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REQUEST FOR QUOTATION

QUOTATION VALIDITY PERIOD
60 DAYS

PAGE NO.
1 of 1
CLOSING DATE AND TIME
16-Sep-20 12:00
Date of Issue
08 September 2020
VALIDITY
8 : DAYS

INITIATING DEPARTMENT	INITIATOR
BWW - Northern Works	Bonginkosi
QUOTATION REFERENCE	COLLECTIVE NO.
RFQ JW078KP	
QUOTATION REQUESTED FROM	

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM.80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR BBBEE AND PREFERENTIAL PROCUREMENT ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE(CSD)

JW CONTACT PERSON: Kakaretso e-mail address:kakaretso.phiri@jwater.co.za

TELEPHONE NUMBER:011 688 1533

ITEM NO.	DESCRIPTION	BRAND NAME OFFERED	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DIS
	Unit 5 Bio, Aerator 11 cable Restoration					
1	Supply, Install, Terminate and Commission, 35 sqmm 4 Core cable from MCC to Aerator 11 (Direct Online Starter)		metres	260		
2	Restore the panel Door		Sum	1		
<p>Note 1: All cables should be manufactured to SANS SANS 1507-3 and must be copper conductors, PVC insulated, PVC bedded, SWA, PVC sheathed, 600/1000V</p> <p>Note 2: Provision should be made for the lifting and putting back of cable trench covers (steel and concrete blocks) as well as breaking/removal and replacing of sand and concrete screed on the platforms</p> <p>Note 3: All measurements to be confirmed on site</p> <p>Note 4: Provision should be made for all the needed assesories such as Cable Glands, ferrules, lugs, crimping tools etc.</p> <p>Note 5: All quotes must be accompanied by registration with the Department of Labour as an Electrical Contractor in terms of Electrical Installation Regulations, 2009 under OHS Act, 85 of 1993</p>						
<p>NB: Site visit is compulsory for verification of specifications, equipments and ensuring Health and Safety. Northern Works GPS co-ordinates (S 25° 56' 43.6" - E 027° 59' 43.6")</p>						
<p>Site briefing date: 10 September 2020 @ 10h30am</p>						
<p>For More Information Contact: Bonginkosi Kunene at 066 487 9530</p>						
<p>Quote and a valid BBBEE certificate/sworn affidavit must be emailed to kakaretso.phiri@jwater.co.za; late quotes will not be considered</p>						
SUPPLIER DETAILS		CONDITIONS				
OFFICIAL STAMP		<p>1. QUOTATIONS RECEIVED AFTER CLOSE OF BUSINESS ON THE CLOSING DATE WILL NOT BE ACCEPTED.</p> <p>2. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED</p> <p>3. PRICES QUOTED MUST BE AS PER THE UNIT INDICATED AND BE EXCLUDED OF VAT</p> <p>4 QUOTATIONS WITHOUT THE SUPPLIER'S AUTHORISED SIGNATURE WILL NOT BE ACCEPTED.</p> <p>5 ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY</p>				
AUTHORISED BY:						
SIGNATURE:.....						
DATE:.....						



Document title :	Minimum SHE Requirements for Construction Related RFQ projects		
Revision	00	Author:	OHS: Projects
Effective Date	January 2017	Pages:	01

1. SCOPE OF WORK:

Unit 5 Bio, Aerator 11 cable Restoration

2. PURPOSE

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

3. APPLICABILITY

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

4. APPOINTMENTS

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

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

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

5.INSURANCE

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


6.COSTING FOR SHE REQUIREMENTS

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

7. INDUCTION

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

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

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8. SUBMISSION OF SAFETY FILE

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

9. RISK ASSESSMENT

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

10. SAFE WORKING PROCEDURES / METHOD STATEMENTS

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

- Vehicle procedure, emergency procedure, incident investigation procedure, waste management plan, hand tool and portable electrical tool procedure.
- Method statement for the entire works

11. WORKING AT HEIGHTS

- A competent person must compile a fall protection plan for all tasks which will be done at elevated position.
- The requirements as per the Construction regulations for working at heights shall be complied with by the contractor at all times.
- The fall protection plan shall be specific to the work that will be conducted at elevated position and proper provision must be made for rescue of employees at heights.
- Fall protection plan must include fall risk assessment detailing proper controls to be implemented.
- All employees who their duties entail working at heights must be declared medically fit by an Occupational Health Practitioner for working at heights.
- Employees who will be working at heights must be trained by a competent service provider for working at heights and must be trained on use of fall prevention/arrest devices to be used at heights.
- Employees working at height must be trained on the latest approved fall protection plan before work commences at height.
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12. MEDICAL SCREENING REQUIREMENTS

- The contractor shall ensure that a medical surveillance programme is implemented for all employees.



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

13. TOOLBOX TALKS

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

14. PERSONAL PROTECTIVE EQUIPMENT (PPE)

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

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15. WORKPLACE SIGNAGE

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

16. INCIDENT REPORTING AND INVESTIGATION

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

17. NOTIFICATION OF CONSTRUCTION WORK

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

18. COMPLIANCE MONITORING

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

19. PROJECT COMPLETION

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



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Project details

Project Scope: Unit 5 Bio, Aerator 11 cable Restoration
Depot / Site / Department: NWWTW
Estimated duration: TBC

Documents required

Letter of Good Standing	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
SHE plan	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Risk Assessment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Safe working Procedures	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Notification of Construction work	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Inspection registers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

Items required before starting

Medicals	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Vaccinations	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
PPE (boots, hard hats, overall)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Induction	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Approval from OHS	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

APPOINTMENTS AND COMPETENCIES

<u>Construction Supervisor (Electrical competencies)</u>						
Appointment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
<u>Safety Officer</u>						
Appointment	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CV (and/ certificates)	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>

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



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RETURNABLE ANNEXURE A: ACKNOWLEDGEMENT OF SHE SPECIFICATION & ANNEXURES

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

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

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

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



HEALTH, SAFETY & ENVIRONMENTAL (SHE) SPECIFICATION: BASELINE RISK ASSESSMENT

PROJECT NUMBER:	RFQ
PROJECT LOCATION:	Northern Waste Water Treatment
PROJECT DESCR:	Unit 5 Bio, Aerator 11 cable Restoration

POSSIBLE RISKS FOR THIS PROJECT

Task	Hazard	Risk	Consequence	Rating	Controls
Lifting	✓ Manual handling	✓ Handling Heavy Objects	✓ Back pain	H	<ul style="list-style-type: none"> ✓ Correct PPE must always be used e.g. Hardhat with chin straps, gloves & shoes ✓ Observe proper lifting techniques ✓ Obey sensible lifting limits (60 lb. maximum per person manual lifting)
Cutting Cables	✓ Cutting	✓ Eye penetration	✓ Eye injuries/ blindness	M	<ul style="list-style-type: none"> ✓ Safety goggles shall be worn by employees when cutting steel
35 m2, four core cable	<ul style="list-style-type: none"> ✓ Cable connection ✓ Inspection 	<ul style="list-style-type: none"> ✓ Electrocution Injury /Damage to equipment ✓ Chocking 	<ul style="list-style-type: none"> ✓ Injuries / damage to employees and equipment 	H	<ul style="list-style-type: none"> ✓ Authorized person with C.O.C must do all the installation ✓ Emergency stop button must always be serviceable ✓ Observe proper lifting techniques ✓ Ensure communication between employees ✓ Technical Skills ✓ Maintenance plan

	<ul style="list-style-type: none"> ✓ Flammable Gas 	<ul style="list-style-type: none"> ✓ Fire ✓ Inhalation ✓ Explosions 	<ul style="list-style-type: none"> ✓ Injuries ✓ Shock ✓ Property damages 		<ul style="list-style-type: none"> ✓ No fire is allowed on site ✓ Only competent personnel must be on site ✓ Tool box talk must be conducted daily ✓ Supervisor must be on site full time
Test & Commission	<ul style="list-style-type: none"> ✓ Live Yard 	<ul style="list-style-type: none"> ✓ Electrocution Injury ✓ Working unauthorized ✓ Miss-communication between employees 	<ul style="list-style-type: none"> ✓ Injury or death 	H	<ul style="list-style-type: none"> ✓ Fire extinguisher must always be on site ✓ Obtain a permit and follow all procedures listed ✓ Strict supervision ✓ Competent technician operation ✓ Issue test certificate for every testing and inspection done
	<ul style="list-style-type: none"> ✓ Unit activation 	<ul style="list-style-type: none"> ✓ Struck by equipment 	<ul style="list-style-type: none"> ✓ Injuries 	M	<ul style="list-style-type: none"> ✓ Lock out/ Tag out
	<ul style="list-style-type: none"> ✓ Drilling ✓ Drill pit ✓ Drill sharp metal fibres 	<ul style="list-style-type: none"> ✓ Vibration ✓ Cutting edges ✓ Eye penetration ✓ Finger cuts 	<ul style="list-style-type: none"> ✓ Carpal tunnel syndrome ✓ Cuts/ injuries ✓ Eye irritation / blindness ✓ Minor cuts resulting into injury 	M	<ul style="list-style-type: none"> ✓ Rotate drilling tasks to minimize worker exposure to equipment vibration ✓ Use right size of a drill to drill different layers of the ground ✓ Assess manual guide carefully to ensure correct usage of portable electrical devices
	<ul style="list-style-type: none"> ✓ Electrical connection ✓ Extension cords 	<ul style="list-style-type: none"> ✓ Explosion ✓ Faulty cord failure 	<ul style="list-style-type: none"> ✓ Injuries / damage to employees and equipment ✓ fire 	L	<ul style="list-style-type: none"> ✓ Emergency stop button must always be serviceable

					<ul style="list-style-type: none"> ✓ Fire extinguishers must always be kept on site
	<ul style="list-style-type: none"> ✓ Hand tools 	<ul style="list-style-type: none"> ✓ Use the wrong tools for the job ✓ Using damaged tools ✓ Lack of skill 	<ul style="list-style-type: none"> ✓ Cuts & Injuries 	L	<ul style="list-style-type: none"> ✓ Use the right tool to do the right job ✓ All tools are visually inspected before use. ✓ Specific equipment/tools are only used by competent users
	<ul style="list-style-type: none"> ✓ Electrical equipment ✓ Portable electrical appliances 	<ul style="list-style-type: none"> ✓ Use of faulty electrical equipment; ✓ Faulty equipment could also start a fire. 	<ul style="list-style-type: none"> ✓ All workers could suffer potentially fatal shocks or burns. ✓ Electric shock/ burns ✓ injuries 	M	<ul style="list-style-type: none"> ✓ All tools to be checked and tagged before bringing onto site; ✓ Portable electrical appliances examined and where necessary, tested by a competent person within the recommended time limit; ✓ Defective appliances and leads are removed from use and kept secured until they can be repaired or removed from the site; ✓ Electric tools and installations to be in good condition; ✓ Inspect electric tools before use; ✓ Do not use electric tools in wet / damp conditions; ✓ Use personal protective equipment such as insulated gloves.

	✓ Fire	✓ inhalation of fumes	✓ Injuries ✓ damages	M	✓ Fire extinguishers should be in place at all times
Climbing down on ladder or structure	✓ Working at heights	✓ Falling onto / Falling objects ✓ Mechanical failure of step ladder bolts ✓ Loosing footing and falling to ground ✓ Smooth angle iron surfaces that can be slippery	✓ Employees falling from heights which may result in fatality ✓ Personal injuries from elevated equipment	M	✓ Admin :provide training for personnel working at heights ✓ Developing a safe working procedures and inspections should be conducted on regular basis
Driving	✓ Vehicles	✓ Exit and entrance of vehicles	✓ Employee injuries	M	✓ Vehicles to drive slowly in and out when the Depot
	✓ Poor house keeping	✓ Slip/ Trip/ Fall	✓ Injuries	M	✓ Good housekeeping must always be maintained
	✓ Waste disposal	✓ Incorrect disposal of waste	✓ Injuries to employees due to incorrect waste disposal	M	✓ Waste should be removed daily and placed in the correct waste bin(skip)

RISK ASSESSMENT MATRIX

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