Replace all loose and cracked putty, clean frames and apply one coat steel primer to steel window frame. Apply new front putty to neat and straight finish.
- 747 Work description: Paint window sills. 3cts
Remove all loose and defective paint, remove all polish with turps or thinners. Sand windowsills completely, wipe sill clean with damp cloth to remove all sanding dust. Apply two coats Plascon or Dulux floor/stoep paint.
- 753 Work description: Paint window exterior only. Area with window close only
Sand frame area to be painted and wipe clean with damp cloth. Spot prime bare metal areas with metal primer and apply one coat universal undercoat and one coat Dulux Pearlgo to frame. Cutting in against wall and glass area shall be straight and neat.

PAINT PIPES/STEEL/STRUCTURE

- 799 Work description: Paint pipes against wall 15 to 120mm DIA.
Remove all loose and defective paint, sand and wipe off all sanding dust with damp cloth.
Apply 1 coat universal undercoat and 2 coats Dulux peargo paint

SITE SAFETY/CLEANING/CUT TREE/RUBBLE

- 903 Work description: Set up exclusion zones to cordon off area
Set up exclusion zones with double barrier tape one 500mm and second 1.10m above ground level to cordon off area around the building of at least 10 metres surrounding the work site the contractor shall erect clear signage in English displaying danger signs warning of asbestos work in progress. The barrier tape shall be fix to stable poles and or other appropriate fixing points.
- 904 Work description: Clean earth 1.0 metre wide around building from grass and weed
- 906 Work description: Cut back tree branches overhanging roof
All equipment and machinery that will be used in the execution of the contract shall comply with the safety standards as required in Act 85 of 1993 and all amendments and all regulations to the Act. Personnel shall have all the necessary safety equipment at all times in their possession and shall use it. The contractor shall repair and make good any damage to buildings, fences and any other property to the satisfaction of the representative. The Contractor shall remove and dispose of all the branch and rubbish that may accumulate on the site. After completion the contractor shall leave the site in a clean and tidy condition.

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

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ITEM NO. SPECIFICATIONS PER ITEM.

- 907 Work description: Cut back tree branches overhanging roof
All equipment and machinery that will be used in the execution of the contract shall comply with the safety standards as required in Act 85 of 1993 and all amendments and all regulations to the Act. Personnel shall have all the necessary safety equipment at all times in their possession and shall use it. The contractor shall repair and make good any damage to buildings, fences and any other property to the satisfaction of the representative. The Contractor shall remove and dispose of all the branch and rubbish that may accumulate on the site. After completion the contractor shall leave the site in a clean and tidy condition.
- 908 Work description: Cut back tree branches overhanging roof
All equipment and machinery that will be used in the execution of the contract shall comply with the safety standards as required in Act 85 of 1993 and all amendments and all regulations to the Act. Personnel shall have all the necessary safety equipment at all times in their possession and shall use it. The contractor shall repair and make good any damage to buildings, fences and any other property to the satisfaction of the representative. The Contractor shall remove and dispose of all the branch and rubbish that may accumulate on the site. After completion the contractor shall leave the site in a clean and tidy condition.

SCAFOLDING

- 909 Work description: Scaffolding, erect and dismantle.
A principal contractor who intends to carry out any construction works shall, (a) before carrying out that work, notify the provincial director in writing of the construction work, if it includes- working at a height greater than 3 meters above ground or a landing. "Scaffold" means any temporary elevated platform and supporting structure used for providing access to and supporting workmen or materials or both. Scaffolding shall be done by a competent person. "Competent person" means 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. Every contractor using access scaffolding, shall ensure that such scaffolding, when used, complies with the safety standards incorporated for this purpose into these Regulations under section 44 of the Act. A contractor shall ensure that all scaffolding work operations are carried out under the supervision of a competent person who has been appointed in writing and that all scaffold erectors, team leaders and inspectors are competent to carry out their work.

Respondent's signature: _____ Date: ____/____/____

INTERIOR WORK LIST ROOM 1 TO 10

ASSET NO 02AA194

TRAIN MOVEMENT CONTROL CABIN

STANGER

TENDER NO:

No	INTERIOR WORK	UNIT	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	TOTAL
CEILINGS													
6	Break out gypsum/nutec ceiling complete include brandering and remove all rubble (allow for register electrician to remove light fittings and make wires save for carpenter to remove ceiling)	M^2	4	22	9	3	3	17	11	22	0	0	91
8	Install nutec 4mm board ceiling and cover slips exclude brandering include h profile strips	M^2	4	22	9	3	3	17	11	22	0	0	91
13	Install brandering complete, include skew nailing (specify size according table in specifications)	M^2	4	22	9	3	3	17	11	22	0	0	91
15	Install trap door complete, item include frame work and lid manufactured from 3,2mm hardboard with a 38mm x 38mm branding frame. paint lid one coat primer, universal undercoat and white egg shell enamel (see attached specification for detail)	EA	0	0	1	0	0	0	0	0	0	0	1
18	Remove existing type of cornice to fit a different type, or to tile wall , clean wall and ceiling ready to fit new type cornice. fitting of new cornice not included in this item.	M	8	44	18	6	6	34	22	44	0	0	182
24	Install 76mm rhino cove cornice complete. all inside corners shall be scribed joints, all exterior corners shall be mitre joints and all joints in straight sections shall be mitre joints.	M	8	44	18	6	6	34	22	44	0	0	182
42	Paint ceiling 2 coats super acrylic PVA. apply paint only after preparation as per attached specification.	M^2	4	22	9	3	3	17	11	22	0	0	91
45	Paint ceiling complete 1 additional coat type as specified, if necessary where ceiling was very black and 2 coat do not cover to the satisfaction of the project manager (specify type)	M^2	4	22	9	3	3	17	11	22	0	0	91

No	INTERIOR WORK	UNIT	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	TOTAL
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CEILINGS

913	Remove and re-install light fittings, ceiling fans and motion sensors. Old wiring to be removed and replaced.	EA	1	1	1	1	1	1	1	1	0	0	8
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WALLS INTERIOR

58	Prepare walls for painting, wash smooth plaster walls with sugar soap, open cracks up to 4mm with sharp object, fill cracks and all holes, sand level and sand wall complete to provide bond for new paint, rinse with clean water to remove all sanding dust	M^2	0	54	33	17	0	0	37	73	0	0	214
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59	Prepare wall for painting, wash brick/rough plaster walls with sugar soap, open up cracks to 4mm with sharp object, fill crack and all hole, sand level and sand wall complete to provide bond for new paint, rinse with clean water to remove sanding dust	M^2	12	0	0	0	0	0	0	0	0	0	12
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63	Do preparations as specified and paint smooth plaster walls 3 coat Dulux wall guard or Plascon wall and all paint, item include all preparations as specified. item to paint veranda interior walls colour: barely beige code 3h1-1	M^2	0	75	45	20	0	0	55	105	0	0	300
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69	Paint brick wall or type wall surface needed to be painted by brush 3 coats Dulux wash 'n wear or Plascon double velvet paint after all preparations as specified was done (see attached paint specification) colour: barely beige code 3h1-1	M^2	18	0	0	0	0	0	0	0	0	0	18
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128	Remove and refit items fixed against wall at same position after wall has been painted or tiled. item include notice boards, key cupboards, fan shelf's and mirrors that are fixed with screws to wall.	EA	0	2	0	2	0	0	0	1	0	0	5
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WINDOWS INTERIOR

158	Paint window sill: item includes, wash, sand, rinse with clean water and paint of previously painted window sill with 2 coats paint.	M	0	4	2	0	0	0	2	5	0	0	13
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WINDOWS INT AND EXT

No	INTERIOR WORK	UNIT	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	TOTAL
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WINDOWS INT AND EXT

186	Replace cracked or broken window panes clear, size 350mm x 450mm x 3mm. clean frame apply 1 coat anti rust paint. see attached detail specification. place sheet on floor or garden to catch all broken pieces of glass	EA	1	0	0	0	1	0	1	0	0	0	3
217	Paint burglar bars 10-12mm diameter round bar 1 coat universal undercoat and 2 coats Dulux water base pearl glo (m ² = whole window opening covered by the burglar bars) .(see attached detail specification)	M ²	0	3	2	0	0	1	2	4	0	0	12

DOORS/SECURITY GATES

287	Paint door complete both sides, side edges, top edge undercoat and 2 coats Dulux pearl glo river rock code 6j1-7. Do preparation before painting per spec. Door 810mmx2.03m=3.66m ² . 75mmx2.03m=3.42m ² . Item include remove before paint and refit of handles	EA	0	1	1	1	0	1	1	0	0	0	5
288	Varnish door complete both sides, side edges and top edge, 2 coats varnish. use exterior varnish on exterior side. door 810mmx2.03m= 3.66m ² . Door 750mmx2.03m= 3.42m ² . Do preparations as per attached specifications. Item include remove and re-fit of handle	EA	1	0	0	0	0	0	0	0	0	0	1
301	Replace security gate lock with same type	EA	0	0	0	0	0	0	0	1	0	0	1
303	Security gate prepare for painting, spot prime, paint 1 coat universal undercoat and 1 coat white gloss enamel. single standard 810 x 2030mm gate, 40mm square tubing outer frame, 25mm square tubing gate frame and 12mm dia round bars. see attached spec	EA	1	0	0	0	0	0	0	1	0	0	2

DOORFRAMES

329	Paint door frame 1 coat undercoat and 2 coats Dulux pearl glo lockness code-311-5. single steel frame. 115mm=1.150m ² . single 230mm=1.750m ² . double 1511mm x 115mm=1.29 m ² . double 1511mm x 230mm=1.96 m ² . Do preparation as per specification	EA	0	1	1	1	1	1	0	2	0	0	7
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No	INTERIOR WORK	UNIT	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	TOTAL
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FLOORS

395	Paint skirting and quarter rounds complete. 1 coat undercoat and 1 coats Dulux pearl glo code 3h1-1 colour barley beige. 75mm skirting x 1.0m=0.075 m2. 150mm skirting x 1.0m=0.150 m2. paint only after preparation as per attached specification.	M	0	22	0	0	0	0	12	26	0	0	60
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CUPBOARDS / TABLE

435	Fit / replace cupboard door handle type as specified	EA	0	1	0	0	0	0	0	0	0	0	1
442	Do preparations as specified, supply paint and paint build in cupboard, paint doors complete both sides, paint frame only on outside. Apply 1 coat Plascon or Dulux universal under coat and 2 coat Plascon velva glo or Dulux pearl glo. Colour: ????????????	M^2	0	0	0	0	5	0	0	0	0	0	5

PLUMBING INTERIOR

465	Install approved type porcelain wash hand basin, 2 cobra heavy pattern pillar taps with star handle, 2 braided flex connectors, chrome plated brass outlet, chain, plug and rubber trap (install basin 800mm high from floor to front top edge of basin)	JOB	0	0	0	0	0	0	0	1	0	0	1
549	Remove and refit existing geyser in position and unnecessary pipes and fittings as specified	JOB	0	0	0	1	0	0	0	0	0	0	1

PAINT PIPES/STEEL/MISCELLANEO

551	Paint pipes 15 to 120mm dia, paint pipes against walls 2 coats same type paint and colour as walls. 15mmx1.0m=0.076m2. 25mmx1.0m=0.10m2. 40mmx1.0m=0.16m2. 50mmx1.0m=0.076m2. 75mmx1.0m=0.10m2. 110mmx1.0m=0.16m2. item includes all preparations as per spec	M	2	3	0	0	2	0	2	2	0	0	11
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FIT/REPLACE ITEMS/ FURNITURE

No	INTERIOR WORK	UNIT	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	TOTAL
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FIT/REPLACE ITEMS/ FURNITURE

577 Furniture move out of room up to 20m and move back to original position when work is completed. move and move back equal one action, items that can be carried by one person=1 each, items that must be carried by two persons=2 each and 4 persons=4 each	EA	0	2	1	0	0	0	0	2	2	0	0	7
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EXTERIOR WORK LIST

ASSET NO 02AA194

TRAIN MOVEMENT CONTROL CABIN

STANGER

No	EXTERIOR WORK ITEM	UNIT	FRONT	LEFT	BACK	RIGHT	TOTAL
ROOF							
588	Remove decay roof timber / purlin (size 75mm x 50mm) item include, remove and refit of roof sheets, the sheets shall be mark/numbered to fit back in same position. use new roof screws as specified, wrot expose faces of purlin Remove existing purlins timber for scrap	M	78	12	78	12	180
589	Remove 114mm x 50mm sprocket section of roof truss Remove existing truss for scrap	M	85	0	85	0	170
591	Provide all material for IBR roof covering, include wall plates, trusses, purline, bracings, teco products, valleys, ridging and roof sheets and any other material to fit roof complete as per attached plan	M	290	0	290	0	580
595	Fit 0.58mm thick full hard IBR profile roof sheet to steel structure up to ??0m high, purline spacing, fitting as per attached spec and as per manufacture specification. specify type sheeting ??????) work done as per approved by safety plan	M^2	78	0	78	0	156
597	Fit new ridge capping sections and flute closures with rubber seal to steel structure up to ??0m high as per attached specification and as per manufacture specification.	M	13	0	13	0	26
623	Remove asbestos roof sheets from roof in terms of the attached spec and asbestos regulations. Before removing sheets spray both sides with TSW. Scaffolding and ladders to remove sheets is included in item. Item exclude removal of the roof construction.	M^2	78	0	78	0	156
624	Dispose of asbestos sheets. Pack all asbestos sheets in lockable container. Send asbestos sheets to approved asbestos waste site in terms of the Environmental management Act (Act No.107 of 1998) and the Environmental Conservation Act (Act No 73. of 1989)	JOB	1	0	1	0	2
639	Paint exposed roof timber purlin, paint 1 pink wood primer, 1 coat universal undercoat and 2 coats white Dulux roof guard paint. apply paint only after preparation as per attached specification	M	13	3	13	3	32
640	Paint exposed roof timber sprockets, 1 coat universal undercoat and 2 coats white Dulux wall guard or Dulux roof guard. bare wood areas shall be spot primed with wood primer. apply paint only after preparation as per attached specification.	M	10	0	10	0	20
FACIA/BARGE BOARDS							
653	Fit barge board, nutec-cement barge board. item includes h-profile joiners as necessary. do all work as per attached detailed specification	M	0	9	0	9	18

No	EXTERIOR WORK ITEM	UNIT	FRONT	LEFT	BACK	RIGHT	TOTAL
FACIA/BARGE BOARDS							
655	Fit fascia board, nutec-cement type 225mm x 12mm thick. item include h-profile fascia joiners and h-profile fascia corner jointers. do all work as per attached specification	M	13	0	13	0	26
657	Paint fascia board steel / nutec fibre cement, 3 coats Plascon wall and all paint or with Dulux white roof guard paint (paint only both side) apply paint only after preparation as per attached specification has been done	M	40	0	40	0	80
	Both sides						
658	Paint barge board steel / nutec-cement 3 coats Plascon wall and all paint or with Dulux white roof guard paint (paint only front side) apply paint only after preparation as per attached specification had been done	M	0	24	0	24	48
GUTTERS/DOWNSPIPES							
664	Remove gutters complete with brackets, down pipes and down pipe holder bats, item include the fill of down pipe holder bat holes in wall with cement	M	18	0	18	0	36
668	Fit PVC gutters at coastal area	M	13	0	13	0	26
676	Fit square down pipe 100mm x 75mm to match square gutters, complete item includes one offset and one shoe up to 4,50m long for inland and PVC or fibre cement gutter down pipe for coastal area (price is on 100x75mm square)	EA	2	0	2	0	4
WALLS EXTERIOR							
702	Do beam filling under corr iron, IBR or tile roof covering with stock bricks	M	13	9	13	9	44
708	Repair plaster to underside of roof covering up to 200mm wide	M	13	6	13	6	38
710	Plaster exterior wall +/- 15mm thick one coat wood float finish. item does not include soffits and reveals. see item for soffits and reveals (mix for plaster 1 part cement and 5 parts approved plaster sand) read all attached detailed specifications)	M^2	3	1	3	2	9
722	Prepare walls for painting. wash smooth plaster walls with sugar soap. open up fine cracks with sharp object, fill crack and all hole, sand level and sand wall complete to provide bond for new paint. rinse with clean water to remove all sanding dust	M^2	13	18	13	18	62
728	Paint exterior plaster. wood float finished walls with 3 coats Dulux wall guard paint or similar paint approved by project manager. apply paint only after preparation as per attached specification has been done. colour: Dulux barely beige code 3hi-1.	M^2	20	27	20	27	94
	Paint walls 3cts						

No	EXTERIOR WORK ITEM	UNIT	FRONT	LEFT	BACK	RIGHT	TOTAL
WALLS EXTERIOR							
911	Supply Parkhome office for transnet staff to use while renovation taken place. Size of 3m x 3m / Electrical power must connected from existing to parkhome office. Supply telephone cord from existing / parkhome	EA	2	0	0	0	2
912	Supply ablution container for ladies and men with showers and toilets and windows Size of container 3.0m x 5.0m Supply electrical power to container	EA	2	0	0	0	2
WALLS EXTERIOR							
724	High pressure water clean of exterior face brick walls	M^2	39	27	39	27	132
740	Remove loose and cracked front putty. clean steel of all dirt and rust and paint glazing bars with Dulux or Plascon steel anti rust primer. replace front putty to neat and straight finish.	M	8	0	6	2	16
747	Paint previously painted window sills, any type. apply 3 coats paint. apply paint only after preparation as per attached specification has been done	M^2	7	0	6	2	15
753	Area is with window closed. clean. sand and paint residential small pane window type. 1 coat universal undercoat and 1 coat Dulux pearlglo lockness code - 311-5. item include removing all old paint from glass area and cleaning of glass.	M^2	9	0	4	2	15
PAINT PIPES/STEEL/STRUCTUR							
799	Paint pipes 15 to 120mm dia. pipes against wall painted different colour as wall or with different paint, paint 1 coat undercoat and 2 coats white water base Dulux pearlglo. apply paint only after preparation as per attached specification has been done	M	4	5	6	4	19
SITE SAFETY/CLEANING/CUT T							
903	Set up exclusion zones with double barrier tape to cordon off area around the building of at least 10 metres surrounding the work site the contractor shall erect clear signage in English displaying danger signs warning of asbestos work in progress.	JOB	1	1	1	1	4
904	Clean earth 1.0m wide around building from all grass and weeds and remove from site to approved dumping site.	M^2	0	9	13	0	22
906	Remove/cut shrubs and remove from site	EA	0	0	3	0	3
907	Cut tree branches up to 250mm girth over hanging roof and remove from site	EA	0	0	2	0	2
908	Cut tree branches exceeding 250mm girth and not exceeding 500mm girth over hanging roof and remove from site	EA	0	0	1	1	2

No	EXTERIOR WORK ITEM	UNIT	FRONT	LEFT	BACK	RIGHT	TOTAL
SCAFOLDING							
909	Scaffolding, extra over item to repair and paint work on double storey buildings (not gable side of building). item is to erect scaffold twice, for two coat paint, all repair work to be done at same time. item must include rental for scaffolding	JOB	1	1	1	1	4

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ANNEXURE B

TENDER PRICE LIST PER ITEM

ASSET DESCRIPTION: TRAIN MOVEMENT CONTROL CABIN

CITY / TOWN: STANGER

TENDER NO:

ASSET NO: 02AA194

WORK DESCRIPTION: RENOVATION BUILDING EXTERIOR AND INTERIOR

TENDER PRICE LIST TO INTERIOR AND EXTERIOR WORK TO BUILDINGS

Measurements and or quantities do not include off cuts or waste all measurements of material is measure as nett fixed. Contractor to add his own % for off cuts and waste.

The contractor is responsible to check all the measurements and quantities before ordering any material. The measurement and quantities are only a guide for tender purposes.

Value Added Tax (VAT) shall be excluded in the schedule of rates and prices.

To be supplied by the Contractor: The Contractor shall provide all labour, material, transport, consumable stores, plant, equipment, tools, services, materials and ingredients of every description required for the carrying out and completion of the WORK as per the attached work list and specification and as may be ordered by the Project Manager.

GENERAL: The Building will be occupied during renovations, The Project manager, contractor and manager of the TFR staff using the building will discuss and agree on site the maintenance plan for the building. The necessary move of furniture in the same room if necessary is included in all the items. All normal cleaning, preparation include sanding, stopping and wash of items to be painted as specified by the paint manufacturer is included in all the paint items. Were abnormal cleaning is required it will be specified as an additional item. All scaffolding and use of ladders up to 4.50m high interior and exterior if and as necessary is part of all the items. All work shall be done according to the attached specifications and shall comply with the National building regulations. Unless otherwise specified all materials must comply with SANS specifications. Where no applicable SANS Specification exists the materials must be approved by the Transnet Freight Rail project manager.

All material shall be fitted, install or applied as specified by the manufacture.

The contractor shall be liable for any damages cause by him or his staff to any Transnet Freight Rail property or equipment.

SAFETY: The contractor shall comply with the Occupational Health Safety Act, 1993 (Act 85 of 1993).

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SUB TOTAL PAGE 1

TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
CEILINGS					
6	Break out gypsum/nutec ceiling complete include brandering and remove all rubble (allow for register electrician to remove light fittings and make wires save for carpenter to remove ceiling)	91	M^2		
8	Install nutec 4mm board ceiling and cover stips exclude brandering include h profile strips	91	M^2		

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRIPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
13	Install branding complete, include skew nailing (specify size according table in specifications)	91	M^2		
15	Install trap door complete, item include frame work and lid manufactured from 3,2mm hardboard with a 38mm x 38mm branding frame. paint lid one coat primer, universal undercoat and white egg shell enamel (see attached specification for detail)	1	EA		
18	Remove existing type of cornice to fit a different type, or to tile wall, clean wall and ceiling ready to fit new type cornice. fitting of new cornice not included in this item.	182	M		
24	Install 76mm rhino cove cornice complete. all inside corners shall be scribed joints, all exterior corners shall be mitre joints and all joints in straight sections shall be mitre joints.	182	M		
42	Paint ceiling 2 coats super acrylic PVA. apply paint only after preparation as per attached specification.	91	M^2		
45	Paint ceiling complete 1 additional coat type as specified, if necessary where ceiling was very black and 2 coat do not cover to the satisfaction of the project manager (specify type)	91	M^2		
913	Remove and re-install light fittings, ceiling fans and motion sensors. Old wiring to be removed and replaced.	8	EA		
WALLS INTERIOR					
58	Prepare walls for painting, wash smooth plaster walls with sugar soap, open cracks up to 4mm with sharp object, fill cracks and all holes, sand level and sand wall complete to provide bond for new paint, rinse with clean water to remove all sanding dust	214	M^2		
59	Prepare wall for painting, wash brick/rough plaster walls with sugar soap, open up cracks to 4mm with sharp object, fill crack and all hole, sand level and sand wall complete to provide bond for new paint, rinse with clean water to remove sanding dust	12	M^2		
63	Do preparations as specified and paint smooth plaster walls 3 coat Dulux wall guard or Plascon wall and all paint, item include all preparations as specified. item to paint veranda interior walls colour: barely beige code 3h1-1	300	M^2		
69	Paint brick wall or type wall surface needed to be painted by brush 3 coats Dulux wash 'n wear or Plascon double velvet paint after all preparations as specified was done (see attached paint specification) colour: barely beige code 3h1-1	18	M^2		
128	Remove and refit items fixed against wall at same position after wall has been painted or tiled. item include notice boards, key cupboards, fan shelves and mirrors that are fixed with screws to wall.	5	EA		
WINDOWS INTERIOR					
158	Paint window sill: item includes, wash, sand, rinse with clean water and paint of previously painted window sill with 2 coats paint.	13	M		
WINDOWS INT AND EXT					
186	Replace cracked or broken window panes clear, size 350mm x 450mm x 3mm. clean frame apply 1 coat anti rust paint. see attached detail specification. place sheet on floor or garden to catch all broken pieces of glass	3	EA		

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRIPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
217	Paint burglar bars 10-12mm diameter round bar 1 coat universal undercoat and 2 coats Dulux water base pearlglo (m ² = whole window opening covered by the burglar bars) .(see attached detail specification)	12	M ²		
DOORS/SECURITY GATES					
287	Paint door complete both sides, side edges, top edge undercoat and 2 coats Dulux pearlglo river rock code 6j1-7. Do preparation before painting per spec. Door 810mmx2.03m=3.66m ² . 75mmx2.03m=3.42m ² . Item include remove before paint and refit of handles	5	EA		
288	Varnish door complete both sides, side edges and top edge, 2 coats varnish. use exterior varnish on exterior side. door 810mmx2.03m= 3.66m ² . Door 750mmx2.03m= 3.42m ² . Do preparations as per attached specifications. Item include remove and re-fit of handle	1	EA		
301	Replace security gate lock with same type	1	EA		
303	Security gate prepare for painting, spot prime, paint 1 coat universal undercoat and 1 coat white gloss enamel. single standard 810 x 2030mm gate, 40mm square tubing outer frame. 25mm square tubing gate frame and 12mm dia round bars . see attached spec	2	EA		
DOORFRAMES					
329	Paint door frame 1 coat undercoat and 2 coats Dulux pearlglo lockness code-3i1-5. single steel frame. 115mm=1.150m ² . single 230mm=1.750m ² . double 1511mm x 115mm=1.29 m ² . double 1511mm x 230mm=1.96 m ² . Do preparation as per specification	7	EA		
FLOORS					
395	Paint skirting and quarter rounds complete. 1 coat undercoat and 1 coats Dulux pearlglo code 3h1-1 colour barley beige.75mm skirting x 1.0m=0.075 m ² . 150mm skirting x 1.0m=0.150 m ² . paint only after preparation as per attached specification.	60	M		
CUPBOARDS / TABLE					
435	Fit / replace cupboard door handle type as specified	1	EA		
442	Do preparations as specified, supply paint and paint build in cupboard, paint doors complete both sides, paint frame only on outside. Apply 1 coat Plascon or Dulux universal under coat and 2 coat Plascon velva glo or Dulux pearl glo. Colour: ????????????	5	M ²		
PLUMBING INTERIOR					
465	Install approved type porcelain wash hand basin, 2 cobra heavy pattern pillar taps with star handle, 2 braided flex connectors, chrome plated brass outlet, chain, plug and rubber trap (install basin 800mm high from floor to front top edge of basin)	1	JOB		
549	Remove and refit existing geyser in position and unnecessary pipes and fittings as specified	1	JOB		
PAINT PIPES/STEEL/MISCELLANEOUS					
551	Paint pipes 15 to 120mm dia, paint pipes against walls 2 coats same type paint and colour as walls. 15mmx1.0m=0.076m ² . 25mmx1.0m=0.10m ² . 40mmx1.0m=0.16m ² . 50mmx1.0m=0.076m ² . 75mmx1.0m=0.10m ² . 110mmx1.0m=0.16m ² . item includes all preparations as per spec	11	M		
FIT/REPLACE ITEMS/ FURNITURE					

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
577	Furniture move out of room up to 20m and move back to original position when work is completed. move and move back equal one action, items that can be carried by one person=1 each, items that must be carried by two persons=2 each and 4 persons=4 each	7	EA		
ROOF					
588	Remove decay roof timber / purlin (size 75mm x 50mm) item include, remove and refit of roof sheets, the sheets shall be mark/numbered to fit back in same position. use new roof screws as specified, wrot expose faces of purlin	180	M		
589	Remove 114mm x 50mm sprocket section of roof truss	170	M		
591	Provide all material for IBR roof covering, include wall plates, trusses, purline, bracings, teco products, valleys, ridging and roof sheets and any other material to fit roof complete as per attached plan	580	M		
595	Fit 0.58mm thick full hard IBR profile roof sheet to steel structure up to ??0m high, purline spacing, fitting as per attached spec and as per manufacture specification. specify type sheeting ????? work done as per approved by safety plan	156	M^2		
597	Fit new ridge capping sections and flute closures with rubber seal to steel structure up to ??0m high as per attached specification and as per manufacture specification.	26	M		
623	Remove asbestos roof sheets from roof in terms of the attached spec and asbestos regulations. Before removing sheets spray both sides with TSW. Scaffolding and ladders to remove sheets is included in item. Item exclude removal of the roof construction.	156	M^2		
624	Dispose of asbestos sheets. Pack all asbestos sheets in lockable container. Send asbestos sheets to approved asbestos waste site in terms of the Environmental management Act (Act No.107 of 1998) and the Environmental Conservation Act(Act No 73. of 1989)	2	JOB		
639	Paint exposed roof timber purlin, paint 1 pink wood primer, 1 coat universal undercoat and 2 coats white Dulux roof guard paint. apply paint only after preparation as per attached specification	32	M		
640	Paint exposed roof timber sprockets, 1 coat universal undercoat and 2 coats white Dulux wall guard or Dulux roof guard. bare wood areas shall be spot primed with wood primer. apply paint only after preparation as per attached specification.	20	M		
FACIA/BARGE BOARDS					
653	Fit barge board, nutec-cement barge board. item includes h-profile joiners as necessary. do all work as per attached detailed specification	18	M		
655	Fit fascia board, nutec-cement type 225mm x 12mm thick. item include h-profile fascia joiners and h-profile fascia corner jointers. do all work as per attached specification	26	M		
657	Paint fascia board steel / nutec fibre cement, 3 coats Plascon wall and all paint or with Dulux white roof guard paint (paint only both side) apply paint only after preparation as per attached specification has been done	80	M		
658	Paint barge board steel / nutec-cement 3 coats Plascon wall and all paint or with Dulux white roof guard paint (paint only front side) apply paint only after preparation as per attached specification had been done	48	M		

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRIPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
GUTTERS/DOWNSPIPES					
664	Remove gutters complete with brackets, down pipes and down pipe holder bats, item include the fill of down pipe holder bat holes in wall with cement	36	M		
668	Fit PVC gutters at coastal area	26	M		
676	Fit square down pipe 100mm x 75mm to match square gutters, complete item includes one offset and one shoe up to 4,50m long for inland and PVC or fibre cement gutter down pipe for coastal area (price is on 100x75mm square)	4	EA		
WALLS EXTERIOR					
702	Do beam filling under corr iron, IBR or tile roof covering with stock bricks	44	M		
708	Repair plaster to underside of roof covering up to 200mm wide	38	M		
710	Plaster exterior wall +/- 15mm thick one coat wood float finish. item does not include soffits and reveals. see item for soffits and reveals (mix for plaster 1 part cement and 5 parts approved plaster sand) read all attached detailed specifications)	9	M^2		
722	Prepare walls for painting. wash smooth plaster walls with sugar soap. open up fine cracks with sharp object, fill crack and all hole, sand level and sand wall complete to provide bond for new paint. rinse with clean water to remove all sanding dust	62	M^2		
728	Paint exterior plaster. wood float finished walls with 3 coats Dulux wall guard paint or similar paint approved by project manager. apply paint only after preparation as per attached specification has been done. colour: Dulux barely beige code 3hi-1.	94	M^2		
911	Supply Parkhome office for transnet staff to use while renovation taken place. Size of 3m x 3m / Electrical power must connected from existing to parkhome office. Supply telephone cord from existing / parkhome	2	EA		
912	Supply ablution container for ladies and men with showers and toilets and windows Size of container 3.0m x 5.0m Supply electrical power to container	2	EA		
WALLS EXTERIOR					
724	High pressure water clean of exterior face brick walls	132	M^2		
740	Remove loose and cracked front putty. clean steel of all dirt and rust and paint glazing bars with Dulux or Plascon steel anti rust primer. replace front putty to neat and straight finish.	16	M		
747	Paint previously painted window sills, any type. apply 3 coats paint. apply paint only after preparation as per attached specification has been done	15	M^2		
753	Area is with window closed. clean. sand and paint residential small pane window type. 1 coat universal undercoat and 1 coat Dulux pearlglo lockness code - 311-5. item include removing all old paint from glass area and cleaning of glass.	15	M^2		
PAINT PIPES/STEEL/STRUCTURE					
799	Paint pipes 15 to 120mm dia. pipes against wall painted different colour as wall or with different paint, paint 1 coat undercoat and 2 coats white water base Dulux pearlglo. apply paint only after preparation as per attached specification has been done	19	M		

Respondent's signature: _____ Date: ____/____/____

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TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
SITE SAFETY/CLEANING/CUT TREE/RUBBLE					
903	Set up exclusion zones with double barrier tape to cordon off area around the building of at least 10 metres surrounding the work site the contractor shall erect clear signage in English displaying danger signs warning of asbestos work in progress.	4	JOB		
904	Clean earth 1.0m wide around building from all grass and weeds and remove from site to approved dumping site.	22	M^2		
906	Remove/cut shrubs and remove from site	3	EA		
907	Cut tree branches up to 250mm girth over hanging roof and remove from site	2	EA		
908	Cut tree branches exceeding 250mm girth and not exceeding 500mm girth over hanging roof and remove from site	2	EA		
SCAFOLDING					
909	Scaffolding, extra over item to repair and paint work on double storey buildings (not gable side of building). item is to erect scaffold twice, for two coat paint, all repair work to be done at same time. item must include rental for scaffolding	4	JOB		

Respondent's signature: _____ Date: ____/____/____

TENDER NO:

ASSET NO: 02AA194

ITEM NO	FAULT DISCRIPTION	ITEM TOTAL	MEASURE UNIT	UNIT RATE	ITEM AMOUNT
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TOTAL PAGE 1 TO PAGE 7 R

PRELIMINARY AND GENERAL

P and G shall include all cost not directly relate to a specific item on the schedule of prices and rates. All items not specifically mentioned in the Schedule of Rates and prices and form part of contractor's requirements such as cost of stationery, as well as establishment of workers on site and removal of site establishment, it will also include the handing over of the site to the contractor and the handing back of the site after completion of work .

P + G

R

RISK AND SAFETY

Cost for the risk and safety must include the risk assessment. The risk assesment is a full identification of the risks before the work starts and the necessary equipment, appropriate precautions and systems of work that must be provided and implemented.

RISK AND SAFETY R

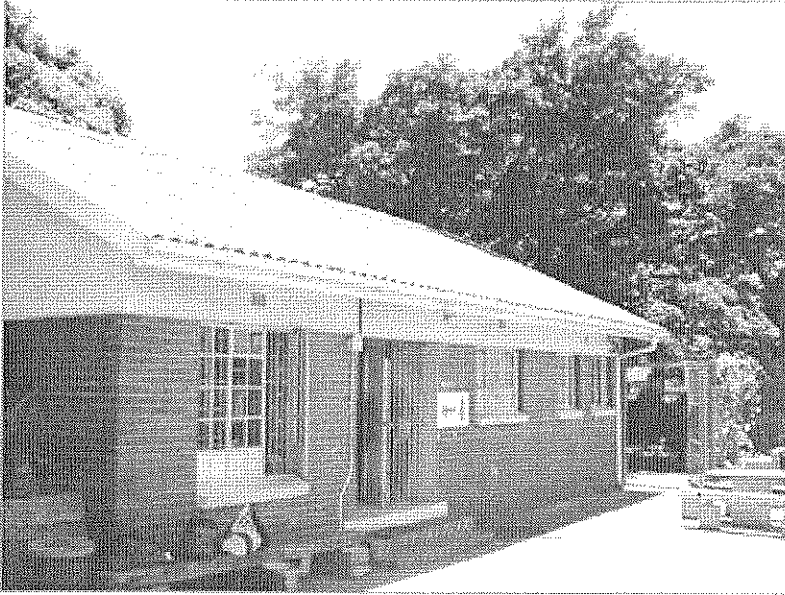
Cost for risk and safety include complete compliance with the current Occupational Health Safety Act.

Included in risk and safety. The standardised Transnet Freight Rail induction shall be given to all staff of all contractors at the start of each project and the contractors shall send all his staff that will work on the Transnet Freight Rail site to the induction on the date as agreed on between TFR Project manager and the contractor.

TOTAL PRICE CIVIL WORK EXCLUDE VAT R

The total price for Civil and electrical work, excluding VAT, must be carried over as one total amount to the Service Fees and Cost Form, Section 6 of the RFQ. The amount must also be written in words on the Service Fees and Cost Form.

Respondent's signature: _____ Date: ____/____/____



"PREVIEW COPY ONLY"

Tenderer SHE Management System Questionnaire

This questionnaire is part of the TFR tender evaluation process and is to be completed by all Tenderer's and submitted with their tender offer. The objective of the questionnaire is to provide an overview of the status of the Tenderer's SHE management system. Tenderer's will be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters. The tender warrants that the information provided below is accurate and correct. The tenderer shall advise TFR of any changes.

TFR may verify the accuracy of this information (where necessary) during the physical visit as part of the tender evaluation.

The information provided in this questionnaire is an accurate summary of the company's SHE management system.		
Company Name:		
Signed:	Name:	
Position:	Date:	
Tender Description:		
Tender Number:		
Tenderer SHE Management System Questionnaire	Yes	No
1. SHE Policy and Management		
- Is there a written company SHE policy?		
- If yes provide a copy of the policy (ANNEXURE #)		
- Does the company have an SHE Management system e.g NOSA, OHSAS, IRCA System etc		
- If yes provide details		
- Is there a company SHE Management System, procedures manual or plan?		
- If yes provide a copy of the content page(s)		
- Are the SHE responsibilities clearly identified for all levels of Management and employees?		
- If yes provide details		
2. Safe Work Practices and Procedures		
- Are safe operating procedures or specific safety instructions relevant to its operations available?		

- If yes provide a summary listing of procedures or instructions		
- Is there a SHE incident register? If yes provide a copy		
- Are Risk Assessments conducted and appropriate techniques used? - If yes provide details		
3. SHE Training		
Describe briefly how health and safety training is conducted in your company:		
- Is a record maintained of all training and induction programs undertaken for employees in your company? - If yes provide examples of safety training records		
4. SHE Workplace Inspection		
- Are regular health and safety inspections at worksites undertaken? -If yes provide details		
- Is there a procedure by which employees can report hazards at workplaces? - If yes provide details		
5. SHE Consultation		
- Is there a workplace SHE committee?		
- Are employees involved in decision making over SHE matters? - If yes provide details		
- Are there appointed SHE representatives? - Comments		
6. SHE Performance Monitoring		
- Is there a system for recording and analysing health and safety performance statistics including injuries and		

THIS SAFETY DOCUMENT IS RETURNABLE BY THE TENDERER

incidents? - If yes provide details		
- Are employees regularly provided with information on company health and safety performance? - If yes provide details		
Is company registered with workmen's compensation and up to date? - If yes provide proof of letter of good standing		
- Has the company been fined or convicted of an occupational health and safety offence? - If yes provide details		

Safety Performance Report

Monthly DIFR for previous months

Previous Year	No of Disabling Injuries	Total Number of employees	DIFR per month
Jan			
Feb			
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			

DIFR = Number of Disabling injuries x 200000 divided by number of manhours worked for the period

Signed
(Tenderer)

Section 3

STANDARD TERMS AND CONDITIONS FOR THE SUPPLY OF GOODS OR SERVICES TO TRANSNET

A Supplier/Service Provider shall be obliged to adhere to the Standard Terms and Conditions for the Supply of Goods and Services to Transnet as expressed hereunder. Should the Respondent find any condition(s) unacceptable, it should indicate which condition(s) is/are unacceptable and offer an alternative(s). A Quotation submitted by a Respondent will be subjected to review and acceptance or rejection of its proposed contractual terms and conditions by Transnet's Legal Counsel, prior to consideration for an award of business.

1 SOLE AGREEMENT

Unless otherwise agreed in writing, these terms [Terms and each Term] and Transnet's purchase order(s) [Order or Orders] represent the only conditions upon which Transnet SOC Ltd [Transnet] procures goods or services specified in the Order [collectively, the Products] from the person to whom the Order is addressed [the Supplier/Service Provider]. Transnet does not accept any other conditions which the Supplier/Service Provider may specify, unless otherwise agreed to by Transnet in writing. In the event of any inconsistency between these Terms and any Order, these Terms shall take precedence.

20 CONFORMITY WITH ORDER

Products/Services shall conform strictly with the Order. The Supplier/Service Provider shall not vary the quantities specified and/or the specification, if any, stipulated in the Order, without the prior written consent of Transnet. The Supplier/Service Provider warrants that the Products/Services shall be fit for their purpose and of satisfactory quality.

21 DELIVERY AND TITLE

21.1 The delivery dates and addresses are those in the Order. Time shall be of the essence in respect of the Supplier's/Service Provider's obligations under the Order.

21.2 The Supplier/Service Provider will not be excused for delay in delivery or performance except due to circumstances outside its control and then only subject to the Supplier/Service Provider having notified Transnet in writing on becoming aware of such circumstances. Transnet may terminate an Order, in whole or in part, without incurring any liability to the Supplier/Service Provider if such a delay becomes, in Transnet's absolute opinion, significant.

22 PRICE AND PAYMENT

22.1 Prices specified in an Order cannot be increased. Payment for the Products/Services shall be made by Transnet against an original undisputed invoice(s) [a Tax Invoice], supporting documentation and month-end statement from the Supplier/Service Provider. Tax Invoices plus supporting documentation shall be posted to the address shown in the Order.

22.2 Payment of the Supplier's/Service Provider's valid Tax Invoice(s) will be made by Transnet in the South African currency and on the terms stated in the Order, the standard payment terms being 30 [thirty] days from date of receipt by Transnet of a month-end statement, unless otherwise agreed to in writing. Transnet shall arrange for payment of such Tax Invoices and any pre-authorised additional expenses incurred, provided that the authorised expenses are supported by acceptable

documentary proof of expenditure incurred [where this is available]. Any amounts due in terms of these Terms shall be paid to the Supplier/Service Provider, taking into account any deduction or set-off and bank charges.

23 PROPRIETARY RIGHTS LIABILITY

If any allegations should be made or any claim asserted against Transnet that ownership of, or any act or omission by Transnet in relation to Products/Services or any written material provided to Transnet relating to any Products/Services or pursuant to an Order being a violation or infringement of any third party's contractual, industrial, commercial or intellectual property rights including but not limited to any patent, registered design, design right, trade mark, copyright or service mark on any application thereof, the Supplier/Service Provider hereby indemnifies Transnet against and hold it harmless from any and all losses, liabilities, costs, claims, damages and expenses [including any legal fees] arising directly or indirectly from such allegation or claim provided that this indemnity shall not apply where the allegation or claim arises solely as a result of the Supplier/Service Provider following a design or process originated and furnished by Transnet. The Supplier/Service Provider shall either

- a) procure for Transnet the right to continue using the infringing Products; or
- b) modify or replace the Products/Services so that they become non-infringing,

provided that in both cases the Products/Services shall continue to meet Transnet's requirements and any specifications stipulated in the Order. Should neither option be possible, the Supplier/Service Provider may remove, with Transnet's prior written consent, such Products/Services and will pay to Transnet a sum equivalent to the purchase price. If Transnet refuses to give such consent, the Supplier/Service Provider shall have no liability in respect of any continued use of the infringing Products/Services after Supplier's/Service Provider's prior written request to remove the same.

24 PROPRIETARY INFORMATION

All information which Transnet has divulged or may divulge to the Supplier/Service Provider and any information relating to Transnet's business which may have come into the Supplier's/Service Provider's possession whilst carrying out an Order, and the existence of the Order, shall be treated by the Supplier/Service Provider as confidential information and shall not, without Transnet's prior written consent, be disclosed to any third party, or be used or copied for any purposes other than to perform the Order. This clause does not apply to information which is public knowledge or available from other sources other than by breach of this Term. Upon request by Transnet, the Supplier/Service Provider shall return all materials issued pursuant to the Order and, pending this, shall protect Transnet's rights in any such materials. Such confidential information shall at all material times be the property of Transnet.

25 PUBLICITY

The Supplier/Service Provider shall not name Transnet or use its trademarks, service marks [whether registered or not] or Products in connection with any publicity without Transnet's prior written consent.

26 TERMINATION OF ORDER

- 26.1 Transnet may cancel an Order in whole or in part at any time upon at least 7 [seven] days' written notice to the Supplier/Service Provider, or when there is a change in control of the Supplier/Service Provider or the Supplier/Service Provider commits any serious breach or any repeated or continued

material breach of its obligations under these Terms and/or Order or shall have been guilty of conduct tending to bring itself into disrepute, on written notice to the Supplier/Service Provider when such work on the Order shall stop.

- 26.2 Transnet shall pay the Supplier/Service Provider a fair and reasonable price for justified work in progress, where such price reflects only those costs not otherwise recoverable by the Supplier/Service Provider, at the time of termination, and the Supplier/Service Provider shall give Transnet full assistance to check the extent of such work in progress. Payment of such price shall be in full and final satisfaction of any claims arising out of such termination and upon such payment the Supplier/Service Provider shall deliver to Transnet all work, including any materials, completed or in progress. The sum payable to the Supplier/Service Provider under this clause will not in any event exceed the total amount that would have been payable to the Supplier/Service Provider had the Order not been terminated.
- 26.3 In the event of termination the Supplier/Service Provider must submit all claims within 2 [two] months of termination after which time claims will only be met in what Transnet considers exceptional circumstances.
- 26.4 If the Products are not provided in accordance with an Order, the Order shall be deemed terminated and the Supplier/Service Provider shall compensate Transnet for any costs incurred in obtaining substitute Products or any damage caused due to the failure or delay in the delivery.

27 ACCESS

The Supplier/Service Provider shall be liable for the acts, omissions and defaults of its personnel or agents who, for the purposes of the Order, shall be treated as if they are the Supplier's/Service Provider's employees. The Supplier/Service Provider shall ensure that any such personnel or agents, whilst on Transnet's premises, shall comply with Transnet's health and safety, security and system security rules and procedures as and where required.

28 INSOLVENCY

If the Supplier/Service Provider shall have a receiver, manager, administrator, liquidator or like person appointed over all or any part of its assets or if the Supplier/Service Provider compounds with its creditors or passes a resolution for the winding up or administration of the Supplier/Service Provider, Transnet is at liberty to terminate the Order or Orders forthwith, or at its option, to seek performance by any such appointed person.

29 ASSIGNMENT

The Supplier/Service Provider shall not assign its obligations under an Order without Transnet's prior written consent, which consent shall not be unreasonably withheld or delayed.

30 NOTICES

Notices under these Terms shall be delivered by hand to the relevant addresses of the parties in the Order or may be served by facsimile or by email, in which event notice shall be deemed served on acknowledgement of receipt by the recipient.

31 LAW

Orders shall be governed by and interpreted in accordance with South African law and any disputes arising herein shall be subject to South African arbitration under the rules of the Arbitration Foundation of South Africa, which rules are deemed incorporated by reference in this clause. The reference to arbitration shall not prevent Transnet referring the matter to any South African courts, having jurisdiction, to which the Supplier/Service Provider hereby irrevocably submits but without prejudice to Transnet's right to take proceedings against the Supplier/Service Provider in other jurisdictions and/or obtaining interim relief on an urgent basis from a court of competent jurisdiction pending the decision in other courts or from instituting in any court of competent jurisdiction any proceedings for an interdict or any other injunctive relief. If the Supplier/Service Provider does not have a registered office in the South Africa it will at all times maintain an agent for service of process in South Africa and shall give Transnet the name and address of such agent as such may be amended, in writing, from time to time.

32 GENERAL

Completion or termination of an Order shall be without prejudice to any Term herein which by its nature would be deemed to continue after completion or termination, including but not limited to clauses 23, 24, **Error! Reference source not found.**, 25 and **Error! Reference source not found.** Headings are included herein for convenience only. If any Term herein be held illegal or unenforceable, the validity or enforceability of the remaining Terms shall not be affected. No failure or delay by Transnet to enforce any rights under these Terms will operate as a waiver thereof by Transnet. All rights and remedies available to either party under these Terms shall be in addition to, not to the exclusion of, rights otherwise available at law.

33 COUNTERPARTS

These Terms and conditions may be signed in any number of counterparts, all of which taken together shall constitute one and the same instrument. Any party may enter into this agreement by signing any such counterpart.

By signing this RFQ document, the Respondent is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with all the conditions governing this RFQ, including those contained in any printed form stated to form part hereof and Transnet SOC Ltd will recognise no claim for relief based on an allegation that the Respondent overlooked any such condition or failed to properly take it into account for the purpose of calculating quoted prices or otherwise.

SIGNED at _____ on this _____ day of _____ 20____

.....
SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE

NAME: _____

DESIGNATION: _____

REGISTERED NAME OF COMPANY: _____

PHYSICAL ADDRESS: _____

Respondent's contact person: *[Please complete]*

Name	:	
Designation	:	
Telephone	:	
Cell Phone	:	
Facsimile	:	
Email	:	
Website	:	

**Transnet urges its clients, suppliers and the general public
to report any fraud or corruption to
TIP-OFFS ANONYMOUS : 0800 003 056**

Section 4

VENDOR APPLICATION FORM

Respondents are to furnish the following documentation and complete the Vendor Application Form below:

1. **Original** cancelled cheque **OR** letter from the Respondent's bank verifying banking details [with bank stamp]
2. **Certified** copy of Identity Document(s) of Shareholders/Directors/Members [where applicable]
3. **Certified** copy of Certificate of Incorporation, CM29 / CM9 [name change]
4. **Certified** copy of Share Certificates [CK1/CK2 if CC]
5. A letter on the company's letterhead confirm physical and postal addresses
6. **Original** valid SARS Tax Clearance Certificate
7. **Certified copy** of VAT Registration Certificate
8. **Certified copy** of valid Company Registration Certificate [if applicable]
9. A signed letter from your auditor or accountant confirming most recent annual turnover figures

Vendor Application Form

Company trading name						
Company registered name						
Company Registration Number or ID Number if a Sole Proprietor						
Form of entity [✓]	CC	Trust	Pty Ltd	Limited	Partnership	Sole Proprietor
VAT number [if registered]						
Company telephone number						
Company fax number						
Company email address						
Company website address						
Bank name				Branch & Branch code		
Account holder				Bank account number		
Postal address						Code
Physical Address						

	Code		
Contact person			
Designation			
Telephone			
Email			
Annual turnover range [last financial year]	< R5 m	R5 - 35 m	> R35 m
Does your company provide	Products	Services	Both
Area of delivery	National	Provincial	Local
Is your company a public or private entity	Public	Private	
Does your company have a Tax Directive or IRP30 Certificate	Yes	No	
Main product or services [e.g. Stationery/Consulting]			

Complete B-BBEE Ownership Details:

% Black ownership	% Black women ownership	% Disabled Black ownership
Does your company have a B-BBEE certificate	Yes	No
What is your B-BBEE status [Level 1 to 9 / Unknown]		
How many personnel does the firm employ	Permanent	Part time

If you are an existing Vendor with Transnet please complete the following:

Transnet contact person	
Contact number	
Transnet Operating Division	

Duly authorised to sign for and on behalf of Company / Organisation:

Name	Designation	
Signature	Date	

Section 5**CERTIFICATE OF ATTENDANCE OF INFORMATION BRIEFING SESSION**

It is hereby certified that -

1.
2.

Representative(s) of
(name of company)

attended the information briefing session in respect of the proposed Service to be rendered in terms of this RFQ on2013.

.....
TRANSNET'S REPRESENTATIVE

DATE.....

.....
RESPONDENT'S REPRESENTATIVE

DATE.....



**STANDARD TERMS AND CONDITIONS OF CONTRACT
FOR THE PROVISION OF SERVICES TO TRANSNET**

FORM ST&C - SERVICES [March 2012]

"PREVIEW COPY ONLY"

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- f) information relating to the past, present and future research and development of the disclosing Party;
 - g) information relating to the business activities, business relationships, products, services, customers, clients and Subcontractors of the disclosing Party where an onus rests on the disclosing Party to maintain the confidentiality of such information;
 - h) information contained in the software and associated material and documentation belonging to the disclosing Party;
 - i) technical and scientific information, Know-How and trade secrets of a disclosing Party including inventions, applications and processes;
 - j) Copyright works;
 - k) commercial, financial and marketing information;
 - l) data concerning architecture, demonstrations, tools and techniques, processes, machinery and equipment of the disclosing Party;
 - m) plans, designs, concepts, drawings, functional and technical requirements and specifications of the disclosing Party;
 - n) information concerning faults or defects in goods, equipment, hardware or software or the incidence of such faults or defects; and
 - o) information concerning the charges, fees and / or costs of the disclosing Party or its authorised Subcontractors, or their methods, practices or service performance levels actually achieved;
- 2.7 **Copyright** means the right in expressions, procedures, methods of operations or mathematical concepts, computer program codes, compilations of data or other material, literary works, musical works, artistic works, sound recordings, broadcasts, program carrying signals, published editions, photographic works, or cinematographic works of the copyright owner to do or to authorise the doing of certain acts specified in respect of the different categories of works;
- 2.8 **Default** means any breach of the obligations of either Party [including but not limited to fundamental breach or breach of a fundamental term] or any Default, act, omission, negligence or statement of either Party, its employees, agents or Subcontractors in connection with or in relation to the subject of the Agreement and in respect of which such Party is liable to the other;
- 2.9 **Deliverable(s)** means any and all works of authorship, products and materials developed, written, prepared, assembled, integrated, modified or provided by the Service Provider in relation to the Services;
- 2.10 **Designs** mean registered Designs and/or Design applications and will include the monopoly right granted for the protection of an independently created industrial design including designs dictated essentially by technical or functional considerations as well as topographies of integrated circuits and integrated circuits;
- 2.11 **Fee(s)** shall mean the agreed Fees for the Services to be purchased from the Service Provider by Transnet, as detailed in the Work Order(s), issued in accordance with the Agreement, as amended by mutual agreement between the Parties and in accordance with the provisions of the Agreement from time to time;

- 2.12 **Foreground Intellectual Property** means all Intellectual Property developed by either Party pursuant to the Agreement;
- 2.13 **Intellectual Property** means Patents, Designs, Know-How, Copyright and Trade Marks and all rights having equivalent or similar effect which may exist anywhere in the world and includes all future additions and improvements to the Intellectual Property;
- 2.14 **Know-How** means all Confidential Information of whatever nature relating to the Intellectual Property and its exploitation as well as all other Confidential Information generally relating to Transnet's field of technology, including technical information, processing or manufacturing techniques, Designs, specifications, formulae, systems, processes, information concerning materials and marketing and business information in general;
- 2.15 **Materials** means the Deliverables, the Service Provider Materials and the Third Party Materials;
- 2.16 **Parties** mean the Parties to the Agreement together with their subsidiaries, divisions, business units, successors-in-title and their assigns;
- 2.17 **Party** means either one of these Parties;
- 2.18 **Patents** mean registered Patents and Patent applications, once the latter have proceeded to grant, and includes a right granted for any inventions, products or processes in all fields of technology;
- 2.19 **Permitted Purpose** means any activity or process to be undertaken or supervised by Personnel or employees of one Party during the term of the Agreement, for which purpose authorised disclosure of the other Party's Confidential Information or Intellectual Property is a prerequisite in order to enable such activity or process to be accomplished;
- 2.20 **Personnel** means any partner, employee, agent, consultant, independent associate or supplier, Subcontractor and the staff of such Subcontractor, or other authorised representative of either Party;
- 2.21 **Purchase Order(s)** means official orders issued by an operating division of Transnet to the Service Provider for the provision of Services;
- 2.22 **Service(s)** means [●], the Service(s) provided to Transnet by the Service Provider, pursuant to the Work Order(s) in terms of the Agreement;
- 2.23 **Service Level Agreement** or **SLA** means the processes, deliverables, key performance indicators and performance standards relating to the Services to be provided by the Service Provider;
- 2.24 **Subcontract** means any contract or agreement or proposed contract or agreement between the Service Provider and any third party whereby that third party agrees to provide to the Service Provider the Services or any part thereof;
- 2.25 **Subcontractor** means the third party with whom the Service Provider enters into a Subcontract;
- 2.26 **Service Provider Materials** means all works of authorship, products and materials [including, but not limited to, data, diagrams, charts, reports, specifications, studies, inventions, software, software development tools, methodologies, ideas, methods, processes, concepts and techniques] owned by, or licensed to, the Service Provider prior to the Commencement Date or independently developed by the Service Provider outside the scope of the Agreement at no expense to Transnet, and used by the Service Provider in the performance of the Services;

- 2.27 **Tax Invoice** means the document as required by Section 20 of the Value-Added Tax Act, 89 of 1991, as may be amended from time to time;
- 2.28 **Third Party Material** means software, software development tools, methodologies, ideas, methods, processes, concepts and techniques owned by, or licensed to a third party and used by the Service Provider in the performance of the Services;
- 2.29 **Trade Marks** mean registered Trade Marks and trade mark applications and includes any sign or logo, or combination of signs and/or logos capable of distinguishing the goods or services of one undertaking from those of another undertaking;
- 2.30 **VAT** means Value-Added Tax chargeable in terms of the Value-Added Tax Act, 89 of 1991, as may be amended from time to time; and
- 2.31 **Work Order(s)** means a detailed scope of work for a Service required by Transnet, including timeframes, Deliverable, Fees and costs for the supply of the Service to Transnet, which may be appended to the Agreement from time to time.

3 INTERPRETATION

- 3.1 Clause headings in the Agreement are included for ease of reference only and do not form part of the Agreement for the purposes of interpretation or for any other purpose. No provision shall be construed against or interpreted to the disadvantage of either Party hereto by reason of such Party having or being deemed to have structured or drafted such provision.
- 3.2 Any term, word, acronym or phrase used in the Agreement, other than those defined under the clause heading "Definitions" shall be given its plain English meaning, and those terms, words, acronyms, and phrases used in the Agreement will be interpreted in accordance with the generally accepted meanings accorded thereto.
- 3.3 A reference to the singular incorporates a reference to the plural and *vice versa*.
- 3.4 A reference to natural persons incorporates a reference to legal persons and *vice versa*.
- 3.5 A reference to a particular gender incorporates a reference to the other gender.

4 NATURE AND SCOPE

- 4.1 The Agreement is an agreement under the terms and conditions of which the Service Provider will arrange for the provision to Transnet of the Services which meet the requirements of Transnet, the delivery of which Services is controlled by means of Purchase Orders to be issued by Transnet and executed by the Service Provider, in accordance with the Agreement.
- 4.2 Such Purchase Orders shall be agreed between the Parties from time to time, subject to the terms of the relevant Work Order(s).
- 4.3 Each properly executed Purchase Order forms an inseparable part of the Agreement as if it were fully incorporated into the body of the Agreement.
- 4.4 During the period of the Agreement, both Parties can make written suggestions for amendments to the Work Order(s), in accordance with procedures set out in clause 28 [*Amendment and Change Control*] below. A Party will advise the other Party within 14 [fourteen] Business Days, or such other period as mutually agreed, whether the amendment is acceptable.
- 4.5 Insofar as any term, provision or condition in the Work Order(s) conflicts with a like term, provision or condition in the Agreement and/or a Purchase Order, or where the Agreement is

silent on the matter, the term, provision or condition in this Master Agreement shall prevail, unless such term or provision or condition in this Master Agreement has been specifically revoked or amended by mutual written agreement between the Parties.

- 4.6 Time will be of the essence and the Service Provider will perform its obligations under the Agreement in accordance with the timeframe(s) [if any] set out in the relevant schedule, save that the Service Provider will not be liable under this clause if it is unable to meet such obligation within the time required as a direct result of any act or omission by Transnet and it has used its best endeavours to advise Transnet of such act or omission. In the event of such delay, any time deadlines detailed in the relevant schedule shall be extended by a period equal to the period of that delay.

5 AUTHORITY OF PARTIES

- 5.1 Nothing in the Agreement will constitute or be deemed to constitute a partnership between the Parties, or constitute or be deemed to constitute the Parties as agents or employees of one another for any purpose or in any form whatsoever.
- 5.2 Neither Party shall be entitled to, or have the power or authority to enter into an agreement in the name of the other; or give any warranty, representation or undertaking on the other's behalf; or create any liability against the other or bind the other's credit in any way or for any purpose whatsoever.

6 WARRANTIES

- 6.1 The Service Provider warrants to Transnet that:
- a) it has full capacity and authority to enter into and to perform the Agreement and that the Agreement is executed by a duly authorised representatives of the Service Provider;
 - b) it will discharge its obligations under the Agreement and any annexure, appendix or schedule hereto with all due skill, care and diligence;
 - c) it will be solely responsible for the payment of remuneration and associated benefits, if any, of its Personnel and for withholding and remitting income tax for its Personnel in conformance with any applicable laws and regulations;
 - d) it will procure licences for Transnet in respect of all Third Party Material detailed in the Work Order(s), and will procure the right for Transnet to take such copies [in whole or in part] of such Third Party Materials as it may reasonably require for the purposes of back-up for archiving and disaster recovery; and
 - e) the use or possession by Transnet of any Materials will not subject Transnet to any claim for infringement of any Intellectual Property Rights of any third party.
- 6.2 The Service Provider warrants that it will perform its obligations under the Agreement in accordance with the Service Levels as defined in the relevant schedule. Transnet may at its discretion audit compliance with the Service Levels, provided that any such audit is carried out with reasonable prior notice and in a reasonable way so as not to have an adverse effect on the performance of the Services. Without prejudice to clause 6.3 below, in the event that the Service Provider fails to meet the Service Levels, Transnet may claim appropriate service credits or invoke a retention of Fees as detailed in the relevant schedule and/or Work Order.

- 6.3 The Service Provider warrants that for a period of 90 [ninety] days from Acceptance of the Deliverables they will, if properly used, conform in all material respects with the requirements set out in the relevant schedule. The Service Provider will at its expense remedy any such non-conformance as soon as possible but in any event within 30 [thirty] days of notification by Transnet. In the event that the Service Provider fails or is unable to remedy such non-conformance within such time-scale, Transnet will be entitled to employ a third party to do so in place of the Service Provider and any excess charges or costs incurred by Transnet as a result shall be paid by the Service Provider.
- 6.4 The Service Provider will remedy any defect within 30 [thirty] days of being notified of that defect by Transnet in writing.
- 6.5 The Service Provider will not be liable to remedy any problem arising from or caused by any modification made by Transnet to the Deliverables, or any part thereof, without the prior approval of the Service Provider.
- 6.6 The Service Provider shall advise Transnet of the effects of any steps proposed by Transnet pursuant to clause 6.5 above, including but not limited to any cost implications or any disruption or delay in the performance of the Services. The Parties agree that any changes to the Services, including the charges for the Services or any timetables for delivery of the Services, will be agreed in accordance with the change control procedure, as set out in clause 28 [Amendment and Change Control].
- 6.7 The Service Provider warrants that:
- a) it has, using the most up-to-date software available, tested for [and deleted] all commonly known viruses in the Materials and for all viruses known by the Service Provider at the date of the relevant Work Order; and
 - b) at the time of delivery to Transnet, the Materials do not contain any trojan horse, worm, logic bomb, time bomb, back door, trap door, keys or other harmful components.
- The Service Provider agrees that, in the event that a virus is found, it will at its own expense use its best endeavours to assist Transnet in reducing the effect of the virus and, particularly in the event that a virus causes loss of operational efficiency or loss of data, to assist Transnet to the same extent to mitigate such losses and to restore Transnet to its original operating efficiency.
- 6.8 The Service Provider undertakes to comply with South Africa's general privacy protection in terms of the Bill of Rights [Section 14] in connection with the Agreement and shall procure that its Personnel shall observe the provisions of Section 14 [as applicable] or any amendments and re-enactments thereof and any regulations made pursuant thereto.
- 6.9 The Service Provider warrants that it has taken all reasonable precautions to ensure that, in the event of a disaster, the impact of such disaster on the ability of the Service Provider to comply with its obligations under the Agreement will be reduced to the greatest extent possible, and that the Service Provider shall ensure that it has appropriate, tested and documented recovery arrangements in place.
- 6.10 In compliance with the National Railway Safety Regulator Act, 16 of 2002, the Service Provider shall ensure that the Services, to be supplied to Transnet under the terms and conditions of the Agreement, comply fully with the specifications as set forth in Schedule 1 hereto, and shall thereby adhere [as applicable] to railway safety requirements and/or regulations. Permission for

the engagement of a Subcontractor by the Service Provider [as applicable] shall be subject to a review of the capability of the proposed Subcontractor to comply with the specified railway safety requirements and/or regulations. The Service Provider and/or its Subcontractor shall grant Transnet access, during the term of the Agreement, to review any safety-related activities, including the coordination of such activities across all parts of its organisation.

7 TRANSNET'S OBLIGATIONS

- 7.1 Transnet undertakes to promptly comply with any reasonable request by the Service Provider for information, including information concerning Transnet's operations and activities, that relates to the Services as may be necessary for the Service Provider to perform the Services, but for no other purpose. However, Transnet's compliance with any request for information is subject to any internal security rules and requirements and subject to the observance by the Service Provider of its confidentiality obligations under the Agreement.
- 7.2 The Service Provider shall give Transnet reasonable notice of any information it requires in accordance with clause 7.1 above.
- 7.3 Subject to clause 13 *[Service Provider's Personnel]*, Transnet agrees to provide the Service Provider or its Personnel such access to and use of its facilities as is necessary to allow the Service Provider to perform its obligations under the Agreement.

8 GENERAL OBLIGATIONS OF THE SERVICE PROVIDER

- 8.1 The Service Provider shall:
- a) respond promptly to all complaints and enquiries from Transnet;
 - b) inform Transnet immediately of any dispute or complaint arising in relation to the provision of the Services;
 - c) conduct its business in a professional manner that will reflect positively upon the Service Provider and the Service Provider's Services;
 - d) keep full records clearly indicating all transactions concluded by the Service Provider relating to the performance of the Services and keep such records for at least 5 [five] years from the date of each such transaction;
 - e) obtain, and at all times maintain in full force and effect, any and all licences, permits and the like required under applicable laws for the provision of the Services and the conduct of the business and activities of the Service Provider;
 - f) observe and ensure compliance with all requirements and obligations as set out in the labour and related legislation of South Africa, including the Occupational Health and Safety Act, 85 of 1993;
 - g) comply with all applicable environmental legislation and regulations, and demonstrate sound environmental policies, management and performance; and
 - h) ensure the validity of all renewable certifications, including but not limited to its Tax Clearance Certificate and B-BBEE Accreditation Certificate, for the duration of the Agreement. Should the Service Provider fail to present Transnet with such renewals as they become due, Transnet shall be entitled, in addition to any other rights and remedies that it may have in terms of the Agreement, to terminate the Agreement forthwith without any

liability and without prejudice to any claims which Transnet may have for damages against the Service Provider.

8.2 The Service Provider acknowledges and agrees that it shall at all times:

- a) render the Services and perform all its duties with honesty and integrity;
- b) communicate openly and honestly with Transnet and demonstrate a commitment to performing the Services timeously, efficiently and to the required standards;
- c) endeavour to provide the highest possible standards of service and professionalism, with a reasonable degree of care and diligence;
- d) use its best endeavours and make every diligent effort to meet agreed deadlines;
- e) treat its own Personnel, as well as all Transnet's officers, employees, agents and consultants, with fairness and courtesy and respect for their human rights;
- f) practice and promote its own internal policies aimed at prohibiting and preventing unfair discrimination [as further referred to in clause 22 – *Equality and Diversity*];
- g) treat all enquiries from Transnet in connection with the Services with courtesy and respond to all enquiries promptly and efficiently. Where the Service Provider is unable to comply with the provisions of this clause, the Service Provider will advise Transnet of the delay and the reasons therefor and will keep Transnet informed of progress made regarding the enquiry;
- h) when requested by Transnet, provide clear and accurate information regarding the Service Provider's own policies and procedures, excluding Know-How and other Confidential Information, except where a non-disclosure undertaking has been entered into between the Parties;
- i) not allow a conflict of interest to develop between its own interests [or the interests of any of its other customers] and the interests of Transnet;
- j) not accept or offer, nor allow, induce or promote the acceptance or offering of any gratuity, enticement, incentive or gift that could reasonably be regarded as bribery or an attempt to otherwise exert undue influence over the recipient;
- k) not mislead Transnet or its officers, employees and stakeholders, whether by act or omission;
- l) not otherwise act in an unethical manner or do anything which could reasonably be expected to damage or tarnish Transnet's reputation or business image; and
- m) immediately report to Transnet any unethical, fraudulent or otherwise unlawful conduct of which it becomes aware in connection with Transnet or the provision of Services.

9 FEES AND EXPENSES

- 9.1 In consideration of the provision of the Services, Transnet will pay to the Service Provider the Fees detailed in the relevant schedule or Work Order.
- 9.2 Transnet will not be invoiced for materials used in the provision of the Services save for those materials [if any] set out in the Work Order and accepted by Transnet or in any relevant Work Order [which will be invoiced to Transnet at cost].

9.3 Unless otherwise agreed in a schedule or Work Order, Transnet will reimburse to the Service Provider all reasonable and proper expenses incurred directly and solely in connection with the provision of the Services, provided that all such expenses:

- a) are agreed by Transnet in advance;
- b) are incurred in accordance with Transnet's standard travel and expenses policies;
- c) are passed on to Transnet at cost with no administration fee; and
- d) will only be reimbursed if supported by relevant receipts.

9.4 All Tax Invoices relating to Fees, out of pocket expenses and, if applicable, travel and accommodation costs, will provide the detail for each of the Personnel carrying out the Services and incurring the expenses, and the Tax Invoice will, where appropriate, include VAT as a separate item.

10 INVOICING AND PAYMENT

10.1 Transnet shall pay the Service Provider the amounts stipulated in the relevant schedule or Work Order, subject to the terms and conditions of the Agreement.

10.2 Transnet shall pay such amounts to the Service Provider, upon receipt of a correct and undisputed Tax Invoice together with the supporting documentation as specified in the Work Order appended hereto, once the undisputed Tax Invoices, or such portion of the Tax Invoices which are undisputed become due and payable to the Service Provider for the provision of the Services, in terms of clause 10.4 below.

10.3 All Fees and other sums payable under the Agreement are exclusive of VAT, which will be payable at the applicable rate.

10.4 Unless otherwise provided for in the Work Order(s) appended to the Agreement, Tax Invoices shall be submitted together with a month-end statement. Payment against such month-end statement shall be made by Transnet within 30 [thirty] days after date of receipt by Transnet of the statement together with all undisputed Tax Invoices and supporting documentation.

10.5 Where the payment of any Tax Invoice, or any part thereof which is not in dispute, is not made in accordance with this clause 10, the Service Provider shall be entitled to charge interest on the outstanding amount, at The Standard Bank of South Africa's prime rate of interest in force, for the period from the due date of payment until the outstanding amount is paid.

11 FEE ADJUSTMENTS

11.1 Fees for Services rendered in terms of the Agreement shall be subject to review as indicated in the Work Order(s) annexed hereto from time to time.

11.2 No less than 2 [two] months prior to any proposed Fee adjustment, the Parties shall commence negotiations for Fees for the next period or as otherwise indicated and appended hereto.

11.3 Should Transnet and the Service Provider fail to reach an agreement on Fees for the successive period, either Party shall be entitled to submit this matter to dispute resolution in accordance with clause 25 of this Master Agreement [*Dispute Resolution*].

12 INTELLECTUAL PROPERTY RIGHTS

12.1 Title to Confidential Information

- a) Transnet will retain all right, title and interest in and to its Confidential Information and Background Intellectual Property and the Service Provider acknowledges that it has no claim of any nature in and to the Confidential Information and Background Intellectual Property that is proprietary to Transnet. For the avoidance of doubt, all the Service Provider's Background Intellectual Property shall remain vested in the Service Provider.
- b) Transnet shall grant to the Service Provider an irrevocable, royalty free, non-exclusive licence to use Transnet's Background Intellectual Property only for the Permitted Purpose. This license shall not permit the Service Provider to sub-license to other parties.
- c) The Service Provider shall grant to Transnet an irrevocable, royalty free, non-exclusive licence to use the Service Provider's Background Intellectual Property for the Permitted Purpose. This licence shall not permit Transnet to sub-license to other parties.
- d) The Service Provider shall grant Transnet access to the Service Provider's Background Intellectual Property on terms which shall be *bona fide* negotiated between the Parties for the purpose of commercially exploiting the Foreground Intellectual Property, to the extent that such access is required.

12.2 Title to Intellectual Property

- a) All right, title and interest in and to Foreground Intellectual Property prepared, conceived or developed by the Service Provider, its researchers, agents and employees shall vest in Transnet and the Service Provider acknowledges that it has no claim of any nature in and to the Foreground Intellectual Property. The Service Provider shall not at any time during or after the termination or cancellation of the Agreement dispute the validity or enforceability of such Foreground Intellectual Property, or cause to be done any act or anything contesting or in any way impairing or tending to impair any part of that right, title and interest to any of the Foreground Intellectual Property and shall not counsel or assist any person to do so.
- b) Transnet shall be entitled to seek protection in respect of the Foreground Intellectual Property anywhere in the world as it shall decide in its own absolute discretion and the Service Provider shall reasonably assist Transnet in attaining and maintaining protection of the Foreground Intellectual Property.
- c) Where the Foreground Intellectual Property was created by the Service Provider or its researchers, agents and employees and where Transnet elects not to exercise its option to seek protection or decides to discontinue the financial support of the prosecution or maintenance of any such protection, Transnet shall notify the Service Provider who shall have the right of first refusal to file or continue prosecution or maintain any such applications and to maintain any protection issuing on the Foreground Intellectual Property.
- d) No consideration shall be paid by Transnet to the Service Provider for the assignment of any Foreground Intellectual Property from the Service Provider to Transnet, over and above the sums payable in terms of the Agreement. The Service Provider undertakes to

sign all documents and do all things as may be necessary to effect, record and perfect the assignment of the Foreground Intellectual Property to Transnet.

- e) Subject to anything contrary contained in the Agreement and/or the prior written consent of Transnet [which consent shall not be unreasonably be withheld or delayed], the Service Provider shall under no circumstances be entitled as of right, or to claim the right, to use Transnet's Background Intellectual Property and/or Foreground Intellectual Property.

12.3 Title to Improvements

Any improvements, developments, adaptations and/or modifications to the Foreground Intellectual Property, and any and all new inventions or discoveries, based on or resulting from the use of Transnet's Background Intellectual Property and/or Confidential Information shall be exclusively owned by Transnet. The Service Provider shall disclose promptly to Transnet all such improvements, developments, adaptations and/or modifications, inventions or discoveries. The Service Provider hereby undertakes to sign all documents and do all things as may be necessary to effect, record and perfect the assignment of such improvements, developments, adaptations and/or modifications, inventions or discoveries to Transnet and the Service Provider shall reasonably assist Transnet in attaining, maintaining or documenting ownership and/or protection of the improved Foreground Intellectual Property.

12.4 Unauthorised Use of Confidential Information

The Service Provider shall not authorise any party to act on or use in any way any Confidential Information belonging to Transnet whether or not such party is aware of such Confidential Information, and shall promptly notify Transnet of the information if it becomes aware of any party so acting, and shall provide Transnet the information with such assistance as Transnet reasonably requires, at Transnet's cost and expense, to prevent such third party from so acting.

12.5 Unauthorised Use of Intellectual Property

- a) The Service Provider agrees to notify Transnet in writing of any conflicting uses of, and applications or registrations of Patents, Designs and Trade Marks or any act of infringement, unfair competition or passing off involving the Intellectual Property of Transnet of which the Service Provider acquires knowledge and Transnet shall have the right, as its own option, to proceed against any party infringing its Intellectual Property.
- b) It shall be within the sole and absolute discretion of Transnet to determine what steps shall be taken against the infringer and the Service Provider shall co-operate fully with Transnet, at Transnet's cost, in whatever measure including legal action to bring any infringement of illegal use to an end.
- c) The Service Provider shall cooperate to provide Transnet promptly with all relevant ascertainable facts.
- d) If proceedings are commenced by Transnet alone, Transnet shall be responsible for all expenses but shall be entitled to all damages or other award arising out of such proceedings. If proceedings are commenced by both Parties, both Parties will be responsible for the expenses and both Parties shall be entitled to damages or other award arising out of proceedings.

13 SERVICE PROVIDER'S PERSONNEL

- 13.1 The Service Provider's Personnel shall be regarded at all times as employees, agents or Subcontractors of the Service Provider and no relationship of employer and employee shall arise between Transnet and any Service Provider Personnel under any circumstances regardless of the degree of supervision that may be exercised over the Personnel by Transnet.
- 13.2 The Service Provider warrants that all its Personnel will be entitled to work in South Africa or any other country in which the Services are to be performed.
- 13.3 The Service Provider will ensure that its Personnel comply with all reasonable requirements made known to the Service Provider by Transnet concerning conduct at any Transnet premises or any other premises upon which the Services are to be performed [including but not limited to security regulations, policy standards and codes of practice and health and safety requirements]. The Service Provider will ensure that such Personnel at all times act in a lawful and proper manner in accordance with these requirements.
- 13.4 Transnet reserves the right to refuse to admit or to remove from any premises occupied by or on behalf of it, any Service Provider Personnel whose admission or presence would, in the reasonable opinion of Transnet, be undesirable or who represents a threat to confidentiality or security or whose presence would be in breach of any rules and regulations governing Transnet's Personnel, provided that Transnet notifies the Service Provider of any such refusal [with reasons why]. The reasonable exclusion of any such individual from such premises shall not relieve the Service Provider from the performance of its obligations under the Agreement.
- 13.5 The Service Provider agrees to use all reasonable endeavours to ensure the continuity of its Personnel assigned to perform the Services. If any re-assignment by the Service Provider of those Personnel is necessary, or if Transnet advises that any such Personnel assigned are in any respect unsatisfactory, including where any such Personnel are, or are expected to be or have been absent for any period, then the Service Provider will promptly supply a replacement of equivalent calibre and experience, and any such replacement shall be approved by Transnet prior to commencing provision of the Services, such approval not to be unreasonably withheld or delayed.

14 LIMITATION OF LIABILITY

- 14.1 Neither Party excludes or limits liability to the other Party for:
- a) death or personal injury due to negligence; or
 - b) fraud.
- 14.2 The Service Provider shall indemnify and keep Transnet indemnified from and against liability for damage to any Transnet property [whether tangible or intangible] or any other loss, costs or damage suffered by Transnet to the extent that it results from any act of or omission by the Service Provider or its Personnel in connection with the Agreement. The Service Provider's liability arising out of this clause 14.2 shall be limited to a maximum amount payable in respect of any one occurrence or a series of related occurrences in a single calendar year, such amount to be agreed in writing by the Parties.
- 14.3 Subject always to clauses 14.1 and 14.2 above, the liability of either the Service Provider or Transnet under or in connection with the Agreement, whether for negligence, misrepresentation, breach of contract or otherwise, for direct loss or damage arising out of each Default or series of

related Defaults shall not exceed 100% [one hundred per cent] of the Fees paid under the schedule or Work Order to which the Default(s) relates.

- 14.4 Subject to clause 14.1 above, and except as provided in clauses 14.2 and 14.3 above, in no event shall either Party be liable to the other for indirect or consequential loss or damage or including indirect or consequential loss of profits, business, revenue, goodwill or anticipated savings of an indirect nature or loss or damage incurred by the other Party as a result of third party claims.
- 14.5 If for any reason the exclusion of liability in clause 14.4 above is void or unenforceable, either Party's total liability for all loss or damage under the Agreement shall be as provided in clause 14.3 above.
- 14.6 Nothing in this clause 14 shall be taken as limiting the liability of the Service Provider in respect of clause 12 *[Intellectual Property Rights]* or clause 16 *[Confidentiality]*.

- 14.5 If for any reason the exclusion of liability in clause 14.4 above is void or unenforceable, either Party's total liability for all loss or damage under the Agreement shall be as provided in clause 14.3 above.

- 14.6 Nothing in this clause 14 shall be taken as limiting the liability of the Service Provider in respect of clause 12 [Intellectual Property Rights] or clause 16 [Confidentiality].

15 INSURANCES

- 15.1 Without limiting the liability of the Service Provider under the Agreement, the Service Provider shall take out insurance in respect of all risks for which it is prudent for the Service Provider to insure against, including any liability it may have as a result of its activities under the Agreement for theft, destruction, death or injury to any person and damage to property. The level of insurance will be kept under review by Transnet, on an annual basis, to ensure its adequacy, provided that any variation to the level of such insurance shall be entirely at the discretion of the Service Provider.
- 15.2 The Service Provider shall arrange insurance with reputable insurers and will produce to Transnet evidence of the existence of the policies on an annual basis within 30 [thirty] days after date of policy renewals.

- 15.2 The Service Provider shall arrange insurance with reputable insurers and will produce to Transnet evidence of the existence of the policies on an annual basis within 30 [thirty] days after date of policy renewals.

16 CONFIDENTIALITY

- 16.1 The Parties hereby undertake the following, with regard to Confidential Information:
- a) not to divulge or disclose to any person whomsoever in any form or manner whatsoever, either directly or indirectly, any Confidential Information of the other, without the prior written consent of such other Party, other than when called upon to do so in accordance with a statute, or by a court having jurisdiction, or by any other duly authorised and empowered authority or official, in which event the Party concerned shall do what is reasonably possible to inform the other of such a demand and each shall assist the other in seeking appropriate relief or the instituting of a defensive action to protect the Confidential Information concerned;
 - b) not to use, exploit, permit the use of, directly or indirectly, or in any other manner whatsoever apply the Confidential Information, disclosed to it as a result of the Agreement, for any purpose whatsoever other than for the purpose for which it is disclosed or otherwise than in strict compliance with the provisions in the Agreement;
 - c) not to make any notes, sketches, drawings, photographs or copies of any kind of any part of the disclosed Confidential Information, without the prior written consent of such other Party, except when reasonably necessary for the purpose of the Agreement, in which case such copies shall be regarded as Confidential Information;

- a) not to divulge or disclose to any person whatsoever in any form or manner whatsoever, either directly or indirectly, any Confidential Information of the other, without the prior written consent of such other Party, other than when called upon to do so in accordance with a statute, or by a court having jurisdiction, or by any other duly authorised and empowered authority or official, in which event the Party concerned shall do what is reasonably possible to inform the other of such a demand and each shall assist the other in seeking appropriate relief or the instituting of a defensive action to protect the Confidential Information concerned;
- b) not to use, exploit, permit the use of, directly or indirectly, or in any other manner whatsoever apply the Confidential Information, disclosed to it as a result of the Agreement, for any purpose whatsoever other than for the purpose for which it is disclosed or otherwise than in strict compliance with the provisions in the Agreement;
- c) not to make any notes, sketches, drawings, photographs or copies of any kind of any part of the disclosed Confidential Information, without the prior written consent of such other Party, except when reasonably necessary for the purpose of the Agreement, in which case such copies shall be regarded as Confidential Information;

- b) not to use, exploit, permit the use of, directly or indirectly, or in any other manner whatsoever apply the Confidential Information, disclosed to it as a result of the Agreement, for any purpose whatsoever other than for the purpose for which it is disclosed or otherwise than in strict compliance with the provisions in the Agreement;

- c) not to make any notes, sketches, drawings, photographs or copies of any kind of any part of the disclosed Confidential Information, without the prior written consent of such other Party, except when reasonably necessary for the purpose of the Agreement, in which case such copies shall be regarded as Confidential Information;

- d) not to de-compile, disassemble or reverse engineer any composition, compilation, concept application, item, component de-compilation, including software or hardware disclosed and shall not analyse any sample provided by Transnet, or otherwise determine the composition or structure or cause to permit these tasks to be carried out except in the performance of its obligations pursuant to the Agreement;
- e) not to exercise less care to safeguard Transnet Confidential Information than the Party exercises in safeguarding its own competitive, sensitive or Confidential Information;
- f) Confidential Information disclosed by either Party to the other or by either Party to any other party used by such Party in the performance of the Agreement, shall be dealt with as "restricted" or shall be dealt with according to any other appropriate level of confidentiality relevant to the nature of the information concerned, agreed between the Parties concerned and stipulated in writing for such information in such cases;
- g) the Parties shall not make or permit to be made by any other person subject to their control, any public statements or issue press releases or disclose Confidential Information with regard to any matter related to the Agreement, unless written authorisation to do so has first been obtained from the Party first disclosing such information;
- h) each Party shall be entitled to disclose such aspects of Confidential Information as may be relevant to one or more technically qualified employees or consultants of the Party who are required in the course of their duties to receive the Confidential Information for the Permitted Purpose provided that the employee or consultant concerned has a legitimate interest therein, and then only to the extent necessary for the Permitted Purpose, and is informed by the Party of the confidential nature of the Confidential Information and the obligations of the confidentiality to which such disclosure is subject and the Party shall ensure such employees or consultants honour such obligations;
- i) each Party shall notify the other Party of the name of each person or entity to whom any Confidential Information has been disclosed as soon as practicable after such disclosure;
- j) each Party shall ensure that any person or entity to which it discloses Confidential Information shall observe and perform all of the covenants the Party has accepted in the Agreement as if such person or entity has signed the Agreement. The Party disclosing the Confidential Information shall be responsible for any breach of the provisions of the Agreement by the person or entity; and
- k) each Party may by written notice to the other Party specify which of the Party's employees, officers or agents are required to sign a non-disclosure undertaking.

16.2 The duties and obligations with regard to Confidential Information in this clause 16 shall not apply where:

- a) a Party can demonstrate that such information is already in the public domain or becomes available to the public through no breach of the Agreement by that Party, or its Personnel; or
- b) was rightfully in a Party's possession prior to receipt from the other Party, as proven by the first-mentioned Party's written records, without an infringement of an obligation or duty of confidentiality; or

- c) can be proved to have been rightfully received by a Party from a third party without a breach of a duty or obligation of confidentiality; or
- d) is independently developed by a Party as proven by its written records.

16.3 This clause 16 shall survive termination for any reason of the Agreement and shall remain in force and effect from the Commencement Date of the Agreement and 5 [five] years after the termination of the Agreement. Upon termination of the Agreement, all documentation furnished to the Service Provider by Transnet pursuant to the Agreement shall be returned to Transnet including, without limitation all corporate identity equipment including dies, blocks, labels, advertising matter, printing matter and the like.

17 TOTAL OR PARTIAL FAILURE TO PERFORM THE SCOPE OF SERVICES

Should the Service Provider fail or neglect to execute the work or to deliver any portion of the Service, as required by the terms of the Agreement or Work Order, Transnet may cancel the Agreement or Work Order in so far as it relates to the unexecuted work or rejected portion of the Service, and, in such event, the provision of any remaining commitment shall remain subject in all respects to these conditions.

18 TERM AND TERMINATION

18.1 Notwithstanding the date of signature hereof, the Commencement Date if the Agreement is [●] and the duration shall be for a 12 [twelve] month period, expiring on [●], unless:

- a) the Agreement is terminated by either Party in accordance with the provisions incorporated herein or in any schedules or annexures appended hereto, or otherwise in accordance with law or equity; or
- b) the Agreement is extended at Transnet's option for a further period to be agreed by the Parties.

18.2 Either Party may terminate the Agreement forthwith by notice in writing to the other Party where the other Party has committed a material Default and, where such Default is capable of remedy, has failed to remedy such Default within 30 [thirty] days of receiving notice specifying the Default and requiring its remedy.

18.3 Either Party may terminate the Agreement forthwith by notice in writing to the other Party when the other Party is unable to pay its debts as they fall due or commits any act or omission which would be an act of insolvency in terms of the Insolvency Act, 24 of 1936 [as may be amended from time to time], or if any action, application or proceeding is made with regard to it for:

- a) a voluntary arrangement or composition or reconstruction of its debts;
- b) its winding-up or dissolution;
- c) the appointment of a liquidator, trustee, receiver, administrative receiver or similar officer; or
- d) any similar action, application or proceeding in any jurisdiction to which it is subject.

18.4 Transnet may terminate the Agreement at any time within 2 [two] months of becoming aware of a change of control of the Service Provider by notice in writing to the Service Provider. For the purposes of this clause, "control" means the right to direct the affairs of a company whether by ownership of shares, membership of the board of directors, agreement or otherwise.

- 18.5 Transnet may cancel any schedule or Work Order hereto at any time on giving the Service Provider 30 [thirty] days' written notice.
- 18.6 Notwithstanding this clause 18, either Party may cancel the Agreement without cause by giving 30 [thirty] days prior written notice thereof to the other Party.

19 CONSEQUENCE OF TERMINATION

- 19.1 Termination in accordance with clause 18 [*Term and Termination*] shall not prejudice or affect any right of action or remedy which shall have accrued or shall thereafter accrue to either Party and all provisions which are to survive the Agreement or impliedly do so shall remain in force and in effect.
- 19.2 On termination of the Agreement or a Work Order, the Service Provider will immediately deliver up, and procure that its Personnel will immediately deliver up to Transnet, all Deliverables and property belonging to Transnet [or, in the event of termination of a Work Order, such as is relevant to that Work Order] which may be in the possession of, or under the control of the Service Provider, and certify to Transnet in writing that this has been done.
- 19.3 To the extent that any of the Deliverables and property referred to in clause 19.2 above are in electronic form and contained on non-detachable storage devices, the Service Provider will provide Transnet with unencrypted copies of the same on magnetic media and will irretrievably destroy and delete copies so held.
- 19.4 In the event that the Agreement is terminated by the Service Provider under clause 18.2 [*Term and Termination*], or in the event that a Work Order is terminated by Transnet under clause 18.5 [*Term and Termination*], Transnet will pay to the Service Provider all outstanding Fees [apportioned on a *pro rata* basis] relating to the work undertaken by the Service Provider up until the date of such termination. Transnet will also pay the costs of any goods and materials ordered by the Service Provider in relation to the such work for which the Service Provider has paid or is legally obliged to pay, in which case, on delivery of such goods or materials, the Service Provider will promptly deliver such goods and materials to Transnet or as it may direct.
- 19.5 The provisions of clauses 0 [*Definitions*], 6 [*Warranties*], 12 [*Intellectual Property Rights*], 14 [*Limitation of Liability*], 16 [*Confidentiality*], 19 [*Consequence of Termination*], 25 [*Dispute Resolution*] and 29 [*Governing Law*] shall survive termination or expiry of the Agreement.
- 19.6 If either Party [**the Defaulting Party**] commits a material breach of the Agreement and fails to remedy such breach within 30 [thirty] Business Days of written notice thereof, the other Party [hereinafter **the Aggrieved Party**], shall be entitled, in addition to any other rights and remedies that it may have in terms of the Agreement, to terminate the Agreement forthwith without any liability and without prejudice to any claims which the Aggrieved Party may have for damages against the Defaulting Party.
- 19.7 Should:
- the Service Provider effect or attempt to effect a compromise or composition with its creditors; or
 - either Party be provisionally or finally liquidated or placed under judicial management, whether provisionally or finally; or

- c) either Party cease or threaten to cease to carry on its normal line of business or default or threaten to default in the payment of its liabilities generally, or commit any act or omission which would be an act of insolvency in terms of the Insolvency Act, 24 of 1936 [as may be amended from time to time];

then the other Party shall be entitled, but not obliged, to terminate the Agreement on written notice, in which event such termination shall be without any liability and without prejudice to any claims which either Party may have for damages against the other.

20 ASSIGNMENT

Neither Party may assign the benefit of the Agreement or any interest hereunder except with the prior written consent of the other. Further, in the event that Transnet wishes to assign or novate the Agreement to any third party, the Service Provider agrees that it shall not unreasonably withhold or delay its consent to such assignment or novation and that it shall only be entitled to recover from Transnet any reasonable legal costs incurred by it as a direct result of such assignment or novation.

21 FORCE MAJEURE

21.1 Neither Party shall have any claim against the other Party arising from any failure or delay in the performance of any obligation of either Party under the Agreement caused by an act of *force majeure* such as acts of God, fire, flood, war, strike, lockout, industrial dispute, government action, laws or regulations, riots, terrorism or civil disturbance, defaults, delays or discontinuance on the part of independent contractors, suppliers, or other circumstances or factors beyond the reasonable control of either Party, and to the extent that the performance of obligations of either Party hereunder is delayed by virtue of the foregoing, any period stipulated for any such performance shall be reasonably extended.

21.2 Each Party will take all reasonable steps by whatever lawful means that are available, to resume full performance as soon as practicable and will seek agreement to modification of the relevant provisions of the Agreement in order to accommodate the new circumstances caused by the act of *force majeure*. If a Party fails to agree to such modifications proposed by the other Party within 90 [ninety] days of the act of *force majeure* first occurring, either Party may thereafter terminate the Agreement with immediate notice.

22 EQUALITY AND DIVERSITY

22.1 The Service Provider will not victimise, harass or discriminate against any employee of either Party to the Agreement or any applicant for employment with either Party to the Agreement due to their gender, race, disability, age, religious belief, sexual orientation or part-time status. This provision applies, but is not limited to employment, upgrading, work environment, demotion, transfer, recruitment, recruitment advertising, termination of employment, rates of pay or other forms of compensation and selection for training.

22.2 Both Parties to the Agreement undertake that they will not, and shall procure that its employees, agents and Subcontractors will not breach any applicable discrimination legislation and any amendments and re-enactments thereof.

23 NON-WAIVER

- 23.1 Failure or neglect by either Party, at any time, to enforce any of the provisions of the Agreement, shall not, in any manner, be construed to be a waiver of any of that Party's rights in that regard and in terms of the Agreement.
- 23.2 Such failure or neglect shall not, in any manner, affect the continued, unaltered validity of the Agreement, or prejudice the right of that Party to institute subsequent action.

24 PARTIAL INVALIDITY

If any provision of the Agreement shall be held to be invalid, illegal or unenforceable, or shall be required to be modified, the validity, legality and enforceability of the remaining provisions shall not be affected thereby.

25 DISPUTE RESOLUTION

- 25.1 Should any dispute of whatsoever nature arise between the Parties concerning the Agreement, the Parties shall try to resolve the dispute by negotiation within 10 [ten] Business Days of such dispute arising.
- 25.2 If the dispute has not been resolved by such negotiation, either of the Parties may refer the dispute to AFSA and notify the other Party accordingly, which proceedings shall be held in Johannesburg.
- 25.3 Such dispute shall be finally resolved in accordance with the rules of AFSA by an arbitrator or arbitrators appointed by AFSA.
- 25.4 This clause constitutes an irrevocable consent by the Parties to any proceedings in terms hereof, and neither of the Parties shall be entitled to withdraw from the provisions of this clause or claim at any such proceedings that it is not bound by this clause 25.
- 25.5 This clause 25 is severable from the rest of the Agreement and shall remain in effect even if the Agreement is terminated for any reason.
- 25.6 This clause 25 shall not preclude either Party from seeking urgent relief in a court of appropriate jurisdiction, where grounds for urgency exist.

26 ADDRESSES FOR NOTICES

- 26.1 The Parties to the Agreement select the physical addresses and facsimile numbers, as detailed hereafter, as their respective addresses for giving or sending any notice provided for or required in terms of the Agreement, provided that either Party shall be entitled to substitute such other address or facsimile number, as may be, by written notice to the other:

a) **Transnet**

(i) For legal notices:

[●]

Fax No. [●]

Attention: Legal Department

- (ii) For commercial notices: [●]
Fax No. [●]
Attention: [●]

b) **The Service Provider**

- (i) For legal notices: [●]
Fax No. [●]
Attention: [●]
- (ii) For commercial notices: [●]
Fax No. [●]
Attention: [●]

26.2 Any notice shall be addressed to a Party at its physical address or delivered by hand, or sent by facsimile.

26.3 Any notice shall be deemed to have been given:

- a) if hand delivered, on the day of delivery; or
- b) if posted by prepaid registered post, 10 [ten] days after the date of posting thereof; or
- c) if faxed, on the date and time of sending of such fax, as evidenced by a fax confirmation printout, provided that such notice shall be confirmed by prepaid registered post on the date of dispatch of such fax, or, should no postal facilities be available on that date, on the next Business Day.

27 WHOLE AND ONLY AGREEMENT

- 27.1 The Parties hereby confirm that the Agreement constitutes the whole and only agreement between them with regard to the subject matter of the Agreement.
- 27.2 The Parties hereby confirm that the Agreement replaces all other agreements which exist or may have existed in any form whatever between them, with regard to the subject matter dealt with in the Agreement, including any annexures, appendices, schedules or Work Order(s) appended hereto.

28 AMENDMENT AND CHANGE CONTROL

- 28.1 Any requirement for an amendment or change to the Agreement or to a Work Order shall only be valid if it is in writing, signed by both Parties and added to the Agreement as an addendum hereto.
- 28.2 In the event the Parties cannot agree upon changes, the Parties shall in good faith seek to agree any proposed changes using the dispute resolution procedures in clause 25 [Dispute Resolution].

29 GOVERNING LAW

The Agreement is exclusively governed by and construed in accordance with the laws of the Republic of South Africa and is subject to the jurisdiction of the courts of the Republic of South Africa.

29.1 Change of Law

In the Agreement, unless the context otherwise requires, references to a statutory provision include references to that statutory provision as from time to time amended, extended or re-enacted and any regulations made under it, provided that in the event that the amendment, extension or re-enactment of any statutory provision or introduction of any new statutory provision has a material impact on the obligations of either Party, the Parties will negotiate in good faith to agree such amendments to the Agreement as may be appropriate in the circumstances. If, within a reasonable period of time, the Service Provider and Transnet cannot reach agreement on the nature of the changes required or on modification of Fees, Deliverables, warranties, or other terms and conditions, either Party may seek to have the matter determined in accordance with clause 25 *[Dispute Resolution]* above.

30 COUNTERPARTS

The Agreement may be signed in any number of counterparts, all of which taken together shall constitute one and the same instrument. Either Party may enter into the Agreement by signing any such counterpart.

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NON-DISCLOSURE AGREEMENT

entered into by and between

TRANSNET SOC LTD

Registration Number 1990/000900/30

and

Registration Number _____

RFQ Number DNR P13-39/11699

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"PREVIEW COPY ONLY"

THIS AGREEMENT is made between

Transnet SOC Ltd [Transnet] [Registration No. 1990/000900/30]

whose registered office is at 49th Floor, Carlton Centre, 150 Commissioner Street, Johannesburg 2001,

and

_____ **[the Company]** [Registration No. _____]

whose registered office is at _____

WHEREAS

Transnet and the Company wish to exchange Information [as defined below] and it is envisaged that each party may from time to time receive Information relating to the other in respect thereof. In consideration of each party making available to the other such Information, the parties jointly agree that any dealings between them shall be subject to the terms and conditions of this Agreement which themselves will be subject to the parameters of the Bid Document.

IT IS HEREBY AGREED

1 INTERPRETATION

In this Agreement:

- 1.1 **Agents** mean directors, officers, employees, agents, professional advisers, contractors or sub-contractors, or any Group member;
- 1.2 **Bid or Bid Document** means Transnet's Request for Information [**RFI**] Request for Proposal [**RFP**] or Request for Quotation [**RFQ**], as the case may be;
- 1.3 **Confidential Information** means any information or other data relating to one party (the **Disclosing Party**) and/or the business carried on or proposed or intended to be carried on by that party and which is made available for the purposes of the Bid to the other party (the **Receiving Party**) or its Agents by the Disclosing Party or its Agents or recorded in agreed minutes following oral disclosure and any other information otherwise made available by the Disclosing Party or its Agents to the Receiving Party or its Agents, whether before, on or after the date of this Agreement, and whether in writing or otherwise, including any information, analysis or specifications derived from, containing or reflecting such information but excluding information which:
 - a) is publicly available at the time of its disclosure or becomes publicly available (other than as a result of disclosure by the Receiving Party or any of its Agents contrary to the terms of this Agreement); or

- b) was lawfully in the possession of the Receiving Party or its Agents (as can be demonstrated by its written records or other reasonable evidence) free of any restriction as to its use or disclosure prior to its being so disclosed; or
 - c) following such disclosure, becomes available to the Receiving Party or its Agents (as can be demonstrated by its written records or other reasonable evidence) from a source other than the Disclosing Party or its Agents, which source is not bound by any duty of confidentiality owed, directly or indirectly, to the Disclosing Party in relation to such information;
- 1.4 **Group** means any subsidiary, any holding company and any subsidiary of any holding company of either party; and
- 1.5 **Information** means all information in whatever form including, without limitation, any information relating to systems, operations, plans, intentions, market opportunities, know-how, trade secrets and business affairs whether in writing, conveyed orally or by machine-readable medium.

2 CONFIDENTIAL INFORMATION

- 2.1 All Confidential Information given by one party to this Agreement (the **Disclosing Party**) to the other party (the **Receiving Party**) will be treated by the Receiving Party as secret and confidential and will not, without the Disclosing Party's written consent, directly or indirectly communicate or disclose (whether in writing or orally or in any other manner) Confidential Information to any other person other than in accordance with the terms of this Agreement.
- 2.2 The Receiving Party will only use the Confidential Information for the sole purpose of technical and commercial discussions between the parties in relation to the Bid or for the subsequent performance of any contract between the parties in relation to the Bid.
- 2.3 Notwithstanding clause 2.1 above, the Receiving Party may disclose Confidential Information:
- a) to those of its Agents who strictly need to know the Confidential Information for the sole purpose set out in clause 2.2 above, provided that the Receiving Party shall ensure that such Agents are made aware prior to the disclosure of any part of the Confidential Information that the same is confidential and that they owe a duty of confidence to the Disclosing Party. The Receiving Party shall at all times remain liable for any actions of such Agents that would constitute a breach of this Agreement; or
 - b) to the extent required by law or the rules of any applicable regulatory authority, subject to clause 2.4 below.
- 2.4 In the event that the Receiving Party is required to disclose any Confidential Information in accordance with clause 2.3b) above, it shall promptly notify the Disclosing Party and cooperate with the Disclosing Party regarding the form, nature, content and purpose of such disclosure or any action which the Disclosing Party may reasonably take to challenge the validity of such requirement.
- 2.5 In the event that any Confidential Information shall be copied, disclosed or used otherwise than as permitted under this Agreement then, upon becoming aware of the same, without prejudice to

any rights or remedies of the Disclosing Party, the Receiving Party shall as soon as practicable notify the Disclosing Party of such event and if requested take such steps (including the institution of legal proceedings) as shall be necessary to remedy (if capable of remedy) the default and/or to prevent further unauthorised copying, disclosure or use.

- 2.6 All Confidential Information shall remain the property of the Disclosing Party and its disclosure shall not confer on the Receiving Party any rights, including intellectual property rights over the Confidential Information whatsoever, beyond those contained in this Agreement.

3 RECORDS AND RETURN OF INFORMATION

- 3.1 The Receiving Party agrees to ensure proper and secure storage of all Information and any copies thereof.
- 3.2 The Receiving Party shall keep a written record, to be supplied to the Disclosing Party upon request, of the Confidential Information provided and any copies made thereof and, so far as is reasonably practicable, of the location of such Confidential Information and any copies thereof.
- 3.3 The Company shall, within 7 (seven) days of receipt of a written demand from Transnet:
- a) return all written Confidential Information (including all copies); and
 - b) expunge or destroy any Confidential Information from any computer, word processor or other device whatsoever into which it was copied, read or programmed by the Company or on its behalf.
- 3.4 The Company shall on request supply a certificate signed by a director as to its full compliance with the requirements of clause 3.3b) above.

4 ANNOUNCEMENTS

- 4.1 Neither party will make or permit to be made any announcement or disclosure of its prospective interest in the Bid without the prior written consent of the other party.
- 4.2 Neither party shall make use of the other party's name or any information acquired through its dealings with the other party for publicity or marketing purposes without the prior written consent of the other party.

5 DURATION

The obligations of each party and its Agents under this Agreement shall survive the termination of any discussions or negotiations between the parties regarding the Bid and continue thereafter for a period of 5 (five) years.

6 PRINCIPAL

Each party confirms that it is acting as principal and not as nominee, agent or broker for any other person and that it will be responsible for any costs incurred by it or its advisers in considering or pursuing the Bid and in complying with the terms of this Agreement.

7 ADEQUACY OF DAMAGES

Nothing contained in this Agreement shall be construed as prohibiting the Disclosing Party from pursuing any other remedies available to it, either at law or in equity, for any such threatened or actual breach of this Agreement, including specific performance, recovery of damages or otherwise.

8 PRIVACY AND DATA PROTECTION

- 8.1 The Receiving Party undertakes to comply with South Africa's general privacy protection in terms of the Bill of Rights (Section 14) in connection with this Bid and shall procure that its personnel shall observe the provisions of such Act (as applicable) or any amendments and re-enactments thereof and any regulations made pursuant thereto.
- 8.2 The Receiving Party warrants that it and its Agents have the appropriate technical and organisational measures in place against unauthorised or unlawful processing of data relating to the Bid and against accidental loss or destruction of, or damage to such data held or processed by them.

9 GENERAL

- 9.1 Neither party may assign the benefit of this Agreement, or any interest hereunder, except with the prior written consent of the other, save that Transnet may assign this Agreement at any time to any member of the Transnet Group.
- 9.2 No failure or delay in exercising any right, power or privilege under this Agreement will operate as a waiver of it, nor will any single or partial exercise of it preclude any further exercise or the exercise of any right, power or privilege under this Agreement or otherwise.
- 9.3 The provisions of this Agreement shall be severable in the event that any of its provisions are held by a court of competent jurisdiction or other applicable authority to be invalid, void or otherwise unenforceable, and the remaining provisions shall remain enforceable to the fullest extent permitted by law.
- 9.4 This Agreement may only be modified by a written agreement duly signed by persons authorised on behalf of each party.
- 9.5 Nothing in this Agreement shall constitute the creation of a partnership, joint venture or agency between the parties.
- 9.6 This Agreement will be governed by and construed in accordance with South African law and the parties irrevocably submit to the exclusive jurisdiction of the South African courts.

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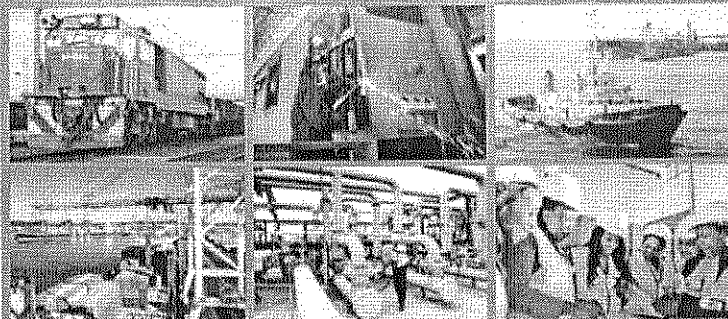
TRANSNET



delivering on our commitment *to you*

Suppliers Code of Conduct

"PREVIEW COPY ONLY"



Suppliers Code of Conduct

Transnet aims to achieve the best value for money when buying or selling goods and obtaining services. This, however, must be done in an open and fair manner that supports and drives a competitive economy. Underpinning our process are several acts and policies that any supplier dealing with Transnet must understand and support.

These are:

- » Transnet Procurement Policy - A guide for tenderers;
- » Section 217 of the Constitution - the five pillars of Public PSCM (Procurement and Supply Chain Management): fair, equitable, transparent, competitive and cost effective;
- » The Public Finance Management Act (PFMA);
- » The Broad Based Black Economic Empowerment Act (BBBEE); and
- » The Anti-Corruption Act.

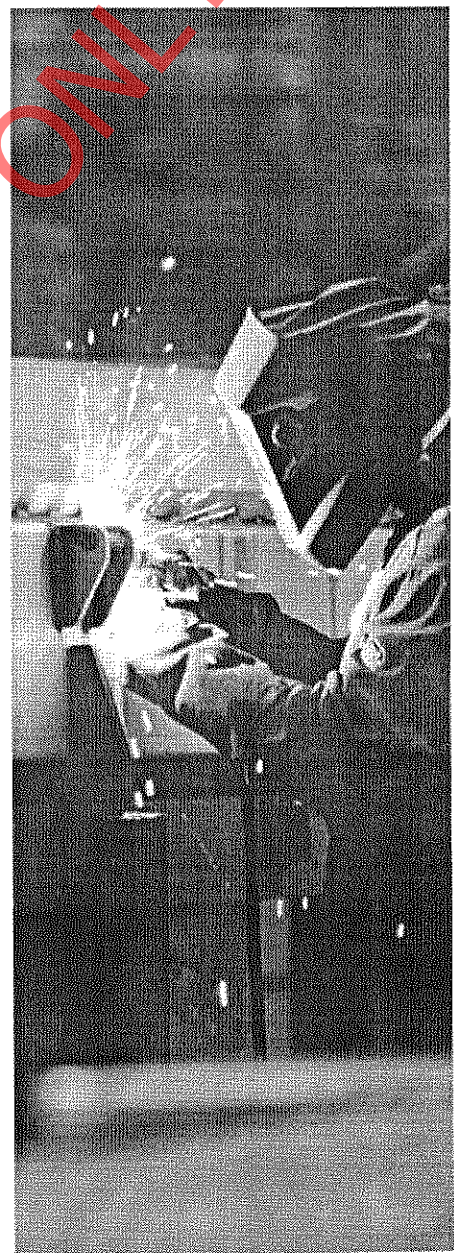
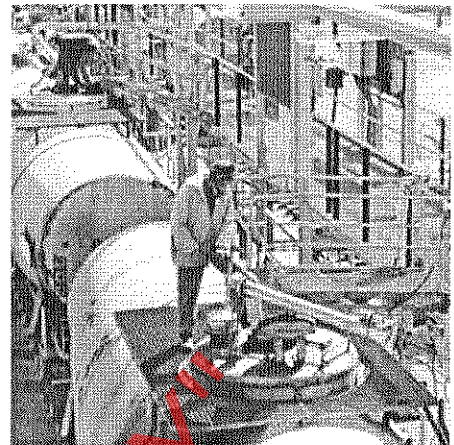
This code of conduct has been compiled to formally apprise Transnet Suppliers of Transnet's expectations regarding behaviour and conduct of its Suppliers.

Prohibition of Bribes, Kickbacks, Unlawful Payments, and Other Corrupt Practices

Transnet is in the process of transforming itself into a self-sustaining State Owned Enterprise, actively competing in the logistics industry. Our aim is to become a world class, profitable, logistics organisation. As such, our transformation is focused on adopting a performance culture and to adopt behaviours that will enable this transformation.

Transnet will not participate in corrupt practices. Therefore, it expects its suppliers to act in a similar manner.

- » Transnet and its employees will follow the laws of this country and keep accurate business records that reflect actual transactions with, and payments to, our suppliers.



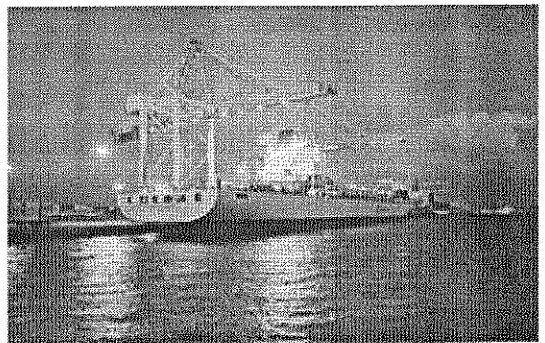
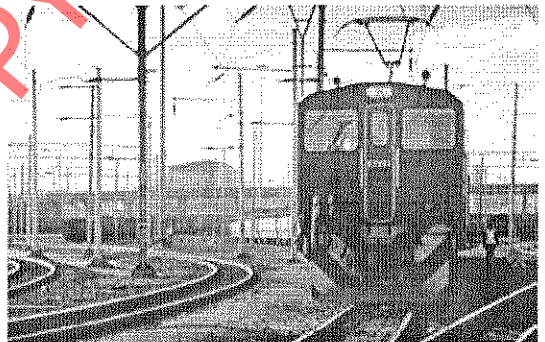
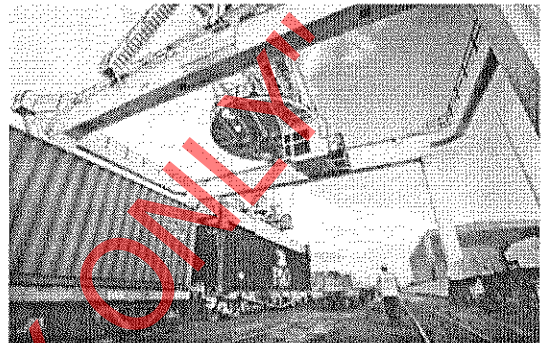
These include, but are not limited to:

- Misrepresentation of their product (origin of manufacture, specifications, intellectual property rights, etc);
 - Collusion;
 - Failure to disclose accurate information required during the sourcing activity (ownership financial situation, BBBEE status, etc.);
 - Corrupt activities listed above; and harassment, intimidation or other aggressive actions towards Transnet employees.
- >> Suppliers must be evaluated and approved before any materials, components, products or services are purchased from them. Rigorous due diligence must be conducted and the supplier is expected to participate in an honest and straight forward manner.
- >> Suppliers must record and report facts accurately, honestly and objectively. Financial records must be accurate in all material respects.

Conflict of Interest

A conflict of interest arises when personal interests or activities influence (or appear to influence) the ability to act in the best interests of Transnet. Examples are:

- >> Doing business with family members.
- >> Having a financial interest in another company in our industry.



Show that you support good business practice by logging onto
www.transnet-suppliers.net and completing the form.

This will allow us to confirm that you have received, and agree to, the terms and conditions set out in our Suppliers Code of Conduct.

TIP-OFFS ANONYMOUS HOTLINE
0800 003 056